

Warwick School District

Lititz, PA 17543

June 16, 2015

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, June 16, 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., Michael R. Landis, Darryl L. Miller, Nelson Peters, Todd L. Rucci, Benedict Sahd, Scott Shaub, Debra J. Wenger, and Abigail 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, Ryan Axe, Dr. Doreen Packer, Kevin Martzall, Ryan Berardi, Ron Hallett, Laurie Knowles of Lancaster Newspapers/Lititz Record Express, BRC-11 Cable News, Ashley Parry, William T. Parry, Jr., M. Watkins, Mollie Shreiner, Cathy Gelatka, Blaine Pennypacker.

RECOGNITION OF CITIZENS.

Ashley Parry, 2008 graduate of Warwick, addressed the Board about the basketball coach hiring. Blaine Pennypacker, father of three students, also spoke about the basketball coaching hiring.

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 May 19, 2015)

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the minutes of the Regular meeting of May 19, 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 | \$475,792.27 |
| Wire Transfers | \$1,440,619.52 |
| Construction Fund | None |
| Cafeteria Fund | \$179,406.14 |
| Middle School Fund | \$3,382.50 |
| High School Fund | \$4,411.26 |

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

On roll call vote:

Ayes: Dr. Quinn, Mr. Eppig, Mr. Landis, Mr. Miller, 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:

Non-Instructional

Sandra Skoronski as a Computer Assistant at Lititz Elementary School, effective June 12, 2015.

Janel Good as a Library Assistant at Warwick High School, effective June 10, 2015.

(from the Supplemental Agenda)

Kimberly Mannon as a Secretary at Warwick Middle School, effective June 26, 2015.

Extra-Duty/Extra Curricular

Lauren Leitzel as an Assistant Girls Soccer Coach at Warwick High School, effective May 26, 2015.

Jarrett Falduts as an Assistant Boys Baseball Coach at Warwick High School, effective May 8, 2015.

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

On voice vote:

Ayes: Dr. Quinn, Mr. Eppig, Mr. Landis, Mr. Miller, 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

Mollie Shreiner as an Elementary Physical Education Teacher at Lititz Elementary School, at the annual salary of \$47,224.00, effective the first day of the 2015-2016 school year. Ms. Shreiner is replacing Mari Cummins who retired.

Brittany Keifer as a High School Math Teacher at Warwick High School, at the annual salary of \$47,224.00, effective the first day of the 2015-2016 school year. Ms. Keifer is replacing Michael Gingrich who resigned.

(from the Supplemental Agenda)

Tara Anspach as a Speech and Language Teacher at John Beck Elementary School, at the annual salary of \$55,099.00, effective the first day of the 2015-2016 school year. Ms. Anspach is replacing Megan Klinger who resigned.

Non-Instructional

Michelle Schlegel as an Accountant Assistant at Warwick School District, 5.5 hours/day, at the hourly rate of \$15.75, effective June 17, 2015, pending receipt of the appropriate paperwork. Ms. Schlegel is replacing Carolyn Strohm who resigned.

Karen Eberly as a Cafeteria Monitor at John R. Bonfield Elementary School, 3.0 hours/day (15.0 hours/week), at the hourly rate of \$9.70, effective September 8, 2015. Ms. Eberly is replacing Hillary Weaver who resigned.

(from the Supplemental Agenda)

Shawn Beamenderfer as Network Administrator at Warwick School District, at the annual salary of \$58,500.00, effective pending receipt of the appropriate paperwork. Mr. Beamenderfer is replacing Barry Wenger who had a change of status.

Extra-Duty/Extra Curricular

Christopher Christensen as the Head Boys Basketball Coach at Warwick High School, at an annual salary of \$4,698.00, effective June 17, 2015. Mr. Christensen is replacing Jeff Landis who resigned.

Lyle Ressler as the Junior High Assistant Cross Country Coach at Warwick Middle School, at an annual salary of \$1,392.00, effective June 17, 2015. Mr. Ressler is replacing Sarah Tull who resigned.

Emily Fetsick as a Band Assistant (50%) for the 2015/2016 school year, at the annual salary of \$1,181.50. Ms. Fetsick is filling an open position.

(from the Supplemental Agenda)

Terry Lee as the Head Cross Country Coach at Warwick High School, at an annual salary of \$4,059.00, effective for the 2015-2016 school year, pending receipt of the appropriate paperwork. Mr. Lee is replacing Jenny Sassaman who resigned.

