

Warwick School District
Lititz, PA 17543

January 17, 2012

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, January 17, 2012, at 7:00 p.m.

Dr. Quinn, President, called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

ROLL CALL

The Assistant Board Secretary called the roll of the Board: Millard P. Eppig, Jr., Matthew Knouse, Michael R. Landis, Darryl L. Miller, Nelson Peters, Dr. Timothy Quinn, Todd L. Rucci, Scott Shaub, and Debra J. Wenger, and Abigail Barthe, 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, Lori Zimmerman, Melissa Volupas, Howard & Katy Snoke, Lyn Brosnan, Jim Erickson, Howie Brosnan, Lisa Hochreiter, Michael C. Upton of *Lititz Record Express*, Laurie Knowles of Lancaster Newspapers and Leslie Morgan.

RECOGNITION OF CITIZENS

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

Lisa Hochreiter spoke on behalf of WEA, thanking the Board for the opportunities to work together. She said the Board is sincerely appreciated.

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 12/20/11)

Mr. Eppig moved, Mrs. Wenger seconded the motion to approve the minutes of the December 20, 2011 meeting of the Board.

Motion passed unanimously.

TREASURERS 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	\$1,403,364.98
Wire Transfers	\$1,226,139.04
Construction Fund	\$ 0.00
Cafeteria Fund	\$ 181,891.15
Elementary Fund	\$ 0.00
Middle School Fund	\$ 5,743.20
High School Fund	\$ 6,812.76

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

On roll call vote:

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

Nays: None

Absent: None

COMMUNICATIONS

None

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Resignations

It was recommended that the Board accept the resignation of the following individual:

Non-Instructional

Chrissy Casella as an Assistant Cross Country Coach at Warwick High School, effective December 19, 2011.

Mr. Eppig moved, Mr. Rucci seconded the motion to accept the resignation of the above individual.

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

Christina Wilson as an English teacher at Warwick High School, effective on the 1st day of the 2nd semester of the 2011-2012 school year, at an annual salary of \$43,624, which will be prorated. Ms. Wilson is replacing Jonathan Olshan who was transferred to Warwick Middle School.

Joseph Lacombe as a long-term substitute English teacher at Warwick High School, effective on the 1st day of the 2nd semester of the 2011-2012 school year, at an annual salary of \$43,624, which will be prorated. Mr. Lacombe is replacing Mr. Gary Miles while he is on Sabbatical Leave.

Non-Instructional

Marsha Jones as a special needs assistant position at Kissel Hill Elementary School, effective January 18, 2012, at the rate of \$9.30 per hour for 4.0 hours/day – 20.0 hours/week. Ms. Jones is replacing Michelle Long who transferred to Lititz Elementary School.

Susan Kirk as a food & nutrition services assistant at Lititz Elementary School, effective January 18, 2012, at the rate of \$9.00 per hour for 4.0 hours/day – 20.0 hours/week. Ms. Kirk is replacing Kimberly Shoenberger who transferred to another position.

Rodney Matthews to a building services position at Kissel Hill Elementary School, 8 hours/day – 40 hours/week at the rate of \$9.65 per hour, effective 1/18/2012. Mr. Matthews is replacing Victoria McKee who retired from this position.

Ian Gebhard to a building services position at Kissel Hill Elementary School, 4 hours/day – 20 hours/week at the rate of \$9.45 per hour, effective 1/18/2012. Mr. Gebhard is replacing Patricia Polt who had a change of status.

Extra-Duty

Melissa R'kingsley as musical drama director (Spring) at Warwick High School for the 2011/2012 school year, at the salary of \$2,664.00. Ms. R'kingsley is replacing Dean Sobon and Lauren Loercher who resigned.

Nicholas Cyr as Drama Lighting Technician-Fall at Warwick High School for the 2011/2012 school year, at the salary of \$1,337. Mr. Cyr is replacing Nathan Gray who resigned.

Nicholas Cyr as Musical Lighting Technician at Warwick High School for the 2011/2012 school year, at the salary of \$1,337. Mr. Cyr is replacing Nathan Gray who resigned.

Marty Meier, as Head Teacher – Technology Education at Warwick Middle School at a salary of \$450, effective 2nd semester 2011/2012. Mr. Meier is replacing Jeff DuBosq who resigned from this position.

Volunteer Coaches

It is recommended that the Board approve the following individual as a volunteer coach for the 2011/12 athletic season.

Cyndy Michel Girls Lacrosse

Independent Volunteers

It is recommended that the Board approve the following individuals as independent volunteers for the 2011/12 school year.

