

Warwick School District

Lititz, PA 17543

September 21, 2010

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, September 21, 2010, at 7:00 p.m.

Dr. Quinn, President, called the meeting to order.

PLEDGE OF ALLEGIANCE

ROLL CALL

The Board Secretary called the roll of the Board: Jeffrey A. Conrad, Millard P. Eppig, Jr., Michael R. Landis, Darryl L. Miller, David M. Pusey, Dr. Timothy Quinn, Todd L. Rucci, and Debra J. Wenger, were present. Excused absences: Dr. Karen W. Malleus and Kelsey Cowher, Student Representative

Others attending the meeting: Dr. April Hershey, Superintendent, Dr. Keith Floyd, Assistant Superintendent for Elementary Education, Jo Anne McClain, Board Secretary, David L. Zerbe, Business Manager, Laura Knowles of Lancaster Newspapers, Michael Upton of *Lititz Record Express*, Lori Zimmerman, Lisa Himes, Dr. Joseph Elder, Michael Smith, Howard L. Snoke, Nelson Peters, Mike Himes, Doreen Packer, Troy Price, Arthur Barr, Dr. Robin Felty, David Kramer, Karen Scheffey, Mark Leidich, Senator Mike Brubaker, Kathy Snoke, Claris R. Lefever, and Carolyn Strohm.

RECOGNITION OF CITIZENS

Dr. Quinn welcomed those attending the meeting and asked if there were any questions or comments.

Howard Snoke of Warwick Township, addressed the Board regarding the possibility of approaching the Heart of Lancaster Hospital and nurse volunteers to preform EKG's on our students who are active in sports as a safety measure.

APPROVAL OF AGENDA

Mr. Conrad moved, Mrs. Wenger seconded the motion to approve the agenda as presented. Motion passed unanimously.

APPROVAL OF MINUTES ([Regular meeting](#) of 08/17/10 and [Special meeting](#) of 09/07/10)

Mr. Miller moved, Mr. Landis seconded the motion to approve the minutes of the August 17, 2010, and the September 7, 2010, board meetings. Motion passed unanimously.

TREASURER'S REPORT

Mr. Miller presented the Treasurer's Report. A copy of the report is attached to these minutes. The Treasurer's Report was unanimously accepted 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	\$1,637,036.66
Wire Transfers	3,057,894.12
Athletic Fund	23,575.70
Construction Fund	714,470.20
Cafeteria Fund	92,472.14
Elementary Fund	2,602.38
Middle School Fund	924.95
High School Fund	533.00

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

On roll call vote:

Ayes: Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Pusey
Dr. Quinn, Mr. Rucci, and Mrs. Wenger
Nayes: None
Absent: Dr. Malleus

COMMUNICATIONS

Dr. Hershey received a letter from the Lancaster County Commissioners regarding the use of school buildings as polling places, which speaks to the fact that one district in the county has scheduled inservice days to coincide with elections. She explained that May and November are not conducive to our school calendar. November is parent-teacher conferences and the Thanksgiving holiday, and May is near the close of school, and that the teachers' contract also impacts the date selection. She and the Board members had this conversation a few months ago and, at that time, the Board felt it was not wise to go in this direction.

Dr. Hershey commented that she has received emails from people in the community regarding the Warrior issue, which she had forwarded on to the Board members.

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Resignations

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

Warwick Board of School Directors

Dr. Karen W. Malleus, effective September 13, 2010.

Mr. Eppig moved, Mr. Miller seconded the motion to accept the resignation of Dr. Malleus.

Motion passed unanimously.

Non-Instructional

Pamela Artley as a food & nutrition services assistant at Warwick High School, effective September 17, 2010.

Mr. Pusey moved, Mr. Rucci seconded the motion to accept the resignation of Pamela Artley.

Motion passed unanimously.

B. Elections

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

Administrative

The Board has completed its search for a district Assistant Superintendent for Secondary Education and requested a motion to employ Dr. Robin L. Felty to fill that position, for a term of four years, effective September 22, 2010, through June 30, 2014, at the salary of \$115,000. Dr. Felty is replacing Matthew LaBuda who resigned.

