

**Warwick School District**

Lititz, PA 17543

March 20, 2018

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, March 20, 2018 at 7:00 p.m.

Mr. Michael Landis, 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: Michael R. Landis, Millard P. Eppig, Jr., Matthew Knouse, Leslie Penkunas, Nelson L. Peters, Todd L. Rucci, Benedict R. Sahd, Scott A. Shaub, and Debra J. Wenger, were present. Paige Bogda, Student Representative, was absent.

Others attending the meeting: Dr. April Hershey, Superintendent; Dr. Melanie Calender, Assistant Superintendent; Nathan Wertsch; Mark Leidich; Fred Griffiths; Jackie Yanchocik; Lisa Bonfield; Steve Szobocsan; Karen Miller; Janice Boyer; Kyle Steffey, Blue Ridge CATV; and Laura Gobble.

**RECOGNITION OF CITIZENS**

None.

**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 February 20, 2018)

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the minutes of the Regular meeting of February 20, 2018.

Motion passed 9-0.

**TREASURER’S REPORT**

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

General Fund	\$862,215.02
Wire Transfers	\$6,360,231.61
Construction Fund	None
Cafeteria Fund	\$144,798.88
Middle School Fund	\$260.00
High School Fund	\$5,343.68

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

**On roll call vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, 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. Retirements

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

##### Instructional

Gordon Cowher as a Mathematics Teacher at Warwick High School, effective at the end of the 2017/2018 school year.

Beth Midgett as a School Counselor at Warwick High School, effective June 30, 2018.

Adele Moussetis as a Social Studies Teacher at Warwick High School, effective at the end of the 2017/2018 school year.

Lisa Ballantyne as a Kindergarten Teacher at Lititz Elementary School, effective at the end of the 2017/2018 school year.

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

##### **On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, 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:

##### Instructional - LTS

Susan Barry as a Long Term Substitute Intervention Specialist at John R. Bonfield Elementary School, effective March 9, 2018.

Rebecca Streletz as a Long Term Substitute Grade 6 Teacher at John Beck Elementary School, effective upon release by the district.

##### Non-Instructional

Jessica Newswanger as a Student Support Assistant at Warwick Middle School, effective February 28, 2018.

Melissa Wyniawskyj as a Food & Nutrition Services Assistant at Kissel Hill Elementary School, effective March 16, 2018.

Theresa Purvis as a Student Support Assistant at Lititz Elementary School, effective February 23, 2018.

Lori Ruchalski as a Food & Nutrition Services Assistant at Lititz Elementary School, effective February 14, 2018.

Extra-Duty/Extra Curricular

Chris Adams as an Assistant Boys Lacrosse Coach at Warwick High School, effective February 21, 2018.

Kaitlin Scott as a Band Assistant at Warwick High School, effective March 1, 2018.

Matt Kemble as a Girls Soccer JH Assistant Coach at Warwick Middle School, effective February 21, 2018.

Will Maza as Head JH Boys Basketball Coach at Warwick Middle School, effective March 18, 2018.

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

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, 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:

Extra-Duty/Extra Curricular

Dr. Sean Moriarty, DMD, as a Dentist at Warwick School District, at the rate of \$3.40 per exam, effective pending receipt of the appropriate paperwork. Dr. Moriarty is being contracted for dental services for Warwick School District.

Diana Griffiths as Science Fair Advisor-HS (33.3%) at Warwick High School, at the annual salary of \$616.00, effective for the 2017/2018 school year. Ms. Griffiths is sharing this position with Doug Balmer.

Michael Hess as an Assistant Softball Coach at Warwick High School, at the annual salary of \$2,814.00, effective for the 2017/2018 school year. Mr. Hess is replacing Samantha Snyder who resigned.

Daniel Johnson as an Assistant Baseball Coach (50%) at Warwick High School, at the annual salary of \$1,213.00, effective March 2, 2018. Mr. Johnson will be sharing this position with Bill Weismandel.

Chris Schaffer as an Assistant Boys Lacrosse Coach (50%) at Warwick High School, at the annual salary of \$1,213.00, effective the 2017/2018 school year. Mr. Schaffer is replacing Chris Adams who resigned, and he will be sharing this position with Gary Minich whose status is unchanged.

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed below as independent volunteers, effective March 21, 2018, until they submit their resignations or have their active status changed by the district.

