

Warwick School District

Lititz, PA 17543

April 19, 2011

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, April 19, 2011, at 7:00 p.m.

Dr. Quinn, President, called the meeting to order.

PLEDGE OF ALLEGIANCE

ROLL CALL

The Board Secretary called the roll of the Board: Jeffrey A. Conrad, Millard P. Eppig, Jr., Michael R. Landis, Darryl L. Miller, Warren Newberry, Dr. Timothy Quinn, Todd L. Rucci, Debra J. Wenger, and Kelsey Cowher, Student Representative, were present at roll call.

Excused absence: David M. Pusey

Others attending the meeting: Dr. April Hershey, Superintendent, Dr. Keith Floyd, Assistant Superintendent for Elementary Education, Dr. Robin Felty, Assistant Superintendent for Secondary Education, Jo Anne McClain, Board Secretary, David L. Zerbe, Business Manager, Laura Knowles of Lancaster Newspapers, Karen Shuey of *Lititz Record Express*, Lori Zimmerman, Melanie Calender, Howard Snoke, Yvette Line-Koller, Doreen Packer, Nelson Peters, Mark Leidich, Penny Mason, Troy Price, Karen Miller, Art Barr, George Quickel, Elaine Mathias, Flip and Corbin Steinour.

RECOGNITION OF CITIZENS

Dr. Quinn welcomed those attending the meeting and asked if there were any questions or comments. There being none, the meeting proceeded.

APPROVAL OF AGENDA

Mr. Eppig moved, Mrs. Wenger seconded the motion to approve the agenda as presented.

Motion passed unanimously.

APPROVAL OF MINUTES ([Regular meeting](#) of 03/15/11)

Mr. Landis moved, Mr. Rucci seconded the motion to approve the minutes of the March 15, 2011, regular meeting of the Board.

Motion passed unanimously.

TREASURER'S REPORT

Mr. Miller presented the Treasurer's Report. A copy of the report is attached to these minutes.

Mr. Miller stated that this report will be expanded in the future to reflect IP Warwick Ware revenue and expenditures.

The Treasurer's Report was unanimously accepted 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	\$1,735,623.99
Wire Transfers	\$2,174,552.96
Athletic Fund	\$ 21,724.35
Construction Fund	\$ 0.00
Cafeteria Fund	\$ 168,730.12
Elementary Fund	\$ 7,912.92
Middle School Fund	\$ 15,072.64
High School Fund	\$ 3,418.95

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

On roll call vote:

Ayes: Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Newberry,
Dr. Quinn, Mr. Rucci, and Mrs. Wenger
Nayes: None
Absent: Mr. Pusey

COMMUNICATIONS

None

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Retirements

It was recommended that the Board accept the retirements of the following individuals with thanks and appreciation.

Instructional

Kathryn Frankhouser as supervisor of secondary English/Language Arts, effective June 17, 2011.

Karen Bamberger as an elementary teacher at Kissel Hill Elementary School, effective June 17, 2011.

Kathryn Seaber as an elementary teacher at John R. Bonfield Elementary School, effective June 17, 2011.

Non-Instructional

Faye Frey as food services coordinator at John Beck Elementary School, effective June 30, 2011.

B. Resignations

It was recommended that the Board accept the resignations of the following individuals:

Non-Instructional

Regina Robinson as an administrative assistant at John R. Bonfield Elementary School, effective June 17, 2011.

Grace Walters as a computer assistant at Warwick High School, effective March 25, 2011.

Terry Fichthorn as a food & nutrition services assistant at John Beck Elementary School, effective April 15, 2011.

Extra-Duty

Jenny Sassaman as JH head cross country coach, effective June 30, 2011.

Mrs. Wenger moved, Mr. Miller seconded the motion to accept the retirements and resignations of the above individuals.

Motion passed unanimously.

C. Termination

It was recommended that the Board approve the termination of the following individual:

Non-Instructional

Brent Leiby as an athletic trainer, effective April 11, 2011.

Mr. Conrad moved, Mr. Miller seconded the motion to approve the termination of the above named individual.

On roll call vote:

Ayes: Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Newberry,
Dr. Quinn, Mr. Rucci, and Mrs. Wenger
Nayes: None
Absent: Mr. Pusey

D. Elections

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

Instructional

Paul Castellitto as a long-term substitute social studies teacher at Warwick High School, effective November 29, 2010, through the end of the 2010/11 school year, at the prorated salary of \$43,624. Mr. Castellitto is substituting for Curt Morris during his leave of absence.

