

Warwick School District

Lititz, PA 17543

March 21, 2017

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, March 21, 2017 at 7:00 p.m.

Dr. Timothy 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, Leslie Penkunas, Nelson L. Peters, Todd L. Rucci, Benedict R. Sahd, Scott A. Shaub, Debra J. Wenger, and Connor Wentworth, Student Representative, were present.

Others attending the meeting: Dr. April Hershey, Superintendent; Melanie Calender, Assistant Superintendent; Mark Leidich; Dr. Ryan Axe; Fred Griffiths; Lori Zimmerman; Kristy Szobocsan; Dr. Ryan Berardi; Jeff Weber; Laura Knowles of Lancaster Newspapers/Lititz Record Express; Adam Mazurek; Barb Jones; Kathleen O’Hara; Colleen Heckman; and Anne Pyle.

RECOGNITION OF CITIZENS

None.

APPROVAL OF AGENDA

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the agenda as presented.
Motion passed 9-0.

APPROVAL OF MINUTES ([Regular meeting](#) of February 21, 2017)

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the minutes of the Regular meeting of February 21, 2017.
Motion passed 9-0.

TREASURERS REPORT

Mr. Landis 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. Landis. A copy of the bills with wire transfer information is attached to these minutes.

General Fund	\$978,124.14
Wire Transfers	\$6,422,224.29
Construction Fund	None
Cafeteria Fund	\$163,728.67
Middle School Fund	None
High School Fund	\$4,690.74

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

On roll call vote:

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

Abstain: None

Nays: None

Absent: None

COMMUNICATIONS

A letter from Senator Ryan Aument regarding property tax elimination was shared. Dr. Quinn made a copy of the letter available to anyone who wanted to see it.

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Retirements

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

Instructional

Lori Schlotter as a Health & Physical Education Teacher at Warwick High School, effective at the end of the 2016/2017 school year.

Edward Hartmann as a Technology Education Teacher at Warwick Middle School, effective at the end of the 2016/2017 school year.

Melissa Woodruff as a Mathematics Teacher at Warwick Middle School, effective at the end of the 2016/2017 school year.

Paige Parks as a Grade 2 Teacher at Kissel Hill Elementary School, effective at the end of the 2016/2017 school year.

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

On voice vote:

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

Abstain: None

Nays: None

Absent: None

B. Resignations

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

Non-Instructional

Jacob Buckwalter as a Special Needs Assistant at Warwick High School, effective March 31, 2017.

Connie Peters as a Food & Nutrition Services Assistant at Warwick Middle School, effective March 10, 2017.

Dawn Larsen as a Food & Nutrition Services Assistant at Lititz Elementary School, effective February 13, 2017.

Michelle Minney as a Food & Nutrition Services Elementary Lead at Lititz Elementary School, effective March 10, 2017.

Extra-Duty/Extra Curricular

Eric Myers as an Assistant Boys Soccer Coach at Warwick High School, effective February 28, 2017.

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

On voice vote:

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

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:

Non-Instructional

Robin Letukas as a Special Needs Assistant at Warwick High School, 5.5 hours/day, at the hourly rate of \$11.25, effective April 3, 2017, pending receipt of the appropriate paperwork. Ms. Letukas is replacing Jacob Buckwalter who resigned.

Deborah Morris as a Food & Nutrition Services Assistant at Warwick Middle School, 3.0 hours/day (15.0 hours/week), at the hourly rate of \$9.00, effective March 22, 2017. Ms. Morris is replacing Connie Peters who resigned.

Coleen Funk as a Special Needs Assistant at John R. Bonfield Elementary School, 5.5 hours/day, at the hourly rate of \$11.70, effective upon receipt of the appropriate paperwork. This position is needed to meet new student needs.

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed below as independent volunteers, effective March 22, 2017, until they submit their resignations or have their active status changed by the district.

Julie Carino	Pennie Haddad	Sarah McBee	Kyle Wagner
Pamela Cedeno	Justin Kleiner	Stephanie McNamee	Michelle Weber
Cody Dombach	Crystal Knudson	Amy Wagner	Benjamin Yerger

Volunteer Coaches

It was recommended that the Board approve the election of the individuals listed below as volunteer coaches, effective for the 2016/2017 school year, until they submit their resignation or have their active status changed by the district.

Ryan Gajecki	Kurt Maysilles	Ed Nixdorf	Jerry Yeagley
John Martin	Adam Moore	Jamie Weachter	

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

On voice vote:

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

Abstain: None

Nays: None
Absent: None

2. CHANGE OF STATUS REQUESTS

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

Non-Instructional

Nicole Longer from a Food & Nutrition Services Assistant Manager at Warwick Middle School, 29.5 hours/week, to a Food & Nutrition Services Manager at Warwick Middle School, 8.0 hours/day, at the hourly rate of \$15.00, effective August 31, 2017. Ms. Longer is replacing June Carvell who retired.

