

**Warwick School District**

Lititz, PA 17543

February 19, 2019

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, February 19, 2019 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, Dr. Timothy Quinn, Scott A. Shaub, Debra J. Wenger, and Carson Garland, Student Representative, were present. Mr. Todd L. Rucci was absent.

Others attending the meeting: Dr. April Hershey, Superintendent; Dr. Melanie Calender; Nathan Wertsch; Mark Leidich; Fred Griffiths; Kevin Martzall; Jackie Yanchocik; Dr. Ryan Berardi; K.C. Testerman; Wendy Hoyer; Bridget Meyer; Courtney Stangl; and Laura Knowles of Lancaster Newspapers/Lititz Record Express.

**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 January 15, 2019)

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the minutes of the Regular meeting of January 19, 2019.  
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	\$1,225,221.85
Wire Transfers	\$1,856,928.23
Construction Fund	None
Cafeteria Fund	\$123,095.76
Middle School Fund	None
High School Fund	\$3,938.07

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, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** Mr. Rucci

## COMMUNICATIONS

None

## REPORT OF THE SUPERINTENDENT

### 1. PERSONNEL

#### A. Retirements

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

##### Instructional

Michele Witmyer as a Language Arts Teacher at Warwick High School, effective at the end of the 2018/2019 school year.

Maria Gruett as a Grade 3 Teacher at John Beck Elementary School, effective at the end of the 2018/2019 school year.

Kara Rose as an Art Teacher at John Beck Elementary School, effective at the end of the 2018/2019 school year.

Barbara Jones as a Grade 6 Teacher at Kissel Hill Elementary School, effective at the end of the 2018/2019 school year.

Wanda McKonly as a Grade 1 Teacher at Lititz Elementary School, effective at the end of the 2018/2019 school year.

##### Non-Instructional

Thomas Reisher as Lead Building Services employee at Warwick High School, effective May 17, 2019.

Debra Gochnauer as a Student Support Assistant at John Beck Elementary School, effective on the last day 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,  
Dr. Quinn, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** Mr. Rucci

#### B. Resignations

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

##### Non-Instructional

Jennifer Bates as a Special Programs Assistant at Warwick High School, effective February 5, 2019.

April Norman as an Administrative Assistant at Warwick High School, effective January 23, 2019.

Lynette Fasnacht as a Student Support Assistant at Kissel Hill Elementary School, effective February 15, 2019.

India Rao as a Student Support Assistant at Kissel Hill Elementary School, effective February 22, 2019.

##### Extra Curricular/Extra Duty

Gordon Cowher as Head Boys Soccer Coach at Warwick High School effective January 4, 2019.

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. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** Mr. Rucci

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

Taylor Hamilton as a Long Term Substitute (LTS) Learning Support Teacher (2<sup>nd</sup> Semester) at Warwick High School, at the annual salary of \$52,062.00, effective February 20, 2019. Ms. Hamilton is replacing Lisa Gleason who is on sabbatical.

Non-Instructional

Chrissy Cordischi as a Special Programs Assistant at Warwick Middle School, 5.75 hours/day, at the hourly rate of \$14.00, effective February 20, 2019, pending receipt of the appropriate paperwork. Ms. Cordischi is replacing Theresa Sanders who resigned.

Danielle Arpey as a Special Programs Assistant at John Beck Elementary School, 5.75 hours/day, at the hourly rate of \$13.90, effective February 20, 2019, pending receipt of the appropriate paperwork. Ms. Arpey is replacing Sharlene Striebich who resigned.

Ashley Heidelbaugh as a Special Programs Assistant at John R. Bonfield Elementary School, 5.25 hours/day, at the hourly rate of \$12.25, effective pending receipt of the appropriate paperwork. Ms. Heidelbaugh is replacing Kimberly Braunagel who resigned.

Amanda Huhtala as a Student Support Assistant at John R. Bonfield Elementary School, 5.5 hours/day, at the hourly rate of \$13.00, effective February 20, 2019, pending receipt of the appropriate paperwork. Ms. Huhtala is replacing Virginia Elizabeth Lang who resigned.

Holly Leakway as a Student Support Assistant at Kissel Hill Elementary School, 5.5 hours/day, at the hourly rate of \$11.50, effective pending receipt of the appropriate paperwork. Ms. Leakway is replacing Lynette Fasnacht who resigned.

Extra Curricular/Extra Duty

Austen Lambert as an Assistant Baseball Coach at Warwick High School, at the annual salary of \$2,458.00, effective for the 2018/2019 school year. Mr. Lambert is replacing Rodney Snyder who resigned.

Jon Martin as an Assistant Boys Volleyball Coach (50%) at Warwick High School, at the annual salary of \$1,425.50, effective for the 2018/2019 school year, pending receipt of the appropriate paperwork. Mr. Martin is replacing Chris Hall who resigned, and will be sharing this position with Gavin Schaffer.

