

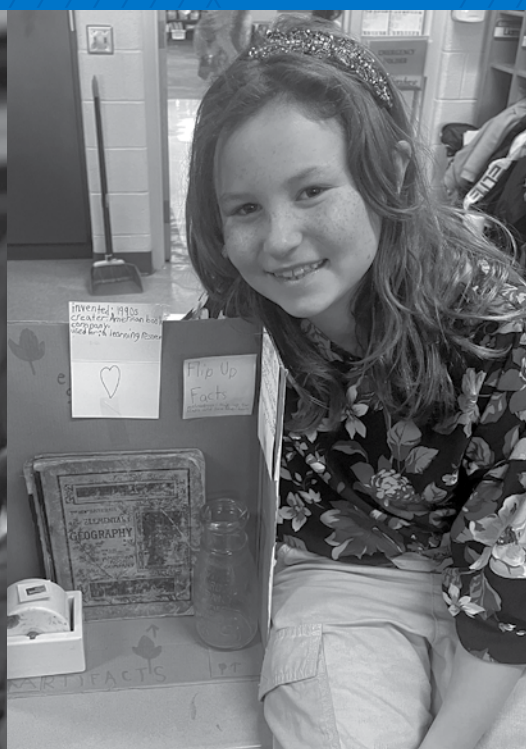


2022-2023

Annual Report to the Community

NURTURE AND CHALLENGE FOR SUCCESS

Access • Opportunity • Educational Excellence



Welcome

Welcome to the 2022-2023 Annual Report to the Community for Manheim Township School District (MTSD). 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 (2021-2022) class of 2022 Student Profile, this year's (2022-2023) district finances, and the current state of the district.



District
Leadership
Team

MTSD 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.

Mr. Steve Grosh, *President*
Mrs. April Weaver, *Vice President*
Mrs. Janet Carroll
Mrs. JoAnn Hentz
Mrs. Erin Hoffman
Dr. Keith Krueger
Mr. Michael Landis
Mrs. Nikki Rivera
Mrs. Kim Romano

Non-Voting Members
Jennifer Davidson, *Secretary*
Donna Robbins, *Treasurer*
Suraj Dumasia, *Student Representative*
John May, *Student Representative*

School Board Work Sessions

- Second Thursday of each month at 7:00 p.m., except Dec. and July.
- Agendas and information on the meeting location 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.
- Agendas and information on the meeting location 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 Felty, *Superintendent*
Dr. Dale Reimann, *Assistant Superintendent*
Mrs. Donna Robbins, *Chief Operating Officer*
Dr. Katelyn Barlet, *Supervisor of Multilingual Learning*
Mr. Paul Barr, *Supervisor of Special Education*
Mr. James Dierolf, *Director of Food Services*
Mrs. Jaclyn Dudzic, *Supervisor of Health Services*
Mr. Matt Gillis, *Director of Transportation*
Mr. Tom Koch, *Director of Plant Services*
Mr. Ryan Leahy, *Supervisor of Math and Virtual Learning*
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*
Dr. Sharon Schaefer, *Director of Curriculum & Instruction*
Mrs. Jennifer Snyderman, *Business Manager*
Mrs. Katherine Ward, *Director of Human Resources, Title IX Coordinator*

School Administration

Mr. David Rilatt, *Principal, High School*
Mrs. Lisa Lyons, *Assistant Principal, High School*
Mrs. Tara Newhouse, *Assistant Principal, High School*
Mrs. Laura Rakoczy, *Assistant Principal, High School*
Mr. Matthew Johns, *Dean of Students, High School*
Mr. Tim Hollenback, *Athletic Director, High School*
Dr. Christine Resh, *Principal, Middle School*
Mr. Andrew Hull, *Assistant Principal, Middle School*
Mrs. Megan Misnik, *Assistant Principal, Middle School*
Dr. William Gillis, *Principal, Landis Run Intermediate*
Dr. Erin Birk, *Assistant Principal, Landis Run Intermediate*
Mr. Dana Schrodel, *Assistant Principal, Landis Run Intermediate*
Dr. Nicole Irish, *Principal, Brecht Elementary*
Dr. Andrew Martin, *Principal, Bucher Elementary*
Ms. Travis Bash, *Principal, Neff Elementary*
TBD, *Principal, Nitrauer Elementary*
Ms. Lindsay Capoferri, *Principal, Reidenbaugh Elementary*
Mrs. Elizabeth Edwards, *Principal, Schaeffer Elementary*

