

Warwick School District

Lititz, PA 17543

November 20, 2012

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, November 20, 2012, 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., Darryl L. Miller, Nelson Peters, Dr. Timothy Quinn, Debra J. Wenger, Todd L. Rucci, Michael R. Landis, Scott Shaub, and Matthew Knouse were present at roll call. Abigail Barthe, Student Representative was absent.

Others attending the meeting: Dr. April Hershey, Superintendent, Dr. Robin Felty, Assistant Superintendent, David L. Zerbe, Business Manager, Troy Price, HS Principal, Mark Leidich, Doreen Packer, Michael Upton of *Lititz Record Express*, Laurie Knowles of *Lancaster Intelligencer*, Lori Zimmerman, Tom Becker, Kathy and Howard Snoke, Lyn and Howie Brosnan, Bob Kelly, Sasha Miller, Heidi Cessarini, Owen and Molly Blevins and Liam Blevins.

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 & SUPPLEMENTAL AGENDA

Mr. Eppig moved, Mrs. Wenger seconded the motion to approve the agenda and supplemental agenda as presented.
Motion passed 9-0.

APPROVAL OF MINUTES (Regular meeting of [10/16/12](#))

Mr. Eppig moved, Mr. Peters seconded the motion to approve the minutes of the October 16, 2012 meeting of the Board.
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	\$1,009,676.41
Wire Transfers	\$3,033,640.43
Construction Fund	None
Cafeteria Fund	\$182,572.72
Middle School Fund	\$8,707.50
High School Fund	\$12,189.60

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

On roll call vote:

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

COMMUNICATIONS

Dr. Hershey shared that Warwick High School Technology Education Teacher Hal Lefever was recently honored as the PA High School Technology Educator of the year. Dr. Hershey congratulated Mr. Lefever on his award and shared a congratulatory letter written by retired Warwick High School teacher, Polly Gainer, who taught with Hal Lefever.

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Resignations

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

Non-Instructional

Amanda Sprague as Learning Support Assistant at Lititz Elementary School, effective November 5, 2012.

Marisa McMahon as a Special Needs Assistant at Warwick High School, effective October 15, 2012.

Extra-Duty/Extra-Curricular

Amber Monaghan as JH Assistant Girls Soccer Coach, effective October 26, 2012.

Colleen Heckman as JH Assistant Girls Basketball Coach, effective October 9, 2012.

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

On roll call vote:

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

B. Elections

It is recommended that the Board approve the election of the following individuals subject to all pre-employment requirements and clearance checks.

Non-Instructional

Sherrie Peters as an Office Assistant for the Copy Center at Warwick High School, 5.5 hours/day, 225 days/year at \$9.90/hour, effective November 21, 2012. Ms. Peters is replacing Kathleen Derr who retired.

Kimberly McCardell as a Special Needs Assistant at Warwick High School, 7.0 hours/day, at \$10.33/hour, effective November 26, 2012. Ms. McCardell is replacing Marisa McMahon who resigned.

Deborah Dietrich as a Special Needs Assistant at Warwick Middle School, 6.5 hours/day, at \$11.64/hour, effective November 26, 2012. This is a new position due to the district's "take back" of an IU #13 classroom.

Extra-Duty/Extra-Curricular

Chad Mitchell as a Technology Resource employee at Warwick Middle School, at the annual salary of \$506, prorated to \$350.66. Mr. Mitchell is filling a vacant middle school technology resource position.

Jeffrey Becker as a Technology Resource employee at Warwick Middle School, at the annual salary of \$506, prorated to \$350.66. Mr. Becker is filling a vacant middle school technology resource position.

Nathan Nixdorf as a Technology Resource employee at Warwick High School, at the annual salary of \$675, prorated to \$467.78. Mr. Nixdorf is replacing Beth Hartranft who resigned.

Michele Witmyer as a Technology Resource employee at Warwick High School, at the annual salary of \$675, prorated to \$467.78. Ms. Witmyer is replacing Rob Fisher who resigned.

Ryan Landis as JH Assistant Boys Basketball Coach at Warwick Middle School, at the annual salary of \$3,736, effective for the 2012/2013 school year. Mr. Landis is replacing Brian Johnson who resigned.

