

Warwick School District

Lititz, PA 17543

July 19, 2011

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, July 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, Dr. Timothy Quinn, Todd L. Rucci, and Debra J. Wenger, were present at roll call.

David M. Pusey arrived at 7:15 p.m.

Excused absence: Warren Newberry

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, Michael Upton of *Lititz Record Express*, Lisa Himes, Lori Zimmerman, Mark Leidich, Nelson Peters, Melissa Vulopas, Arthur Barr, Penny Mason, Scott Galen, Connie Goebel, Scott Goebel, Matthew Wolfe, Crystal Illigasch, Bethany Mueller, Kelly Biemesderfer and Chuck Biemesderfer.

RECOGNITION OF CITIZENS

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

Chuck Biemesderfer questioned the Board about the re-election of the head lacrosse coach for 2011/2012, and how the athletic director has the power to make this decision when there were overwhelming opposing reasons brought forward by members of the parents association throughout the year. He asked who oversees the A.D. and his decisions. Dr. Quinn advised that this is a personnel matter which would not be discussed at the public meeting. Dr. Hershey stated that the issue has been discussed through meetings with the entire leadership team, and she offered to speak with Mr. Biemesderfer privately at his convenience.

There being no further comments, the meeting proceeded.

APPROVAL OF AGENDA and SUPPLEMENTAL AGENDA

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

Motion passed unanimously.

APPROVAL OF MINUTES ([Regular meeting](#) of 06/21/11)

Mr. Eppig moved, Mrs. Wenger seconded the motion to approve the minutes of the June 21, 2011, regular meeting of the Board.

Motion passed unanimously.

David Pusey arrived at 7:15 p.m.

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	\$1,291,456.14
Wire Transfers	\$1,054,221.26
Athletic Fund	\$ 46.06
Construction Fund	\$ 0.00
Cafeteria Fund	\$ 101,883.43
Elementary Fund	\$ 2,101.02
Middle School Fund	\$ 55.50
High School Fund	\$ 20,154.19

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

COMMUNICATIONS

None

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Retirement

It was recommended that the Board accept the retirement of the following individual with thanks and appreciation:

Non-Instructional

Clyde Hornberger from a lead building services position at Warwick High School, effective September 23, 2011.

B. Resignations

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

Instructional

Wesley Long as an intervention specialist at Lititz Elementary School, effective June 30, 2011.

Non-Instructional

Connie Sommers as a special needs assistant at John Beck Elementary School, effective June 17, 2011.

Mr. Pusey moved, Mrs. Wenger seconded the motion to accept the above retirement and 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.

Instructional

Holly Plumb as a mathematics teacher at Warwick High School, effective the first day of the 2011/2012 school year, at the salary of \$43,624. Ms. Plumb is replacing Pam Lauris who retired.

Susan Shinn as home and school visitor for the district, effective the first day of the 2011/2012 school year, at the salary of \$49,217. Ms. Shinn is replacing Sandy Flick who retired.

Alexxi Bloss as a special education teacher at Warwick Middle School, effective the first day of the 2011/2012 school year, at the salary of \$43,624. Ms. Bloss is replacing Jeni Neiles due to her change of status.

Crystal Illigasch as a grade 6 teacher at John Beck Elementary School, effective the first day of the 2011/2012 school year, at the salary of \$43,624. Ms. Illigasch is replacing Bill Bernstein due to his transfer.

Bethany Mueller as a grade 6 teacher at John R. Bonfield Elementary School, effective the first day of the 2011/2012 school year, at the salary of \$43,624. Ms. Mueller is replacing Karen Bamberger who retired.

Matthew Wolfe as instrumental music teacher at Warwick High School, effective the first day of the 2011/2012 school year, at the salary of \$43,624. Mr. Wolfe is replacing Rebecca Staznik who resigned.

Sally R. Bredeman as an elementary learning facilitator at John R. Bonfield Elementary School, effective the first day of the 2011/2012 school year, at the salary of \$54,811. Ms. Bredeman is replacing Beth Midgett due to her transfer.

Non-Instructional

Sheila Conley as athletic trainer at Warwick High School, effective August 1, 2011, at the salary of \$40,000. Ms. Conley is replacing Brent Leiby who resigned.

George Quickel as a security officer for the district, effective September 7, 2011, at the rate of \$17.51 per hour for 8.0 hours/day – 40 hours/week – 10 months/school year.

