

**Warwick School District**

Lititz, PA 17543

February 17, 2015

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, February 17, 2015 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., Nelson Peters, Debra J. Wenger, Michael R. Landis, Todd L. Rucci, Benedict Sahd, Darryl L. Miller, Scott Shaub, and Abigael Weit, Student Representative, were present.

Others attending the meeting: Dr. April Hershey, Superintendent, Dr. Robin Felty, Assistant Superintendent, Nathan Wertsch, Business Manager, Mark Leidich, Melanie Calender, Lori Zimmerman, Laurie Knowles of Lancaster Newspapers/Lititz Record Express, Kevin Martzall, Kristy Szobocsan, Ryan Berardi, Fred Griffiths, Jen Fields, Earl Hazel, Lyle Ressler, and David Harnischfeger.

**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 January 20, 2015)

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the minutes of the Regular meeting of January 20, 2015.

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	\$606,109.61
Wire Transfers	\$4,715,094.55
Construction Fund	None
Cafeteria Fund	\$158,428.65
Middle School Fund	\$430.60
High School Fund	\$10,163.43

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, Mrs. Wenger, Mr. Rucci, Mr. Landis, Mr. Shaub, Mr. Miller, and Mr. Sahd

**Abstain:** None

**Nays:** None  
**Absent:** None

## COMMUNICATIONS

None.

## REPORT OF THE SUPERINTENDENT

### 1. PERSONNEL

#### A. Retirements

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

##### Instructional

Carol Kuehner as a Grade 1 Elementary Teacher at Lititz Elementary School, effective the last day of the 2014-2015 school year.

Margaret Malloy as an Intervention Specialist at John Beck Elementary School, effective the last day of the 2014-2015 school year.

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

##### **On voice vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** None

#### B. Resignations

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

##### Non-Instructional

Joan Aregood as a Food & Nutrition Services Assistant at Lititz Elementary School, effective January 14, 2015.

Hillary Weaver as a Cafeteria Monitor at John R. Bonfield Elementary School, effective December 23, 2014.

Lisa Wentzel Roberts as a Learning Support Assistant at Lititz Elementary School, effective February 6, 2015.

Dean Peters as a Technology Support Specialist for Warwick School District, effective February 20, 2015.

##### Extra-Duty/Extra Curricular

Ky-Leigh Hallman as an Assistant Girls Lacrosse Coach (50%) at Warwick High School, effective as of February 11, 2015.

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

##### **On voice vote:**

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

**Abstain:** None

**Nays:** None  
**Absent:** None

**C. Elections**

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

Instructional

Lyle Ressler as a Social Studies Teacher at Warwick Middle School, at the annual salary of \$50,512.00, effective February 17, 2015. Mr. Ressler is replacing Sarah Tull who resigned.

Instructional – LTS

Paula Dougherty as a Long Term Substitute (LTS) Learning Support Teacher at Lititz Elementary School, at the annual salary of \$46,202.00, effective on the first day of the second (2<sup>nd</sup>) semester of the 2014-2015 school year until a permanent replacement is secured. Mrs. Dougherty is replacing Amy Link who has resigned.

Non-Instructional

Elizabeth Collins as a Food & Nutrition Services Assistant at John R. Bonfield Elementary School, 3.0 hours/day (15.0 hours/week), at the hourly rate of \$9.00, effective upon receipt of the appropriate paperwork. Ms. Collins is replacing Kate Allison who resigned.

Jennie Copenhaver as a Food & Nutrition Services Assistant at Lititz Elementary School, 3.0 hours/day (15 hours/week), at the hourly rate of \$10.00, effective upon receipt of the appropriate paperwork. Ms. Copenhaver is replacing Joan Aregood who resigned.

Lisa Zipko as a Cafeteria Monitor at Lititz Elementary School, 3.0 hours/day (15.0 hours/week), at the hourly rate of \$9.25, effective February 18, 2015. Mrs. Zipko is replacing Kay Kuch who resigned.