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed below as independent volunteers, effective June 17, 2015, until they submit their resignation or have their active status changed by the district.

| | |
|-----------|-----------|
| Donna | Foltz |
| Lesley | Foltz |
| Debra | Karcheski |
| Rebecca | Marshall |
| Patricia | Nolt |
| Scot | Shrom |
| Aimee | Taylor |
| Christine | Tyson |

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

On voice vote:

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

Abstain: None

Nays: None

Absent: None

2. **CHANGE OF STATUS**

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

Instructional - Transfers

Lisa Colino from a Grade 6 Teacher at Kissel Hill Elementary School, to a Reading Specialist at Lititz Elementary School, effective the first day of the 2015-2016 school year. Mrs. Colino is replacing Kathy Steinour who had a change of status.

Caroline Keller from a Grade 3 Teacher at John R. Bonfield Elementary School, to a Kindergarten Teacher (50%) at Lititz Elementary School and a Kindergarten Teacher (50%) at John Beck Elementary School, effective on the first day of the 2015-2016 school year. This is a new position and was necessitated by enrollment.

Instructional – Change of Status

Cynthia Cislo from a Grade 2 Teacher at John Beck Elementary School, to an Intervention Specialist at John Beck Elementary School, effective the first day of the 2015-2016 school year. Mrs. Cislo is replacing Peggy Malloy who retired.

Cameron Avery from a Grade 5 Teacher at John R. Bonfield Elementary School, to a Grade 1 Teacher at John Beck Elementary School, effective the first day of the 2015-2016 school year. This change of status is necessary due to changes in enrollment.

Diana Delmotte from a Grade 1 Teacher at John R. Bonfield Elementary School, to a Kindergarten Teacher at John R. Bonfield Elementary School, effective the first day of the 2015-2016 school year. This change of status is necessary due to changes in enrollment.

Constance Goebel from a Grade 4 Teacher at Kissel Hill Elementary School, to a Grade 3 Teacher at Kissel Hill Elementary School, effective the first day of the 2015-2016 school year. This change of status is necessary due to changes in enrollment.

Joanna Sheckart from a Grade 1 Teacher at Kissel Hill Elementary School, to a Kindergarten Teacher at Kissel Hill Elementary School, effective the first day of the 2015-2016 school year. This change of status is necessary due to changes in enrollment.

Ron Hallett from a Supervisor at Warwick School District, to a Coordinator of Assessment and Staff Development at Warwick School District, effective July 1, 2015. This change of status is necessary due to restructuring.

Non-Instructional – Change of Status

Kristina Hoskins from an Administrative Assistant, 8.0 hours/day (40.0 hour/week), for Warwick School District, to Benefits Coordinator, for Warwick School District, effective July 1, 2015. This change of status is a direct reflection of the duties and responsibilities that have occurred with increasing regulations and changes with employee benefits.

Marielin Rottkamp from Purchasing Coordinator, 8.0 hours/day (40.0 hours/week), for Warwick School District, to Facilities & Purchasing Coordinator, 8.0 hours/day (40.0 hours/week), for Warwick School District, effective July 1, 2015. This change of status is necessary due to restructuring.

(from the Supplemental Agenda)

Matthew Jerchau from a Technology Support Specialist, 8.0 hours/day (40.0 hour/week), for Warwick School District, to Network and Computer Systems Coordinator, for Warwick School District, effective July 1, 2015. This change of status is a result of restructuring within the Technology Department.

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

On voice vote:

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

Abstain: None

Nays: None

Absent: None

3. BOARD POLICY APPROVAL – SECOND READING

It was recommended that the Board approve, as a Second Reading, the following new policy with attachment per [ATTACHMENT #1](#) (Policy: 819 – Suicide Awareness, Prevention, and Response).

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve Board Policy #819 with attachment, as a second reading, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

4. TEACHER TENURE

The following teachers have met the teacher tenure requirements as set forth by the Pennsylvania School Code and were recommended for tenure, effective June 17, 2015.

High School

| | |
|------------------|------------------|
| Shayna Buchmoyer | Learning Support |
| Matthew Wolfe | Music |

Middle School

| | |
|-------------|----------------|
| Matt Kemble | Social Studies |
|-------------|----------------|

Elementary

| | |
|-------------------|--------------------------|
| Rebecca Martin | JB Librarian |
| Jennifer Hartzler | JRB Learning Facilitator |

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the tenure of teachers, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

5. 2015-2016 SALARY RANGES

It was recommended that the Board approve the 2015-2016 salary range (SRI) guidelines as per [ATTACHMENT #2](#).

(from Supplemental Agenda)

5. **2015-2016 SALARY RANGES – ATTACHMENT UPDATE**

Due to restructuring, updates have been made to [ATTACHMENT #2](#). A revised copy of the attachment had been linked to the Agenda.