Instructional

Lois Class as a third grade teacher (50% FTE) at Kissel Hill Elementary School, effective September 22, 2010, at the salary of \$24,428.50. Ms. Class is replacing Elizabeth Smith due to her change of status.

Crystal Illigasch as a long-term substitute kindergarten teacher at Kissel Hill Elementary School, effective September 7, 2010, at the salary of \$43,624. Ms. Illigasch is substituting for Jodi Brill due to her change of status.

Non-Instructional

Valerie Dorosz as a reading assistant at John Beck Elementary School, effective September 22, 2010, at the rate of \$9.50 per hour for 6.0 hours/day – 30.0 hours/week. Ms. Dorosz is replacing Beverly Weaver who resigned.

Brenda Fox as a cafeteria monitor at John Beck Elementary School, effective September 22, 2010, at the rate of \$8.60 per hour for 3.0 hours/day – 15 hours/week. Ms. Fox is replacing Jeseen Bauman who resigned.

Tammy Wiggins as a special needs assistant at John R. Bonfield Elementary School, effective September 22, 2010, at the rate of \$9.97 per hour for 3.5 hours/day – 17.5 hours/week. Ms. Wiggins is replacing Paige Quinn who resigned.

Jennifer Shreiner as a cafeteria monitor at John R. Bonfield Elementary School, effective September 22, 2010, at the rate of \$8.40 per hour for 5.0 hours/day – 25.0 hours/week. Ms. Shreiner is replacing Nancy Kulp due to her change of status.

Brenda Mertz as a recess monitor at Kissel Hill Elementary School, effective September 29, 2010, at the rate of \$8.33 per hour for 2.0 hours/day – 10 hours/week. Ms. Mertz is replacing Christine Mosher due to her transfer.

Extra-Duty

Dean Sobon as drama director HS fall for the 2010/11 school year, at the salary of \$2,952.

Independent Volunteers

It was recommended that the Board approve the following individuals as independent volunteers for the 2010/11 school year:

- Colleen Acebo
- Barbara Good
- Suzanne Kimm
- Kelly Kirk-Wentzel
- Lisa Rogers
- Richard Rogers

Substitute Teachers and Assistants

It was recommended that the Board approve the election of the individuals named on [ATTACHMENT #1](#), effective September 22, 2010, until they submit their resignation or have their active status changed by the district.

Mr. Eppig moved, Mrs. Wenger seconded the motion to approve the election of the above named individuals. Mr. Conrad requested that the record show, although he supports the hiring of Dr. Felty, he does take exception to a four-year contract.

On roll call vote:

- Ayes:** Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Pusey
Dr. Quinn, Mr. Rucci, and Mrs. Wenger
- Nays:** None
- Absent:** Dr. Malleus

Dr. Felty was introduced and addressed the Board stating that she is honored to be chosen for this position and excited for the opportunity to help lead the district.

2. **TRANSFERS and CHANGE OF STATUS**

It was recommended that the Board approve the transfers and changes of status of the following individuals.

Non-Instructional Changes of Status

Kathy Felpel from 3.0 hours/day – 15 hours/week to 4.0 hours/day – 20.0 hours/week as a food & nutrition services assistant at Warwick High School, effective September 22, 2010.

Janel Good from 22 hours/week to 30 hours/week as a library assistant at Warwick High School, effective October 1, 2010. Mrs. Good is replacing a portion of Jane Bohan’s hours due to her retirement.

Lisa Sangrey as a learning support assistant 3.0 hours/day – 15 hours/week at the rate of \$9.49 per hour, to a learning support assistant 3.0 hours/day – 15 hours/week at the rate of \$9.49 per hour and a recess monitor 1.0 hour/day – 5 hours/week at the rate of \$9.21 per hour, effective September 22, 2010. Both positions are at John Beck Elementary School, and she is replacing Jeseen Bauman who resigned.

