

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

**District Office**

**June 13, 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, Stephen Grosh, JoAnn Hentz, Curtis Holgate, William 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.

**Announcements**

- This evening an Executive Session was held to discuss the employment, terms and conditions of employment, evaluation of performance, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee employed or appointed by the agency, or former public officer or employee.
- A reminder that there will not be a Saturday Community Conversation this month. School Board Community Conversations are held September through May. The 2019-20 schedule will be available at the August School Board Meeting.
- A reminder that there will not be a July School Board Meeting.
- Mrs. Rivera shared that the Manheim Township Commissioners Meetings held quarterly will continue in September.

**Presentations:**

- Mr. Darkey gave an update on the Middle School Project.
- Mr. Czerwinski provided a Spring Sports Wrap-Up
- Dr. Felty shared the June Bus Driver Updates
- Dr. Reimann, Assistant Superintendent and Mr. Dierolf, Food Services Director gave an update on the Annual Student Wellness Policy

**Discussion Items  
– no action  
taken at this  
meeting**

- Approve the proposed 2019-20 Food Services Budget and Meal Prices
- Approval of the 2019-20 Final General Fund Budget in the amount of \$101,920,345 and a millage rate of 15.3101 as presented on form PDE-2028
- Recommend adoption of the Resolution Implementing Homestead and Farmstead Exclusions for the 2019-20 Fiscal Year as required under the Taxpayer Relief Act
- Approval of the Special Education Services Agreement with the IU13 for the 2019-20 school year
- Approve the Resolution for Commitment Fund Balance
- Approve transfer of \$120,776 from the General Fund to the Capital Reserve Fund
- 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
- Approve authorizing the Accounting Supervisor to make necessary Budget Transfers for the 2019-20 School Year after June 30, 2019
- Approve authorizing the Accounting Supervisor to pay appropriate bills as submitted for June

and July 2019

- 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
- Approve the continued partnership between Manheim Township School District and IU13 by agreeing to the attached Lancaster-Lebanon Virtual Solutions Agreement
- Recommendation for Field Trip Approval(s)
- Second reading and final approval of the following policies:
  - Policy 602 – Budget Planning
  - Policy 603 – Budget Preparation
  - Policy 604 – Budget Adoption
  - Policy 605 – Tax Levy
  - Policy 606 – Tax Collection
  - Policy 606.1 – Delinquent Taxes-Attorneys’ Fees – ELIMINATE
  - Policy 607 – Tuition Income
  - Policy 608 – Bank Accounts
  - Policy 609 – Investment of District Funds
  - Policy 610 – Purchases Subject to Bid/Quotation
  - Policy 611 – Purchases Budgeted
  - Policy 612 – Expenses Not Budgeted
  - Policy 613 – Cooperative Purchasing
  - Policy 235.2 – Surveys
- First reading of the following policies with final approval in August:
  - Policy 614 - Payroll Authorization
  - Policy 615 – Payroll Deductions
  - Policy 616 – Payment of Bills
  - Policy 616.1 – Electronic Signatures (NEW)
  - Policy 617 – Petty Cash
  - Policy 618 – Special Purposes Fund (ELIMINATION)
  - Policy 618.1 – Student Activities Fund (becomes 618 through merging)
  - Policy 619 – District Audit
  - Policy 620 – Returned/Lost Checks (ELIMINATION)
  - Policy 621 – Local Tax Payer Bill of Rights
  - Policy 622 – GASB Statement
  - Policy 623 – Fund Balance
  - Policy 624 – Taxable Fringe Benefits (NEW)
  - Policy 625 – Procurement Cards
- Courtney Morton spoke regarding the nutrition programs/costs as it pertains to a la carte items for students with food allergies; thank you to everyone who participated in the preparation of the 8<sup>th</sup> grade graduation

**Citizens’  
Comments**

**Adjournment**

Mr. Murry moved and Mrs. Carroll seconded a motion to adjourn the meeting at approximately 8:49pm.

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

