

Warwick School District

Lititz, PA 17543

April 18, 2017

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, April 18, 2017 at 7:00 p.m.

Dr. Timothy 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., Michael R. Landis, Leslie Penkunas, Nelson L. Peters, Todd L. Rucci, Scott A. Shaub, Debra J. Wenger, and Connor Wentworth, Student Representative, were present. Benedict R. Sahd was absent.

Others attending the meeting: Dr. April Hershey, Superintendent; Dr. Melanie Calender, Assistant Superintendent; Nathan Wertsch; Mark Leidich; Dr. Ryan Axe; Fred Griffiths; Lori Zimmerman; Kevin Martzall; Karen Miller; Lisa Bonfield; Sydnor Harrison; Laura Knowles of Lancaster Newspapers/Lititz Record Express; David Morgan; Christine Landis; Laura Gible; and Anne Pyle.

RECOGNITION OF CITIZENS

None.

APPROVAL OF AGENDA

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the agenda as presented. Motion passed 8-0.

APPROVAL OF MINUTES ([Regular meeting](#) of March 21, 2017)

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the minutes of the Regular meeting of March 21, 2017.

Motion passed 8-0.

TREASURERS REPORT

Mr. Landis presented the Treasurer’s Report. A copy of the report is attached to these minutes. The Treasurer’s Report was accepted 8-0 by the Board.

PAYMENT OF BILLS

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

General Fund	\$1,298,071.88
Wire Transfers	\$6,219,547.17
Construction Fund	None
Cafeteria Fund	\$146,876.35
Middle School Fund	\$385.00
High School Fund	\$21,240.36

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

On roll call vote:

Ayes: Dr. Quinn, Mr. Eppig, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Sahd

COMMUNICATIONS

None.

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Retirements

It was recommended that the Board approve the retirement of the following individuals:

Instructional

Sandy Stehman as a Business Education Teacher at Warwick High School, effective at the end of the 2016/2017 school year.

Non-Instructional

B. Frank Yunginger as a Building Services employee at Warwick High School, effective August 7, 2017.

Dorothea Kerstetter as a Recess and Breakfast Monitor at John Beck Elementary School, effective June 9, 2017.

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

On voice vote:

Ayes: Dr. Quinn, Mr. Eppig, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Sahd

B. Resignations

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

Non-Instructional

Austin Weidler as a Programmer for Warwick School District, effective April 25, 2017.

Maribeth Johnson as a Learning Support Assistant at Warwick High School, effective May 15, 2017.

Wendy Jo Zimmerman as a Food & Nutrition Services Assistant at Warwick High School, effective April 12, 2017.

Rose Border as a Food & Nutrition Services Assistant at Warwick Middle School, effective April 12 2017.

Kim Souder as a Learning Support Assistant at John R. Bonfield Elementary School, effective April 28, 2017.

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

On voice vote:

Ayes: Dr. Quinn, Mr. Eppig, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Sahd

C. Elections

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

Non-Instructional

Stephanie Bollinger as a Food & Nutrition Services Assistant Manager at Warwick Middle School, 29.5 hours/week, at the hourly rate of \$12.00, effective May 1, 2017. Ms. Bollinger is replacing Nicole Longer who received a change of status.

Akhmed Yenikejev as a Building Services employee at John Beck Elementary School, 8.0 hours/day (2nd shift), at the hourly rate of \$11.95, effective upon receipt of the appropriate paperwork. Mr. Yenikejev is replacing David Snyder who received a change of status.

Mary Hartman as a Classroom Assistant at Lititz Elementary School, 2.0 hours/day, at the hourly rate of \$9.70, effective upon receipt of the appropriate paperwork. This position is necessary to meet student needs.

Lori Ruchalski as a Food & Nutrition Services Assistant at Lititz Elementary School, 3.0 hours/day (15.0 hours/week), at the hourly rate of \$9.00, effective April 19, 2017, pending receipt of the appropriate paperwork. Ms. Ruchalski is replacing Dawn Larsen who resigned.

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed below as independent volunteers, effective April 19, 2017, until they submit their resignations or have their active status changed by the district.

David Bitner	Christine Hollywood	Leslie Ovalle	Leanne Stoltzfus
Melanie Craver	Robert Johnsen	Gina Pepo	Jeremy Weaver
David Fair	Janelle Maher	Kristin Purdue	Bonnie Wiest
Douglas Fisher	Beverly Miller	Megan Reisch	
Nicole Fisher	Cynthia Neff	Jennifer Steele	
David Hess	Christina Ovalle	Joy Stoll	

Volunteer Coach

It was recommended that the Board approve the election of the individual listed below as a volunteer coach, effective for the 2016/2017 school year, until he submits his resignation or has his active status changed by the district.

