

**MANHEIM TOWNSHIP SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS MEETING**

**District Office
June 16, 2016
7:00 p.m.**

M I N U T E S

Mark Anderson, Vice President, called the Board Meeting of the Manheim Township Board of School Directors to order at 7:00 p.m. School directors present were Tony DeLeo, Steve Grosh, Todd Heckman, Mike Lynch, Lynn Miller, and Grace Strittmatter. Also present were Tim Williams, Assistant to the Superintendent; Laura Heikkinen, Director of Business Operations; Karen Nell, Director of Curriculum and Instruction; Tony Aldinger, Director of Community Outreach; and Jennifer Davidson, Board Secretary.

Absent: Mr. William Murry, School Board President; Mr. Nathan Geesey, School Board Member

Visitors present are recorded in the official school board guest book. A quorum was present, and due notice had been published.

Pledge of Allegiance	Mr. Anderson led the assembly in the Pledge of Allegiance
Announcements	On Tuesday, June 14, 2016 the Manheim Township School Board met with the Chester County IU24 to discuss the Superintendent Search and Progress
Presentations	Ms. Heikkinen recognized Jan Gilliford, Business Office Administrative Assistant, as the June Employee of the Month Mr. Rilatt presented a Student Parking Protocol to drop the price from \$100/parking permit to \$50/parking permit for the 2016-17 school year. This item will be on the June 20, 2016 agenda for recommendation.
Roll Call Vote	Mr. Anderson announced that unless otherwise stated, each vote taken at this meeting will be considered a roll call vote and the secretary will record any negative votes or abstentions. Mr. Heckman asked to remove Item A under Consent Agenda Mr. Deleo asked to remove Item E under Consent Agenda
Manheim Township Citizens' Comments on the agenda	Mr. Anderson invited Manheim Township citizens' comment on any item. There were no comments.
Consent Agenda Items	On motion by Mr. Heckman and seconded by Mr. Grosh, the consent agenda items were approved 7-0 with the removal of Item A and Item E A. Recommend approval of the Treasurer's Report (PULL OUT) B. Recommend approval of the Personnel Report C. Approval of the contracted services with Austill's Rehabilitation Services for Physical Therapy services for students for the 2016-17 school year D. Approval of contracts with other school districts to provide Special Education Support Program Services during 2016-17 E. Approve Legal Counsel for 2016-17 (PULL OUT) General Solicitor:

**Other Recommended
Actions**

Superintendent's Report

- Barley Snyder: blended rate - \$175/hour (increase of \$5/hour)
PlanCon/Bond:
Kozloff & Stoudt: Lawyers - \$180/hour (increase of \$5/hour)
Kozloff & Stoudt: Associates - \$140/hour
Kozloff & Stoudt: Paralegals - \$115/hour
- F. Approval of policy for Student Accident Medical Insurance, All Sports Coverage and Extra-curricular Activities Insurance for the 2016-17 School Year with Axis Insurance through American Management Advisors, Inc. at a cost of \$12,890
 - G. Approve the Resolution for Commitment of Fund Balances
 - H. Approval of Financial Institutions for investment transactions during the 2016-17 school year
 - I. Approval to authorize the Director of Business Operations to make necessary year-end Budget transfers for the 2015-16 school year
 - J. Approval to authorize the Director of Business Operations to pay appropriate bills as submitted for June and July 2016
 - K. Approval for Administration to hire staff members necessary to begin the 2016-17 school year, with the understanding that the Board has final approval of all hirings
 - L. Approve second reading and final approval of the following School Board Policies
 - Policy 331 Job Related Expenses
 - Policy 601 Fiscal Objectives
 - Policy 605 Tax Levy
 - Policy 606 Finances
 - Policy 608 Bank Accounts
 - Policy 611 Purchases Budgeted
 - Policy 619 District Audit
 - Policy 620 Returned – Lost Checks
 - Policy 623 Fund Balance
 - Policy 626.1 Travel Reimbursement – Federal Programs
 - Policy 827 Conflict of Interest
 - M. Approve second reading and final approval of the following policy:
 - Policy 823 Naloxene
 - N. Approve second reading and final approval of the following policy:
 - Policy 915 Booster Clubs
 - O. Approve first reading of the following policy with second reading and approval in August:
 - Policy 916 Volunteers
 - A. Recommend appointing three (3) voting delegates to the PSBA Delegate Assembly Meeting held on Saturday October 15, 2016. The Board recommended Mr. Anderson and Mr. Grosh to represent the Manheim Township School Board. Approved 7-0
 - B. Recommend approval of the Secretary's minutes of the May 12, 2016 Board Work Shop Meeting and the May 19, 2016 regular meeting of the Board of School Directors. On motion by Mr. Lynch and seconded by Mrs. Miller, the vote passes 7-0.
- A. Recommend approval of the Treasurer's Report. On motion by Mr. Grosh and seconded by Mrs. Miller with Mr. Heckman

New Business – items brought forward under new business will not be acted upon until the next School Board Meeting to allow School Board members to have sufficient information and to allow opportunities for public comment

Board Member Reports

Citizens' Comments

Adjournment

abstaining, motion passes 6-0-1
B. On motion by Mr. DeLeo and seconded by Mrs. Strittmatter, the motion passes 7-0 to approve Legal Counsel for 2016-17
General Solicitor:
Barley Snyder: blended rate - \$175/hour (increase of \$5/hour)
PlanCon/Bond:
Kozloff & Stoudt: Lawyers - \$180/hour (increase of \$5/hour)
Kozloff & Stoudt: Associates - \$140/hour
Kozloff & Stoudt: Paralegals - \$115/hour
Discussion regarding future Request for Proposal for legal counsel.

- Independent Contractor Agreement between Manheim Township School District and Lancaster-Lebanon Intermediate Unit 13 for Extended School Year meals

- A. Student Representatives – graduation commencements; students are excited about the parking;
- B. Intermediate Unit 13 – minutes were sent
- C. Lancaster County Academy – graduation commencements; focusing fundraising on financial status of academy; Manheim Township School District will be cleaning this summer at the Academy.
- D. Lancaster County Career and Technology Center – no report
- E. Envisions – camp starts with 130 students enrolled at Neff Elementary
- F. PSBA/Legislative Report –
- G. Manheim Township Educational Foundation – gift from the Clark Foundation for \$73,000; increasing grant opportunities
- H. Parks and Recreation Department – no report

Mr. Anderson invited Manheim Township citizens' comment on any item.

- Nikki Rivera spoke regarding the parking, graduation ceremony, thanks to the faculty for a great school year

There will be a brief executive session following the board meeting to discuss the Superintendent Search.

Mrs. Miller moved and Mr. DeLeo seconded a motion to adjourn the meeting at approximately 7:46 PM

Voice vote with all members present voting aye. Motion carried.

Mark Anderson, Vice President

Jennifer Davidson, Secretary