



2021-2022

Annual Report to the Community

NURTURE AND CHALLENGE FOR SUCCESS

ACCESS • EQUITY • OPPORTUNITY



Welcome

to the 2021-2022 Annual Report to the Community for Manheim Township School District. This publication reflects a small sample of the many achievements of our students and staff this past year. We are dedicated to building the future of tomorrow's leaders, and we are committed to informing the community of our district's accomplishments. In this report, you will find this past school year's (2020-2021) class of 2021 Academic Profile, this year's (2021-2022) district finances, and the current state of the district.



Manheim Township School District Board of School Directors

The members of the Manheim Township School Board are volunteers who give their time and effort to provide MTSD students with a quality education while maintaining fiscal responsibility for their decisions. Board agendas and board meeting minutes can be found on our website at www.mtwp.net.

Mrs. Nikki Rivera, *President*

Mrs. Joyce Stephens, *Vice President*

Mrs. Janet Carroll

Mr. Steve Grosh

Dr. Terrance Henderson

Mrs. JoAnn Hentz

Mr. Curtis Holgate

Dr. John Smith

Mrs. April Weaver

Non-Voting Members

Jennifer Davidson,
Secretary

Donna Robbins,
Treasurer

Pritesh Tanna,
Student Representative

Nyah Khan,
Student Representative

School Board Work Sessions

- Second Thursday of each month at 7:00 p.m., except Dec. and July.
- Agenda and meeting location information can be found on the website at www.mtwp.net.

School Board Meetings

- Third Thursday of each month at 7:00 p.m., except Dec. and July.
- Agenda and meeting location information can be found on the website at www.mtwp.net.

MTSD VISION

We are committed to the achievement of each individual's potential by providing...

A nurturing learning community that:

- Provides safety and mutual respect
- Stimulates curiosity and creativity
- Promotes personal integrity
- Encourages good citizenship

A challenging learning community that:

- Establishes high expectations and promotes individual achievement
- Encourages critical thinking and problem solving
- Inspires lifelong learning
- Provides opportunities for extracurricular experiences
- Facilitates collaborative communication
- Embraces the richness of diversity

District Office Leadership Team

Dr. Robin L. Felty,
Superintendent

Dr. Dale Reimann,
Assistant Superintendent

Mrs. Donna Robbins,
Chief Operating Officer

Mrs. Katelyn Barlet,
*Supervisor of ELD/World Languages/
Spanish Immersion*

Mr. Paul Barr,
Supervisor of Special Education

Mr. James Dierolf,
Director of Food Services

Mrs. Jaclyn Dudzic,
Director of Health Services

Mr. Matt Gillis,
Director of Transportation

Mr. Tom Koch,
Director of Plant Services

Mrs. Joni Lefever,
Director of Pupil Services

Mr. Dan Lyons,
Director of Technology Services

Mrs. ShaiQuana Mitchell,
Director of Communications and Marketing

Mrs. Courtney Nowak,
Assistant Director of Pupil Services

Mrs. Bette Oberle,
*Director of Safety, Security and
Custodial Services*

Mrs. Jessica O'Gorman,
*Supervisor of K-12 English Language Arts
& Federal Programs*

Mrs. Sharon Schaefer,
Director of Curriculum & Instruction

Mrs. Jennifer Snyderman,
Business Manager

Mrs. Kelly Vaughn,
Supervisor of Math and Virtual Learning

Mrs. Katherine Ward,
*Director of Human Resources, Title IX
Coordinator*

School Administration

Mr. David Rilatt, *Principal,
High School*

Mr. Marquis Jones, *Assistant
Principal, High School*

Mrs. Lisa Lyons, *Assistant
Principal, High School*

Mrs. Laura Rakoczy,
Assistant Principal, High School

Mr. Matthew Johns, *Dean of
Students, High School*

Mr. Jason Strunk, *Athletic
Director, High School*

Mrs. Christine Resh,
Principal, Middle School

Mrs. Elizabeth Bender,
*Assistant Principal, Middle
School*

Mr. Andrew Hull, *Assistant
Principal, Middle School*

Mr. William Gillis, *Principal,
Landis Run Intermediate*

Dr. Erin Birk, *Assistant
Principal, Landis Run
Intermediate*

Mr. Dana Schrodell,
*Assistant Principal, Landis Run
Intermediate*

Ms. Nicole Reinking,
Principal, Brecht Elementary

Dr. Andrew Martin,
Principal, Bucher Elementary

Ms. Travis Bash, *Principal,
Neff Elementary*

Dr. Wendy Hancock,
Principal, Nitrauer Elementary

Mrs. Trudi Smith, *Principal,
Reidenbaugh Elementary*

Mrs. Elizabeth Edwards,
Principal, Schaeffer Elementary



Superintendent's Letter

It is with great pleasure that we bring you the 2021-2022 Annual Report for the Manheim Township School District (MTSD). As we worked to create this year's Annual Report, which serves as a reflection of our accomplishments from last school year, it became clear how strongly our district was positioned through the challenges of last year's pandemic. Both our students and staff put forth such great effort in the learning process and school/district operations; the information in this report is a testament to their dedication and strength. The district's strong positioning last year carried us successfully into this current school year.

With last year's comprehensive mitigation measures, we were able to provide in-person learning from the start of the school year. In this school year, with many of the same mitigation efforts still in place, we are able to continue focusing on the provision of effective in-person learning. Additional supports are offered to students transitioning back to in-person learning from a previous remote/virtual learning environment, as needed. At this time, approximately 98% of our student population is receiving in-person learning in our schools; approximately 2% is enrolled in our Manheim Township Virtual Academy (MTVA).