Ryan Hoyer
Brian Kerstetter
Lorie Kerstetter
Renee Reinfried
Margaret Stine

Substitute Teachers and Assistants

It is recommended that the Board approve the election of the following individuals as substitutes, effective January 18, 2012, until they submit their resignation or have their active status changed by the district.

Teachers

Joseph Lacombe
Robert Stewart

Support Staff

Annette Swartz
Terry Pfautz

Guest Teachers

Kevin Krause
Cornelia Minney
Walter Poyck
Carol Sagun

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

2. TRANSFERS/CHANGE OF STATUS

It is recommended that the Board approve the transfer of the following individuals.

Instructional

Jonathan Olshan from English teacher at Warwick High School to a Language Arts teacher at Warwick Middle School, effective the 1st day of the 2nd semester of the 2011/2012 school year. Mr. Olshan is replacing Lija Stoltzfus who resigned.

Paul Castellitto, long term substitute in social studies at Warwick High School, effective 1st day of the 2nd semester of the 2011/2012 school year until 2/21/2012 or as determined by administration. Mr. Castellitto is replacing Mr. Curt Morris who retired.

Non-Instructional

Mrs. Sylvia Michelle Long from special needs assistant at Kissel Hill Elementary School, 4.0 hours/day to special needs assistant at Lititz Elementary School, 6.0 hours/day, effective 1/2/2012. Mrs. Long is replacing Terry Pfautz, who resigned.

Patricia Polt from Food & Nutrition Services Assistant, 4 hours/day at Warwick Middle School and Building Services Assistant, 4 hours/day at Kissel Hill Elementary School to Food & Nutrition Services Assistant, 8 hours/day at Warwick Middle School, effective 1/20/2012. Ms. Polt is replacing Anna Magno who resigned.

3. **LEAVE OF ABSENCE REQUESTS**

It is recommended that the Board approve the following leave of absence requests.

Ms. Consaundra Patterson is in need of an unpaid leave of absence from 12/1/11 through 1/6/12 due to medical circumstances. Her planned return-to-work date is 1/9/12, pending release from her doctor.

Melissa Reifsnnyder has been previously approved for FMLA leave for child care beginning 11/11/11 through 2/10/12. She is requesting an unpaid leave for child rearing from 2/13/12 to the beginning of the 4th marking period.

Kathleen Derr has been previously approved from FMLA beginning 3/29/11 through 6/20/11 and an unpaid leave of absence from 6/21/11 through 1/ 2/12. Ms. Derr is again requesting an extension of her unpaid leave of absence from 1/2/2012 through 2/29/12 due to not being released by her physician.

Mr. Eppig moved, Mrs. Wenger seconded the motion to approve the above transfers, changes of status and leave requests.

On roll call vote:

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

Nays: None

Absent: None

4. **BOARD POLICY REVISIONS**

It is recommended that the Board approve, as a second reading, the following new policy and existing policy revisions. [ATTACHMENT #1](#) (Copies of the policies may be viewed in their entirety at the Superintendent’s office during normal business hours.)

New Policy

252 - Dating Violence

Revised Policies

- # 201 - Admission of Students
- # 227 - Controlled Substances/Paraphernalia
- # 302 - Employment of Superintendent and Assistant Superintendent
- # 304 - Employment of District Staff
- # 305 - Employment of Substitutes
- # 306 - Employment of Summer School Staff
- # 307 - Student Teachers/Interns
- # 309 - Assignment and Transfer
- # 317 - Conduct/Disciplinary Procedures
- # 333 - Professional Development
- # 701 - Facilities Planning
- # 705 - Safety
- # 818 - Contracted Services
- # 916 - Volunteers

Mr. Eppig moved, Mr. Rucci seconded the motion to approve the above board new policy and existing policy revisions.

On roll call vote:

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

Nays: None

Absent: None

5. **PRELIMINARY BUDGET ADOPTION**

It is recommended that the Board approve the preliminary adoption of the 12/13 Warwick School District Budget in the amount of \$62,946,550 a 4.94% budget increase. The proposed tax increase for the budget equals 0.9 mills (f.03%) which would set the millage rate at 18.8 mills. **(NOTE: The Finance & Legal Committee supports the recommendation to adopt this preliminary budget.)**

Mr. Miller moved, Mr. Landis seconded the motion to approve the Preliminary Budget Adoption.

On roll call vote:

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

Nays: None

Absent: None

Information from the Superintendent

Dr. Hershey noted that January is School Board Appreciation Month and the Board Room was adorned with items expressing thanks from schools, students, teachers, staff, administrators and the community. Signing Day invitations were placed at the seats of Board Members. Signing Day is Feb 1, 2012 at 11:00 a.m. in the Large Group Instruction Room at Warwick High School.