Carol Zartman as a long-term substitute grade 1 teacher at Lititz Elementary School, effective September 1, 2010, through April 29, 2011, at the prorated salary of \$36,237.59. Ms. Zartman is substituting for Carol Kuehner during her leave of absence.

Jennifer Elgena as a pre-K summer readiness classroom teacher at John R. Bonfield Elementary School, effective July 6, 2011, through August 17, 2011, for 6 hours/day (M-Th) at the rate of \$28.00 per hour.

Liesl Gehman as a pre-K summer readiness classroom teacher at John R. Bonfield Elementary School, effective July 6, 2011, through August 17, 2011, for 6 hours/day (M-Th) at the rate of \$28.00 per hour.

Non-Instructional

Glenda Moyer as a food & nutrition services assistant at John Beck Elementary School, effective April 20, 2011, at the rate of \$8.37 per hour for 3.0 hours/day – 15.0 hours/week. Ms. Moyer is replacing Terry Fichthorn who resigned.

Jackie Malec as a pre-K summer readiness classroom assistant at John R. Bonfield Elementary School, effective July 6, 2011, through August 17, 2011, for 6 hours/day (M-Th) at the rate of \$8.25 per hour.

Nancy Kulp as a pre-K summer readiness classroom assistant at John R. Bonfield Elementary School, effective July 6, 2011, through August 17, 2011, for 6 hours/day (M-Th) at the rate of \$8.25 per hour.

Volunteer Coach

It was recommended that the Board approve the following individual as a volunteer coach for the 2010/11 athletic season.

Jessica Harnly	Girls' lacrosse
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Independent Volunteers

It was recommended that the Board approve the following individuals as independent volunteers for the 2010/11 school year.

Pamela Armstrong-Pautz	Jennifer Arnold
Bonnie Barnhart	Kristine Castellitto
Laurie Conrad	David Garner
Susan Garner	John Gerencser
Lisa Hann	Cheri Houser
Angela Keeling-Woodruff	Kathy Lutz
Tanya Myers	Mary Quinones

Stephanie Snyder
Penelope Stork
Susan Stroh
Christie White
Melinda Esbenshade

David Stipe
Susan Stroh
Dawn Wardell
Sharon Wolman

Substitute Teachers and Support Staff

It was recommended that the Board approve the election of the following individuals as substitutes, effective April 20, 2011, until they submit their resignation or have their active status changed by the district.

Teachers

Judy Gontz
Julie Palmer

Guest Teacher

Tom Gallagher

Support Staff

Mary Clare Gelatka
Katelyn Martin
Sara Rhoads-Shank

Mr. Rucci moved, Mrs. Wenger seconded the motion to approve the elections of the above named individuals.

On roll call vote:

Ayes: Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Newberry,
Dr. Quinn, Mr. Rucci, and Mrs. Wenger
Nays: None
Absent: Mr. Pusey

2. TRANSFERS AND CHANGES OF STATUS

It was recommended that the Board approve the transfers and changes of status of the following individuals.

Administrative – Transfer/Change of Status

Erin Smith as supervisor of special education to a learning facilitator at Kissel Hill Elementary School, effective July 1, 2011, at the salary of \$54,120. Mrs. Smith will be replacing Melissa Vulopas due to her change of status to principal at Kissel Hill Elementary School.

Yvette Line-Koller from supervisor of student services to director of student services, effective July 1, 2011, at the salary of \$92,000. Mrs. Line-Koller will be assuming all responsibility for special education and student services, replacing Erin Smith due to the above listed change.

N. Katherine Deisley from supervisor of federal programs and staff development to supervisor of staff development and secondary language arts, effective July 1, 2011, with no change of salary. Mrs. Deisley's position has been restructured to include the position vacated by Kathryn Frankhouser who retired.

Instructional Transfers

Dale Dodds from librarian at Warwick High School, to librarian at Warwick Middle School, effective July 1, 2011, with no change of salary. Mrs. Dodds will be replacing Marijane Ember who retired.

Kendra Shade from a business education teacher at Warwick High School to a business education teacher at Warwick Middle School, effective the first day of the 2011/12 school year, with no change of salary. Ms. Shade is replacing Julia Kreider.

