

**Minutes  
Committee of the Whole  
March 7, 2022**

The Penn Manor School Board met at 4:45 p.m. for an Executive Session to discuss Personnel (Board Act 93 Committee, Superintendent Search Process, Evaluation of the current Superintendent, Retirements, and Resignations).

The Penn Manor School Board met as a Committee of the Whole at 7:00 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, Mr. Carlton Rintz, Mr. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Mrs. Nickole Nafziger was absent. Present from the administrative staff were Mr. Chris Johnston, Dr. Philip Gale, Dr. Jerry Egan, Mr. Charlie Reisinger, and Dr. Peggy Anastasio. Also in attendance for the meeting: Mr. Baron Jones, Ms. Tracy Musser, a district resident, 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 23 people were watching via YouTube.

Mr. Rintz announced that the next scheduled meeting of the Penn Manor School Board will be held on Monday, March 21, 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 February 22, 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, absent; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

The upcoming board opportunities were reviewed. Mr. Straub reported that the CTC has waitlists for the 22-23 school year. Currently, 42 Penn Manor students are on the waitlist with the majority being waitlisted for the half day programs. Mr. Jackson reminded the board of the PSBA virtual sectional meetings being held in March and April. Topics will include mental health, ESSR funds, and 2022 state and federal budgets.

Dr. Gale introduced new teacher, Joshua Fisher. Mr. Fisher is currently a science teacher at Manor Middle School and will move to the high school for the 22-23 school year. Mr. Fisher is a 2005 Penn Manor graduate.

Dr. Gale, Mr. Jones, Mrs. Andes and Ms. Grenier reviewed the process the high school will use to fulfill the graduation requirements for Act 158. Approval for placement of this item on the March 21, 2022 board agenda was approved on a motion by Mr. Jackson and 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, absent; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

Dr. Gale, Mr. Johnston, and Mr. Reisinger gave an update on the high school construction project.

The Committee of the Whole adjourned at 7:54 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**  
**March 7, 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 7:55 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, March 21, 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, Mr. Carlton Rintz, Mr. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Mrs. Nickole Nafziger was absent. Present from the administrative staff were Mr. Chris Johnston, Dr. Philip Gale, Dr. Jerry Egan, Mr. Charlie Reisinger, and Dr. Peggy Anastasio. Also in attendance for the meeting: Mr. Baron Jones, Ms. Tracy Musser, a district resident, 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 23 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 February 22, 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, absent; 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.        Velocity Fiber agreement addendum for 10G leased lit fiber to Comet Field at a cost of \$346.00 per month. The federal E-Rate program is expected to provide a 60% discount on the monthly cost.

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

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, absent; 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. Acceptance of STS Aides/Para and Personal Care Assistants for the 2021-22 school term

*Explanation: While the aides are employed by Substitute Teacher Service, a listing is provided for the board's consideration and acceptance.*

- B. Acceptance of STS Substitute Teachers for the 2021-22 school term

*Explanation: While the substitute teachers are employed by Substitute Teacher Service, a listing is provided for the board's consideration and acceptance.*

- C. ~~Agricultural Advisory Committee—approval of committee members~~

*Explanation: Chapter 339 on Vocational Education of the Pennsylvania School Code mandates the use of advisory committees. State auditors verify that the local School Board annually approves the composition of the committee.*

- D. Ratification of a proposal to perform District-wide Lead Testing by Miller & Sons

*Explanation: Terms of the agreement remain the same as the previous year.*

- E. Change Orders - Penn Manor High School Project

**General Contractor - Lobar, Inc**

Change Order 36 - Add \$30,742.73

PCO#176R1 Slot wall trim change per CCD #58 \$5,342.79

PCO#180 Site storm line change per RFI #380 response \$18,474.65

PCO#171R1 Added security to DAO rolling file storage \$4,425.04

PCO#181 Added E&S measures per LCCD \$2,500.25

PCO#169 Added hardware in stage dressing stalls \$882.19

**Electrical Contractor - Boro Construction, Inc**

Change Order 13 - Add \$6,186.43

PCO#72 Locker room lighting changes \$6,186.43

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

It was moved by Mr. Brown and seconded by Mr. Sweigart 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, absent; Mr. Rintz, yes; Mr. Straub, abstained; Mr. Sweigart, yes; Ms. Wert, yes.

**MOTION ON THE ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEM 3B:**

It was moved by Mr. Sweigart 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, abstained; Mrs. Nafziger, absent; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

**MOTION ON THE ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEM 3D-E:**

It was moved by Ms. Wert and seconded by Mr. Sweigart 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, absent; 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.     Retirement of the individuals listed per the effective date:
  - Cheryl L. Aucott, 4th Grade, Martic ES, end of 21-22 school year
  - Carrie W. Aukamp, English Teacher, Manor MS, end of 21-22 school year
  - M. Lisabeth Bitler, Learning Support, Marticville MS, end of 21-22 school year
  - Sallie H. Bookman, Gifted Teacher, High School, end of 21-22 school year
  - Mary Kay Fair, Reading Teacher, Manor MS, end of 21-22 school year
  - Debra L. Goodhart, English Teacher, Marticville MS, end of 21-22 school year
  - Ann E. Grosh, English Teacher, Marticville MS, end of 21-22 school year
  - Karen M. Hallett, English Teacher, High School, end of 21-22 school year
  - Maggie A. Kyper, Kindergarten Teacher, Hambright ES, end of 21-22 school year
  - Dr. Michael G. Lechlitter, Superintendent, effective 6/30/2022
  - Heidi S. Long, Family & Consumer Science, MS, end of 21-22 school year
  - Gary L. Luft, Math Teacher, High School, effective 9/29/2022
  - Debbie J. Lugar, Open Campus Coordinator, effective 6/30/2022
  - Christine R. McKnight, English Teacher, Marticville MS, end of 21-22 school year
  - Janet L. Ochs, 4th Grade, Conestoga ES, end of 21-22 school year
  - Lisa M. Roth Walter, 6th Grade, Hambright ES, end of 21-22 school year
  - William T. Yarnell, Science Teacher, High School, end of 21-22 school year
  - William D. Zapata, Spanish Teacher, High School, end of 21-22 school year
  - Mary H. Jacoby, 10 month Secretary, Letort ES, effective 6/17/22
  
- C.     Resignation of the individuals listed per the effective date:
  - Steve McCabe, Health & PE Teacher, effective March 1, 2022 (may be held for up to 60 days)
  - Nora Jens, Hourly Health Room Nurse, Martic/Pequea, effective 2/23/22
  - Stacy Brooks, Attendance Officer, High School, effective 3/4/22
  
- D.     Act 86 - Locally-issued Day-to-Day Substitute Permit for the 2021-22 school year:
  - Brianna Enright
  - Kassi Demmitt

**MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-D:** It was moved by Ms. Wert and seconded by Mr. Jackson 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, absent; 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. District resident, Tracy Musser, Washington Boro, identified herself as a building aide in the district and expressed her concern with the low wages being paid to current support staff.

The meeting was adjourned at 8:14 p.m.

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Carlton L. Rintz, President

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Cindy Rhoades, Secretary