Gavin Schaffer as an Assistant Boys Volleyball Coach (50%) at Warwick High School, at the annual salary of \$1,229.00, effective for the 2018/2019 school year, pending receipt of the appropriate paperwork. Mr. Schaffer is replacing Chris Hall who resigned, and will be sharing this position with Jon Martin.

Extra Curricular/Extra Duty - Rehire

Eric Resch as an Assistant Wrestling Coach (50%) at Warwick High School, at the annual salary of \$1,833.00, effective for the 2018/2019 school year. Mr. Resch is replacing Richard Reinoehl who resigned, and will be sharing this position with Gary Schnupp.

Gary Schnupp as an Assistant Wrestling Coach (50%) at Warwick High School, at the annual salary of \$2,591.50, effective for the 2018/2019 school year. Mr. Schupp is replacing Richard Reinoehl who resigned, and will be sharing this position with Eric Resch.

In-House Substitute

It was recommended that the Board approve the election of the individual listed below, effective February 19, 2019, pending receipt of the appropriate paperwork, until he submits his resignation or has his active status changed by the district:

Support Staff

Nathan Morgan

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed as independent volunteers, effective February 19, 2019, until they submit their resignation or have their active status changed by the district.

Laura Carson	Angelea Lingo	Kim Ridenbaugh	Elizabeth Soslow
John Courchesne	Wanda McKonly	Jessica Roberts	Nicholas Soto
Jessica Daly	Charity Myer	Linsey Smoker	Holly Stapleton
Wendy Fox	Ryan Nolt	Allison Sneiderman	Adam Strouse
Donna Jones	Sean Obetz		

Volunteer Coaches

It was recommended that the Board approve the election of the individuals listed below as volunteer coaches, effective for the 2018/2019 school year, until they submit their resignation or have their active status changed by the district:

Chris Adams	Cassidy Godber	Tim Leister	James Topper
Amy Bomberger	Nick Hohman	Tyler Morris	Jerry Yeagley
Ryan Gajecki	Cole Hoover	Ed Nixdorf	

District Approved Photographer

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

Dave Gerhart

Mrs. Penkunas 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, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** Mr. Rucci

**2. CHANGE OF STATUS REQUESTS**

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

Non-Instructional

Stephanie Downs from Office Assistant at Warwick High School, 5.5 hours/day, to Secretary at Warwick High School, 8.0 hours/day, at the hourly rate of \$14.80, effective February 13, 2019. Mrs. Downs is replacing Susan Raezer who received a change of status.

Susan Raezer from Secretary at Warwick High School, 8.0 hours/day, to Administrative Assistant, at Warwick High School, 8.0 hours/day, at the hourly rate of \$14.64, effective February 1, 2019. Mrs. Raezer is replacing April Norman who resigned.

Marlo Noble from Special Programs Assistant at John R. Bonfield Elementary School, 5.5 hours/day, to Special Programs Assistant at John R. Bonfield Elementary School, 5.75 hours/day, effective February 13, 2019. This change of status is necessary to meet student needs.

Mr. Eppig moved, Mrs. Wenger 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,  
Dr. Quinn, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** Mr. Rucci

**3. LEAVE OF ABSENCE REQUEST**

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

Instructional

Linnea Martin is requesting a Family and Medical Leave of Absence (FMLA), beginning February 11, 2019, and continuing through May 3, 2019. Mrs. Martin is anticipating her return to work date as May 6, 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,  
Dr. Quinn, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** Mr. Rucci

**4. BOARD POLICY REVISION – FIRST READING**

It was recommended that the Board approve, as a first reading, the following policy revisions to the policies listed below, and as presented on [ATTACHMENT #1](#).

<u>Policy No.</u>	<u>Title</u>
103	Nondiscrimination/Discriminatory Harassment – School and Classroom Practices
103.1	Nondiscrimination – Qualified Students with Disabilities
104	Harassment – Employment Practices
222	Tobacco/Nicotine
247	Hazing
249	Bullying/Cyberbullying
323	Tobacco/Nicotine
626-Attachment D	Procurement – Federal Programs
707	Use of School Facilities
904	Public Attendance at School Events

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

**On voice vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** Mr. Rucci

**Information from the Superintendent**

Dr. Hershey shared that there are lots of exciting things happening in the district - Our Future City team from the MS just won the national championship today. Dr. Hershey also thanked everyone for their flexibility during the weather this year, and encouraged families to dress accordingly and travel appropriately, even if it means taking the bus when they normally don't in order to be safe.

**COMMITTEE REPORTS**

**Student Representative**

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

**Building and Property Committee**

The Building & Property Committee meeting in February was cancelled due to inclement weather. The committee did not have any recommendations for the Board at this time.

**Education Committee**

The Education Committee did not meet in February due to inclement weather and did not have any recommendations for the Board at this time.

