

Warwick School District

Lititz, PA 17543

December 18, 2018

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, December 18, 2018 at 7:00 p.m.

Mr. Michael Landis, 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: Michael R. Landis, Millard P. Eppig, Jr., Matthew Knouse, Leslie Penkunas, Nelson L. Peters, Todd L. Rucci, Scott A. Shaub, Debra J. Wenger, and Carson Garland, Student Representative, were present. Dr. Timothy Quinn was absent.

Others attending the meeting: Dr. April Hershey, Superintendent; Dr. Melanie Calender; Nathan Wertsch; Dr. Ryan Axe; Mark Leidich; Janice Boyer; Fred Griffiths; Kevin Martzall; Jackie Yanchocik; Dr. Ron Hallett; Dr. Kristy Szobocsan; Sydnor Harrison; Scott Kyper; Kristen Testerman; Steve Szobocsan; Dr. Michelle Harris; Dr. Jennifer Murphy; Ryan Landis; Chief John Schofield; Justin Cracraft with two boy scouts; Sandy Vigilante; Matt Morgan; Michelle Morgan; Roger Stief; Donna Stief; and Laura Knowles of Lancaster Newspapers/Lititz Record Express.

SPECIAL RECOGNITION

Dr. Hershey presented the “Heart of a Warrior” Award to those administrators who worked alongside first responders on October 26, 2018, and who continue to support the students and staff following the tragedies which have taken place during the last two months.

RECOGNITION OF CITIZENS

None.

APPROVAL OF AGENDA

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the agenda as presented. Motion passed 8-0.

APPROVAL OF MINUTES ([Regular meeting](#) of November 20, 2018 and [Reorganization Meeting](#) of December 4, 2018)

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the minutes of the Regular meeting of November 20, 2018 and the minutes of the Reorganization meeting of December 4, 2018. Motion passed 8-0.

TREASURERS REPORT

Mr. Wertsch presented the Treasurer’s Report. A copy of the report is attached to these minutes. The Treasurer’s Report was accepted 8-0 by the Board.

PAYMENT OF BILLS

The following bills were presented for payment by Mr. Wertsch. A copy of the bills with wire transfer information is attached to these minutes.

General Fund	\$1,301,846.39
Wire Transfers	\$1,323,581.43
Construction Fund	None
Cafeteria Fund	\$173,577.74
Middle School Fund	\$161.50
High School Fund	\$22,986.45

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

On roll call vote:

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

Abstain: None

Nays: None

Absent: Dr. Quinn

COMMUNICATIONS

None

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Retirements

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

Instructional

Debra Ulicny as Coordinator of Secondary Student Services at Warwick School District, effective December 10, 2018.

Jamie Beyerle as an English Teacher at Warwick High School, effective at the end of the 2018/2019 school year.

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

On voice vote:

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

Abstain: None

Nays: None

Absent: Dr. Quinn

B. Resignations

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

Non-Instructional

Theresa Sanders as a Special Programs Assistant at Warwick Middle School, effective December 21, 2018.

Erica Eberly as a Food & Nutrition Services Assistant at John R. Bonfield Elementary School, effective November 16, 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,
Mr. Rucci, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Dr. Quinn

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 - LTS

Holly Kellum as a Long Term Substitute (LTS) Grade 2 Teacher (2nd Semester) at John Beck Elementary School, at the annual salary of \$52,062.00, effective the first day of the second semester of the 2018/2019 school year. Ms. Kellum is replacing Alyson Kernion who has extended her FMLA.

Kristen Peterson as a Long Term Substitute (LTS) Reading Specialist (2nd Semester) at Kissel Hill Elementary School, at the annual salary of \$52,062.00, effective the first day of the second semester of the 2018/2019 school year. Ms. Peterson is replacing Lauren Leitzel who has extended her FMLA.

Non-Instructional

~~Jeanne Griffith as a Food & Nutrition Services Assistant at Warwick Middle School, 3.0 hours/day, at the hourly rate of \$11.00, effective December 19, 2018, pending receipt of the appropriate paperwork. Ms. Griffith is replacing Nancy Pagano who resigned.~~

The personnel item directly above was removed from the Agenda as Ms. Griffith has declined this position.

Lena Crespo as a Food & Nutrition Services Assistant at John R. Bonfield Elementary School, 3.0 hours/day, at the hourly rate of \$11.00, effective December 19, 2018, pending receipt of the appropriate paperwork. Ms. Crespo is replacing Erica Eberly who resigned.

Katie Dowling as a Building Services employee at Lititz Elementary School, 8.0 hours/day, at the hourly rate of \$11.70, effective December 19, 2018, pending receipt of the appropriate paperwork. Ms. Dowling is filling a vacant position.

Extra Curricular/Extra Duty - Rehire

Joseph Narkiewicz as Assistant Jr. High Wrestling Coach (66.6%) at Warwick Middle School, at the annual salary of \$2,590.68, effective December 17, 2018. Mr. Narkiewicz is replacing Jeff Rosenberger who will be on a leave of absence.

In-House Substitutes

It was recommended that the Board approve the election of the individuals listed below, effective December 18, 2018, until they submit their resignation or have their active status changed by the district:

Support Staff

Kurt Bieber	Virginia Cox	Susan DeLemos
Erica Eberly	Salem Longer	

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed as independent volunteers, effective December 19, 2018, until they submit their resignation or have their active status changed by the district.

John Adams	John Knudson	Kirsten McClenahan
Michele Ay	Jean Lin	Eric Ober
Koren Fox	Brian McClenahan	

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.

