

**Minutes  
Committee of the Whole  
May 3, 2021**

The Penn Manor School Board met at 6:15 p.m. for an Executive Session to discuss the Superintendent Response to the Board's Evaluation and Personnel.

The Penn Manor School Board met as a Committee of the Whole at 7:19 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, Dr. Theresa Kreider, and Mr. Charlie Reisinger. Also in attendance for the meeting were Brian Wallace, Keith Henninger, Josh Martin from Warfel Construction, and Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 21 people were watching via YouTube.

Mr. Rintz announced that the next scheduled meeting of the Penn Manor School Board will be held on Monday, May 17, 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 April 19, 2021, Committee of the Whole Meeting. Hearing none, it was moved by Mr. Jackson and seconded by Mrs. Nafziger to approve the minutes as printed. 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. Rintz asked for any Citizen's Comments. There were none.

The upcoming board opportunities were reviewed. Mr. Straub reported on the LCCTC April 22, 2021 presentation from the materials handling/logistics class. Mr. Jackson reported on the IU13 Joint Authority Board meeting and their renovation project.

Ms. Wert presented the proposed 2021-2022 Lancaster County Academy budget. Approval for placement of this item on the May 17, 2021 board agenda was approved on a motion by Mr. Paitsel 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; and Ms. Wert, yes.

Dr. Lechlitter reviewed the changes made to board policies 004-BOG-7 Oath Certificate, 137.1, 150, 810.1 and 810.3 as recommended by the Pennsylvania School Boards Association (PSBA) policy service. Approval for placement of this item on the May 3, 2021 board agenda was approved on a motion by Mrs. Nafziger and seconded by Dr. Frerichs. 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; and Ms. Wert, yes.

Mr. Johnston provided an update on the 2021-2022 proposed budget.

Dr. Kreider provided a review of programming needs for students with disabilities transitioning from early intervention services to kindergarten.

Dr. Leichter, Dr. Gale, Mr. Johnston, Mr. Reisinger and Mr. Josh Martin from Warfel Construction provided an update on the construction progress in the new high school main office spaces, library and technology center, and humanities wing and reviewed the timeline for this summer.

The Committee of the Whole adjourned at 8:18 p.m.

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Mr. Carlton L. Rintz, President

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Cindy Rhoades, Secretary

**MINUTES**  
**Penn Manor Board of School Directors**  
**May 3, 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 8:19 p.m. followed by a moment of silence and flag salute.

Mr. Rintz announced that the next scheduled meeting will be held on Monday, May 17, 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 Paitsel, Mr. Carlton Rintz, Mr. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Present from the administrative staff were Dr. Michael Leichliter, Mr. Chris Johnston, Dr. Philip Gale, Dr. Jerry Egan, Dr. Theresa Kreider, and Mr. Charlie Reisinger. Also in attendance for the meeting were Brian Wallace, Keith Henninger, and Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 21 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 April 19, 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 Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

Dr. Leichliter provided the Superintendent's report. Commencement will be held at 5:00 p.m. and 7:30 p.m. on Thursday, June 3. Board Directors should let him know if they are planning to attend both or just one of the ceremonies. The end of the year dates for seniors is being reviewed and adjusted. On Thursday, May 6, Penn Manor is hosting a press conference in front of Hambright Elementary at 10:00 a.m. in collaboration with the PA Schools Work Coalition and other organizations. On Thursday, April 29, the district recognized the outstanding educators, outstanding employee, 2021 and 2020 retirees and those employees who completed a milestone year with a drive by "dinner for two."

**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. First Reading of Revised School Board Policies - 004-BOG-7 Oath Certificate, 137.1, 150, 810.1, and 810.3.
- B. Middle school attendance boundaries for the 2021-2021 school year

*Explanation: Letort Elementary School attendance zone will be added as a swing area*

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

It was moved by Dr. Frerichs 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.

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

- A. Appointment of Board Treasurer – Appoint Christopher L. Johnston to the position of Treasurer of the Board of Directors for a one year term for the coming fiscal year, July 1, 2021 through June 30, 2022.

*Explanation: Required by Pennsylvania School Code.*

- B. Appointment of Board Secretary – Appoint Cindy L. Rhoades as secretary to the Board of School Directors for a new four-year term effective July 1, 2021 through June 30, 2025.

*Explanation: The Board Secretary is appointed for a four-year term as required by the Pennsylvania School Code*

- C. Appointment of Tax Collector – Appoint Christopher L. Johnston, Business Manager, as Tax Collector for the Penn Manor School District effective July 1, 2021 through June 30, 2022.

*Explanation: Required by Pennsylvania School Code.*

- D. District Income Protection Insurance – Assurant Employee Benefits through PSBA Insurance Services for the period of 7/1/2021 to 6/30/2022 at a rate of .14% of covered payroll.

