

**Warwick School District**  
Lititz, PA 17543

October 21, 2014

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, October 21, 2014 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: Dr. Timothy Quinn, Millard P. Eppig, Jr., Scott Shaub (via Skype), Nelson Peters, Debra J. Wenger, Michael R. Landis, Benedict Sahd, Todd Rucci, Darryl L. Miller, and Abigael Weit, Student Representative were present.

Others attending the meeting: Dr. April Hershey, Superintendent; Dr. Robin Felty, Assistant Superintendent; Mark Leidich; Lori Zimmerman; Melanie Calender; Ryan Berardi; Kevin Martzall; Jennifer Murphy; Ryan Axe; Stacie Bardell, Doreen Packer, Tom Becker, Michelle Harris, Jill Kramer, Steve Szobocsan, Bolivar "JR" Medina, Ann Ahlers, Sherry Kline, Michele Conrad, Kirsten Lefever, Angela Kirby-Wehr, Laurie Knowles of Lancaster Newspapers, Inc.; Steve Seeber of Lititz Record Express, Kara Newhouse of Lancaster Newspapers, Inc., Barbara Mobley; Grant Hummer; Lisa Miller, Loren Miller, Tina Sauerwine, Sue Garner, Kori Pennypacker, Amy VanScoten, Dawn Rissmiller, Jill Lutz, Jill Maguire, Kathy Shaffer, Laura Gibble, Cory VanBrookhoven, Jen Fields, Jennifer Rohrbach, Marlene Zimmerman, Marie Firestone, Earl Hazel, Elton Sturges, Heidi Weidler, Herb Weidler, Michael Maguire, Carol Sears, Lydia Meisel, and Beth Fry.

**WEF CHECK PRESENTATION**

Members of the Warwick Education Foundation (WEF) presented Warwick School District with a check in the amount of \$81,040.00, for the Earned Income Tax Credit (EITC). Present were Mr. Grant Hummer and Mrs. Barbara Mobley.

**RECOGNITION OF CITIZENS**

Lisa and Loren Miller – spoke in support of Pam Stenzel  
Kathy Schaffer – spoke against Pam Stenzel  
Amy Van Scoten – spoke against Pam Stenzel  
Dawn Rissmiller – spoke in support of Pam Stenzel  
Marie Firestone – spoke against Pam Stenzel  
Laura Gibble – spoke against Pam Stenzel

Statement read by Dr. Quinn on Pam Stenzel in support of keeping speaker

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES** ([Special Voting Meeting](#) of September 2, 2014 and [Regular Meeting](#) of September 16, 2014)

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the minutes of the Special Voting Meeting of September 2, 2014 and of the Regular Meeting of September 16, 2014.  
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	\$916,468.59
Wire Transfers	\$2,910,631.54
Construction Fund	None
Cafeteria Fund	\$161,138.04
Middle School Fund	\$740.35
High School Fund	None

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

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

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

**Abstain:** Mr. Landis

**Nays:** None

**Absent:** None

## **COMMUNICATIONS**

Many communications on Stenzel were received - all have been forwarded to the Board.

## **REPORT OF THE SUPERINTENDENT**

### **1. PERSONNEL**

#### **A. Resignations**

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

#### Non-Instructional

Roseann Bodden as a Food & Nutrition Services Assistant at Warwick Middle School, effective September 29, 2014.

Jayne Mutschler-Crowder as a Special Needs Assistant at Warwick High School, effective August 15, 2014.

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

### **On voice vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** None

#### **B. 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

Winifred Castle 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 upon receipt of the appropriate paperwork. Ms. Castle is replacing Roseann Bodden who resigned.

Cherie Crosby as a Cafeteria Monitor/Breakfast Monitor at Lititz Elementary School, 4.5 hours/day, at the hourly rate of \$9.25, effective as of October 24, 2014. Ms. Crosby is replacing Chrissy Starner who resigned.

