

Warwick School District

Lititz, PA 17543

October 20, 2015

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, October 20, 2015 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., Michael R. Landis, Nelson Peters, Todd L. Rucci, Benedict R. Sahd, and Debra J. Wenger, were present. Darryl L. Miller, Scott Shaub, and Abigael Weit, Student Representative, were absent.

Others attending the meeting: Dr. April Hershey, Superintendent; Dr. Robin Felty, Assistant Superintendent; Nathan Wertsch, Business Manager; Melanie Calender, Assistant to the Superintendent; Mark Leidich; Dr. Doreen Packer; Jennifer Murphy; Kevin Martzall; Lori Zimmerman; Stacie Bardell; Fred Griffiths; Michelle Harris; Laurie Knowles of Lancaster Newspapers/Lititz Record Express; Dr. Daniel Doremus; Barbara Mobley; Rebecca Heller; Wendy Hoyer; Sheri Gorman; Leslie Penkunas; Aimee Ketchum; and Earl Hazel.

WEF CHECK PRESENTATION

Dr. Daniel Doremus and Mrs. Barbara Mobley presented a check from the Warwick Education Foundation in the amount of \$63,275.00, which is to benefit technology at Warwick Middle School. Upcoming events for WEF were mentioned – Extraordinary Give program on November 20th and a partnering with Aaron’s Books on November 14th.

RECOGNITION OF CITIZENS

None.

APPROVAL OF AGENDA

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the agenda as presented.
Motion passed 7-0.

APPROVAL OF MINUTES (Regular meeting of September 15, 2015).

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the minutes of the Regular meeting of September 15, 2015.
Motion passed 7-0.

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 7-0 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 | \$1,302,989.88 |
| Wire Transfers | \$3,628,328.61 |
| Construction Fund | \$10,750.00 |
| Cafeteria Fund | \$140,124.22 |
| Middle School Fund | \$1,572.50 |
| High School Fund | \$15,641.33 |

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

On roll call vote:

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

Abstain: None

Nays: None

Absent: Mr. Miller and Mr. Shaub

COMMUNICATIONS

None

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Retirements

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

Non-Instructional

Bill Binzen as a Parking Lot Attendant/Driver at Warwick High School, effective December 31, 2015.

Dorinda Cochran as a Computer Assistant at Warwick Middle School, effective December 31, 2015.

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

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Miller and Mr. Shaub

B. Resignations

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

Non-Instructional

Courtney Martin as a Recess Monitor at Kissel Hill Elementary School, effective September 11, 2015.

Michelle Martin as a Special Needs Assistant at Warwick High School, effective September 18, 2015.

Extra Curricular/Extra Duty

Fred Gerfin as an Assistant Girls Basketball Coach at Warwick High School, effective September 28, 2015.

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

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Miller and Mr. Shaub

C. **Elections**

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

Instructional

Scott Kyper as a Coordinator of Alternative Education at Warwick High School, at an annual salary of \$70,000.00, effective upon release by his current district and receipt of the appropriate paperwork. Mr. Kyper is replacing Michael Terwilliger who resigned.

Instructional-LTS

Deborah French as a Long Term Substitute (LTS) Art Teacher at Warwick Middle School, at the annual salary of \$47,224.00, effective pending receipt of the appropriate paperwork. Ms. French is replacing Melissa Reifsnyder who is on a Leave of Absence.

Jessica Minnich as a Long Term Substitute (LTS) Grade 4 Teacher at John Beck Elementary School, at the annual salary of \$47,224.00, effective pending receipt of the appropriate paperwork. Mrs. Minnich is replacing Jessica Schieber who is on a Leave of Absence.

Non-Instructional

Rebecca Durbin as an Office Assistant at Warwick School District, 24 hours/week (8.0 hours/day Tuesday, Wednesday, and Friday), at the hourly rate of \$11.65, effective October 21, 2015, pending receipt of the appropriate paperwork. Mrs. Durbin is replacing Becky Wingert who resigned.

Sandra Martin as a Payroll Assistant at Warwick School District, 40 hours/week, at the hourly rate of \$19.23, effective October 21, 2015, pending receipt of the appropriate paperwork. Mrs. Martin is replacing Connie Lawrence who retired.

William Jacobus as a Special Needs Assistant at John R. Bonfield Elementary School, 5.5 hours/day, at the hourly rate of \$11.25, effective October 21, 2015, pending receipt of the appropriate paperwork. Mr. Jacobus is replacing Jorgelina Garcia who resigned.

