

**Warwick School District**

Lititz, PA 17543

April 15, 2014

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, April 15, 2014 at 7:00 p.m.

Dr. Quinn, President, called the meeting to order at 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

The Board Secretary called the roll of the Board: Dr. Timothy Quinn, Millard P. Eppig, Jr., Todd L. Rucci, Scott Shaub (via FaceTime), Darryl L. Miller, Nelson Peters, Debra J. Wenger, Michael R. Landis, Benedict Sahl, and student representative, Rebecca Goebel, were all present.

Others attending the meeting: Dr. April Hershey, Superintendent, Dr. Robin Felty, Assistant Superintendent, Nate Wertsch, Business Manager, Mark Leidich, Melanie Calender, Stacie Bardell, Dr. Michael Smith, Ryan Axe, Steven Szobocsan, Jennifer Murphy, Angela Kirby, Flip Steinour, Jeffrey Conrad, Thomas Becker, Karen Miller, Yvette Line-Koller, Jennifer Fields, Lori Kovac, Jennifer Grove, Rit and Missy Copeland, Ron Horning, Kim Martin, Jim Tomlinson, Jeff Conrad, C. David Kramer, Dr. Doreen Packer, Lori Zimmerman, Michael Upton of The Lititz Record Express, Laurie Knowles of Lancaster Newspapers, Kevin Martzall, and Howard Snoke.

**RECOGNITION OF CITIZENS**

Mr. Howard Snoke gave an Aluminum Can check donation to the District.

**APPROVAL OF AGENDA**

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the agenda as presented.  
Motion passed 9-0.

**APPROVAL OF MINUTES** ([Regular meeting and Supplemental Agenda](#) of March 18, 2014)

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the minutes of the Regular meeting and Supplemental Agenda of March 18, 2014.  
Motion passed 9-0.

**TREASURERS REPORT**

Mr. Miller presented the Treasurer’s Report. A copy of the report is attached to these minutes.  
The Treasurer’s Report was accepted 9-0 by the Board.

**PAYMENT OF BILLS**

The following bills were presented for payment by Mr. Miller. A copy of the bills with wire transfer information is attached to these minutes.

General Fund	\$1,229,213.42
Wire Transfers	\$3,758,243.38
Construction Fund	None
Cafeteria Fund	\$170,798.72
Middle School Fund	\$4,700.00
High School Fund	\$15,721.84

Mr. Miller moved, Mr. Landis seconded, the motion to approve payment of the bills as presented.

**On roll call vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mr. Miller, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub and Mr. Sahd

**Abstain:** None

**Nays:** None

**Absent:** None

**COMMUNICATIONS**

None.

**REPORT OF THE SUPERINTENDENT**

**1. PERSONNEL**

**A. Resignations**

It is recommended that the Board approve the resignation of the following individuals:

Instructional

Julie Brunetto as an Extended Day Kindergarten Teacher at Lititz Elementary School, effective the last teacher day of the 2013-2014 school year.

Non-Instructional

Zachary Leshner as a Special Needs Assistant at Warwick High School, effective March 18, 2014.

Dianne Davenport as a Special Needs Assistant at Warwick High School, effective March 27, 2014.

Tamara Weaver as a Special Needs Assistant at John R. Bonfield Elementary School, effective March 25, 2014.

Sherrie Peters as an Office Assistant – Copy Room at Warwick High School, effective April 21, 2014.

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the resignations of the individuals named above.

**On voice vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mr. Miller, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub and Mr. Sahd

**Abstain:** None

**Nays:** None

**Absent:** None

**B. Elections**

It is recommended that the Board approve the election of the following individuals subject to all pre-employment requirements and clearance checks:

Instructional

Kelly Lutz as a LTS Learning Support Teacher at Warwick Middle School at the annual salary of \$45,391, effective October 15, 2013. Ms. Lutz is replacing Alexxi Spicher who is on Child Care Leave.

Non-Instructional

Janice Boyer as an Executive Assistant at the Warwick District Office, 40 hours/week at the hourly rate of \$21.00 per hour, effective June 1, 2014. Mrs. Boyer is replacing Lori Zimmerman who had a change of status.