Adam Kowalczyk as a Computer Assistant at Warwick High School, 5.5 hours/day, at the hourly rate of \$9.95, effective upon receipt of the appropriate paperwork. Mr. Kowalczyk is replacing Valerie Metzler who resigned.

Michael Turi as a Special Needs Assistant at Lititz Elementary School, 5.0 hours/day, at the hourly rate of \$11.95, effective upon receipt of the appropriate paperwork. This position was required to meet the needs of a new student.

### Non-Instructional – Rehire after Release

Kathy Sozzi as a Special Needs Assistant at John Beck Elementary School, 2.0 hours/day, at the hourly rate of \$11.25, effective October 22, 2014. Ms. Sozzi is replacing Pam Martin who had a change of status.

### Extra-Duty/Extra Curricular

Jeff Rosenberger as a Junior High Assistant Wrestling Coach at the Warwick Middle School, at the annual salary of \$3,372.00, effective for the 2014-2015 school year. Mr. Rosenberger is replacing Jake Russell who is changing to Volunteer Coach status.

Brenda Crosetto as Future Business Leaders of America (FBLA) Advisor at the Warwick High School, at an annual salary of \$675.00, effective for the 2014-15 school year. This activity has successfully met the criteria as a Pilot Program as established by a joint committee of the District and the WEA and is recommended to be added to the annual compensation schedule at the F(b) level.

Connie Hilliar as Drama Club Advisor at the Warwick High School, at an annual salary of \$675.00, effective for the 2014-15 school year. This activity has successfully met the criteria as a Pilot Program as established by a joint committee of the District and the WEA and is recommended to be added to the annual compensation schedule at the F(b) level.

Sandra Stehman as National Business Honor Society (NBHS) Advisor at the Warwick High School, at an annual salary of \$675.00, effective for the 2014-15 school year. This activity has successfully met the criteria as a Pilot Program as established by a joint committee of the District and the WEA and is recommended to be added to the annual compensation schedule at the F(b) level.

### Substitutes and Assistants

It was recommended that the Board approve the election of the individuals listed below, pending receipt of paperwork, effective October 22, 2014, until they submit their resignations or have their active status changed by the district.

#### Substitute Support Staff

Maryanne Diemer  
Melissa Gingrich  
Melissa Landis

### Volunteer Coaches

It was recommended that the Board approve the election of the individuals listed below as a volunteer coach, effective as of October 22, 2014 for the 2014/2015 school year, until they submit their resignation or have their active status changed by the district.

Carley Buckwalter  
Emily Davis  
Lynn McCord  
Jake Russell

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed below as independent volunteers, effective October 22, 2014, until they submit their resignations or have their active status changed by the district.

Charles Brandt  
Kelly Brandt  
Jessica Bruckhart  
Sally Cook  
Aimee Lausch  
George Longridge  
Michele Martin  
Lucy McKenna  
Heidi Mentzer  
Angela Munkittrick

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

**On voice vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** None

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

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

Non-Instructional – Change of Status with Change of Rate

Selena Caplinger from a Food & Nutrition Services Assistant at Warwick High School, 3.0 hours/day, at the hourly rate of \$9.00, to a Computer Assistant for Warwick School District Elementary Buildings, 5.5 hours/day, at the hourly rate of \$9.95, effective October 24, 2014. Ms. Caplinger is replacing Gerri Hollinger who had a change of status.

Non-Instructional – Change of Status

Pamela Martin from a Learning Support Assistant (3.25 hours/day)/Special Needs Assistant (2.0 hours day), at John Beck Elementary School, to a Learning Support Assistant, 3.25 hours/day, at John Beck Elementary School, effective September 22, 2014. Ms. Martin requested this change of status.

Non-Instructional – Transfer

Sue Ann DeLemos from a Food & Nutrition Services Assistant at Warwick Middle School, 3.0 hours/day, to a Food & Nutrition Services Assistant at Warwick High School, 3.0 hours/day, effective September 4, 2014. Ms. DeLemos is replacing Gretchen Palmer who resigned.

