

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

**District Office**

**May 16, 2019**

**7:00 p.m.**

**MINUTES**

Nikki Rivera, President, called the Board Meeting of the Manheim Township Board of School Directors to order at 7:00 p.m. School directors present were Mark Anderson, Janet Carroll, Steve Grosh, JoAnn Hentz, Curtis Holgate, Bill Murry, Nikki Rivera, John Smith, and Joyce Stephens. Also present were Dr. Robin Felty, Superintendent; and Jennifer Davidson, Board Secretary.

Absences:

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

<b>Pledge of Allegiance</b>	Mrs. Rivera led the assembly in the Pledge of Allegiance.
<b>Announcements</b>	<ul style="list-style-type: none"><li>• This meeting is being audio recorded solely for the purpose of transcribing meeting minutes.</li><li>• Community Conversations was held this past Saturday with Mrs. Hentz and Mr. Holgate</li><li>• Thanks to the Food Service Staff for the wonderful retirement celebration preparations.</li><li>• On Tuesday, May 14<sup>th</sup>, the Manheim Township Leadership and the Manheim Township Commissioners Leadership met to discuss topics such as how students can impact activities in the community and Cyber Seniors.</li></ul>
<b>Presentations:</b>	<ul style="list-style-type: none"><li>• Mrs. Resh presented the May Employee of the Month, Jennie Steeley, World Language Teacher at Manheim Township Middle School</li><li>• The retirees for the 2018-19 school year were honored</li><li>• Outreach 360 presented their highlights of their service trip</li></ul>
<b>Roll Call Vote</b>	Mrs. Rivera announced that unless otherwise stated, each vote taken at this meeting will be considered a roll call vote and the secretary will record any negative votes or abstentions.
<b>Manheim Township Citizens Comments</b>	Mrs. Rivera invited citizens in the audience to comment on any item on the agenda.  No comments
<b>Approval/Modification of Agenda</b>	Mrs. Rivera asked if there were any agenda items that should be removed from the consent portion of the agenda.  On motion by Mrs. Carroll and seconded by Mrs. Stephens, the agenda passes 9-0.
<b>Consent Agenda</b>	On motion by Mr. Anderson and seconded by Mrs. Stephens the consent agenda passes 9-0 with Mr. Holgate pulling item D.  A. Treasurer's Report

- B. Personnel Report
- C. Approve the Proposed Final 2019-2020 General Fund Budget ([cover](#)) ([budget](#))
- D. Approve the Lancaster County Academy Proposed Budget for 2019-20 ([cover](#)) ([budget](#))
- ITEM PULLED
- E. Approve financial institutions for investment transactions during the 2019-20 School Year ([cover](#))
- F. Approve participation in cooperative purchasing agreements as listed ([cover](#))
- G. Recommend approval to appoint the Chief Operating Officer as Manheim Township School Board Treasurer, effective July 1, 2019 through June 30, 2020 for a one-year term. There is no compensation for this position ([cover](#))
- H. Approve the resolution appointing the Chief Operating Officer as the district tax collector for the 2019-20 school year ([cover](#)) ([resolution](#))
- I. Approve contract with River Rock Academy ([cover](#)) ([contract](#))
- J. Approve the list of graduates for the 2018-19 school year ([list](#))
- K. First reading of the following policies with final approval in June:
  - 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](#))
- L. Second reading and final approval of the following policies:
  - Policy 103 – Nondiscrimination/Discriminatory Harassment – School and Classroom Practices ([cover](#)) ([policy](#))
  - Policy 103.1 – Nondiscrimination – Qualified Students with Disabilities ([cover](#)) ([policy](#))
  - Policy 104 – Nondiscrimination/Discriminatory Harassment – Employee Practices ([cover](#)) ([policy](#))
  - Policy 330 – Overtime ([cover](#)) ([policy](#))
  - Policy 331 – Job Related Expenses ([cover](#)) ([policy](#))
  - Policy 332 – Working Periods ([cover](#)) ([policy](#))
  - Policy 333 – Professional Development ([cover](#)) ([policy](#))
  - Policy 334 – Sick Leave ([cover](#)) ([policy](#))
  - Policy 335 – Family and Medical Leaves ([cover](#)) ([policy](#))
  - Policy 336 – Personal Necessity Leave ([cover](#)) ([policy](#))
  - Policy 337 – Vacation ([cover](#)) ([policy](#))
  - Policy 338 – Sabbatical Leave ([cover](#)) ([policy](#))
  - Policy 338.1 – Compensated Professional Leaves ([cover](#)) ([policy](#))
  - Policy 339 – Uncompensated Leave ([cover](#)) ([policy](#))
  - Policy 340 – Responsibility for Student Welfare ([cover](#)) ([policy](#))
  - Policy 341 – Benefits for Part-Time Employees ([cover](#)) ([policy](#))
  - Policy 342 – Jury Duty ([cover](#)) ([policy](#))
  - Policy 343 – Paid Holidays ([cover](#)) ([policy](#))
  - Policy 346 – Workers’ Compensation – ELIMINATE ([cover](#)) ([policy](#))
  - Policy 351 – Drug and Substance Abuse ([cover](#)) ([policy](#))