Seth Brewer

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

On voice vote:

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

Abstain: None

Nays: None

Absent: Dr. Quinn

2. **CHANGE OF STATUS REQUESTS**

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

Non-Instructional

Marisa Tocci as an Office Assistant at John R. Bonfield Elementary School, 5.5 hours/day, to Guidance Office Assistant, at Warwick High School, 5.5 hours/day, effective upon the hire of a replacement Office Assistant at John R. Bonfield Elementary. Mrs. Tocci is replacing Janice Bracken who resigned.

Extra Curricular/Extra Duty

Jeff Rosenberger from a JH Assistant Wrestling Coach (100%) at Warwick Middle School to a JH Assistant Wrestling Coach (33.3%) at Warwick Middle School, at the annual salary of \$1,295.34, effective December 14, 2018. Mr. Rosenberger will be on a leave of absence beginning December 14, 2018.

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

On voice vote:

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

Abstain: None

Nays: None

Absent: Dr. Quinn

3. **LEAVE OF ABSENCE REQUEST**

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

Non-Instructional

Elizabeth Huyett is requesting a Leave of Absence to begin December 14, 2018, and to continue through January 18, 2019. Mrs. Huyett is anticipating her return to work date as January 21, 2019, pending release by her doctor.

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

On voice vote:

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

Abstain: None

Nays: None

Absent: Dr. Quinn

Information from the Superintendent

Dr. Hershey thanked the greater community for the outpouring of support for Warwick students and staff, and for the generous contributions made to PAWS for Warwick, which will be utilized to provide therapy dogs in the district. She wished all a happy holiday, a Merry Christmas, and a Happy New Year.

COMMITTEE REPORTS

Student Representative

The student representative, Carson Garland, provided an overview of student activities across the district in December.

Building and Property Committee

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

Education Committee

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

Finance and Legal Committee

The Finance & Legal Committee met on Tuesday, December 4. The committee received the full 2017-18 audit report, received a presentation and discussed the standing of the 2019-20 budget and associated opt-out resolution recommendation, and reviewed 2018-19 budget transfers and obsolete equipment. The committee had the following recommendations for Board approval:

1. It was recommended that the Board accept the June 30, 2018 audit report presented by Brown Schultz Sheridan & Fritz, resulting in a clean opinion with no findings, as presented on [ATTACHMENT #1](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the audit report, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: Dr. Quinn

2. It was recommended that the Board adopt the Act 1 Accelerated Budget Opt-Out Resolution, by which the School Board will not increase real estate taxes (or any other taxes) for the next fiscal year by greater than 2.7% (Warwick's Adjusted Act 1 Index for 2019-20) as presented on [ATTACHMENT #2](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the Act 1 Accelerated Budget Opt-Out Resolution, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: Dr. Quinn

3. It was recommended that the Board approve the 2018-19 budget transfers as presented on [ATTACHMENT #3](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the 2018-19 budget transfers, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: Dr. Quinn

4. It was recommended that the Board approve the disposal of obsolete equipment as presented on [ATTACHMENT #4](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the disposal of obsolete equipment, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: Dr. Quinn

Student Activities Committee

The Student Activities Committee did not meet in December, but an Overnight Field Trip Request was discussed and approved via digital communication for recommendation to the Board. The Committee had the following recommendation for Board approval:

1. It was recommended that the Board approve the following overnight field trip request:
 - a. HS students and staff to participate in District Band Festival at Lancaster Mennonite HS from January 25-26, 2019.

Mr. Rucci moved, Mr. Eppig seconded, the motion to approve the overnight field trip request, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: Dr. Quinn

Executive Session/Personnel Committee

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

Labor and Management Committee

It was reported that no meeting was held in December.

Lititz Recreation Center Representative

It was reported that no meeting was held in December.

Legislative Committee

It was reported that all is quiet in Harrisburg at this time, but Governor Wolf will give his budget presentation in February of 2019.

IU Representative

It was reported that a meeting was held recently. Documents and information were shared with the board electronically. The meeting was relative short, but a presentation was given regarding the 2019-2020 budget.

Lancaster County Career and Technology Center Representative

It was reported that a meeting was held on December 10, 2018 at the Willow Street Campus of the CTC. During the Planning and Development Committee meeting, there was a presentation on fulltime enrollment and discussion included an increase in the fees for the Transportation Technologies program. At the regular meeting, the JOC approved updates to Policy 125 (Adult Education Background Checks). Otherwise it was a normal business meeting.

PRIOR BUSINESS

None.

NEW BUSINESS

None.

INFORMATION

None.

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Mr. Landis thanked everyone for attending tonight's meeting and for their input. He asked that the students and staff continue to be kept in prayers, and wished all a Merry Christmas.

Roger and Donna Stief (Jack Nicholson's parents) stated that the school and community have been outstanding through the events of recent months.

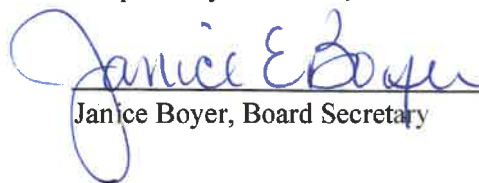
Dr. Melanie Calender thanked Dr. Hershey for her leadership.

Matt Morgan shared he and his wife's concern over the frequency of incidents in which children have taken their lives and requested that the board and district explore the causes of these situations in the hopes of decreasing the incidents. He also expressed a desire to have more official communication from the district when situations like those of the past two months occur. It would have been helpful to parents to receive information from the school with regard to the student lead vigil and other happenings.

ADJOURNMENT

There being no further business, Carson Garland moved to adjourn the meeting. Mrs. Wenger seconded the motion and the meeting adjourned at 7:35 p.m.

Respectfully submitted,



Janice Boyer, Board Secretary