Anja Fackler from a Special Needs Assistant at Warwick Middle School, 5.5 hours/day, to a Special Needs Assistant at Warwick High School, 5.5 hours/day, effective retroactively from the beginning of the 2014-2015 school year. Ms. Fackler is being transferred as a result of the matriculation of the student with whom she works.

Lori Rodgers from a Special Needs Assistant at Kissel Hill Elementary School, 4.0 hours/day, to a Special Needs Assistant at Warwick Middle School, 4.0 hours/day, effective retroactively from the beginning of the 2014-2015 school year. Ms. Rodgers is being transferred as a result of the matriculation of the student with whom she works.

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the change of status/change of rate/transfer requests for the individuals listed above.

**On voice vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** None

**3. LEAVE OF ABSENCE REQUEST**

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

Instructional

Erin Smith is requesting an extension of her previously approved Family and Medical Leave due to not being released by her doctor. In addition, Mrs. Smith is requesting an unpaid Leave of Absence due to her doctor certifying her need for leave beyond her FMLA eligible timeframe. Mrs. Smith is anticipating returning to work on November 3, 2014, pending release by her doctor.

Mr. Eppig moved, Mr. Sahd seconded, the motion to approve the Leave of Absence Request as presented.

**On voice vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** None

**Information from the Superintendent**

- Athletic teams have enjoyed great successes
- Students will be traveling to participate in national music events
- Still waiting on PDE to release School Performance Profile numbers

**COMMITTEE REPORTS**

**Student Representative**

- Kissel Hill - focused on bully prevention, buddy benches built for playground
- Lititz Elementary - back to school night went smooth, PTO sponsored Race for Education, National School lunch week, upcoming November assembly
- John Beck - students recognized at PTO meeting, National School Lunch week, Race for Education coming up
- Bonfield Elementary - No report from Bonfield
- Warwick Middle School - successful magazine fundraiser, Hoops for Heart tournament coming up along with dodgeball

- Warwick High School - had Wall of Honor induction, tailgate held by Link Crew, Homecoming Dance held, Link Crew attending conference in NY, Unite had movie night and bake sale, Interact and Aevidium updates as well.

### **Building and Property Committee**

No meeting was held. The Committee does not have any recommendations for Board action at this time.

### **Education Committee**

The Education Committee met on Monday, October 13, 2014. Dr. Robin Felty provided an overview of the district-wide Grading and Assessment Guidelines, including the process used to develop the Phase I – Phase II implementation structure. Mrs. Yvette Line-Koller shared information about the Student Assistance Program (SAP) programming during the 2013-2014 school year, and plans for the 2014-2015 school year. She also provided data regarding Special Education, 504 Plans, and Gifted Education from the 2013-2014 school year. Mrs. Melanie Calender shared student achievement data from students in grades 1-3 across the district. The Committee does not have any recommendations for Board action at this time.

### **Finance and Legal Committee**

The Finance & Legal committee met on October 9, 2014. They heard a presentation from RBC regarding possible bond refinancing opportunities as well as financing opportunities for any new debt related to the Bonfield renovation. The committee also discussed current year transportation contract rates, heard updates related to the audits, and continued the financial advisor discussion. The Committee does not have any recommendations for Board action at this time.

### **Student Activities Committee**

The Student Activities Committee met on Thursday, October 9, 2014. Dr. Robin Felty offered a summary of student activities occurring throughout the district on behalf of Abigael Weit, student representative. Dr. Felty and Ms. Renee Campeau reviewed a previous proposal for a trip to Quebec City for students in the high school French program. Mrs. Nicole Rivera shared a proposal for a service trip to Dominican Republic for students in the Spanish program. Mr. Ryan Landis offered a review of another component of the athletic handbook focusing on communication with coaches, parents and students regarding weather-related issues. He discussed plans to eliminate admission fees to home swimming meets. Mr. Landis also reviewed a recent request for an independent athlete agreement for indoor track and field for the 2014-2015 school year. The district will continue to honor this agreement, originally established during the 2013-2014 school year. Dr. Felty presented the requests for facility use and an overnight field trip. The committee has the following recommendations to make to the Board at this time.

