

Warwick School District

Lititz, PA 17543

August 16, 2016

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, August 16, 2016 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, Benedict R. Sahd, Scott A. Shaub, and Debra J. Wenger were present.

Others attending the meeting: Dr. April Hershey, Superintendent; Melanie Calender, Assistant Superintendent; Nathan Wertsch; Mark Leidich; Fred Griffiths; Lori Zimmerman; Dr. Ryan Axe; Dr. Ryan Berardi; Jennifer Murphy; Lisa Bonfield; Stacie Bardell; Laura Knowles of Lancaster Newspapers/Lititz Record Express; Peter Dymond; Angela Dymond; Shelly Chmil; Chris Schaffer; and Lois Schaffer.

RECOGNITION OF CITIZENS

None.

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](#) of July 19, 2016)

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the minutes of the Regular meeting of July 19, 2016.

Motion passed 9-0.

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 9-0 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	\$1,144,599.72
Wire Transfers	\$1,399,469.88
Construction Fund	None
Cafeteria Fund	None
Middle School Fund	None
High School Fund	\$104.73

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. Sahd, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

COMMUNICATIONS

None.

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. **Resignations**

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

Instructional

Matthew Wolfe as an Instructional Music Teacher at Warwick High School and Warwick Middle School, effective July 28, 2016.

Cody Hunter as a Grade 4 Teacher at John R. Bonfield Elementary School, effective August 19, 2016.

Non-Instructional

Camille Kreiser as a Food & Nutrition Services Assistant at Warwick Middle School, effective July 18, 2016.

Robin Clugston as a Food & Nutrition Services Elementary Lead employee at John R. Bonfield Elementary School, effective August 4, 2016.

Jennifer Hoffman as a Classroom Assistant at Kissel Hill Elementary School, effective August 10, 2016.

Mary Fitz as a Special Needs Assistant at Lititz Elementary School, effective August 8, 2016.

(From Supplemental Agenda)

Mary Kay Guthrie as a Food & Nutrition Services Assistant at Warwick Middle School, effective August 11, 2016.

Extra-Duty/Extra Curricular

Jerry McKonly as an Assistant Football Coach at Warwick High School, effective July 18, 2016.

Scott Barnhart as Head JH Girls Basketball Coach at Warwick Middle School, effective July 19, 2016.

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. Sahd, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

B. **Elections**

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

Instructional

Daniel Johnson as a Mathematics Teacher at Warwick Middle School, at the annual salary of \$48,722.00, effective August 31, 2016. Mr. Johnson is replacing Jeff Becker who resigned.

Rebecca Cetkowski as a Grade 4 Teacher at John R. Bonfield Elementary School, at the annual salary of \$56,351.00, effective August 31, 2016. Ms. Cetkowski is replacing Cody Hunter who resigned.

Christopher Schaffer as a Grade 6 Teacher at Kissel Hill Elementary School, at the annual salary of \$48,722.00, effective August 31, 2016. Mr. Schaffer is replacing Elizabeth Smith who received a change of status.

Abby Stauffer as a Learning Support Teacher at Lititz Elementary School, at the annual salary of \$48,722.00, effective August 31, 2016. Ms. Stauffer is replacing Kim Stively who received a transfer.

(From Supplemental Agenda)

Sarah Rossi as an Art Teacher at Warwick Middle School, at the annual salary of \$48,722.00, effective August 31, 2016. Ms. Rossi is replacing Melissa Reifsnnyder who received a transfer.

Ashley Walter as a Learning Support Teacher at Warwick Middle School, at the annual salary of \$55,910.00, effective August 31, 2016. Ms. Walter is replacing Jennifer Fields who resigned.

Angela Dymond as a Grade 5 Teacher at John R. Bonfield Elementary School, at an annual salary of \$55,910.00, effective August 31, 2016. Ms. Dymond is replacing Shelly Chmil who received a transfer.

Instructional – LTS

Austen Lambert as a Long Term Substitute (LTS) Science Teacher at Warwick Middle School, at the annual salary of \$48,722.00, effective August 31, 2016. Mr. Lambert is replacing Ruth Gallagher who will be on Child Rearing Leave for the 1st semester of the 2016-2017 school year.

