

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

The Penn Manor School Board met at 5:30 p.m. for a public Board Workshop. An Executive Session has held at 6:40 p.m. to discuss a Legal Matter, a Student Matter and Personnel Items (Resignations, Leaves).

The Penn Manor School Board met as a Committee of the Whole at 7:00 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 Vice President, Dr. Joseph Fullerton. The following directors were present: Dr. Joseph Fullerton, Mr. S. Frederick Herr, Mr. Wardell Jackson, Mr. Anthony Lombardo, Mrs. Nickole Nafziger, Mr. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Mr. Carlton Rintz was absent. Present from the administrative staff were Dr. Philip Gale, Mr. Chris Johnston, Dr. Jerry Egan, Dr. Krista Cox, 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 49 people were watching via YouTube.

Dr. Fullerton announced that the next scheduled meeting of the Penn Manor School Board will be held on Monday, December 5, 2022 in the large group instruction (LGI) room at Penn Manor High School following the Board Reorganization Meeting at 7:00 p.m.

Dr. Fullerton asked if there were any additions or corrections to the Minutes of the November 7, 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, absent; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

The upcoming board opportunities were reviewed. Mr. Straub reported that the Master Facilities Committee met in a public meeting on Friday, November 11, 2022 in the LGI. The high school construction project is substantially complete. There was discussion about possibly subdividing the Fisher Farm and selling a parcel. Part of the old district office space is being considered for a pre-school program. It was reported that Comet Fieldhouse needs to be renovated. Also, the Hudl camera at Comet Field may be combined with a compatible camera system that is more suited to the location. Mrs. Nafziger thanked the board for their support of PMEAF at the ExtraGive event on November 18, 2022. \$19,009 was raised in one day to support programs for Penn Manor students.

The board recognized several groups of students. Agriculture teacher, Amanda Gagne, introduced the Manor FFA Livestock Evaluation team of Logan Broderick, Chloe Perry, Ezekiel Smith and Jenna Smith. The team earned a silver ranking at the National FFA Convention & Expo in October. Agriculture teacher, Neil Fellenbaum, introduced the Manor FFA Floriculture Team of Vita Failla, Leah Hess, Jeanette Kneisley, and Carly Railing. The team placed 5<sup>th</sup> in the nation and earned a gold ranking at the National FFA Convention & Expo. Congratulations to these fine students.

Athletic director, Pat Tocci, introduced cross country runner, Kaleb Kabakjian. Kaleb qualified for the PIAA State Championship with a 21<sup>st</sup> finish in the District meet and placed 34<sup>th</sup> at the state meet. Mr. Tocci also introduced Catharine Rabatin. She is the first female tennis player to win four LL League and District Three Class 3A individual tennis titles. She also has had strong showings at the state tournament. Congratulations to these student-athletes.

Dr. Egan and Mrs. Joy Meley, a district social worker, provided an overview of the McKinney Vento Act and discussed homelessness in Penn Manor. Dr. Egan presented a recommendation for a school vehicle driver. Approval for placement of the school vehicle driver job description on the December 5, 2022, board agenda was approved on a motion by Mrs. Nafziger and seconded by Ms. Wert. 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, absent; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

Mr. Johnston reviewed the preliminary information on the 2023-2024 budget.

Dr. Fullerton and Dr. Gale reviewed the procedures for the upcoming board reorganization meeting on Monday, December 5, 2022 at 7:00 p.m.

Mr. Straub and Dr. Gale provided a summary of financial discussions taking place by the Joint Operating Committee and Professional Advisory Committee of the Lancaster County Career & Technology Center. Dr. DelPriore, the LCCTC business manager, will attend the January 9, 2023 Committee of the Whole meeting to answer any questions relating to this budget.

Dr. Gale made a recommendation for the creation of an Event Manager stipend to provide coverage for evening community activities at the schools. Approval for placement of this item on the November 21, 2022, board agenda was approved on a motion by Mr. Sweigart and seconded by Mr. Lombardo. 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, absent; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

The Committee of the Whole adjourned at 8:19 p.m.

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Joseph G. Fullerton, Vice President

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Cindy Rhoades, Secretary

**MINUTES**  
**Penn Manor Board of School Directors**  
**November 21, 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 Vice President, Dr. Joseph Fullerton, at 8:20 p.m. followed by a moment of silence and the flag salute.

Dr. Fullerton announced that the next scheduled meeting will be held on Monday, December 5, 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, Mrs. Nickole Nafziger, Mr. Christopher Straub, Mr. Mitchell Sweigart, and Ms. Donna Wert. Mr. Carlton Rintz was absent. Present from the administrative staff were Dr. Philip Gale, Mr. Chris Johnston, Dr. Jerry Egan, Dr. Krista Cox, 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 49 people were watching via YouTube.

Dr. Fullerton asked if there were any citizens who wanted to comment on action items on the board voting agenda. District resident, Leah Bacon, addressed the board on the topic of homelessness.

Dr. Fullerton asked the board whether there were any additions or corrections to the Minutes of the November 7, 2022 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, absent; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

Dr. Gale provided the Superintendent's report. Congratulations to the cast and crew of fall play, the Crucible, which was performed November 18 and 19. It also marked the last year for long time director, Carole Shellenberger. On Wednesday, November 23, Mr. Jones, Dr. Cox and Dr. Gale will be meeting with the JROTC to explore options for a possible program. The three fall eSports teams all made it to their finals. The district will start interviewing for the open CFO position in December. The leadership team held two Town Hall meetings. The first one, on November 10, had four community members attend. The second meeting on November 14 had fifteen community members come out for a high school tour and the presentation. Five Penn Manor alumni participated in a panel discussion earlier today to provide teachers with input on the skills students will need to be successful in the workforce. Thank you to Rob Barley ('87), Lauren Dissinger ('05), Seth Perry ('97), Morgan Martzall ('15), and Chuck Swanson ('94) for their participation and sharing their insights.