Jamison Appel	Laken Caton	Beth Lynch	John Shoultz
Heather Archuleta	Bobbi Jo Curty	Elizabeth Metzler	Andy Spade
Francesco Caporusso	Maura Degnan	Robert Myallis	Kerrilynn Steck
Megan Cash	Joel Horst	Amanda Richards	Alexas Williams

Volunteer Coaches

It was recommended that the Board approve the election of the individuals listed below as volunteer coaches, effective for the 2017/2018 school year, until they submit their resignation or have their active status changed by the district.

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

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters,  
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** None

**2. CHANGE OF STATUS/CHANGE OF RATE REQUESTS**

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

Extra-Duty/Extra Curricular

Doug Balmer from Science Fair Advisor-HS (100%) at Warwick High School, to Science Fair Advisor-HS (66.6%) at Warwick High School, at the annual salary of \$1,428.00, effective for the 2017/2018 school year. Mr. Balmer will be sharing this position with Diana Griffiths.

Bill Weismandel from an Assistant Baseball Coach (100%) at Warwick High School, to an Assistant Baseball Coach (50%) at Warwick High School, at the annual salary of \$1,407.00, effective March 2, 2018. Mr. Weismandel will be sharing this position with Daniel Johnson.

**Change for Rate**

Non-Instructional

Lynette Fasnacht from a Student Support Assistant at Kissel Hill Elementary School, 5.5 hours/day, at the hourly rate of \$12.75, to a Student Support Assistant at Kissel Hill Elementary School, 5.5 hours/day, at the hourly rate of \$11.25, effective February 26, 2018. This change reflects the loss of the differential associated with her previous assignment.

Extra-Duty/Extra Curricular

Marcia Towers for contracted services as a Bilingual Speech and Language Therapist to perform student evaluations and related services from the rate of \$1,250.00 per student evaluation, to contracted rates as established and invoiced, effective February 23, 2018.

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

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters,  
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** None

**3. BOARD POLICY REVISION – FIRST READING**

It was recommended that the Board approve, as a first reading, the following policy revisions to Policy 906 (Public Complaint Procedures), and updates to Attachment D (Procurement – Federal Programs) of Policy 626, as per [ATTACHMENT #1](#).

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

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters,  
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** None

4. **BOARD POLICY REVISION – SECOND READING**

It was recommended that the Board approve, as a second reading, the following policy revisions to Policy 610, per [ATTACHMENT #2](#).

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

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters,  
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** None

5. **GRADUATION DATE**

It was recommended that the Board approve Monday, June 11, 2018 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. Peters seconded, the motion to approve the Graduation date and location site, as presented.

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters,  
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** None

6. **SABBATICAL LEAVE REQUESTS**

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

- a. Lisa Gleason is requesting a Sabbatical Leave of Absence for the purpose of study for the second semester of the 2018-2019 school year. Mrs. Gleason plans to return to work on the first day of the 2019-2020 school year.
- b. Drema Schwebel is requesting a Sabbatical Leave of Absence for the purpose of study for the second semester of the 2018-2019 school year. Mrs. Schwebel plans to return to work on the first day of the 2019-2020 school year.

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

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, 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 shared the following with the Board:

- She recognized the performances of the students and staff in the musical “Anything Goes” this past weekend.
- The District Art Show was held last week. A huge thank you to the art teachers for their time to put it all together.
- The LNP Spelling Bee was held March 16<sup>th</sup> at Conestoga Valley Middle School. Warwick was well represented in the competition.
- Schools will be closed for the Spring holiday beginning on March 29 and continuing through April 2.

### **COMMITTEE REPORTS**

#### **Student Representative**

The student representative, Miss Paige Bogda, 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 12, 2018. Mrs. Deb Wenger welcomed the committee. Miss Paige Bogda provided her student representative report. Mrs. Stacie Bardell presented the K-2 Math Curriculum update to be implemented in 2018/2019. Mrs. Beth Hartranft and Mrs. Shelly Chmil presented the K-6 Technology Curriculum update to be implemented in 2018/2019. Mrs. Brenda Crosetto presented information on updates to three business courses at Warwick Middle School and Warwick High School. Dr. Melanie Calender reviewed the feedback from stakeholders regarding the Special Education Plan. The Special Education Plan will be posted for public review. The committee had the following recommendations for board approval:

1. It was recommended that the board approve the K-2 Math Curriculum.

Mrs. Wenger moved, Mrs. Penkunas seconded, the motion to approve the K-2 Math Curriculum, as presented.

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, 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 K-6 Technology Curriculum update.

Mrs. Wenger moved, Mrs. Penkunas seconded, the motion to approve the K-6 Technology Curriculum update, as presented.