Mr. Eppig moved, Mr. Rucci seconded, the motion to approve the 2015-2016 salary range (SRI) guidelines, as presented.

On roll call vote:

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

Abstain: None

Nays: None

Absent: None

6. **2015-2016 SALARY INCREASE GUIDELINES**

It was recommended that the Board approve the 2015-2016 wage increases based upon the Salary Increase Guidelines as per [ATTACHMENT #3](#).

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the 2015-2016 wage increases based upon the Salary Increase Guidelines, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

7. **FINAL ADOPTION – 2015-16 WARWICK SCHOOL DISTRICT GENERAL FUND BUDGET**

It was recommended that the Board approve the final adoption of the 2015-16 Warwick School District General Fund Budget in the amount of \$67,739,551 as per [ATTACHMENT #4](#). The tax increase needed for the final budget equals 0.4533 mills, a 2.3% increase, which would set the millage rate at 20.1627. (Note: The Finance & Legal Committee has reviewed and supports this recommendation)

Mr. Miller moved, Mr. Landis seconded, the motion to approve the final 2015-2016 Warwick School District General Fund Budget, as presented.

On roll call vote:

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

Abstain: None

Nays: None

Absent: None

8. **LEVYING OF TAXES**

It was necessary to levy the required taxes to support the 2015-16 budget. It was recommended that the required Tax Levy Resolution enacting the taxes as listed on [ATTACHMENT #5](#) be acted upon by the Board.

Mr. Miller moved, Mr. Landis seconded, the motion to approve the levying of taxes, as presented.

On roll call vote:

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

Abstain: None

Nays: None

Absent: None

9. **HOMESTEAD AND FARMSTEAD EXCLUSION RESOLUTION**

It was recommended that the Board approve the 2015 Homestead and Farmstead Exclusion Resolution as per [ATTACHMENT #6](#).

Mr. Miller moved, Mr. Landis seconded the motion to approve the 2015 Homestead and Farmstead Exclusion Resolution, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

10. **APPROVAL OF APPLE LEASE AGREEMENT**

It was recommended that the Board approve the lease agreement with Apple as per [ATTACHMENT #7](#).

Mr. Miller moved, Mrs. Wenger seconded, the motion to approve the lease agreement with Apple, as presented.

On roll call vote:

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

Abstain: None

Nays: None

Absent: None

11. **APPROVAL OF AUSTILL'S REHABILITATION SERVICES, INC. CONTRACT FOR SERVICES AGREEMENT**

It was recommended that the Board approve the contract with Austill's Rehabilitation Services, Inc. to provide OT/PT services as per [ATTACHMENT #8](#).

Mr. Rucci moved, Mrs. Wenger seconded, the motion to approve the contact with Austill's Rehabilitation Services, as presented.

On roll call vote:

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

Abstain: None

Nays: None

Absent: None

12. **APPROVAL OF TRASH AND RECYCLING SERVICES WITH EAGLE DISPOSAL OF PA, INC.**

It was recommended that the Board approve the three year agreement with Eagle Disposal of PA, Inc. for trash and recycling services as per [ATTACHMENT #9](#).

Mr. Peters moved, Mr. Landis seconded, the motion to approve the three year agreement with Eagle Disposal of PA, Inc., as presented.

On roll call vote:

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

Abstain: None

Nays: None

Absent: None

13. **SUMMER ACADEMY AT WARWICK – UPDATED STAFF**

It was recommended that the Board approve the updated individuals and rates, as set forth on [ATTACHMENT #10](#), as staff members for the 2015 Summer Academy at Warwick.

(from the Supplemental Agenda)

13. **SUMMER ACADEMY AT WARWICK – ATTACHMENT UPDATE**

Due to increased enrollment to the Summer Academy at Warwick, updates have been made to [ATTACHMENT #10](#). A revised copy of the attachment has been attached to the Agenda.

Mr. Rucci moved, Mrs. Wenger seconded, the motion to approve the updated staff for the 2015 Summer Academy at Warwick, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

(From Supplemental Agenda)

14. **AUDIT PREPARATION SERVICES**

It was recommended that the Board approve the audit preparation services by Foss Buehler Falk & Company, LLP as per [ATTACHMENT #14](#).

Mr. Miller moved, Mr. Landis seconded, the motion to approve the audit preparation services by Foss Buehler Falk & Company, LLP, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

Information from the Superintendent

Dr. Hershey noted the following:

- Lovely baccalaureate ceremony, and graduated 360 seniors.
- Beginning preparations for 2015-16.
- Summer hours are Monday – Thursday 7:30-3:30pm
- Bonfield construction is moving along.
- No committee meetings in July and August.

