

**Minutes
Committee of the Whole
October 1, 2018**

The Penn Manor School Board met at 6:35 p.m. for an Executive Session to discuss Personnel (Leaves, Resignations, Assistant Superintendent applicant information), a Student Matter and a Legal Matter.

The Penn Manor School Board met as a Committee of the Whole at 7:00 p.m. in the Boardroom at Manor Middle School. The meeting was called to order by Board President Mr. J. Kenneth Long. The following directors were present: Dr. Richard Frerichs, Mr. Joseph Fullerton, Mr. J. Kenneth Long, Mrs. Nickole Nafziger, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Christopher Straub, and Mr. Mitchell Sweigart. Ms. Donna Wert was absent. Present from the administrative staff were Dr. Michael Lechlitter, Mr. Chris Johnston, Dr. Cheryl Shaffer, Dr. Jerry Egan, and Mr. Charlie Reisinger. Also in attendance for the meeting: Mr. Ken Phillips, Dr. Philip Gale, Mr. Chad Billman, Hambright teachers – Lisa Roth Walter, Melany Rios, Kelley Groff, Beth Wagner, Kristen Bock, and Sarah Santos-Jagroo – Ms. Emily Gertenbach, LNP correspondent, Mr. Brian Wallace, and Cindy Rhoades, Board Secretary.

Mr. Long announced that the next scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, October 15, 2018, in the Boardroom of the Manor Middle School at 7:00 p.m.

Mr. Long asked if there were any additions or corrections to the Minutes of the September 17, 2018, Committee of the Whole Meeting. Hearing none, on a motion by Mrs. Nafziger, and second by Mr. Sweigart, and a unanimous voice vote, the Minutes were approved as printed.

Mr. Long asked for any Citizen's Comments. There were none.

The upcoming board opportunities were reviewed. Mr. Straub reported that at the September meeting of the CTC-JOC, the new Business Manager for the CTC and the new Director of Adult Education were introduced. Mr. Fullerton reported that the last IU13-JOC meeting featured paper clip toppers produced by Melissa McMichael's high school students.

Mr. Johnston and Mr. Phillips from RBC reviewed the recent termination of the cash settle hedge transaction and updated the board on the upcoming plans for high school debt.

Dr. Shaffer and Dr. Egan reviewed the preliminary PSSA and Keystone Assessment results.

Mr. Johnston shared the Act 1 Base Index and Adjusted Index for the 2019-2020 fiscal year as per the budget calendar.

Dr. Lechlitter and Mr. Johnston provided an update on some of the capital improvement projects including those related to the upcoming high school construction/renovation.

Mr. Reisinger and Mr. Billman provided an update on district cyber security initiatives and two-factor authentication programs.

Dr. Leichliter and Dr. Egan updated the board on recent school drills and items related to Act 44 including the school safety grants.

The Committee of the Whole adjourned at 8:37 p.m.

Mr. J. Kenneth Long, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
October 1, 2018

The regular meeting of the Board of Directors of the Penn Manor School District was held on the above date in the Boardroom at Manor Middle School. The meeting was called to order by Board President Mr. J. Kenneth Long at 8:37 p.m.

Mr. Long announced that the next scheduled meeting will be held on Monday, October 15, 2018, following the Committee of the Whole Meeting at Manor Middle School

The following directors were present: Dr. Richard Frerichs, Mr. Joseph Fullerton, Mr. J. Kenneth Long, Mrs. Nickole Nafziger, Mr. David Paitzel, Mr. Carlton Rintz, Mr. Christopher Straub, and Mr. Mitchell Sweigart. Ms. Donna Wert was absent. Present from the administrative staff were Dr. Michael Lechlitter, Mr. Chris Johnston, Dr. Cheryl Shaffer, Dr. Jerry Egan, and Mr. Charlie Reisinger. Also in attendance for the meeting: Dr. Philip Gale, Mr. Chad Billman, Hambright teachers – Lisa Roth Walter, Melany Rios, Kelley Groff, Beth Wagner, Kristen Bock, and Sarah Santos-Jagroo – Ms. Emily Gertenbach, LNP correspondent, Mr. Brian Wallace, and Cindy Rhoades, Board Secretary.