Anneliese Slaven as a Classroom Assistant at John Beck Elementary School, 4.0 hours/day, at the hourly rate of \$9.00, effective October 21, 2015, pending receipt of the appropriate paperwork. This position was needed due to an increase in class size.

Adrienne Butts as a Classroom Assistant/Recess Monitor at Kissel Hill Elementary School, 5.25 hours/day, at the hourly rate of \$9.25, effective October 21, 2015, pending receipt of the appropriate paperwork. Ms. Butts is replacing Courtney Martin (Recess Monitor) who resigned. The addition of the Classroom Assistant was due to an increase in class size.

Lauren Walters as a Classroom Assistant at Kissel Hill Elementary School, 4.0 hours/day, at the hourly rate of \$9.25, effective October 21, 2015, pending receipt of the appropriate paperwork. This position was needed due to an increase in class size.

Extra Curricular/Extra Duty

Jamie Beyerle as Drama House Manager Fall at Warwick High School, at the annual salary of \$1,013.00, effective for the 2015/2016 school year. Mrs. Beyerle is replacing Linda Brown who resigned.

Nate Nixdorf as an Assistant Girls Basketball Coach at Warwick High School, at the annual salary of \$3,524.00, effective for the 2015/2016 school year. Mr. Nixdorf is replacing Fred Gerfin who resigned.

Joseph Narkiewicz as the Head Jr. High Wrestling Coach at Warwick Middle School, at the annual salary of \$4,982.00, effective for the 2015/2016 school year, pending receipt of the appropriate paperwork. Dr. Narkiewicz is replacing Jerry McDonald who resigned.

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed as independent volunteers, effective October 21, 2015, until they submit their resignation or have their active status changed by the district, as per [ATTACHMENT #1](#).

Volunteer Coaches

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

Jerry McDonald
Adam Moore

John Mousetis
Bob White

Ken Wolfe

Substitutes and Assistants

It was recommended that the Board approve the election of the individuals listed below, effective October 21, 2015, until they submit their resignations or have their active status changed by the district.

Substitute Support Staff

Connie Lawrence
James Weiksner

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, until they submit their resignation or have their active status changed by the district.

Heidi Cesarini
Cathy Chapis
Karen Horst

Bethany Kyper
Aimee Lausch
Constance Nordaby

Barb Paynter
Stacy Rucci

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

On voice vote:

Ayes: Dr. Quinn, Mr. Eppig, Mr. Landis, Mr. Peters, and Mr. Sahd

Abstain: Mr. Rucci and Mrs. Wenger

Nays: None

Absent: Mr. Miller and Mr. Shaub

2. CHANGE OF STATUS

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

Non-Instructional

Denita Leach from a Special Needs Assistant at John Beck Elementary School, 4.0 hours/day, to a Special Needs Assistant at John Beck Elementary School, 5.5 hours/day, effective September 9, 2015. This change of status is necessary to meet student needs.

Tammy Charles from a Special Needs Assistant, at Warwick High School, 4.0 hours/day, to a Special Needs Assistant, at Warwick High School, 5.5 hours/day, at the hourly rate of \$13.34, effective September 9, 2015. This change of status is necessary to meet the needs of a student who moved from the Warwick Middle School.

Angela Messersmith from a Cafeteria Monitor/Learning Support Assistant (3.0 hours/day) at John Beck Elementary School/Special Needs Assistant (1.0 hour/day) at Lititz Elementary School, to a Cafeteria Monitor/Learning Support Assistant (4.0 hours/day) at John Beck Elementary School/Special Needs

Assistant (1.0 hour/day) at Lititz Elementary School, effective September 9, 2015. This change of status is necessary to meet student needs.

Alisa Goldsborough from a Food & Nutrition Services Assistant at Warwick High School, 3.0 hours/day (15.0 hours/week), to a Special Needs Assistant at Warwick High School, 5.5 hours/day, at the hourly rate of \$11.95, effective October 15, 2015. Ms. Goldsborough is replacing Michelle Martin who resigned.

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

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Miller and Mr. Shaub

2. LEAVE OF ABSENCE REQUESTS

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

Instructional

Megan Cupo-Fisher is requesting a Family and Medical Leave of Absence (FMLA) to begin approximately March 7, 2016 and continue through May 27, 2016. Mrs. Cupo-Fisher is anticipating her return to work as May 31, 2016, pending release by her doctor.