Mr. Johnston presented for payment the October 2022 bills. It was moved by Mr. Straub and seconded by Mr. Lombardo to authorize payment of the bills:

General Fund	\$	6,076,021.86
Food Service Fund	\$	170,423.75
PMSD Capital Reserve Fund	\$	44,939.85
PSDLAF Capital Reserve	\$	3,267,138.67
2018 Construction Fund	\$	9,942.87
Student Activity Fund	\$	3,811.89

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, absent; 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. Addition of Event Manager stipend of \$44.40 for coverage of evening community activities

**MOTION ON THE COMMITTEE OF THE WHOLE CONSENT AGENDA ITEM 2A:** It was moved by Ms. Wert and seconded by Mr. Herr 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, absent; 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. Election of Solicitor and Bond Counsel – Kegel Kelin Litts & Lord LLP – The law firm of Kegel Kelin Litts & Lord LLP be appointed as solicitor and bond counsel for the school district for the calendar year 2023.
- B. Election of Special Counsel for Special Education – McNees Wallace & Nurick LLC – The law firm of McNees Wallace & Nurick LLC be appointed as special counsel for the school district for the calendar year 2023. Services will be limited to special education matters.
- C. Election of Special Counsel for Labor – Fox Rothschild LLP – The law firm of Fox Rothschild LLP be appointed as special counsel for the school district for the calendar year 2023. Services will be limited to labor matters.
- D. Election of Special Counsel for Workers' Compensation – The law firm of Cipriani & Werner be appointed as special counsel for the school district for the calendar year 2023. Services will be limited to Workers Compensation.

*Explanation: Cipriani & Werner is the appointed counsel for the LLPSIP Workers Compensation Pool.*

- E. Judicial Review
- F. Ag Advisory Committee updated roster for 2022-2023
- G. Act 80 Personal Day and Sick Leave Use MOU for 2022
- H. Pagoda Electric for the Comet Field Wireless Link
- I. Proposal by The Breneman Company to furnish and install windscreens around the tennis courts at Manor Middle School for \$13,500.00.

*Explanation: Work to be completed before the spring season.*

- J. Disposal of Assets of obsolete technology equipment. Sycamore International will remove, recycle, and provide certified data destruction at no cost to the district.

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

It was moved by Mr. Sweigart and seconded by Mr. Lombardo 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, absent; 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 Employees:**  
*Employee M29 - Family Medical Leave - August 22, 2022-November 21, 2022*  
*Employee M31 - Family Medical Leave - December 22, 2022-June 2, 2023*  
*Employee M22 - Family Medical Leave/Child Rearing Leave - December 7, 2022-March 8, 2023 [REVISED]*  
**Classified Employees:**  
*Employee M20 - Family Medical Leave - November 4, 2022-November 29, 2022 [REVISED]*  
*Employee M30 - Surgery - October 4, 2022-November 16, 2022*
- C. Retirement of the individuals listed per the effective date:  
Tara Etzweiler, Library Aide, Hambright, effective 12/16/22
- D. Resignation of the individual listed per the effective date:  
Ricky Prado, Title I Assistant, Manor MS, effective 11/14/22  
Jennifer Seiger, Title I Assistant, Hambright, effective 11/25/22

Miguel Suarez, PT Custodian, Hambright, effective 11/7/22  
 Jessica Shuman, PT Hourly Nurse, Conestoga, effective 11/17/22  
 Kathleen Davis, Ready to Learn Level 2 Aide, Central Manor, effective 11/22/22

- E. Winter Coaches as listed
- F. Elementary Tutors for the 2022-2023 school year at a rate of \$35.00 per hour.
 

Patty O'Brien	Shannon Madara
Emily Gutierrez	Grace Painter
Nancy Jo Johnson	Debbie Burkhardt (STS aide)
Mary Harnish	Kathryn Cox
Beth Kaplan	Wendy Terry
Aliza Becker	Mindy Swope
Jarred Fitzkee	Jeff Heiney
Kim Garvey	
- G. Support Staff Mentors - Secretary
 

\$500	Jennifer Rohrer for Melanie Drennan
\$500	Jessica Maule for Jessica Burkhardt
- H. Job Description - Food Service Director
- I. Act 86 - Locally-issued Day-to-Day Substitute Permit for the 2022-23 school year:
 

Olivia Winthrop
Breanna Enright
Nora Johnstone
- J. Co-Curricular for 2022-23 - Manor Middle
- K. Recommending approval of the following Head Coach for the 2022-23 school year
 

Mark Dano - Boys Volleyball
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- L. Resignation of Head Coach:
 

William Zapata - Girls Soccer, effective with the end of the 2022 fall season
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- M. Auxiliary Sports Worker:
 

Eric Sarra
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- N. High School Co-Curricular for 2022-23
 

Janna Ames, Student Council, \$947
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**MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-N:** It was moved by Mr. Sweigart and seconded by Mrs. Nafziger 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, absent; Mr. Straub, yes; Mr. Sweigart, yes; Ms. Wert, yes.

Dr. Fullerton asked if there were any citizens who wished to make a comment to the board. District resident, Shawna Ciampanelli, commented on board leadership. District resident, Jill Kloppmann also commented on board leadership. District resident, Kristy Groff, commented on school safety.

The meeting was adjourned at 8:22 p.m.

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Joseph G. Fullerton, Vice President

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Cindy Rhoades, Secretary