

Warwick School District

Lititz, PA 17543

November 18, 2025

A regular meeting of the Board of School Directors of the Warwick School District convened in the Board Room located at Warwick School District, 301 West Orange Street, Lititz, PA on Tuesday, November 18, 2025 at 7:00 p.m. The meeting was livestreamed.

FRENCH TRIP RECAP – STUDENT PRESENTATION

Madame Campeau shared that 32 students along with 5 chaperones participated in a trip to France recently. They traveled from Nice to Normandy and points in between. This is the first time in 25 years that Madame Campeau has taken a group of students to France. She has taken students to Quebec, Canada most recently. Pictures from the trip were shared. 4 students spoke in person and one shared his thoughts via a recorded message. All shared their thanks for the opportunity to participate in the trip and remarked on the experiences they had. One parent in the audience was on the trip to France 25 years ago with Madame Campeau and shared that it was an amazing experience then as well.

CALL TO ORDER

Mrs. Emily Zimmerman, President, called the meeting to order at approximately 7:07 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, Dr. Kirk Wolfe, Daniel Woolley, Emily Zimmerman, and Trent Goodhart were present.

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

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

Jerry Steinman	Shirley Showalter	Katie Harmon-Argulski	Kevin Courchesne
John Courchesne	Steph Courchesne	Teresa Goodhart	Kellye McMillion

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 with comments regarding motions on the Agenda. 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 ([regular meeting](#) of October 21, 2025)

Mr. Woolley moved, Mrs. Martin seconded, the motion to approve the Minutes of the regular meeting of October 21, 2025.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

TREASURERS REPORT

Mrs. Snyderman presented the Treasurer's Report. A copy of the report is attached to these minutes. The Treasurer's Report was accepted 9-0 by the Board.

PAYMENT OF BILLS

The following bills were presented for payment by Mrs. Snyderman. A copy of the bills with wire transfer information is attached to these Minutes.

General Fund	\$3,569,542.30
Wire Transfers	\$7,023,154.18
Capital Reserve Fund	None
Capital Projects Fund	\$2,438,638.26
Cafeteria Fund	\$204,810.47
Middle School Fund	\$1,031.31
High School Fund	\$13,461.03

Mr. Woolley moved, Mrs. Martin seconded, the motion to approve payment of the bills as presented.

On roll call vote:

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

Abstain: None

Nays: None

Absent: None

COMMUNICATIONS

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

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Retirement

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

Non-Instructional

Name	Building	Position	Effective Date
Kimberly Belessis	LE	Administrative Assistant	1/28/2026

Mr. Woolley moved, Mr. Koelsch seconded, the motion to approve the retirement of the individual named above.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

B. Resignations

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

Non-Instructional

Name	Building	Position	Effective Date
Jennifer Steele	WHS	Student Support Assistant	11/13/2025
Carol Evans	JB	Student Support Assistant	10/29/2025
Kelsey Robbins	LE	Special Programs Assistant	11/11/2025

Extra-Duty/Extra-Curricular

Name	Building	Position	Effective Date
Shirley Kachelries	WHS/WMS	World Languages Department Coordinator	8/19/2025
Linda Butts	WHS	Assistant Track Coach	10/24/2025
Ed Campbell	WHS	Drama Assistant / Drama Club Advisor	10/20/2025

Mr. Woolley moved, Mrs. Martin 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, Dr. Wolfe, Mr. Woolley, and Mrs. Zimmerman

Abstain: None

Nays: None

Absent: None

C. Elections

It was recommended that the Board approve the election of the following individuals subject to all pre-employment requirements, clearance checks, and release from current employer (*if applicable*):

Instructional

Name	Building	Position	Annual Salary	Effective Date
Lillian Barton	JB	Grade 1 Teacher	\$63,977.00	11/19/2025