Superintendent's Letter

We are excited to share with you the 2022-2023 Annual Report for the Manheim Township School District (MTSD)! In our development of this report, we reflected on the many wonderful things that occurred within our district last school year (2021-2022), and how they contributed to the focus areas for this school year. The 2022-2023 Annual Report highlights many of the accomplishments shown by our students and staff, and includes information about our district initiatives, programs, and other newsworthy items. We have so many reasons to be #MTProud.

One of the key initiatives that began last school year (via the research and development phase), and was implemented this year, is the new Comprehensive (Strategic) Plan for the school district and each of our nine schools. The development of the district plan and the nine school-level plans was the culmination of a year-long collaborative process that involved approximately 150 stakeholders. These parents, students, staff, administrators and community members came together throughout the 2021-2022 school year to identify district/school strengths, weaknesses and opportunities, and prioritized the important needs in order to develop three overarching goals. The three district-level Comprehensive Plan goals support the identified priorities and goals of the nine schools and will be implemented over the next three years – 2022-2023 school year through the 2024-2025 school year. We are deeply appreciative of the many individuals who assisted us throughout the planning process, and kept our focus on the district's North Star.

The North Star of our school district guides all of our Comprehensive Plans:



To create a welcoming and supportive environment where all students, staff and families feel a sense of belonging.

This North Star provides alignment and direction for our mission statement: **Nurture and Challenge for Success.**

Recognizing the district's commitment to providing a welcoming and supportive

learning environment, the following three Comprehensive Plan goals are in place:

1. Implement data review protocols K-12 that drive continuous improvement as determined by district- and building-level data, as well as student outcome data.
2. Develop a comprehensive resource for students, families and staff in need of assistance/guidance/support to address academic and mental health needs.
3. Facilitate school-wide Powerful Learning*, personal growth, and leadership opportunities for key stakeholder groups (teachers, students, community) that develop lifelong learners and prepare students for effective college and career readiness.

(*Powerful Learning is a set of principles guiding educators to design learning experiences that engage the hearts and minds of learners. Powerful Learning is personal and accessible, authentic and challenging, collaborative and connected, and inquisitive and reflective.)

These three goals provide the impetus for our continued work in the following projects/initiatives: Multi-Tiered Systems of Support (MTSS) that provide tiers/levels of instruction and intervention to promote educational progress; positive mental health support system; grades K-6 literacy program; student leadership and mentoring opportunities; college and career readiness framework; and expanded communication systems.

The focus on grades K-6 literacy is part of our larger work as we build the MTSS framework, and involves intensive professional development in reading instruction, targeted interventions, and the use of district-wide data protocols to identify and address student needs and supports for struggling readers and those in need of enrichment. With the implementation of a new comprehensive reading program for students in grades K-6, and the accompanying additional resources to help teachers and students, we are happy to have comprehensive instructional materials for teaching literacy with fidelity across the district.

We are also pleased with our expanded college and career readiness programming, with updated STEM (Science, Technology, Engineering, Math) curriculum at our intermediate school and middle school, revised career-planning coursework at the middle school, and increased opportunities for job shadowing and internships at the high school. The district's collaboration with *Career Ready Lancaster!* and the *Lancaster STEM Alliance* has brought additional possibilities for future educational pathways for students.

As you can see, we remain committed to academic excellence at all levels. The dedication and support we receive from so many stakeholders – our School Board, district staff, students, families, and the larger Manheim Township community – allow us to continue providing such strong educational and extracurricular programs for our students. We are truly #MTProud.

