

MINUTES
Committee of the Whole
June 1, 2020

The Penn Manor School Board met online via Zoom for an Executive Session at 6:30 p.m. to discuss Personnel (Employee contracts, Retirements, Resignations, and Leaves). An Executive Session was also held on Wednesday, May 28, 2020 for the purpose of discussing upcoming labor contract negotiations.

The Penn Manor School Board met as a Committee of the Whole at 7:05 p.m. via Zoom. The meeting was called to order by Board President Mr. Carlton Rintz. The following directors were present: Dr. Richard Frerichs, Mr. Joseph Fullerton, Mr. Wardell Jackson, Mrs. Nickole Nafziger, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Present from the administrative staff were Dr. Michael Leichter, Mr. Chris Johnston, Dr. Jerry Egan, Dr. Philip Gale, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting: Mr. Brian Wallace, Ms. Emily Long, LNP correspondent, and Mrs. Cindy Rhoades, Board Secretary. Eight community members and district employees were logged into Zoom for the meeting.

Mr. Rintz announced that the next scheduled meeting of the Board of Directors of the Penn Manor School District will be held on Monday, June 15, 2020 at 7:00 p.m. The meeting format will be the same.

Mr. Rintz asked if there were any additions or corrections to the Minutes of the May 18, 2020, Committee of the Whole Meeting. Hearing none, on a motion by Mr. Jackson and a second by Mrs. Nafziger and the following voice vote, Dr. Frerichs, yes; Mr. Fullerton, yes; Mr. Jackson, yes; Mrs. Nafziger, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes, the Minutes were approved as printed.

Mr. Rintz asked for any Citizens' Comments. There were none.

Board reports – Ms. Wert shared that three Penn Manor students will graduate from the Lancaster County Academy on June 6. Mr. Fullerton reported that he attended the LCCTC meeting and viewed a presentation on programs and enrollments as well as how school may look at the CTC in the fall.

Dr. Leichter presented the superintendent's year-end summary of goals for 2019-2020 and reviewed proposed goals for 2020-2021.

The leadership team reviewed potential options for schools to reopen for the 2020-2021 school year.

Mr. Johnston provided updates on recent developments to the 2020-2021 budget scheduled for adoption on June 15, 2020. The board requested that he prepare for a 0%, 1%, and 1.5% budget increase.

Dr. Frerichs discussed a board mandate resolution supported by PSBA. Approval for placement of this item on the June 15, 2020, board agenda was approved on a motion by Dr. Frerichs and seconded by Ms. Wert. The following voice vote was taken on this motion: Dr. Frerichs, yes; Mr. Fullerton, yes; Mr. Jackson, yes; Mrs. Nafziger, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

Dr. Kreider reviewed a mandate relief request for the PA Department of Education as permitted by Act 13 of 2020. Approval for placement of this item on the June 1, 2020, board agenda was approved on a motion by Mr. Sweigart and seconded by Mr. Straub. The following voice vote was taken on this motion: Dr. Frerichs, yes; Mr. Fullerton, yes; Mr. Jackson, yes; Mrs. Nafziger, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

The Committee of the Whole adjourned at 9:07 p.m.

Mr. Carlton L. Rintz, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
June 1, 2020

The regular meeting of the Board of Directors of the Penn Manor School District was held online via Zoom on the above date. The meeting was called to order by Board President Mr. Carlton Rintz at 9:08 p.m.

Mr. Rintz announced that the next scheduled meeting will be held on Monday, June 15, 2020, following the Committee of the Whole Meeting.

The following directors were present: Dr. Richard Frerichs, Mr. Joseph Fullerton, Mr. Wardell Jackson, Mrs. Nickole Nafziger, Mr. David Paitsel, Mr. Carlton Rintz, Mr. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Present from the administrative staff were Dr. Michael Lechlitter, Mr. Chris Johnston, Dr. Jerry Egan, Dr. Philip Gale, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting: Mr. Brian Wallace, Ms. Emily Long, LNP correspondent, and Mrs. Cindy Rhoades, Board Secretary. Eight community members and district employees were logged into Zoom for the meeting.

Mr. Rintz asked if there were any Citizens' Comments. There were none.

Mr. Rintz asked the board whether there were any additions or corrections to the Minutes of the May 18, 2020 meeting. Hearing none, it was moved by Ms. Wert and seconded by Dr. Frerichs to approve the minutes as printed. The following voice vote was taken on this motion. Richard Frerichs, yes; Joseph Fullerton, yes; Wardell Jackson, yes; Nickole Nafziger, yes; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

Dr. Lechlitter provided the Superintendent's report. Today is the first day of summer vacation for students. He thanked students, staff, and parents for their flexibility during this challenging time. Commencement was successful and received positive feedback from the community. To date, the video has been viewed 3,100 times. The meal delivery organized during the closure distributed a total of 134,116 meals. Thank you to the food service staff, bus drivers and volunteers.

