

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

The Penn Manor School Board met at 6:00 p.m. for an Executive Session to discuss Personnel (Recommendation, Resignations and Leaves) and a Student Matter.

The Penn Manor School Board met as a Committee of the Whole at 7:23 p.m. on the above date in the media center at Penn Manor High School. The start of the meeting was delayed due to a fire alarm. 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. Philip Gale, Mr. Chris Johnston, Dr. Krista Cox, Dr. Jerry Egan, Dr. Peggy Anastasio, and Mr. Charlie Reisinger. Also in attendance for the meeting: Mrs. Julie Yost, numerous district residents, Mr. Brian Wallace, Mr. Keith Henninger, and Mrs. Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 56 people were watching via YouTube.

Mr. Rintz announced that the next scheduled meeting of the Penn Manor School Board will be held on Monday, August 8, 2022 in the media center at Penn Manor High School at 7:00 p.m.

Mr. Rintz asked if there were any additions or corrections to the Minutes of the June 20, 2022, Committee of the Whole Meeting. Hearing none, it was moved by Mr. Straub and seconded by Mr. Jackson 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 LCCTC will be using the surplus funds from their budget for the Brownstown sewer plant. The CTC summer camp was very successful with 108 attendees. For the fall, ten Penn Manor seniors are on the waitlist for their top choices.

Dr. Anastasio and Mrs. Yost provided an overview of the district's current special education programming and the district special education comprehensive plan. Approval for placement of this item on the July 18, 2022 board agenda was approved on a motion by Mr. Jackson 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 confirmed the board directors who have agreed to serve as delegates at the 2022 PSBA Delegate Assembly to be held on Saturday, November 5, 2022 at 9:00 a.m. at PSBA Headquarters. Representatives have the option to participate in person or via Zoom. Approval for placement of this item on the July 18, 2022 board agenda was approved on a motion by Ms. Wert 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, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

Dr. Gale reviewed the new superintendent's goals the board directors established for 2022-2023. Approval for placement of this item on the July 18, 2022 board agenda was approved on a motion by Mr. Straub and seconded by Mr. Brown. 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. Reisinger and Mr. Johnston reviewed the plans for installation of fiber to Comet Field.

The Committee of the Whole adjourned at 8:09 p.m.

Carlton L. Rintz, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
July 18, 2022

The regular meeting of the Board of Directors of the Penn Manor School District was held on the above date in the media center at Penn Manor High School following the Committee of the Whole meeting. The meeting was called to order by Board President, Carlton Rintz, at 8:09 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, August 8, 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. Philip Gale, Mr. Chris Johnston, Dr. Krista Cox, Dr. Jerry Egan, Dr. Peggy Anastasio, and Mr. Charlie Reisinger. Also in attendance for the meeting: Mrs. Julie Yost, numerous district residents, Mr. Brian Wallace, Mr. Keith Henninger, and Mrs. Cindy Rhoades, Board Secretary. The meeting was televised on Penn Manor's YouTube channel. During the meeting as many as 56 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 June 20, 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. Gale provided his first Superintendent's report. He reported that the summer program ended the last week of June. Numerous FFA teams did very well at the state competition at Penn State University and will be competing nationally in October. Elementary coding camp was held in June. Several participants will attend the August 8 meeting to demonstrate. Construction at the high school is continuing. The building will be substantially complete by the start of school.

Mr. Johnston presented for payment the June 2022 bills. It was moved by Mr. Sweigart and seconded by Ms. Wert to authorize payment of the bills:

General Fund	\$ 7,183,331.53
Food Service Fund	\$ 287,443.50
PMSD Capital Reserve Fund	\$ 335,150.50
PSDLAF Cap Reserve Fund	\$ 69,653.40
2018 Construction Fund	\$ 1,597,574.20
Student Activity Fund	\$ 8,772.64

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. PSBA 2022 Delegate Assembly – The committee is recommending the following as voting delegates for the virtual PSBA 2022 Delegate Assembly on November 5, 2022.
 - 1. Dr. Joseph Fullerton
 - 2. Mrs. Nickole Nafziger
 - 3. Mr. Loren Brown
- B. Approval of Superintendent's Goals for 2022-2023
- C. Approval for submission of the 2021-2024 District Special Education Comprehensive Plan

Explanation: 2021-2024 plan will be submitted to the Pennsylvania Department of Education upon approval.

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

It was moved by Mr. Jackson 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, 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. WeVideo for Schools Subscription

Explanation: Renewal of cloud-based collaborative video editing software for students at a cost of \$9,068.40 for two years. This proposal includes a 10% multi-year discount.

- B. Integrated Pest Management services from Western Pest Services for 2022-23 - \$5,888.76

Explanation: To provide integrated pest management services through the 2022-2023 school year.

- C. PA Educator Contract of Service for the 2022-2023 school year

Explanation: The user fee of \$2,700.00 has not changed from last year.

- D. Acadience Reading Contract Renewal - \$4,425.00

Explanation: Acadience (formally DIBELS) is a reading screener used to identify reading needs for students in kindergarten through sixth grade.

- E. Ratification of Compaction Grouting Services proposal by Eastern Gunit Company, Inc.

Explanation: Eastern Gunit will provide qualified personnel to perform the compaction grouting remediation being conducted at Central Manor Elementary School.