Tameron Wagner as a learning assistant 4.0 hours/day – 20 hours/week at the rate of \$9.13 per hour, to a learning support assistant 4.0 hours/day – 20 hours/week at the rate of \$9.13 per hour and a recess monitor 1.0 hour/day – 5 hours/week at the rate of \$8.86 per hour, effective September 22, 2010. Both positions are at Lititz Elementary School, and she is replacing Meggan Sollenberger who resigned.

Non-Instructional Transfer

Christine Mosher from a 2.0 hours/day – 10 hours/week recess monitor position at Kissel Hill Elementary School, to a 23.5 hours/week library assistant position at Warwick High School, effective September 29, 2010. Ms. Mosher is replacing Jane Bohan who retired.

Mr. Landis moved, Mr. Pusey seconded the motion to approve the transfers and changes of status of the above named individuals.

On roll call vote:

- Ayes:** Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Pusey
Dr. Quinn, Mr. Rucci, and Mrs. Wenger
- Nayes:** None
- Absent:** Dr. Malleus

3. **LEAVE OF ABSENCE REQUESTS**

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

- A. Jennifer Kovalchick requested FMLA with concurrent Child Care Leave. Commencing with birth of child, on or around January 3, 2011, applicable sick days will be used from January 3, 2011 through February 11, 2011, and any remaining applicable PTO will be used before unpaid time. FMLA period will end tentatively on March 25, 2011. Child Care Leave is requested for the remainder of the 2010/11 school year. Mrs. Kovalchick plans to return to work at the start of the 2011/12 school year.
- B. Carol Kuehner requested FMLA for the beginning of the 2010/11 school year through October 1, 2010. Her anticipated return-to-work date is October 4, 2010, pending release from her doctor.
- C. Heather Bellows requested FMLA for child care, effective on or about November 22, 2010. Her estimated return-to-work date is February 15, 2011.
- D. Rachel Kiehl requested FMLA for child care, effective on or about November 2, 2010. Her estimated return-to-work date is February 2, 2011.

Mr. Pusey moved, Mrs. Wenger seconded the motion to approve the above requests for leaves of absence.

On roll call vote:

Ayes: Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Pusey
Dr. Quinn, Mr. Rucci, and Mrs. Wenger
Nayes: None
Absent: Dr. Malleus

4. **BOARD POLICY REVISION APPROVAL**

It was recommended that the Board approve, as a second reading, revised Policy Number 6130, "Use of Medications", as set forth on [ATTACHMENT #2](#).

Mr. Eppig moved, Mrs. Wenger seconded the motion to approve, as a second reading, revised Policy Number 6130, as set forth on Attachment #2.

Dr. Hershey added that these changes are per recommendations from the PA Department of Health.

On roll call vote:

Ayes: Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Pusey
Dr. Quinn, Mr. Rucci, and Mrs. Wenger
Nayes: None
Absent: Dr. Malleus

5. **TEST ADMINISTRATION SCHEDULE**

It was recommended that the Board approve the standardized testing schedule for the 2010/11 school year, as set forth on [ATTACHMENT #3](#).

Mr. Eppig moved, Mr. Rucci seconded the motion to approve the 2010/11 test administration schedule as per Attachment #3.

Motion passed unanimously.

Information from the Superintendent

Dr. Hershey reported that the local newspaper has recently reported information about the PSSA testing results, which is a small snapshot of the actual data. Dr. Floyd and Mrs. Line-Koller will be sharing more detailed information at a future meeting of the Board. Dr. Hershey was happy to announce that the 11th grade math scores were the best in the county, and reading scores were among the top three. AYP was met in all buildings.

Dr. Hershey commented that there is so much success happening for the athletic teams, musical groups, and band. We've had a fantastic start to the school year and should celebrate the great things that are happening.