Item 1. Review of School Board Meeting Agenda – Mr. Rintz

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

- A. Approval of the Penn Manor School District Flexible Instructional Day program, in accordance with Act 64 of 2019, effective the beginning of the 2020-2021 school year.
- B. Approval of the mandate relief waiver request for special education as permitted under Act 13 of 2020.

MOTION ON THE COMMITTEE OF THE WHOLE CONSENT AGENDA ITEM 2A-B:

It was moved by Mr. Jackson and seconded by Mr. Straub to approve this item. The following voice vote was taken on this motion. Richard Frerichs, yes; Joseph Fullerton, yes; Wardell

Jackson, yes; Nickole Nafziger, yes; David Paitzel, yes; Carlton Rintz, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

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

- A. Food Service Agreement with LCCTC between the Penn Manor School District and the Lancaster County Career and Technology Center for the fiscal year beginning July 1, 2020. This agreement provides students with services authorized by the National Lunch Program and the National School Breakfast Program.
- B. National School Lunch and School Breakfast Program with the Pennsylvania Department of Education, Division of Food and Nutrition, effective July 1, 2020 to June 30, 2021.
- C. Food Service Agreement with IU13 between the Penn Manor School District and Lancaster-Lebanon IU13 for the fiscal year beginning July 1, 2020. This agreement provides students with services authorized by the National Lunch Program and the National School Breakfast Program.
- D. Ratification of IU Bid Awards as cited for 2020-2021
 - IU Copy Paper Bid
 - IU Athletic/Trainer/Medical Supplies Bid
 - Technology Education Supplies Bid
- E. 2020-2021 School Breakfast and Lunch Prices
- F. PA Educator Contract of Service for the 2020-2021 school year
Explanation: The user fee of \$2,700.00 has not changed from last year.
- G. Janus Summer Programming
Explanation: One IEP student will attend the summer of 2020 academic program at the Janus School. Cost- \$930 per student. This is in lieu of extended school year services.
- H. The Vista School Agreement
Explanation: To provide services for one student during the 2020-2021 school year.
- I. New Story Tuition Agreement for the 2020-2021 school year
Explanation: To provide services for students during the 2020-2021 school year at a daily rate of \$260 for two students, \$299 for two students, and \$375 for five students.
- J. Memorandum of Understanding with the Penn Manor Education Association to extend the deadline for the employee vision fund to August 31, 2020.

Explanation: Due to the statewide closure of nonessential businesses, this agreement provides an extension for all eligible employees to use their vision fund for the 2019/2020 school year from June 30, 2020 to August 31, 2020.

MOTION ON THE ADMINISTRATIVE ACTION CONSENT AGENDA ITEM 3A-J:

It was moved by Ms. Wert and seconded by Mrs. Nafziger to approve this item. The following voice vote was taken on this motion. Richard Frerichs, yes; Joseph Fullerton, yes; Wardell Jackson, yes; Nickole Nafziger, yes; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

Item 4. 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 2019-2020 school year
- B. Resignation of the individuals listed per the effective date:
 - Heather Burkholder, Food Service Assistant District, effective 5/29/20
 - Heather Lind, Ready to Learn Aide, Level 1, Martic, effective 5/29/20
 - Michele Bollinger, Building Aide, Martic, effective 5/29/20
 - Marissa Greiner, Building Aide, Central Manor, effective 5/29/20
- C. Leaves to the individuals listed:
 - Professional:**
Employee K2 - Family Medical - August 18, 2020 - October 9, 2020
 - Classified:**
Employee J66 - Family Medical - May 19, 2020 - TBD
- D. Retirement of the individual listed per the effective date:
 - Richard Kilby, 12 month Custodian, Martic, effective 8/21/20
- E. Stipend of \$3,900 for Skip Reddig to assist in covering for an employee's leave from May 4th, 2020 through the end of the 2019-2020 school year.
- F. Job Description - Food Service Assistant/District Cashier

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-F: It was moved by Mr. Straub and seconded by Ms. Wert to approve this item. The following voice vote was taken on this motion. Richard Frerichs, yes; Joseph Fullerton, yes; Wardell Jackson, yes; Nickole Nafziger, yes; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

The meeting was adjourned at 9:19 p.m.