

**Manheim Township School District
Board of School Directors
June 20, 2019
7:00 PM
District Office**

Our Mission: Nurture and Challenge for Success

AGENDA

- | | | |
|------|---|--|
| 7:00 | 1. Call to Order | Mrs. Rivera – Board President |
| | 2. Pledge of Allegiance | Mrs. Rivera |
| | 3. Announcements | Mrs. Rivera |
| | 4. Presentations: | |
| | • June Employee of the Month – Brad Rhine, Database Administrator, District Office | Dr. Reimann, Assistant Superintendent |
| | • Envisions Presentation | Dr. Reimann |
| | • MTEF Presentation | Dr. Felty, Superintendent |
| | 5. Roll call vote: Unless otherwise stated, each vote taken at this meeting will be considered a roll call vote and the secretary will record any negative votes or abstentions. | Mrs. Rivera Information |
| | 6. Manheim Township citizens’ comments on consent agenda items <i>(School Board Policy #903 states that, “Each statement made by a participant shall be limited to five minutes duration. No participant may speak more than once on the same topic, unless all others who wish to speak on that topic have been heard.”)</i> | Mrs. Rivera |
| | 7. Recommend approval of Board of School Directors Agenda/Agenda Modification for this evening. | Mrs. Rivera Action |
| | 8. Consent Agenda <i>Items listed under the Consent Agenda section of our Board Meeting Agenda are considered to be routine and are acted on by the Board in one motion. There is no Board discussion of these items individually prior to the Board vote unless a member of the Board requests that a specific item be removed from the Consent Agenda. Items removed from the Consent Agenda will be moved to agenda section “Items Pulled for Consideration”.</i> | Mrs. Rivera Action |

- A. Recommend approval of the Treasurer's Report ([attachment](#))
- B. Recommend approval of the Personnel Report ([cover](#))([personnel](#)) ([contentspecialist](#)) ([categories](#)) ([ranges](#)) ([adjustments](#))
- C. Approve the proposed 2019-2020 Food Services Budget and Meal Prices ([cover](#)) ([budget](#))
- D. Approval of the Special Education Services Agreement with the IU13 for the 2019-2020 school year ([cover](#)) ([PT/OT](#)) ([Speech/Language](#)) ([JobTraining](#)) ([agreement](#))([costs](#))
- E. Approve transfer of \$120,776 from the General Fund to the Capital Reserve Fund ([cover](#))
- F. Approve submission of PlanCon Part K related to the issuance of the General Obligation Bonds, Series of 2019, to the PA Department of Education for their approval ([cover](#)) ([attachment](#))
- G. Approve authorizing the Accounting Supervisor to make necessary Budget Transfers for the 2019/20 School Year after June 30, 2019 ([cover](#))
- H. Approve authorizing the Accounting Supervisor to pay appropriate bills as submitted for June and July 2019 ([cover](#))
- I. Approval for Administration to hire staff members necessary to begin the 2019-20 school year, with the understanding that the Board has final approval of all hirings ([cover](#))
- J. Approve the continued partnership between Manheim Township School District and IU13 by agreeing to the attached Lancaster-Lebanon Virtual Solutions Agreement ([cover](#)) ([contract](#))
- K. Recommendation for Field Trip Approval(s) ([cover](#)) ([list](#))
- L. Proposed merging of "Board Member Reports" & "Other Board Member Reports" sections of School Board Meeting agenda (follow up to New Business Item on 5/16/19) ([cover](#))
- M. Second reading and final approval of the following policies:
 - Policy 602 – Budget Planning ([cover](#)) ([policy](#))
 - Policy 603 – Budget Preparation ([cover](#)) ([policy](#))
 - Policy 604 – Budget Adoption ([cover](#)) ([policy](#))
 - Policy 605 – Tax Levy ([cover](#)) ([policy](#))
 - Policy 606 – Tax Collection ([cover](#)) ([policy](#))
 - Policy 606.1 – Delinquent Taxes – Attorneys' Fees – ELIMINATE ([cover](#)) ([policy](#))
 - Policy 607 – Tuition Income ([cover](#)) ([policy](#))
 - Policy 608 – Bank Accounts ([cover](#)) ([policy](#))
 - Policy 609 – Investment of District Funds ([cover](#)) ([policy](#))
 - Policy 610 – Purchases Subject to Bid/Quotation ([cover](#)) ([policy](#))
 - Policy 611 – Purchases Budgeted ([cover](#)) ([policy](#))
 - Policy 612 – Expenses Not Budgeted ([cover](#)) ([policy](#))
 - Policy 613 – Cooperative Purchasing ([cover](#)) ([policy](#))
 - Policy 235.2 – Surveys ([cover](#)) ([policy](#))
- N. First reading of the following policies with final approval in August:
 - Policy 614 – Payroll Authorization ([cover](#)) ([policy](#))
 - Policy 615 – Payroll Deductions ([cover](#)) ([policy](#))
 - Policy 616 – Payment of Bills ([cover](#)) ([policy](#))
 - Policy 616.1 – Electronic Signatures ([cover](#)) ([policy](#))(NEW)

