

**Minutes
Committee of the Whole
January 23, 2023**

The Penn Manor School Board met at 5:45 p.m. for a public Elementary Math Workshop. An Executive Session has held at 6:30 p.m. to discuss Personnel Items (Resignations, Leaves) and Student Matters.

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: Several district residents, Mr. & Mrs. Dan Forry, Mr. Robert Spicer, LNP Correspondent, Mr. Keith Henninger, 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 29 people were watching via YouTube.

Dr. Fullerton announced that the next scheduled meeting of the Penn Manor School Board will be held on Monday, February 6, 2023 in the large group instruction (LGI) room at Penn Manor High School at 7:00 p.m.

Dr. Fullerton asked if there were any additions or corrections to the Minutes of the January 9, 2023, Committee of the Whole Meeting. Hearing none, it was moved by Mr. Jackson and seconded by Mr. Lombardo 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 provided an update from the LCCTC. A teacher contract was approved and will be retroactive to July 2022.

Dr. Gale thanked the board for their hard work and dedication to the district by serving as a Penn Manor School Board Director. For School Director Recognition Month, board directors were given a book that was chosen in their honor that will be placed in one of the secondary schools. Each board director was also given a Penn Manor coffee mug, magnet and t-shirt.

Dr. Egan introduced three new elementary teachers – Devon Orzolek, Karen Rupp and Heather Hufford. Dr. Cox introduced two new secondary teachers – Cameron Steele and Brandan Rodriguez. The new teachers were welcomed to the district by the board.

Dr. Gale and Mr. Baron Jones recognized Madeline Whited, a senior, who won the student category of the Pennsylvania Resources Council's 2022 Gene Capaldi Lens on Litter Photo Contest. Madeline's art teacher, Ms. Maggie Cantrell, was also present for the recognition.

Dr. Anastasio, Mrs. Julie Yost, Mrs. Melissa McMichael and Mrs. Michelle Wagner provided an overview of work-based learning opportunities provided to students in special education. Several students participated in the presentation.

Mr. Johnston reviewed the 2022-2023 budget results through the first six months of the fiscal year for revenues and expenditures.

Mr. Johnston reviewed the latest proposed changes to the 2023-2024 budget.

The Committee of the Whole adjourned at 8:13 p.m.

Joseph G. Fullerton, Vice President

Cindy Rhoades, Secretary

MINUTES
Penn Manor Board of School Directors
January 23, 2023

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 8:13 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, February 6, 2023, 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: Several district residents, Mr. & Mrs. Dan Forry, Mr. Robert Spicer, LNP Correspondent, Mr. Keith Henninger, 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 29 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, Becky Spezialetti commented on the topic of staff retention and absences.

Dr. Fullerton asked the board whether there were any additions or corrections to the Minutes of the January 9, 2023 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. Today is the first day of the 2nd semester. The board planning workshop will be held on Saturday, February 4, 2023 at 8:30 a.m. at the IU13 Conference Center, 1020 New Holland Avenue, Lancaster. Five Penn Manor High School students, Drew Lebo, David Ferre, Kaleb Kabakjian, James Helm, and Nicole Chen, have qualified to participate in the Pennsylvania Music Educators Association's Region V Chorus Festival. On January 28, 2023 at 12:30, Penn Manor will be competing on WGAL's Brain Busters.

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

General Fund	\$	8,615,707.76
Food Service Fund	\$	167,033.26
PMSD Capital Reserve Fund	\$	10,000.00

PSDLAF Capital Reserve	\$	57,992.61
2018 Construction Fund	\$	4,219.61
Student Activity Fund	\$	37,974.54

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. Approval of LCCTC 2023-2024 Proposed Budget Resolution
- B. Approval of Capital Project Budget for 2023-2024
- C. Approval to increase the daily substitute teacher rate through Substitute Teacher Service from \$125.00 per day to \$150.00 per day.
- D. Approval to reimburse newly hired support staff up to \$100 toward required clearances and employment physicals after 30 days of employment.