**Finance and Legal Committee**

The Finance & Legal Committee met on Tuesday, February 5, 2019. The committee reviewed fund balances and discussed a capital reserve fund transfer, heard an update on the 2019-20 budget, reviewed the new district sponsorship/advertising program, discussed the potential refunding of the 2013 and 2014 bonds, and reviewed 2018-19 budget transfers and disposal of obsolete equipment. The committee had the following recommendations for Board approval:

1. It was recommended that the Board approve the resolution for commitment of fund balance as presented on [ATTACHMENT #2](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the resolution for commitment of fund balance, as presented.

**On roll call vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** Mr. Rucci

2. It was recommended that the Board approve the transfer of \$2,750,000 from the General Fund to the Capital Reserve Fund.

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the transfer from the General Fund to the Capital Reserve Fund, as presented.

**On roll call vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** Mr. Rucci

3. It was recommended that the Board approve the 2019 Bond Authorizing resolution as presented on [ATTACHMENT #3](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the 2019 Bond Authorizing resolution, as presented.

**On roll call vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** Mr. Rucci

4. It was recommended that the Board approve the updated 2018-19 transportation contract with Faithful Transport as presented on [ATTACHMENT #4](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the updated 2018-19 transportation contract with Faithful Transport, as presented.

**On voice vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** Mr. Rucci

5. It was recommended that the Board approve the 2018-19 budget transfers as presented on [ATTACHMENT #5](#).

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

**On roll call vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** Mr. Rucci

6. It was recommended that the Board approve the disposal of obsolete equipment as presented on [ATTACHMENT #6](#).

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,  
Dr. Quinn, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** Mr. Rucci

## Student Activities Committee

The Student Activities Committee met on Thursday, February 14, 2019. The meeting began with Carson Garland's report about all of the events in our buildings K-12. Mr. Landis discussed the wrap up of winter extra-curricular programs and the start of the spring season, including a Unified Track update. A number of Sunday requests and out of state/overnight trips were then discussed for recommendation to the Board. There was also discussion about a video gaming team program that other school districts are engaging in. The committee had the following recommendations for Board approval:

1. It was recommended that the Board approve the following Sunday use facilities requests:
  - a. Warwick Football to use multi-purpose field 3 and running track field 12 for Flag Football recurring weekly from March 24, 2019 through April 30, 2019 from 1:30 – 4:30 p.m.
  - b. Lititz Youth Soccer Club to use turf football stadium 14 for the Lititz Edge Soccer Game on March 10, 2019 from 1:00 – 3:00 p.m.
  - c. Healthy Kids Running Series (Lititz) to use JRB baseball/MP fields 23, 24, 25, and 26 recurring weekly from April 7, 2019 through May 12, 2019 from 2:00 – 5:30 p.m.
  - d. Warwick Girls Softball to use the HS Large Gym for a PIAA Umpire Clinic on March 10, 2019 from 1:30 – 3:00 p.m.
  - e. Lititz Youth Soccer Club to use JB practice field 18, JB baseball field 19 and JB soccer field 20 for practice and games recurring weekly from March 17, 2019 through June 2, 2019 from 1:00 – 5:00 p.m.

Dr. Quinn moved, Mr. Eppig seconded, the motion to approve the Sunday use facilities requests, as presented.

**On voice vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** Mr. Rucci

2. It was recommended that the Board approve the following out of state/overnight field trip requests:
  - a. HS students and staff to Washington DC on April 15, 2019. Students will tour various historical locations with the GAPP Exchange students.
  - b. HS students and staff to Conrad Weiser HS from March 7, 2019 - March 9, 2019 to participate in PMEA Region Band.
  - c. MS students and staff to Washington DC from February 16 – 20, 2019 to participate in the Future City Competition.
  - d. HS students and staff of Winter Track to New York City, NY on March 9, 2019 to participate in Nationals if any athletes qualify.
  - e. HS students and staff to Muhlenberg HS, Reading, PA from March 21, 2019 to March 23, 2019 to participate in the Regional Chorus Festival.

Dr. Quinn moved, Mr. Eppig seconded, the motion to approve the out of state/overnight field trip requests, as presented.

**On voice vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** Mr. Rucci

## Executive Session/Personnel Committee

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



**Labor and Management Committee**

It was reported that no meeting was held in February.

**Lititz Recreation Center Representative**

It was reported that no meeting was held in February.

**Legislative Committee**

It was reported that it is quiet in Harrisburg since the Governor's recent budget address.

**IU Representative**

It was reported that two meetings were held since our last board meeting. Documents and information were shared with the board electronically.

**Lancaster County Career and Technology Center Representative**

It was reported that a meeting was held on January 24, 2019. General updates were provided from this meeting. Important upcoming events and dates are Taste of Success is March 22 and Fly on the Run is May 15-16.

**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 participation.

**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,



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Nathan Wertsch, Chief Financial Officer