

ATTACHMENT #11 - July 21, 2026



301 West Orange Street
Lititz, PA 17543
Telephone: 717.626.3700
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Dr. Jason Reifsnnyder, Superintendent
Dr. Melanie Calender, Assistant Superintendent
Dr. Steve Szobocsan, Assistant Superintendent
Mrs. Jennifer Snyderman, Chief Financial Officer

July 21, 2026

Via Certified and First Class U.S. Mail

Dr. Amy Balsbaugh
[REDACTED]

Re: **STATEMENT OF CHARGES AND NOTICE OF HEARING**

Dear Dr. Balsbaugh:

You are hereby notified that pursuant to Article XI of the Public School Code of 1949, as amended, and more particularly sections 1122, 1126, 1127, 1128, 1129 and 1130 thereof, the Board of School Directors of the Warwick School District (the "District") will conduct a hearing in the Board Room of the District's Administrative offices, located at 301 West Orange Street, Lititz, Pennsylvania, 17543, tentatively scheduled to begin on August 5, 2026, at 5:00 p.m., for the purpose of determining whether you should be dismissed from your employment with the District.

You are charged by the District with (1) immorality; (2) incompetency; (3) cruelty; (4) persistent negligence in the performance of duties; (5) willful neglect of duties; and (6) persistent and willful violation of or failure to comply with the school laws of this Commonwealth, including official directives and established policy of the Board of School Directors of the District, all as contemplated by Section 1122 of the Public School Code of 1949, as amended, each relating to your alleged conduct during your caretaker position of a facility dog during your employment.

These charges relate to the conduct that was shared with you during the Loudermill hearing that occurred on July 1, 2026 and was attended by yourself along with your Counsel. More specifically, these charges arise from and relate to the following:

1. On or about June 11, 2026, you intentionally brought to work with you Callie, Bonfield Elementary School's facility dog. You volunteered and were assigned as Callie's Caretaker.

2. Upon your arrival at Bonfield Elementary School at approximately 7:15 a.m. on June 11, 2026, you exited your vehicle and entered the building. You did not bring Callie into the building with you. Instead, she remained locked in your vehicle.
3. Due to the high temperatures on June 11, 2026, leaving Callie in your vehicle caused her death.
4. You had multiple conversations about Callie with various district personnel throughout your workday on June 11, 2026. Despite this, it was not until approximately 3:00 p.m. that you identified Callie's absence and realized that she was left in the hot vehicle.
5. Your regular and repeated failure to comply with applicable Administrative Regulations related to the facility dog program, including the applicable Caretaker Agreement.
6. Your failure to comply with District policies, particularly Policy 317, as well as the District's Facility Dog Program Administrative Practices, Protocols and Expectations.
7. Your violation of the Code of Professional Practice and Conduct for Educators, 22 Pa Code § 235.1 *et seq.*

Procedural Rights at a School Board Dismissal Hearing

Please be advised that you have the following rights at the School Board hearing:

- (1) The right to be represented by counsel;
- (2) The right to hear the witnesses and evidence against you and to cross-examine said witnesses;
- (3) The right to present witnesses and evidence on your own behalf and to testify on your own behalf;
- (4) The right to present evidence as to whether discharge or some lesser personnel action is appropriate under the circumstances;
- (5) The right to have your choice of either a public or a private hearing; and
- (6) All other rights guaranteed to you by the Constitution and applicable law.

If you have any questions, feel free to contact or have your attorney contact Jeffrey Litts, Esq., who will be representing the Administration in the prosecution of this case, at Saxton & Stump, LLC, 280 Granite Run Drive, Lancaster, PA 17601, or email jlitts@saxtonstump.com.

Pursuant to the express terms of your professional employee contract and Section 1121 of the School Code, 24 P.S. § 11-1121, your right to a School Board hearing is conditional upon your written request for the hearing within ten (10) days after your receipt of this notice. If you desire a School Board hearing, your written request for a hearing must be delivered to the Superintendent's office located at 301 West Orange Street, Lititz, Pennsylvania, 17543. Your failure to request the hearing within ten (10) days will constitute a waiver of your statutory, contractual rights under Section 1121 of the School Code and constitutional rights and you will be discharged from employment without any School Board hearing. IF YOU CONTEST YOUR DISMISSAL, YOU MUST ASK FOR A HEARING OR YOU WILL LOSE ALL OF YOUR RIGHTS, and the School Board hearing as described above will be cancelled.

The Board of School Directors of the Warwick School District, as evidenced by its vote at its July 21, 2026 public meeting, approved the issuance of the "Statement of Charges and Notice of Hearing" to Dr. Amy Balsbaugh pursuant to Section 1127 of the Public School Code of 1949, 24 P.S. § 11-1127.

ATTEST:

Warwick School District

By: _____
Secretary

By: _____
President

Date: _____