This 2021-2022 Annual Report holds information about our district initiatives and projects, academic and extracurricular programs, notable achievements, and upcoming events. One of the key initiatives this year involves the development of a new Comprehensive (Strategic) Plan for all nine schools and the district. We are at the midpoint of the six-

year comprehensive planning process outlined by the Pennsylvania Department of Education, which requires the creation of updated Comprehensive Plans that hold new goals, strategies, and action plans that span the next three school years.

An important part of the comprehensive planning process is the review of the district's efforts around equity and inclusion. The district has implemented North Star leadership that provides direction and a clear purpose in the planning for equity and inclusion – **"Creating an inclusive learning environment where all students and staff feel a sense of belonging."** Our North Star aligns nicely with the district mission statement – "Nurture and challenge for success." The collective work to make meaningful progress toward our North Star involves the efforts of the various Diversity, Equity, and Inclusion (DEI) teams within the district. Each of our nine schools has a DEI team comprised of parents, staff, and administrators. The secondary-level DEI teams also include students. The district-level DEI committee includes parents, students, administrators, and community members. All of these individuals will be involved in the development of the new Comprehensive Plans. These plans are due to the Pennsylvania Department of Education by March 30, 2022.

This year, we are also continuing our work on several multi-year initiatives:

- Social-Emotional Learning (SEL) and Mental Health Supports
- Multi-Tiered System of Supports (MTSS) framework, which provides students with

levels (or tiers) of supports for learning

- Early Language and Literacy Development
- Student Voice and Leadership
- "Life Ready Graduates" (prepares high school students for career readiness that aligns with the Career Ready Lancaster! Program, a career pathways partnership that links people to their career through the collaboration of education, business, and community groups, thereby developing a quality workforce for a strong local economy)

The work to create "Life Ready Graduates" provides students with important employability skills that ultimately improve academic achievement, promote college and career readiness, and increase graduation rates. Needless to say, we have exciting initiatives occurring at all levels throughout our district this school year. To paraphrase a statement by Theodore Roosevelt (1903), our district is deeply involved in 'work worth doing.'

We thank our families and the Manheim Township community for their dedication to our students, our educational and extracurricular programs, and the school district.

Dr. Robin L. Felty
Superintendent of Schools

About the Manheim Township School District

Manheim Township School District extends over 24.3 square miles and serves a community of approximately 44,000 citizens in 16,000+ residential dwellings, with 27 percent of these households having children in the district. MTSD is a diverse school district in Lancaster County with over 800 employees who care for over 6,000 students in grades K-12. The district addresses our students' needs by providing educational services in one high school, one middle school (grades 7-8), one intermediate school (grades 5-6), and six elementary schools, as well as a Virtual Academy. Please visit the Manheim Township School District website for more specific information about each of the Manheim Township schools and Plant Services offices.

Statistics

STUDENT INFORMATION

Student Demographics

Caucasian	63%
Hispanic	15%
Asian	9%
Multi-Racial	7%
African American	6%
American Indian	0%

Current Enrollment Data

(as of September 2021)

Brecht Elementary	255
Bucher Elementary	398
Neff Elementary	305
Nitrauer Elementary	471
Reidenbaugh Elementary	456
Schaeffer Elementary	305
Landis Run Intermediate	921
Middle School	994
High School	1,911
TOTAL	6,016

Free and Reduced Lunch

(as of September 2021)

High School	28.22%
Middle School	26.83%
Landis Run Intermediate	29.28%
Brecht Elementary	35.69%
Bucher Elementary	38.40%
Neff Elementary	23.45%
Nitrauer Elementary	27.59%
Reidenbaugh Elementary	21.43%
Schaeffer Elementary	38.78%

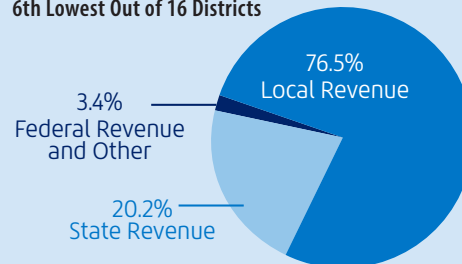
Total District Wide: 29.13%

FINANCE INFORMATION

MTSD Budget

2021-2022 Total Budget	\$107,703,086
Millage Rate	15.7729

MTSD Millage Ranking in Lancaster County –
6th Lowest Out of 16 Districts



For additional information on the school district budget, please visit the Business Office page on our website at www.mtwp.net.

MTSD Revenue

Local Revenue	\$81,489,677
State Revenue	\$21,499,242
Federal Revenue and Other	\$3,575,744

Total Revenue \$106,564,663

MTSD Expenditures

Instructional	\$59,385,957 (55.2%)
Support	\$30,305,778 (28.2%)
Non-instructional Services	\$1,562,169 (1.5%)
Other Expenditures & Financial Uses	\$16,238,904 (15.1%)

Total Expenditures \$107,492,808

STAFF INFORMATION

Average Teacher Salary: \$70,850

Starting Teacher Salary: \$52,710

10.5
Average Years
of Teaching
Experience

331
Teachers with
Advanced
Degrees

Staff Profile

Teachers	446
152 Elementary	
57 Landis Run	
74 Middle School	
115 High School	
48 Special Education	
Support Staff	324
Administration	36
TOTAL	806

DISTRICT INFORMATION

(as of September 2021)

358
Gifted Education
Students

131
Home-schooled
Students

Career and Technical Center Students

50
(Full day)

36
(Half day)

Private/Parochial School Students

572*

*Based on information provided by the private/parochial schools

Charter Students in District

91
(Cyber)

3
(Brick/Mortar)

English Language Learners (ELL)

373

Special Education Students in District

873

(Includes IU and out-of-district placements)



Manheim Township High School

Class of 2021 Academic Profile

We have been given clear guidance from the Pennsylvania Department of Education to be cautious about the use and reporting of student performance data from the 2020-2021 school year. This recommendation respects the many unique contextual factors (i.e., student participation rates, timing of test administration) that we faced during the pandemic. Therefore, this Annual Report will focus on the academic profile of the class of 2021.