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters,  
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** None

3. It was recommended that the board approve an update to Introduction to Personal Finance.

Mrs. Wenger moved, Mrs. Penkunas seconded, the motion to approve an update to Introduction to Personal Finance, as presented.

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters,  
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** None

4. It was recommended that the board approve an update to Money Management and Investing Skills.

Mrs. Wenger moved, Mrs. Penkunas seconded, the motion to approve an update to Money Management and Investing Skills, as presented.

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters,  
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** None

5. It was recommended that the board approve an update to Business Computer Applications and Career Exploration.

Mrs. Wenger moved, Mrs. Penkunas seconded, the motion to approve an update to Business Computer Applications and Career Exploration, as presented.

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, 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 an audit services agreement was discussed via digital communication for recommendation to the Board. The committee had the following recommendation for Board approval:

1. It was recommended that the board approve the audit services agreement with Brown Schultz Sheridan & Fritz as presented on [ATTACHMENT #3](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the audit services agreement with Brown Schultz Sheridan & Fritz, as presented.

**On roll call vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, 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 8, 2018. Mr. Rucci opened the meeting with a greeting to the committee and public. Paige Bogda then updated SAC on all of the events coming up in the spring at our schools. Dr. Drager-McCoy and Ms. Dianne Skilling then shared a report about the Warwick

Adult Education and their progress this year. Dr. Axe reviewed Sunday requests, overnight trips and the extra-curricular activity information. SAC also discussed the intern program and Dr. Axe encouraged them to let the administrative team know if they knew any companies who may be interested in participating. The Committee had the following recommendations for Board approval:

1. It was recommended that the board approve the following Sunday Use Requests.
  - a. Alex Daecher to use the HS turf football stadium 14 for Special Olympics on April 29, 2018 from 1:00 – 4:30 p.m.
  - b. Lititz Youth Soccer Club to use JB practice fields 18, 19 and 20 for LYSC practices/games from March 25, 2018 through June 3, 2018 from 1:00 – 5:00 p.m.

Mr. Rucci moved, Mr. Sahd seconded, the motion to approve the Sunday Use Requests, as presented.

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, 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 Overnight/Out-of-State Trip Requests.
  - a. HS students and staff to the Lancaster Host Resort, Route 30, Lancaster to participate in All State Chorus from April 18, 2018 – April 21, 2018.
  - b. HS student and staff to ELCO HS to participate in District Vocal Jazz concert from April 6-7, 2018.
  - c. Winter Track national qualifiers and staff to Staten Island, New York on Friday, March 9<sup>th</sup>, 2018.

Mr. Rucci moved, Mr. Sahd seconded, the motion to approve the Overnight/Out-of-State Trip Requests, as presented.

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters,  
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** None

3. It was recommended that the board approve a co-operative athletic agreement with Lititz Area Mennonite School (LAMS) to include all sports except football.

Mr. Rucci moved, Mr. Sahd seconded, the motion to approve the co-operative athletic agreement with Lititz Area Mennonite School (LAMS), as presented.

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters,  
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**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 the March meeting was cancelled. Next meeting to be held in April.

**Lititz Recreation Center Representative**

It was reported that that a meeting was held today, and was a regular business meeting.

**Legislative Committee**

It was reported that nothing much has been coming out of Harrisburg at this time. There was nothing new to report on the state budget.

**IU Representative**

It was reported that a meeting was held on Wednesday, March 14, 2018. The meeting was brief and contained regular business items. Board members are reminder that the Reinventing Learning Showcase will be held on April 11, 2018 and those members wishing to attend should RSVP to Dr. Hershey. The speaker for this event will be Secretary Rivera from the Pennsylvania Department of Education.

**Lancaster County Career and Technology Center Representative**

It was reported that a meeting was held on February 22, 2018, and the following items were noted:

- The Taste of Success Event was held March 6<sup>th</sup>.
- Updates on program enrollments, personnel, and building and property items were part of the meeting.
- Transportation, as well as field trip, discussions were highlighted.

**PRIOR BUSINESS**

None.

**NEW BUSINESS**

None.

**INFORMATION**

None.

**COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS**

Mr. Landis thanked everyone for attending the meeting tonight. He also reminded everyone that the committee meetings are always open for public attendance.

Mr. Knouse shared that the musical “Seussical Jr.” will be held at Kissel Hill Elementary School this Friday and Saturday.

**ADJOURNMENT**

There being no further business, Mr. Eppig moved to adjourn the meeting. Mr. Peters seconded the motion and the meeting adjourned at 7:31 p.m.

Respectfully submitted,



Janice Boyer, Board Secretary