Carl Keener as JH Assistant Girls Basketball Coach at Warwick Middle School, at the annual salary of \$3,736, effective for the 2012-2013 school year. Mr. Keener is replacing Colleen Heckman who resigned.

Substitutes and Assistants

It is recommended that the Board approve the elections of the following individuals as substitutes in the areas outlined below, effective November 21, 2012, until they submit their resignations or have their active status changed by the district.

Teachers

Phyllis Breitegan
Anna Hilton
Barbara Koser
Michael O'Shea
Susan Synden

Nurse

Peggy Williams

Support Staff

Kathleen Derr
Barbara Koser
Shirley Lapi
Terry Martin

Guest Teachers

It is recommended that the Board approve the election of the following individuals named below, effective November 21, 2012, until they submit their resignation or have their active status changed by the district.

Shelly Armacost
Anne Chapman
Lisa Boll
Cathleen Byler

Anne-Marie Bunce-Gagliano
Suzanne Delahunt
Pamela DeLeon
Arlene Dunn
George Elko
Sarah Gage
Sonya Hallman
Deborah Hill-Greenwood
Beth Kohler
Bruce Kreider
Scott Labenski
Michele Matt
Meredith McCarty
George Milite
Arlene Nagle
Carolyn Polonus
Elaine Raffucci
John Sebelist II
Raymond Squitiere
Tiffany Shomo
Stephanie Sutherland
Lynn Walker
Dennis Yiengst
Virginia Zimmerman

Independent Volunteers

It is recommended that the Board approve the elections of the following individuals listed below, effective November 21, 2012. All necessary clearances are on file.

Beth Bomberger
Henry Bomberger
Angel Brooks
Tamara Forsythe
Jennifer Heller
Karen Horst
Rebecca Marshall
Mosel Royer
Mariko Stephenson
Angela Wiggins
Tamara Weaver
Staci DuBosq

Volunteer Coach

Karrine Brooks

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

On roll call vote:

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

Nays: None

Absent: None

2. CHANGE OF STATUS

It was recommended that the Board approve the change of status as set forth below.

Instructional Change of Status

Erin Smith as an Intervention Specialist at John R. Bonfield Elementary School to a Learning Support Teacher at Lititz Elementary School, effective October 23, 2012.

Mrs. Smith is replacing Denita Leach who resigned.

Non-Instructional Change of Status

Mark Iovino as Building Services at Warwick High School, 8.0 hours/week to Building Services at Warwick High School, 3.0 hours/day, 15 hours/week, effective November 26, 2012.

Mary Squierdo as a Learning Support Assistant at Lititz Elementary School, 6.0 hours/day to Learning Support Assistant at Lititz Elementary School, 6.25 hours/day, effective November 21, 2012. The change of status is to meet student needs.

Susan Clemo as a Learning Support Assistant at Lititz Elementary School, 6.0 hours/day to Learning Support Assistant at Lititz Elementary School, 6.25 hours/day, effective November 21, 2012. The change of status is to meet student needs.

Rebecca Mohler as a Special Needs Assistant at Lititz Elementary School, 7.0 hours/day to Special Needs Assistant, 6.25 hours/day, effective November 21, 2012. The change of status reflects a change in student needs.

Brenda Fox as a Special Needs Assistant at Lititz Elementary School, 6.0 hours/day to Special Needs Assistant at Lititz Elementary School, 6.25 hours/day, effective November 21, 2012. The change of status is to meet student needs.

Crista Kimble as a Food Service employee, 3.0 hours/day at Warwick High School to a Food Services employee, 3.0 hours/day and a Building Services employee at Kissel Hill Elementary School, 4.0 hours/day, 20 hours/week, at \$10.00/hour, effective November 26, 2012.

Ms. Kimble is replacing Rodney Matthews who resigned.

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

On roll call vote:

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

Nays: None

Absent: None

3. LEAVE REQUESTS

It was recommended that the Board approve the following leave requests.

Meghan Young is requesting FMLA, effective approximately December 14, 2012 with concurrent Unpaid Child Rearing Leave, continuing through the end of the third marking period of the 2012-2013 school year.