Jennifer Davies as a Special Needs Assistant at Warwick High School, 5.5 hours/day, at the hourly rate of \$11.25, effective upon receipt of the appropriate paperwork. Ms. Davies is replacing Elizabeth Cleaver who resigned.

Michelle Martin as a Special Needs Assistant at Warwick High School, 5.5 hours/day, at the hourly rate of \$11.25, effective upon receipt of the appropriate paperwork. Ms. Martin is replacing Anja Fackler who resigned.

David Harnischfeger as a Security Office for Warwick School District, 8.0 hour/day, at the hourly rate of \$18.00, effective upon receipt of the appropriate paperwork. Mr. Harnischfeger is replacing Bolivar Medina, Jr. who resigned.

Jason Simon as a Data Technology Assistant for Warwick School District, 8.0 hours/day, at the annual salary of \$50,500.00, effective upon receipt of the appropriate paperwork. Mr. Simon is replacing Lisa Bieber who received a change of status.

Extra-Duty/Extra Curricular

Allison Fund as a Musical Drama Director Assistant at Warwick High School, at the annual salary of \$1,350.00, effective upon receipt of the appropriate paperwork. Ms. Fund is replacing Connie Hilliar who resigned.

Eric Jeanes as a Head Junior High Track Coach (50%) at Warwick Middle School, at the annual salary of \$1,748.50, effective as of February 6, 2015. Mr. Jeanes is sharing this position with Brett Miller who has received a change of status.

Joseph Hallowell as an Assistant Track Coach at Warwick High School, at the annual salary of \$3,497.00, effective upon receipt of the appropriate paperwork. Mr. Hallowell is replacing Chad Rapp who resigned.

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed below as independent volunteers, effective February 18, 2015, until they submit their resignations or have their active status changed by the district.

Renee Aukamp  
Stephen Fink  
Jean Robbins  
John Robbins  
Mary Turner  
Robert Weaver

Volunteer Coaches

It was recommended that the Board approve the election of the individuals listed below as volunteer coaches, effective February 18, 2015, until they submit their resignation or have their active status changed by the district.

Sarah Bohn  
David Lucas

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

**On voice vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** None

2. **CHANGE OF STATUS**

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

Non-Instructional

Tamalin Burkhart from a Learning Support Assistant, 5.5 hours/day, at Warwick High School to a Special Needs Assistant, 4.75 hours/day, at John R. Bonfield Elementary School, effective January 20, 2015. This change of status was necessary to meet the needs of a new student.

Melissa Aslin from a Recess Monitor, 2.0 hours/day, at Kissel Hill Elementary School, to a Special Needs Assistant, 5.5 hours/day, at John Beck Elementary School, at the hourly rate of \$11.65, effective February 3, 2015. This change of status was necessary to meet the needs of a newly identified student.

Extra-Duty/Extra Curricular

Brett Miller from a Head Junior High Track Coach (100%) at Warwick Middle School to a Head Junior High Track Coach (50%) at Warwick Middle School, at the annual salary of \$2,590.50, effective February 6, 2015. This change of status was necessary due to Mr. Miller's professional responsibilities and to ensure adequate coverage at practices and meets.

India Rao from an Assistant Girls Lacrosse Coach (50%) at Warwick High School, to an Assistant Girls Lacrosse Coach (100%) at Warwick High School, at the annual salary of \$2,363.00, effective for the 2014-2015 school year. Ms. Rao is replacing Ky-Leigh Hallman who resigned.

Mr. Rucci moved, Mrs. Wenger seconded, the motion to approve the change of status request of the individuals as presented.

**On voice vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** None

**3. LEAVE OF ABSENCE REQUEST**

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

Instructional

Adrienne Kametz is requesting a Family and Medical Leave of Absence (FMLA) to begin January 27, 2015 and continue through April 20, 2015. Mrs. Kametz is anticipating her return to work as April 21, 2015, pending release by her doctor.

Melissa Reifsnnyder is requesting a Family and Medical Leave of Absence (FMLA) to begin approximately April 10, 2015 and continue through the end of the 2014-2015 school year. Mrs. Reifsnnyder is anticipating her return to work as the beginning of the 2015-2016 school year, pending release by her doctor.