Non-Instructional

Name	Building	Position	Hourly Rate	Effective Date
Patricia Brewer	WMS	Student Support Assistant (5.75 hours/day)	\$17.65	11/19/2025
Joshua Umble	WMS	Behavior Support Assistant (5.75 hours/day)	\$18.39	11/19/2025
Shannon Pipkin	LE	Administrative Assistant (8.0 hours/day)	\$20.39	11/19/2025
Isabel Santos	LE	Student Support Assistant (5.75 hours/day)	\$16.00	11/19/2025

Extra-Duty/Extra-Curricular

Name	Building	Position	Step/Annual Salary/Hourly Rate	Effective Date
Scott Bailey	WHS	Assistant Track Coach	Cb10 / \$4,514.00	11/19/2025

Scott Bailey	WHS	Assistant Winter Track Coach	Eb9 / \$2,579.00	11/19/2025
Angie Borden	WHS	Assistant Wrestling Coach (50%)	Bb2 / \$1,769.50	11/19/2025
Emmeline McFarling	WHS	Musical Assistant (100%)	Fc2 / \$590.00	11/19/2025
Naomi Miller	WHS	Musical Assistant (50%)	Fc2 / \$590.00	11/19/2025
Molly Zelewicz	WHS/WMS	World Languages Department Coordinator (1 st Semester)	Db1 / \$1,081.50	8/19/2025
Aiyana Argulski	JB	Elementary Musical Director (50%)	Ec2 / \$590.00	11/19/2025
Elizabeth Metzler	JB	Elementary Musical Director (50%)	Ec7 / \$873.00	11/19/2025

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed below as independent volunteers, effective November 19, 2025, until a resignation is submitted or active status is changed by the district:

Meghan Book	Kathy Emmerich	Amanda Korch-Shirk	Courtney Spiker
Scott Brutout	Kelli Farris	Raisa Lambert	Danielle Stewart
Anne Marie Calvello	Kelsey Glass	Bess Martin	Robin Thompson
Chio Man Chan	Clark Habecker	Erlinda Negrette	Roselyne Valdez
Cheyenne Contsicos	Benjamin Hartranft	Crystal Reinoehl	Kevin Wood
Heather Dighe	John Keefe	Elizabeth Robinson	

Volunteer Coaches

It was recommended that the Board approve the election of the individuals listed below as volunteer coaches, effective November 19, 2025, until a resignation is submitted or active status is changed by the district:

Name	Sport	Name	Sport
Isaiah Ament	Boys Basketball	Jeff Martin	Wrestling
Austin Barto	Boys LAX	Scott Martin	Wrestling
Jeremy Bell	Winter/Spring Track	Jody Mateyak	Winter/Spring Track
Linda Butts	Track	Bill McClain	Wrestling
Adam DiPerna	Wrestling	Austin Minnich	Boys Lacrosse
Rick Dissinger	Boys Basketball	Matthew Mousetis	Wrestling
Christopher Ferranti	Wrestling	Kian Oehme	Boys Lacrosse
Alex Garrett	Boys Basketball	Dan Schwartz	Softball
Leah Graybill	Winter/Spring Track	Dan Shelly	Winter Track
Wayne Hummer	Wrestling	Tyler Stief	Boys Basketball
Lisa Hykes	Winter/Spring Track	Wanda Weachter	Spring Track
Jerry Jenkins	Spring Track	Josh Witmer	Wrestling
Jack Koons	Wrestling		

Mr. Woolley moved, Mr. Koelsch 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, Dr. Wolfe, Mr. Woolley, and Mrs. Zimmerman

Abstain: None

Nays: None

Absent: None

2. CHANGE OF STATUS REQUESTS

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

Non-Instructional

Name	From	Building(s)	To	Building(s)	Effective Date	Updated Rate
Paul Pini	Landscaper	WSD	Building Services employee (4.0 hours/day)	KH	11/19/2025	\$15.54
Rhonda Abers	Food & Nutrition Svcs Assistant	WMS	Food & Nutrition Svcs Substitute (as needed)	WSD	12/25/2025	