Mr. Long asked if there were any Citizen's Comments. There were none.

Mr. Long asked the board whether there were any additions or corrections to the Minutes of the September 17, 2018 meeting. Hearing none, on a motion by Dr. Frerichs, a second by Mr. Straub, and a unanimous voice vote, the Minutes were approved as printed.

Dr. Lechlitter provided the Superintendent's report. He reviewed this year's honorees for the Athletic Wall of Honor to be held on January 18, 2019 and reviewed the results of the fall mental health screening conducted by the Samaritan Counseling Center.

Item 1. **Review of School Board Meeting Agenda** – Mr. Long

Item 2. **Consent Agenda for Administrative Actions** – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Elementary Mowing Services – with Tucquan Property Services LLC to provide mowing and String Trimming at six elementary schools per the attached proposal

Explanation: The proposal covers mowing and string trimming at all elementary schools except Hambright for the 2019 calendar year. The district currently covers mowing at Comet Field, the High School, Marticville Middle School and the Manor Middle School/Hambright campus.

- B. School Counseling Advisory Board
 Ruth Mallinson - CTC
 Megan Dancause - Postsecondary Education
 Katie Ferrier - Postsecondary Education

Chala Thomas – Postsecondary Education
 Jason Baker - Postsecondary/Psych
 Nicole Julian - ES/MS/HS Parent
 Jenn Diaz - ES/MS/HS Parent
 Chris Meier – ES/MS Parent
 Elizabeth Thyrum – HS Parent/Mental Health Professional
 Dave Patterson - Community Member
 Jim Beck - Industry
 Sandi Thompson - Lancaster Chamber of Commerce
 Jacob Marino - Youth Pastor
 Cathy Rychalsky - WIB
 Cheryl Shaffer – Administrator
 Jen Kroesen - Teacher
 Maria Vita - Teacher
 All Penn Manor K-12 school counselors
 Nickole Nafziger – Penn Manor School Director

Explanation: This committee is required by the Department of Education as part of the Chapter 339 plan approved by the School Board in the fall.

- C. Audit Engagement for PlanCon Projects - with The Ronan Group, P.C.

Explanation: Preliminary work has been completed on the PlanCon J filings for the Conestoga project. This work needs to be audited before we can submit the final paperwork to close out these projects.

MOTION ON THE ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 2A-C:

It was moved by Mr. Fullerton and seconded by Mr. Paitsel to approve this item. The following call vote was taken on this motion. Richard Frerichs, yes; Joseph Fullerton, yes; J. Kenneth Long, yes; Nickole Nafziger, yes; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, absent.

Item 3. Consent Agenda for Personnel – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Support Staff Employment and Change in Status of the individuals listed per the effective date for the 2018-2019 school year
- B. Resignation of the individuals listed per the effective date:
 Keith Oberdick, Head Custodian, Marticville MS, effective 9/26/18
 Lucas Charney, Assistant Boys Volleyball Coach, effective 6/30/18
- C. Leave to the individuals according to the terms listed:
 Professional Employees:
 Employee H18 - Family Medical - December 3, 2018 – March 3, 2019
 - Child Rearing - March 4, 2019 – June 5, 2019
 Employee H19 - Family Medical - October 2, 2018 – November 5, 2018

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 3A-C: It was moved by Mr. Sweigart and seconded by Mrs. Nafziger to approve this item. The following call vote was taken on this motion. Richard Frerichs, yes; Joseph Fullerton, yes; J. Kenneth Long, yes; Nickole Nafziger, yes; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, absent.

The meeting was adjourned at 8:46 p.m.

Mr. J. Kenneth Long, President

Cindy Rhoades, Board Secretary