National Merit Program 1 Finalist — 1 Semifinalist — 7 Commended

Post High School Plans

College-bound students in the class of 2021 plan to attend more than **120 institutions** in over **25 states**. Based on data available in August 2021, the figures shown represent the percentages of the total class of **443 students** continuing their education at various types of schools.

70.5%

Four-Year Colleges

4.95%

Trade/Technical

6.53%

Two-Year Colleges

12.39%

Employment

2.48%

Military

2.93%

Undecided/Unknown

*Several students missing from this data.

Lancaster County Career & Technology Center

Manheim Township is proud to partner with the Lancaster County Career & Technology Center (LCCTC) to offer our students the option to pursue technical educational training to prepare them for career opportunities in a STEM (Science, Technology, Engineering, Math) field. The LCCTC also offers half-day programs for students in grade 11 to explore different aspects of a career field. Introductory courses explore careers in construction, culinary arts, health care, manufacturing, transportation, and visual communications.

Industry Certifications Earned 2020-2021

Our students earned over 180 industry certifications through the Lancaster County Career & Technology Center. They include some of the following:

Local - Heartsaver CPR

OSHA Certification - Healthcare

OSHA Certification

Gastite Certification

BLS Healthcare Provider

Heartsaver First Aid

Bloodborne and Airborne Pathogens

Motor Oil Certification

Automotive Service Excellence Certification (ASE)

Certified Emissions Inspector

Certified Safety Inspector, Cat I

Certificate of Training - Basic Rigging for Rope Rescue

Certificate of Training - Basic Vehicle Rescue Awareness

Certificate of Training - Basic Vehicle Rescue Operations

Certificate of Training - Incident Command System

Local - Bloodborne and Airborne Pathogens

Certificate of Training - Recognition and Identification of Hazardous Materials

NIMS IS 100 Series

NIMS IS 200 Series

NIMS IS 700 Series

NIMS IS 800 Series

PATH - Practical and Tactical Handcuffing

EMT

Certificate of Training - PA Essentials of Firefighting

Radiation Health & Safety (RHS)

NCCER Credentials (various trades)