- F. Imagine Learning Instruction Services Renewal

Explanation: Renew of the agreement for Image Learning to provide services for select virtual courses where no qualified Penn Manor teacher is available.

- G. HVAC Preventive Maintenance Proposal with Enginuity for the cooling tower at Hambright Elementary School.

- H. HVAC Preventive Maintenance Proposal with Enginuity for the condensing boilers and water heaters at Letort Elementary School, Pequea Elementary School, Conestoga Elementary School, Hambright Elementary School, Eshleman Elementary School.

- I. HVAC Preventive Maintenance Proposal with Enginuity for the cooling tower, air-cooled chiller and centrifugal chiller at Manor Middle School.

- J. HVAC Preventive Maintenance Proposal with Enginuity for the gas-fired boilers at Penn Manor High School.

- K. Special Education Agreement

- L. Comet Co-Curricular Committee Grant Awards for 2022-23

Explanation: The list of grants has been reviewed and approved by the Penn Manor Comet Co-Curricular Committee and is being presented for ratification.

- M. Change Orders - Penn Manor High School Project

General Contractor - Lobar, Inc

Change Order 37 - Add \$94,339.91

PCO#27R1 Storm inlet changes per CCD #12 for road signal \$34,704.98

PCO#182 Added aux gym line painting \$6,752.54

PCO#183 Delete wrestling wall pads (\$6,820.80)

PCO#185 Added toilet accessories per CCD #17 \$8,053.49

PCO#186 Add privacy trim compartments in G106 & G109 \$3,330.77

PCO#187 Trim for lower ceiling in area F \$2,646.16

PCO#188 Corian sill at E121 per CCD #167 \$1,720.53

PCO#189 Terrazzo in-fills in area F \$4,036.35

PCO#190 Delete ACT in E110, F113 & F114 (\$2,390.00)

PCO#191 Added room signage per CCD #81 \$8,261.33

PCO#193 Repair existing concrete steps in lower E \$22,413.83
 PCO#194 Tile infills at toilet convectors per CCD #169 \$2,175.57
 PCO#195 Added bulkhead in E001 per RFI #405 \$1,764.88
 PCO#196 Added ACT in E130 & E133 per RFI #367 \$5,151.51
 PCO#197 Added work at lower E loading dock soffit \$2,538.77

MOTION ON THE ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEM 3A-D and F-M:

It was moved by Mrs. Nafziger 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.

MOTION ON THE ADMINISTRATIVE ACTIONS CONSENT AGENDA ITEM 3E:

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, no; 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 2022-2023 school year
- B. Leave to the individuals according to the terms listed:
 - Professional**
 - Employee M4* - Family Medical Leave - August 22, 2022 – November 13, 2022
 - Employee M5* - Family Medical Leave - August 29, 2022- November 17, 2022
 - Employee M6* - Family Medical Leave/CRL - September 27, 2022-January 19, 2022
- C. Resignation of the individuals listed per the effective date:
 - Brittany A. Nolt, School Nurse, effective 8/21/2022
 - Kevin P. Kelley Jr., Elementary Applied Technology, effective 9/15/2022
 - Kelsey Bricker, Ready to Learn Level 1 Aide, Pequea, effective 6/3/22
 - Danielle Bardo, Title I Assistant, Pequea, effective 6/3/22
 - Allen Rose, Student Custodian, High School, effective 6/24/22
 - Berenice Rivera, Building Aide & Summer School, effective 8/11/22
 - Brenda Blantz, Food Service, High School, effective 8/10/21
 - Everett Barry - Ready to Learn Level 1 Aide, Eshleman, effective 6/3/22
- D. Cross Country Head Coach - Recommending approval of Andrea Kramer for the 2022-23 school year
- E. Updated Job Descriptions
 - Chief Financial Officer
 - Chief Information Officer

Maintenance - Lead Maintenance Technician
Department Coordinators

- F. Assistant Superintendent Contract – The Board of Directors is recommending approval of the Assistant Superintendent Contract with Dr. Krista Cox for the term of July 1, 2022 through June 30, 2027.
- G. Principal Eshleman Elementary - Dr. Melissa Mealy, Act 93 position, 10 months, 210 days, \$107,000.00, effective 7/18/22.

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-E: It was moved by Mrs. Nafziger 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, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4F: It was moved by Mr. Sweigart 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, abstained; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4G: It was moved by Mr. Jackson 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, abstained; 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. The following district residents addressed the board. Lorianna Fry expressed that she does not want to see Penn Manor promote from within. Vanessa Costa spoke out against CRT and also does not agree with promoting from within. Clarissa Bell spoke out against CRT and her concerns with Dr. Mealy. Ray Caldwell is happy with the new hires at Penn Manor. Debbie Schrodi is against CRT. Vickie Usciak is happy with the influx of outside hires and internal promotions. Cristian Appel spoke in support of Dr. Mealy being named Eshleman principal. Doreen Hershey requested the board adopt a policy against CRT and equity in the schools and as well as a restroom use policy. She also would like the administration to bring three candidates to the school board for future administrative positions.

The meeting was adjourned at 8:39 p.m.

Carlton L. Rintz, President

Cindy Rhoades, Secretary