Jennifer Grove as Transportation Coordinator for Warwick School District, 40 hours/week, at the annual salary of \$55,000, effective May 1, 2014. Ms. Grove is replacing Debra Weidler who was terminated.

Lynne Thompson as an Office Assistant – Copy Room at Warwick High School, 5.5 hours/day, 225 days/year at the hourly rate of \$10.15, effective April 22, 2014. Mrs. Thompson is replacing Sherrie Peters who resigned.

Summer Custodial Work Crew

Board approval is recommended for the election of the following individuals to the Summer Custodial Work Crew for work to be performed between June 23, 2014 and August 26, 2014, 10 hours/day, 40 hours/week unless otherwise indicated:

Ashley Rottkamp	\$7.25
Nikole Rottkamp	\$7.25
Bryan Class	\$7.25
Ethan Quinn	\$7.25

Substitutes and Assistants

It is recommended that the Board approve the election of the individuals listed below, pending receipt of paperwork, effective April 16, 2014, until they submit their resignations or have their active status changed by the district.

Substitute Teachers

Holly Coonan

Substitute Support Staff

Bryan Class

Cherie Crosby

Gail Horrocks

Ethan Quinn

Independent Volunteers

It is recommended that the Board approve the election of the individuals listed below as independent volunteers, effective April 16, 2014, until they submit their resignations or have their active status changed by the district.

Jackie Bires

Ronald Bires

Crystal Bryan

Nicolette Byer

Brian Ingraham

Liana Matias-Cosme

Shaun Metzler

Jayne Ober

Volunteer Coaches

It is recommended that the Board approve the election of the individuals listed below as volunteer coaches, effective April 16, 2014, until they submit their resignation or have their active status changed by the district.

Kyle Keen  
Zach Snyder

Mr. Eppig moved, Mr. Rucci seconded, the motion to approve the election of the individuals listed above.

**On voice vote:**

**Ayes:** Mr. Peters, Mr. Eppig, Mr. Miller, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub and Mr. Sahd

**Abstain:** Dr. Quinn

**Nays:** None

**Absent:** None

2. **CHANGE OF STATUS**

It was recommended that the Board approve the change of status requests for the following individuals:

Non-Instructional

Lori Zimmerman from Special Assistant to the Superintendent and Public Relations Coordinator, 40 hours/week at the annual salary of \$59,799 to Public Relations Coordinator, 27.5 hours/week at the annual salary of \$42,662, effective June 30, 2014.

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the change of status request for the individual as presented:

**On voice vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mr. Miller, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub and Mr. Sahd

**Abstain:** None

**Nays:** None

**Absent:** None

3. **LEAVE OF ABSENCE REQUESTS**

It was recommended that the Board approve the following leave of absence requests:

Kay Kuch is requesting an Unpaid Leave of Absence from March 10, 2014 through May 9, 2014 due to medical reasons. Her anticipated return to work date is May 12, 2014, pending release by her doctor.

Lonna Knowlton is requesting an Unpaid Leave of Absence, effective March 31, 2014 for medical reasons. Her anticipated return to work date is May 9, 2014, pending release by her doctor.

Christina Casella is requesting FMLA, with concurrent Unpaid Childrearing Leave, beginning with the start of the 2014-2015 school year through the end of the first semester of the 2014-2015 school year.

Mr. Rucci moved, Mr. Eppig seconded, the motion to approve the leave of absence requests as presented.

**On voice vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mr. Miller, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub and Mr. Sahd

**Abstain:** None

**Nays:** None

**Absent:** None

4. **BOARD POLICY REVISION**

It was recommended that the Board approve, as a Second Reading, the following existing policy revision per **ATTACHMENT #1** (Policy: 810.2).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve as a Second Reading, the existing policy revision as presented.

**On voice vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mr. Miller, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub and Mr. Sahd

**Abstain:** None

**Nays:** None

**Absent:** None

5. **PROPOSED FINAL 2014-2015 SCHOOL BUDGET**

It was recommended that the Board approve the adoption of the 2014-2015 Warwick School District proposed final budget in the amount of \$65,787,451. The tax increase needed for the proposed budget equals .4994 mills, a 2.6% tax increase, which would set the millage rate at 19.7094, as set forth on **ATTACHMENT #2**. (Note: The Finance and Legal Committee supports the recommendation to adopt this proposed final budget.)

