



# Warwick School District

## Committee of the Whole

October 7, 2014

Board Room

7:00 p.m.

### *MINUTES*

**Members Present:** Michael Landis, Scott Shaub, Millard Eppig, Timothy Quinn, Debra Wenger, Nelson Peters, Robin Felty, Ben Sahd, Todd Rucci, April Hershey, Nate Wertsch

**Guests:** Mark Leidich, Angela Kirby-Wehr, Diane Tyson

#### 1. Lancaster County Academy - Presentation

*Ms. Diane Tyson*

Ms. Tyson provided information on the Lancaster County Academy. She shared how the program evolved and the rationale for its development. She provided general student profiles for those who attend this program. The Lancaster County Academy is located in the Park City Mall. The Lancaster County Academy is open year round, is based on a self-paced program and offers students flexible scheduling, a customized education plan, accesses community resources and focuses on transition after high school to life, work and post-secondary goals.

#### 2. Grading and Assessment Guidelines

*Dr. Robin Felty – Asst. Superintendent*

Dr. Felty provided an overview of the new district Grading and Assessment Guidelines. Warwick School District has implemented several necessary changes and initiatives for teachers and students in kindergarten through grade 12 classrooms for the 2014-2015 school year. One of these initiatives is the implementation of district-wide “Grading and Assessment Guidelines”. These guidelines assist the District in maintaining compliance with School Board Policies #102-Academic Standards (assessing achievement of standards and providing assistance to students whose grades show difficulty attaining standards) and #106-Guides for Planning Instruction (ensuring assessments and methods evaluate the extent to which learning objectives were achieved), and help ensure all students receive a fair, equitable, and meaningful educational experience. The guidelines were developed to be implemented in two phases; Phase I guidelines in 2014-2015, followed by Phase II in 2015-2016.

### 3. Educator Effectiveness Evaluation System

*Dr. Robin Felty – Asst. Superintendent*

Dr. Felty provided an overview of the Educator Effectiveness Evaluation System, including the system for Teachers, Non-teaching Professionals, and Principals/Supervisors. Part of the presentation involved discussion about student learning objectives (SLO) and the actual evaluation rubrics.

### 4. Other Relevant Items

The committee adjourned at 8:08 p.m.

Respectfully Submitted,



Lisa Himes



# Warwick School District

## Building and Property Committee

October 13, 2014

Conference Room A

6:00 p.m.

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### *Minutes*

**No Meeting was held.**

# Warwick School District

## Education Committee



6:00 p.m.

October 13, 2014

Board Room

Attendance: Deb Wenger, Nelson Peters, Melanie Calender, Dr. Felty, Stacie Bardell, Lisa Gleason, Lisa Miller, Jean Johns, Jennifer Shettel, Maria Navea Mitchell

Absent: Abigael Weit, Priscilla Stoner, Keri Sapp, Lorie Sedlymer

Guest: Yvette Line-Koller

1. Welcome – *Mrs. Deb Wenger*

Comments on agenda items

2. Student Representative Report – *Ms. Abigael Weit*

No report this evening

3. K-12 Grading and Assessment and Guidelines – *Dr. Robin Felty*

- Media statement provided on September 26, 2013 on our District website
- Extensive K-12 representation (47 people) on this committee
- Large group and subcommittee meetings were held throughout the year
- Combined meetings were held including Members-as-Large
- Need for Change included:
  - Fair assessments & grading practices
    - Grades need to reflect learning, not student behavior
    - Grade inflation/deflation
  - Board Policies – current and future
    - Policy No. 102 Academic Standards
    - Policy No. 106 Guides for Planning Instruction

Subcommittee Topics:

- Collaboration and Consistency with Grading
- Criterion-referenced grading
- Formative & Summative Assessments in Grading
- Meaning formative feedback
- Calculation of Grades (regular education)
- Calculation of Grades (subgroups)
- Grading of homework, extra credit; retesting & grading of missing and/or late work

Phase I (2014-15)

- Philosophy and alignment of mission & vision
- Non-negotiables
- Guidelines
- Philosophy of Grading
  - Grade levels/departments/common courses work to develop consistency in addressing various grading topics

Phase II (2015-16)

- Reporting non-academic grades separate from academic grades
- Summative vs. Formative Assessments

Next Meeting: November 10, 2014

- Structure of finals, mid-terms, cornerstone common assessments
- Additional Resources
- Professional Development

#### 4. District Data Review

- Special Education Data – *Mrs. Yvette Line-Koller*
  - Chapter 14 – Special Education June 2014 – 457 students receiving services (11%)
  - Chapter 15 – Protected Handicapped Students – 107 students (3%)
  - Chapter 16 – Special Education for Gifted Students – 208 students (5%)
  - Total students identified with Special Needs – 820 students (19%) – includes students in referral process.
- SAP Referrals – WHS/WMS
  - 2012/13            155 referrals
  - 2013/14            141 referrals
- Historically Underperforming Groups includes:
  - Students receiving special education services
  - Students receiving English as a Second Language
  - Students of low socio-economic status
- School Performance Profile – *Dr. Robin Felty, Mrs. Melanie Calender, Mrs. Yvette Line-Koller* – Moved to November Meeting; SPP data not available to public at this time
- Grades 1-3 September Grade Level Meeting Data – *Mrs. Melanie Calender*
  - Beck -            Grades 1-3 Dibels and GRADE Assessment
  - Bonfield –      GRADE Assessment – focused on scoring and grading
  - Kissel Hill –    GRADE Assessment – focused on scoring and grading
  - Functional Drill preparation
  - Lititz -            GRADE Assessment – focused on scoring and grading

#### 5. Other Items for Discussion?

- Pam Stenzel will be presenting to the Middle and High School students, and an evening session will be provided for parents. Flyers and information will be going home shortly.

