

## Warwick School District

Lititz, PA 17543

May 6, 2025

A special voting meeting of the Board of School Directors of the Warwick School District convened in the Board Room on Tuesday, May 6, 2025 at 7:00 p.m. The meeting was made available virtually as well.

Mrs. Zimmerman noted that the week of May 5–9, 2025, is recognized as Teacher Appreciation Week. We extend our sincere thanks to the teachers and support staff for their continued dedication and contributions to the students of Warwick School District.

### CALL TO ORDER

Mrs. Zimmerman, President, called the meeting to order at approximately 7:00 p.m.

### PLEDGE OF ALLEGIANCE

### ROLL CALL

The Board Secretary called the roll of the Board: Michael Brown, James Koelsch, Scott Landis, Angie Lingo, Amy Martin, Reggie Weaver, Kirk Wolfe, Daniel Woolley, Emily Zimmerman, and Zoe Wiker, were present.

Others attending the meeting in person: Dr. Melanie Calender, Assistant Superintendent; Nathan Wertsch, Chief Financial Officer and Board Treasurer; Noelle Brossman; Dr. Fred Griffiths; Janice Boyer, Board Secretary; Carolyn Besjak; Kevin Martzall; Josh Barnas; and Tom Shumaker. Dr. Steve Szobocsan was absent.

The following individuals were in attendance at the meeting and utilized the sign in sheets provided:

Jen Snyderman  
Cindy Wingenroth

Dan Snyderman  
Jerry Steinman

Annie Wiker

Kimberly Regennas

And approximately **17** unique viewers were present throughout the meeting and able to observe via YouTube. No names are available through YouTube.

### RECOGNITION OF CITIZENS

*Board Policy 903 addresses public participation at meetings and can be found using this [LINK](#).*

*The following individuals contacted the school board secretary and indicated their desire to address the board. Individual addresses were verified by the school board secretary prior to the meeting.*

NONE

### APPROVAL OF AGENDA

Mr. Weaver moved, Mr. Woolley seconded, the motion to approve the agenda as presented.  
Motion passed 9-0.

### APPROVAL OF MINUTES

Mr. Weaver moved, Mr. Woolley seconded, the motion to approve the Minutes of the [regular meeting](#) of April 15, 2025, as presented.  
Motion passed 9-0.

### COMMUNICATIONS

All communications to the Board were received through the established email accounts, and have been seen by all members of the Board.

## REPORT OF THE SUPERINTENDENT

### 1. PERSONNEL

#### A. Resignations

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

##### Student Activities Committee

Shari Medini as a community representative of this committee, effective June 30, 2025.

##### Instructional

Megan Esbenshade as a Grade 4 Teacher at John R. Bonfield Elementary School, effective at the end of the 2024/2025 school year.

##### Non-Instructional

Jamie Moyer as Transportation Coordinator for Warwick School District, effective May 9, 2025.

Casey Zoll as a Building Services employee at John Beck Elementary School, effective April 17, 2025.

Mr. Woolley moved, Mr. Weaver seconded, the motion to approve the resignation of the individuals named above.

#### **On voice vote:**

**Ayes:** Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo, Mrs. Martin,  
Mr. Weaver, Mr. Wolfe, Mr. Woolley, Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

#### B. Elections

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

##### Instructional

Megan Marron as a Learning Facilitator at Kissel Hill Elementary School, at the annual salary of \$80,700.00, effective July 1, 2025 pending release by her current employer and receipt of the appropriate paperwork. Ms. Marron is replacing Britnee Mathin who received a change of status.

##### Classroom Monitor

It was recommended that the Board approve the election of the individual listed below as a Classroom Monitor, effective May 7, 2025, until a resignation is submitted or active status is changed by the district:

Brenda Mertz

##### 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 2024/2025 school year, until a resignation is submitted or active status is changed by the district:

Shaun Gockley

##### Independent Volunteers

It was recommended that the Board approve the election of the individuals listed below as independent volunteers, effective May 7, 2025, until a resignation is submitted or active status is changed by the district:

Nathan Appel	Vanessa Felty	Kodi Stoner	Caytlyn Weiland
Jose Colon	Irenia Lucas	Robert Sweeney	Erica Wiker
Katie Epler	Sara Merrill		

Mr. Woolley moved, Mr. Weaver seconded, the motion to approve the election of the individuals named above.

**On voice vote:**

**Ayes:** Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo, Mrs. Martin,  
Mr. Weaver, Mr. Wolfe, Mr. Woolley, Mrs. Zimmerman

**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

Kathryn Leaman from a Student Support Assistant at Warwick Middle School, 6.5 hours/day, 3 days/week, to a Student Support Assistant at Warwick Middle School, 6.5 hours/day, 4 days/week, effective April 28, 2025. Ms. Leaman is returning to 4 days/week.

Mr. Woolley moved, Mr. Weaver seconded, the motion to approve the change of status request of the individual named above.

**On voice vote:**

**Ayes:** Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo, Mrs. Martin,  
Mr. Weaver, Mr. Wolfe, Mr. Woolley, Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**3. LEAVE OF ABSENCE REQUEST**

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

Employee No. 10594 is requesting Family & Medical Leave of Absence (FMLA), beginning August 20, 2025 and continuing through approximately November 11, 2025. The anticipated return-to-work date is approximately November 12, 2025.

Mr. Weaver moved, Mr. Woolley seconded, the motion to approve the leave of absence request, as presented above.

