

Warwick School District

Lititz, PA 17543

September 20, 2016

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, September 20, 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, Millard P. Eppig, Jr., Michael R. Landis, Leslie Penkunas, Nelson L. Peters, Todd L. Rucci, Benedict R. Sahd, Scott A. Shaub, Debra J. Wenger, and Connor Wentworth, Student Representative, were present.

Others attending the meeting: Dr. April Hershey, Superintendent; Melanie Calender, Assistant Superintendent; Nathan Wertsch; Mark Leidich; Fred Griffiths; Lori Zimmerman; Dr. Ryan Axe; Jennifer Murphy; Steve Szobocsan; Laura Knowles of Lancaster Newspapers/Lititz Record Express; Lorrie Schonour; Dr. Daniel Doremus; Grant Hummer; Krista Eby; and Lance Wentworth.

WEF CHECK PRESENTATION

Grant Hummer and Dr. Daniel Doremus presented a check from the Warwick Education Foundation in the amount of \$50,138.00, which was awarded in grants.

RECOGNITION OF CITIZENS

None.

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 August 16, 2016 and the [Special Voting Meeting](#) of September 6, 2016)

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the minutes of the Regular meeting of August 16, 2016 and the Special Voting Meeting of September 6, 2016. Motion passed 9-0.

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 9-0 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	\$1,736,313.10
Wire Transfers	\$2,315,600.70
Construction Fund	None
Cafeteria Fund	\$44,494.61
Middle School Fund	None
High School Fund	\$4,074.59

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

On roll call vote:

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

Abstain: None

Nays: None

Absent: None

COMMUNICATIONS

None.

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Retirement

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

Non-Instructional

Thomas Becker as Director of Building and Grounds for Warwick School District, effective March 17, 2017.

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

On voice vote:

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

Abstain: None

Nays: None

Absent: None

B. Resignations

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

Non-Instructional

Martin Sommers as a Special Needs Assistant at Warwick High School, effective September 1, 2016.

Leslie Chizever as a Cafeteria Monitor at John Beck Elementary School, effective September 12, 2016.

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, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

Abstain: None

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:

Non-Instructional

Hayley Winters as a Food & Nutrition Services Assistant at Warwick Middle School, 3.0 hours/day, at the hourly rate of \$9.00, effective upon receipt of the appropriate paperwork. Ms. Winters is replacing Patricia Polt who retired.

Kevin Brantley as a Building Services employee at John Beck Elementary School and John R. Bonfield Elementary School, 8.0 hours/day (4.0 hours/day at each building), at the hourly rate of \$11.70, effective September 21, 2016, pending receipt of the appropriate paperwork. Mr. Brantley is replacing Steve Bodden who resigned.

Lawanda McKay as a Special Needs Assistant at Kissel Hill Elementary School, 5.5 hours/day, at the hourly rate of \$11.00, effective September 21, 2016. Ms. McKay is replacing Brooke Brown who resigned.

Extra Curricular/Extra Duty

Cassidy Godber as Band Assistant (50%) at Warwick High School, at the annual salary of \$1,197.00, effective September 21, 2016, pending receipt of the appropriate paperwork. Ms. Godber is filling an open position.

Travis Love as Musical Choreographer at Warwick High School, at the annual salary of \$1,519.00, effective for the 2016/2017 school year. Mr. Love is replacing Regina Bowe who resigned.

Tony Luciano as Music Stage Art Director at Warwick High School, at the annual salary of \$2,991.00, effective September 21, 2016, pending receipt of the appropriate paperwork. Mr. Luciano is replacing Steven Goss who resigned.

Lee Walter as a Technology Resource - MS at Warwick Middle School, at the annual salary of \$684.00, effective for the 2016/2017 school year. Mr. Walter is replacing Jeff Becker who resigned.

Kevin Krause as a Cafeteria Monitor at Warwick Middle School, at the annual salary of \$685.00, effective for the 2016/2017 school year. Mr. Krause is replacing Eric Jeanes who resigned.

Wanda Weachter as a Cafeteria Monitor at Warwick Middle School, at the annual salary of \$685.00, effective for the 2016/2017 school year. Mrs. Weachter is replacing Don Miller who resigned.

Barbara Wolf as a Cafeteria Monitor at Warwick Middle School, at the annual salary of \$685.00, effective for the 2016/2017 school year. Mrs. Wolf is replacing Earl Hazel who resigned.