Amy Henschel as a Long Term Substitute (LTS) Grade 3 Teacher at John R. Bonfield Elementary School, at the annual salary of \$48,722.00, effective August 31, 2016. Ms. Henschel is replacing Megan Cupo-Fisher who will be on a Family Medical Leave of Absence (FMLA) and Child Rearing Leave for the 2016-2017 school year.

Non-Instructional

Patricia Kohlasch as a Special Needs Assistant at Warwick High School, 5.5 hours/day, at the hourly rate of \$11.95, effective September 6, 2016, pending receipt of the appropriate paperwork. This position is necessary to meet the needs of students.

Mindy Gresh as a Food & Nutrition Services Assistant at Warwick Middle School, 3.0 hours/day (15.0 hours/week), at the hourly rate of \$9.00, effective September 1, 2016. Ms. Gresh is replacing Camille Kreiser who resigned.

Alina Latshaw as a Special Needs Assistant at John Beck Elementary School, 5.5 hours/day, at the hourly rate of \$11.25, effective September 6, 2016, pending receipt of the appropriate paperwork. This position is necessary to meet the needs of students.

Leslie Chizever as a Cafeteria Monitor at John Beck Elementary School, 3.0 hours/day, at the hourly rate of \$9.50, effective September 6, 2016, pending receipt of the appropriate paperwork. Ms. Chizever is replacing Angela Messersmith who resigned.

Extra-Duty/Extra Curricular

David Houseknecht as the Choral Director at Warwick Middle School, at the annual salary of \$684.00, effective for the 2016/2017 school year. Mr. Houseknecht is replacing Lori Weaver who retired.

Zachary Snyder as an Assistant Football Coach at Warwick High School, at the annual salary of \$3,967.00, effective for the 2016/2017 school year. Mr. Snyder is replacing Jerry McKonly who resigned.

Dana Hess as a JH Assistant Cheerleading Coach at Warwick Middle School, at the annual salary of \$1,410.00, effective for the 2016/2017 school year. Ms. Hess is replacing Ashlee Garman who resigned.

Volunteers

It was recommended that the Board approve the election of the individuals listed below as volunteers, effective August 17, 2016, until they submit their resignations or have their active status changed by the district.

Ellexis Batturs	Heather Groff	Jay (Steve) Miller	Melissa Wainman
Adrienne Caporusso	Lauren Hess	Rhonda Schreiter	Danielle Wittmaier
Tyler Clausen	Mandi Martin	Lauren Swartz	Ashley Yoder
Elaine Enteria	Michelle Martin	Amanda Turner	Jennifer Zimmerman

Volunteer Coaches

It was recommended that the Board approve the election of the individuals listed below as volunteer coaches, effective for the 2016/2017 school year, until they submit their resignation or have their active status changed by the district.

Alyson Becker	Pam Dickow	Austin McGuire	Stacy Schucker-Martinez
Kelly Bollinger	Lesley Foltz	Jerry McKonly	Aaron Schwartz
Amy Bomberger	Cassidy Godber	Steve Mousetis	Mary Sham
Joseph Brenner	Pete Gomez	Mark Mueller	Michael Sham
Steve Carvell	Michael Hess	Lydia Peifer	Jennie Streich
Amanda Darling	Matt Kemble	Todd Rucci	Amy VanScoten
Michelle Deckard	Laurel Longencker		

Substitutes and Assistants

It was recommended that the Board approve the election of the individual listed below, effective August 17, 2016, until he submits his resignation or has his active status changed by the district.

Support Staff

Avery Quinn

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

On voice vote:

Ayes: Mr. Eppig, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Sahd, Mr. Shaub, and Mrs. Wenger

Abstain: Dr. Quinn, Mr. Rucci

Nays: None

Absent: None

2. **TRANSFER/CHANGE OF STATUS REQUESTS**

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

Transfers

Instructional

Ashley Darzinikas-Walters from a Language Arts Teacher at Warwick Middle School, to a Language Arts Teacher at Warwick High School, effective August 31, 2016. Ms. Darzinikas-Walters is replacing Brenda Homberger who retired.

Melissa Reifsnnyder from an Art Teacher at Warwick Middle School, to an Elementary Art Teacher at Lititz Elementary School, effective August 31, 2016. Mrs. Reifsnnyder is replacing Jenna Yanchocik who received a transfer.

Caroline Keller from a Kindergarten Teacher at Lititz Elementary School (50%)/John Beck Elementary School (50%), to a Full Time Kindergarten Teacher at Lititz Elementary School (100%), effective August 31, 2016. This transfer is necessary due to enrollment for the 2016/2017 school year.

