

Warwick School District

Lititz, PA 17543

August 5, 2025

A special voting meeting of the Board of School Directors of the Warwick School District convened in the Library located at Kissel Hill Elementary School on Tuesday, August 5, 2025 at 7:00 p.m. The meeting was not livestreamed.

CALL TO ORDER

Mr. Landis, Vice-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: James Koelsch, Scott Landis, Angie Lingo, Amy Martin, Reggie Weaver, Dr. Kirk Wolfe, Daniel Woolley, and Emily Zimmerman, were present. Michael Brown was absent.

Others attending the meeting in person: Dr. Jason Reifsnnyder, Superintendent; Dr. Melanie Calender, Assistant Superintendent; Jennifer Snyderman, Chief Financial Officer and Board Treasurer; Noelle Brossman; Dr. Fred Griffiths; Janice Boyer, Board Secretary; Kevin Martzall; Melissa Weitzel; and Tom Shumaker.

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

Leah Burnaford

Kimberly Regennas

Laura Knowles

Bret Fitzpatrick

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. Woolley moved, Mr. Weaver seconded, the motion to approve the agenda as presented.

Motion passed 8-0.

APPROVAL OF MINUTES

Mr. Woolley moved, Mrs. Martin seconded, the motion to approve the Minutes of the [regular meeting](#) of July 15, 2025, as presented.

Motion passed 8-0.

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

Dr. Reifsnnyder has shared that there will be a procedural change regarding the Personnel sections of the meeting. Moving forward, individual names and related information will no longer be read aloud. Instead, each section will be presented as a single motion and then voted on accordingly.

1. PERSONNEL

A. **Retirements**

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

Non-Instructional

Steven Lassahn as a Building & Services employee at Warwick Middle School, effective June 30, 2026.

Darlene Moore as a Building Assistant at John R. Bonfield Elementary School, effective at the end of the 2025/2026 school year.

Mrs. Martin moved, Mr. Woolley seconded, the motion to approve the retirement of the individuals named above.

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Brown

B. **Resignations**

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

Instructional

Amanda Herr as an Emotional Support Teacher at Warwick High School, effective July 30, 2025.

Non-Instructional

Brooke Hill as a Student Support Assistant at John R. Bonfield Elementary School, effective July 30, 2025.

Hollyann Yoder as a Behavior Support Assistant at Kissel Hill Elementary School, effective July 29, 2025.

Nafeesah Gray as a Student Support Assistant at Lititz Elementary School, effective July 9, 2025.

Extra-Duty/Extra-Curricular

Brittany Johnson as National Honor Society Advisor, Student Council Advisor, and as Women of the Future Advisor, at Warwick High School, effective July 28, 2025.

Amy Hubler-Schweigert as Cube & Puzzle Club Advisor at Warwick Middle School, effective July 24, 2025.

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

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Brown

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

Sarah Boyer as a Long-Term Substitute (LTS) Grade 3 Teacher at John Beck Elementary School, at the annual salary of \$63,977.00, effective pending receipt of the appropriate paperwork. Ms. Boyer is replacing April McGinty who received a change of status.

Katherine Karam as a Long-Term Substitute (LTS) Grade 4 Teacher at Lititz Elementary School, at the annual salary of \$63,977.00, effective pending receipt of the appropriate paperwork. Mrs. Karam is replacing Andrea Hoglund who received a change of status.

Non-Instructional

Gabriela Turner as a School Psychology Intern for Warwick School District, at the annual salary of \$25,000.00, effective pending receipt of the appropriate paperwork. This internship is funded by a grant which was received.

Nacomi Bissonnette as a Secretary (10-month) at Warwick High School, 5.5 hours/day, at the hourly rate of \$16.87, effective pending receipt of the appropriate paperwork. Ms. Bissonnette is replacing Mireylis Figueroa who resigned.

Rosanne Groff as a Food & Nutrition Services Assistant at Warwick High School, 5.0 hours/day, at the hourly rate of \$16.03, effective pending receipt of the appropriate paperwork. Ms. Groff is replacing Dawn Larsen who received a change of status.

Bethany Jenks as a Behavior Support Assistant at Warwick High School, 7.5 hours/day, at the hourly rate of \$19.55, effective pending receipt of the appropriate paperwork. Ms. Jenks is replacing Miriam Patterson who resigned.

Jennifer Steele as a Student Support Assistant at Warwick High School, 5.75 hours/day, at the hourly rate of \$16.00, effective pending receipt of the appropriate paperwork. Ms. Steele is filling an open position.