- Policy 617 – Petty Cash ([cover](#)) ([policy](#))
- Policy 618 – Special Purposes Fund ([cover](#)) ([policy](#))
(ELIMINATION)
- Policy 618.1 Student Activities Fund ([cover](#)) ([policy](#)) (becomes 618 through merging)
- Policy 619 – District Audit ([cover](#)) ([policy](#))
- Policy 620 – Returned/Lost Checks ([cover](#)) ([policy](#))
(ELIMINATION)
- Policy 621 – Local Taxpayer Bill of Rights ([cover](#)) ([policy](#))
- Policy 622 – GASB Statement 34 ([cover](#)) ([policy](#))
- Policy 623 – Fund Balance ([cover](#)) ([policy](#))
- Policy 624 – Taxable Fringe Benefits ([cover](#)) ([policy](#)) (NEW)
- Policy 625 – Procurement Cards ([cover](#)) ([policy](#))

- 9. Items Pulled for Consideration Mrs. Rivera
Action

- 10. Other Recommended Actions Mrs. Rivera
Action
 - A. Recommend approval of the Secretary’s minutes of the Board Work Session Meeting on May 9, 2019 ([minutes](#)) and the regular meeting of the Board of School Directors on May 16, 2019 ([minutes](#)).
 - B. Approval of the 2019-2020 Final General Fund Budget in the amount of \$101,920,345 and a millage rate of 15.3103 as presented on form PDE-2028 ([cover](#)) ([PDE2028](#)) ([resolution](#))
 - C. Recommend adoption of the Resolution Implementing Homestead and Farmstead Exclusions for the 2019/20 Fiscal Year as required under the Taxpayer Relief Act ([cover](#)) ([resolution](#))
 - D. Approve the Resolution for Commitment Fund Balance ([cover](#)) ([resolution](#))
 - E. Approve a declaration that the District Superintendent and Assistant District Superintendent have met the agreed upon objective performance standards established pursuant to the Public School Code
 - F. Approve an increase of 4.12% to the current salary of District Superintendent Robin Felty as per the evaluation process established within her employment agreement

- 11. Superintendent Report Dr. Felty
Information

- 12. New Business Mrs. Rivera
“Items brought forward under new business will not be acted upon until the next School Board Meeting to allow School Board members to have sufficient information and to allow opportunities for public comment”.

- 13. Board Member Reports Mrs. Rivera
Information
 - A. Student Representatives – TBD
 - B. Intermediate Unit #13 – Nikki Rivera
 - C. Manheim Township Commissioners – Curtis Holgate
 - D. Lancaster County Academy – JoAnn Hentz

- E. Lancaster County Career and Technology Center – Joyce Stephens
- F. Envisions – Janet Carroll
- G. PSBA/Legislative Report – Mark Anderson
- H. Manheim Township Educational Foundation – Bill Murry
- I. Parks and Recreation Department – John Smith

- 14. Other Board Member Reports Mrs. Rivera

- 15. Manheim Township citizens' comments Mrs. Rivera
We value community input and welcome residents of Manheim Township School District to come to the microphone with comments for the good of the whole. As outlined in Policy #903 (posted on the sign-in table, and on our school district website), please state your name and address, complete your comment within five (5) minutes, and please understand that, as a general rule, the Board will not engage in discussion at this time. If your comment requires a follow-up, the appropriate district employee or Board member will contact you. In addition, residents may submit questions in writing to Mrs. Davidson, our Board Secretary, at jrd@mtwp.net.

- 16. Adjournment Mrs. Rivera