

**Minutes  
Committee of the Whole  
April 25, 2022**

The Penn Manor School Board met at 5:15 p.m. for a public Budget Workshop. An Executive Session has held at 6:15 p.m. to discuss Personnel (Administrative Compensation Plan and Resignations) and Student Matters.

The Penn Manor School Board met as a Committee of the Whole at 7:10 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, and Ms. Donna Wert. Mr. Mitchell Sweigart arrived at 7:32 p.m. 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: District guidance counselors, Mrs. Melissa Ostrowski and Mrs. Danielle Rogers, 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, May 9, 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 April 11, 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, absent; Ms. Wert, yes.

The upcoming board opportunities were reviewed. Dr. Fullerton noted that the latest L-L IU13 meeting notes will come out later this week. Mr. Straub reported that the LCCTC's fundraiser, the fly fishing tournament, will be held next week and is sold out. Mr. Rintz reminded the board that the board retreat will be held on June 13 beginning at 8:30 a.m. with Dr. Richard Frerichs acting as the facilitator. The location will be determined.

Dr. Lechlitter, Mrs. Ostrowski, and Mrs. Rogers updated the School Board on the work of the Mental Health Task force that was assembled as part of the superintendent goal related to mental health.

Ms. Wert reviewed the 2022-2023 Lancaster County Academy proposed budget. Approval for placement of this item on the April 25, 2022 board agenda was approved on a motion by Mr. Straub and seconded by Ms. Wert. 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. Johnston provided an update on the 2022-2023 proposal budget.

The Committee of the Whole adjourned at 8:03 p.m.

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Carlton L. Rintz, President

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Cindy Rhoades, Secretary

**MINUTES**  
**Penn Manor Board of School Directors**  
**April 25, 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 8:04 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, May 9, 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. 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 April 11, 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. He thanked the board for the Employee Recognition Program. Prom was held on Friday, April 22 at the Eden Resort and went well. The Post Prom was held at the high school and was very successful. The high school Committee on Art, Memorials, and Memorabilia is going well. The PM Alumni Association has voted to name the high school alumni conference room the Luella M. Mellinger Alumni Conference Room. The end of the school year is quickly approaching.

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

General Fund	\$ 13,262,703.36
Food Service Fund	\$ 177,158.40
PMSD Capital Reserve	\$ 121,697.55
PSDLA Capital Reserve	\$ 48,541.95
2018 Construction Fund	\$ 1,986,307.27
Student Activity Fund	\$ 39,015.88

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**

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

- A. The Lancaster County Academy Proposed Budget for 2022-2023

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

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

- A. Special Education Legal Consortium Membership at the cost of \$ 1,042.00 for the term of July 1, 2022 through June 30, 2023.

*Explanation: This is the ninth year we will participate as part of the IU13 cost savings measure.*

- B. Student Teaching Affiliation Agreement between Penn Manor School District and West Chester University from April 2022 to June 2025.

- C. Counselor Education Affiliation Agreement between Penn Manor School District and West Chester University for the 2022-2023 school year.

- D. Capital Area Intermediate Unit (CAIU) Agreement for Special Education Services

*Explanation: Services for a student with an IEP that is in an outside the district placement.*

- E. Athletic Trainer Agreement – with Orthopedic Associates of Lancaster, Ltd

*Explanation: This 5 year agreement would provide supplemental athletic training services through Orthopedic Associates. The annual cost will remain the same for the life of the contract.*

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

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

- A. Professional Staff Employment and Change in Status of the individuals listed per the effective date for the 2022-2023 school year.
- B. Resignation of the individuals listed per the effective date:  
     Theresa Lehmann, Title 1 Aide, Manor MS, effective 4/20/22  
     Christina Whirt, Building Aide, Hambright Elementary, effective 5/13/22
- C. Teachers that will be involved in the ReACH Program for summer 2022:  
     Geometry - Jen Kroesen  
     Biology - Chris Vrabel  
     Chemistry - Mary Wittemann and Kyle Bulicz  
     English 9/10 (session 1) - Phoebe Tanis – Currently a student teacher  
     English 11 and 12 (session 2) - Lisa Mayo  
     Civics & Government - Matt Rayha  
     World History - Jeremy Kirchner  
     United States History II - TJ Bechtel  
     PE/Heath - Shawn Maxwell  
     Introduction to Algebra B - Meghan McMurtrie & Noelle Henderson  
     Earth Science - Josh Fisher  
     Facilitator – Elizabeth Sheerer  
     Subs: Wendy Letavic, Barry Groff, Alexis Carson  
     Counselors – Melissa Ostrowski, Brandy Basile, Gail Ulmer, Marjean Long, Rhoda Snyder, Amy Hurst
- D. Summer Temporary Nurse Hours:  
     Tia Laughman, Secondary, 7 hrs/day for up to 15 days, 7/18/22 - 8/26/22  
     Meghan Minnich, Elementary, 6.5 hrs/day for up to 15 days, 7/18/22 - 8/26/22

*Explanation: For processing new enrollments and updating immunization records.*

**MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-D:** It was moved by Mr. Brown 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 8:12 p.m.