

**Minutes
Committee of the Whole
January 19, 2021**

The Penn Manor School Board met at 6:20 p.m. for an Executive Session to discuss Labor Negotiations Update and Personnel (leaves, resignations).

The Penn Manor School Board met as a Committee of the Whole at 7:00 p.m. on the above date in the Auditorium at Manor Middle School. The meeting was called to order by Board President, Mr. Carlton Rintz. The following directors were present: Dr. Richard Frerichs, Dr. 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. Philip Gale, Dr. Jerry Egan, and Mr. Charlie Reisinger. Also in attendance for the meeting: Joshua Nolt, Maria Mamas, Loren Brown, Brian Wallace, and Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 26 people were watching via YouTube.

Mr. Rintz announced that the next scheduled meeting of the Penn Manor School Board will be held on Monday, February 1, 2021 at 7:00 p.m. in the Manor Middle School Auditorium.

Mr. Rintz asked if there were any additions or corrections to the Minutes of the January 4, 2021, 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; Dr. 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 Citizen's Comments. Mary Kay Fair, President of PMEA, reported that the Penn Manor teachers ratified the one year contract extension.

The upcoming board opportunities were reviewed. Ms. Wert reported that the Lancaster County Academy received a clean audit. Penn Manor currently has 7 students attending LCA with 3 more scheduled to start soon. Dr. Fullerton attended the L-L IU13 meeting and sent a report to each board director. Mr. Sweigart attended the Comet Co-Curricular meeting and reported that 10 grants were awarded totaling \$8,600 for winter 2020-2021.

Dr. Egan introduced two new teachers. Joshua Nolt is a 5th grade teacher at Central Manor Elementary and Maria Mamas is an elementary tech education teacher.

Dr. Lechlitter thanked the board for their hard work and dedication to the district by serving as a Penn Manor School Board Director. For School Director Recognition Month, board directors were given a book that was chosen in their honor as well as a Penn Manor facemask. The books will be placed in the high school library.

Dr. Lechlitter reviewed the existing definition of "equity" developed by the School Board during the summer of 2020.

Dr. Egan and Dr. Gale will review Penn Manor's curriculum development and implementation process.

Mrs. Duke presented the background information on the district's Delinquent Real Estate Tax Collections. Approval for placement of this item on the January 19, 2021, 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; Dr. Fullerton, yes; Mr. Jackson, yes; Mrs. Nafziger, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

Mrs. Duke presented the background information on the district's Property Tax Rebate Program. Approval for placement of this item on the February 1, 2021, board agenda was approved on a motion by Ms. Wert and seconded by Mrs. Nafziger. The following voice vote was taken on this motion: Dr. Frerichs, yes; Dr. Fullerton, yes; Mr. Jackson, yes; Mrs. Nafziger, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

Mr. Johnston reviewed the proposed Capital Projects plan for 2021-2022. Approval for placement of this item on the February 1, 2021 board agenda was approved on a motion by Mr. Straub and seconded by Dr. Frerichs. The following vote was taken on this motion: Dr. Frerichs, yes; Dr. Fullerton, yes; Mr. Jackson, yes; Mrs. Nafziger, yes; Mr. Paitsel, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; and Ms. Wert, yes.

The Committee of the Whole adjourned at 8:48 p.m.



Mr. Carlton L. Rintz, President



Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
January 19, 2021

The regular meeting of the Board of Directors of the Penn Manor School District was held on the above date in the Auditorium at Manor Middle School following the Committee of the Whole meeting. The meeting was called to order by Board President Mr. Carlton Rintz at 8:49 p.m. followed by a moment of silence and the flag salute.

Mr. Rintz announced that the next scheduled meeting will be held on Monday, February 1, 2021, following the Committee of the Whole Meeting.

The following directors were present: Dr. Richard Frerichs, Dr. Joseph Fullerton, Mr. Wardell Jackson, Mrs. Nickole Nafziger, Mr. David Paitzel, 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. Philip Gale, Dr. Jerry Egan, and Mr. Charlie Reisinger. Also in attendance for the meeting: Loren Brown, Brian Wallace, and Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 26 people were watching via YouTube.

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

Mr. Rintz asked the board whether there were any additions or corrections to the Minutes of the January 4, 2021 meeting. Hearing none, it was moved by Mr. Jackson and seconded by Ms. Wert 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 Paitzel, yes; Carlton Rintz, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

Dr. Lechlitter provided the Superintendent's report. The first semester ends on Thursday, January 21. Dr. Lechlitter reported that he has been in contact with a company to possibly provide the COVID vaccine to Penn Manor employees. Commencement options are being discussed by the administration, class advisors, and students. The district has received notification from the state on the allotment of federal COVID money. Dr. Lechlitter requested that Mrs. Nafziger plan for a reboot of the Employee Recognition Dinner.