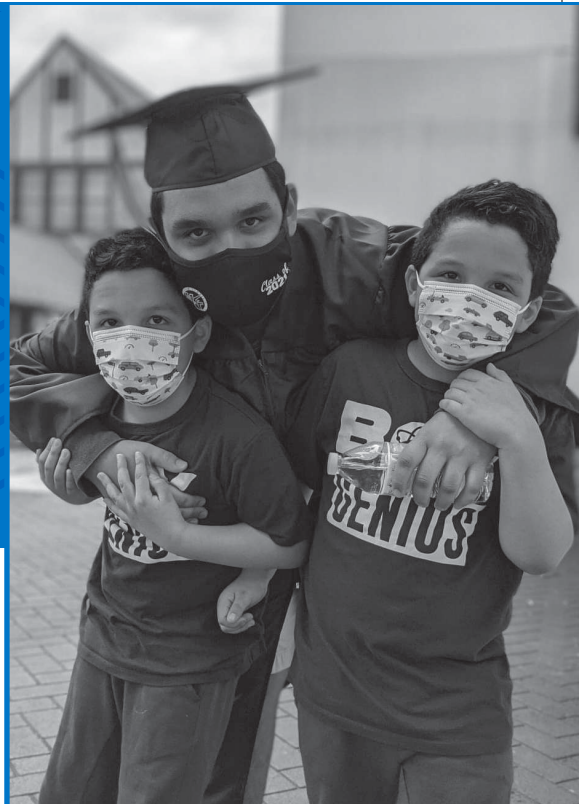
Tracpipe Certification

Pediatric First Aid CPR and AED

Act 31 - Mandatory Reporter

Get Started with Center-Based Care

Meter Certification



Manheim Township High School – SkyLab

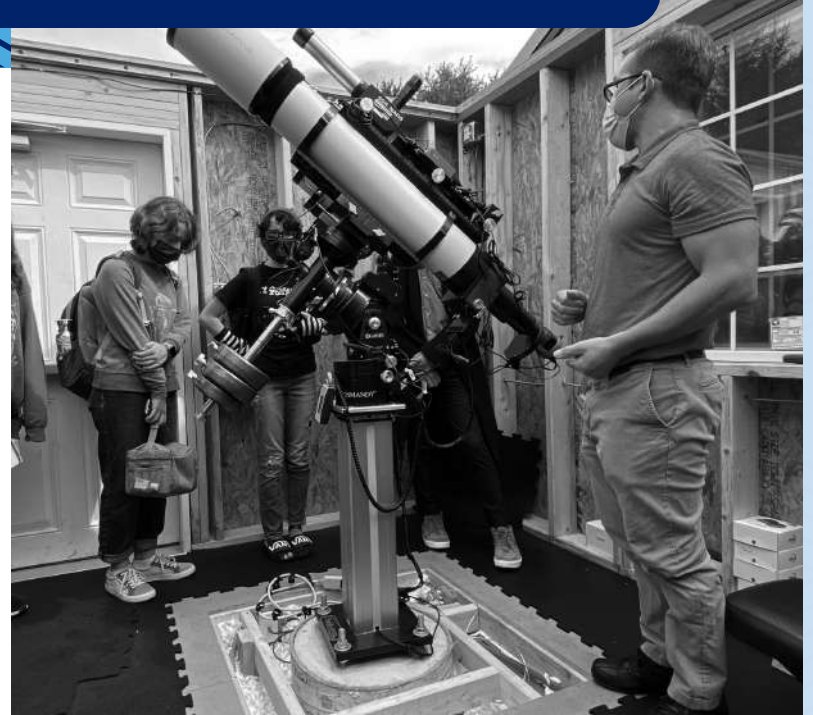
The Manheim Township Educational Foundation (MTEF) was approached by high school Astronomy/Geosciences teacher David Farina and the District Administration in 2017 to discuss exploring the idea of building an outdoor observatory with a retractable roof – a SkyLab. This five-year project required extensive research and planning.

The SkyLab Observatory will ultimately foster a desire to continue learning STEM subjects such as math, physics, astrophysics, astronomy, engineering, and scientific research. This unique learning environment will be used by teachers and students at all grade levels, and holds the ability to interface with classrooms via the internet in order to connect with students simultaneously. The setup, alignment, and take-down time will be virtually nonexistent in the facility, thereby providing students with more time to devote to their research and skill-building.

Students in the physics and astronomy classes, STEM Independent Study, and MT Astronomy Club will be taught to run visual observations and host star watches for the community at large. Through these opportunities, they will have hands-on learning experiences that build their technical knowledge and leadership skills.

Executive Director of MTEF, Jenny Germann, says “They [Foundation] have never before had an opportunity to place students in a real-world outdoor research laboratory on campus that has the potential to allow for real scientific work to be conducted from start to finish. In this observatory, students would quite literally have the universe at their fingertips.”

The ability to have these innovative educational experiences at the K-12 level is unparalleled at the local/state level. Very few examples exist on a national level that would rival this level of commitment to STEAM learning. Students and staff are excited to officially begin learning in the facility this school year.



The MTEF, along with the District Administration, would like to give a special thank you to our donors who made this experiential learning opportunity possible:

Manheim Township
Educational Foundation

APR Supply

Brightbill Transportation

Clark Associates

Charitable Foundation

Ephrata National Bank

Fulton Bank

Gibbel, Kraybill and Hess LLP

High Industries

Mid Penn Bank

Orrstown Bank

Pediatric Therapeutic Services

Peoples Bank

S & T Bank

Sharp Shopper

Traditions Bank

Univest

Waste Management

Weis Markets

MTSD Curriculum & Instruction Information

International Baccalaureate (IB)

Manheim Township juniors and seniors have the opportunity to earn an internationally recognized diploma and college credit while in high school, and gives our students another advantage in the college admissions process. The IB curriculum emphasizes an interdisciplinary, student-centered approach to learning with an emphasis on developing critical thinking skills.

2020-2021 was the ninth year that Manheim Township students had the opportunity to earn the IB diploma. Students apply to the IB program in the fall of their sophomore year. For more information about the program, contact Larry Penner, IB Coordinator, at pennerla@mtwp.net.

Spanish Immersion Program

The Manheim Township Spanish Immersion program is a district program that immerses students in Spanish while they learn the same MT curriculum based on the PA Standards. At the elementary level (grades 1-4), selected students from each of our six elementary schools learn Reading, Writing, Spelling, Mathematics, Science, Health, and Social Studies in Spanish. As the Spanish Immersion students transition to Landis Run Intermediate, Spanish is incorporated into homeroom, literacy (reading and writing activities), and intervention/enrichment. In grades 7 and 8, students have one period of Spanish daily that focuses on academic language preparation, with speaking, listening, writing, and reading at a high level of proficiency. In grades 9-12, Spanish may be scheduled as an elective for all immersion students.

Manheim Township Virtual Academy (MTVA)

The Manheim Township Virtual Academy (MTVA) offers K-12 virtual learning opportunities for Manheim Township families. The MTVA is a collaborative effort with Lancaster-Lebanon Virtual Solutions that provides new learning options for students. Through our participation in the largest consortium of online learning in Pennsylvania, students have access to over 300 courses, traditional and advanced coursework. Our web-based courses meet the increasing demand for high-quality student instruction in a flexible learning environment.

Students can enjoy the flexibility of online instruction as well as participation in extracurricular activities within MTSD and our neighborhood schools!

Enrollment in MTVA provides students the opportunity to maintain active status in MT schools, receive quality online instruction, and participate in all school-related activities. The program offers an academic curriculum with rigorous learning standards and the ability for students to have flexibility in accessing the courses.

Interested in enrolling in our MTVA? Reach out to your school's guidance counselor today.

Multi-tiered System of Supports (MTSS)

MTSD is currently building a K-12 Multi-tiered System of Supports framework (MTSS). MTSS is a prevention framework that organizes building-level resources to address each individual student's academic and/or behavioral needs within intervention tiers that vary in intensity. MTSS allows for the early identification of learning and behavioral challenges and timely intervention for students who are at risk for poor learning outcomes. The increasingly intense tiers (i.e., Tier 1, Tier 2, Tier 3) represent a continuum of supports.