Dr. Robin L. Felty
Superintendent of Schools

About the Manheim Township School District

MTSD extends over 23 square miles and serves a community of approximately 44,000 citizens in 16,000+ residential dwellings, with 27 percent of these households having children. MTSD is a diverse school district in Lancaster County with approximately 800 employees who care for about 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 (grades K-4), as well as a Virtual Academy. Please visit the MTSD website at www.MTWP.net for more specific information about each of the Manheim Township schools.



Statistics

STUDENT INFORMATION

Current Enrollment Data (as of October 2022)

Brecht Elementary	233
Bucher Elementary	389
Neff Elementary	279
Nitrauer Elementary	466
Reidenbaugh Elementary	475
Schaeffer Elementary	334
Landis Run Intermediate	900
Middle School	954
High School	1,909
TOTAL	5,939

Student Demographics

Caucasian	62.47%
Black or African American	5.91%
Hispanic	15.27%
Asian	9.73%
Multi-Racial/Ethnic	6.57%
American Indian/Alaskan	0.05%
Native Hawaiian/Pacific Islander	0.00%

Free and Reduced Lunch (as of October 2022)

High School	28.27%
Middle School	29.12%
Landis Run Intermediate	28.97%
Brecht Elementary	43.16%
Bucher Elementary	36.41%
Neff Elementary	28.21%
Nitrauer Elementary	32.05%
Reidenbaugh Elementary	21.29%
Schaeffer Elementary	43.11%

Total District Wide: 30.17%

DISTRICT INFORMATION (as of October 2022)

Career and Technical Center Students

72 **35**
(Full day) (Half day)

135
Homeschooled Students

597* **435**
Private/Parochial School Students Gifted Education Students

*Based on information provided by the private/parochial schools



Special Education Students in District

896

(Includes IU and out-of-district placements)

Charter Students in District

102 **3**
(Cyber) (Brick/Mortar)

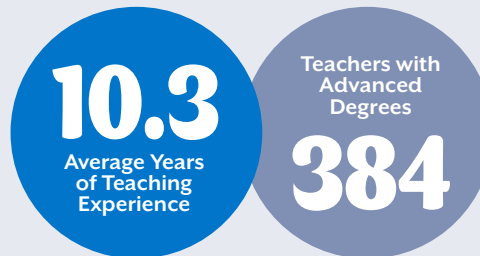
399

English Language Learners (ELL)

STAFF INFORMATION

Average Teacher Salary: \$72,967

Starting Teacher Salary: \$53,380



Staff Profile

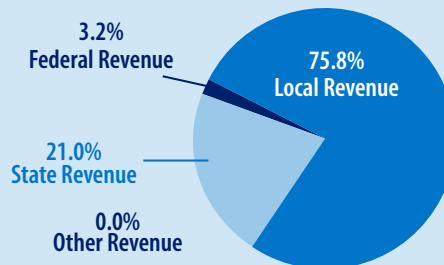
Teachers	440
Elementary	145
Landis Run	58
Middle School	70
High School	118
Special Education	49
Support Staff	311
Administration	36
TOTAL	787

FINANCE INFORMATION

MTSD Budget

2022-2023 Total Budget	\$111,955,817
Millage Rate	16.1277

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



MTSD Revenue

Local Revenue	\$84,409,947
State Revenue	\$23,356,727
Federal Revenue	\$3,540,744
Other Revenue	\$35,000

Total Revenue \$111,342,418

MTSD Expenditures

Instructional	\$62,075,943 (55.4%)
Support	\$31,791,369 (28.4%)
Non-instructional Services	\$1,686,593 (1.5%)
Other Expenditures & Financial Uses	\$16,401,912 (14.7%)

Total Expenditures \$111,955,817

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





Manheim Township High School

Class of 2022 Student Profile

National Merit Program 4 Finalists — 4 Semifinalists — 7 Commended

Post High School Plans

College-bound students in the class of 2022 plan to attend more than **110 institutions** in over **25 states**. Based on data available in August 2022, the figures shown represent the percentages of the total class of **440*** students continuing their education at various types of schools.