COMMITTEE REPORTS

Student Representative

Miss Kelsey Cowher was absent from the meeting but provided the following written report:

On Saturday, September 18th, the Viola Children's Choir from Xamberk and Kunvad of the Czech Republic performed alongside Warwick High School and Linden Hall's choirs in Warwick's auditorium. Nine Warwick National Honor Society members helped count and sort 25,000 rubber duckies at the Schreiber Pediatric Rehab Center during the United Way of Lancaster County's annual Days of Caring on September 10-11, 2010. The Schreiber Pediatric Rehab Center offers outpatient physical, occupational, and speech-language therapy to children with disabilities, developmental delays and acquired injuries. Warwick's football team competed in their first home game on the new turf on September 17th defeating Garden Spot by a score of 20-10.

Building and Property Committee

Mr. Pusey reported that the Building and Property Committee met on September 13, 2010. The Middle School project was discussed, including change orders, Convia, the access drive for Lititz recCenter, and the dedication program on October 17, 2010. The Campus Master Plan was reviewed with updates on the schedule and an electrical contract for the softball field. The Buch Farm pavilion project with the LCCTC was reviewed. Other topics of discussion included the non-repetitive maintenance projects for the summer of 2010, and the nature area at the Middle School. The Committee made the following recommendations to the Board:

1. That the Board approves change orders for the Middle School Project to the following contractors as indicated below and set forth on [ATTACHMENT #4](#):

ER Stuebner, Inc., General Contractor	CO#15	\$ 27,398.00
	CO#16	\$ 39,252.44
	CO#17	\$ 29,887.00
Frey Lutz Corp., HVAC Contractor	CO#4	\$ 4,174.00
	CO#5	<u>\$ 5,522.27</u>
Grand Total.....		\$106,233.71

Mr. Pusey moved, Mr. Eppig seconded the motion to approve the above change orders, per Attachment #4.

On roll call vote:

Ayes: Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Pusey
Dr. Quinn, Mr. Rucci, and Mrs. Wenger

Nays: None

Absent: Dr. Malleus

2. That the Board approves a change in the scope of contract with R.S. Reidenbaugh that will permit the use of “allowances” in their (Grosch Field) contract to be redirected for panels/power and rewire lighting at the softball field and power to the west pavilion, as per [ATTACHMENT #5](#). *(Note: This is not a change order approval. These dollars were reserved in their bid [Grosch Field electrical] in the event they encountered sink holes, rock excavation, unsuitable soils, etc. They were not used. This request asks to redirect those remaining dollars as stated. The original bid will not change.)*

Mr. Pusey moved, Mr. Eppig seconded the motion to approve the above change in scope contract with R. S. Reidenbaugh, per Attachment #5.

On roll call vote:

Ayes: Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Pusey
Dr. Quinn, Mr. Rucci, and Mrs. Wenger

Nays: None

Absent: Dr. Malleus

Education Committee

Mrs. Wenger reported that the Education Committee met on September 13, 2010. Mrs. Kate Rapp and Mr. Jeff Smoker presented information on the high school physical education course curriculum revision. Dr. Peggy Montgomery and Ms. Angie Nagy presented a report on the 2010 Summer Pre-K Readiness Program. Dr. Joseph Elder presented a report on the 2010 Academy at Warwick. Other topics of discussion included the common core standards and elementary standards-based report card. The Committee made the following recommendation to the Board:

1. That the Board approves the: a) Revisions of the High School Physical Education curriculum [7 courses in total]; b) Course Curriculum Outlines; and c) Allow for the revised Physical Education Department courses to be updated in the High School Curriculum Guide/Handbook for 2011/12 school year, as per [ATTACHMENT #6](#).

Mrs. Wenger moved, Mr. Rucci seconded the motion to approve the curriculum changes above, as per Attachment #6.

