

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

**District Office  
December 14, 2017  
7:00 p.m.**

**MINUTES**

Nikki Rivera, President, called the Board Meeting of the Manheim Township Board of School Directors to order at 7:03 p.m. School directors present were Mark Anderson, Janet Carroll, Stephen Grosh, JoAnn Hentz, Curtis Holgate, William Murry, Nikki Rivera, John Smith and Joyce Stephens. Also present were Dr. Robin Felty, Superintendent; Dr. Dale Reimann, Assistant Superintendent; Katherine Heintzleman, Director of Human Resources; Tony Aldinger, Director of Instructional Technology; Tom Koch, Plant Manager; and Jennifer Davidson, Board Secretary.

Absent: Donna Robbins, Chief Operating Officer

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

**Pledge of Allegiance**

Mrs. Rivera led the assembly in the Pledge of Allegiance.

**Announcements**

- This meeting is being audio recorded solely for the purpose of transcribing meeting minutes.
- In an effort to continue the good work to visit other districts to compare board functions, etc., Mrs. Rivera has a list to pass around a list of Lancaster County School District. Each board member will choose a district or districts and will report in March regarding items such as flow, community comments, agenda. These meetings will count towards mileage reimbursement.
- Mrs. Rivera recognizes that the acoustics in some of our buildings is not conducive for board meetings. Please make sure to use the microphones that are provided, state your name as a board member so everyone knows who is speaking.
- Thank you to Dr. Felty, Mrs. Stephens, and Mr. Holgate for the Saturday conversations. Next one is January 13<sup>th</sup>.
- Proposed changes to the agenda will be moving Item VI (Recommend approval of agenda modification) and Item VII (Manheim Township Citizens Comments).
- The board of school directors held an executive session to discuss the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance, promotion or disciplining of specific prospective public officers or employees or current public officers or employees employed or appointed by the School District, or former public officers or employees, as well as a pending legal matter regarding a lawsuit.

**Presentations:**

- Mr. Czerwinski recognized the cheerleaders, marching band, and varsity football team for post season participation.

**Roll Call Vote**

Mrs. Rivera 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.

**Manheim Township  
Citizens Comments**

Mrs. Rivera invited citizens in the audience to comment on any item on the agenda.

**Approval/Modification of Agenda**

There were no comments.

Mrs. Rivera asked if there were any agenda items that should be removed from the consent portion of the agenda.

On motion by Mr. Anderson asked to pull items B and D with Mr. Grosh seconding. Motion carries 9-0.

**Consent Agenda**

Mr. Anderson moved for the approval of the following consent agenda items on motion by Mrs. Carroll and seconded by Mr. Anderson the board approved 9-0:

- A. Treasurer's Report
- B. Personnel Report (ITEM PULLED)
- C. Approve the acceptance of the 2016-17 audited financial statements.
- D. Approval of the Pennsylvania School Boards Association (PSBA) Administrative Support Staff Compensation Study – salary analysis and job description analysis (ITEM PULLED)
- E. Approval of the first reading of the following policies for second reading and approval in January 2018:
  - Policy no.002 – Authority and Powers
  - Policy no,003 – Functions
  - Policy no.004 – Membership
  - Policy no. 006.1 - Teleconferencing

**Item Pulled for Consideration**

- Mr. Anderson moved to open Item B for discussion with Mr. Grosh seconding. Mr. Anderson wanted to thank Doug Pennington Tennis Coach for serving the district for a number of years. Appreciation for his service. Mr. Anderson moved and Mrs. Carrol seconded. Motion carries 9-0.
- Mr. Anderson moved to open Item D for discussion with Mrs. Stephens seconding. Mr. Anderson would like to support this with confidence that Administration will monitor and stay on top of the study. Mr. Anderson moved and Mrs. Carroll seconded. Motion carries 9-0.