Extra-Duty

Matthew Wolfe as marching band director for the 2011/2012 school year, at the salary of \$4,050. Mr. Wolfe is replacing Rebecca Staznik who resigned.

Substitute Teacher

It was recommended that the Board approve the election of the following individual as a substitute, effective July 20, 2011, until she submits her resignation or the active status changed by the district.

Teacher

Rachel Kiehl

Mr. Miller moved, Mr. Pusey seconded the motion to approve the election of the individuals named above.

On roll call vote:

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

Dr. Floyd introduced Crystal Illigasch, Bethany Mueller, and Matthew Wolfe, who were present in the audience. They each thanked the Board for the opportunity to work in the Warwick School District.

2. TRANSFERS and CHANGES OF STATUS

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

Instructional Transfer

Beth Midgett from an elementary instructional support position at John R. Bonfield Elementary School, to high school counselor at Warwick High School, effective the first day of the 2011/2012 school year. Ms. Midgett is replacing Rachel Kiehl who resigned.

Non-Instructional – Transfer

James Whitehead from a food & nutrition driver at Warwick Middle School at the rate of \$10.85 per hour, to a building services position at Warwick High School at the rate of \$10.48 per hour, effective August 22, 2011. Mr. Whitehead is replacing Scott Rathkey.

Non-Instructional – Changes of Status

Theresa Cross from a food services assistant at Warwick High School to a food services coordinator at John Beck Elementary School, effective August 22, 2011, at the rate of \$11.75 per hour. Ms. Cross is replacing Faye Frey who retired.

Karen Addeo from a special needs assistant to an office assistant at Warwick High School, 7 hours/day – 35.0 hours/week, effective August 1, 2011. Ms. Addeo is replacing Nancy Koch who retired.

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

On roll call vote:

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

Nays: None

Absent: Mr. Newberry

3. LEAVE REQUESTS

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

Kathleen Derr has been previously approved for FMLA beginning 3/23/11 through 6/20/11 and an unpaid leave of absence from 6/21/11 through 7/1/11. She is requesting an extension of her unpaid leave of absence due to not being released by her physician.

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.

Victoria McKee has previously been approved for FMLA beginning 4/11/11 through 6/3/11. She has requested an extension of her leave through 6/30/11. A portion of the leave has been unpaid due to exhausting accrued sick, vacation, and personal days.

Mr. Eppig moved, Mr. Miller seconded the motion to approve the above leave requests.

On roll call vote:

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

Nays: None

Absent: Mr. Newberry

4. EXTRA-DUTY POSITIONS and PROFESSIONAL CONTRACTS - 2011/2012

It was recommended that the Board approve the election and salaries of the extra-duty bargaining and non-bargaining positions, and the professional contracts, as presented on [ATTACHMENT #1](#), subject to all pre-employment requirements and clearance checks.

Mr. Miller moved, Mr. Pusey seconded the motion to approve the extra-duty contracts per Attachment #1.

On roll call vote:

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

Nays: Mr. Conrad

Absent: Mr. Newberry

5. **ACT 93 – LEADERSHIP TEAM BENEFITS**

It was recommended that the Board approve the Act 93 – Leadership Team Benefits, effective July 1, 2011, through June 30, 2014, as set forth on [ATTACHMENT #2](#).

Mr. Eppig moved, Mr. Miller seconded the motion to approve the Act 93 – Leadership Team Benefits, per Attachment #2.

On roll call vote:

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

6. **SALARY RANGES 2011-2012**

It was recommended that the Board approve the 2011-2012 salary range (SRI) guidelines as per [ATTACHMENT #3](#). Due to the 2011-2012 wage freeze, there are no wage increases taking place unless approved by the Board.

Mr. Eppig moved, Mrs. Wenger seconded the motion to approve the 2011/2012 salary range guidelines per Attachment #3.

On roll call vote:

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

7. **BOARD POLICY MANUAL SECOND READING**

It was recommended that the Board approve the second reading of the entire new Board Policy Manual prepared by PSBA with the additions and revisions made by the district administration and school board. The table of contents for this manual is listed on [ATTACHMENT #4](#), and the manual in its entirety is available for public inspection at the District Office upon request during regular office hours.

Mr. Eppig moved, Mr. Rucci seconded the motion to approve the second reading of the entire new Board Policy Manual as stated above, and per Attachment #4.