Policy 707 – Use of School Facilities (cover) (policy)  
Policy 904 – Public Attendance at School Events (cover) (policy)

**Items Pulled for Consideration**

- On motion by Mrs. Stephens and seconded by Mrs. Hentz to open discussion on Item D that was pulled by Mr. Holgate. Mr. Holgate asked to recuse himself from the vote. Motion carries 8-0-1 with Mr. Holgate abstaining from the vote.

**Other Recommended Actions**

- Mrs. Carroll moved and Mr. Holgate seconded the approval of the Secretary’s minutes of the April 11, 2019 Board Work Session and the regular meeting of the Board of School Directors on April 18, 2019. Motion passes 8-0-1 with Mr. Murry abstaining due to his absences at both meetings.

**Superintendent’s Report**

- Graduation is scheduled for June 5<sup>th</sup> along with the last day of school. Dr. Felty attended the Senior Awards Celebration that honored 110 students who received 69 honors and awards. 86 seniors were recognized as maintaining honor roll status for all four years in High School.

**New Business**

- Mr. Grosh would like to discuss combining “Board Member Reports” with “Other Board Member Reports”. This item will be discussed at the June Board Work Session

**Board Member Reports**

- Student Representatives – Last evening was Senior Awards; Field Day/Clash of Classes is soon approaching; Spring Concerts are in full swing; tomorrow is the last day of AP tests
- IU13 – Spring Budget Cycle was presented prior to the IU13 Board Meeting; IU13 Prom had taken place last week and was well attended; Mrs. Rivera explained what “Ghost Bills” are.
- Manheim Township Commissioners – hearing for Oregon Village is ongoing.
- Lancaster County Academy – June 8<sup>th</sup> graduation for the Academy.
- LCCTC – The group toured the Electrical Technology Classroom; approved Occupational Advisory Committee; 92% of classroom seats are filled for next year; CTC Authority Board will be meeting next week to discuss the property issues that may be ongoing.
- Envisions – Camp starts June 17<sup>th</sup>; Registration for camp is going strong.
- PSBA – no report
- Manheim Township Education Foundation – 5k Run is on Memorial Day at the High School Stadium; next Tuesday is primary voting day.
- Manheim Township Parks & Recreation – dance recital on June 1st in the High School Auditorium; June 8<sup>th</sup> Food Truck Frenzy

**Other Board Member Reports**

- Mr. Holgate spoke regarding Bucher happenings.
- Mrs. Hentz spoke regarding Saturday Community Conversations and fee schedules at the High School and parking availabilities for next year.
- Mrs. Stephens spoke regarding STEM night and thanks to MTEF for their donations
- Mrs. Rivera spoke regarding Middle School happenings.
- Mr. Grosh will forward the Brecht happenings.
- Mrs. Carroll spoke regarding the Senior Awards and Retiree Celebration; shout out for the Fine Arts Day at Schaeffer Elementary; Schreiber Day fundraiser raised \$3800
- Dr. Smith spoke regarding Nitrauer happenings.

**Citizens’ Comments**

- Teddy Vasquez spoke regarding the Outreach 360 trip.

**Adjournment**

Mr. Anderson moved and Mrs. Stephens seconded a motion to adjourn the meeting at approximately 8:31 pm.

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

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Nikki Rivera, President

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Jennifer R. Davidson, Secretary