Troy Keebler

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

On voice vote:

Ayes: Dr. Quinn, Mr. Eppig, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Sahd

2. **CHANGE OF STATUS REQUEST**

It was recommended that the Board approve the change of status request for the following individual:

Instructional

Sarah Chamberlain from an Intervention Specialist at Kissel Hill Elementary School, to a Multi-Disabilities Support Teacher at John Beck Elementary School, effective on the first day of the 2017/2018 school year. This position is new for the 2017-2018 school year.

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the change of status request of the individual as presented.

On voice vote:

Ayes: Dr. Quinn, Mr. Eppig, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Sahd

3. **LEAVE OF ABSENCE REQUEST**

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

Non-Instructional

Bryana Mellinger is requesting Child Rearing Leave, beginning approximately May 23, 2017, and continuing through the end of the 2016/2017 school year. Ms. Mellinger is anticipating returning to work at the beginning of the 2017/2018 school year.

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the leave of absence request, as presented.

On voice vote:

Ayes: Dr. Quinn, Mr. Eppig, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Sahd

4. **BOARD POLICY REVISIONS – SECOND READING**

It was recommended that the Board approve, as a second reading, the following policies as per [ATTACHMENT #1](#) (Policies: 209.2 (new), 246 and 808).

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve, as a second reading, the policy revisions, as presented.

On voice vote:

Ayes: Dr. Quinn, Mr. Eppig, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Sahd

5. **BOARD COMMITTEE ELECTION**

It was recommended that the Board approve the election of the following individual for the Board Committee listed below, effective April 19, 2017:

Student Activities Committee

Leslie Swan

Mr. Rucci moved, Mr. Eppig seconded, the motion to approve the election of the above individual for the Board Committee, as presented.

On voice vote:

Ayes: Dr. Quinn, Mr. Eppig, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Sahd

6. BOND REFINANCING

It was recommended that the Board approve the submission of PlanCon K Project Refinancing the GO Bond, Series 2017 to PDE as per [ATTACHMENT #2](#).

Mr. Landis moved, Mr. Peters seconded, the motion to approve the submission of PlanCon K Project Refinancing the GO Bond, Series 2017 to PDE, as presented.

On roll call vote:

Ayes: Dr. Quinn, Mr. Eppig, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Sahd

Information from the Superintendent

Dr. Hershey shared the following events which are happening throughout the District:

- Thursday (April 20) is National Honor Society induction;
- Next weekend (April 29th) is prom;
- HS/MS orchestra concert is April 23rd;
- All-state chorus takes place April 19-22, 2017;
- Spring open houses and kindergarten assessments are beginning to take place;
- Teacher appreciation is the first week of May; and
- April 24th at 6:30pm in the Middle School Auditorium is the community focus group meeting for the feasibility study.

COMMITTEE REPORTS

Student Representative

The student representative, Mr. Connor Wentworth, provided an overview of student activities across the district at the Education Committee meeting in April.

Building and Property Committee

The Building & Property committee did not meet in April and were instead encouraged to attend one of the feasibility study focus group sessions. The committee did not have any recommendations for the board at this time.

Education Committee

The Education Committee met on April 10, 2017. Connor Wentworth gave the student representative report. Dr. Ryan Berardi presented information on K-6 Grammar Curriculum and K-4 Handwriting Curriculum. Mr. Gerald Ressler presented information on a mental health screener provided by Teen Hope. Dr. Ron Hallett reviewed the data meeting notes and presented information on a one-credit math option for Computer Science and Information Technology that will be available for the 16/17 school year. The Committee had the following recommendations for board approval:

1. It was recommended that the Board approve the one-credit math option for Computer Science and Information Technology for the 2016/2017 school year.

Mrs. Wenger moved, Mrs. Penkunas seconded, the motion to approve the one-credit math option for Computer Science and Information Technology for the 2016/2017 school year, as presented.

On voice vote:

Ayes: Dr. Quinn, Mr. Eppig, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Sahd

2. It was recommended that the Board approve the K-6 Grammar Curriculum for implementation in the 2017/2018 school year.

Mrs. Wenger moved, Mrs. Penkunas seconded, the motion to approve the K-6 Grammar Curriculum for implementation in the 2017/2018 school year, as presented.

