

Warwick School District

Lititz, PA 17543

February 15, 2011

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, February 15, 2011, at 7:00 p.m.

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

PLEDGE OF ALLEGIANCE

ROLL CALL

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

Others attending the meeting: Dr. April Hershey, Superintendent, Dr. Keith Floyd, Assistant Superintendent for Elementary Education, Dr. Robin Felty, Assistant Superintendent for Secondary Education, David L. Zerbe, Business Manager and Assistant Board Secretary, Laura Knowles of Lancaster Newspapers, Michael Upton of *Lititz Record Express*, Lori Zimmerman, Howard Snoke, Susan Wallen, Deb Minnerly, Donna Zug, Dick Wallen, Shirley Kachelries, Art Barr, and Adrienne Kametz.

RECOGNITION OF CITIZENS

Dr. Quinn welcomed those attending the meeting and asked if there were any questions or comments.

Deb Minnerly and Susan Wallen requested the board to delay action on their letters of resignation.

APPROVAL OF AGENDA AND SUPPLEMENTAL AGENDA

Mr. Landis moved, Mr. Rucci seconded the motion to approve the agenda and supplemental agenda as presented. Motion passed unanimously.

APPROVAL OF MINUTES ([Regular meeting](#) of 1/18/11)

Mr. Pusey moved, Mrs. Wenger seconded the motion to approve the minutes of the January 18, 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. 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	\$1,116,713.64
Wire Transfers	\$1,372,893.91
Athletic Fund	\$ 21,807.74
Construction Fund	\$1,605,741.99
Cafeteria Fund	\$ 152,082.35
Elementary Fund	\$ 487.51
Middle School Fund	\$ 14,036.67
High School Fund	\$ 4,267.11

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
Mr. Pusey, Dr. Quinn, Mr. Rucci, and Mrs. Wenger
Nayes: None
Absent: None

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

Sandra Flick as home school visitor School, effective June 13, 2011, or the last teacher day of the 2010/11 school year.

Mr. Miller moved, Mrs. Wenger seconded the motion to accept the above retirement.
Motion passed unanimously.

B. Resignations

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

Non-Instructional

Deborah Minnerly as a health room assistant at Warwick High School, effective February 4, 2011.

Susan Wallen as a health room assistant at the Warwick High School, effective February 4, 2011.

Mr. Miller moved, Mr. Landis seconded the motion to accept the above resignations.
Motion passed by an 8-0 vote with Mr. Newberry abstaining.

Extra Duty

Robert Locker as assistant baseball coach, effective February 3, 2011.

Lori Prussner as middle school chorus director, effective January 28, 2011.

Matt Reber as varsity head cross country coach, effective February 1, 2011.

Mr. Pusey moved, Mr. Rucci seconded the motion to accept the above resignations.
Motion passed unanimously.

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

Preeti Mittal as a learning support assistant at Warwick Middle School, effective February 16, 2011, at the rate of \$9.63 per hour for 5.0 hours/day – 25.0 hours/week. Ms. Mittal is replacing Kathy Bucher who resigned.

Extra Duty

Caitlin Obert-Thorn as Middle School choral director effective February 1, 2011 at the rate of \$337.50 for the second semester. Ms. Obert-Thorn is replacing Mrs. Prussner who is on sabbatical leave.

Volunteer Coaches

Ashley Tobin - Softball

Independent Volunteers

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

Kirsten Dissinger	Nicole Shaffer
Sara Gibson	Lavon Stauffer
Tammi Hessler	Dawn Zook
Matthew McCarthy	Jacki Zook

Substitute Teachers and Support Staff

It was recommended that the Board approve the election of the following individuals as substitutes, effective February 16, 2011, until they submit their resignation or have their active status changed by the district.

Teachers

Brittney Emenheiser
Alicia Land
Jennifer Sassman
Amanda Steele

Guest Teachers

Titus Allamena	Marie Killian
Dana Albright	Frances Lausch
Nicole Bicksler	Kirsten Miller
Frances Boggs	Martin Rupp
Kristina Fenninger	Todd Scolnick
Ryan Flattery	Thomas Smith
Judy Gontz	Stacey Wenger
Kristen Groff	Tracy Wilcox
Deborah Hill-Greenwood	Kyler Wimer

Support Staff

Jennifer Davis
Glenda Moyer
Julie Quagliata

D. **Change of Status/Transfer**

It was recommended that the Board approve the change of status/transfers of the following individuals:

Stephanie Clark as a special needs assistant at Kissel Hill Elementary School. Ms. Clark is transferring to Kissel Hill Elementary School from John R. Bonfield Elementary School as a special needs assistant to replace Rebecca Herritt who resigned.