MOTION ON THE COMMITTEE OF THE WHOLE CONSENT AGENDA ITEM 2A, B & D: 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.

MOTION ON THE COMMITTEE OF THE WHOLE CONSENT AGENDA ITEM 2C: It was moved by Mr. Straub 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, no; 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. Judicial Review
- B. Delinquent Real Estate Taxes – Acknowledgement of receipt from Lancaster County Tax Collection Bureau as collector of district taxes, of Certification of Uncollected Real Estate Taxes due and payable in calendar year 2023 which remain unpaid.

Explanation: Unpaid real estate tax balances are turned over to Lancaster County Tax Claim Bureau for collection by the 17th of January.

C. Drexel University Field Placement MOU Agreement effective January 1, 2023 for student teaching field placements.

D. Software service agreement with 1Password in the amount of \$2,516.85.

E. Change Orders - Penn Manor High School Project

Plumbing Contractor - Jay R. Reynolds, Inc..

Change Order 9R - Add \$8,484.00

Allowance balance deduct – (\$2,028.00)

PCO 30 Remove solenoids from water shut off control after install \$786.00

PCO 31 Install gas piping for kitchen make up air unit \$3,537.00

PCO 32 Relocate existing roof drain line due to new HVAC work conflict

\$6,189.00

Fire Protection Contractor - S.A. Comunale Co., Inc..

Change Order 5 - Add \$10,317.64

Allowance balance deduct – (\$2,028.00)

PCO 11 E area pipe demo - \$12,125.39

F. IDEA Part B Use of Funds Agreement – for the use of Federal Funds from the 2022-2023 allocation pertaining to the Individuals with Disabilities Education Act

Explanation: Expected funds totaling \$1,091,891 will be used as follows - \$672,577 to be used as an offset to special education contracted services and \$419,314 to be used for “on behalf” services.

G. IDEA Section 619 – Use of Funds Agreement – for the use of Federal Funds from the 2022-2023 allocation pertaining to the Individuals with Disabilities Education Act Section 619.

Explanation: Expected funds totaling \$6,634

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

It was moved by Ms. Wert 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.

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

A. Leave to the individuals according to the terms listed:

Professional Employees:

Employee M40 - Family Medical Leave - February 6, 2023 - May 1, 2023

Classified Employees:

Employee M38 - Leave of Absence [Revised] December 21, 2022 - January 27, 2023

Employee M39 - Family Medical Leave [Revised] February 1, 2023 - March 14, 2023

Employee M36 - Leave of Absence [Revised] December 12, 2022 - February 5, 2023

- B. Resignation of the individuals listed per the effective date:
 Janna Ames - Cheerleading Head Coach, effective end of 2022-23 season
 Madison Beatty - Asst. Production Manager, Spring Musical, effective 1/17/23
 Jarrod Claar - Systems and Security Analyst, District, effective 2/2/23
 Melissa Higgins - Ready to Learn, Level 2 Aide, Central Manor, effective 1/20/23
- C. Volunteer Coach - Noe Perez, Boys Basketball
- D. Act 86 - Locally-issued Day-to-Day Substitute Permit for the 2022-23 school year:
 Addie Plummer
 Amanda Tucci
 Naima Winder
- E. Chief Financial Officer – The Board of Directors is recommending approval of the Chief Financial Officer Contract with Mr. Daniel L. Forry for the term of March 27, 2023 through June 30, 2028.

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4A-D: It was moved by Mr. Straub and seconded by Mr. Sweigart 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.

MOTION ON PERSONNEL ACTION CONSENT AGENDA ITEM 4E: It was moved by Ms. Wert and seconded by Mrs. Nafziger to approve this item. The following call 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 welcomed Mr. Dan Forry to the district.

Dr. Fullerton asked if there were any citizens who wished to make a comment to the board. There were none.

The meeting was adjourned at 8:36 p.m.

Joseph G. Fullerton, Vice President

Cindy Rhoades, Secretary