Melissa Reifsnnyder is requesting an extension of her previously approved unpaid Child Rearing Leave, through the remainder of the first semester of the 2015/2016 school year. Mrs. Reifsnnyder is anticipating returning to work at the beginning of the second semester of the 2015/2016 school year.

Non-Instructional

Julia Hoak is requesting an extension to her previously approved Family and Medical Leave of Absence (FMLA), with an Unpaid Leave of Absence which began August 10, 2015, due to not being released by her doctor. Ms. Hoak is anticipating returning to work on October 30, 2015, pending release by her doctor.

Steven Studholm is requesting an extension to his previously approved Family and Medical Leave of Absence (FMLA), with an Unpaid Leave of Absence, which began October 10, 2015, due to not being released by his doctor. Mr. Studholm is anticipating returning to work on November 2, 2015, pending release by his doctor.

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the leave of absence requests, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Miller and Mr. Shaub

4. BOARD POLICY REVISIONS – SECOND READING

It was recommended that the Board approve, as a Second Reading, the following policy revisions per [ATTACHMENT #2](#) (Policies: 113.3, 116, 127, 137, 138, 212, and 918).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the board policy revisions, as a Second Reading, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Miller and Mr. Shaub

5. BOARD COMMITTEE ELECTION

It was recommended that the Board approve the election of the following individual for the Board Committee listed below, effective October 21, 2015:

Student Activities Committee

Jeffrey McSparran

Mr. Rucci moved, Mrs. Wenger seconded, the motion to approve the election of the board committee member, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Miller and Mr. Shaub

6. DAILY TEACHER SUBSTITUTE RATE – 2015-2016

It was recommended that the Board approve the increase of the daily teacher substitute rate to \$110.00 per day in accordance with the existing agreement with the Substitute Teacher Service as per [ATTACHMENT #3](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the increase of the daily teacher substitute rate, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Miller and Mr. Shaub

Information from the Superintendent

Dr. Hershey noted the following:

- Wonderful weekend with homecoming
- Mr. Wertsch and Dr. Hershey, along w/ other Superintendents and Business Managers, met with Senator Aument a couple weeks ago to discuss current issues
- Data presentation at Board workshop this month showcased Warwick's strength above averages
- Two new doctors - Ryan Berardi and Ron Hallett both defended their dissertations recently

COMMITTEE REPORTS

Student Representative

The following general report was shared by Dr. Felty in Ms. Weit's absence.

High School-Homecoming week turned out to be a success with high participation in the spirit days each week. Link Crew Leaders invited all of the freshman to attend the grill out/tailgate on Friday before the game. There was free Moes, live music, and a dj. There was a high attendance rate, which was reflected in the filled student section at the game. The pep rally was a success and Preston Forney

was named Spirit King. Also, Amanda Black was named Homecoming Queen at the football game. The homecoming dance went smoothly and there was a high attendance there as well. PSAT's were held that week in school based on a state mandate, which went well. The high school is working on having a Powderpuff football game for junior and senior girls to be held on November 13th at 7pm.

John Beck-John Beck Elementary School students recently held their second school-wide assembly to introduce the October theme of the month. Sixth grade student council members performed a skit modeled after Kathryn Otoshi's book, "One". Students learned the importance of being an upstander rather than a bystander when it comes to seeing, hearing, or experiencing mean or unkind behavior. The powerful message from the story is that it only takes one person to stand up to make a difference and start a positive chain reaction.

Kissel Hill-During the month of October, Kissel Hill's graded teams have spent time collaborating in grade level meetings. Part of this time was spent examining student benchmark data from the first round of diagnostic assessments. Each team also reviewed last year's work on Kissel Hill Comprehensive Plan, and looked ahead to the focus activities this year. During the 2015-2016 school year, Kissel Hill will organize a vertical writing exemplar portfolio. This digitally kept resource will house examples of advanced, proficient, and basic writing elements in each domain assessed by the grade level (as denoted on the grade level's common rubric). These models will serve as concrete examples when contrasting the difference between a piece slightly below the line of proficiency to the characteristics that make it hit the mark. It will also assist in helping our strong writers soar even higher as they see examples of writing that is considered an advanced product. Finally, each graded team took time to professionally reflect in an effective exercise used to prime all professionals for co-teaching environments.

