

**Minutes
Committee of the Whole
October 17, 2022**

The Penn Manor School Board met at 5:45 p.m. for a public workshop on setting Board Goals. An Executive Session has held at 6:40 p.m. to discuss Personnel (Leaves, Resignations and Retirements) and a Student Matter.

The Penn Manor School Board met as a Committee of the Whole at 7:06 p.m. on the above date in the large group instruction room at Penn Manor High School. The meeting was called to order by Board President, Mr. Carlton Rintz. The following directors were present: Dr. Joseph Fullerton, Mr. S. Frederick Herr, Mr. Wardell Jackson, Mr. Anthony Lombardo (participated virtually), 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. Jerry Egan, Dr. Peggy Anastasio, and Mr. Charlie Reisinger. Also in attendance for the meeting: Numerous district residents, Mr. Chad Billman, Mr. Jarrod Claar, 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 33 people were watching via YouTube.

Mr. Rintz announced that the next scheduled meeting of the Penn Manor School Board will be held on Monday, November 7, 2022 in the large group instruction (LGI) room 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 October 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. Dr. Fullerton, yes; Mr. Herr, yes; Mr. Jackson, yes; Mr. Lombardo, yes; Mrs. Nafziger, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

The upcoming board opportunities were reviewed. Ms. Wert reported that all current past records for students at the Lancaster County Academy have been scanned. A new logo is being designed and they are still looking for a new location for the east campus for next year. Mr. Straub reported that the LCCTC teachers are currently working without a contract but that progress is being made.

Mr. Reisinger, Mr. Billman, and Mr. Claar shared an updated on the current cybersecurity threat landscape as well as ongoing district cybersecurity efforts.

Mr. Rintz and Mr. Jackson presented the finalized board goals from the workshop held prior to the Committee of the Whole meeting for final review and approval. Approval for placement of this item on the October 17, 2022 board agenda was approved on a motion by Mr. Sweigart and seconded by Mr. Straub. The following voice vote was taken on this motion. Dr. Fullerton, yes; Mr. Herr, yes; Mr. Jackson, yes; Mr. Lombardo, yes; Mrs. Nafziger, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

Mr. Rintz led the discussion on the Local Economic Revitalization Tax Assistance (LERTA) resolution being requested by Landis Communities and Immerse International for the property located at 321 Manor Avenue in Millersville Borough. Mr. Sweigart made a motion to place the item on the October 17, 2022 with a five year instead of the requested ten year tax exemption schedule. The motion was seconded by Mr. Straub. The following voice vote was taken on this motion. Dr. Fullerton, no; Mr. Herr, no; Mr. Jackson, no; Mr. Lombardo, no; Mrs. Nafziger, no; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes. The motion failed.

Dr. Gale reviewed preliminary recommendations regarding the Personnel goal and the recommendation for support staff mentoring. Approval for placement of this item on the October 17, 2022 board agenda was approved on a motion by Ms. Wert and seconded by Mrs. Nafziger. The following voice vote was taken on this motion. Dr. Fullerton, yes; Mr. Herr, yes; Mr. Jackson, yes; Mr. Lombardo, yes; Mrs. Nafziger, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

The Committee of the Whole adjourned at 8:08 p.m.

Carlton L. Rintz, President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
October 17, 2022

The regular meeting of the Board of Directors of the Penn Manor School District was held on the above date in the large group instruction room 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, November 7, 2022, following the Committee of the Whole Meeting.

The following directors were present: Dr. Joseph Fullerton, Mr. S. Frederick Herr, Mr. Wardell Jackson, Mr. Anthony Lombardo (participated virtually), 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. Jerry Egan, Dr. Peggy Anastasio, and Mr. Charlie Reisinger. Also in attendance for the meeting: 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 33 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. District residents, Mike Weidinger and Laura Shenk, each addressed the board regarding the LERTA resolution.

Mr. Rintz asked the board whether there were any additions or corrections to the Minutes of the October 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. Dr. Fullerton, yes; Mr. Herr, yes; Mr. Jackson, yes; Mr. Lombardo, yes; Mrs. Nafziger, yes; Mr. Rintz, yes; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

Dr. Gale provided the Superintendent's report. He noted that the Above & Beyond newsletter has been mailed to all residents. Catherine Rabatin won the LL League and District Three Class 3A individual tennis title, becoming the first girl to win four 3A district crowns. Jessie Shue is competing in the PA State golf tournament and the Field Hockey team is currently playing for the LL League Championship. Dr. Gale reported that the Hudl system is being reviewed for use by the winter and spring sports teams. There will be more information available on costs, etc. in the near future. The Master Facilities Committee will meet on Friday, November 11 at 8:00 a.m. in the LGI to discuss the Fisher Farm, Hudl, the old district office space, the high school project, and Comet Fieldhouse. Dr. Gale congratulated Dr. Troop from Ephrata School District for being named the Pennsylvania Superintendent of the Year.