Dr. Hershey commented that positions are being collapsed and attritional savings are being realized by not replacing people who retired or resigned.

Mr. Eppig moved, Mrs. Wenger seconded the motion to approve the transfers and changes of status as set forth above.

On roll call vote:

Ayes: Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Newberry,
Dr. Quinn, Mr. Rucci, and Mrs. Wenger
Nays: None
Absent: Mr. Pusey

Dr. Floyd introduced Mrs. Line-Koller who thanked the board for the opportunity to serve as director of student services.

3. LEAVE REQUESTS

It was recommended that the Board approve the following leave requests.

Lija Stoltzfus is requesting an extension of her leave to include concurrently observed child care leave with her previously approved FMLA. Her request is for an unpaid child care leave through the remainder of the 2010/11 school year.

Kathleen Derr is requesting FMLA beginning March 29, 2011, through April 26, 2011.

Victoria McKee is requesting FMLA beginning April 11, 2011, through June 3, 2011.

Sue Zimmerman was previously approved for unpaid leave, pending release from her doctor. She has continued to remain unable to return to work and has remained on unpaid leave. Her earliest return-to-work date is uncertain and is subject to release by her doctor.

Mr. Rucci moved, Mr. Eppig seconded the motion to approve the requests for leave as set forth above.

On roll call vote:

Ayes: Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Newberry,
Dr. Quinn, Mr. Rucci, and Mrs. Wenger
Nays: None
Absent: Mr. Pusey

4. PROFESSIONAL STAFF FURLOUGH

It was recommended that the Board approve the staff furlough for the reasons set forth on **ATTACHMENT #1**, effective the 2011/2012 school year.

Mr. Conrad moved, Mrs. Wenger seconded the motion to approve the staff furlough per Attachment #1.

On roll call vote:

Ayes: Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Newberry,
Dr. Quinn, Mr. Rucci, and Mrs. Wenger
Nays: None
Absent: Mr. Pusey

5. MEMORANDUMS OF AGREEMENT WITH WEA

It was recommended that the Board approve the following Memorandums of Agreement with the Warwick Education Association, as they pertain to the Collective Bargaining Agreement.

A. Summer Trade-Off Day/Flex Day, as set forth on [ATTACHMENT #2](#)

B. Wellness Plan and Well Healthcare Option, as set forth on [ATTACHMENT #3](#)

- C. Intent to Retire Notification, as set forth on [ATTACHMENT #4](#)
- D. Extra Duty and Extra Curricular Position, as set forth on [ATTACHMENT #5](#)
- E. Salary Freeze for 2011-2012, as set forth on [ATTCHMENT #6](#).

Mr. Miller moved, Mr. Conrad seconded the motion to approve the Memorandums of Agreement with WEA, as per Attachments #2, #3, #4, #5, and #6.

On roll call vote:

Ayes: Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Newberry,
Dr. Quinn, Mr. Rucci, and Mrs. Wenger
Nayes: None
Absent: Mr. Pusey

6. LANCASTER-LEBANON IU13 PROPOSED BUDGETS FOR 2011-2012

It was recommended that the Board approve the 2011-2012 Budget Proposal of the Lancaster-Lebanon IU13, as set forth on [ATTACHMENT #7](#).

Dr. Hershey commented that this budget reflects no increase for instructional media services (IMS) and a 1.4% increase in the general operating budget.

Mr. Landis moved, Mr. Miller seconded the motion to approve the 2011-2012 budget proposal of IU13, per Attachment #7.

On roll call vote:

Ayes: Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Newberry,
Dr. Quinn, Mr. Rucci, and Mrs. Wenger
Nayes: None
Absent: Mr. Pusey

Information from the Superintendent

Dr. Hershey reported that PSSA testing has been completed.

There is an upcoming holiday this weekend, and schools and offices will be closed Friday and Monday.

Work continues on the budget. A public budget meeting was held on April 7th, and the next meeting is scheduled for Wednesday, May 25, 2011, at 6:00 p.m. in the Board Room at the District Office.

Dr. Hershey commented that the district has faced issues recently involving both personnel and students, the details of which must remain confidential to protect the rights of those involved. Unfortunately, rumors run rampant within the community, and most often are inaccurate. An article has been posted on the district's website and Facebook page which addresses this issue. She encouraged members of the community to check out rumors with members of the administration. She added that student safety issues will be always be shared, but anything else has to be kept quiet because of the way the law is stated. Any questions should be directed to the administration.

