

Warwick School District

Lititz, PA 17543

May 21, 2013

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, May 21, 2013 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: Millard P. Eppig, Jr., Nelson Peters, Dr. Timothy Quinn, Debra J. Wenger, Michael R. Landis, Scott Shaub, Todd L. Rucci, Darryl L. Miller, Matthew Knouse and Abigail Barthe, Student Representative, were present at roll call.

Others attending the meeting: Dr. April Hershey, Superintendent, Dr. Robin Felty, Assistant Superintendent, David L. Zerbe, Business Manager, Melanie Calender, Lori Zimmerman, Scott Galen, Stacie Bardell, Michelle Harris, Rick and Ginger Glass.

RECOGNITION OF CITIZENS

Dr. Quinn welcomed those attending the meeting and asked if there were any questions or comments. There were no comments.

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 [April 16, 2013](#))

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the minutes of the April 16, 2013 meeting.
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	\$921,997.84
Wire Transfers	\$2,436,303.64
Construction Fund	None
Cafeteria Fund	\$179,715.97
Middle School Fund	\$2,953.90
High School Fund	\$29,064.63

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

On roll call vote:

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

Nays: None

Absent: None

COMMUNICATIONS

None.

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Resignations

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

Administrative

Scott Galen as Associate Principal at Warwick High School, effective June 30, 2013.

Instructional

Jamie Cascarino as a Learning Facilitator at Kissel Hill Elementary School, effective June 30, 2013.

Maggie Esbenshade as a Learning Support Teacher at Warwick Middle School, effective June 14, 2013.

Non-Instructional

George Quickel as Security Officer for Warwick High School, effective May 5, 2013.

Barbara Wenger as a Learning Support Assistant at John Beck Elementary School, effective June 14, 2013.

Michelle Ashworth as a Reading Assistant at Kissel Hill Elementary School, effective May 17, 2013.

Madhurita Banerjee as a Reading Assistant at John Beck Elementary School, effective June 14, 2013.

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

On roll call vote:

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

Nays: None

Absent: None

B. Termination

It was recommended that the Board approve the termination of the following individual:

Non-Instructional

Lisa DeWitt as Purchasing Coordinator for Warwick School District, effective May 21, 2013.

Mr. Eppig moved, Mr. Knouse seconded, the motion to approve the termination of the individual named above.

On roll call vote:

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

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.

Administrative

Michelle Harris as Assistant Principal for Warwick Middle School, at the annual salary of \$84,500, effective July 1, 2013. Mrs. Harris is replacing Penny Mason who retired.

Non-Instructional

Lori Rodgers as a Special Needs Assistant at Kissel Hill Elementary School, 4.0 hours/day at the hourly rate of \$10.38, effective upon receipt of paperwork.

Summer Custodial Work Crew

Board approval was recommended for the election of the following individuals to the summer custodial work crew for work to be performed between June 13, 2013, through August 27, 2013:

Caleb Setlock	10.0 hours/day – 40.0 hours/week, \$7.25 per hour
Mikayla Schutte	10.0 hours/day – 40.0 hours/week, \$7.25 per hour
Sonya Brenner	6.0 hours/day – 24.0 hours/week, \$9.00 per hour

Substitutes and Assistants

It was recommended that the Board approve the elections of the following individuals as substitutes in the areas outlined below, effective May 22, 2013, until they submit their resignations or have their active status changed by the district.

Teachers

Angela Keeling-Woodruff

Nurse

Tammy Gantz

Substitute Support Staff

Madhurita Banerjee

Tammy Gantz

Donna Hicks

Gary Myers

Barbara Wenger

Independent Volunteers

It was recommended that the Board approve the elections of the following individuals listed below, effective May 22, 2013. All necessary clearances are on file.

Troy Barto

Ray Bowman

Alyssa Christi

Wendy Christi

Kimberly Greene

Douglas Hertzog

Raechel Hiatt

Jeffrey Keller

Daniel Longenderfer

Carol Mearig

Laura Merlo
Jody Michaels
Karen Ober
Sherry Stanton
Sara Tucker
Amy Vanscoten
Kelli Vargas
James Winpenny
Megan Miller

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the election of the above individuals subject to all pre-employment requirements and clearance checks.

On roll call vote:

Ayes: Mr. Eppig, Mr. Peters, Mr. Landis, Dr. Quinn, Mrs. Wenger,
Mr. Rucci, Mr. Miller, Mr. Knouse and Mr. Shaub
Nays: None
Absent: None

2. CHANGE OF STATUS

It was recommended that the Board approve the change of status request for the following individual:

Filomena Packer as a Grade Two Teacher at Kissel Hill Elementary School at the annual salary of \$62,858.50 to an ESL Teacher at John R. Bonfield Elementary School at the same salary, effective the first day of the 2013-2014 school year. Mrs. Packer is replacing Barbara Charles who retired.