Tara Richards from a Grade 2 Teacher at Lititz Elementary School, to a Grade 1 Teacher at John R. Bonfield Elementary School, effective August 31, 2016. This transfer is necessary due to enrollment for the 2016/2017 school year.

(From Supplemental Agenda)

Shelly Chmil from a Grade 5 Teacher at John R. Bonfield Elementary School, to a Technology Integration Coach (incorrectly listed as Technology Integrated Coach on Agenda) at Warwick School District, at her current salary, effective August 31, 2016. This transfer is due to restructuring.

Change of Status

Instructional

Amanda Peiffer from a Spanish Teacher at Warwick Middle School (30%), to a Spanish Teacher at Warwick Middle School (43%), effective August 31, 2016. This change of status is necessary due to the number of class periods being taught during the 2016-2017 school year.

Cameron Avery from a Grade 1 Teacher at John Beck Elementary School, to a Full Day Kindergarten Teacher at John Beck Elementary School, effective August 31, 2016. This change of status is necessary due to enrollment for the 2016/2017 school year.

Megan Cupo-Fisher from a Grade 6 Teacher at John R. Bonfield Elementary School, to a Grade 3 Teacher at John R. Bonfield Elementary School, effective August 31, 2016. This change of status is necessary due to enrollment for the 2016/2017 school year.

Ashlee Garman from a Grade 3 Teacher at Kissel Hill Elementary School, to a Grade 4 Teacher at Kissel Hill Elementary School, effective August 31, 2016. This change of status is necessary due to enrollment for the 2016/2017 school year.

Lynn Brubaker from a Grade 2 Teacher at John R. Bonfield Elementary School, to a Grade 1 Teacher at John R. Bonfield Elementary School, effective August 31, 2016. Mrs. Brubaker is replacing Marcia Brenner who retired.

Susanna Grubb from a Grade 5 Teacher at Kissel Hill Elementary School, to a Grade 4 Teacher at Kissel Hill Elementary School, effective August 31, 2016. Ms. Grubb is replacing Kathy Wood who retired.

Elizabeth Smith from a Grade 6 Teacher at Kissel Hill Elementary School, to a Grade 2 Teacher at Kissel Hill Elementary School, effective August 31, 2016. Mrs. Smith is replacing Emily Burkhart who resigned.

Lisa Colino from a Reading Specialist at Lititz Elementary School, to a Grade 6 Teacher at Kissel Hill Elementary School, effective August 31, 2016. Mrs. Colino is replacing Jean Johns who retired.

Non-Instructional

Angela Thompson from a Special Needs Assistant at Warwick Middle School, 5.0 hours/day, to a Special Needs Assistant at Lititz Elementary School, 5.5 hours/day, at the hourly rate of \$11.56, effective September 6, 2016. This change of status is necessary to meet student needs.

Kimberly Shoenberger from Lead Elementary Food & Nutrition employee at John Beck Elementary School, 6.5 hours/day, to a Food & Nutrition Services Assistant at John Beck Elementary School, 4.0 hours/day, at the hourly rate of \$12.53, effective for the 2016/2017 school year. This change of status is due to restructuring.

Tamalin Burkhardt from a Learning Support Assistant at John R. Bonfield Elementary School, 5.75 hours/day, to a Library Assistant at John R. Bonfield Elementary School, 5.5 hours/day, at the hourly rate of \$12.44, effective for the 2016/2017 school year. Ms. Burkhardt is replacing Valerie Dorosz who received a change of status.

Valerie Dorosz from a Library Assistant at John R. Bonfield Elementary School, 5.5 hours/day, to a Learning Support Assistant at Lititz Elementary School, 5.75 hours/day, at the hourly rate of \$12.31, effective for the 2016/2017 school year. Ms. Dorosz is replacing Sue Clemo who retired.

Adrienne Butts from a Classroom Assistant/Recess Monitor at Kissel Hill Elementary School, 5.25 hours/day, to a Special Needs Assistant at John R. Bonfield Elementary School, 4.0 hours/day, at the hourly rate of \$11.25, effective September 6, 2016. This change of status is necessary to meet student needs.

Lynn Bare from a Special Needs Assistant at Lititz Elementary School, 5.5 hours/day, to a Special Needs Assistant at Warwick Middle School, 5.5 hours/day, at the hourly rate of \$12.25, effective September 6, 2016. This change of status is necessary to meet student needs.