COMMITTEE REPORTS

Student Representative

Kelsey Cowher reported that the Kissel Hill Elementary students presented their spring musical, "The Music Man Jr.!" on April 14th with a cast and tech crew of over 60 students. John Beck Elementary students learned about East Asia when Mrs. Scheuerman visited the school and spoke about the culture, religion, cuisine, and other aspects of East Asia. She and her family lived in parts of China and Thailand for almost 20 years. Warwick Middle School 8th grader, David Krak, received a prestigious National Silver Medal from the 2011 Scholastic Art and Writing Awards for his outstanding original poetry selection entitled, "Grace", which will be celebrated at Carnegie Hall in New York City on May 31, 2011. Krak's poetry was chosen to receive the national award from more than 185,000 students who submitted work. Only 1,500 students achieved national

awards. On Friday, students in Warwick's French Honor Society visited Kissel Hill 3rd graders to teach them colors, numbers, and animals in French.

Building and Property Committee

Mr. Zerbe reported that the Building and Property Committee met on April 11, 2011. Topics of discussion included the Joint Municipality Carbon Audit project, the Bonfield Elementary School project definition, process, and timeline; and the 2011/2012 district budget. The Committee made the following recommendation to the Board.

1. That the Board approve the District's participation with other local municipalities and entities in the Warwick Regional Carbon Audit. *(Note: This audit is an ongoing monitoring of carbon emissions generated through operations with the purpose to generally reduce those emissions to preserve a healthy climate. Those participating are Warwick Township, Elizabeth Township, Lititz Borough, Lititz Recreation Center, and Lititz Library.)*

Mr. Eppig moved, Mr. Rucci seconded the motion to approve the participation in the Warwick Regional Carbon Audit.

On roll call vote:

Ayes: Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Newberry,
Dr. Quinn, Mr. Rucci, and Mrs. Wenger
Nayes: None
Absent: Mr. Pusey

Education Committee

Mrs. Wenger reported that the Education Committee met on April 11, 2011. Miss Kelsey Cowher provided a report on student activities. Dr. Keith Floyd and Dr. Robin Felty presented the mid-point review of the strategic plan. Dr. Felty reviewed the student attendance manual and the new textbook request for grades 9-12 technology education – *Energy, Power & Transportation Technology*. The district's 2011/2012 budget was discussed. The Committee had no recommendations to bring before the Board at this time.

Finance and Legal Committee

Mr. Miller reported that the Finance and Legal Committee met on April 14, 2011. That state auditors are currently working in the district. An update was given on the Alternative Funding Committee's progress. The structure, tax exemption, bylaws, etc., were reviewed pertaining to parent groups and PTOs. Budget planning for 2011/2012 continues, including follow up of the April 7th public budget meeting, non-repetitive maintenance, fixed costs, summary expenditures and revenue, the governor's proposed budget, and the debt restructure. The need for a temporary technology intern position was discussed. May 25, 2011 is the next public budget meeting. The Committee made the following recommendation to the Board:

1. That the Board approve a technology intern for assistance with the development of code for district technology programs. This is a temporary position not to exceed 500 hours, effective May, 2011, through August, 2011, at the rate of \$16.00 per hour.

Mr. Miller moved, Mr. Landis seconded the motion to approve the above position.

On roll call vote:

Ayes: Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Newberry,
Dr. Quinn, Mr. Rucci, and Mrs. Wenger
Nayes: None
Absent: Mr. Pusey

Student Activities Committee

The Student Activities Committee met on April 14, 2011. Dr. Robin Felty presented the requests for overnight/out-of-state field trips and Sunday use of facilities. John Kosydar, A.D., provided additional information about the use of participation fees for athletics and extra-curricular activities. A survey will be taken

on this issue. He also spoke about cost saving measures for Lancaster-Lebanon junior high sports. Miss Kelsey Cowher presented her student representative report. The Committee made the following recommendations to the Board:

1. It was recommended that the Board approve the following overnight and/or out-of-state field trip requests:
 - A. High school students and staff to participate in the PMEA All-State Festival from April 13-16, 2011. Students will be staying at the Hershey Lodge, Hershey, PA, and are scheduled to travel to Cumberland Valley High School, Susquehanna Township High School, Trinity High School, East Pennsboro High School, and Lancaster Bible College for their competitions.
 - B. High school students and staff to visit Washington, DC for a guided tour of the Capitol area on April 25, 2011. Warwick students and German foreign exchange students will explore the Vietnam, Lincoln, Korean, and World War II Memorials and then proceed to the Washington Mall to visit the Smithsonian Museums.
 - C. John Beck Elementary School students and staff to visit Washington, DC on June 8, 2011. Students will tour the Smithsonian Museums. The trip will cover several subject areas in the 6th grade curriculum.

