

Warwick School District
Lititz, PA 17543

December 4, 2018

A meeting of the Warwick Board of School Directors of the Warwick School District convened for the purpose of reorganization in the District Board Room on Tuesday, December 4, 2018, at 7:00 p.m.

Michael R. Landis called the meeting to order.

A moment of silence was observed in reflection and remembrance of the events of the past weekend.

PLEDGE OF ALLEGIANCE

ELECTION OF TEMPORARY PRESIDING OFFICER

Mr. Knouse nominated Millard Eppig as the temporary presiding officer. Mr. Peters seconded the nomination. Upon vote, the motion passed unanimously, and Mr. Eppig assumed this duty.

SWEARING IN OF BOARD MEMBERS

Judge Ed Tobin administered the oath to all elected Board members. Each board member signed an Oath of Office, which was made a part of these minutes.

ROLL CALL

The Board Secretary called the roll of the Board: Michael R. Landis, Millard P. Eppig, Jr., Matthew Knouse, Leslie Penkunas, Nelson L. Peters, Dr. Timothy Quinn, Todd L. Rucci, Scott A. Shaub, and Debra J. Wenger were present at roll call. Mr. Carson Garland, Student representative, was absent.

Others attending the meeting: Dr. April M. Hershey, Superintendent; Dr. Melanie Calender, Assistant Superintendent; Dr. Ryan Axe; Nathan Wertsch; Mark Leidich; Fred Griffiths; Jackie Yanchocik; Laura Knowles of Lancaster Newspapers/Lititz Record Express; Janice Boyer; Judge Ed Tobin; Lisa Bonfield; Chief John Schofield; and Lynn Miller.

APPROVAL OF AGENDA

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

ELECTION OF BOARD PRESIDENT

Mr. Eppig stated that nominations were open for the office of Board President.

Mr. Shaub nominated Michael Landis as Board President. Mr. Peters seconded this nomination.

Mr. Peters moved that nominations be closed. Mr. Rucci seconded the motion. Motion passed unanimously.

Mr. Eppig called for a vote and instructed the Board Secretary to cast a ballot for Michael Landis as President of the Warwick Board of School Directors.

Michael Landis was elected Board President unanimously.

ELECTION OF BOARD VICE-PRESIDENT

Mr. Eppig stated that nominations were open for the office of Board Vice President.

Mr. Knouse nominated Todd Rucci as Board Vice President. Dr. Quinn seconded this nomination.

Mr. Peters moved that nominations be closed. Mrs. Wenger seconded the motion. Motion passed unanimously.

Mr. Eppig called for a vote and instructed the Board Secretary to cast a ballot for Todd Rucci as Vice President of the Warwick Board of School Directors.

Mr. Rucci was elected Board Vice President unanimously.

ELECTION OF BOARD TREASURER

Mr. Eppig stated that nominations were open for the office of Board Treasurer.

Mr. Peters nominated Nathan Wertsch as Board Treasurer. Mr. Landis seconded this nomination.

Mr. Knouse moved that nominations be closed. Mr. Rucci seconded the motion.
Motion passed unanimously.

Mr. Eppig called for a vote and instructed the Board Secretary to cast a ballot for Nathan Wertsch as Treasurer of the Warwick Board of School Directors.

Mr. Wertsch was elected Board Treasurer unanimously.

At this time, Michael Landis assumed the chair as President of the Warwick Board of School Directors. He thanked the board members for their confidence in him and is grateful to work with this wonderful group.

APPOINTMENT OF SOLICITOR

It was recommended that Kegel Kelin Almy & Lord LLP of Lancaster, PA, be appointed as the Solicitor for the school district for 2019.

Mr. Eppig moved, Mr. Peters seconded the motion to approve Kegel Kelin Almy & Lord LLP as Solicitor for 2019, as presented.

On roll call vote:

Ayes: Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters,
Dr. Quinn, Mr. Rucci, Mr. Shaub, and Mrs. Wenger
Abstain: None
Nays: None
Absent: None

APPOINTMENT OF SOLICITOR FOR SPECIAL EDUCATION SERVICES

It was recommended that William Zee of Barley Snyder, LLP of Lancaster, PA, be appointed as the Solicitor for special education services only for the school district for 2019.

Mr. Eppig moved, Mr. Peters seconded the motion to approve William Zee of Barley Snyder, LLP as Solicitor for special education services only for 2019, as presented.

On roll call vote:

Ayes: Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters,
Dr. Quinn, Mr. Rucci, Mr. Shaub, and Mrs. Wenger
Abstain: None
Nays: None
Absent: None

ESTABLISHING TIME AND PLACE OF MEETINGS

It was recommended that the Board approve the 2019 schedule for Board and Committee meetings as per [ATTACHMENT #1](#).

Mr. Eppig moved, Mrs. Wenger seconded the motion to approve the 2019 schedule of meetings, as presented.
Motion passed unanimously.

ADOPTION OF RULES OF ORDER

It was recommended that the Board adopt the Revised Robert's Rules of Order for the Board of School Directors' meetings for the year 2019.

Mr. Eppig moved, Mrs. Wenger seconded the motion to approve the adoption of the Revised Robert's Rules of Order for 2019.

Motion passed unanimously.

APPOINTMENT OF REPRESENTATIVES

Committee Assignments

It was recommended that the Board approve the Committee Assignments as set forth on [ATTACHMENT #2](#) for the year 2019.

Mr. Eppig moved, Mr. Peters seconded the motion to approve the Committee Assignments as presented.

Motion passed unanimously.

Investment Officer for District

It was recommended that the Board appoint Nathan Wertsch, Chief Financial Officer, as the Investment Officer for the district for the year 2019.

