

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

**District Office
September 15, 2016
7:00 p.m.**

M I N U T E S

William Murry, President, called the Board Meeting of the Manheim Township Board of School Directors to order at 7:00 p.m. School directors present were Mark Anderson, Tony DeLeo, Nathan Geesey (via phone conference), Steve Grosh, Mike Lynch, Nikki Rivera, Jon Sensenig, 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; Kate Heintzleman, Human Resources Director; Tony Aldinger, Director of Community Outreach; and Jennifer Davidson, Board Secretary.

Absent:

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. Murry led the assembly in the Pledge of Allegiance

Announcements

No announcements

Presentations

- Mr. Scalyer and Mr., Aldinger discussed the Summer Feed Program and recapped the program benefits.
- Mr. Aldinger introduced Chief of Police Neil Harkins with the Manheim Township Police Department and Fire Chief Rick Kane with the Manheim Township Fire Rescue who thanked the Post Prom Community Cares Committee who donated \$36,000 to their departments.
- Mr. Rilatt acknowledged the Employee of the Month, Dona Ridley High School Secretary

Roll Call Vote

Mr. Murry 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. Anderson moved and Mr. Grosh seconded

Mr. DeLeo asked to remove Item B under Consent Agenda; and Item E under Consent Agenda

**Manheim Township
Citizens' Comments on the
agenda**

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

Ms. Laura Heikkinen spoke regarding the questions received during the week from Mr. Leo Rosenberger regarding Item C (Resolution authorizing issuance of General Obligations Bonds). Laura addressed those concerns with the following statement: Included on the agenda tonight is the recommendation to approve a Resolution authorizing the issuance of General Obligation Bonds, for the purpose of refunding all or a portion of the General Obligation Bonds, Series 2010. The district received correspondence from a Manheim Township School District resident

expressing concerns related to this refunding. Ms. Heikkinen met with the resident to clarify some of the questions and concerns he had.

Clarification of parties involved in Bond issuance: Bond Counsel – while our solicitor is Barley Snyder, we use Kozloff Stoudt for Bond Counsel. Brian Boland is in attendance this evening if there are any questions from the board. Underwriter – RBC Capital Markets (Ken Phillips presented last week). Independent Financial Advisor – Public Financial Management, Inc. (Scott Shearer was here last week). Other parties listed in the letter are not related to debt issuance or may be used for clerical purposes only. Relationship to SWAPS – as part of the districts debt structure, we do have a SWAP obligation which is attached to our Series of 2014A FRN. The use of SWAPS, as a way to fund our High School project and lock in interest rates, was introduced to the Board at that time by a separate company, not RBC Capital Markets. Mr. Phillips was not involved in those discussions. As Mr. Phillips mentioned last week, we will be reviewing this debt and SWAP obligation next year between May and August. This proposed refunding is not related to or associated with any SWAPS. Bond Issuance Costs – As Mr. Murry indicated last week, this refunding is similar to refinancing a home mortgage. There are costs associated with any issuance of General Obligation Bonds which are standard costs. As Mr. Phillips pointed out last week, the proposed refunding savings of \$761,781 was net of the costs that would be incurred. The estimated costs were \$167,290. Urgency/timing – we have the opportunity to realize a savings now based on current market conditions. This is common business practice to refund current bond issues when we are able. By taking action sooner rather than later (and refunding approximately \$10,000,000), we would begin to recognize savings immediately. Projected savings in current year (as presented last week) is approximately \$26,000 and \$81,000 next year, etc.

Cari Kimberly spoke regarding the Random Drug Testing Pool Agreement

Consent Agenda Items

On motion by Mr. Anderson and seconded by Mr. Grosh, the consent agenda items were approved 9-0 with the removal of Item B and E

- A. Recommend approval of the Treasurer's Report
- B. Recommend approval of the Personnel Report (PULL OUT)
- C. Approve Resolution authorizing issuance of General Obligations Bonds in the aggregate principal amount not to exceed \$35,315,000
- D. Approval of the Amendment #1 to the Independent Contractor Agreement with the Lancaster-Lebanon Intermediate Unit 13 (IU13) to provide school meals to the IU13 during the 2016-17 school year
- E. Approve the Lancaster General Health Occupational Medicine Department Random Drug Testing Pool Agreement for the 2016-17 school year (PULL OUT)
- F. Approval of the list of bus drivers employed by Brightbill Transportation for the 2016-17 school year
- G. Renewal of contract with Mazzitti & Sullivan to offer a confidential Employee Assistance Service program to all Manheim Township School District Employees at a cost of \$15.88 per covered employee at a current estimated amount of \$11,592.40