**Superintendent's Report**

- Policy 011 was reviewed by Dr. Felty. A signature sheet stating that the board received the policy was distributed.
- Dr. Felty discussed a recent decision by Governor Wolf regarding the student testing systems. PDE will reduce the number of testing days for PSSA and move the testing window to later in the school year. Exams will be reduced in length. Certain parts of the exam will be pulled. Requirements of the Keystone continue to be delayed. These revisions will lessen the stress on students and will allow teachers longer instruction windows.

**Other Recommended Actions**

- Mrs. Carroll moved and Mr. Anderson seconded approval of the Secretary's minutes of the November 9, 2017 Board Work Session and the regular meeting of the Board of School Directors on November 16, 2017. Motion passes 9-0.
- Mr. Grosh moved and Mrs. Carroll seconded to recommend approval of Jennifer Davidson to continue as School Board Secretary, retroactive to July 1, 2017.

**New Business**

Mr. Anderson discussed the parent pick up and bus pick up at Landis Run. Dr. Felty will have January vehicular update presentation for Middle School and Landis Run.

## **Board Member Reports**

- Student Representatives – A request from Student Council was proposed to bring service dogs in to the school during mid-terms and finals. Winter sports are in full swing. Student Council is decorating the cafeteria in a Winter Wonderland theme.
- IU13 – Board meeting last evening. Any Manheim Township Board Members interested in the January 24<sup>th</sup> District negotiations meeting, let Nikki know by next Work Session meeting. Contract negotiations; IU13 Legislative Breakfast on March 12<sup>th</sup>; chart and graph packet with enrollment data from all district in Lancaster-Lebanon counties was shared.
- Manheim Township Commissioners – awarded a bid for flashing warning lights at Reidenbaugh Elementary for \$29,000.
- Lancaster County Academy – reorganization with Mike Clair as new president from Manheim Central; new Program Director was recognized, she implemented a Fun Friday for students to do something above and beyond their academic program.
- LCCTC – over 1400 students enrolled at all 3 campuses; enrollment applications are due January 25<sup>th</sup>; Act 339 Guidance plan was approved; two Manheim Township parents and student a part of the advisory committee; they will be utilizing PSBA for the hiring of a new Executive Director; calendar was approved; new courses in precision machining and warehouse and logistics; \$10,000 back in returns from last year due to lower enrollment projections.
- Envisions – increase cost of Criminal Background Checks has impacted their budget; annual program evaluation beginning in January; continue to need morning staff; would like to have an informational presentation in the future at a Work Session.
- PSBA – no report
- Manheim Township Education Foundation – no report
- Manheim Township Parks & Recreation –special meeting this evening to amend the by-laws to change start time to 5:30 PM; the slate officers was approved; Reidenbaugh tennis courts were discussed. They would like to partner with the district for repairs; next meeting is January 2<sup>nd</sup>.

## **Other Board Member Reports**

- Mr. Holgate visited Bucher this morning. He was impressed with condition of the school and activities that were observed.
- Mrs. Hentz was able to meet some of the Reidenbaugh PTO members. They gathered 615 tubs of Play Dough to be given to children's welcome packs for the hospital; question of the emergency crosswalk was discussed. Due to congestion watch for walkers and bikers.
- Mrs. Stephens attended Neff Elementary PTO meeting. She was impressed with the number of activities planned for spring; Mrs. Kaufhold shared the iPad apps that some of the different teachers will be sharing.
- Mr. Anderson recognized Mr. Martin (Bucher Principal) on the news regarding Chill with a Cop; Principal Advisory Council meeting is upcoming.
- Mr. Grosh gave an update on Brecht Elementary calendar items; welcomed new Board Members.
- Mrs. Carroll was able to attend Schaeffer PTO meeting. January 25<sup>th</sup> Talent Show; thank you to the Board and the District.
- Dr. Smith was able to attend Nitrauer Elementary School. No PTO meeting this month but will meet them in January.
- Mrs. Rivera spoke regarding the Music Man Jr; would like to wish the five new Board Members well

## **Citizens' Comments**

- No public comments

**Adjournment**

Mr. Grosh moved and Mrs. Carroll seconded a motion to adjourn the meeting at approximately 7:55pm.

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

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Nikki Rivera, President

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Jennifer R. Davidson, Secretary