COMMITTEE REPORTS

Student Representative

Ms. Abigail Weit offered a summary of student activities occurring throughout the district.

Building and Property Committee

The Building & Property Committee did not meet in June, however, the committee had the following recommendation for Board approval based off the prior non-repetitive maintenance process approval:

1. It was recommended the Board approve the purchase of a Ford F-250 Truck from Whitmoyer Buick-Chevrolet, an approved COSTARS vendor, as per [ATTACHMENT #11](#).

Mr. Eppig moved, Mr. Rucci seconded, the motion to approve the purchase of a Ford F-250 from Whitmoyer Buick-Chevrolet, an approved COSTARS vendor, as presented.

On roll call vote:

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

Abstain: None

Nays: None

Absent: None

Education Committee

No meeting was held. The Committee had no recommendations for Board action.

Finance and Legal Committee

The Finance & Legal Committee met on June 2, 2015 and reviewed the 2015-16 Final General Fund Budget, 2015-16 Student Accident insurance renewal, and 2014-15 budget transfers. The committee had the following recommendations for Board approval:

1. It was recommended that the Board approve the 2015-16 Student Accident insurance renewal as per [ATTACHMENT #12](#).

Mr. Landis moved, Mr. Miller seconded, the motion to approve the 2015-16 Student Accident insurance renewal, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

2. It was recommended that the Board approve the 2014-15 Budget Transfers as per [ATTACHMENT #13](#).

Mr. Landis moved, Mr. Miller seconded, the motion to approve the 2014-15 Budget Transfers, as presented.

On voice vote:

Ayes: Dr. Quinn, Mr. Eppig, Mr. Landis, Mr. Miller, 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 June due to lack of agenda items. However, the committee wanted to express their gratitude to two members of the group who have completed two consecutive terms on the Student Activities Committee – Mrs. Denise Warner and Mr. Frank McMullin. The committee also provided agreement via email to several Sunday use requests. 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 requests:
 - ~~a. American Youth Basketball Association to use the turf football stadium 14 and HS parking lot and grounds on June 28, 2015 for the AYBA National Championship from 1:00 – 5:00 p.m. This request was rescinded.~~
 - b. Post 56 American Legion Baseball to use varsity baseball field 13 for games on June 28, 2015 from 1:00 – 7:00 p.m.

- c. Warwick Youth Girls Softball to use JB baseball field 21 from August 2, 2015 through November 1, 2015 for practice from 1:00 – 5:00 p.m.
- d. Warwick Midget Football to use turf football stadium 14 for games from September 6, 2015 through November 1, 2015 from 1:00 – 7:30 p.m.
- e. Warwick Midget Football to use varsity field hockey field 1 for warm-ups from September 6, 2015 through November 1, 2015 from 1:00 – 6:30 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, Mr. Miller, Mr. Peters, Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

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 May and the Minutes from that meeting were distributed. This committee will not meet again until the fall.

Lititz Recreation Center Representative

It was reported that no meeting was held this month, but the parking lot has been paved.

Legislative Committee

The following was reported:

- Basic Education Funding commission has extended their deadline to release their final report
- Senate Education Committee approved the School Takeover Plan
- Bill 880 in the Senate Education Committee delays the implementation of the Keystone Exams of a graduation requirement until 2018-19
- The Governor has waived volunteer background check fees starting July 25, 2015.

IU Representative

It was reported that a meeting is to be held on Wednesday, June 17, 2015.

Lancaster County Career and Technology Center Representative

It was reported that a meeting was held on May 28, 2015 where educational updates were provided on programs and curriculum, as well as discussion of personnel updates.

Lancaster County Academy Representative

It was reported that a meeting was held on June 6, 2015 where the final budget was approved. It was also noted that Commencement was held with 14 graduates.

PRIOR BUSINESS

None.

NEW BUSINESS

None.

INFORMATION

None.

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Dr. Quinn thanked everyone for coming to the meeting tonight. He also thanked all District staff for putting together an amazing school year.

Mr. Rucci thanked Mr. Berardi for his building events.

Mr. Peters thanked all District personnel for a wonderful school year and arts programs, including thanks to those who attend the Board meetings.

ADJOURNMENT

There being no further business, Miss Weit moved to adjourn the meeting. Mr. Sahd seconded the motion and the meeting adjourned at 7:50 p.m.

Respectfully submitted,



Nathan Wertsch, Board Secretary