

Warwick School District

Lititz, PA 17543

October 16, 2018

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, October 16, 2018 at 7:00 p.m.

Mr. Todd Rucci, Vice 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: Matthew Knouse, Leslie Penkunas, Nelson L. Peters, Todd L. Rucci, Dr. Timothy Quinn, Scott A. Shaub, Debra J. Wenger, and Carson Garland, Student Representative, were present. Millard P. Eppig, Jr. and Michael R. Landis were 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; Colleen Heckman; K.C. Testerman; Laura Knowles of Lancaster Newspapers/Lititz Record Express; Grant Hummer; Dr. Dan Doremus; Barb Mobley; Lori Kovac; and Kendra Eby.

WEF CHECK PRESENTATION

Mr. Grant Hummer shared information on the activities of the Warwick Education Foundation, and presented a check from the Warwick Education Foundation in the amount of \$117,200.00, which was awarded for Technology and Reading Improvement Grants.

RECOGNITION OF CITIZENS

None.

APPROVAL OF AGENDA

Mr. Peters moved, Mrs. Wenger seconded, the motion to approve the agenda as presented. Motion passed 7-0.

APPROVAL OF MINUTES (Regular meeting of September 18, 2018)

Mrs. Penkunas moved, Mrs. Wenger seconded, the motion to approve the minutes of the Regular meeting of September 18, 2018. Motion passed 7-0.

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 7-0 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	\$1,106,062.50
Wire Transfers	\$3,800,477.58
Construction Fund	None
Cafeteria Fund	\$106,828.44
Middle School Fund	\$716.53
High School Fund	\$6,702.87

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

On roll call vote:

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

Abstain: None

Nays: None

Absent: Mr. Eppig and Mr. Landis

COMMUNICATIONS

Dr. Hershey indicated that an e-mail had been received and subsequently forwarded to the Board.

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Resignations

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

Education Committee

Jill Lutz as a community member of this committee, effective September 15, 2018.

Non-Instructional

Judith Garbrick as a Food & Nutrition Services Assistant at Warwick High School, effective September 13, 2018.

Hsa Baw Ree as a Food & Nutrition Services Assistant at Warwick High School, effective October 4, 2018.

Brenda Burkholder as a Special Programs Assistant at Warwick Middle School, effective September 18, 2018.

Terry Fichthorn as a Food & Nutrition Services Assistant at Kissel Hill Elementary School, effective October 2, 2018.

Deborah Morris as a Food & Nutrition Services Assistant at Kissel Hill Elementary School, effective September 28, 2018.

Justin Ryan as a Building Services employee at Kissel Hill Elementary School, effective September 14, 2018.

Extra Curricular/Extra Duty

Jennifer Jerchau as Musical House Manager (50%) at Warwick High School, effective October 2, 2018.

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

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Eppig and Mr. Landis

B. Elections

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

Non-Instructional

Kim Clugston as a Technology Support Assistant at Warwick School District, 5.5 hours/day, at the hourly rate of \$12.65, effective October 17, 2018, pending receipt of the appropriate paperwork. Ms. Clugston is replacing Selena Caplinger who received a change of status.

Lori Goshorn as a Food & Nutrition Services Assistant at Warwick High School, 3.0 hours/day, at the hourly rate of \$11.00, effective October 17, 2018, pending receipt of the appropriate paperwork. Ms. Goshorn is replacing Hsa Baw Ree who resigned.

Alicia Jolin as a Special Programs Assistant at Warwick Middle School, 5.75 hours/day, at the hourly rate of \$13.50, effective October 17, 2018, pending receipt of the appropriate paperwork. Ms. Jolin is replacing Brenda Burkholder who resigned.

Erica Eberly as a Food & Nutrition Services Assistant at John R. Bonfield Elementary School, 3.0 hours/day, at the hourly rate of \$11.00, effective October 17, 2018, pending receipt of the appropriate paperwork. Ms. Eberly is replacing Sasha Care who received a change of status.

Consaundra Patterson as a Special Programs Assistant at John R. Bonfield Elementary School, 5.5 hours/day at the hourly rate of \$12.25, effective October 17, 2018, pending receipt of the appropriate paperwork. This position is necessary to meet student needs.

~~Kelley Biechler as a Food & Nutrition Services Assistant at Kissel Hill Elementary School, 3.0 hours/day, at the hourly rate of \$11.00, effective October 17, 2018, pending receipt of the appropriate paperwork. Ms. Biechler is replacing Terry Fiechthorn who resigned.~~

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

Victoria Collins as Lead Elementary Food & Nutrition Services employee at Lititz Elementary School, 29.75 hours/week, at the hourly rate of \$13.50, effective October 17, 2018, pending receipt of the appropriate paperwork. Ms. Collins is replacing Blanca DePouli who received a change of status.

