

**Warwick School District**

Lititz, PA 17543

May 17, 2016

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, May 17, 2016 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, Michael R. Landis, Leslie Penkunas, Nelson L. Peters, Todd L. Rucci, Benedict R. Sahd, Scott A. Shaub, Debra J. Wenger and Abigael Weit, Student Representative, were present. Millard P. Eppig, Jr. was absent.

Others attending the meeting: Dr. April Hershey, Superintendent; Dr. Robin Felty, Assistant Superintendent; Melanie Calender, Assistant to the Superintendent; Nathan Wertsch; Mark Leidich; Dr. Doreen Packer; Fred Griffiths; Kevin Martzall; Lori Zimmerman; Tom Becker; Dr. Michael Smith; Michelle Harris; Jennifer Murphy; Dr. Ryan Axe; Laura Knowles of Lancaster Newspapers/Lititz Record Express; Brenda Penny; Polly Gainer; Corey Aspril, Blue Ridge Cable 11; Linda Miskinis; Lisa Hochreiter; Barbara Schober; Lorrie Schonour; Heather Lefever; Dr. Joanna Lynch; Lance Wentworth; Connor Wentworth; Wendy Hoyer; Flip Steinour; Renee Campeau; Sharon Wilson; and Joan Bohan.

**RECOGNITION OF CITIZENS**

None

**APPROVAL OF AGENDA**

Mr. Peters moved, Mr. Shaub seconded, the motion to approve the agenda as presented. Motion passed 8-0.

**APPROVAL OF MINUTES** ([Regular meeting](#) of April 19, 2016)

Mrs. Wenger moved, Mr. Landis seconded, the motion to approve the minutes of the Regular meeting of April 19, 2016.

Motion passed 8-0.

**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 8-0 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	\$857,224.41
Wire Transfers	\$1,595,067.28
Construction Fund	None
Cafeteria Fund	\$170,943.30
Middle School Fund	\$75.00
High School Fund	\$38,405.47

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

**On roll call vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** Mr. Eppig

**COMMUNICATIONS**

The following items of communication were shared with the Board:

- Email forwarded to Board last evening from a parent concerned about Middle School staffing
- IU Board ballot provided to each Board member
- End of year breakfast information provided

**REPORT OF THE SUPERINTENDENT**

1. **PERSONNEL**

A. **Retirements**

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

Non-Instructional

Linda Brossman as a Food Services Assistant at Warwick High School, effective June 10, 2016.

Kathy Stewart as a Learning Support Assistant at John R. Bonfield Elementary School, effective June 10, 2016.

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

**On voice vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** Mr. Eppig

B. **Resignations**

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

Instructional

Jennifer Fields as a Learning Support Teacher at Warwick Middle School, effective June 16, 2016.

Extra-Duty/Extra Curricular

Jeff Rosenberger as an Assistant Jr. High Wrestling Coach at Warwick High School, effective May 10, 2016.

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

**On voice vote:**

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

**Abstain:** None  
**Nays:** None  
**Absent:** Mr. Eppig

**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

Sarah Bromirski as a Library Assistant at Warwick High School, 28.5 hours/week, at the hourly rate of \$10.20, effective May 18, 2016, pending receipt of the appropriate paperwork. Mrs. Bromirski is replacing Joellyn Powers who resigned.

Aaron Rowe, Jr., as a Building Services employee at Warwick High School, 8.0 hours/day, 2<sup>nd</sup> shift, at the hourly rate of 11.95, effective pending receipt of the appropriate paperwork. Mr. Rowe is replacing Donna Mazenko who received a change of status.

Extra-Duty/Extra Curricular

Steve Moore as an Assistant Girls Soccer Coach at Warwick High School, at the annual salary of \$2,363.00, effective May 18, 2016. Mr. Moore is replacing Laurel Etter who resigned.

Maria Tivoli as an Assistant Girls Soccer Coach at Warwick High School, at the annual salary of \$2,363.00, effective May 18, 2016. Ms. Tivoli is replacing Mallary Kamen who resigned.

Holly Allen as a Science Fair Advisor (33.3%) at Warwick Middle School, at the annual salary of \$299.70, effective on the first day of the second semester of the 2015-2016 school year. Ms. Allen is replacing Ruth Gallagher who filled this position during the first semester of the 2015-2016 school year and who is on FMLA for the second semester of the 2015-2016 school year.