*Explanation: Income Protection (disability) benefits are provided to all employees eligible for health care benefits, except for long-term substitutes. The level of coverage is defined in the negotiated agreement. The rate remains the same as the previous year.*

- E. District Life Insurance – Assurant Employee Benefits through PSBA Insurance Services for the period of 7/1/2021 to 6/30/2022 at a rate of .07 per \$1,000 for Life coverage and .02 per \$1,000 for Accidental Death and Dismemberment coverage.

*Explanation: Life and AD&D benefits are provided to all active employees eligible for health care benefits. The level of coverage is defined in the negotiated agreement. The rate remains the same as the previous year.*

- F. Agreement with LinkIt for assessment software for three years starting August of 2021 to 2024

*Explanation: LinkIt assessment software platform for students in grades K-12 funded through IDEA and ESSER*

- G. Agreement with University of Penn Literacy Network (PLN) for training on Restorative Practices in August of 2021

*Explanation: Training will be provided to administrators and teachers in grades 3 thru 12 and will be funded through IDEA funds*

- H. Approval of textbook for grades K-2, Eureka Math, Published by Great Minds, 2016. 89 teacher edition books in the amount of \$10,121.89.

*Explanation: Teacher manuals to be purchased this spring, followed by student editions later this summer.*

- I. Eureka Math professional development on resource implementation in August of 2021

*Explanation: Training will be provided to teachers in grades K thru 2 on the Eureka Math program and will be funded through Title IV funds.*

- J. Tuition-Free Senior for the remainder of the second semester of the 2020-2021 School Year:

Kimberly Miller

*Explanation: In accordance with Board Policy #202*

- K. Change Orders - Penn Manor High School Project

**General Contractor - Lobar, Inc**

Change Order 30 – Deduct \$39,739.64

PCO #81 CCD #74 added CMU support for beam \$2,712.44

PCO #82 CCD #55 added knee wall and cap \$4,580.92

PCO #84 Steel canopy at B101B \$4,099.05

PCO #85 CCD #79 added steel tube \$4,036.85

PCO #137 Delete illuminated railing at entrance and provide aluminum railing (\$49,427.00)

PCO #139 Delete the item #32 floor trough in the kitchen and PC to provide floor sinks via other PCO (\$10,308.18)

PCO #140 Added bulkhead per RFI #313 \$4,566.28

**Plumbing Contractor - J.R.Reynolds, Inc**

Change Order 7 - Add \$7,472.00

PCO #21 Pipe sprinkler backflow in pump bldg. to exterior per Owner \$539.00

PCO #22 Add roof drain and piping at canopy B101 \$3,048.00

PCO #23 Cut and cap water lines at greenhouse tables per Owner \$276.00

PCO #24 Complete final connections to Owner provided equipment \$2,434.00

PCO #25 Provide air drop at Owner provided plasma table in B108 \$716.00

PCO #26 Provide air drop in finishing B122 per Owner \$459.00

**Electric Contractor - Boro Electric, Inc**

Change Order 8 - Add \$26,613.04

PCO #44 Stadium light work per CCD #23 \$22,147.82  
 PCO #49 Acceleration in upper A West for mason acceleration 3/13 & 3/21  
 \$4,465.22

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

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 2020-2021 school year
- B. Leave to the individuals according to the terms listed:
  - Professional:**
    - Employee K55* - Intermittent FMLA Leave - April 1, 2021-September 30, 2021
    - Employee K56* - Family Medical Leave - May 20, 2021-End of School Year
    - Employee K57* - Family Medical Leave - August 30, 2021-November 15, 2021
    - Employee K58* - Family Medical Leave - September 9, 2021-December 1, 2021
    - Employee K59* - Family Medical Leave - August 16, 2021-November 8, 2021
  - Classified:**
    - Employee K54* - Family Medical Leave - May 20, 2021-June 3, 2021
- C. Resignation of the individuals listed below with the effective date:
  - Lisa Eme, Cafeteria Aide, Letort, effective 6/4/21
  - Taylor Roschel, Playground/RTL Aide, Central Manor, effective 5/7/21
  - Danielle Zook, Learning Support Teacher, Pequea, effective 4/30/21
- D. Act 86 - Locally-issued Day-to-Day Substitute Permit for the 2020-21 school year:
  - Kathryn Smith
  - Allison Mettler
  - Sabrina Sizer
  - Haley Fegley
  - Kali Myers
- E. Field Hockey Head Coach for the 2021-2022 Season – Rachel Suter

**MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-D:** It was moved by Mr. Sweigart 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.

**MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4E:** It was moved by Mr. Straub and seconded by Dr. Frerichs to approve this item. The following voice vote was taken on this motion. Richard Frerichs, yes; Joseph Fullerton, yes; Wardell Jackson, yes; Nickole Nafziger, no; David Paitsel, yes; Carlton Rintz, yes; Christopher Straub, yes; Mitchell Sweigart, yes; and Donna Wert, yes.

The meeting was adjourned at 8:28 p.m.

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Mr. Carlton L. Rintz, President

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Cindy Rhoades, Secretary