Jeni Neiles as a Cafeteria Monitor (1/3) at Warwick Middle School, at the annual salary of \$228.33, effective for the 2016/2017 school year. Mrs. Neiles is replacing Blake Bender who received a change of status.

Lindy Fackler as Elementary Music Director JB at John Beck Elementary School, at the annual salary of \$1,191.00, effective for the 2016/2017 school year. Ms. Fackler is replacing Michele Conrad who resigned.

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed below as independent volunteers, effective September 21, 2016, until they submit their resignation or have their active status changed by the district.

Lynette Arnold	Stephanie Hironimus	Amy Reynolds
Jack Borden	Jessica Kautz	Robyn Sowada
Sara Bugg	Pamela Lauris	Sara Weaver
Stacy Eberly	Deborah Linton	Melody Wenger
Michael Hartman	Heather Nauman	Ken Williams

Volunteer Coaches

It was recommended that the Board approve the election of the individuals listed below as volunteer coaches, effective for the 2016/2017 school year, until they submit their resignation or have their active status changed by the district.

Leahn Agnew-Karcheski	Jason Fuehrer	Sue Garner
Brandon Gonzales	Steve Lee	Jayne Stief

Substitutes and Assistants

It was recommended that the Board approve the election of the individuals named on [ATTACHMENT #1](#), and the individuals listed below, effective September 21, 2016, until they submit their resignation or have their active status changed by the district.

Support Staff - Additions

Stephanie Bollinger
Rose Border

District Approved Photographer

It was recommended that the Board approve the election of the individuals listed below as district approved photographers, effective for the 2016/2017 school year, pending receipt of the appropriate paperwork, until they submit their resignation or have their active status changed by the district.

Sarah Hummer Tara Salmi

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, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

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

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

Change of Status

Non-Instructional

Janice Bracken from a Special Needs Assistant at Warwick High School, 4.75 hours/day, to a Special Needs Assistant at Warwick High School, 5.0 hours/day, effective September 7, 2016. This change of status is needed to meet student needs.

India Rao from a Special Needs Assistant, at Warwick Middle School, 4.0 hours/day, to a Special Needs Assistant, at Warwick High School, 5.5 hours/day, effective September 7, 2016. Ms. Rao is receiving this change of status as a result of the matriculation of the student with whom she works and to meet other student needs.

Gretchen Conrad from a Special Needs Assistant at Warwick Middle School, 4.0 hours/day, to a Special Needs Assistant at Warwick Middle School, 4.5 hours/day, effective September 7, 2016. This change of status is needed to meet student needs.

John Davidson from a Special Needs Assistant at Warwick Middle School, 27.5 hours/week, to a Special Needs Assistant at Warwick Middle School, 27.75 hours/week, effective September 7, 2016. This change of status is needed to meet student needs.

Lindy Fackler from a Special Needs Assistant at Warwick Middle School, 4.0 hours/day, to a Special Needs Assistant at Warwick Middle School, 5.5 hours/day, effective September 7, 2016. This change of status is needed to meet student needs.

Rosemarie Walsh from a Special Needs Assistant at Warwick Middle School, 5.5 hours/day, to a Special Needs Assistant at Warwick Middle School 5.0 hours/day, effective September 7, 2016. This change of status is needed due to a change in the schedule of the student with whom she works.

Madhurita Banerjee from a Classroom Assistant at John Beck Elementary School, 4.0 hours/day, to a Library Assistant at Warwick High School, 5.5 hours/day, effective September 9, 2016. Mrs. Banerjee is replacing Sarah Bromirski who received a change of status.

~~Stacy McSparran from a Special Needs Assistant at John R. Bonfield Elementary School, 5.75 hours/day, to a Special Needs Assistant at John R. Bonfield Elementary School, 5.5 hours/day, effective September 7, 2016. This change of status is a result of a change in student needs.~~ **This Change of Status was retracted.**

Darlene Moore from a Special Needs Assistant at John R. Bonfield Elementary School, 5.5 hours/day, to a Special Needs Assistant at John R. Bonfield Elementary School, 4.0 hours/day, effective September 7, 2016. This change of status is due to the matriculation to Warwick Middle School of the student with whom Mrs. Moore worked.