Jeffrey Kay as a Building Services employee at Warwick Middle School, 4.0 hours/day, at the hourly rate of \$15.50, effective pending receipt of the appropriate paperwork. Mr. Kay is replacing Steven Weaver who resigned.

Kathrin Baltz as a Food & Nutrition Services Assistant at John Beck Elementary School, 4.0 hours/day, at the hourly rate of \$15.34, effective pending receipt of the appropriate paperwork. Ms. Baltz is filling an open position.

Melissa O'Neil as a Student Support Assistant at John Beck Elementary School, 5.75 hours/day, at the hourly rate of \$16.00, effective pending receipt of the appropriate paperwork. Ms. O'Neil is replacing Brianna Thompson who received a change of status.

Denise Robbins as a Student Support Assistant at Kissel Hill Elementary School, 5.75 hours/day, at the hourly rate of \$17.83, effective pending receipt of the appropriate paperwork. Ms. Robbins is replacing Steffie Bruckhart who resigned.

Angelina Vandetty as a Student Support Assistant at Lititz Elementary School, 5.75 hours/day, at the hourly rate of \$16.00, effective pending receipt of the appropriate paperwork. Ms. Vandetty is replacing Amber Salgado who resigned.

Extra-Curricular/Extra-Duty

Madison Stebila as a JH Assistant Track Coach at Warwick Middle School, at the annual salary of \$2,065.00, effective August 20, 2025. Ms. Stebila is replacing Kristen Dietrick who resigned.

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed below as independent volunteers, effective August 6, 2025, until a resignation is submitted or active status is changed by the district:

Jonah Ahlers	Nicole Ballantine	Leslie Kiehl	Alissen Orrego
Megan Wilkerson			

Volunteer Coaches

It was recommended that the Board approve the election of the individuals listed below as volunteer coaches, effective August 6, 2025, until a resignation is submitted or active status is changed by the district:

<u>Name</u>	<u>Sport</u>
Lexie Kalbach	Field Hockey
Sandra Salerno	Cheerleading
Kristine Weit	Field Hockey

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

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Brown

2. CHANGE OF STATUS REQUESTS

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

Non-Instructional

Lori Guyton from an Alternative Learning Support Assistant at Warwick High School and at Warwick Middle School, to a Secretary at Warwick High School, 8.0 hours/day, at the hourly rate of \$20.00, effective August 6, 2025. Mrs. Guyton is replacing Marisa Tocci who received a change of status.

Kristina Merenda from a Student Support Assistant at Warwick High School, 6.75 hours/day, 3 days/week, to a Student Support Assistant at Warwick High School, 7.0 hours/day, 4 days/week, effective August 25, 2025.

Carol Evans from a Student Support Assistant at John Beck Elementary School, 5.75 hours/day, to a Student Support Assistant at John Beck Elementary School, 4.75 hours/day, effective August 25, 2025.

Maria Serate-Lopez from a Student Support Assistant at John Beck Elementary School, 5.75 hours/day, 5 days/week, to a Student Support Assistant at John Beck Elementary School, 5.75 hours/day, 3 days/week, effective August 25, 2025.

Jessica Bare from a Student Support Assistant at John R. Bonfield Elementary School, 5.5 hours/day, to a Secretary for the Technology Department of Warwick School District, 5.5 hours/day, effective August 18, 2025. Ms. Bare is replacing Jolene Brenneman who received a change of status.

Rhea Laroya from a Student Support Assistant at John R. Bonfield Elementary School, 5.5 hours/day, to a Behavior Support Assistant at John R. Bonfield Elementary School, 7.0 hours/day, at the hourly rate of \$20.49, effective August 25, 2025. Ms. Laroya is replacing Kristiann Calvert who resigned.

Extra-Curricular/Extra-Duty

Caleb Hettinger as a Student Council Advisor (50%) at Warwick High School, to a Student Council Advisor (100%) at Warwick High School, at the annual salary of \$1,049.00, effective August 6, 2025. Mr. Hettinger is replacing Brittany Johnson who resigned from this position.

Mr. Woolley moved, Mrs. Martin seconded, the motion to approve the change of status request of the individuals named above.