MTSD's Assessment Framework & Guidelines

MTSD's Assessment Framework & Guidelines support MTSS as equity and consistency in assessment practices are crucial. The Assessment Framework & Guidelines ensure that all students are assessed accurately, fairly, and consistently. The guidelines are designed to ensure that assigned grades reflect student achievement of the standards and concepts outlined in the curriculum.

New Elementary (K-4) Report Card Slated for 2022-2023 School Year

The district is currently developing a new K-4 elementary report card for the 2022-2023 school year. The Elementary (K-4) Standards-Based Report Card will specifically communicate to parents and students what skills have been mastered. Each student's achievement will reflect the district's standards-aligned ELA (English Language Arts) and Math curriculum, based on the Pennsylvania Standards (<https://www.pdesas.org>). In addition to reporting academic performance, the revised report card will also reflect the district's commitment to educating the whole child. Through Morning Meetings and other opportunities throughout the day, students receive direct instruction in grade-appropriate ways to practice and demonstrate respect, responsibility, and safety. The "learner behaviors rubric" on the report card will allow teachers to communicate each student's use of these three key skills.

Early Childhood Learning Corner

STEM Starts Now

Sponsored by Owl Hill Learning Center, STEM Starts Now is a digital subscription program that helps infants and children by supporting their parents/caregivers with regular emails tailored to their child's age and development levels. Parents and caregivers of children newborn to age 5 in Manheim Township School District can subscribe for FREE by going to www.stemstartsnow.com.

Click on Start Here, Join Now, Organizational Membership, and then enter discount code MT2021 for a free subscription.



Join us online during the 2021-2022 school year to learn ways to support your child's learning and development at home!

Visit www.planttheseedoflearning.org for more information and to sign up for the following FREE virtual sessions geared toward all families with young children ages birth-4:

Plant the Seed of Learning Ages Birth-2

Baby Talk

Virtual session resources released via email during the first week of **November**. Families who register by Oct. 1 will be eligible to pick up a free take home bag at the locations listed below.

Brain and Literacy

Virtual session resources released via email during the first week of **January**. Families who register by Nov. 26 will be eligible to pick up a free take home bag at the locations listed below.

Social & Emotional Learning

Virtual session resources released via email during the first week of **March**. Families who register by Feb. 4 will be eligible to pick up a free take home bag at the locations listed below.

Plant the Seed of Science

Virtual session resources released via email during the first week of **April**. Families who register by March 4 will be eligible to pick up a free take home bag at the locations listed below.

Virtual session resources released via email during the first week of November. Families who register by Oct. 1 will be eligible to pick up a free take home bag at the locations listed below.

Grow the Seed of Learning Ages 2-4

Oral Language Development

Virtual session resources released via email during the first week of **November**. Families who register by Oct. 1 will be eligible to pick up a free take home bag at the locations listed below.

Brain & Literacy

Virtual session resources released via email during the first week of **January**. Families who register by Nov. 27 will be eligible to pick up a free take home bag at the locations listed below.

Social & Emotional Learning

Virtual session resources released via email during the first week of **March**. Families who register by Feb. 4 will be eligible to pick up a free take home bag at the locations listed below.

Growing Science

Virtual session resources released via email during the first week of **April**. Families who register by March 4 will be eligible to pick up a free take home bag at the locations listed below.

Virtual session resources released via email during the first week of November. Families who register by Oct. 1 will be eligible to pick up a free take home bag at the locations listed below.

Bag Pickup Locations Include: Cocalico SD, Columbia Area (CAP), Conestoga Valley SD, Elanco SD, Elizabethtown SD, Ephrata Area SD, L-S SD, Manheim Township SD, Pequea Valley SD, SDOL, Solanco SD, Warwick SD

Programs and helpful tips for early childhood education in a playful environment. For complete and detailed information, please visit the Early Childhood Education page on our website: www.mtwp.net/community/mt-early-childhood-education/

Kindergarten Transition Plan

MTSD uses an online student registration program, and we are currently processing registrations remotely. More information may be found on our Student Registration page on our website.

The MTSD Kindergarten Transition Plan includes opportunities for our incoming kindergarten students to participate in a story time, a bus ride, and a school check-in. More information about these events will be communicated by individual school buildings later this spring in preparation for the next school year.

Pre-K Owl Hill Program

The Pre-K Owl Hill program is funded by the PA Department of Education Office of Child Development and Early Learning. It is offered to the district in partnership with the Owl Hill Learning Center. The program is held at Bucher Elementary School, and classes are staffed by PA State-certified early childhood teachers and qualified early childhood teaching assistants. Students attend the program each day from 8:30 a.m.-2:00 p.m. during the school year and follow the MTSD school calendar. Materials and lunch are provided at no cost to families. Any questions regarding the Pre-K Owl Hill Program may be directed to Owl Hill Learning Center's Mrs. Julie Mathers at 717-435-0593 or matherju@mtwp.net.

Manheim Township School District Presents:

Sprouting Learners

An Early Childhood Initiative

Ages 3 - 5 years

Bucher Elementary School

Drive-Thru Event

Tuesday, December 7, 2021

4:30 - 5:30 pm

Free learning materials and books will be available

Sprouting Learners is an early childhood district initiative to provide access for all students and their families to pre-K experiences. Our Sprouting Learners programs are open to all children, ages 3-5, and we are committed to fostering family and community partnerships to encourage lifelong learning.

For more information or to RSVP, please contact Cindy Lux at luxcy@mtwp.net or 717-569-8231 x3041.