Extra Curricular/Extra Duty

Sheldon Christner as TSA Club – HS (50%) at Warwick High School, at the annual salary of \$468.00, effective for the 2018/2019 school year. Mr. Christner is filling a vacant position and will be sharing the responsibilities with Marty Meier.

Kathy Felpel as Musical House Manager (50%) at Warwick High School, at the annual salary of \$527.00, effective for the 2018/2019 school year. Ms. Felpel is replacing Jennifer Jerchau who resigned.

Marty Meier as TSA Club – HS (50%) at Warwick High School, at the annual salary of \$468.00, effective for the 2018/2019 school year. Mr. Meier is filling a vacant position and will be sharing the responsibilities with Sheldon Christner.

Jeff Oberholtzer as Choral Concert Stage Craft Supervisor at Warwick High School, at the annual salary of \$1,054.00, effective for the 2018/2019 school year. Mr. Oberholtzer is replacing Michael Haines who resigned.

Jeff Oberholtzer as Holiday Choral Concert Stage Craft Supervisor at Warwick High School, at the annual salary of \$1,054.00, effective for the 2018/2019 school year. Mr. Oberholtzer is replacing Michael Haines who resigned.

Jeff Oberholtzer as Musical Set Construction #1 at Warwick High School, at the annual salary of \$1,400.00, effective for the 2018/2019 school year. Mr. Oberholtzer is replacing Michael Haines who resigned.

Richard Reinoehl as an Assistant Wrestling Coach at Warwick High School, at the annual salary of \$3,160.00, effective for the 2018/2019 school year. Mr. Reinoehl is replacing Eric Resch who resigned.

Madeline Walton as a JH Assistant/Floater Girls Basketball Coach at Warwick High School, at the annual salary of \$2,749.00, effective October 17, 2018, pending receipt of the appropriate paperwork. Ms. Walton is replacing Aislinn Sutcliffe who resigned.

Extra Curricular/Extra Duty - Rehire

Jeff Rosenberger as a JH Assistant Wrestling Coach at Warwick Middle School, at the annual salary of \$3,886.00, effective for the 2018/2019 school year. Mr. Rosenberger is replacing Ian Stoeckl who received a change of status.

Substitutes and Assistants

It was recommended that the Board approve the election of the individuals listed below, effective October 17, 2018, until they submit their resignation or have their active status changed by the district.

Support Staff - Additions

Judith Garbrick
Judith Hughes

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed below as independent volunteers, effective October 17, 2018, until they submit their resignation or have their active status changed by the district.

Michael Bowen	Kara Fox	Barbara Lease	Joan Popchock
Sara Bowen	Judith Garbrick	Judith Logan	Kimberly Regennas-Taylor
Danielle Bowers	Ryan Geesaman	Katherine Lopez	Celeste Rodriguez
Jenna Bradley	Cynthia Geesey	Caroline Maza	Megan Roth
Daniel Burke	Meryl Gibbel	Hayden McDevitt	Sherree Rumberger
Jason Burkholder	Monica Gibbel	Charlotte McFarland	Megan Ruoss
Laura Burns	Maryann Graeter	Carly McKinney	Lisa Schutt
Jessica Burton	Angela Guhl	Jerry McKonly	Shelley Sweater
Stephanie Campbell	Renee Hardy	Kellye McMillion	Thomas Sweeney
Walter Campbell	Ryan Hardy	Danielle McWilliams	Jennifer Teale
Tannia Carpenter	Diane Harnish	Carol Mearig	Marilyn Turner
Kathryn Christy	Denise Hartman	Christine Merrill	Jamie Vassallo
Krysta Clark	Letrisha Herr	Amber Musser	Katrina Weiss
Christopher Cooper	Lindsey Hoefel	Janelle Pabon	Sarah Whitaker
Todd Dickinson	Amy Kenn	Dwayne Petty	Diane Worley
Erica Eberly	Monica Kreider	Krista Petty	Emily Ziegler
Erin Edwards	Tiffany Leaman	Judy Pfeiffer	Michele Zimmerman
Sarah Favilla	Tireany Leaman	Jeffrey Popchock	

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.

Ben Hershey	Gary Schnupp	Tyler Stief	Josh Witmer
Steve Lee	Cameron Shertzer	Aislinn Sutcliffe	Gordon Young
Brock Lieberman			

District Approved Photographers

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

Melissa Kilgore	Krista Kramer
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Mr. Peters moved, Mrs. Wenger seconded, the motion to approve the election of the individuals named above.