On voice vote:

Ayes: Dr. Quinn, Mr. Eppig, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Sahd

3. It was recommended that the Board approve the K-4 Handwriting Curriculum for implementation in the 2017/2018 school year.

Mrs. Wenger moved, Mrs. Penkunas seconded, the motion to approve the K-4 Handwriting Curriculum for implementation in the 2017/2018 school year, as presented.

On voice vote:

Ayes: Dr. Quinn, Mr. Eppig, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Sahd

4. It was recommended that the Board approve the use of Teen Hope for our mental health screener for implementation in the 2017/2018 school year.

Mrs. Wenger moved, Mrs. Penkunas seconded, the motion to approve the use of Teen Hope for our mental health screener for implementation in the 2017/2018 school year, as presented.

On voice vote:

Ayes: Dr. Quinn, Mr. Eppig, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Sahd

Finance and Legal Committee

The Finance & Legal Committee met on April 4, 2017. The committee discussed new fund balance commitments, the importance of balancing Fund Balance Use vs. Revenue Generation vs. Expense Mitigation in the budgeting process, heard updates on the 2017-18 budget, and reviewed 2016-17 budget transfers. The committee had the following recommendations for board approval:

1. It was recommended that the School Board approve the revised Resolution for Commitment of Fund Balance as presented on [ATTACHMENT #3](#).

Mr. Landis moved, Mr. Peters seconded, the motion to approve the revised Resolution for Commitment of Fund Balance, as presented.

On roll call vote:

Ayes: Dr. Quinn, Mr. Eppig, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Sahd

2. It was recommended that the School Board approve the 2016-17 budget transfers as presented on [ATTACHMENT #4](#).

Mr. Landis moved, Mr. Peters seconded, the motion to approve the 2016-17 budget transfers, as presented.

On roll call vote:

Ayes: Dr. Quinn, Mr. Eppig, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Sahd

Student Activities Committee

The Student Activities Committee did not meet in April due to a lack of agenda items. A Sunday request and an out of state/overnight trip were discussed and approved via digital communication for recommendation to the Board. The Committee had the following recommendations for board approval:

1. It was recommended that the board approve the following Sunday Use Request.
 - a. Warwick Band Parents to use the MS parking lot and grounds for Mattress Sale follow-up on April 9, 2017 from 3:00-3:30 p.m.

Mr. Rucci moved, Mr. Eppig seconded, the motion to approve the Sunday Use facilities request, as presented.

On voice vote:

Ayes: Dr. Quinn, Mr. Eppig, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Sahd

3. It was recommended that the board approve the Overnight/Out-of-State Trip Request.
 - a. HS students and staff to attend the PJAS Science Fair from May 14-16, 2017. The program will be held at Penn State University, Old Main, State College, PA.

Mr. Rucci moved, Mr. Eppig seconded, the motion to approve the out of state/overnight field trip request, as presented.

On voice vote:

Ayes: Dr. Quinn, Mr. Eppig, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Sahd

Executive Session/Personnel Committee

It was announced that there would be a meeting immediately following this Board meeting to discuss various personnel matters.

Labor and Management Committee

It was reported that no meeting was held in April.

Lititz Recreation Center Representative

It was reported that no meeting was held in April.

Legislative Committee

It was reported that budget negotiations continue in Harrisburg without anything concrete being decided, and that a comprehensive charter reform bill (HB530) is moving through the legislature.

IU Representative

It was reported that a general meeting was held in April, which included discussion on 1:1 technology and the Reinventing Learning Showcase convention scheduled for Wednesday, April 19.

Lancaster County Career and Technology Center Representative

It was reported that a general meeting was held in April, and the following items were noted from the meeting:

- A presentation on early childhood education was heard;
- An updated on post-secondary accreditation for dental hygiene class was heard, and
- A Pearson View testing center is being considered.

PRIOR BUSINESS

None.

NEW BUSINESS

None.

INFORMATION

None.


COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Dr. Quinn thanked everyone for attending the meeting tonight and reminded the public that all committee meetings are public meetings and all are welcomed to attend. He also reiterated that public input is wanted for the feasibility study focus groups.

ADJOURNMENT

There being no further business, Connor Wentworth moved to adjourn the meeting. Mrs. Wenger seconded the motion and the meeting adjourned at 7:30 p.m.

Respectfully submitted,



Nathan Wertsch, Board Secretary