77%
Four-Year or
Two-Year Colleges

0.7%
Gap Year

20%
Employment

1%
Undecided/Unknown

1.3%
Military

*435 out of 440 graduates have reported their post-secondary plans.

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 that allow 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 2021-2022

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

Architectural Drafting

Automotive Mechanics Technology PA

AYES Certificate

BLS Healthcare Provider

Carpentry

Certificate of Training - Basic Rigging for Rope Rescue

Certificate of Training - Recognition and Identification of Hazardous Materials

Certified Emissions Inspector

Collision Repair and Refinishing Technology

Commercial and Advertising Art PA

Computer Technology/Computer Systems PA

Culinary Arts II - Cook

Dental Assisting

Electrical and Power Transmission Installers PA

Electromechanical Engineering Technology PA

EPA 608 Certification

Gastite Certification

Graphic Production Technology

Heartsaver First Aid

Homeland Security PA

HVAC Maintenance Technology PA

International Residential Code Certificate

Local - Bloodborne and Airborne Pathogens

Medical Assisting

Motor Oil Certification

NCCER Credentials (various trades)

NIMS IS 100 Series

NIMS IS 200 Series

NIMS IS 700 Series

NIMS IS 800 Series

OCAT - Oleoresin Capsicum Aerosol Training

OSHA Certification

OSHA Certification - Healthcare

Painting and Decorating

Plumbing Technology/Plumber PA

Radiation Health & Safety (RHS)

Section 609 Certification for Refrigerant Recycling and Recovery

ServSafe/Manager Food Safety Certification

Snap On Meter Certification

Tracpipe Certification

Veterinary Assistant PA



Outdoor Learning Spaces

Taking learning outdoors has been both fun and exciting for our teachers and students throughout the school year. Almost all of our schools are equipped with an outdoor learning space. These outdoor experiences provide a change of pace from the classroom, which students and teachers enjoy. From gardening spaces and courtyards to open-air classrooms and more, these learning spaces were created to build community, and are an opportunity to breathe new life into instruction.

Our new Middle School building was built with the outdoor learning experience in mind. Complete with two outdoor classrooms and a courtyard, the goal of having these spaces is to allow students to work collaboratively in a different environment where they can get fresh air while still engaging in the curriculum. For example, students were able to complete their Oregon Trail coding project with water and not fear making a mess inside. They were also able to participate in an invigorating POUND class where music and fitness combine to create the perfect atmosphere for letting loose, getting energized, toning up, and rockin' out.

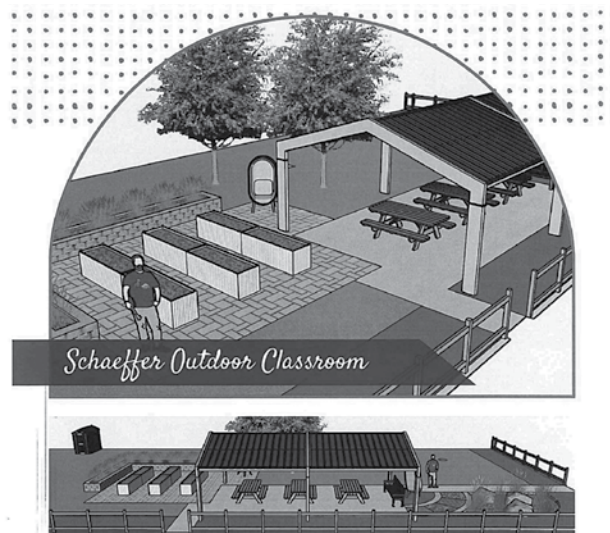
Through the support from our Manheim Township Educational Foundation, Bucher Elementary School has an outdoor classroom that is located directly next to the neighboring creek. This innovative placement allows students and teachers to explore and study the stream and its health, while also providing an open-air environment for learning.

Similarly, the Schaeffer Elementary School is in the process of seeking collaborative support from the Manheim Township Educational Foundation for their outdoor educational space.