Erin Smith is requesting an extension of her previously approved Unpaid Leave of Absence due to not being released by her doctor. Mrs. Smith is anticipating returning to work on February 26, 2015, pending release by her doctor.

Non-Instructional

Mary Fitz is requesting an Unpaid Leave of Absence to begin February 5, 2015 and continue through February 20, 2015. Mrs. Fitz is anticipating her return to work as February 23, 2015, pending release from her doctor.

Sandra Skoronski is requesting an extension of her previously approved Unpaid Leave of Absence due to not being released by her doctor. Mrs. Skoronski is anticipating returning to work as the beginning of the 2015-2016 school year, pending release by her doctor.

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

**On voice vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** None

**4. BOARD COMMITTEE ELECTION**

It was recommended that the Board approve the election of the following individuals for the Board Committees listed below, effective February 18, 2015:

Building & Property Committee

Matthew Knouse

Bruce Schreiter

Finance & Legal Committee

Russel Dicks

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the election of the individuals for Board Committees, as presented.

**On voice vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** None

**5. BOARD POLICY REVISIONS**

It was recommended that the Board approve, as a second reading, the following existing policy revisions, review, and deletions per **ATTACHMENT #1**. (Copies of the policies may be viewed in their entirety at the Superintendent's office during normal business hours.)

Revised Policies

- # 004 - Local Board Procedures
- # 204 - Attendance
- # 302 - Employment of Superintendent/Assistant Superintendent
- # 304 - Employment of District Staff
- # 305 - Employment of Substitutes
- # 306 - Employment of Summer School Staff
- # 307 - Employment of Student Teachers/Interns
- # 309 - Assignment and Transfer
- # 317 - Conduct/Disciplinary Procedures
- # 806 - Child Abuse
- # 818 - Contracted Services
- # 916 - Volunteers

New Policy

- #317.1 - Educator Misconduct

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the Board Policy Revisions, as a second reading, as presented.

**On voice vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** None

**Information from the Superintendent**

Dr. Hershey reported the following:

- This weekend was a wonderful time for the Warwick community with the Fire & Ice Festival.

**COMMITTEE REPORTS**

**Student Representative**

Miss Abigail Weit reported the following:

- John Beck had spirit week, which culminated with a Pep Rally in which a foul shooting contest between the high school boys basketball team and John Beck staff took place.
- Middle School celebrated its 5<sup>th</sup> anniversary
- Bonfield hosted the Brush, Brush, Smile vans the first week of February
- High School hosted a curriculum night for parents of current 8<sup>th</sup> graders

### **Building and Property Committee**

The Building and Property Committee did not meet during the month of February. The Committee did not have any recommendations for the Board.

### **Education Committee**

The Education Committee met on Monday, February 9, 2015. Ms. Abigail Weit, student representative, offered a summary of student activities occurring throughout the district. Mrs. Linda Leeking shared a proposal for a new Family and Consumer Science course. Mr. Ron Hallett also offered a proposal for a new high school mathematics course. Dr. Felty and Mrs. Calender provided a summary of the January building level data team discussions. The Committee made the following recommendations to the Board.

1. It was recommended that the Board approve the request for the adoption of the new semester-long *Culinary Arts I* course to be implemented at the high school during the 2015-2016 school year.

Mrs. Wenger moved, Mr. Peters seconded, the motion to approve the adoption of the new semester-long course, as presented.

**On voice vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mrs. Wenger, Mr. Rucci, Mr. Landis, Mr. Shaub, Mr. Miller, 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 mathematics course, *Algebra II A*, to be implemented at the high school during the 2015-2016 school year.

Mrs. Wenger moved, Mr. Peters seconded, the motion to approve the adoption of the new mathematics course, as presented.

**On voice vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** None

### **Finance and Legal Committee**

The Finance and Legal Committee did not meet during the month of February. The Committee did not have any recommendations for the Board.