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the change of status for the individual named above.

On roll call vote:

Ayes: Mr. Eppig, Mr. Peters, Mr. Landis, Dr. Quinn, Mrs. Wenger,
Mr. Rucci, Mr. Miller, Mr. Knouse and Mr. Shaub
Nays: None
Absent: None

3. LEAVE OF ABSENCE REQUEST

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

Tiffany Miller is requesting FMLA, effective August 28, 2013 through September 27, 2013. A portion of this leave will be unpaid. Pending release from her doctor, her return to work date is September 30, 2013.

Constance Simmons is requesting FMLA, effective May 15, 2013 through May 31, 2013. This will be an unpaid leave. Pending release from her doctor, her return to work date is June 3, 2013.

Kay Kuch is requesting an Unpaid Leave of Absence, effective April 23, 2013, due to ongoing medical needs. Pending release from her doctor, she intends to return to work at the beginning of the 2013-2014 school year.

Leslie Stein is requesting an Unpaid Leave of Absence, effective May 10, 2013, due to medical reasons. Pending release from her doctor, she intends to return to work for the start of the 2013-2014 school year.

Melanie Hollingsworth is requesting an Unpaid Leave of Absence, effective April 22, 2013 to May 24, 2013. Pending release from her doctor, she intends to return to work May 28, 2013.

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the leave of absence requests detailed above:

On roll call vote:

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

Nays: None

Absent: None

4. ELECTION OF BOARD TREASURER

It was recommended that the Board elect a Treasurer for the Warwick Board of School Directors effective July 1, 2013, through June 30, 2014.

Mr. Landis moved to nominate Darryl Miller, Mrs. Wenger seconded the motion.

Mr. Peters moved that nominations be closed, Mr. Knouse seconded the motion.

Darryl Miller was elected as Treasurer 9-0, effective July 1, 2013, through June 30, 2014.

5. ELECTION OF BOARD SECRETARY

It was recommended that the Board elect David Zerbe as Board Secretary for the Warwick Board of School Directors, effective July 1, 2013, through June 30, 2017.

The motion passed 9-0.

6. PRELIMINARY ADOPTION - 2013/2014 WARWICK SCHOOL DISTRICT [BUDGET](#)

It was recommended that the Board approve the preliminary adoption of the 2013/2014 Warwick School District Budget in the amount of \$63,865,497. The tax increase needed for the proposed budget equals .68 mills, a 3.66% tax increase, which would set the millage rate at 19.25, as set forth on [ATTACHMENT #1](#).

Mr. Eppig moved, Mr. Miller seconded, the motion to approve the preliminary adoption of the 2013-2014 Warwick School District Budget as presented:

On roll call vote:

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

Nays: None

Absent: None

Abstain: Mr. Knouse

7. SPECIAL EDUCATION SERVICES CONTRACT

It was recommended that the board approve the Projected 2013/2014 District Consortium Contract with IU13, as set forth on [ATTACHMENT #2](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the Projected 2013/2014 District Consortium Contract with IU13 as presented:

On roll call vote:

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

Nays: None

Absent: None

8. REVISED BOARD POLICIES SECOND READING

It was recommended that the Board approve the second reading of the revised Board Policies in [ATTACHMENT #3](#).

Mr. Rucci moved, Mr. Eppig seconded, the motion to approve the second reading of the Revised Board Policies as presented:

On roll call vote:

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

Nays: None

Absent: None

Information from the Superintendent

COMMITTEE REPORTS

Student Representative

Miss Abigail Barthe stated that the WHS MiniTHON was held recently and was a great success. She also said that the seniors had a great Prom experience this year. She shared that the Envirothon students competed at the state level and that the WHS Art show and WMS Honors Tea were held. The Board thanked Abigail for her two years of service to the Board.

Building and Property Committee

The Building and Property Committee met on May 13, 2013. The agenda included the review of the line item budget, non-repetitive maintenance items, and the total 2013-2014 budget. A performance contract presentation for the John R. Bonfield Elementary School project will be scheduled for the Fall 2013. An update on the Identicard security access and the summer maintenance projects was also reviewed. Finally, a status update of WarwickWare was shared. The Committee had no recommendations for Board action.

Education Committee

The Education Committee met on Monday, May 13, 2013. Miss Abigail Barthe shared information about various student activities across the district. Mrs. Melanie Calender provided an update on the grades 3-5 Mathematics curriculum writing, as well as an overview of the K-6 plan. The Committee had no recommendations for Board action.

