

Agenda – School Board Meeting

Penn Manor School District

Monday, July 21, 2025

Penn Manor High School – Large Group Instruction Room (LGI)

100 E. Cottage Avenue, Millersville, PA 17551

At Conclusion of the Committee of the Whole

Live video: <https://www.youtube.com/PennManorSchoolDistrict>

CALL TO ORDER:

MOMENT OF SILENCE:

FLAG SALUTE:

NEXT MEETING: The next scheduled meeting of the Penn Manor School Board will be held on **Monday, August 4, 2025** following the Committee of the Whole meeting.

ANNOUNCEMENT: An Executive Session was held prior to the Committee of the Whole meeting for the purpose of discussing Personnel detailed on the Committee of the Whole agenda.

ROLL CALL:

CITIZEN COMMENTS: Comments pertaining to action items on the Board Voting Agenda

APPROVAL OF MINUTES: June 23, 2025
<https://www.pennmanor.net/boardminutes/>

SUPERINTENDENT’S REPORT:

TREASURER’S REPORT: [June 2025](#)

PAYMENT OF BILLS: June 2025

General Fund	\$ 9,354,133.64
PMSD Capital Reserve	\$ 11,302.58
Food Service Fund	\$ 161,766.71
Student Activity Fund	\$ 14,958.83

Item 1. Review of School Board Meeting Agenda

Item 2. Consent Agenda for Administrative Actions – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. HVAC Preventive Maintenance Proposal with Ainsworth for the cooling tower at Hambright Elementary School.
- B. HVAC Preventive Maintenance Proposal with Ainsworth for the condensing boilers and water heaters at Letort Elementary School, Pequea Elementary School, Conestoga Elementary School, Hambright Elementary School, Eshleman Elementary School.
- C. HVAC Preventive Maintenance Proposal with Ainsworth for the cooling tower, air-cooled chiller and centrifugal chiller at Manor Middle School.
- D. HVAC Preventive Maintenance Proposal with Ainsworth for the gas-fired boilers at Penn Manor High School.
- E. Food Service Agreement between the Penn Manor School District and the Lancaster County Career and Technology Center for the fiscal year beginning July 1, 2025. This agreement provides students with services authorized by the National Lunch Program and the National School Breakfast Program.
- F. Food Service Agreement between the Penn Manor School District and Lancaster Lebanon IU13 for the fiscal year beginning July 1, 2025. This agreement provides students with services authorized by the National Lunch Program and the National School Breakfast Program.
- G. [Contract with Melmark](#) for out of district educational services of a student with an individualized education plan.
- H. [QSH Enterprises Agreement for 2025-26](#).
- I. [MS-ISAC agreement](#) for cybersecurity services.
- J. [LinkIt Assessment Software Renewal](#)

Explanation: The cost to renew the licenses is \$51,565.40. LinkIt provides data warehousing and analytics on student performance information taken from local and state assessments. It has been historically paid with Title IV federal funding.

- K. Approval of workbooks for [grades 1-5, Eureka Math](#), Published by Great Minds, 2015. Student books in the amount of \$46,603.29.

Explanation: Student workbooks for first through grade 5.

- L. [Contract with BlueCap Service Inc](#) for van transportation services for the 2025-2026 school year.

Explanation: BlueCap is able to supplement other contractors for some specific individual education programming requirement.

Item 3. 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 2025-2026 school year
- B. Resignation of the individual listed per the effective date:
Robin Neely, Food Service, Central Manor Elementary, effective 6/23/2025
Jamie Kopp, Grade 4 Teacher, Central Manor Elementary, effective 6/20/2025
Garrett Howell, English Teacher, Marticville Middle School, effective 7/14/2025
- C. Retirement of the individual listed per the effective date:
Angela Banner - Food Service - Eshleman - Effective 8/31/25
- D. [Leave](#) to the individuals according to the terms listed:
8562 - FMLA - Intermittent - 08/07/25 - 06/05/26
715 - FMLA - 06/18/25 - 09/8/25
2105 - FMLA - 07/22/25 - 09/02/25
7930 - FMLA - Intermittent - 07/03/25 - 07/01/26
- E. [Rates for Co-curricular Work](#) for the 2025-2026 school year.
- F. Weight Room Workers for 2025-2026:
Rachel Suter
Riley Good
- G. Act 86 - Locally-issued Day-to-Day Substitute Permit for the 25-26 school year:
Cassandra Coco

CITIZEN COMMENTS:

PUBLIC COMMENT IN BOARD MEETINGS – Board Policy 903

Any resident, taxpayer, employee, or student wishing to address the Board of School Directors may do so at each board voting meeting during the agenda item titled *Citizen's Comments*. All individuals wishing to comment shall sign in on the sheet provided at the meeting and provide the following information: First and last name, municipality, topic, and group affiliation, if applicable. The following procedures shall be followed:

- A resident, taxpayer, employee or student wishing to comment will be recognized by the chair and then state his/her full name, and group affiliation, if applicable.
- Comments shall be limited to five minutes.
- Threats, abusive, obscene, profane language, defamatory remarks will not be permitted
- The right to comment is for the purpose of addressing the Board of School Directors, not for asking questions of the directors or persons employed by the Penn Manor School District.

Any public comments emailed to the Board Secretary prior to the meeting that pertain to Board agenda items or ongoing matters of the Board will be posted for public viewing on the agenda. Public comments that do not pertain to current Board business will be reviewed by the Board and/or appropriate District administrator.

ADJOURNMENT