Mr. Miller moved, Mr. Miller seconded, the motion to approve the adoption of the 2014-2015 Warwick School District proposed final budget as presented.

**On roll call vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mr. Miller, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub and Mr. Sahd

**Abstain:** None

**Nays:** None

**Absent:** None

6. **SPECIAL EDUCATION PLAN**

It was recommended that the Board approve the proposed Special Education Plan for the Warwick School District, effective July 1, 2014, as required by the Pennsylvania Department of Education as per **ATTACHMENT #3**.

Mrs. Wenger moved, Mr. Peters seconded, the motion to approve the proposed Special Education Plan for the Warwick School District as presented.

**On roll call vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mr. Miller, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub and Mr. Sahd

**Abstain:** None

**Nays:** None

**Absent:** None

7. **SUBSTITUTE TEACHER SERVICE AGREEMENT**

It was recommended that the Board approve Warwick School District's use of the Substitute Teacher Service, 2901 Dutton Mill Rd, Aston, PA effective July 1, 2014, and enter into agreement as per **ATTACHMENT #4**.

Mrs. Wenger moved, Mr. Peters seconded, the motion to approve Warwick School District's use of the Substitute Teacher Service as presented.

**On voice vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mr. Miller, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub and Mr. Sahd

**Abstain:** None

**Nays:** None

**Absent:** None

**Information from the Superintendent**

None.

**COMMITTEE REPORTS**

**Student Representative**

Miss Rebecca Goebel read her report detailing student activities across the district.

**Building and Property Committee**

The Building and Property Committee met on Monday, April 14, 2014. The committee discussed potential upcoming projects related to the track, pole barn, and the district freezer/land transfer. The Committee made the following recommendations to the Board:

1. The Board approve the Lititz Elementary MEC1 and 2 migration service proposal from Siemens Industry, Inc. as presented on **ATTACHMENT #5**.

Mr. Eppig moved, Mr. Rucci seconded, the motion to approve Lititz Elementary MEC1 and 2 migration service proposal from Siemens Industry, Inc. as presented.

**On voice vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mr. Miller, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub and Mr. Sahd

**Abstain:** None

**Nays:** None

**Absent:** None

2. The Board approve the Pole Barn Performance Spec proposal from RLPS Architects as presented on **ATTACHMENT #6**.

Mr. Eppig moved, Mr. Rucci seconded, the motion to approve the Pole Barn Performance Spec proposal from RLPS Architects as presented.

**On voice vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mr. Miller, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub and Mr. Sahd

**Abstain:** None

**Nays:** None

**Absent:** None

3. The Board approve the track resurfacing project, with the cost not to exceed the proposal as presented on **ATTACHMENT #7**.

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the track resurfacing project, with the cost not to exceed the proposal as presented.

**On voice vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mr. Miller, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub and Mr. Sahd

**Abstain:** None

**Nays:** None

**Absent:** None

## Education Committee

The Education Committee met on Monday, April 14, 2014. Ms. Rebecca Goebel offered a summary of student activities occurring throughout the district. The committee heard several elementary and secondary level presentations for new courses and curriculum to be implemented during the 2014-2015 school year. Mr. Nick DeRosa and Mrs. Adrienne Kametz presented the new curriculum for the middle school and high school Social Studies courses. Mrs. Stacie Bardell, Mrs. Leslie Morgan, and Mrs. Connie Goebel presented the new Grades 3-6 Mathematics curriculum. Mrs. Melissa Vulopas, Mrs. Amy Evans, Mrs. Lisa Rothermel, and Mrs. Jeannine Walker conducted a presentation on the elementary Writing curriculum. Mrs. Katherine Deisley and Dr. Joanna Lynch offered a proposal for two (2) new high school Journalism courses, as well as a presentation on the curriculum for several new high school Language Arts electives courses. Mrs. Tamera Olivieri, Mr. Michael Brown, Mrs. Wanda Weachter, and Mrs. Lori Schlotter presented new curriculum for the middle school and high school Physical Education and Health courses, and Mrs. Brenda Crosetto provided information about the new curriculum for the middle school and high school Business Education courses. The committee made the following recommendations for Board action:

1. It was recommended that the Board approve the request for the adoption of the new middle school and high school Social Studies curriculum for the 2014-2015 school year.