Thrive to Five! Creating Head Starts for the Future

Thrive to Five offers a free, high-quality pre-kindergarten program for 3 or 4 year olds from income-eligible families.

CHILD AND FAMILY SERVICES INCLUDE:

- Free meals for children
- Health and development screenings
- Help for children with challenging behaviors
- Home visits and parent teacher conferences
- Family support services
- Parent workshops

PLEASE CONTACT A STAFF MEMBER TO LEARN MORE OR TO SCHEDULE AN APPOINTMENT TO APPLY.

Manheim Township Middle School Update



After a multi-year effort toward building a new Manheim Township Middle School (MTMS), we were beyond excited to welcome our students this school year to a 21st-century learning environment that truly captures the essence of a Blue Streak! When asked what they liked most about the new building, Principal Christine Resh and Assistant Principal Andrew Hull shared their appreciation for *"the classrooms [that] are designed to meet the instructional needs of specific curriculums."*

Once you walk into the building, it truly feels like you have stepped into an innovative learning space that engages the interactive, collaborative nature of middle school students. When several of our 7th and 8th grade students were asked about their favorite features of the new school, they shared their pleasure with *"the movable furniture in the breakout spaces, the blackbox theater [that] is nicely designed, and the beautiful library."* They also added that the new middle school *"is easier to navigate."*

MTMS teacher Shawn Robbins provided his thoughts about the new school: *"When staff walked into the new building for the first time, I can honestly say the wait was worth it. Students have so much more space to collaborate with their classmates in the breakout spaces, and they have bathrooms closer to their classrooms. The teaching staff also enjoy having windows that open and bathrooms in close proximity to our pods. Students really have a lot of what they need in their team pods."* The concept of "team pods" was thoughtfully incorporated into the design structure of the building and allows for greater student and teacher collaboration.

The Manheim Township School District would like to give a special thank you to our Board of School Directors, Manheim Township community, and all of our many contractors for the hard work and continued support in the development of this great new school!





Transportation

Approximately 6,600 children who reside in the Manheim Township footprint are transported to and from school every day. Students are bused to our nine Manheim Township school buildings, and as per Pennsylvania law, are also transported to (26) non-public schools, (1) Charter School and (6) Special Education program locations. Brightbill Transportation, the bus contractor for the district, employs over 54 bus drivers and 14 van drivers. Other bus contractors are also utilized for special situations.

Radios on the buses permit the Brightbill Transportation dispatcher and school personnel to communicate directly with drivers. Cameras assist the driver and school personnel in promoting safety for students on the buses.

Our buses travel approximately 680,000 miles annually to transport students to/from school, field trips, athletic trips, and activity runs.



Child Nutrition

More than 334,700 school lunches and 79,000 school breakfasts are served annually in our nine schools by a dedicated and well-trained staff of over 50 full- and part-time employees in our Food Services Department.

Over the past year, our Food Services Department provided meal menus with healthier choices at all grade levels. Current school meals include more whole grains, additional fiber, lower sodium content, and a decrease in added sugars. Nutritional guidelines and federal nutrition regulations, which limit the fat content, sugar content, and portion size of foods served, are implemented throughout Manheim Township School District.

For the past few years, we have received a grant to provide a free summer lunch program for students. This summer lunch program has been quite popular; this past summer (2021), it offered a total of 31,970 meals to students! Given the ongoing interest, we hope to continue offering a summer lunch program.

Annual Public Notice of Special Education Services and Programs, Services for Gifted Students, and Services for Protected Handicapped Students

State and federal special education regulations require each school district to provide notice to the community by publishing an annual public notice to parents, in newspapers, on the website, or by other media, regarding the school district's identification and screening activities, the location and time of the activities, and also any evaluation activity that takes place in the Manheim Township School District.

The district is required to provide a free appropriate public education (FAPE) to children with disabilities who are determined, through the evaluation process, to need special education and related services under IDEA and 22 PA School Code Chapter 14. A school-age child with a disability, who is determined to be in need of special education and related services, is identified as a child with a disability for special education in need of specially designed instruction. The following are disability categories under IDEA:

Autism, Deafness, Hearing Impairment, Multiple Disabilities, Other Health Impairment, Traumatic Brain Injury, Specific Learning Disability, Speech or Language Impairment, Deaf-Blindness, Emotional Disturbance, Intellectual Disability, Orthopedic Impairment, Visual Impairment

Early Intervention: Children ages 3 through the age of admission to first grade are also eligible if they have developmental delays and, as a result, need special education and related services. Developmental delay is defined as a child who is less than the age of beginners and at least 3 years of age and is considered to have a developmental delay when one of the following exists: (i) The child's score, on a developmental assessment device, on an assessment instrument that yields a score in months, indicates that the child is delayed by 25% of the child's chronological age in one or more developmental areas. (ii) The child is delayed in one or more of the developmental areas, as documented by test performance of 1.5 standard deviations below the mean on standardized tests. Developmental areas include cognitive, communicative, physical, social/emotional and self-help. For additional information, you may contact IU13 Early Intervention – Preschool Special Education at 717-606-1601.

Screening Activities: The Manheim Township School District conducts ongoing screening activities throughout the school year to identify students who may have a disability and be in need of special education services. Screening is conducted in the student's home school unless other arrangements are necessary. If a child is identified by the district as possibly in need of such services, the school district will seek parental consent to conduct an evaluation. Parents can request screening in writing for their children by contacting the building principal.