#### 6. Comments (time permitting)

Respectfully Submitted:

Stacie E. Bardell



# Warwick School District

## Finance and Legal Committee

October 9, 2014

Conference Room A

6:00 p.m.

### *AGENDA*

Present: Mr. Nathan Wertsch, Mr. Michael Landis, Mr. Brian Black, Mr. Flip Steinour, Mr. Darryl Miller, Mr. Jim Koelsch, Mr. C. Edward Browne, Mr. Ken Phillips, Ms. Lauren Eby, Mr. Kevin Martzall, Miss Jennifer Murphy

Absent: Dr. April Hershey

1. Public Comment - none
2. RBC Presentation – Ken Phillips and Lauren Eby from RBC

Mr. Phillips reviewed the CDU Reporting Requirements that the district must comply with. He also reviewed the current proposed bond refinancing timelines including possible bond refinancing for the 2005 Bonds which are callable on 2/15/2015. The savings on the bond refunding could be taken up front for district projects and realized in the 2015-2016 fiscal year or could be budgeted over the life of the bond issue. The committee decided to stay with the original plan of letting the savings fall out in 2015-16.

Ms. Lauren Eby

Ms. Eby reviewed the proposed debt service schedules should the district decide to seek a bond issue to cover the Bonfield renovations. A \$4M and \$8M schedule were reviewed which includes a wraparound debt structure to maintain the same level of debt service every year and therefore minimally impact annual budgets. The committee agreed to stay the course with a \$5M parameters resolution, which the district does not need to borrow the full amount.

3. Transportation Contract/Rate Discussion

Mr. Wertsch reviewed the history of transportation increases as it relates to the CPI, IU Average, and Warwick's increases. He discussed current negotiations with the contractors and that a 2.2% increase was agreed upon for the current year for daily rates and per hour cost with all other components remaining flat. Discussions are still ongoing about future year rates. Formal contracts will come before the committee in November.

4. Audit Updates

Mr. Wertsch informed the committee that the Office of the Auditor General had concluded their audit with no findings, observations, or verbal comments. An exit conference was held last week with Dr. Hershey and Mr. Wertsch, and a formal letter will be sent to the Board. Mr. Wertsch also informed the committee that the 2013-14 audit was in a good place and nearing completion as well after a meeting with Brown Schultz earlier in the day. They will be presenting to the committee in November.

5. Financial Advisor Discussion Continued

After further discussion from last month's meeting, the committee decided to continue as is without bringing in an advisor at this time. RBC has been working with the district on a three year plan which is near completion. As the district looks to do bond refinancing or issue debt service in the future, the committee will readdress the topic.

6. Other Relevant Items

No other relevant items were discussed by the committee.

7. Board Recommendations Recap

The committee does not have any formal recommendations this month.

Meeting adjourned at 6:46pm.

Respectfully submitted,

Miss Jennifer Y. Murphy



# Warwick School District

## Student Activities Committee



October 9, 2014

Board Room

6:00 p.m.

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In attendance: Ryan Landis, Ben Sahd, Robin Felty, Ryan Axe, Michael Joseph, Dave Emrhein, Lorrie Schonour, Marie Meeder

1. Welcome & Introductions – *Mr. Todd Rucci* – **Mr. Sahd ran the meeting**  
Comments on agenda items
2. Student Representative Report – *Ms. Abigael Weit* - **Dr. Felty read the high school updates for upcoming event, on behalf of Ms. Weit. Club reports were also shared. There were no reports from the elementary or middle schools at this time.**
3. Quebec City Field Trip Request – *Dr. Robin Felty* **Mrs. Renee Campeau was in attendance and Dr. Felty reviewed the request for the trip. The trip is part of the French curriculum. We are hoping to get this trip on next month's agenda.**
4. Dominican Republic Trip Request – *Mrs. Nicole Rivera* **A power point was presented about the Spanish program service trip. The Spanish students will be able to use their language skills while helping others. The Outreach 360 group has been in business since 1995 and is not religiously affiliated. The trip would be next Thanksgiving and students would miss one day of school. \$2100 is the projected cost per student.**
5. Athletic Handbook Review (continued) – *Mr. Ryan Landis* **Goal is to complete it by the end of the school year. Tonight's topic is communication within the teams and the programs. The plan is to provide guidelines for coaches when it comes to communication. Suggestions included a text reminder link, and the website. The committee discussed if we need guidelines for coaches pertaining to digital media.**
6. Admission To Home Swimming Meets – *Mr. Ryan Landis* **We have charged for swim meets at the Lititz Rec in the past. We average about \$275 a meet but are the only other team except for Cedar Crest that charge as far as we know. It is not our facility and we are not charged for the pool but we do make a donation every year. We charge for outdoor night events due to the lights. The committee advised that we waive the charges moving forward.**
7. Indoor Track & Field Independent Athlete Agreement – *Mr. Ryan Landis* **We do not have winter track but we do have some students who compete in invitational meets. Our agreement allows for the students to be represented by a volunteer coach.**
8. Sunday Use Requests – *Dr. Robin Felty*
  - 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. ✓
9. Field Trip Requests (Overnight and/or Out of State) – *Dr. Robin Felty*

Next Meeting: November 13, 2014

- 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. ✓

10. Other Items for Discussion?

-FBLA: are they on our extra duty approved list?

-Sports medicine coverage – we don't have enough trainers at our events.

There have been injuries that are not covered adequately.

Is there a way to contract when our trainer is not available?

Dr. Felty and Mr. Landis are planning to meet about this situation.

11. Comments (time permitting) none

Respectfully Submitted,

Ryan Axe