Mrs. Wenger moved, Mr. Peters seconded, the motion to approve the request for the adoption of the new middle school and high school Social Studies curriculum for the 2014-2015 school year as presented.

### On voice vote:

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mr. Miller, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub and Mr. Sahd

**Abstain:** None

**Nays:** None

**Absent:** None

2. It was recommended that the Board approve the request for the adoption of the new Grades 3-6 Mathematics curriculum for the 2014-2015 school year.

Mrs. Wenger moved, Mr. Peters seconded, the motion to approve the request for the adoption of the new Grades 3-6 Mathematics curriculum for the 2014-2015 school year as presented.

### On voice vote:

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mr. Miller, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub and Mr. Sahd

**Abstain:** None

**Nays:** None

**Absent:** None

3. It was recommended that the Board approve the request for the adoption of the new elementary Writing curriculum for the 2014-2015 school year.

Mrs. Wenger moved, Mr. Rucci seconded, the motion to approve the request for the adoption of the new elementary Writing curriculum for the 2014-2015 school year as presented.

### On voice vote:

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mr. Miller, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub and Mr. Sahd

**Abstain:** None

**Nays:** None    **Absent:** None

4. It was recommended that the Board approve the request for the adoption of the two (2) new high school Journalism courses for the 2014-2015 school year.

Mrs. Wenger moved, Mr. Peters seconded, the motion to approve the request for the adoption of the two (2) new high school Journalism courses for the 2014-2015 school year as presented.

**On voice vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mr. Miller, Mrs. Wenger, Mr. Landis, Mr. Rucci, Mr. Shaub and Mr. Sahd  
**Abstain:** None  
**Nays:** None  
**Absent:** None

5. It was recommended that the Board approve the request for the adoption of the new high school Language Arts electives curriculum for the 2014-2015 school year.

Mrs. Wenger moved, Mr. Rucci seconded, the motion to approve the request for the adoption of the new high school Language Arts electives curriculum for the 2014-2015 school year as presented.

**On voice vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mr. Miller, Mrs. Wenger, Mr. Landis, Mr. Rucci, Mr. Shaub and Mr. Sahd  
**Abstain:** None  
**Nays:** None  
**Absent:** None

6. It was recommended that the Board approve the request for the adoption of the new middle school and high school Physical Education and Health curriculum for the 2014-2015 school year.

Mrs. Wenger moved, Mr. Peters seconded, the motion to approve the request for the adoption of the new middle school and high school Physical Education and Health curriculum for the 2014-2015 school year as presented.

**On voice vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mr. Miller, Mrs. Wenger, Mr. Landis, Mr. Rucci, Mr. Shaub and Mr. Sahd  
**Abstain:** None  
**Nays:** None  
**Absent:** None

7. It was recommended that the Board approve the request for the adoption of the new middle school and high school Business Education curriculum for the 2014-2015 school year.

Mrs. Wenger moved, Mr. Peters seconded, the motion to approve the request for the adoption of the new middle school and high school Business Education curriculum for the 2014-2015 school year as presented.

**On voice vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mr. Miller, Mrs. Wenger, Mr. Landis, Mr. Rucci, Mr. Shaub and Mr. Sahd  
**Abstain:** None  
**Nays:** None  
**Absent:** None



## **Finance and Legal Committee**

The Finance and Legal Committee met on Thursday, April 10, 2014. The committee discussed the 2014-2015 Warwick General Fund budget, the 2014-2015 Warwick Food Service budget and prices, as well as the 2014-2015 IU-13 Budget. The committee also discussed recent bond refinancing and the possibility of any upcoming bond issues. The committee made the following recommendations for Board action:

1. The Board approve the IU-13 Core Program Services & Instructional Materials Services budgets for 2014-2015 as presented on [ATTACHMENT #8](#).

