

Agenda – School Board Meeting

Penn Manor School District

Monday, January 9, 2023

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

At Conclusion of the Committee of the Whole

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

CALL TO ORDER:

MOMENT OF SILENCE: Mr. Rintz

FLAG SALUTE: Mr. Rintz

NEXT MEETING: The next scheduled meeting of the Penn Manor School Board will be held on **Monday, January 23, 2023** 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 and Student Matters as detailed on the Committee of the Whole agenda.

ROLL CALL:

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

APPROVAL OF MINUTES: December 5, 2022

<http://www.pennmanor.net/boardminutes/>

SUPERINTENDENT’S REPORT:

TREASURER’S REPORT: November 2022

PAYMENT OF BILLS: November 2022

<http://www.pennmanor.net/blog/category/tr/>

General Fund	\$	4,242,211.73
Food Service Fund	\$	179,655.89
PMSD Capital Reserve	\$	33,769.00
PSDLAF Capital Reserve	\$	100,608.35
2018 Construction Fund	\$	2,506.89
Student Activity Fund	\$	17,151.75

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. Lancaster County Career & Technology Center Representatives - appoint Chris Straub as representative to the Lancaster County Career & Technology Center and Joe Fullerton as alternate.
- B. Lancaster County Academy Representatives - appoint Donna Wert as representative to the Lancaster County Academy Joint Operating committee and Dell Jackson as alternate.
- C. Lancaster County Tax Collection Bureau Representatives – election of Christopher L. Johnston and Judy Duke (alternate) as representatives to the Lancaster County Tax Collection Bureau.
- D. Second and Final Reading of Revised/New Board Policies as presented for [236.1](#), [805](#), [805.2](#), and [808](#).

Item 3. Consent Agenda for Administrative Actions – The administrative staff is recommending approval of the following: (ROLL CALL)

- A. [Judicial Review](#)
- B. [Procurement Card Authorized User Listing](#)
- C. [MSDSonline Agreement](#) to provide a web based platform for chemical management and compliance

Explanation: The web based platform provides access to the MSDS (material safety data sheet) database for chemicals stored and used throughout the district.

- D. Saxton & Stump, LLC as District Solicitor

Explanation: Due to a merger, the attorneys formerly at Kegel Kelin Litts & Lord LLP are moving their practices to Saxton & Stump, LLC. The District appoints Saxton & Stump, LLC with the understanding that the District will continue its relationships with the attorneys formerly at Kegel Kelin Litts & Lord LLP. The Solicitor's services and hourly rates will stay the same for 2023.

- E. Tuition-Free Senior for the second semester of the 2022-2023 school year:
Torianna Hutton
- F. [Contract for student with an IEP](#) to attend a specialized program through the School District of Lancaster
- G. Change Orders - Penn Manor High School Project

Technology Contractor - Pagoda Electric, Inc..

[Change Order 6](#) - Deduct (\$1,884.00)

Allowance balance deduct – (\$1,884.00)

HVAC Contractor - Myco Mechanical, Inc

[Change Order 8](#) - Deduct (\$623.64)

Allowance balance deduct after the below 2 items that used allowances – (\$623.64)

PCO 21 Stainless pipe enclosures in kitchen at electric panels - \$2,298.76

PCO 20 Provide exhaust fan in concession fridge room - \$2,886.33

General Contractor - Lobar, Inc

[Change Order 38](#) - Add \$238,257.99

PCO#198 Add epoxy floor in E109 per Owner \$1,225.61

PCO#199 Add handrail at loading dock per Owner \$2,567.95

PCO#200 Area E soffit framing and masonry exterior details and infills \$68,879.95

PCO#201 Delete SS corner guards in kitchen per Owner (\$1,068.00)

PCO#202 Bulk rock removal at rain garden \$2,266.44

PCO#203 Added paving fabric at existing soft area \$6,592.93

PCO#204 Storm piping work due to conditions at downspout line connection \$3,266.52

PCO#205 Asphalt escalation per spec and PennDOT \$132,732.37

PCO#206 Added metal wall panels at the loading dock \$8,192.37

PCO#207 Add underdrain at rain garden due to existing conditions \$7,061.75

PCO#208 OH door bulkhead details at café \$6,540.10

Electrical Contractor - Boro Construction, Inc

[Change Order 14](#) - Deduct (\$9,329.52)

Allowance balance deduct – (\$9,329.52)

- H. Acceptance of [PMEF Venture Grants](#) for Fall 2022
- I. [Villanova University Affiliation Agreement](#) effective December 23, 2022 for field experience for teaching and counseling programs.
- J. [Agreement with Beth Soderberg LLC](#) for web development, information architecture, and accessibility programming for district and high school websites in the amount of \$23,560.