On roll call vote:

Ayes: Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Pusey
Dr. Quinn, Mr. Rucci, and Mrs. Wenger

Nays: None

Absent: Dr. Malleus

Finance and Legal Committee

Mr. Miller reported that the Finance and Legal Committee met on September 9, 2010. Project updates were given on the Middle School, Grosh Field, the Lititz recCenter, and the Buch Farm pavilion. Other topics of discussion included Intellectual Property, the June 30, 2010 Audit Report, and the Senior Tax Credit Program which would allow seniors to volunteer time to work off a portion of their tax bill. Due to liability concerns, it's not something we're looking to pursue currently. Budget planning followed which included information on PDE funding 10/11, PSERS legislative action, cost savings, and tax receipts. The Committee made the following recommendation to the Board:

1. That the Board approves an extension of hours available for the technology intern for assistance in the development of code for district technology programs at 10 hours per month not to exceed an additional 120 hours.

Mr. Miller moved, Mr. Landis seconded the motion to approve the above requested extension of hours.

On roll call vote:

Ayes:	Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Pusey Dr. Quinn, Mr. Rucci, and Mrs. Wenger
Nays:	Mr. Conrad
Absent:	Dr. Malleus

Mr. Miller reported that the Committee also talked about the PSERS situation and Senate Bill 566, adding that the legislature has done nothing but kick the can down the road. They have not dealt with the defined benefit/defined contribution plan, and no fundamental changes have occurred.

Student Activities Committee

Mr. Rucci reported that the Student Activities Committee met on September 9, 2010. Mr. Troy Price reviewed the requests for overnight/out-of-state field trips, of which they had none, and the Sunday use of facilities requests. Mr. John Kosydar reviewed the athletic department mission statement and coaching handbook. The Committee made the following recommendations to the Board:

1. It was recommended that the Board approve the following Sunday use of facilities requests:
 - A. PA Classics AC Soccer Club to use soccer fields 8, 9, and 10 for the PA Classics Keystone Cup Soccer Tournament on September 5, 2010, from 1:00 to 5:00 p.m.
 - B. Lititz recCenter to use the middle school parking lot/grounds for swim meet parking on January 9, 2011, and February 20, 2011, from 1:00 to 9:00 p.m.
 - C. Warwick Marching Band to use the high school cafeteria dining area for competition meals on November 14, 2010, from 1:00 to 3:00 p.m.
 - D. The Warwick Youth Softball Association to use the Bonfield Elementary Fields on October 3, 2010, from 1:00 to 8:00 p.m. for a benefit softball tournament. This was previously approved, but for the Ambucs Field and the JV Softball field.

Mr. Conrad moved, Mrs. Wenger seconded the motion to approve the above Sunday use of facilities requests. Motion passed unanimously.

Executive Session / Personnel Committee

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

Labor and Management Committee

Dr. Quinn reported that a meeting was held on September 16, 2010. Minutes will be forthcoming.

Lititz Community Center Representative

Mr. Conrad encouraged folks to join the recCenter.

Legislative Committee

Mr. Pusey spoke about the PSBA Conference the second week of October. He and Mr. Eppig will be attending to vote on legislative priorities.

IU Representative

Mr. Landis reported that a meeting was held on September 15, 2010. An executive session was held and they came to terms to extend contracts through 2013 due to the early bird process. Mr. Landis commented on the considerable savings in legal fees due to the success of this process and accredited Flip Steinour, H.R. Director, and other administrators for their work. The detailed reports from the meeting were sent to Board members electronically last week.

Lancaster County Career and Technology Center Representative

Mr. Pusey reported on the construction of the Warwick pavilion project by the LCCTC students, which will result in considerable savings. A dinner meeting will be held at the Mount Joy Campus, and a feasibility study meeting with the architects is scheduled for October 12th.

Lancaster County Academy Representative

Mr. Miller reported that a meeting was held on August 25, 2010. Routine business was conducted and they reviewed policies to bring them in line with IRS regulations. Tuition reimbursement was approved for Diane Tyson who's working on her principal certification. The status with PDE is under transition, and it currently looks favorable that the Academy will be able to continue under joint venture status as a stand alone school. Teachers of record need to be brought on board to round it out. The Academy is considering tuition status for adult students. In addition to students that districts send, there are occasionally adults that will attend based on availability and the ability to meet the tuition cost. These graduates do receive dual graduate status from the Academy and the school district. It will reflect no cost to the district or no loss of seating for our students. Currently Warwick has 8 students enrolled in program with one additional student going through process.