COMMITTEE REPORTS

Student Representative

Miss Abigail Barthe reported that students participated in the Jingle Bell Run, the WHS Chorus & Orchestra Holiday Concert was held 12/10 and 12/11. LE is had a Peanuts Christmas, KH will be celebrating Spirit Week.

Building and Property Committee

The Building and Property Committee met on January 9, 2012. The Committee had no recommendations for the Board.

Education Committee

The Education Committee met on January 9, 2012. Miss Abigail Barthe reported on student activities. Dr. Keith Floyd discussed the draft of the K-12 Movie Guidelines and K-12 Lesson Planning Guidelines. The Committee had no recommendations for the Board.

Finance and Legal Committee

The Finance and Legal Committee met on Thursday, January 12, 2012. The Committee makes the following recommendations to the Board:

1. It is recommended that the Board approve the proposed Lancaster County Career & Technology Center 2012/2013 General Fund Budget (\$17,832,000) as presented on [ATTACHMENT #2](#). A copy of this budget was presented at the Committee of the Whole meeting.

Mr. Miller moved, Mr. Eppig seconded the motion to approve the LCCTC 2012/2013 budget, as per Attachment #2.

On roll call vote:

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

Nays: None

Absent: None

2. The Board approve 11-12 Budget Transfers (\$136,755) as presented on [ATTACHMENT #3](#).

Mr. Miller moved, Mr. Landis seconded the motion to approve the 11/12 Budget transfers per Attachment #3.

On roll call vote:

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

Nays: None

Absent: None

3. The Board approve a tax abatement request (5 parcels along Crosswinds Drive) for the 09/10, 10/11, 11/12 fiscal years (less than \$45 total) as presented on [ATTACHMENT #4](#). (NOTE: When final development of this area was approved, these very small tracts of land were not transferred from the developer to the land owner thus creating orphaned parcels. No one has paid the taxes due to lack of ownership. Warwick Township will draft legal documents to transfer the parcels to the adjacent land owners in 2012.)

Mr. Miller moved, Mr. Landis seconded the motion to approve a tax abatement request as per Attachment #4.

On roll call vote:

Ayes: Mr. Eppig, Mr. Knouse, Mr. Landis, Mr. Miller, Mr. Peters,
Dr. Quinn, Mr. Rucci, Mr. Shaub, and Mrs. Wenger
Nays: None
Absent: None

Student Activities Committee

The Student Activities Committee met on Thursday, January 12, 2012. Miss Abigail Barthe reported on student activities. Dr. Robin Felty presented requests for Sunday use of facilities. The committee makes the following recommendations to the Board:

1. It is recommended that the Board approve the following Sunday use of facilities requests:
 - A. The Warwick Field Hockey Parents Association to use turf football stadium 14 on January 22, 2012 from 2:00 to 4:00 p.m. and on January 29, 2012 and February 5, 2012 from 1:30 to 3:30 p.m. to practice for the Disney Classic.
 - B. The LL League Softball Officials to use the HS large gym for a practice clinic on March 11, 2012 from 1:30 to 3:30 pm.
 - C. The Warwick Football Parents Association to use multi-purpose field 3 and running track field 12 from April 1, 2012 through May 6, 2012 from 1:00 to 5:00 p.m. for spring flag football.

Mr. Rucci moved, Mrs. Wenger seconded the motion to approve the above Sunday use of facilities.

On roll call vote:

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

Dr. Quinn reported that a meeting is scheduled for January 19, 2012 at 3:30 p.m.

Lititz Community Center Representative

Mr. Peters reported that it has been a good year for the Center and they had a good meeting.

Legislative Committee

Mr. Eppig had no report.

IU Representative

Mr. Landis reported that new board member orientation is scheduled for January 30, 2012. Other topics discussed were IU operations, HR policies. March 12, 2012 the Legislative Breakfast will be held.

Lancaster County Career and Technology Center Representative

Mr. Eppig reported that the state has allowed LCCTC to begin awarding associate degrees in some programs.

Lancaster County Academy Representative

Mr. Miller reported that there was no meeting due to the Graduation Ceremony.

PRIOR BUSINESS

None

NEW BUSINESS

None

INFORMATION

None

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Dr. Quinn thanked those who attended the meeting. Dr. Quinn also expressed thanks to his fellow Board Members for their time and effort and to the students for their tributes.

Mr. Landis thanked the Building & Property Committee for their work and gave kudos to Mr. Becker and his crew for their work in maintaining our buildings and properties.

ADJOURNMENT

There being no further business, Abigail Barthe moved to adjourn the meeting. Mr. Peters seconded the motion and the meeting adjourned at 7:52 p.m.

Respectfully submitted,

David Zerbe, Assistant Secretary/Recorder