Building and Property Committee

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

Education Committee

The Education Committee did not meet in October and did not have any recommendations for the Board at this time.

Finance and Legal Committee

The Finance & Legal Committee met on October 6, 2015 and reviewed the transportation rates for 2015-16, heard an update on the 2014-15 audit, reviewed the 2016-17 budget timeline, and reviewed current year budget transfers. The committee had the following recommendations for Board approval:

1. It was recommended that the Board approve the 2015-16 transportation contracts, including a 2% rate increase on the per mile and hourly charges for extra-curriculars, as per [ATTACHMENT #4](#).

Mr. Landis moved, Mr. Eppig seconded, the motion to approve the 2015-16 transportation contracts, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Miller and Mr. Shaub

2. It was recommended that the Board approve the 2015-16 budget transfers as per [ATTACHMENT #5](#).

Mr. Landis moved, Mr. Eppig seconded, the motion to approve the 2015-16 budget transfers, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Miller and Mr. Shaub

Student Activities Committee

The Student Activities Committee did not meet in October. However, the committee provided agreement via email to several Out of State/Overnight Field Trip Requests and Sunday use requests. The committee had the following recommendation to make to the Board at this time.

1. It was recommended that the Board approve the following out of state and overnight field trip requests:
 - a. HS students and staff to Quebec City, Canada from February 9, 2016 to February 22, 2016. Students will experience the culture and have the opportunity use their French language skills.
 - b. HS students and staff to Penn State, State College from October 25, 2015 to October 26, 2015. Students will attend the State Leadership Conference.
 - c. John Beck Elementary, John R. Bonfield Elementary, Kissel Hill Elementary and, Lititz Elementary students and staff to Washington, DC on June 7, 2016. Students will tour the mall and museums. This trip corresponds with the 6th grade curriculum.
 - d. HS students and staff to CCBC Essex Campus, Baltimore, MD on October 15, 2015 to attend the Sam Rhine Genetics Conference.

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

On voice vote:

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

Abstain: None

Nays: Mr. Eppig

Absent: Mr. Miller and Mr. Shaub

2. It was recommended that the Board approve the following Sunday use facilities requests:
 - a. Sutter's Brigade to use turf football stadium 14 on November 8, 2015 for practice from 1:00 – 3:30 p.m.
 - b. Lancaster-Lebanon PIAA Basketball Officials to use the HS small gym for meetings on November 8 and 22, 2015, December 6, 13, and 20, 2015, and January 10, 17 and 24, 2016 from 6:30 – 8:30 p.m.
 - c. Str8dnsports to use the HS gym lobby, HS large and small gyms, MS auditorium gallery, MS gym, BE gym/auditorium and lobby, HS, MS and BE parking lots/grounds, on January 17, 2016 from 1:00 – 9:00 p.m. for the MLK Girls Volleyball Tournament.

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

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Miller and Mr. Shaub

Executive Session/Personnel Committee

Dr. Quinn announced that there would be an executive session immediately following this Board meeting.

Labor and Management Committee

It was reported that this Committee did not meet in October, may meet in November.

Lititz Recreation Center Representative

It was reported that no meeting was held this month. No information to report at this time.

Legislative Committee

It was reported that it was Day 111 and there is still no budget.

IU Representative

It was reported that a meeting was held on October 14, 2015, which included the following items:

- Heard therapy presentation from Kate Black on life lessons from animals
- Heard audit report update
- Plan to borrow funds for a RAN up to \$20 million if funds are needed which carry issue and interest costs
- Will be losing some board members this year

Lancaster County Career and Technology Center Representative

It was reported that a general meeting was held on September 24, 2015. A dinner was held before the meeting for all districts. An annual report was provided at the meeting and an Executive Session was held after the general meeting for personnel matters.

Lancaster County Academy Representative

No report was provided.

PRIOR BUSINESS

None.

NEW BUSINESS

None.

INFORMATION

None.

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Dr. Quinn thanked everyone for coming out to tonight's meeting. He stated that there are a lot of great things happening despite the budget news.

ADJOURNMENT

There being no further business, Mr. Eppig moved to adjourn the meeting. Mr. Sahd seconded the motion and the meeting adjourned at 7:42 p.m.

Respectfully submitted,



Nathan Wertsch, Board Secretary