Extra-Duty/Extra Curricular

Eric Rothenberger from Marching Band Assistant at Warwick High School, to Marching Band Director at Warwick High School, at the annual salary of \$6,073.00, effective for the 2016/2017 school year. Mr. Rothenberger is replacing Matt Wolfe who resigned.

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the transfer/change of status requests of the individuals as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

3. LEAVE OF ABSENCE REQUESTS

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

Instructional

Jenna Yanchocik is requesting an extension of her previously approved Family and Medical Leave of Absence (FMLA) to add concurrent Child Rearing Leave, through January 24, 2017. Mrs. Yanchocik is anticipating returning to work date as January 25, 2017.

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

On voice vote:

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

Abstain: None

Nays: None

Absent: None

4. BOARD POLICY REVISIONS – SECOND READING

It was recommended that the Board approve, as a second reading, the following existing policy revisions (Policies 247 and 609), per [ATTACHMENT #1](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the existing board policy revisions, as a second reading, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

5. EXTRA-DUTY NON-BARGAINING POSITIONS AND PROFESSIONAL CONTRACTS – 2016-2017

It was recommended that the Board approve the election and salaries of the extra-duty non-bargaining positions and professional contracts, as per [ATTACHMENT #2](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the election and salaries of the extra-duty non-bargaining positions and professional contracts, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

Information from the Superintendent

Dr. Hershey shared the following:

- School starts for students in 3 weeks and 1 day.
- Opening day for teachers is September 6, 2016.
- New teachers will be back for orientation next week and in-service the week after.
- Fall sports started this week and band camp last week.

COMMITTEE REPORTS

Building and Property Committee

The Building & Property Committee did not meet in August and did not have any recommendations for the Board at this time.

Education Committee

The Education Committee did not meet in August and did not have any recommendations for the Board at this time.

Finance and Legal Committee

The Finance & Legal Committee did not meet in August, however there was one recommendation for the Board at this time.

1. It was recommended that the Board approve the obsolete equipment for disposal as presented on [ATTACHMENT #3](#).

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

On voice vote:

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

Abstain: None

Nays: None

Absent: None

Student Activities Committee

The Student Activities Committee did not meet in August. However, Committee members did provide agreement via e-mail to the following Sunday use facilities requests. The committee had the following recommendation to make to the Board at this time.

1. It was recommended that the Board approve the following Sunday use facilities requests:
 - a. Cue the Music to use the MS gym, MS Auditorium and Gallery, MS orchestra room 135, and MS classroom 133 for the Cue the Music Dance Competition on February 26, 2017 from 1:00 – 11:00 p.m.
 - b. Laurel Dance Company to use the HS auditorium for the performance of the Nutcracker Ballet on December 18, 2016 from 1:00 to 9:00 p.m.
 - c. Five Star Swim Club to use the MS parking lot/grounds for the Five Star Carnival/Cup on January 2, 2017 and February 12, 2017 from 1:00 to 9:00 p.m.

Mr. Rucci moved, Mr. Sahd seconded, the motion to approve the Sunday use facilities requests, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

Executive Session/Personnel Committee

It was announced that there would be a meeting immediately following this Board meeting.

Labor and Management Committee

It was reported that no meeting was held during the Summer months.

Lititz Recreation Center Representative

It was reported that no meeting was held in August.

Legislative Committee

It was reported that not much was happening at this time, but pension is still on the horizon.

IU Representative

It was reported that a meeting was held which included lots of personnel and contacts.

Lancaster County Career and Technology Center Representative

It was reported that no meeting was held in August.

PRIOR BUSINESS

None.

NEW BUSINESS

There will be a Special Voting Meeting held in connection with the Committee of the Whole meeting on Tuesday, September 6, 2016 at 7:00 p.m.

INFORMATION

None.

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Dr. Quinn thanked everyone for coming out to the August meeting.

Mr. Rucci thanked the Building & Grounds crew who have been doing a tremendous job over the summer getting the facilities ready and helping coaches and staff.

ADJOURNMENT

There being no further business, Mr. Eppig moved to adjourn the meeting. Mrs. Wenger seconded the motion and the meeting adjourned at 7:26 p.m.

Respectfully submitted,



Nathan Wertsch, Board Secretary