Extra Curricular/Extra Duty

Blake Bender from a Cafeteria Monitor (100%) at Warwick Middle School, to a Cafeteria Monitor (2/3) at Warwick Middle School, at the annual salary of \$456.67, effective for the 2016/2017 school year. Mr. Bender will be sharing this position with Jeni Neiles.

Mike Brown from a Cafeteria Monitor (50%) at Warwick Middle School, to a Cafeteria Monitor (100%) at Warwick Middle School, at the annual salary of \$685.00, effective for the 2016/2017 school year. Mr. Brown is replacing Ruth Gallagher who resigned.

Philip Champagne from JH Assistant Girls Basketball Coach at Warwick Middle School, to Head Jr. High Girls Basketball Coach at Warwick Middle School, at the annual salary of \$3,571.00, effective for the 2016/2017 school year. Mr. Champagne is replacing Scott Barnhart who resigned.

Change of Rate

Non-Instructional

Hollie DeFilippo from a Special Needs Assistant at Lititz Elementary School, 5.5 hours/day, at the hourly rate of \$11.65, to a Special Needs Assistant at Lititz Elementary School, 5.5 hours/day, at the hourly rate of \$13.15, effective September 7, 2016. A rate differential is provided in circumstances to meet the personal care needs of students.

Christina Smoker from a Special Needs Assistant at Lititz Elementary School, 5.5 hours/day, at the hourly rate of \$11.64, to a Special Needs Assistant at Lititz Elementary School, 5.5 hours/day, at the hourly rate of \$13.14, effective September 7, 2016. A rate differential is provided in circumstances to meet the personal care needs of students.

Robin Weber from a Special Needs Assistant at Lititz Elementary School, 4.0 hours/day, at the hourly rate of \$12.20, to a Special Needs Assistant at Lititz Elementary School, 4.0 hours/day, at the hourly rate of

\$13.70, effective September 7, 2016. A rate differential is provided in circumstances to meet the personal care needs of students.

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

On voice vote:

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

Abstain: Mr. Rucci

Nays: None

Absent: None

3. LEAVE OF ABSENCE REQUESTS

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

Instructional

Erin Kirkpatrick is requesting a Family and Medical Leave of Absence (FMLA), beginning approximately January 23, 2017 and continuing April 13, 2017. Mrs. Kirkpatrick is anticipating returning to work date as April 18, 2017.

Jeni Neiles is requesting a Family and Medical Leave of Absence (FMLA) with concurrent Child Rearing Leave, beginning approximately November 28, 2016 and continuing the end of the third marking period of the 2016/2017 school year. Mrs. Neiles is anticipating returning to work date as the first day of the fourth marking period of the 2016/2017 school year.

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

On voice vote:

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

Abstain: None

Nays: None

Absent: None

4. BOARD POLICY REVISIONS – FIRST READING

It was recommended that the Board approve, as a First Reading, the following policy revisions per [ATTACHMENT #2](#) (Policy No. 817).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the existing board policy revisions, as a first reading, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

5. TEACHER TENURE

The following teacher has met the teacher tenure requirements as set forth by the Pennsylvania School Code and was recommended for tenure, effective September 20, 2016.

Elementary

Sarah Pendleton

LE Speech/Language

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve teacher tenure, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

6. FEASIBILITY STUDY

It was recommended that the Board retain Reese, Lower, Patrick & Scott, Ltd. for the purpose of conducting a comprehensive feasibility study at a fee not to exceed \$25,000.00, as presented in [ATTACHMENT #3](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the retention of Reese, Lower, Patrick & Scott, Ltd. for the purpose of conducting a comprehensive feasibility study, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

7. ENROLLMENT CONSULTANT

It was recommended that the Board retain DecisionInsite, LLC as an enrollment consultant for the purpose of the feasibility study at a fee not to exceed \$11,895.00 for one year as presented in [ATTACHMENT #4](#).

Mr. Eppig moved, Mr. Rucci seconded, the motion to approve the retention of DecisionInsite, LLC as an enrollment consultant for the purpose of the feasibility study, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

8. MUNICIPAL CODE CAPITAL RESERVE FUND RESOLUTION

It was recommended that the Board approve the Municipal Code Capital Reserve Fund Resolution as presented in [ATTACHMENT #5](#).

Mr. Peters moved, Mr. Landis seconded, the motion to approve the Municipal Code Capital Reserve Fund Resolution, as presented.