Summer Custodial Work Crew

It was recommended that the Board approve the election of the following individuals to the Summer Custodial Work Crew for work to be performed between June 17, 2016 and August 26, 2016, 40 hours/week unless otherwise indicated:

Sara Bischoff	\$7.25
David Brubaker	\$7.25
Jacob Buckwalter	\$12.00 per hour (painter)
Bryan Class	\$7.25
Ian Felpel	\$7.25
Collin Heckman	\$7.25
Noah Kauffman	\$7.25
Mariah Kearney	\$7.25
Caleb Keebler	\$7.25
Jenee Nolt	\$12.00 per hour (painter)
Ethan Norman	\$7.25
Avery Quinn	\$7.25
Caleb Setlock	\$7.25

Substitutes and Assistants

It was recommended that the Board approve the election of the individual listed below, pending receipt of paperwork, effective May 18, 2016, until she submits her resignation or has her active status changed by the district.

Substitute Support Staff  
Kimberly Herr

Volunteers

It was recommended that the Board approve the election of the individuals listed below as volunteers, effective May 18, 2016, until they submit their resignations or have their active status changed by the district.

Roberta Bear	Gayle Good	Susan Petrimoulx
Nicholas Billis	Joshua Henschel	Amy Taylor
Dawn Boyle	Melita Hirst	Andrea Villarreal
Sean Colfer	Dale Kachelries	Andrew Walls
Brandi Cooper	Kelly Kline	George Way
Doug Desmond	Johnna McCormick	Tina Wolgemuth
Tara Dombach	Nina Minjock	Seana Zee
Linda Galway	Timothy Nancarvis	Nicole Zimmerman
Steven T. Gochnauer	Keith Penkunas	Ryan Zook

Volunteer Coach

It was recommended that the Board approve the election of the individual listed below as a volunteer coach, effective May 18, 2016, until she submits her resignation or has her active status changed by the district.

Kendra Pinkosky

District Approved Photographers

It was recommended that the Board approve the election of the individuals listed below as district approved photographers, effective for the 2015-2016 school year, pending receipt of the appropriate paperwork, until they submit their resignation or have their active status changed by the district.

Sheri Horner                      Patty Lingenfelter

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

**On voice vote:**

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

**Abstain:** Dr. Quinn, Mrs. Penkunas

**Nays:** None

**Absent:** Mr. Eppig

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

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

**Transfer**

Instructional

Kathy Steinour from a Learning Facilitator at John R. Bonfield Elementary School, to a Learning Facilitator at Lititz Elementary School, effective August 31, 2016. Mrs. Steinour is replacing Trista Todd who resigned.

## **Change of Status**

### **Instructional**

Heather Bellows from an Intervention Specialist at John R. Bonfield Elementary School, to a Learning Facilitator at John R. Bonfield Elementary School, effective August 31, 2016. Mrs. Bellows is replacing Kathy Steinour who received a transfer.

### **Non-Instructional**

Anna Brashers from a Special Needs Assistant at John R. Bonfield Elementary School, 5.5 hours/day, to a Computer Assistant at Kissel Hill Elementary School, 5.5 hours/day, at the hourly rate of \$10.25, effective April 14, 2016. This change of status is needed due to the student with which Ms. Brashers worked moving from the district. Ms. Brashers is filling an open position.

Mrs. Wenger moved, Mr. Peters seconded, the motion to approve the transfer/change of status requests of the individuals 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:** None

**Absent:** Mr. Eppig

### **3. ELECTION OF BOARD TREASURER**

It was recommended that the Board elect a Treasurer for the Warwick Board of School Directors effective July 1, 2016, through June 30, 2017.

Mr. Peters moved to nominate Michael Landis; Mr. Sahd seconded the motion.

Mrs. Wenger moved that the nominations be closed; Mr. Rucci seconded the motion.

Mr. Michael Landis was elected as Treasurer 8-0, effective July 1, 2016, through June 30, 2017.

### **4. PROPOSED FINAL 2016-17 SCHOOL BUDGET**

It was recommended the Board approve the adoption of the 2016-17 Warwick School District proposed final budget in the amount of \$71,253,678. The tax increase needed for the proposed final budget equals 2.9%, which is within Warwick's adjusted index as adopted in the opt-out resolution by the Board in December, setting the millage rate at 20.7474 as presented on [ATTACHMENT #1](#). (Note: The Finance & Legal Committee reviewed the proposed final budget and supports the recommendation)

Mr. Landis moved, Mr. Rucci seconded, the motion to approve the proposed final 2016-17 school budget, as presented.

#### **On roll call vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** Mr. Eppig

### **5. BOARD POLICY REVISIONS – FIRST READING**

It was recommended that the Board approve, as a first reading, the following existing policy revisions (Policies 626 with Attachments A-E, 626.1, 808, and 827), per [ATTACHMENT #2](#).

Mr. Peters moved, Mrs. Wenger seconded, the motion to approve the existing board policy revisions, as a first reading, 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:** None

**Absent:** Mr. Eppig

**Information from the Superintendent**

Dr. Hershey noted the following items:

- We are rapidly approaching end of the year with so many exciting things happening (concerts, athletic events, awards ceremonies, graduation). We encourage attendance at any of these events.
- We continue to focus on our bottom line providing students with the best opportunities in the most fiscally sound way.