Mr. Newberry moved, Mr. Eppig seconded the motion to approve the above listed field trip requests.

Mr. Eppig questioned the timeframe on item "A" above and requested that these types of state competitions be approved earlier in the year, whether we have students eligible to compete or not, to avoid approving something after they've already been there.

Motion passed unanimously.

2. It was recommended that the Board approve the following Sunday use of facilities requests:
 - A. Warwick Cheerleading Parent Association to use the high school cafeteria – dining area only, for a social on April 17, 2011, from 1:00 to 7:00 p.m.
 - B. The Swing-Thru Square Dance Club to use the high school cafeteria – dining area only, and the high school cafeteria lobby for a square dance on April 28, 2013, from 1:00 to 9:00 p.m.

Mr. Rucci moved, Mr. Conrad seconded the motion to approve the above Sunday use of facilities requests.
Motion passed unanimously.

Executive Session / Personnel Committee

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

Labor and Management Committee

Dr. Quinn announced that there was a meeting last month and the next meeting is scheduled for April 21, 2011. Minutes will be coming from the WEA in the near future.

Lititz Community Center Representative

Mr. Conrad had nothing to report.

Legislative Committee

Mr. Pusey was absent. Dr. Hershey commented that she and David Zerbe attended a meeting yesterday at Hempfield School District with Senator Mike Brubaker and Senator Jeffrey Piccola. Senate Bill 1 and mandate relief were the topics of discussion, with an informative question/answer period. They will continue to work with our senators and representatives to get more information about school funding.

IU Representative

Mr. Landis reported that two meetings were held since our last Board meeting; one on March 16, and the other on April 13, 2011, prior to the IU Convention at Lampeter Elementary School. Mr. Landis serves on the H.R. committee that meets prior to the board meetings. The budget issue was a big topic. The IU is looking at making cuts and saving on services. An early retirement incentive was offered and minimum numbers for each class were set to make it work as a cost savings measure. May 15th is the deadline to commit for those interested. On April 13th, the Board met at 5:00 and looked at approving grants, fine tuning budgets, and approving resignations and changes of employment and positions. A second grader gave them a tour of the building that evening. Dr. John Landis from Millersville University was the speaker, and he challenged us to embrace new technology and gadgets. He emphasized thinking outside the box in teaching our students and building relationships with the kids. It was a good opportunity to chat with colleagues from all districts in IU13.

Lancaster County Career and Technology Center Representative

Mr. Pusey was absent – no report.

Lancaster County Academy Representative

Mr. Miller reported that there was no meeting this month.

PRIOR BUSINESS

None

NEW BUSINESS

None

INFORMATION

None

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Dr. Quinn thanked everyone for attending the meeting. He thanked the board members for their hard work serving on various committees. He announced May 25, 2011, as the date of the next public budget meeting and encouraged community members to attend.

Nelson Peters commended Dr. Hershey for her comments concerning rumors.

Howard Snoke commented that teachers do not get the credit they deserve. Referring to the recent pay freeze acceptance, he said teachers deserve credit for doing something they did not have to do, and it is greatly appreciated. He also commended teachers for going over and above to accommodate his grandson's educational needs following a recent extended absence.

Mr. Conrad talked about the recent National Day of Silence that was recognized by some of the students involving not harassing kids that may identify themselves with gay/lesbian/transgender lifestyles. He encouraged administrators to watch out for the students who get harassed back because they did not want to participate. Dr. Hershey responded that we take all harassment incidents very seriously.

Mr. Rucci said he is encouraged by the list of independent volunteers on the agenda who are obligated to go through our clearance check process. Dr. Hershey said our number of volunteers is very healthy.

ADJOURNMENT

There being no further business, Kelsey Cowher moved to adjourn the meeting. Mr. Conrad seconded the motion and the meeting adjourned at 7:58 p.m.

Respectfully submitted,

Jo Anne McClain, Board Secretary