Evaluation Process: When screening indicates that a student may have a disability, the school district will seek parental consent to conduct an evaluation. "Evaluation" is the procedure used to determine whether a child has a disability and if the child's disability is of the nature and extent that the child would be eligible for special education and related services. Evaluation procedures used are determined on an individual basis by a Multi-disciplinary Team, which includes the parents. Evaluation for the purpose of determining if a child has a disability eligible for special education does not include the procedures or basic tests that are administered to all children.

Parents who think their child is exceptional may request, at any time, that the school district conduct an evaluation. This request should be made in writing to the building principal. If a parent makes an oral request for an evaluation, the school district shall provide the parent with a form for that purpose within 10 days of the oral request.

Independent Educational Evaluation: Parents also have the right to obtain an independent educational evaluation. The school district must provide to parents, on request, information about where an independent educational evaluation may be obtained and criteria application for independent evaluations. Under certain circumstances, such an independent educational evaluation may be obtained at public expense.

Consent: School entities cannot proceed with an evaluation or with the initial provision of special education and related services without the written consent of the parents. For additional information related to consent, please refer to the Procedural Safeguards Notice, which can be found at the

PaTTAN website, www.pattan.net/. Once written parental consent is obtained, the district will proceed with the evaluation process. If the parent disagrees with the evaluation, the parent can request an independent education evaluation at public expense.

Program Development: Once the evaluation process is completed, a team of qualified professionals and parents determine whether the child is eligible. If the child is eligible, the Individualized Education Program (IEP) team meets, develops the program, and determines the educational placement. Once the IEP team develops the program and determines the educational placement, school district staff, intermediate unit staff, or charter school staff will issue a Notice of Recommended Educational Placement/ Prior Written Notice (NOREP/PRN). Your written consent is required before initial services can be provided. The parent has the right to revoke consent after initial placement.

Gifted Education: The Manheim Township School District conducts child find activities for children who may be eligible for gifted services via 22 Pa. School Code Chapter 16. Parents who suspect that their child is in need of specially designed instruction beyond that required in 22 Pa. School Code §16.22. If a student is both gifted and eligible for special education, the procedures in IDEA and Chapter 14 shall take precedence. For additional information, please contact the Director of Pupil Services at 717-569-8231.

Protected Handicapped Students: In compliance with state and federal law, and 22 Pa. School Code Chapter 15, the Manheim Township School District will provide to each protected handicapped student, without discrimination or cost to the student or family, those related aids, services or accommodations that are needed to provide equal opportunity to participate in and obtain the benefits of the school program and extracurricular activities. In order to qualify as a protected handicapped student, the child must be of school age with a physical or mental disability that substantially limits a major life activity or prohibits participation in or access to an aspect of the school program. These services and protections for "protected handicapped students" are distinct from those applicable to all eligible or exceptional students with disabilities enrolled in special education programs.

For additional information related to Section 504/Chapter 15 services, the parent may refer to Section 504, Chapter 15, and the Basic Education Circular entitled Implementation of Chapter 15. Parents may also contact the building principal to request further information on the rights of parents and children, provision of services, evaluation and screening (including purpose, time and location), and due process procedures.

Confidentiality: The Manheim Township School District, and to some extent the intermediate unit, maintain records concerning children enrolled in the school, including students with disabilities. All records are maintained in the strictest confidentiality. Parental consent, or consent of an eligible child who has reached the age of majority under state law, must be obtained before personally identifiable information is released, except as permitted under the Family Educational Rights and Privacy Act (FERPA). The age of majority in Pennsylvania is 21. Each participating agency must protect the confidentiality of personally identifiable information at collection, storage, disclosure, and destruction states. One official at each participating agency must assume responsibility for ensuring the confidentiality of any personally identifiable information. Each participating agency must maintain, for public inspection, a current listing of the names and positions of those employees within the agency who have access to personally identifiable information. For additional information related to student records, the parent can refer to the Family Educational Rights and Privacy Act (FERPA).

This notice is only a summary of the screening, evaluation, services activities, and rights and protections pertaining to children with disabilities, children thought to be disabled and their parents. For information about these policies and procedures, rights of confidentiality, and access to educational records, or to request an evaluation or screening of a public or private school child, parents should contact the Director of Pupil Services at 717-569-8231.

Anti-Bullying and Harassment Policy

The Manheim Township School District Board of School Directors is committed to providing a safe, positive learning environment for district students. The Board recognizes that bullying and unlawful harassment create an atmosphere of fear and intimidation, detract from the safe environment necessary for student learning, and may lead to more serious violence. Therefore, it shall be the policy of the school district to maintain an educational environment in which **bullying and harassment in any form is not tolerated** (Policy no. 249).

McKinney-Vento Act

Students lacking a fixed, regular, or adequate nighttime residence may be eligible for additional educational support through the federal McKinney-Vento Act. For more information on eligibility, please see our website or contact Roseanne Myers at 717-735-3208.

Pest Management Plan

The Manheim Township School District abides by the provisions of Act 35/36 2002 of the Commonwealth of Pennsylvania – Integrated Pest Management. In accordance with this plan, non-chemical pest management treatment will be implemented whenever practical. Advance notification of pesticide treatment will be posted prior to all applications. Parents or guardians may also request individual notification prior to pesticide use within the school district by contacting the Plant Services Department. All reports of inspections and our management plan are on file in the Plant Services Office located at the District Office. Anyone interested may examine these reports by appointment by contacting the Plant Services Department at 717-560-3080.