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 M35 - Family Medical Leave - December 7, 2022-February 8, 2023
Employee M31 - Family Medical Leave/CRL [Revised]-December 1, 2022 to 2023-2024 School Year
Employee M40 - Leave of Absence - February 28, 2023 - April 11, 2023

Classified Employees:

Employee M38 - Leave of Absence - December 21, 2022 - January 17, 2023

Employee M39 - Family Medical Leave - February 1, 2023 - February 15, 2023

Employee M36 - Leave of Absence - December 12, 2022 - January 10, 2023

- C. Resignation of the individuals listed per the effective date:
Tom Fluke, Assistant Director of Buildings & Grounds, effective 1/6/23
Arlene Murray, Custodian, Pequea Elementary, effective 12/7/22
Kurt Long, Custodian, High School, effective 12/9/22
- D. Retirement of the individual listed per the effective date:
Cindy Frey, Cafeteria Manager, High School, effective 6/2/23
- E. Act 86 - Locally-issued Day-to-Day Substitute Permit for the 2022-23 school year:
Brianna Nissley Hanna Ciesielka
Hailey Grant Jacob Snelbaker
Kia Heaps Heather Mitchell
Morgan Biesecker Samantha Matthews
- F. Elementary Tutors for the 2022-2023 school year at the professional rate.
Morgan Schuck Chris Harzinski
Krista Eby Melissa Douts
Joyce Wright
- G. Spring Musical 2022-23:
Randall Frizado, Musical Director/Set Design, \$6,000
Melissa Mintzer, Production Manager/Marketing, \$3,250
Lauren Ciemeiwick, Music Director, \$3,250
Carter Rutkowski, Choreographer, \$1,500
Madison Mintzer, Asst Production Manager, \$1,000
- H. Spring Musical 2022-23 [Contracted Services with Triforce Pro Audio](#) for Lighting and Sound Direction for \$4,500
- I. [2022 Football Coaching Stipend Revision](#)
- J. Athletic Worker:
Michelle Boland
- K. Head Track & Field Coach - Nicholas Loreto, effective 12/28/2022
- L. Event Managers for 2022-2023:
Jessica Ayala Cindy Bachman
Aron Basile Michele Boland
Jarrod Claar Hope DeBoe
Ellen Finger Lorien Gilbert
Constance Jackson Tanya Johnson

Kim Juba
Jen Kroesen
Beverly Mercer
Angel Robinson
Eric Sarra
Streeter Stuart
Lauren Weaver

Steve Kramer
Beth Martin
Kathleen Railing
Danielle Rogers
Curt Snelbaker
Christopher Tongel
Alison Witmer

M. Temporary Middle School Alternative Education Program:

Jenna Burger
Rachel Oler
Daryn Vinson
Adam Brown

Erika McLaughlin
Brett Sheaffer
Lori Orihuel

N. Additional 40 days for Quay Hanna at a rate of \$47.50 per hour for the remainder of the 2022-2023 school year.

Explanation: The hours are in addition to the approved hours for Mr. Hanna's services for the 2022-2023 school year.

O. [Mentors for the 2022-2023 school year](#)

Explanation: All new teachers and teachers changing positions are assigned a mentor. This is required by the Pennsylvania Department of Education. It is also required as part of the New Teacher Induction Plan in the Comprehensive Plan.

P. Parent Literacy Workshops Personnel Addition - Wanlee Shufflebottom for up to 4 hours to conduct Parent Literacy Workshops during the 22-23 school year.

CITIZEN'S COMMENTS:

SCHEDULING AN APPEARANCE ON THE AGENDA

Any district resident or taxpayer wishing to address the Board of School Directors may do so at each meeting during the agenda item titled Citizen's Comments. At this time the President will ask if any district resident or taxpayer wishes to address the Board of School Directors. If so, the following procedures shall be followed:

- The resident or taxpayer wishing to speak will be recognized by the chair and then state his/her name and address.
- The speaker may choose to speak at that time or request a delay until a specific agenda item is before the Board of School Directors for consideration.
- Comments shall be limited to no more than five minutes.
- The chair may limit repetitive comments.
- 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.
- Vulgar, abusive, obscene, profane language, defamatory remarks will not be permitted.

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

School District Vision:

A better community ... one student at a time.

School District Mission Statement:

The Penn Manor community will work collaboratively to help students define and achieve their academic and life goals.