The proposed outdoor classroom at Schaeffer Elementary began with an idea and preliminary discussion in March 2020 by the Parent-Teacher Organization and school staff. The proposed plan was developed and shared in the fall of 2022.

As shared by the Schaeffer Principal, Elizabeth Edwards, "We are excited to increase outdoor experiential learning for students, as we do with the 4th grade landform science unit and other units of study at various grade levels."

Outdoor education is a wonderful way to connect what children learn within the classroom to what they explore outside. We are excited to offer this resource to our students and staff throughout the school year.



MTSD Curriculum & Instruction Information

International Baccalaureate (IB)

MTSD juniors and seniors have the opportunity to earn an internationally recognized diploma and college credit while in high school. This 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.

The 2022-23 school year is the 11th year that Manheim Township students have had the opportunity to earn an 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 MTSD 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 School, 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.

MTSD K-12 Curriculum Information

MTSD is proud to display a summary of the K-4 curriculum and syllabi for grades 5 through 12 coursework. The MTSD community may access this information on our website at www.mtwp.net/about/curriculum/.

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.

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 holds 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.

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

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 and consistency in grading and assessment practices, which 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.

MTSD Special Endorsement

Starting with the Class of 2025, students who complete their grade-level Career Readiness Portfolio requirements and also meet additional criteria in the areas below may be considered for an MT Endorsement to be awarded their senior year. More information will be shared with students during the school year.

- GPA requirements – unweighted GPA of 75% or higher
- Attendance requirements – 95% or higher
- Demonstration of the *Township Ten*!
- Evaluation from teacher or employer
- Experiential learning – must have two of the following:
 - » Industry-recognized credential
 - » Demonstration of industry skills through LCCTC
 - » Successful completion of a service learning project – minimum of 10 hours
 - » Letter guaranteeing full-time employment or military enlistment
 - » Completion of an internship, externship, or cooperative education program

TOWNSHIP TEN



GOAL: Every Manheim Township School District student graduates with these 10 essential skills!



Resilience and Growth Mindset: The ability to persist through adversity or change and never give up on yourself or your team. The belief that your skills and abilities can improve with effort.



Integrity and Social Awareness: The ability to be honest and take ownership of your actions, regardless of the consequences. The ability to take the perspective of and empathize with others, including those from diverse backgrounds and cultures.



Critical Thinking and Problem Solving: The ability to think through complex issues and to question, examine, identify and create solutions to those issues.



Communication and Teamwork: The ability to effectively communicate with all different types of people in oral, verbal, written and non-verbal forms. The ability to collaborate with others and compromise when necessary for the betterment of the team.



Initiative and Purpose: The ability to establish and pursue goals, while acting in accordance with one's values and striving to make a positive difference beyond self-interest.

Early Childhood Learning Corner

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

STEM Starts Now

STEM Starts Now is a digital subscription program that helps infants and children by supporting their parents/caregivers through 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, then Join Now, and enter the code MT2022 for a free subscription.

Thrive to Five

Providing Head Starts for the Future.



Thrive to Five offers a free, high-quality pre-kindergarten program for children of the ages of 3 and 4.

CHILD AND FAMILY SERVICES INCLUDE:

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

Thrive to Five has multiple funding options such as Head Start, PreK Counts, and accepts subsidy through ELRC.

PLEASE CONTACT A STAFF MEMBER AT 717-344-7615 TO LEARN MORE INFORMATION OR TO SCHEDULE AN APPOINTMENT TO APPLY.



Phone: 717-299-7301 x 3012
717-344-7615

Website: caplanc.org/thrivetofive
E-mail: thrivetofive@caplanc.org



Pre-K Owl Hill Program

The Owl Hill pre-kindergarten 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 Centers. The program is held at Bucher and Brecht Elementary Schools, and classes are staffed by PA state-certified early childhood teachers and qualified early childhood teaching assistants. Students attend the program for five and a half hours each day 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, 717-537-8304 or matherju@mtwp.net.