It was recommended that the Board approve the following Sunday use facilities requests:

- a. Pennsylvania Classics AC to use turf football field 14, JV baseball field 11, soccer field 10, varsity soccer field 9, multi-purpose field 8, and lighted soccer field 6 for the Boys' Winter College Showcase on December 7, 2014 from 1:00 to 4:30 p.m.
- b. The Lancaster-Lebanon PIAA Basketball Officials to use the HS small gym for chapter meetings on November 2, 16 & 23, 2014; December 7, & 21, 2014; and January 4, 18 & 25, 2015 from 6:30 to 8:30 p.m.
- c. Dance Dynamix to use the HS auditorium on June 7, 2015 from 1:30 – 6:30 p.m. for an End of Year Showcase.
- d. Sutter's Brigade to use turf football stadium 14 for practice on November 2, 2014 from 2:00-4:00 p.m. and November 16, 2014 from 1:00 – 3:00 p.m.

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

**On voice vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** None

It was recommended that the Board approve the following overnight and out of state field trip requests:

- a. HS student and staff to Nashville, TN to attend the NAFME All-National Honors Ensembles from October 15 to October 30, 2014.
- b. HS students and staff to Webster, NY on October 22, 2014 and October 23, 2014 to attend the Link Crew Student Conference.
- c. HS students and staff to Quebec City, Canada from February 26, 2015 to March 2, 2015. Students will experience a real life view of the culture and will have the opportunity use their French language skills.
- d. KH students and staff to Washington, DC on May 5, 2015. Students will tour the mall and museums. They will experience and witness topics that have been discussed in class first hand rather than in a book.
- e. HS Students and Staff to State College, PA on November 1, 2014 and November 2, 2014 to attend the FBLA state Leadership Conference. Students will learn leadership skills and gain knowledge that relates to all business courses offered at the high school.

Mr. Sahd moved, Mr. Rucci seconded, the motion to approve the overnight and out of state field trip requests as presented.

**On voice vote:**

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

**Abstain:** None

**Nays:** Mr. Eppig

**Absent:** None

**Executive Session/Personnel Committee**

Dr. Quinn announced that there would be a meeting immediately following this Board meeting.

**Labor and Management Committee**

It was reported that a meeting was held last Thursday, minutes will follow at a later time.

**Lititz Recreation Center Representative**

It was reported that the construction is on going, looking to bring in new driveway

**Legislative Committee**

It was reported:

- 2013-14 legislative session wrapping up November 30, 2014, election on November 4
- Pass the trash Act 48 – mandatory for all subcontractors to have criminal background check
- PSBA delegate meeting today in Hershey, passed legislative priority issues for 2015-16 – 4 core things to address – pension crisis, charter school reform, reform charter school formula for special education, and provide adequate and equitable fair funding.

**IU Representative**

It was reported that a meeting was held on October 8, 2014, looked at workplace medical clinics for districts, committee meetings then board meeting

**Lancaster County Career and Technology Center Representative**

It was reported that a meeting was held on September 25, 2014, appreciation dinner for board members and Superintendents, Assistant Executive Director resigned, standard business otherwise

**Lancaster County Academy Representative**

No report, next meeting October 22, 2014.

**PRIOR BUSINESS**

None.

**NEW BUSINESS**

None.

**INFORMATION**

None.

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

- Dr. Quinn thanked everyone for coming and invited them back in the future
- Mr. Miller mentioned committee member openings in F&L and B&P
- Dr. Quinn described the board composition and dates/times
- Mr. Peters mentioned the success of the Wall of Honor ceremony
- Mr. Sahd wanted to thank the Administration and Board on behalf of those honored from the Wall of Honor

**ADJOURNMENT**

There being no further business, Miss Abbie Weit moved to adjourn the meeting. Mr. Sahd seconded the motion and the meeting adjourned at 8:24 p.m.

Respectfully submitted,



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Nathan Wertsch, Board Secretary