David Snyder from a Building Services employee at John Beck Elementary School, 8.0 hours/day, to a Special Needs Assistant at Warwick Middle School, 5.5 hours/day, effective March 13, 2017. Mr. Snyder is replacing John Davidson who resigned.

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, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

3. LEAVE OF ABSENCE REQUESTS

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

Instructional

Tara George is requesting a Family and Medical Leave of Absence, beginning April 3, 2017, and continuing through the end of the 2016/2017 school year. Mrs. George is anticipating her return to work date as the first day of the 2017/2018 school year.

Kimberly Stively is requesting an extension to her previously approved Family and Medical Leave of Absence, to include Child Rearing Leave, beginning February 15, 2017, and to continue through the remainder of the 2016/2017 school year. Mrs. Stively is anticipating her return to work date as the first day of the 2017/2018 school year.

Heidi Son is requesting Child Rearing Leave, beginning January 30, 2017, and continuing through April 3, 2017. Mrs. Son is anticipating her return to work date as April 4, 2017.

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

On voice vote:

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

Abstain: None

Nays: None

Absent: None

4. BOARD POLICY REVISIONS – FIRST READING

It was recommended that the Board approve, as a first reading, the following policy revisions per [ATTACHMENT #1](#) (Policies: 209.2 (new), 246 and 808).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve, as a first reading, the policy revisions, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

5. BOARD POLICY REVISIONS – SECOND READING

It was recommended that the Board approve, as a second reading, the following policy revisions per [ATTACHMENT #2](#) (Policies: 251 and 255).

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve, as a second reading, the policy revisions, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

6. GRADUATION DATE

It was recommended that the Board tentatively approve Friday, June 9, 2017 as the date for Warwick High School commencement exercises, and approve Calvary Church, 1051 Landis Valley Road, Lancaster, PA 17601, as the location site.

Mr. Rucci moved, Mr. Sahd seconded, the motion to approve, the date and location for Graduation, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

7. SABBATICAL LEAVE REQUESTS

It was recommended that the Board approve the following Sabbatical Leave requests:

- a. Todd Fulginiti is requesting a Sabbatical Leave of Absence for the purpose of study for the first semester of the 2017-2018 school year. Mr. Fulginiti plans to return to work on the first day of the second semester of the 2017-2018 school year.
- b. Leslie Morgan is requesting a Sabbatical Leave of Absence for the purpose of study for the second semester of the 2017-2018 school year. Mrs. Morgan plans to return to work on the first day of the 2018-2019 school year.

Mr. Eppig moved, Mr. Peters seconded, the motion to approve, the Sabbatical Leave requests, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

8. **2017-2018 SALARY RANGES**

It was recommended that the Board approve the 2017-2018 (*incorrectly listed on Agenda as 2016-2017*) salary range (SRI) guidelines as per [ATTACHMENT #3](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve, the 2017-2018 salary range (SRI) guidelines, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

Information from the Superintendent

Dr. Hershey thanked the community for their support during the recent snow/wind events. She commended all those involved with making the musical a success this past weekend, and noted that Spring sports have begun. A reminder was given with regard to the upcoming event titled “Resilience – Biology of Stress & Science of Hope” being held at Warwick Middle School on Thursday, March 23rd beginning at 6:30 p.m. This event will share information regarding childhood stress and adversity. It is being presented in conjunction with the Warwick Education Foundation.

COMMITTEE REPORTS

Student Representative

The student representative, Mr. Connor Wentworth, provided an overview of student activities across the district at the Education Committee and Student Activities Committee meetings in March.

Building and Property Committee

The Building & Property Committee did not meet in March and did not have any recommendations for the Board at this time.

Education Committee

The Education Committee met on Monday, March 13, 2017. Mrs. Jen Teale, Mrs. Nicole Miller and Mr. Matt Reber presented a new K-6 Science Curriculum based on state standards. MS and HS Science Departments were consulted for coordination of content K-12. Mr. Steve Szobocsan, Mrs. Kristy Szobocsan, Mrs. Beth Midget, and Mrs. Tiffany Miller provided an overview of the proposed Mental Health Screening Program. The committee is recommending the district partner with Teen Hope through Samaritan Counseling Center to screen 7th and 10th grade students. An opt-out program was discussed. The Committee had the following recommendations for the Board:

1. It was recommended that the Board approve the updated K-6 Science curriculum. This will be implemented during the 2017/2018 school year.

Mrs. Wenger moved, Mrs. Penkunas seconded, the motion to approve the updated K-6 Science curriculum, as presented.

On voice vote:

Ayes: Dr. Quinn, Mr. Eppig, Mr. Landis, Mrs. Penkunas, 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 use of a mental health screener for middle and high school students. This will be implemented during the 2017/2018 school year:

Mrs. Wenger moved, Mrs. Penkunus seconded, the motion to approve the use of a mental health screener, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

Finance and Legal Committee

The Finance & Legal Committee did not meet in March, but communicated via digital communication with regard to the Lancaster-Lebanon IU Budget. The Committee had the following recommendation for Board approval:

1. It was recommended that the Board approve the IU13 Core Program Services and Instructional Materials Services budgets for 2017-18 as presented on [ATTACHMENT #4](#).

