

**Minutes
Committee of the Whole
January 18, 2022**

The Penn Manor School Board met at 5:00 p.m. for an Executive Session to meet with the consultant for the Superintendent Search and at 6:40 p.m. to discuss Personnel (Leaves and Resignations). An Executive Session was also held virtually on Thursday, January 13, 2022 for the purpose of discussing a legal matter (special education due process decision ODR File Number: 24756-20-21KE).

The Penn Manor School Board met as a Committee of the Whole at 7:05 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: Mr. Loren Brown, Dr. Joseph Fullerton, Mr. S. Frederick Herr, Mr. Wardell Jackson, Mrs. Nickole Nafziger, 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, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting: Dr. Peggy Anastasio, Mrs. Julie Yost, Mr. Doug Eby, Mr. Brian Wallace, and Mrs. Cindy Rhoades, Board Secretary. The meeting was not televised on Penn Manor's YouTube channel due to an internet connectivity issue.

Mr. Rintz announced that the next scheduled meeting of the Penn Manor School Board will be held on Monday, February 7, 2022 in the Manor Middle School at 7:00 p.m.

Mr. Rintz asked if there were any additions or corrections to the Minutes of the January 3, 2022, 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. Mr. Brown, yes; Dr. Fullerton, yes; Mr. Herr, yes; Mr. Jackson, yes; Mrs. Nafziger, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

The upcoming board opportunities were reviewed. Dr. Fullerton reported at that the L-L IU13 meeting, Mr. Matt Stem was welcomed as the new Executive Director. Dr. Barnhart will be retiring on March 31, 2022. Mr. Rintz shared that Dr. Fullerton was elected President of the IU13 Board. Ms. Wert reported that the Lancaster County Academy received a clean audit and that LCA is enjoying a good relationship with Central Penn.

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 that will be placed in one of the elementary schools.

Dr. Lechlitter and Dr. Anastasio introduced Mrs. Julie Yost. Mrs. Yost has been a special education teacher for 24 years. She will be replacing Dr. Anastasio as the Assistant Director of the Student Support Services.

The Board recognized Dr. Theresa Kreider, Director of Student Support Services, for her service to the Penn Manor School District. Ms. Wert read a board resolution recognizing and

commending Dr. Kreider for her 20 years of service to Penn Manor, and Dr. Fullerton presented her with the resolution. The board wished her well on her upcoming retirement.

Dr. Kreider, Dr. Anastasio and Mrs. Yost provided a brief historical overview of special education, its origin and progression.

Mr. Rintz and Mr. Jackson reviewed the Principles of Governance and Leadership policy that was developed by PSBA and placed into board policy in 2016.

Dr. Gale and Mr. Eby provided an update on the high school course selection process for the 2022-2023 school year.

The Committee of the Whole adjourned at 8:12 p.m.

Mr. Carlton L. Rintz, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
January 18, 2022

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 8:13 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 7, 2022, following the Committee of the Whole Meeting.

The following directors were present: Mr. Loren Brown, Dr. Joseph Fullerton, Mr. S. Frederick Herr, Mr. Wardell Jackson, Mrs. Nickole Nafziger, 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, Mr. Charlie Reisinger, and Dr. Theresa Kreider. Also in attendance for the meeting: Dr. Peggy Anastasio, Mr. Brian Wallace, and Mrs. Cindy Rhoades, Board Secretary. The meeting was not televised on Penn Manor's YouTube channel due to an internet connectivity issue.

Mr. Rintz asked if there were any citizens who wanted to comment on action items on the board voting agenda. There were none.

Mr. Rintz asked the board whether there were any additions or corrections to the Minutes of the January 3, 2022 meeting. Hearing none, it was moved by Mr. Jackson and seconded by Mr. Straub to approve the minutes as printed. The following voice vote was taken on this motion. Mr. Brown, yes; Dr. Fullerton, yes; Mr. Herr, yes; Mr. Jackson, yes; Mrs. Nafziger, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

Dr. Leichliter provided the Superintendent's report. The second marking period/first semester ends on Thursday. Due to the snow earlier in the month, school will be in session on Friday, March 25. Course selection for the high school and kindergarten registration for the 22-23 school year will be starting soon.

Mr. Johnston presented for payment the December 2021 bills. It was moved by Ms. Wert and seconded by Mr. Straub to authorize payment of the bills:

General Fund	\$ 11,584,380.24
Food Service Fund	\$ 118,086.95
PMSD Capital Reserve	\$ 42,307.00
PSDLA Capital Reserve	\$ 127,749.25
2018 Construction Fund	\$ 1,160,724.61
Student Activity Fund	\$ 12,824.74

The following voice vote was taken on this motion. Mr. Brown, yes; Dr. Fullerton, yes; Mr. Herr, yes; Mr. Jackson, yes; Mrs. Nafziger, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

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

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

- A. Approval of LCCTC 2022-2023 Proposed Budget Resolution
- B. Approval of Capital Project Budget for 2022-2023

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

It was moved by Mr. Sweigart and seconded by Mr. Straub to approve this item. The following voice vote was taken on this motion. Mr. Brown, yes; Dr. Fullerton, yes; Mr. Herr, yes; Mr. Jackson, yes; Mrs. Nafziger, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

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

- A. Delinquent Real Estate Taxes – Acknowledgement of receipt from Lancaster County Tax Collection Bureau as collector of district taxes, of Certification of Uncollected Real Estate Taxes due and payable in calendar year 2021 which remain unpaid.

Explanation: Unpaid real estate tax balances are turned over to Lancaster County Tax Claim Bureau for collection by the 18th of January.

MOTION ON THE ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEM 3A:

It was moved by Mr. Jackson and seconded by Mrs. Nafziger to approve this item. The following voice vote was taken on this motion. Mr. Brown, yes; Dr. Fullerton, yes; Mr. Herr, yes; Mr. Jackson, yes; Mrs. Nafziger, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. 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 2021-2022 school year.

- B. Leave to the individuals according to the terms listed:

Professional Employees:

Employee L12 - Family Medical Leave - March 21, 2022 - May 15, 2022 (date revised)

Employee L14 - Family Medical Leave - March 15, 2022 - April 26, 2022

Child Rearing Leave - April 27, 2022 - start of 2022-23 school year

Employee L15 - Family Medical Leave - January 27, 2022 - April 27, 2022

- C. Resignation of the individuals listed per the effective date:
Jessica Aguilar, RTL Level 1 Aide, Hambright, effective 1/10/22
Maryann Hash, Food Service, Martic, effective 1/8/22
- D. Elementary Tutors for the 2021-2022 school year at a rate of \$34.00 per hour.
Jennifer Winters
- E. Act 86 - Locally-issued Day-to-Day Substitute Permit for the 2021-2022 school year:
Kiera Kirchner
Natalie Timko
Kaitlyn Monkiewicz
- F. High School Tutors for the 2021-2022 school year at a rate of \$34.00 per hour.
Noelle Henderson
Michelle Wagner
- G. Volunteer Listing 2021-2022
- H. Volunteer Coach:
Jakob Matias, Boys Basketball
- I. Job Description - Assistant Director of Buildings and Grounds

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-I: It was moved by Ms. Wert and seconded by Mrs. Nafziger to approve this item. The following voice vote was taken on this motion. Mr. Brown, yes; Dr. Fullerton, yes; Mr. Herr, yes; Mr. Jackson, yes; Mrs. Nafziger, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

Mr. Rintz asked if there were any citizens who wished to make a comment to the board. There were none.

The meeting was adjourned at 8:22 p.m.

Carlton L. Rintz, President

Cindy Rhoades, Secretary