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

General Fund	\$ 11,357,966.89
Food Service Fund	\$ 223,168.26
PMSD Capital Reserve	\$ 262,224.00
PSDLAF Capital Reserve	\$ 1,113,052.45
2018 Construction Fund	\$ 215,636.76
Student Activity Fund	\$ 9,658.99

The following voice vote was taken on this motion. Dr. Fullerton, yes; Mr. Herr, yes; Mr. Jackson, yes; Mr. Lombardo, 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. Approval of the School Board professional development goals for 2022-2023
- C. Job Description - Support Staff Mentor

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

and 2C: It was moved by Mr. Straub and seconded by Ms. Wert to approve this item. The following voice vote was taken on this motion. Dr. Fullerton, yes; Mr. Herr, yes; Mr. Jackson, yes; Mr. Lombardo, 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. Tax Exoneration
- C. Tax Exonerations - 2005 Real Estate Taxes

Explanation: In 2005, delinquent taxes were turned over to a law firm for collection instead of the Lancaster County Tax Collection Bureau. After 17 years, there are 55 parcels remaining with a total of \$18,146.55. Since the parcels were not submitted to the county, they do not have a tax lien associated making collection highly unlikely. Therefore the administration is recommending exonerating the remaining delinquent taxes dating from 2005.

- D. ARP IDEA – Use of Funds Agreement – A share of the July 1, 2021 – September 30, 2023 ARP IDEA Part B funds received by the Commonwealth of Pennsylvania has been allocated to Penn Manor School District.

Explanation: The IU entered into a contract with the PDE to administer the project. The IU is identified as the primary recipient for the project with the School District identified as “subrecipient” of the funds. Expected funds total \$247,310.

- E. Memorandum of Agreement for Open Campus
- F. Vector Solutions K-12 Education Software as a Service Client Agreement

Explanation: This agreement will allow the district to continue using the SafeSchools Training Library to offer digital training sessions. The software provides training and tracks attendance and compliance by individuals.

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

It was moved by Mrs. Nafziger and seconded by Ms. Wert to approve this item. The following voice vote was taken on this motion. Dr. Fullerton, yes; Mr. Herr, yes; Mr. Jackson, yes; Mr. Lombardo, 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 2022-2023 school year
- B. Leaves to the individuals according to the terms listed:
 - Professional:**
 - Employee M16* - Family Medical Leave-September 29, 2022-Nov. 11, 202
 - Employee M17* - Family Medical Leave–Aug. 29, 2022-Sept. 27, 2022 [returned]
 - Employee M18* - Family Medical Leave - August 22, 2022-November 14, 2022
 - Classified:**
 - Employee M15* - Leave of Absence - October 11, 2022-January 11, 2023
 - Employee M19* - Family Medical Leave-Aug. 28, 2022-Oct. 3, 2022 [returned]
- C. Resignation of the individuals listed below with the effective date:
 - Nate Moss, Technology Support Specialist, Central Manor, effective 7/8/22
 - Matt Brown, Lead Custodian, High School, effective 10/14/22
 - Cynthia Alexander, Custodian, Pequea, effective 10/14/22
- D. Retirement of the individual listed below with the effective date:
 - Christopher L. Johnston, Chief Financial Officer, effective 6/30/2023
 - Dianna Lowe, 10 month Guidance Secretary, High School, effective 10/31/22
- E. Act 86 - Locally-issued Day-to-Day Substitute Permit for the 2022-23 school year:

Kevin Wayland	Abigail Azizkhan
Victoria Wyszynski	Sydney Krnjaic

- F. MOU Agreement with PMEA for an employee.
- G. The administrative staff is recommending the approval of the following individuals to be paid at the professional rate to perform curriculum writing:
- | | |
|---------------|--------------------|
| Maribeth Zurn | Rachel Suter |
| Sarah Jagroo | Lacey Winder |
| Paige Martin | Emily Gutierrez |
| Becca Eichler | Jenna DeLong |
| Shelly Kyle | Morgan Stepanchick |
| Lisa Bohannon | Danielle Kreider |
- H. 2022-23 STS Guest Teacher List
- I. 2022-23 Fall Volunteer Coaches

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

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4D: It was moved by Dr. Fullerton and seconded by Ms. Wert to approve this item. The following voice vote was taken on this motion. Dr. Fullerton, yes; Mr. Herr, yes; Mr. Jackson, yes; Mr. Lombardo, 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. District resident, Leah Bacon, addressed the board regarding the audio in the LGI. District resident, Lucy Gillichbauer, addressed the audio in the LGI and the agenda availability. District resident, Ed McMannus, addressed the board regarding the LERTA resolution. Evon Bergey from Landis Communities addressed the board regarding the LERTA resolution.

The meeting was adjourned at 8:44 p.m.

Carlton L. Rintz, President

Cindy Rhoades, Secretary