Mr. Johnston presented for payment the December 2020 bills. It was moved by Mr. Sweigart and seconded by Dr. Frerichs to authorize payment of the bills:

General Fund	\$12,565,732.44
Food Service Fund	\$ 94,089.73
PSDLAF Capital Reserve	\$ 177,553.33
2018 Construction Fund	\$ 2,504,857.91
Student Activity Fund	\$ 2,335.16

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

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

- A. Approval of LCCTC 2021-2022 Proposed Budget Resolution
- B. Delinquent Real Estate Taxes – ratification of the submission of delinquent real estate and interim taxes

Explanation: Unpaid real estate tax balances are turned over to Lancaster County Tax Claim Bureau for collection by the 15th of January.

- C. Second and Final Reading of Revised/New Board Policies as presented:
 - 103 – Discrimination/Title IX Sexual Harassment Affecting Students
 - 218.3 – Discipline of Student Convicted/Adjudicated of Sexual Assault
 - 709 – Building Security
 - 832 – Educational Equity

MOTION ON THE COMMITTEE OF THE WHOLE CONSENT AGENDA ITEM 2A-C (pulling C – Policy 832):

It was moved by Ms. Wert 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 Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

MOTION TO PULL COMMITTEE OF THE WHOLE CONSENT AGENDA ITEM 2C – Policy 832:

It was moved by Mr. Sweigart and seconded by Mrs. Nafziger to pull 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 3. Consent Agenda for Administrative Actions – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Comet Co-Curricular Committee Grant Awards for 2020-2021
- B. Change Orders - Penn Manor High School Project
 - Technology Contractor - Pagoda Electrical, Inc**
 - Change Order 4 - Deduct \$12,440.00 Phase 1 acceleration deduct from CO #3
 - HVAC Contractor - Myco Mechanical, Inc**
 - Change Order 4 - Deduct \$740.00 Phase 1 acceleration deduct from CO #3

- C. Food Service Consulting Agreement 1 Year Extension with School Operations Group, Inc.

Explanation: The initial agreement covered 2019-20 and 2020-21 with options to extend the agreement. The recommendation is to exercise our option to extend for the first of the two 1-year extensions.

- D. Extension of Collective Bargaining Agreement with the Penn Manor Education Association through June 30, 2022 as per the terms of the revised agreement.

- E. PlanCon Part K approval - To acknowledge receipt and approval of the PlanCon, Part K, Project Refinancing, for the Series of 2015 which was refunded by the Series of 2020. (Lease #153810 and #203810) by the Pennsylvania Department of Education at a temporary reimbursable percentage of 19.33%.

Explanation: PlanCon Part K is necessary when a reimbursable bond issue is refunded. With this approval, applications for reimbursement have now been submitted for each debt service payment made for the 2015 Issue going back to December of 2015.

- F. Lebanon Valley College Affiliation Agreement effective 1/12/2021 for clinical experience for Speech-Language Pathology Graduate Program.

MOTION ON THE ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEM 3A-F:

It was moved by Mrs. Nafziger 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.

Item 4. Consent Agenda for Personnel – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. Professional Staff and Support Staff Employment and Change in Status of the individuals listed per the effective date for the 2020-2021 school year.
- B. Resignation of the individuals listed per the effective date:
 Christina A. Beard, Elementary Learning Support Teacher, effective January 26, 2021 *[Will be held for 60 days]*
 Madison M. Vucenic, ESL at Manor MS, effective January 22, 2021
 Jesse Santiago, Cafeteria Aide, Hambright, effective 1/8/21
 Dakota Hoffman, Playground/Ready to Learn Aide, Hambright, effective 1/8/21
- C. Leave to the individuals according to the terms listed:
 Professional Employees:
 Employee K32 - Family Medical Leave - December 1, 2020 - February 15, 2021
 Employee K33 - Intermittent Family Medical Leave - January 6, 2021 – March 30, 2021

- D. After School Tutor for 2020-21 for Marticville MS:
Leesa McAnally
- E. Winter Coach for 2020-21
Julie Yost, 8th Grade Girls Basketball, \$3,990
- F. Volunteer Winter Coaches for 2020-21:
Bryan Harnish - Wrestling
Stephen O'Neill - Boys Basketball
Anthony Rosario - Boys Basketball
- G. Auxiliary Sports Workers for 2020-21:
Jen Sugra Daryn Vinson
Erik Polaski Maricia Kligge
Elizabeth Muehlbach

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-G: 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 9:02 p.m.


Mr. Carlton L. Rintz, President


Cindy Rhoades, Secretary