

**MANHEIM TOWNSHIP SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
Work Session Meeting Minutes
Schaeffer Elementary School
December 4, 2017
7:00 p.m.**

MINUTES

Nikki Rivera, President, called the Work Session Meeting of the Manheim Township Board of School Directors to order at 7:20 p.m. School directors present were Mark Anderson, Janet Carroll, Steve Grosh, JoAnn Hentz, Curtis Holgate, Bill Murry, Nikki Rivera, John Smith, and Joyce Stephens. Also present were Dr. Robin Felty, Superintendent; Dr. Dale Reimann, Assistant Superintendent; Donna Robbins, Chief Operating Officer; Dr. Karen Nell, Director of Curriculum and Instruction; Kate Heintzleman, Human Resources Director, Tony Aldinger, Director of Instructional Technology; and Jennifer Davidson, Board Secretary.

Absent:

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

Announcements

- Mrs. Rivera thanked the School Board for her nomination of School Board President. She is looking forward to representing the district in this capacity.

Presentation Only

- Schaeffer Elementary students presented a STEAM lab activity with the Board members.
- Ms. Lonna Hoffman, Library Assistant at Schaeffer Elementary was introduced as the Schaeffer Employee of the Month by Principal Chris Zander.
- Middle School Project Update – Mr. Colestock arrived at 8:12 p.m. and answered Board member questions regarding the structure and design of the Middle School.
- Dr. Felty presented the December Bus Driver Updates

Discussion Items – no action taken at this meeting

- Approve the acceptance of the 2016-17 audited financial statements.
- Approval of Pennsylvania School Boards Association (PSBA) Administrative and Support Staff Compensation Study – salary analysis and job description analysis.
- Approval of the first reading of the following policies, for second reading and final approval in January 2018:
 - * Policy no.002 – Authority and Powers
 - * Policy no.003 – Functions
 - * Policy no. 004 – Membership
 - * Policy no. 006.1 – Teleconferencing

Manheim Township Citizens' comments

- No comments

Adjournment

Mr. Grosh moved and Mr. Murry seconded to adjourn the meeting.

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

Mrs. Nikki Rivera, President

Mrs. Jennifer Davidson, Secretary