On roll call vote:

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

8. **FUND BALANCE POLICY SECOND READING**

It was recommended that the Board approve the second reading of Fund Balance Policy No. 620, as set forth on [ATTACHMENT #5](#).

Mr. Miller moved, Mrs. Wenger seconded the motion to approve the second reading of the Fund Balance Policy No. 620, per Attachment #5.

On roll call vote:

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

9. **TEMPORARY INVESTMENT INSTITUTION**

It was recommended that the Board approve Metro Bank as a temporary funds investment institution for the purpose of investing school district funds according to board policy, effective July 20, 2011.

Mr. Rucci moved, Mr. Miller seconded the motion to approve Metro Bank as a temporary funds investment institution, as set forth above.

On roll call vote:

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

Information from the Superintendent

Dr. Hershey announced receipt of preliminary PSSA results indicating that every building and every subgroup in the district has met AYP (Adequate Yearly Progress). The high school had been in school improvement, and it is no longer on that list because of the great work done by the staff. We are exceedingly proud of this performance, especially since the targets were raised this year and the bar was set higher. She looks forward to sharing this information with all staff.

The leadership team met two days last week for a retreat, which went well.

Dr. Hershey said that the summer has been very busy, and we are looking forward to school starting in about six weeks.

Mr. Miller commented that we cannot shout the AYP progress from a high enough mountain top. Dr. Hershey attributed the success to the whole team of instructors, administration, and support staff. She added that we are blessed with families who are involved and work with their children on homework and attend parent-teacher conferences. Dr. Quinn congratulated everyone for a great job.

COMMITTEE REPORTS

Student Representative

Abigail Barthe, a junior, has been selected as the Student Representative for the 2011/2012 school year. She will begin her duties in September.

Building and Property Committee

No meeting in July.

Education Committee

No meeting in July.

Finance and Legal Committee

No meeting in July.

Student Activities Committee

Mr. Rucci reported that the Student Activities Committee met on July 14, 2011. Dr. Robin Felty, Mr. Troy Price, and John Kosydar, A.D., reviewed the proposal for extra-curricular activities fees. A Sunday use of facilities request was presented. The Committee made the following recommendation to the Board.

1. It was recommended that the Board approve the following Sunday use of facilities request:
 - A. Lititz Midget Football Association to use Turf Football Stadium 14 for a game on September 18, 2011, from 1:00 p.m. to 7:00 p.m.

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

Mr. Rucci reported on the discussion about extra-curricular activities fees. The board and committee agreed that this initiative should not come out too fast and we want to do it right. Work will continue, and implementation is expected in the fall of 2012.

Executive Session / Personnel Committee

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

Labor and Management Committee

Dr. Quinn reported that there won't be a meeting until September.

Lititz Community Center Representative

Mr. Conrad had nothing to report.

Legislative Committee

Mr. Pusey had nothing to report other than the budget being passed.

IU Representative

Mr. Landis reported that there was no meeting in July.

Lancaster County Career and Technology Center Representative

Mr. Pusey had nothing new to report.

Lancaster County Academy Representative

Mr. Miller said there was no meeting in July and the evaluation was completed for the executive director. One of the areas of focus is the continuing shrinkage of funding for the Academy, and they charged the executive director to look at ways to save dollars and help frame out the future direction of the Academy.

PRIOR BUSINESS

None

NEW BUSINESS

None

INFORMATION

Dr. Hershey referenced an August/September calendar at Board members' seats which lists activities they may wish to attend. There will be no Committee of the Whole meeting in August.

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Dr. Quinn thanked everyone for coming tonight – the community representatives, administrators and new staff members. He encouraged everyone to continue attending, adding that work on next year's budget will begin soon. Congratulations were extended to the district on the PSSA scores.

Nelson Peters questioned the work of the Student Activities Committee on extra-curricular fees asking if it would be instituted this year. Dr. Hershey responded that it is planned for the fall of 2012. Mr. Peters commended the committee as they continue to go through the process. Dr. Quinn added that it is too soon to implement in September and it would not be right or fair to implement it mid-year.

ADJOURNMENT

There being no further business, Mr. Conrad moved to adjourn the meeting. Mrs. Wenger seconded the motion and the meeting adjourned at 7:49 p.m.

Respectfully submitted,

Jo Anne McClain, Board Secretary