On roll call vote:

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

Abstain: None

Nays: None

Absent: None

Information from the Superintendent

Dr. Hershey shared the following:

- The students have seen numerous successes in the short time they've been here academically, athletically, in the arts, etc.
- We are in the middle of Back to School Night season.
- We may be having a short voting session at COW in October, which will be advertised if so.

COMMITTEE REPORTS

Student Representative

The student representative, Mr. Connor Wentworth, provided an overview of student activities across the district at the Education Committee and Student Activities Committee meetings in September.

Building and Property Committee

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

Education Committee

The Education Committee met on Monday, September 12, 2016. Mr. Connor Wentworth provided an overview of student activities across the district. Mrs. Calender welcomed new members. The committee reviewed the mission and goals of the district from the Comprehensive Plan. Dr. Ron Hallett presented preliminary 2015/2016 PSSA data with the team. The Committee had no recommendations to make to the Board at this time.

Finance and Legal Committee

The Finance & Legal Committee did not meet in September and did not have any recommendations for the Board at this time. The following update was provided:

- District is looking at Colonial Life for a dependent audit and to help with benefits enrollment this year
- Bond refinancing has been completed with savings better than expected
- Auditors come tomorrow to start the process

Student Activities Committee

The Student Activities Committee met on Thursday, September 15, 2016. The meeting opened with introductions of new members and welcome from Mr. Rucci. Connor Wentworth then shared reports from all of the schools and the year opened well in all buildings. Mr. Landis discussed a donation that is being made to upgrade the baseball and softball fields and an idea about “Hometown Hero” night at a home football game. There were no overnight trips submitted but the committee discussed the benefits of the GAPP program based on the presentation to the board earlier that week. Mr. Sahd shared the feedback that the School Board received about the trip. The changing dynamics of travel outside of the US was a topic as well. Overall the committee was encouraged by the start of the year and the direction of the leadership in the district. The committee had the following recommendations to make to the Board at this time.

1. It was recommended that the Board approve the following Sunday use facilities requests:
 - a. Str8dnsports – MLK Junior Girls Volleyball to use the HS small and large gyms, HS gym lobby, HS indoor concession stand, and HS parking lot/grounds on January 15, 2017 from 1:00 – 8:30 p.m. for a tournament.
 - b. Sutter’s Brigade to use turf football stadium 14 on November 6, 13 & 20, 2016 from 2:00-4:00 p.m. for practice sessions.
 - c. Dance Dynamix to use the HS auditorium for the Year End Showcase of Talent on June 11, 2017 (*listed on Agenda as 2016*) from 1:30 – 6:30 p.m.

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, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

(From the Supplemental Agenda)

2. It was recommended that the Board approve the following the following Out-of-State Field Trip requests:
 - a. HS students and staff to Archbishop Curley HS, Baltimore MD for the Sam Rhine Genetics Conference on October 12, 2016. Students will receive up to date information on genetics, biotechnology and medicine. There will also be presentations on career choices in the field.
 - b. MS/HS students and staff to tour Historic Annapolis, Academy and Goddard Space Center Museum, Annapolis, MD on November 18, 2016. This trip meets Chapter 16 requirements and will offer enrichment to gifted students.

Mr. Rucci moved, Mr. Sahd seconded, the motion to approve the Out-of-State Field Trip requests, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

Executive Session/Personnel Committee

It was announced that there would be a meeting immediately following this Board meeting to discuss various personnel issues.

Labor and Management Committee

It was reported that no meeting was held in September. A meeting will be held in October if needed.

Lititz Recreation Center Representative

It was reported that a meeting was held last night, which was the annual meeting for all the members which included a presentation of all the programs available and an update to all donors. Next scheduled meeting is in two months.

Legislative Committee

It was reported that there was nothing meaningful to share at this time.

IU Representative

It was reported that a meeting was held on September 14, 2016, and that several presentations were heard, as well as a lot of personnel action items.

Lancaster County Career and Technology Center Representative

It was reported that a meeting was held August 25, 2016. The following items were noted from the meeting:

- 280 students more applied this year than last year.
- Getting career tracks for all those applied.
- As well as additional course offerings were discussed.

PRIOR BUSINESS

None.

NEW BUSINESS

None.

INFORMATION

None.

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Dr. Quinn thanked everyone for coming out to the September meeting and stated how exciting the start to the school year has been.

ADJOURNMENT

There being no further business, Mr. Wentworth 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