**Other Recommended
Actions**

Superintendent's Report

**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

- H. Recommend approval of the slate of officers for the Pennsylvania School Boards Association
- I. Approve second reading and adoption of the following policies as reviewed in August:
 - Policy 607 (Tuition Income)
 - Policy 610 (Purchases Subject to Bid-Quotation)
 - Policy 612 (Expenses Not Budgeted)
 - Policy 613 (Cooperative Purchasing)
 - Policy 616 (Payment of Bills)
 - Policy 622 (GASB Statement 34)
- A. Item B to recommend approval of the Personnel Report, on motion by Mr. approved 8-0-1 with Mr. DeLeo abstaining.
- B. Item E to approve the Lancaster General Health Occupational Medicine Department Random Drug Testing Pool Agreement for the 2016-17 school year, on motion by Mr. Anderson and seconded by Mr. Grosh approved 9-0.
- A. On motion by Mr. Grosh and seconded by Mr. Anderson, recommend approval of the Secretary's minutes of the August 11, 2016 Board Work Shop Meeting and the August 18, 2016 School Board Meeting approved 9-0.
- School year is off to a great start. Dr. Felty will be visiting two buildings per month to meet with faculty, staff, and participate in the classrooms.
- Generous offers from local companies Westfield Insurance and Lancaster Orthopedic Group of Lancaster to be used for a baseball scoreboard and other athletic items needed. Company logo will go onto the scoreboard. Discussed with our solicitor.
- Discussion regarding Board Policy 827. Policy was approved and adopted on June 16, 2016. The policy states on page 2 that the requirement is each board member receives the policy and will sign off that they have read the policy. A signature sheet will be distributed for the districts records.
- Community Conversations with the School Board and public scheduling conversation. 2nd Saturday of the Month at the District Office from 10:00 AM – 12:00 PM. Marcie Brody will publicize via social media and district website.
- No new business
- A. Student Representatives – Ben Banzhof will be the substitute student representative; Homecoming is well under way; fall sports

Other Board Member Reports

- and clubs are in full swing.
- B. Intermediate Unit 13 – notes were sent last night; tour will be arranged for the refugee school at Reynolds.
 - C. Lancaster County Academy – August lighting retro fit and Manheim Township staff were in charge; Dr. Felty has been invited to attend.
 - D. Lancaster County Career and Technology Center – record number of students this year; dental hygiene program; planning and development committee; cafeteria fund is struggling; merger to create fire protection, law enforcement and EMT program to become Protective Services program; low enrollment in metals/CNC operators; adult enrollment has increased
 - E. Envisions – smooth start to school year; approximately 254 students enrolled; still taking applications; hired additional staff which allowed for students to come off of waiting list.
 - F. PSBA/Legislative Report – PSBA Conference is October 13-15. Mr. Grosh and Mr. Anderson will be there for the platform discussion.
 - G. Manheim Township Educational Foundation – no meeting in September. Meeting scheduled in October.
 - H. Parks and Recreation Department –Landis Woods Art show is September 24th; Manheim Township High School Band helped to clean up the parks in United Way Day of Caring

- Mrs Rivera – Greeting students at the Middle School was a treat; took advantage of some of the back to school nights.
- Mr. Sensenig – impressed with back to school nights, etc.
- Mr. Lynch – no comment
- Mr. Geesey – no comment
- Mrs. Strittmatter – glad to hear the district had a smooth transition for the start of 2016-17 school year.
- Mr DeLeo – no comment
- Mr. Murry – Rotary Club of Northeast Lancaster has an Interact Group for students. Rotary Car Club will be this Saturday and the Interact Students will be helping to get the Car Show underway on Saturday, September 17th.
- Mr. Anderson – spent opening day with Dr. Felty; Kruis Field at War Memorial Stadium was named at the last football game; Concession stand, lights and restroom construction at the football field was spectacular.
- Mr. Grosh – kudos to our student representatives; Bobcat Spiritwear orders are due Friday, September 23rd; October 7th Bobcat Brecht Dads Breakfast; Race for Education is October 21st; School Picture Day for Brecht on October 19th.
- Nick Tufano – thank you to the administrators and staff for a smooth transition from summer

Citizens' Comments

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

- Cari Kimberly complimented the school board on the changes the past few months; spoke regarding the website and communication; spoke regarding the policy change for vacation policy

Adjournment

- Joanne Hentz spoke regarding the Saturday Community Conversation and the need for the Superintendent and/or Administration to be a part of those meetings.

Mr. Grosh moved and Mr. Anderson seconded a motion to adjourn the meeting at approximately 8:16 PM

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

William Murry, President

Jennifer Davidson, Secretary