Mr. Eppig moved, Mr. Knouse seconded the motion to appoint Nathan Wertsch as the Investment Officer for 2019.

Motion passed unanimously.

REPORT OF SUPERINTENDENT

Dr. Hershey reported that nine talented elementary grade band students were selected to participate in the Pennsylvania Music Educators Association (PMEA) District 7 Youth Honor Band on November 16 & 17, 2018 at New Oxford High School. The 6th grade students who represented Warwick were:

Jacob Soslow-percussion, Gannon Ziegler-trombone, Jacob Evans-trumpet, Caleb McCamant-trumpet, Trey Mitchell-trumpet, Carly Ruchalski-alto saxophone, Piper Stauffer-clarinet, Kaelyn Jones-flute, Ethan Martin-flute.

1. PERSONNEL

A. Resignations

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

Non-Instructional

Janice Bracken as a Guidance Office Assistant at Warwick High School, effective November 30, 2018.

Virginia Cox as a Food & Nutrition Services Assistant at Warwick High School, effective October 12, 2018.

Sue Ann DeLemos as a Food & Nutrition Services Assistant at Warwick High School, effective November 24, 2018.

Deborah Dotterer as a Food & Nutrition Services Assistant at John Beck Elementary School, effective November 14, 2018.

Extra Curricular/Extra Duty

Chris Hall as Assistant Boys Volleyball Coach at Warwick High School, effective November 14, 2018.

Rodney Snyder as Assistant Baseball Coach at Warwick High School, effective October 24, 2018.

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

On voice vote:

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

Abstain: None

Nays: None

Absent: None

B. Elections

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

Non-Instructional

Chad Zackowski as a Building Services employee at John R. Bonfield Elementary School, 8.0 hours/day, at the hourly rate of \$11.95, effective pending receipt of the appropriate paperwork. Mr. Zackowski is replacing Curt Weaver who received a change of status.

Extra Curricular/Extra Duty

Selena Caplinger as Musical House Manager 50% at Warwick High School, at the annual salary of \$527.00, effective for the 2018/2019 school year. Ms. Caplinger is replacing Connie Hilliar who resigned.

James Ruchalski as Elementary Drama Director JB at John Beck Elementary School, at the annual salary of \$1,223.00, effective pending receipt of the appropriate paperwork. Mr. Ruchalski is replacing Wendy Kellogg who resigned.

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed below as independent volunteers, effective December 5, 2018, until they submit their resignation or have their active status changed by the district.

Kurt Bieber
Cynthia Herr

Nicole Maljovec
Tyler Mellinger

Aaron Miller
Jenelle Sauder

Matthew Snavely
Lauren Tillman

Volunteer Coach

It was recommended that the Board approve the election of the individual listed below as a volunteer coach, effective for the 2018/2019 school year, until he submits his resignation or has his active status changed by the district.

Chris Hall

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

On voice vote:

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

Abstain: None

Nays: None

Absent: None

2. CHANGE OF STATUS REQUEST

It was recommended that the Board approve the change of status request for the following individual:

Non-Instructional

Barbara Koser from a Food & Nutrition Services Substitute at Warwick School District, to a Food & Nutrition Services Assistant at Kissel Hill Elementary School, 3.0 hours/day, at the hourly rate of \$11.55, effective November 26, 2018. Ms. Koser is replacing Deborah Morris who resigned.

Mr. Eppig moved, Mrs. Wenger seconded the motion to approve the change of status request of the above individual, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

3. LEAVE OF ABSENCE REQUESTS

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

Instructional

Crystal Harnick is requesting a Family and Medical Leave of Absence (FMLA) with concurrent Child Rearing Leave, beginning approximately January 24, 2019, and continuing through June 11, 2019. Mrs. Harnick is anticipating her return to work date as August 28, 2019, pending release by her doctor.

Sara Krause is requesting a Family and Medical Leave of Absence (FMLA), beginning approximately March 29, 2019, and continuing through June 11, 2019. Mrs. Krause is anticipating her return to work date as the first day of the 2019/2020 school year, pending release by her doctor.

Liana McFadden is requesting a Family and Medical Leave of Absence (FMLA), beginning approximately March 19, 2019, and continuing through June 10, 2019. Mrs. McFadden is anticipating her return to work date as June 11, 2019, pending release by her doctor.

Alyson Kernion is requesting an extension of her previously approved Child Rearing Leave, to begin on the first day of the second semester of 2018/2019 school year, and continue through the last day of the 2018/2019 school year. Mrs. Kernion is anticipating her return to work date as the first day of the 2019/2020 school year.

Lauren Leitzel is requesting an extension of her previously approved Child Rearing Leave, to begin on the first day of the second semester of 2018/2019 school year, and continue through the last day of the 2018/2019 school year. Mrs. Leitzel is anticipating her return to work date as the first day of the 2019/2020 school year.

Non-Instructional

April Norman is requesting an unpaid Leave of Absence as an extension to her previously approved FMLA, to begin November 27, 2018, and to continue through December 7, 2018. Mrs. Norman is anticipating her return to work date as December 10, 2018 (*incorrectly listed on the Agenda as January 10, 2018*), pending release by her doctor.

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

On voice vote:

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

Abstain: None

Nays: None

Absent: None

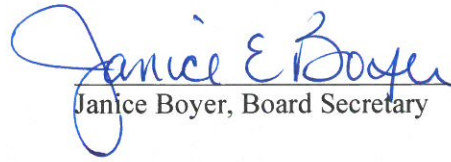
COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

None

ADJOURNMENT

There being no further business, Mr. Eppig moved to adjourn the meeting. Mrs. Wenger seconded the motion and the meeting adjourned at 7:16 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Janice E. Boyer". The signature is written in a cursive style with a large initial "J".

Janice Boyer, Board Secretary