Susan Barry is requesting FMLA, effective approximately March 18, 2013 with concurrent Unpaid Child Rearing Leave, continuing through the end of the 2013-2014 school year.

Jennifer Kovalchick is requesting FMLA, effective approximately March 12, 2013 with concurrent Unpaid Child Rearing Leave, continuing through the end of the 2012-2013 school year.

Megan Graupensperger is requesting FMLA, effective approximately February 11, 2013 with concurrent Unpaid Child Rearing Leave, continuing through the end of the 2012-2013 school year.

Sarah Martens is requesting FMLA, effective approximately February 11, 2013 through April 12, 2013.

Leslie Stein continues to be in need of an Unpaid Leave of Absence due to medical reasons. Pending release from her doctor, she intends to return to work on November 26, 2012.

Kay Kuch is requesting an Unpaid Leave of Absence from October 15, 2012 through November 30, 2012 due to medical reasons. Pending release from her doctor, she intends to return to work on December 3, 2012.

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

On roll call vote:

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

Nays: None

Absent: None

Information from the Superintendent

- November edition of the *Warwick Word* Newsletter is published online.
- Reminder that school is closed through Friday, November 23, 2012 for the Thanksgiving holiday. Classes will resume on Monday, November 26, 2012.
- Dr. Hershey shared that the recent articles focusing on Cyber/Charter Schools in the Lancaster newspapers, were enlightening and timely. Community feedback from the articles has been light. Mr. Galen, Associate Principal at Warwick High School, and administrator of the new Warwick Virtual Academy (WVA), had recently presented an update and overview of WVA at board committee meetings and the Committee of the Whole. Community feedback on WVA has been positive.

COMMITTEE REPORTS

Student Representative

Abigail Barthe was absent.

Building and Property Committee

The Building and Property Committee met on Monday, November 12, 2012. The agenda included a review of a request for a memorial at John Beck Elementary School, review of the preliminary 2013-2014 budget calendar and non-repetitive maintenance concerns and a request for field improvements at the Moore's Run site at Bonfield Elementary School. The Committee had the following recommendations for Board action:

1. The Board approve a memorial request by Abby Parsons, a friend and classmate at John Beck, for a memorial plaque at the John Beck Elementary School in memory of Coleman Brubaker, according to the District memorial guidelines.

Mr. Eppig moved, Mr. Knouse seconded the motion to approve the leave requests above:

On roll call vote:

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

Nays: None

Absent: None

2. The Board approve a request by the Warwick Little League to modify the infield and base paths (to 85 foot lengths) on the existing baseball field at Moore's Run. All costs to be borne by Warwick Little League

Mr. Eppig moved, Mr. Rucci seconded the motion to approve the leave requests above:

On roll call vote:

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

Nays: None

Absent: None

Education Committee

The Education Committee met on Monday, November 12, 2012. Mr. Scott Galen conducted a presentation on the Warwick Virtual Academy, which included a detailed overview of the district-operated virtual school. Dr. Robin Felty provided an update on the district assessments for 2012-2013 relating to Adequate Yearly Progress (AYP). The Committee had no recommendations for the Board at this time.

Finance and Legal Committee

The Finance & Legal Committee met on Thursday, November 8, 2012. The agenda included a review of the June 30, 2012 audit report from Brown, Shultz, Sheridan & Fritz, a review of 2012/2013 budget transfers, a review of obsolete equipment for disposal, and a report on the Warwick Virtual Academy. The Committee has the following recommendations for Board action:

1. The School Board accept the June 30, 2012 Audit Report presented by Brown, Shultz, Sheridan & Fritz, CPA's and Business Advisors as per **ATTACHMENT #1** (available in the District Office) (Note: The auditors issued a clean opinion and have no findings.)

Mr. Miller moved, Mr. Landis seconded the motion to accept the June 30, 2012 Audit Report by Brown, Shultz, Sheridan & Fritz.

On roll call vote:

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

Nays: None

Absent: None

2. The Board approve the 2012-2013 Budget Transfers (\$105,390) as presented on **ATTACHMENT # 2**.

Mr. Miller moved, Mr. Landis seconded the motion to approve the 2012-2013 budget transfers.