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Eppig and Mr. Landis

2. **CHANGE OF STATUS/CHANGE OF RATE REQUESTS**

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

Change of Status

Non-Instructional

Sasha Care from a Food & Nutrition Services Assistant at John R. Bonfield Elementary School, 3.0 hours/day, to a Food & Nutrition Services Assistant at Kissel Hill Elementary School, 3.0 hours/day, effective September 26, 2018. Ms. Care is replacing Deborah Morris who resigned.

Change of Rate

Non-Instructional

Christina Smoker from a Student Support Assistant at Lititz Elementary School, 5.5 hours/day, at the hourly rate of \$12.56, to a Student Support Assistant at Lititz Elementary School, 5.5 hours/day, at the hourly rate of \$14.06, effective September 19, 2018. Ms. Smoker is receiving a differential to her existing wage.

Mr. Peters moved, Mrs. Wenger seconded, the motion to approve the change of status/change of rate requests, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Eppig and Mr. Landis

3. **BOARD POLICY REVISION – SECOND READING**

It was recommended that the Board approve, as a second reading, the following existing policy revisions (Policies 006 – Meetings; 108 – Adoption of Textbooks; 210.1 – Possession/Administration of Asthma Inhalers/Epinephrine Auto-Injectors; 246 – School Wellness; 311 – Reduction of Staff; 704 –

Maintenance; 806 – Child Abuse; 808 – Food Services; 810 – Transportation; and 818 – Contracted Services Personnel) and new policies (Policies: 810.1 – School Bus Drivers and School Commercial Motor Vehicle Drivers and 832.1 – Confidentiality and Security of FBI Criminal History Record), as per [ATTACHMENT #1](#).

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

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Eppig and Mr. Landis

4. SUBSTITUTE GUEST TEACHER PROGRAM

It was recommended that the Board approve the list of STS substitutes enrolled in the Guest Teacher program, as per [ATTACHMENT #2](#). A listing of active Guest Teachers will be updated on a quarterly basis as needed.

Mr. Knouse moved, Mrs. Wenger seconded, the motion to approve list of STS substitutes enrolled in the Guest Teacher program, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Eppig and Mr. Landis

5. WARWICK SCHOOL DISTRICT COMPREHENSIVE PLAN

It was recommended that the Board approve the proposed Comprehensive Plan for the Warwick School District effective November 1, 2018 through June 30, 2022, as presented in [ATTACHMENT #3](#).

Mr. Knouse moved, Mr. Peters seconded, the motion to approve the proposed Comprehensive Plan for the Warwick School District effective November 1, 2018 through June 30, 2022, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Eppig and Mr. Landis

Information from the Superintendent

Dr. Hershey shared the following items:

- It was an amazing homecoming weekend (from the Dance to the football game). Congratulations to the Student Council for planning such great events.
- Congratulations to the Cross Country Team for taking the Section Title.
- An amazing 24 students have been selected for County Chorus this year.
- Superintendent Building Visits have been taking place during the last month with Bonfield Elementary scheduled for Oct. 30th. It is wonderful to catch up with the staff during these visits.

COMMITTEE REPORTS

Student Representative

The student representative, Carson Garland, provided an overview of student activities across the district during the month of October. A copy of his report is attached to the Minutes from this meeting.

Building and Property Committee

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

Education Committee

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

Finance and Legal Committee

The Finance & Legal Committee did not meet in October, however did discuss the below recommendations at a prior meeting and via digital communication for recommendation to the Board. The committee had the following recommendations to make to the Board at this time:

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

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

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Eppig and Mr. Landis

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

Mr. Peters moved, Mr. Knouse seconded, the motion to approve the 2018-19 transportation contracts, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Eppig and Mr. Landis

Student Activities Committee

The Student Activities Committee met on Thursday, October 11, 2018. The SAC welcomed Dr. Quinn as a Board committee member as well as Carson Garland as our student representative. The committee discussed the flexibility of the SAC with groups that request facilities with primarily Warwick students. Dr. Axe shared that these groups were reminded of timelines to begin this school year. Mr. Landis shared updates on extra-curricular activities and the committee recognized that we are having a successful Fall across the district. The committee had the following recommendations to make to the Board at this time.