Mr. Miller moved, Mr. Landis seconded, the motion to approve the IU-13 Core Program Services & Instructional Materials Services budgets for 2014-2015 as presented:

**On voice vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mr. Miller, Mrs. Wenger, Mr. Landis, Mr. Rucci, Mr. Shaub and Mr. Sahd

**Abstain:** None

**Nays:** None

**Absent:** None

2. The Board approve the obsolete equipment for disposal as presented on [ATTACHMENT #9](#).

Mr. Miller moved, Mr. Landis seconded, the motion to approve the obsolete equipment for disposal as presented:

**On voice vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mr. Miller, Mrs. Wenger, Mr. Landis, Mr. Rucci, Mr. Shaub and Mr. Sahd

**Abstain:** None

**Nays:** None

**Absent:** None

3. The Board approve Reimbursement Resolution, allowing the district to reimburse itself from capital expenditures related to the John Bonfield Elementary/District-wide renovation project as presented on [ATTACHMENT #10](#).

Mr. Miller moved, Mr. Landis seconded, the motion to approve Reimbursement Resolution, allowing the district to reimburse itself from capital expenditures related to the John Bonfield Elementary/District-wide renovation project as presented:

**On voice vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mr. Miller, Mrs. Wenger, Mr. Landis, Mr. Rucci, Mr. Shaub and Mr. Sahd

**Abstain:** None

**Nays:** None

**Absent:** None

4. The Board approve the self-directed refunding of 3/1/15 principal payment of 2004 bonds as presented on [ATTACHMENT #11](#).

Mr. Miller moved, Mr. Landis seconded, the motion to approve the self-directed refunding of 3/1/15 principal payment of 2004 bonds as presented:

**On voice vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mr. Miller, Mrs. Wenger, Mr. Landis, Mr. Rucci, Mr. Shaub and Mr. Sahd

**Abstain:** None

**Nays:** None

**Absent:** None

5. The Board approve PlanCon Part K for the recent 2014A Bond Issue (refund of 2006 and 2009B bonds) as presented on **ATTACHMENT #12**.

Mr. Miller moved, Mr. Landis seconded, the motion to approve PlanCon Part K for the recent 2014A Bond Issue (refund of 2006 and 2009B bonds) as presented:

**On voice vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mr. Miller, Mrs. Wenger, Mr. Landis, Mr. Rucci, Mr. Shaub and Mr. Sahd

**Abstain:** None

**Nays:** None

**Absent:** None

### **Student Activities Committee**

The Student Activities Committee met on Thursday, April 10, 2014. Mr. Ryan Axe provided information about high school graduation, as well as a proposal for a Wall of Honor that will contain the names of all past valedictorians at the high school. Mr. Ryan Landis offered an update on the District's process for the collection of extracurricular fees. The Committee conducted a review of a designated section of the Athletic Handbook, and discussed the compensation process for athletic coaches. He also initiated a discussion about the appropriate accommodations for athletes during an extended season. Mr. Landis shared information about plans for updating some of the equipment in the high school fitness/wellness room. The Committee had no items for Board action.

### **Executive Session/Personnel Committee**

Dr. Quinn announced that there would be a meeting immediately following this Board meeting.

### **Labor and Management Committee**

No Meeting.

### **Lititz Recreation Center Representative**

No Meeting.

### **Legislative Committee**

Mr. Eppig discussed several bills in the works.

### **IU Representative**

Mr. Landis shared that they had a very brief meeting April 9, 2014, held at Warwick Middle School in conjunction with the IU Convention, which was a huge success. Mr. Landis thanked everyone involved and enjoyed the tours, meal, and presentation by Warwick staff.

### **Lancaster County Career and Technology Center Representative**

Mr. Eppig shared that a meeting was held at Brownstown in which they discussed the property in Mount Joy where students would be building and selling houses as part of their program.

### **Lancaster County Academy Representative**

No Meeting.

### **PRIOR BUSINESS**

None.

### **NEW BUSINESS**

None.

**INFORMATION**

None.

**COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS**

Dr. Quinn thanked those in attendance.

**ADJOURNMENT**

There being no further business, Miss Rebecca Goebel moved to adjourn the meeting. Mrs. Wenger seconded the motion and the meeting adjourned at 7:47 p.m.

Respectfully submitted,

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Nathan Wertsch, Board Secretary