Join us during the 22-23 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 towards all families with young children ages birth-4:

Plant the Seed of Learning Ages Birth-2

Vision Development

Visit our website for virtual session resources or to sign up for a F2F location in **November**. Families who register by Oct. 1 will be eligible to pick up a free take home bag at the locations listed below.

A Scribble or a Masterpiece

Visit our website for virtual session resources or to sign up for a F2F location in **January**. Families who register by Nov. 1 will be eligible to pick up a free take home bag at the locations listed below.

Nursery Rhymes and Puppets

Visit our website for virtual session resources or to sign up for a F2F location in **March**. Families who register by Feb. 1 will be eligible to pick up a free take home bag at the locations listed below.

Math All Around Us

Visit our website for virtual session resources or to sign up for a F2F location in **April**. Families who register by Mar. 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

Learning in a Digital World

Visit our website for virtual session resources or to sign up for a F2F location in **November**. Families who register by Oct. 1 will be eligible to pick up a free take home bag at the locations listed below.

Writing Development

Visit our website for virtual session resources or to sign up for a F2F location in **January**. Families who register by Nov. 1 will be eligible to pick up a free take home bag at the locations listed below.

Nursery Rhymes and Puppets

Visit our website for virtual session resources or to sign up for a F2F location in **March**. Families who register by Feb. 1 will be eligible to pick up a free take home bag at the locations listed below.

Math Everywhere

Visit our website for virtual session resources or to sign up for a F2F location in **April**. Families who register by Mar. 1 will be eligible to pick up a free take home bag at the locations listed below.

Bag Pickup Locations Include: Cocalico SD, Elanco SD, Elizabethtown SD, Ephrata Area SD, L-S SD, Manheim Township SD, Pequea Valley SD, Solanco SD, Donegal SD, Etown SD, Warwick SD (coming soon)

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 (www.MTWP.net).

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 in the spring, in preparation for the next school year.

Manheim Township Educational Foundation (MTEF)



With the approval of a new three-year strategic plan in November 2021, the Manheim Township Educational Foundation (MTEF) Board of Directors reaffirmed the organization's commitment to supporting an exceptional educational experience for all Manheim Township students. The MTEF will continue to fund "big-picture," innovative projects, such as media production spaces where students can demonstrate learning through the creation of podcasts and videos; and updated technology for the districts' planetarium, creating an immersive laboratory for students across grade levels and disciplines.

At the same time, MTEF encourages submissions from first-time applicants and from all eligible constituencies. In fact, 2021-2022 marked the launch of a new Student Impact Fund, created by the MTEF Student Impact Representatives, and the awarding of our first Student Impact Grant. The Student Impact Fund aims to make the grant process more accessible to students and to empower them to apply for projects important to them. One grant this year, written and approved by Manheim Township High School students, funded the Women in Leadership Forum, which was attended by more than 200 students. Together, the creative ideas of administrators, educators and students combined to earn the largest annual award in MTEF's history – 23 grants totaling \$245,809, which benefit students throughout Manheim Township.