### **Student Activities Committee**

The Student Activities Committee met on Thursday, February 12, 2015. Ms. Abigail Weit offered a summary of student activities occurring throughout the district. Dr. Felty presented information on the new Student Wellness Policy #246. She also shared the request for the Link Crew Program to be considered a Warwick High School Student Activity. Mr. Ryan Landis offered information about the request for an Independent Athletic Agreement for Indoor Track. Dr. Felty presented the requests for facility use and overnight/out-of-state fieldtrips. The committee had the following recommendations to make to the Board at this time.

1. It was recommended that the Board approve the following Sunday use facilities requests:
  - a. Warwick Football to use multi-purpose field 3 and running track field 12 for flag football from March 29, 2015 through May 3, 2015 from 1:00 p.m. – 4:30 p.m.

- b. Warwick Boys' Lacrosse to use JRB baseball/MP field 25, JRB practice field 26 and Moores Run Field 27 & 30 for practice from March 15, 2015 through May 31, 2015 from 1:00 – 5:00 p.m.
- c. Lititz Youth Soccer to use turf football stadium 14, varsity field hockey field 1, multi-purpose fields 3, 4, 7, & 8, running track field 12, JV baseball field 11, soccer field 10, varsity soccer field 9, lighted soccer field 6, varsity softball field 5, JRB baseball/MP fields 23, 24, 25, & 26, Moores Run fields 27, 28, 29, 30, 31 for the 10<sup>th</sup> Annual Lititz Summer Showcase Soccer Tournament on July 26, 2015 from 1:00 p.m. – 6:00 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. Peters, Mr. Eppig, Mrs. Wenger, Mr. Rucci, Mr. Landis, Mr. Shaub, Mr. Miller, and Mr. Sahd

**Abstain:** None

**Nays:** None

**Absent:** None

2. 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 New York, NY on April 14 & 15, 2015. Students will attend a Broadway Musical and participate in both choral and instrumental workshops.
- b. MS students and staff to Washington, DC from February 14 – 18, 2015. Students will participate in the Future City National Finals.

Mr. Rucci moved, Mr. Sahd seconded, the motion to approve the overnight and out of state field trip requests as presented:

**On voice vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** None

**Executive Session/Personnel Committee**

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

**Labor and Management Committee**

It was reported that a meeting was held in January and that the Committee will be meeting again in February.

**Lititz Recreation Center Representative**

It was reported that no meeting was held.

**Legislative Committee**

The following was reported:

- PSBA testified for support of bill to end Keystone requirement for graduation.
- Gov. Wolf proposes gas severance tax to fund education.
- House adopts school financial reporting bill.
- House approved property tax reduction proposal.
- Budget hearings March 16, 23, 30 after Wolf gives budget presentation on March 3.



**IU Representative**

The following was reported:

- Met last Wednesday.
- Heard from Dr. Hudacs on Circuit Rider update on fair funding.
- IMS budget to be flat next year, Core Program of Services to be 1.9% increase next year.
- Legislative breakfast on March 9.

**Lancaster County Career and Technology Center Representative**

The following was reported:

- Met on January 21.
- Heard curriculum update from in-service.
- Received presentation on project based assessment.
- School and central office calendar approved.
- 486 currently enrolled, 615 was last year's enrollment.
- CTC working with Tait Towers on new program.
- New Beginnings and Fly On The Run programs coming up

**Lancaster County Academy Representative**

It was reported that a meeting is scheduled for next Wednesday.

**PRIOR BUSINESS**

None.

**NEW BUSINESS**

None.

**INFORMATION**

None.

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

Dr. Quinn thanked new and existing staff and everyone for coming out.

Mr. Landis commended our students for their community service in recent weeks.

Mr. Rucci mentioned the presentation by the Susan Burns foundation held next Thursday for adults only at the Middle School.

Mr. Peters recognized the basketball and wrestling teams for moving on in the playoffs.

**ADJOURNMENT**

There being no further business, Miss Weit moved to adjourn the meeting. Mrs. Wenger seconded the motion and the meeting adjourned at 7:43 p.m.

Respectfully submitted,



Nathan Wertsch, Board Secretary