PRIOR BUSINESS

None

NEW BUSINESS

Dr. Hershey informed the Board that she contacted the solicitor regarding filling the vacant seat on the Board due to the resignation of Dr. Malleus. The Board has 30 days (commencing today) to nominate someone, and there are no specific ways to accomplish this task. The Board members need to decide how they would like to proceed. If the Board doesn't agree on someone and fill the seat within 30 days, the Board of Elections will fill the vacancy. This person would fill the unexpired term of Dr. Malleus which ends in December, 2011.

Dr. Hershey stated that she was in consultation with Dr. Quinn and they thought it might make sense to look at people who had recent experience with the school district or school board. People who have expressed their interest in continuing to serve the district are: Larry Zeamer, who retired at the end of last year as principal of the Middle School; Warren Newberry who left the board and now serves on the Building and Property Committee; and Beth Sahd who left board and currently serves on the Education Committee. The person selected would need to be approved by the Board at the October 19th meeting.

The Board members discussed the attributes of the three individuals named above, concluding that all of them are desirable candidates for the position. Since an opening now exists on the Education Committee, the majority leaned toward naming someone with educational experience to fill this slot as well.

Mr. Pusey asked if the Board should consider reaching out to the community by allowing people to send a letter of interest. Dr. Hershey responded that we can do whatever the Board desires.

After lengthy discussion, Mr. Landis asked what the Board needs to do at this point. Dr. Hershey replied that she was hoping for a clear choice this evening and to bring that person or persons to the October 5th Committee of the Whole meeting for final review.

Mr. Conrad stated his preference to open the vacancy to all committee members asking them if they have a desire to serve on board. Those who are interested would be directed to come to the Committee of the Whole meeting and express why they are interested. He preferred to expand the opportunity to more people.

More discussion followed about the 30-day time limitation; how three qualified candidates have been put forth for consideration; and the process starting over again with next year's election since this seat term expires in 2011.

Mr. Conrad made a motion to open the vacancy to current committee members soliciting letters of interest and attendance at the October 5th Committee of the Whole meeting for a short interview process, with a selection following the interviews. Mr. Pusey seconded the motion.

Mr. Zerbe made the clarification, if it is restricted to current members of committees, that would exclude Mr. Zeamer.

Discussion followed regarding the unexpired term being only 13 months and the election process next year. Mr. Conrad reiterated his concern with giving more people the opportunity and the perception of the taxpayers.

Dr. Quinn brought the motion on the floor to a voice vote.
The motion failed.

Mr. Landis made motion to ask Larry Zeamer to fill the unexpired term and come to the October 5th Committee of the Whole meeting. Mr. Miller seconded the motion.

Dr. Quinn brought the motion to a voice vote.
The motion passed.

INFORMATION

None

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Dr. Quinn thanked everyone for coming tonight and encouraged continued attendance at Board meetings, adding that we appreciated Senator Brubaker being in attendance.

Mr. Pusey thanked Senator Brubaker for taking the time to come tonight and Dave Kramer, a member of Warwick Township Board of Supervisors who was also in attendance.

Senator Brubaker thanked the Board for the warm greeting. He remarked that he has 12 school districts in his area and tries to visit them all. He commended the Board members for their service recognizing that the position is one of most challenging public service calls for which they volunteer. He spoke about the PSERS legislation, the legislative calendar, the possible taxation of Marcellus Shale gas wells, and how disbursement of that revenue would be another issue for determination.

ADJOURNMENT

There being no further business, Mr. Conrad moved to adjourn the meeting. Mr. Pusey seconded the motion and the meeting adjourned at 8:19 p.m.

Respectfully submitted,

Jo Anne McClain, Board Secretary