On roll call vote:

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

Nays: None

Absent: None

3. The School Board approve disposal of obsolete AV Equipment as per **ATTACHMENT #3**.

Mr. Miller moved, Mr. Landis seconded the motion to approve the disposal of obsolete AV equipment.

On roll call vote:

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

Student Activities Committee

The Student Activities Committee met on Thursday, November 8, 2012. Mr. Troy Price provided an update on the planning for Phase II of the extracurricular participation fees. Dr. Felty reviewed the 2011-2012 parent group fiscal statements. She also presented the request for Sunday use of facilities and an overnight/out-of-state fieldtrip for students. The Committee made the following recommendations to the Board.

1. It is recommended that the Board approve the following Sunday use facilities request:
 - a. The Five Star Swim Club to use the MS cafeteria – dining area only for an Ice Cream Social/Awards Banquet on March 17, 2013 from 3:30 – 6:00 p.m.

Mr. Rucci moved, Mrs. Wenger seconded the motion to approve the Sunday use facilities request.

On roll call vote:

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

2. It is recommended that the Board approve the following overnight/out-of-state field trip request:
 - a. HS students and staff to New York City, NY from February 15-19, 2013 to perform in historical/professional venues throughout the city. Students will also attend several workshops pertaining to professional performances and/or their own performance.

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

On roll call vote:

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

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

Meeting was held on 11/20/12. Mr. Peters shared that the Center had a clean Audit report.

Legislative Committee

No Report

IU Representative

Mr. Landis shared that the Legislative Breakfast will be held March 11, 2013. The annual IU Convention will be held April 10, 2013 at the Lebanon School District.

Lancaster County Career and Technology Center Representative

Meeting held 10/12/12. Mr. Eppig shared that Tom Bigler, LCCTC business manager, plans to retire at the end of the school year. He also highlighted the successful Adult Education Open Houses at the Willow Street and Mount Joy campuses.

Lancaster County Academy Representative

Meeting was held on 10/24/12. Mr. Miller shared that their audit had no findings.

PRIOR BUSINESS

None.

NEW BUSINESS

None.

INFORMATION

None.

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Mr. Bob Kelly gave a \$5,000 check to the Board from the Lititz Youth Soccer Program as part of an ongoing, multi-year donation to the District. Mr. Kelly thanked the board and district for the use of the fields for their annual tournament and continued support. He emphasized that the cooperation between the district and the club is benefitting the entire Warwick community.

Howie Snoke, a student at Warwick Middle School, gave the Board a check for \$132.50. These funds are from proceeds collected from the monthly district-wide Aluminum Can Collection.

Liam Blevins, a former Warwick student, who is now a cyber school student, requested that the Board honor his request to participate in the Kissel Hill musical.

Mr. Owen Blevins, Liam's father, also asked the Board to rescind their original decision excluding his son from participation in the Kissel Hill musical. He suggested that his son might be allowed to participate in the stage crew or lighting aspects of the show instead. In response, Dr. Hershey read the following statement:

“In summary, Warwick School District is committed to providing educational opportunities including academics, the arts, and athletics to all eligible Warwick School District students. District resident students and families who have chosen alternative school options have limited access to programs and services based on Pennsylvania School Code, Pennsylvania laws, and district policies. District policy 140.1 addresses participation in extra curricular activities by students not enrolled in the district. The policy is clear, and additional information has been provided to explain the specifics of this situation. Warwick School District strives to administer these laws and policies with fidelity and consistency across the school district. As with any large organization, inconsistencies can occur with staffing changes, or a lack of understanding of policies and laws. When inconsistencies are found, immediate action is taken to correct the situation so that procedures match policies and laws. The actions taken by the administration under the guidance of school board policy and with the endorsement of the Pennsylvania Department of Education in this situation were simply that: to correct an inconsistency in the administration of district policy.”

Dr. Hershey said the board and administration would welcome Liam to return to the district at any time, allowing him full participation in all programs, curricula, and activities.

ADJOURNMENT

There being no further business, Mr. Landis moved to adjourn the meeting. Mr. Knouse seconded the motion and the meeting adjourned at 8:01 p.m.

Respectfully submitted,

David Zerbe, Board Secretary