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Brown

3. APPROVAL OF SPONSORSHIP AGREEMENT

It was recommended that the Board approve the Sponsorship Agreement with the IU13 for Community-Based Training Experience Program effective for the 2025/2026 school year, as presented on [ATTACHMENT #1.](#)

Mr. Woolley moved, Mrs. Lingo seconded, the motion to approve the Sponsorship Agreement with the IU13 for Community-Based Training Experience Program, as presented above.

On roll call vote:

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

Abstain: None

Nays: None

Absent: Mr. Brown

4. APPROVAL OF SERVICE AGREEMENT

It was recommended that the Board approve the Service Agreement with Chadds Ford Alternacare, Inc. (d/b/a Criticare), Chadds Ford, PA, effective for the 2025/2026 school year, as presented on [ATTACHMENT #2.](#)

Mr. Weaver moved, Mr. Woolley seconded, the motion to approve the Service Agreement with Chadds Ford Alternacare, Inc. (d/b/a Criticare), as presented above.

On roll call vote:

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

Abstain: None

Nays: None

Absent: Mr. Brown

5. APPROVAL OF RATE ADJUSTMENT

It was recommended that the Board approve the rate adjustment with Pediatric Development Services, Pikesville, MD, effective for the 2025/2026 school year, as presented on [ATTACHMENT #3.](#)

Mrs. Martin moved, Mr. Woolley seconded, the motion to approve the rate adjustment with Pediatric Development Services, as presented above.

On roll call vote:

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

Abstain: None

Nays: None

Absent: Mr. Brown

6. **APPROVAL OF CONCESSION STAND AGREEMENT**

It was recommended that the board approve the Concession Stand Agreement with Full Service Concessions, LLC for the 2025-2026 school year, as presented on [ATTACHMENT #4](#).

Mr. Woolley moved, Mr. Weaver seconded, the motion to approve the Concession Stand Agreement with Full Service Concessions, LLC, as presented above.

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Brown

7. **APPROVAL OF EXTENDED SCHOOL YEAR PERSONNEL**

It was recommended that the Board approve the following employee to serve as 2025 Warwick Extended School Year (ESY) K-12+ personnel for specified areas as listed below:

Employee	Position	Pay Rate
Jennifer Muchmore	Substitute ESY Instructor/ Behavior Specialist	hourly rate based upon current per diem rate

Mr. Woolley moved, Mrs. Martin seconded, the motion to approve the above employee to serve as 2025 Warwick Extended School Year (ESY) K-12+ personnel, as presented above.

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Brown

8. **APPROVAL OF BOARD COMMITTEE APPOINTMENTS**

It was recommended that the Board approve the appointment of the following individuals as Community Representatives for the Board Committee listed below, effective August 5, 2025:

Budget & Finance Committee

Kaylynn Houser

Kimberly Regennas

Mr. Woolley moved, Mrs. Martin seconded, the motion to approve the appointment of the individuals as Community Representatives for the Board Committee, as presented above.

On voice vote:

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

Abstain: None

Nays: None

Absent: Mr. Brown

9. **APPROVAL OF SETTLEMENT OF TAX ASSESSMENT APPEAL – MORAVIAN MANORS/ SAXONY RIDGE APTS ASSOC**

It was recommended that the Board approve the settlement of the tax assessment appeal filed by Moravian Manors C/O Saxony Ridget Apts Assoc for property located at 615 E. Sixth Street, parcel number 370-81707-1-0002, for a new assessment of \$1,974,000.

Mr. Woolley moved, Mrs. Martin seconded, the motion to approve the settlement of the tax assessment appeal filed by Moravian Manors C/O Saxony Ridget Apts Assoc, as presented above.

On roll call vote:

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

Abstain: Mr. Landis

Nays: None

Absent: Mr. Brown

10. APPROVAL OF SERVICE AGREEMENT

It was recommended that the Board approve the Service Agreement with Community Services Group, Inc. (CSG), Lancaster, PA, effective for the 2025/2026 school year, and as set forth on [ATTACHMENT #5](#).

Mr. Woolley moved, Mrs. Martin seconded, the motion to approve the Service Agreement with Community Services Group, Inc. (CSG), as presented above.

On roll call vote:

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

Abstain: None

Nays: None

Absent: Mr. Brown

Information from the Acting Superintendent

Dr. Reifsnyder had nothing to share at this time.

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.

ADJOURNMENT

There being no further business, Mr. Koelsch moved to adjourn the meeting. Mrs. Martin seconded the motion and the meeting adjourned at 7:11 p.m. (8-0)

Respectfully submitted,

/s/

Janice Boyer, Board Secretary