**COMMITTEE REPORTS**

**Student Representative**

The student representative, Ms. Abigail Weit, provided an overview of student activities across the district.

**Building and Property Committee**

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

**Education Committee**

The Education Committee met on Monday, May 9, 2016. The committee heard a presentation by Dr. Ryan Berardi about the proposed K-6 Grammar Curriculum Pilot to be implemented during the 2016-2017 school year. He was assisted by Mr. Will Maza and Mrs. Melissa Vulopas. Mrs. Colleen Heckman and Mrs. Jenn Hartzler presented information about the new proposed K-2 Personal Social Counseling Curriculum – Safe and Unsafe Touch. Mrs. Melanie Calender offered a summary of Student Services data from the 2015-2016 school year. Dr. Robin Felty shared information about the recent district-wide Parent/Guardian Survey, highlighting key planning information from the survey results. The new Curriculum Development and Review Process was shared with the committee, to be implemented next school year.

The Committee made the following recommendations to the Board.

1. It was recommended that the Board approve the request for implementation of the new K-6 Grammar Curriculum pilot. The pilot will be implemented during the 2016-2017 school year.
  - a. *Simple Solutions*. Bright Ideas Press: OH (2014).
  - b. *Easy Grammar*. Wanda Phillips. Easy Grammar Systems: AZ (2006).

Mrs. Wenger moved, Mrs. Penkunas seconded, the motion to approve the request for implementation of the K-6 Grammar Curriculum pilot, 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:** None

**Absent:** Mr. Eppig

2. It was recommended that the Board approve the request for the adoption of the new K-2 Personal Social Counseling Curriculum – Safe and Unsafe Touch to be implemented at the elementary level during the 2016-2017 school year.

Mrs. Wenger moved, Mrs. Penkunas seconded, the motion to approve the request for adoption of the K-2 Personal Social Counseling Curriculum – Safe and Unsafe Touch, 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:** None

**Absent:** Mr. Eppig

**Finance and Legal Committee**

The Finance & Legal Committee met on Tuesday, May 3, 2016. The committee discussed the 2016-17 proposed final budget at length. The committee does support the 2016-17 proposed final budget for Board approval, but did not have any other recommendations for the Board at this time.

**Student Activities Committee**

The Student Activities Committee met on Thursday, May 12, 2016. The student representative, Ms. Abigail Weit, provided an overview of student activities across the district. Ms. Sherry Ruggiero presented information for a proposed high school community service opportunity in Peru during the summer of 2017. Mr. Ryan Landis shared information about a required coach certification process, as well as the proposed co-op athletic agreements for the 2016-2017 school year. He also sought feedback from the group about the part-time athletic trainer proposal to be implemented during the 2016-2017 school year, along with ideas for promoting the athletic program. The committee discussed the role of community partnerships for athletic facilities. Dr. Ryan Axe provided updates on the upcoming Prom Promise event. Dr. Felty presented an overnight field trip request. The committee had the following recommendation to make to the Board at this time.

1. The Committee made the following recommendation to the Board.
  - a. HS students and staff to compete in the Pennsylvania Envirothon State Competition at Susquehanna University on May 24, 2016 and May 25, 2016.

Mr. Rucci moved, Mr. Sahd seconded, the motion to approve the overnight 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:** None

**Absent:** Mr. Eppig

**Executive Session/Personnel Committee**

It was announced that there would be a meeting immediately following this Board meeting.

**Labor and Management Committee**

It was reported that a meeting is scheduled for this Thursday, May 19, 2016 at 3:15 pm.

**Lititz Recreation Center Representative**

It was reported that a meeting was held this morning, and included the following:

- The annual budget was passed
- Approved budget for annex opportunity with Rock Lititz

**Legislative Committee**

There was no report given at this time due to the absence of Mr. Eppig, and there were no additional comments from the Board.

**IU Representative**

It was reported that no meeting has been held yet this month. Additional information will be provided next month.

**Lancaster County Career and Technology Center Representative**

There was no report given at this time due to the absence of Mr. Eppig, and there were no additional comments from the Board.

**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 acknowledged all the exciting activities going on in the District.

Brenda Penny addressed the Board about the potential reduction in Language Arts positions.

Joan Bohan addressed the Board about the potential reduction in Language Arts positions.

**ADJOURNMENT**

There being no further business, Miss Weit moved to adjourn the meeting. Mrs. Wenger seconded the motion and the meeting adjourned at 7:46 p.m.

Respectfully submitted,



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Nathan Wertsch, Board Secretary