Mr. Landis commented that there is a 2.4% increase for Core programs-this was kept below the index – and a .6% increase in instructional media. Mr. Landis wholeheartedly supports this motion.

Mr. Landis moved, Mr. Peters seconded, the motion to approve the IU13 Core Program Services and Instructional Materials Services budgets for 2017-18, as presented.

On roll call vote:

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

Abstain: None

Nays: None

Absent: None

Student Activities Committee

The Student Activities Committee met on Thursday, March 9, 2017. The meeting began with a welcome to our new committee member, Penn Ketchum and then Connor Wentworth shared information about events throughout the district. Mr. Landis then reviewed the success of winter athletics and extra-curricular activities. He then shared the challenges faced on *National Signing Day* for athletes due to the volume of requests from families and the fact that all schools handle the day differently. The committee had a healthy discussion and determined that it will continue as it has been and then in the spring other athletes will be recognized more formally at the athletic dessert social. Recommendations were made for Sunday use and out of state field trips. At the end of the meeting, it was shared that SAC would be replacing two members for the upcoming year.

Mr. Rucci congratulated the swimming and bowling teams who participated in states.

The Committee had the following recommendations for Board approval:

1. It was recommended that the board approve the following Sunday Use requests.
 - a. WHS Girls Varsity Lacrosse to use the HS classroom A106 for League All Star selection on April 30, 2017 from 4:30-8:00 p.m.
 - b. PA Classics AC to use lighted soccer field 6, multi-purposed fields 3 and 8, VAR-soccer field 9, soccer field 10, JV baseball field 11, turf football stadium 14, and VAR-field hockey field 1 for the Challenger Invitational Soccer Tournament on May 14, 2017 from 1:00 – 4:00 p.m.
 - c. Thinklax Tournaments to use the HS parking lot/grounds and HS outdoor concession stand

at Grosh Stadium the Summer Genesis Tournament on June 11, 2017.

Mr. Eppig questioned if Lacrosse was using facilities after 1:00 p.m. Mr. Rucci indicated that was correct.

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, Mrs. Penkunas, 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 following addition to a previously approved Overnight/Out-of-State Trip Request.

a. Addition of 8 AP Art students and 1 Teacher to a previously approved out-of-state field trip to Washington, DC on May 12, 2017.

Mr. Rucci moved, Mr. Sahd seconded, the motion to approve the addition to a previously approved out of state/overnight field trip request, as presented.

On voice vote:

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

Abstain: None

Nays: Mr. Eppig

Absent: None

Executive Session/Personnel Committee

It was announced that there would be a meeting immediately following this Board meeting to discuss various personnel matters.

Labor and Management Committee

It was reported that no meeting was held in March.

Lititz Recreation Center Representative

It was reported that a meeting was held today beginning at 7:00 a.m. A brief meeting was held which discussed regular business as well as RecRock, which is moving forward and seeing positives.

Legislative Committee

It was reported that there are a lot of things going on. The following items were noted:

- National Medicaid cuts issue;
- Thursday – Trump meets with Legislators;
- Trump budget flatlines Education;
- State – SB 525 – Basic Education Funding would allow funds to flow to schools in the event of an impasse;
- State - SB 227 – changes Superintendent & Assistant Superintendent contract renewal notice;
- State - Nothing firm on budget.

IU Representative

It was reported that a meeting was held on March 8, 2017 at the IU, and the following items were noted from the meeting:

- Some new members joined the IU Board;
- March 19 – Legislative Breakfast – was well attended;

- April 19 – Reinventing Learning Showcase upcoming, and
- Mr. Landis shared documents, which included additional meeting highlights.

Lancaster County Career and Technology Center Representative

It was reported that a meeting was held on February 23, 2017, and the following items were noted from the meeting:

- Staffing challenges in several programs;
- Some accreditation issues for programs, and
- Over 2,000 applications for High School enrollment (132 on waiting list for 1st choice).

PRIOR BUSINESS

None.

NEW BUSINESS

None.

INFORMATION

None.

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

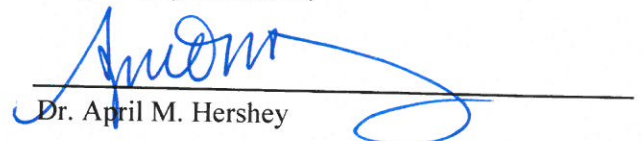
Dr. Quinn thanked everyone for attending the meeting tonight and recognized that there are many things happening around the district. He commented on how quickly the year was coming to a close and encouraged attendance at any and all events coming up.

Mr. Peters commented that it was great to see Warwick students achieving beyond the regular season.

ADJOURNMENT

There being no further business, Connor Wentworth moved to adjourn the meeting. Mrs. Wenger seconded the motion and the meeting adjourned at 7:39 p.m.

Respectfully submitted,



Dr. April M. Hershey