Asbestos Management Plan

The Manheim Township Asbestos Management Plan has been approved by the Board of Directors and the Pennsylvania Department of Education. All school buildings are inspected every six months by a third-party consultant and have been found to be in compliance with the rules and regulations of AHERA regarding this subject. All reports of inspections and our management plan are on file in the Plant Services Office located at the District Office. Anyone interested may examine these reports by appointment by contacting the Plant Services Department at 717-560-3080.

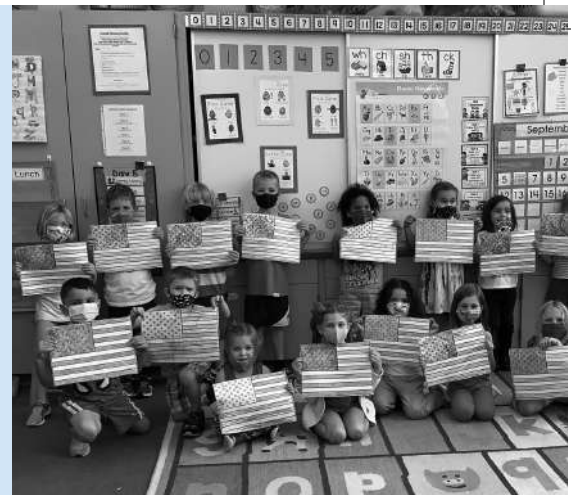
Notification of Rights under FERPA

The Family Educational Rights and Privacy Act (FERPA) affords parents and students over 18 years of age ("eligible students") certain rights with respect to the student's education records. They are:

- (1) The right to inspect and review the student's education records within 45 days of the day the school receives a request for access. Parents or eligible students should submit to the school principal a written request that identifies the record(s) they wish to inspect. The school principal will make arrangements for access and notify the parent or eligible student of the time and place where the records may be inspected.
- (2) The right to request the amendment of the student's education records that the parent or eligible student believes are inaccurate or misleading. Parents or eligible students may ask the school to amend a record that they believe is inaccurate or misleading. They should write the school principal, clearly identify the part of the record they want changed, and specify why it is inaccurate or misleading. If the school decides not to amend the record as requested by the parent or eligible student, the school will notify the parent or eligible student of the decision and advise them of their right to a hearing regarding the request for amendment. Additional information regarding the hearing procedures will be provided to the parent or eligible student when the school is notified of the request for a hearing.
- (3) The right to consent to disclosures of personally identifiable information contained in the student's education records, except to the extent that FERPA authorizes disclosure without consent. One exception that permits disclosure without consent is disclosure to school officials with legitimate education interests. A school official is a person employed by the school as an administrator, supervisor, instructor, or support staff member (including health or medical staff and law enforcement unit personnel); a person serving on the school board; a person or company with whom the school has contracted to perform a special task (such as an attorney, auditor, medical consultant, or therapist); or a parent or student serving on an official committee, such as a disciplinary or grievance committee, or assisting another school official in performing his or her tasks. A school official has a legitimate educational interest if the official needs to review an education record in order to fulfill his or her professional responsibility.
- (4) The right to file a complaint with the U.S. Department of Education concerning alleged failures by the school system to comply with the requirements of FERPA. The name and address of the office that administers FERPA is: Family Policy Compliance Office, U.S. Department of Education, 400 Maryland Avenue, SW, Washington, DC 20202.

Directory Information Notice

The school may disclose certain information, known as directory information, in its discretion without consent. Directory information is generally not considered harmful or an invasion of privacy if released. Directory information may be disclosed to entities such as outside organizations that manufacture class rings or publish yearbooks. In addition, two federal laws require schools receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with three directory information categories – names, addresses and telephone listings – unless parents or students have advised the school that they do not want the student's information disclosed without their prior written consent. Parents or eligible students may refuse to let the school release any or all of this information. If you do not want this information released, you must send written notice annually to your child's school office before the first day of the school year. The following information regarding students is considered directory information: (1) name, (2) photo, (3) home address, (4) telephone number, (5) date and place of birth, (6) major field of study, (7) participation in officially recognized activities and sports, (8) weight and height of members of athletic teams, (9) dates of attendance, (10) degrees and awards received, and (11) the most recent previous educational agency or institution attended by the student.





Manheim Township School District
P.O. Box 5134
Lancaster, PA 17606-5134
www.mtwp.net

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Dates to Remember

Due to space limitations, this calendar represents district-wide events scheduled on or after December 1, 2021.

Wednesday, December 22, 2021	Early Dismissal	Friday, March 18, 2022.....	No School
Thursday, December 23, 2021	No School	Monday, March 21, 2022	No School, Snow Make-up Day
Friday, December 24, 2021.....	No School, Holiday	Tuesday, April 5, 2022.....	Early Dismissal
Monday, December 27-Friday, December 31, 2021	No School	Friday, April 15, 2022	No School
Monday, January 17, 2022	No School	Monday, April 18, 2022.....	No School
Wednesday, January 26, 2022	Early Dismissal	Friday, May 27, 2022	Early Dismissal
Thursday, February 17, 2022	Early Dismissal	Monday, May 30, 2022.....	No School, Holiday
Friday, February 18, 2022.....	No School	Thursday, June 2, 2022	Graduation Day
Monday, February 21, 2022	No School, Snow Make-up Day	Friday, June 3, 2022	Last Student Day (Tentative)
Thursday, March 17, 2022	Early Dismissal		

**Last student day is tentative and dependent on snow make-up days. There is a snow make-up day scheduled on 2/21/22 and another day is scheduled for 3/21/22 if needed. Both of these days will be used first; additional snow make-up days will be added to the end of the school year.*