1. It was recommended that the Board approve the following Sunday use facilities requests:

- a. Laurel Dance Company to use the HS auditorium and lobby for a performance of the nutcracker Ballet on December 16, 2018 from 1:00 p.m. to 9:00 p.m.
- b. Dance Dynamix to use the HS auditorium on June 9, 2019 for a dance recital from 1:30 to 7:00 p.m.
- c. Pennsylvania Classics AC to use HS turf football stadium14 on December 2, 2018 from 1:00 p.m. to 4:00 p.m. for the PA Classics Winter College Showcase Boys Weekend.
- d. Pennsylvania Classics AC to use HS turf football stadium14 on December 9, 2018 from 1:00 p.m. to 4:00 p.m. for the PA Classics Winter College Showcase Girls Weekend.

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

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Eppig and Mr. Landis

2. It was recommended that the Board approve the following Out of State/Overnight Trip requests:
 - a. HS students and staff to Kalahari Resort in the Poconos from November 4, 2018 – November 5, 2018. Students will participate in various components of business related skills and relate book skills on leadership to actual leadership practices.
 - b. HS students and staff to Nashville, Memphis and Pigeon Forge, Tennessee from April 15, 2019 – April 19, 2019. Students will perform at several locations and will experience professional performances and local culture of Tennessee.
 - c. Students and staff at John Beck, John R. Bonfield, Kissel Hill and Lititz Elementary schools to Washington DC on June 6, 2019. Students will tour the mall and Smithsonian Museums. This trip corresponds with the 6th grade curriculum.

Mr. Rucci moved, Dr. Quinn seconded, the motion to approve the Out of State Trip/Overnight requests, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Eppig and Mr. Landis

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 October.

Lititz Recreation Center Representative

It was reported that no meeting was held in October.

Legislative Committee

No report was given.

IU Representative

No report was given.

Lancaster County Career and Technology Center Representative

No report was given.

PRIOR BUSINESS

None.

NEW BUSINESS

None.

INFORMATION

None.

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

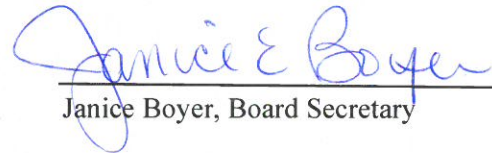
Mr. Rucci thanked everyone for coming out to the meeting. He also thanked the marching band for performing prior to the School Board meeting. He stated that it is wonderful to see the member numbers increasing in the marching band. Their performance at the meeting, during competitions and at football games is awesome.

Mr. Knouse expressed that he had a great day visiting at the High School with Dr. Hershey – being in the classrooms was really amazing. This is a great place for our kids to be. Thank you to all the teachers, administration and staff.

ADJOURNMENT

There being no further business, Carson Garland moved to adjourn the meeting. Mrs. Wenger seconded the motion and the meeting adjourned at 7:31 p.m.

Respectfully submitted,



Janice Boyer, Board Secretary

Student Report

Student Representative: Carson Garland

School Board

16 October 2018

As we begin to settle into our normal schedules, I think we can agree that this year has gotten off on the right foot. September and October are known for being the most hectic of months and this year is no exception. Students, teachers, and faculty alike have been working diligently getting used to the everyday schedule. To begin, students and staff at Bonfield have just begun to fully engage themselves in some fall fun. After completing school pictures at the end of September, students were able to partake in storytelling program sponsored by the WEF, go on field trips to the pumpkin patch, Cherry Crest Farm, and the Landis Valley Museum. In October, Bonfield will hold a Red Ribbon Week with “Life is your Journey” as the theme, a fire prevention poster contest, and bully prevention lessons. Over at Kissel Hill, they have recently completed their first round of grade level meetings. There were many student successes to celebrate and strategic starting places to use data to enhance student learning. Kissel Hill has held their Back to School Night as well as two PTO meetings that showed a strong community turnout. John Beck has started off the year strongly as they have also completed a Back to School Night with a great turnout. Teachers and parents were able to get on the same page about expectations, curriculum updates, and they also had the opportunity to discuss healthy learning habits. Like Bonfield, John Beck students also loved the storyteller, sponsored by WEF. She shared her stories and embellished them with the use of instruments at an assembly. Lititz El has had their picture day, All Pro Dad breakfasts have begun, and they have started their PTO meetings. Over at the middle school, students have begun the 1:1 program, which has been really well received thus far. In addition to this, students explored a CTC campus to see what alternative roots of schooling Warwick has to offer. Each of these activities will be utilized as indicators for the students career readiness requirements. Finally, at the high school all of our clubs, athletic teams, and extra-curricular activities have been busy volunteering and competing. Homecoming weekend was a huge success run by Student Council and definitely set the tone for future dances. All in all, the district seems to be off to a great start to the year. September has ended only to be picked up by an even more hectic month of October. Students, staff, and faculty are just getting into the everyday routine of a promising year.