Dena Johnson, an office assistant at Warwick Middle School to increase her hours to 7.5 hours/day – 37.5 hours/week from 6.0 hours/day – 30 hours/week. Mrs. Johnson's increase of 1.5 hours/day is to complete tasks formerly completed by Mr. Huntsinger.

Mr. Pusey moved, Mr. Rucci seconded the motion to approve the elections, changes of status and transfers of the above named individuals.

On roll call vote:

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

2. LEAVE REQUESTS

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

Virginia Birmingham is requesting an unpaid leave of absence due to medical circumstances. She plans to return to work on or approximately April 11, 2011, pending release from her doctor.

Mary Kay Guthrie is requesting an extension of her unpaid leave of absence due to ongoing medical circumstances. Her return-to-work date is February 14, 2011, pending release from her doctor.

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. Landis moved, Mrs. Wenger seconded the motion to approve the above requests for leave.

On roll call vote:

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

3. PRELIMINARY ADOPTION - 2011/2012 DISTRICT BUDGET

It was recommended that the Board approve the preliminary adoption of the 2011/2012 Warwick School District Budget in the amount of \$62,234,114.00. The tax increase needed for the proposed budget equals 0.3 mills, a 1.7% tax increase, which would set the millage rate at 17.96. *(Note: The Finance and Legal Committee supports the recommendation of this preliminary budget adoption.)*

Mr. Miller moved, Mr. Conrad seconded the motion to approve the preliminary adoption of the 2011/2012 district budget as outlined above.

On roll call vote:

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

4. LANCASTER-LEBANON JOINT AUTHORITY

It was recommended that the Board appoint Kevin Martzall, accounting assistant, as the district's representative to the Lancaster-Lebanon Joint Authority to complete the unexpired term of Elaine Mathias, effective February 16, 2011, through January 1, 2012.

Mr. Miller moved, Mrs. Wenger seconded the motion to approve Kevin Martzall to the above position. Motion passed unanimously.

Information from the Superintendent

Dr. Hershey expressed thanks to Lisa DeWitt for her work on preparing items for the Board during Jo Anne McClain's absence.

An in-service day is scheduled for Friday, February 18th, and a holiday on Monday, February 21st.

COMMITTEE REPORTS

Student Representative

Kelsey Cowher reported that Project U.N.I.T.E. handed out homemade cookies to students as they left school on December 21st. This is the second big event they have sponsored this year following the freshman orientation where they had stands set up advertising different clubs to join. On January 3, 2011, Kissel Hill held the annual Geography Bee with 25 sixth grade students competing. Last Tuesday, the boys' basketball team went into overtime against Cedar Crest but lost by a score of 63-60. On Sunday, many Warwick students received the tragic news that four of their Manheim Central friends, Cody Hollinger, John Griffith, Nicolas Bryson, and DeVaughn Lee, were killed in a car accident. Pictures, support groups, and promises to pray have been displayed on Facebook.

Building and Property Committee

Mr. Pusey reported that the Building and Property Committee met on February 14, 2011. The Middle School project was discussed, including change orders and the closeout process. Next steps were discussed for the Alternative Funding Committee. The 2011/12 budget was reviewed. The non-repetitive maintenance tour was discussed. The Committee made the following recommendation to the Board.

1. The Board approve final change orders and Settlement Agreement & Final Release with the prime contractors for the Middle School project as detailed on [ATTACHMENTS # 1a-g](#) in the amount of:

CHANGE ORDERS:

E R Stuebner, Inc (GC- # 19 - deduct).....	(\$182,566.10)
Worth & Company, Inc (HVAC #3 - add).....	\$100,000.00
Eastern ShoreServices, Inc (Electrical #3 - add)	\$ 65,004.85

Settlement Agreement & Final Release:

E R Stuebner, Inc
Worth & Company, Inc
Eastern ShoreServices, Inc

Note: These change orders and settlement & release agreements bring to a close the new Middle School Project and authorize final payments.