**On voice vote:**

**Ayes:** Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo, Mrs. Martin,  
Mr. Weaver, Mr. Wolfe, Mr. Woolley, Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**4. APPROVAL OF CHIEF FINANCIAL OFFICER (CFO)**

It was recommended that the Board approve Jennifer Snyderman as the Chief Financial Officer for Warwick School District, at the annual salary of \$147,500.00, effective on or about June 23, 2025, pending receipt of the appropriate paperwork. Mrs. Snyderman is replacing Nathan Wertsch who is retiring from Warwick School District.

Mr. Woolley moved, Mrs. Martin seconded, the motion to approve Jennifer Snyderman as the Chief Financial Officer for Warwick School District, as presented above.

**On voice vote:**

**Ayes:** Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo, Mrs. Martin,  
Mr. Weaver, Mr. Wolfe, Mr. Woolley, Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**5. APPROVAL OF CHIEF FINANCIAL OFFICER (CFO) CONTRACT**

It was recommended that the Board approve the Contract for Employment for Jennifer Snyderman to serve as the Chief Financial Officer for Warwick School District, as set forth on [ATTACHMENT #1](#).

Mr. Woolley moved, Mr. Weaver seconded, the motion to approve the Contract for Employment for Jennifer Snyderman to serve as the Chief Financial Officer for Warwick School District, as presented above.

**On roll call vote:**

**Ayes:** Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo, Mrs. Martin,  
Mr. Weaver, Mr. Wolfe, Mr. Woolley, Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**6. APPROVAL OF HIGH SCHOOL RENOVATION PROJECT CHANGE ORDER**

It was recommended that the Board approve a change order associated with the high school renovation project as presented on [ATTACHMENT #2](#).

Mrs. Martin moved, Mr. Woolley seconded, the motion to approve the change order associated with the high school renovation project, as presented above.

**On roll call vote:**

**Ayes:** Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo, Mrs. Martin,  
Mr. Weaver, Mr. Wolfe, Mr. Woolley, Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**7. APPROVAL OF LANCASTER LEBANON JOINT AUTHORITY RESOLUTION**

It was recommended that the Board approve the Lancaster Lebanon Joint Authority Resolution, as set forth on [ATTACHMENT #3](#).

Mr. Woolley moved, Mrs. Martin seconded, the motion to approve the Lancaster Lebanon Joint Authority Resolution, as presented above.

**On roll call vote:**

**Ayes:** Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo, Mrs. Martin,  
Mr. Weaver, Mr. Wolfe, Mr. Woolley, Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**8. APPROVAL OF SERVICE AGREEMENT**

It was recommended that the Board approve the Service Agreement with Community Services Group (Concepts CPS), Lancaster, PA, as set forth on [ATTACHMENT #4](#).

Mr. Weaver moved, Mr. Woolley seconded, the motion to approve the Service Agreement with Community Services Group (Concepts CPS), Lancaster, PA, as presented above.

**On roll call vote:**

**Ayes:** Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo, Mrs. Martin,  
Mr. Weaver, Mr. Wolfe, Mr. Woolley, Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**9. DELEGATE APPOINTMENT FOR PSBA DELEGATE ASSEMBLY**

It was recommended that the Board appoint the following individual(s) as the voting delegate(s) for the PSBA Delegate Assembly meeting on Tuesday, October 21, 2025 at 2:30 p.m., at Kalahari Resorts & Conventions, located at 250 Kalahari Blvd, Pocono Manor, PA.

Reggie Weaver

Kirk Wolfe

Mr. Woolley moved, Mrs. Martin seconded, the motion to approve Reggie Weaver and Kirk Wolfe as the voting delegates for the PSBA Delegate Assembly, as presented above.

**On voice vote:**

**Ayes:** Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo, Mrs. Martin,  
Mr. Weaver, Mr. Wolfe, Mr. Woolley, Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**10. NON-RESIDENT TUITION STUDENT APPROVAL**

It was recommended that the Board approve the non-resident tuition student request for the remainder of the 2024-2025 school year as per [ATTACHMENT #5](#).

Mr. Woolley moved, Mrs. Martin seconded, the motion to approve non-resident tuition student request for the remainder of the 2024-2025 school year, as presented above.

**On roll call vote:**

**Ayes:** Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo, Mrs. Martin,  
Mr. Weaver, Mr. Wolfe, Mr. Woolley, Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**11. BOARD COMMITTEE APPOINTMENT**

It was recommended that the Board approve the appointment of the following individual for the Board Committee listed below, effective July 1, 2025:

**Student Activities Committee**

Rachel Hikins

Community Representative

Mrs. Martin moved, Mr. Koelsch seconded, the motion to approve the appointment of Rachel Hikins for the Board Committee as listed above.

**On voice vote:**

**Ayes:** Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo, Mrs. Martin,  
Mr. Weaver, Mr. Wolfe, Mr. Woolley, Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**Information from the Acting Superintendent**

Mr. Wertsch reported that, as of June 30, 2025, there will be two (2) vacancies on the Budget & Finance Committee and three (3) vacancies on the Building & Property Committee. Information regarding these

openings, including details on how to apply, will be made available on the district website in the coming months.

#### **COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS**

**Please note that public comment occurred following the Committee of the Whole meeting, which convened immediately after this voting session.**

Mrs. Zimmerman noted that an Executive Session would not be held this evening due to the lack of discussion items.

#### **ADJOURNMENT**

There being no further business, Miss Wiker moved to adjourn the meeting. Mrs. Martin seconded the motion and the meeting adjourned at **7:15** p.m. (9-0)

Respectfully submitted,

**/s/**

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Janice Boyer, Board Secretary