Finance and Legal Committee

The Finance and Legal Committee met on Thursday, May 9, 2013. The agenda included 2013-2014 budget planning and review, 2013-2014 Lancaster County Academy budget, 2013-2014 Food Services and Nutrition budget, 2012-2013 budget transfers, 2013-2014 special education transportation costs, and WarwickWare update. The committee made the following recommendations for Board action:

1. The Board approve the 2013 -2014 Lancaster County Academy budget as presented on [ATTACHMENT #4](#). (*The projected district cost for 2013/2014 is \$33,750.*)

Mr. Miller moved, Mr. Landis seconded, the motion to approve the 2013-2014 Lancaster County Academy budget as presented:

On roll call vote:

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

Nays: None

Absent: None

2. The Board approve 2012-2013 budget transfers (\$62,259) as presented on **ATTACHMENT #5**.

Mr. Miller moved, Mr. Landis seconded, the motion to approve the budget transfers as presented.

On roll call vote:

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

Nays: None

Absent: None

Student Activities Committee

The Student Activities Committee met on Thursday, May 9, 2013. Miss Abigail Barthe shared information about various student activities across the district. Ms. Connie Hilliar presented information about a proposed trip to London, England during the summer of 2014. Mr. Troy Price provided an update on extracurricular participation fees. Dr. Robin Felty presented the requests for Sunday use of facilities and two overnight/out-of-state fieldtrips for students. The Committee made the following recommendations to the Board:

1. It was recommended that the Board approve the following Sunday use facilities requests:
 - a. The Lititz American Legion to use varsity baseball field 13 for games on June 2, 2013, June 9, 2013 and June 23, 2013 from 2:00 – 7:00 PM.
 - b. Nook Sports to use varsity baseball field 13 and JV baseball field 11 on May 26, 2013 for a baseball tournament from 1:00 – 8:00 p.m.
 - c. The Lancaster Evangelical Free Church to use the MS parking lot/grounds for a religious event on June 2, 2013 from 1:00 – 5:00 p.m.
 - d. The Warwick Field Hockey Parents Association to use turf football stadium 14 on June 16, 2013 for a tournament from 1:00 – 7:30 p.m.
 - e. Warwick Midget Football to use turf football stadium 14 for games on September 1 and 8, 2013 from 1:00 – 6:30 p.m., September 15, 2013 and October 13, 2013 from 1:00 – 4:00 p.m., and October 6, 13, and 20, 2013 from 3:30 – 9:00 p.m.

Mr. Rucci moved, Mr. Knouse seconded, the motion to approve the Sunday use facilities requests as presented.

On roll call vote:

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

Nays: None

Absent: None

2. It was recommended that the Board approve the following overnight/out-of-state field trip requests:

- a. High school students and staff to London, England from July 4, 2014 through July 13, 2014. The trip aligns with both English and history curriculums.
- b. High school students and staff to Juniata College, Huntingdon, PA from May 21, 2013 to May 22, 2013. Students will participate in the State Envirothon Competition.

Mr. Rucci moved, Mrs. Wenger seconded, the motion to approve the overnight/out-of-state field trip requests as presented.

On roll call vote:

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

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

No meeting.

Lititz Recreation Center Representative

Mr. Peters shared that the RecCenter had a meeting earlier this morning. He stated that membership and visits were up and they passed as \$2.86 million budget.

Legislative Committee

Mr. Eppig stated that there was nothing new to report.

IU Representative

Mr. Landis shared that they had a meeting May 8, 2013.

Lancaster County Career and Technology Center Representative

Mr. Eppig shared that they had a meeting April 25, 2013. They talked about Adult Education rate and gave a construction update on the Brownstown and Willow Street campuses.

Lancaster County Academy Representative

Mr. Miller shared that they had a meeting April 24, 2013 and that Warwick currently is filling five out of the District's allotted 10 spots. He said they discussed the preliminary budget and will hold graduation ceremonies on June 8, 2013.

Lititz Regional CDC

Mr. Knouse shared that everything is going well.

PRIOR BUSINESS

None.

NEW BUSINESS

None.

INFORMATION

None.

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Dr. Quinn thanked the Warwick High School Band ensemble students and their music teacher, Mr. Wolf, for performing prior to the meeting. Dr. Quinn thanked those in attendance for being at the meeting and encouraged others to attend.

Board member Mr. Knouse thanked the Board for their service to the community.

ADJOURNMENT

There being no further business, Ms. Barthe moved to adjourn the meeting. Mr. Shaub seconded the motion and the meeting adjourned at 7:55 p.m.

Respectfully submitted,

David Zerbe, Board Secretary