2021-2022 Grants Awarded \$245, 809

SPRING 2022 GRANTS

- **Artist in Residence – Melinda Steffy (MTMS)** Rachel Bucher Swank and Lauren Michaud / \$4,500.00
- **Calming Room and Conference Space for Students (MTHS)** Elizabeth Ziegler, Michelle Pollis, Kevin Elias / \$40,293.26
- **Decodable Library for Early Readers (Reidenbaugh)** Noelle Duscha, Ashley Keath, Barbara Kurtz, Kelli Eachus / \$3,500.00
- **Enhancing Student Engagement with EMC2 Learning Foundations (MTMS)** Tom Rutledge / \$2,700.00
- **First in Math/Accelerating Math and IXL (all elementary schools)** Kim Banzhof, Terri Vogt, Kiersten Metzger, Danielle Dreisbach / \$5,099.00
- **James L and Jane L Wertz Memorial Scholarship (MTHS)** / \$200.00
- **Leveraging the Power of Realistic Immersive Simulations – MTSD Planetarium (MTHS)** David Farina, Rebecca Hyde / \$60,000.00
- **Personal & Authentic: Designing Learning Experiences That Last a Lifetime Speaking Engagement Series (MTSD)** Jacqueline Druck, Brandi Swavely, Megan Smith, Kelly Vaughn, Sharon Schaefer / \$15,230.00
- **Sally Hawthorne Art Education Scholarship (MTHS)** / \$1,000.00
- **Schaeffer Outdoor Classroom (Schaeffer)** Elizabeth Edwards / \$20,000.00
- **Sprouting Learners (MTSD)** Amy Heisey, Melissa Roark, Krista Templin / \$4,000.00
- **Story Walk (all elementary schools)** Nicole Rieker, Samantha Luckenbaugh / \$550.00
- **Student Engagement – Designing the Future/Libraries of the Future (MTMS)** Steve Mellinger, Jackie Druck / \$10,500.00
- **Women In Leadership Forum (MTHS)** / \$200.00

FALL 2021 GRANTS

- **Building Positivity (LRIS)** Erin Birk / \$2,298.10
- **Building Unity through Mural Art (LRIS)** Dyan Branstetter and Megan Whitney / \$3,800.00
- **Coding in the Content – STEM Initiative (MTMS)** Brian Booker and Jackie Druck / \$11,429.00
- **Hands-on Science Investigations – Stream Study (Bucher)** Kristen Rychener / \$857.50
- **Media Production Studio – Libraries of the Future (MTHS)** Karen Leisey and Brandi Swavely / \$50,000
- **Promote Collaborative and Interactive Learning (MTHS)** Jeanine Bonner / \$4,929.80
- **Quizbowl (MTHS)** Missy Doll-Osterhout / \$2,500.00
- **Summer Reading Kickoff (Brecht)** Gale Burkhart / \$900.00
- **Tower Garden Exploration (Schaeffer)** Emily Winters, Angeline Bertuola, Amanda Bass / \$1,323.00





Transportation

Approximately 6,600 children who reside in the Manheim Township footprint are transported to and from numerous schools every day. Students are bused to our nine MTSD school buildings, and as per Pennsylvania law, are also transported to (20) non-public schools, (1) Charter School and (8) 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 626,000 school lunches and 195,000 school breakfasts are served annually in our nine schools by a dedicated and well-trained staff of over 45 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 MTSD.

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 (2022), it offered a total of 5,217 meals to students! Given the ongoing interest, we hope to continue offering a summer lunch program.

To learn more about MTSD's Food Services Program, the Student Wellness Policy, child nutrition, and monthly menus, please visit the Food Services page on the website: www.mtwp.net/about/food-services/

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 educational 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 Chapter 15/Section 504 services, the parent may refer to Chapter 15/Section 504 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, and 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 are 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, 2022.

Friday, December 23, 2022..... Early Dismissal
Monday, December 26-Friday, December 30, 2022 No School
Monday, January 2, 2023 No School
Monday, January 16, 2023 No School
Wednesday, January 25, 2023 Early Dismissal
Friday, February 3, 2023 No School
Thursday, February 16, 2023 Early Dismissal
Friday, February 17, 2023 No School
Monday, February 20, 2023 No School, Snow Make-up Day*
Thursday, March 16, 2023 Early Dismissal

Friday, March 17, 2023..... No School
Monday, March 20, 2023 No School, Snow Make-up Day*
Thursday, April 6, 2023 Early Dismissal
Friday, April 7, 2023 No School
Monday, April 10, 2023..... No School
Friday, May 26, 2023 Early Dismissal
Monday, May 29, 2023..... No School
Thursday, June 1, 2023 Graduation Day
Friday, June 2, 2023 Last Student Day (Tentative)*

**Last student day is tentative and dependent on snow make-up days. There is a snow make-up day scheduled on Monday, February 20, 2023, and on Monday, March 20, 2023, 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.*