

**Minutes
Committee of the Whole
March 21, 2022**

The Penn Manor School Board met at 5:45 p.m. for a public Math Curriculum workshop. An Executive Session was held at 6:30 p.m. to discuss Personnel (Superintendent Evaluation, Leaves, Retirements, and Resignations) and a Student Matter.

The Penn Manor School Board met as a Committee of the Whole at 7:08 p.m. on the above date in the board room 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. Peggy Anastasio. Also in attendance for the meeting: Mr. Chip Mathias, Mrs. Theresa Chiodi, Dr. Krista Cox, Mr. Brian Wallace, and Mrs. Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 19 people were watching via YouTube.

Mr. Rintz announced that the next scheduled meeting of the Penn Manor School Board will be held on Monday, April 11, 2022 in the Manor Middle School board room at 7:00 p.m.

Mr. Rintz asked if there were any additions or corrections to the Minutes of the March 7, 2022, Committee of the Whole 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.

The upcoming board opportunities were reviewed. Mr. Straub reported that the Facility Committee met in a public meeting on Tuesday, March 15, 2022. The high school project was reviewed and the Master Facility planning process was updated. Mrs. Nafziger reminded the board that the Employee Recognition Program will be held on April 12, 2022 and the PMEF golf outing on June 14, 2022. Dr. Fullerton gave in update on the L-L IU13 budget and reported that the new Executive Director, Matt Stem, will start on April 1.

Dr. Egan and Dr. Cox provided an update on elementary enrollments as well as the elementary virtual school and administrative recommendations for the 2022-23 school year. Approval for placement of this item on the April 11, 2022 board agenda was approved on a motion by Mr. Sweigart and seconded by Mrs. Nafziger. 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 discussed the annual one-day summer planning board retreat. Several possible dates will be sent to board directors for their input.

Mr. Johnston gave a 2022-23 budget update showing recently updated information including board and administrative recommendations for recruitment and retention options. Approval for placement of this item on the April 11, 2022 board agenda was approved on a motion by Mr. Jackson and seconded by Ms. Wert. The following voice vote was taken on this motion. Mr. Brown, no; Dr. Fullerton, yes; Mr. Herr, no; Mr. Jackson, yes; Mrs. Nafziger, no; Mr. Rintz, no; Mr. Straub, no; Mr. Sweigart, yes; Ms. Wert, no. The motion did not carry. Mrs. Nafziger made a motion to put on the April 11, 2022 agenda the recruitment/retention recommendation presented for PMSD Health Room Nurses and Support Staff, and STS Paraprofessionals and Substitute Teachers totaling \$338,555. The motion was seconded by Mr. Sweigart. 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. Mrs. Nafziger made a motion to put on the April 11, 2022 agenda the retention recommendation presented for PMSD Support Staff totaling \$334,484. The motion was seconded by Mr. Straub. 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. Fullerton and Dr. Leichliter reviewed the IU13 Core Program of Services and Instructional Media Services budget for the 2022-23 school year. Approval for placement of this item on the April 11, 2022 board agenda was approved on a motion by Ms. Wert and seconded by Mr. Straub. 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 Committee of the Whole adjourned at 8:58 p.m.

Carlton L. Rintz, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
March 21, 2022

The regular meeting of the Board of Directors of the Penn Manor School District was held on the above date in the board room at Manor Middle School following the Committee of the Whole meeting. The meeting was called to order by Board President, Mr. Carlton Rintz, at 8:58 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, April 11, 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. Peggy Anastasio. Also in attendance for the meeting: Mr. Chip Mathias, Mrs. Theresa Chiodi, Dr. Krista Cox, Mr. Brian Wallace, and Mrs. Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 19 people were watching via YouTube.

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 March 7, 2022 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. 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 spring sports season has begun. The spring musical was a great production. Fourth grade Hambright teacher, Katie Harnish, was selected to participate in the Grosvenor Teacher Fellowship, a professional development opportunity made possible through a partnership between the National Geographic Society and Lindblad Expeditions in early 2021. She will be going to the Falkland Islands for several weeks during the 2022-23 school year to study and learn about the environment. Grace Fafel and Nicole Chen have been selected to participate in the All-State Music Festival. Dr. Leichliter told the board that Millersville Boro may be coming back to the board for a new LERTA.

Mr. Johnston presented for payment the February 2022 bills. It was moved by Mrs. Nafziger and seconded by Mr. Brown to authorize payment of the bills:

General Fund	\$	4,198,270.68
Food Service Fund	\$	144,240.10
PMSD Capital Reserve	\$	2,500.00
PSDLA Capital Reserve	\$	108,902.50

2018 Construction Fund	\$ 1,099,108.61
Student Activity Fund	\$ 8,312.84

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** – Dr. Fullerton

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

- A. High School Graduation Requirements to fulfill Act 158
- B. School Board Meeting Dates for 2022-2023

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

It was moved by Ms. Wert 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. Judicial Review
- B. Conrad Siegel Actuaries Contract
Explanation: The actuarial services required under GASB 75. The contract, with the amount not to exceed \$8,825, is based upon group size and complexity as negotiated by the Pennsylvania Trust.
- C. EMS services proposal for 2022 Football season from Emergency Medical Standby, LLC
Explanation: No change in scope, service or cost from the 2021 season.
- D. School Counseling Internship Memorandum of Understanding (MOU) between Penn Manor School District and Gwynedd Mercy University
- E. Approval of textbook for grades K-3, Eureka Math, Published by Great Minds, 2015. Student books and teacher edition books in the amount of \$84,566.79.
Explanation: Student books for kindergarten through grade 3 and teacher manuals for grade 3 only to be purchased.
- F. Approval of Eureka Math classroom manipulative kits for grade 3 only, in the amount of \$14,625.00.

Explanation: Complete sets of classroom manipulative kits to be purchased for grade 3 classrooms.

- G. ATTAIN ABA Therapy Agreement to establish school-based services as detailed on the contract.

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

It was moved by Mrs. Nafziger and seconded by Mr. Brown 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. 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:
Classified Employees:
Employee L17 - Family Medical Leave - January 14, 2022 – March 7, 2022
Employee L18 - Family Medical Leave - February 8, 2022 – March 15, 2022
Employee L19 - Family Medical Leave - January 12, 2022 – March 31, 2022
Employee L20 - Family Medical Leave - February 11, 2022 – April 5, 2022
- C. Retirement of the individuals listed per the effective date:
Christine Bachman, Building Aide, Pequea, effective 4/8/22
- D. Resignation of the individuals listed per the effective date:
Madelyn Brown, Ready to Learn, Level 1 Aide, Central Manor, effective 3/25/22
Keri Denlinger, Food Service Central Manor, 6/3/22
Denise Ulaky, Food Service, Marticville MS, effective 3/9/22
Steve Kramer, Athletic Director, effective 4/22/22
- E. Volunteer Coaches for Spring Sports:
Damon Cummins - Boys Lacrosse
Sarah Sambrick - Boys Tennis
Dennis Dunkle - Boys Tennis
- F. Elementary Tutors for the 2021-2022 school year at a rate of \$34.00 per hour.
Debra Beighley
Beth Kaplan
Wendy Terry

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-F: It was moved by Mr. Jackson and seconded by Ms. Wert 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 9:10 p.m.

Carlton L. Rintz, President

Cindy Rhoades, Secretary