Mr. Pusey moved, Mr. Newberry seconded the motion to approve the final change order and Settlement Agreement & Final Release, as detailed on Attachments #1a-g.

On roll call vote:

Ayes: Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Newberry
Mr. Pusey, Dr. Quinn, Mr. Rucci, and Mrs. Wenger

Nays: None

Absent: None

Education Committee

Mrs. Wenger reported that the Education Committee met on February 14, 2011. Miss Kelsey Cowher, Student Representative, reported on student activities. Mrs. Kathy Deisley gave an overview of professional development. Dr. Keith Floyd and Dr. Robin Felty presented a curriculum update. Other topics of discussion included the PDE/Business & Diversified Occupations Audit, Keystone Exams, elementary report cards/website, elementary standards-based report cards, and the IU13 Elementary Literacy Audit. The Committee had no recommendations for the Board.

Finance and Legal Committee

Mr. Miller reported that the Finance and Legal Committee met on February 10, 2011. Project updates were given on the Middle School close-out process. Next steps were discussed for the Alternative Funding Committee.

Other topics of discussion included the food & nutrition services. The IP Project was also discussed. Budget planning and review for 2011-2012 was another topic reviewed at the meeting. The Committee made the following recommendations to the Board:

1. That the Board approve a corporate resolution with Fulton Bank for the purpose of establishing a separate checking account for the IP-Warwick Ware software project per [ATTACHMENT #2](#).
2. That the Board approve budget transfers for 2010 /2011 fiscal year per [ATTACHMENT #3](#).

Mr. Miller moved, Mr. Landis seconded the motion to approve the corporate resolution with Fulton Bank, per Attachment #2, and the budget transfers, per Attachment #3.

On roll call vote:

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

Student Activities Committee

There was no Student Activities Committee meeting this month, however, the Committee made the following recommendations to the Board:

1. It was recommended that the Board approve the following Sunday use of facilities requests:
 - A. The Warwick Youth Girls' Softball Association to use JB Baseball Field 21 and Ambucs Field 16 for practice from March 6, 2011, through August 28, 2011, from 1:00 – 6:00 p.m.
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 Dallastown High School, Dallastown, PA, from February 11-12, 2011, to perform with the PMEA District Band.
 - B. High School Chess Club to attend the PA Scholastic Chess Championship in Carlisle, PA, from March 5-6, 2011.
 - C. High school students and staff to Lower Dauphin High School, Hummelstown, PA, from March 17-19, 2011, to participate in the PMEA District 7 Jazz Festival.
 - D. High school students and staff to Parkland High School, Allentown, PA, to participate in the Regional Chorus Festival auditions from February 24-26, 2011.

Mr. Rucci moved, Mr. Conrad seconded the motion to approve the Sunday use of facilities requests and the overnight and/or out-of-state field trip requests as listed above.

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 reported that there was no meeting in February.

Lititz Community Center Representative

Mr. Conrad reported that the pool is open and the dedication is set for February 24, 2011.

Legislative Committee

Mr. Pusey reported on the proposed voucher system and PSBA’s viewpoint.

IU Representative

Mr. Landis reported that a meeting was held on February 9, 2011. The budget index is 1.4%. They discussed the Act 93 salary freeze proposal due to economic climate change. Other topics of discussion included an insurance claim, cyber school options, and the Legislative Breakfast on March 14, 2011.

Lancaster County Career and Technology Center Representative

Mr. Pusey reported that the following programs were discussed: Vet. assistant degrees, medical assistants at Willow Street, and the auto tech program.

Lancaster County Academy Representative

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

PRIOR BUSINESS

None

NEW BUSINESS

Mr. Conrad inquired about the final exam process and dismissal at 1:00 p.m. Mr. Galen, Assistant Principal at the high school, was available to explain the process.

INFORMATION

None

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Dr. Quinn commented that the budget process is wrapping up, and there will be a public budget meeting as part of the next Finance and Legal Committee meeting.

ADJOURNMENT

There being no further business, Kelsey Cowher moved to adjourn the meeting. Mr. Conrad seconded the motion and the meeting adjourned at 7:51 p.m.

Respectfully submitted,

David L. Zerbe, Assistant Board Secretary

Jo Anne McClain, Board Secretary