Mr. Woolley moved, Mr. Weaver seconded, the motion to approve the change of status requests, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

3. BOARD POLICY REVISION – SECOND READING

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

<u>Policy No.</u>	<u>Title</u>
810.3	School Vehicle Drivers (Operations)

Mr. Weaver moved, Mrs. Lingo seconded, the motion to approve, as a second reading, the policy revisions to the policy as presented above.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

4. APPROVAL OF SCHOOL BUS & VAN DRIVERS

It was recommended that the Board approve the individuals listed as school bus and van drivers for the 2025/2026 school year, as presented on [ATTACHMENT #2](#).

Mr. Woolley moved, Mr. Weaver seconded, the motion to approve the individuals listed as school bus and van drivers for the 2025/2026 school year, as presented above.

On voice vote:

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

Abstain: Mr. Brown

Nays: None

Absent: None

5. APPROVAL FOR CONSULTATION WITH MCCLURE COMPANY

It was recommended that the Board authorize the administration to consult with McClure Company to develop a contract for the installation of a Solar Array at Warwick High School under a 30-year Power Purchase Agreement for presentation at the December 2, 2025 board meeting.

Mr. Landis moved, Mr. Woolley seconded, the motion to authorize the administration to consult with McClure Company, as presented above.

Discussion took place on this motion. The board members felt that there was not sufficient time to explore and review information and contracts related to the addition of solar at this time. Therefore, it was decided that this motion would not be approved. The board would like the administration to gather more information on this subject so that a more informed decision can be made at a future meeting.

On roll call vote:

Ayes: None

Abstain: None

Nays: Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo, Mrs. Martin,
Mr. Weaver, Dr. Wolfe, Mr. Woolley, and Mrs. Zimmerman

Absent: None

THE ABOVE MOTION WAS NOT APPROVED.

6. APPROVAL OF AGREEMENT ADDENDUM WITH SUBSTITUTE TEACHER SERVICE (STS)

It was recommended that the Board approve the Agreement Addendum #2 with Substitute Teacher Service (STS), 2901 Dutton Mill Road, Suite 200, Aston, PA, as per [ATTACHMENT #3](#).

Mr. Woolley moved, Mrs. Martin seconded, the motion to approve the Agreement Addendum #2 with Substitute Teacher Service (STS), as presented above.

On roll call vote:

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

Abstain: Dr. Wolfe

Nays: None

Absent: None

COMMITTEE REPORTS

Student Representative

The student representative, Trent Goodhart, provided an overview of student activities across the district in November.

Report of the Superintendent

Dr. Reifsnyder shared the following:

(The highlights which were shared correlate with the photos seen in a slideshow playing concurrently with this update.)

- This Friday, November 21st, students will have an early dismissal. Secondary students will dismiss at 10:00 a.m., and elementary students will dismiss at 10:45 a.m.
- The Middle School production of Charlotte's Web will take the stage this Friday at 7:00 p.m. and again on Saturday at 1:00 p.m. Tickets are three dollars for students and seven dollars for adults and can be purchased at the door.
- Family conferences will take place next Monday and Tuesday, and we encourage families to sign up if they have not already done so.
- Warwick Strong Day is on November 24th. We invite our community to wear Warwick apparel, take a photo, and share it with us. As part of this celebration, we also encourage families to participate in acts of kindness throughout the remainder of November and December in any way that is meaningful to them.

- Students will be out of school for Fall Break from Tuesday, November 25th, through Monday, December 1st. District offices will be closed from Thursday, November 27th, through Monday, December 1st. We wish everyone a restful break and a wonderful holiday.
- On December 13th, our art department will host a Maker's Market in the high school cafeteria, featuring more than one hundred vendors made up of students, staff, and alumni.
- Our fall sports teams closed out strong seasons with many noteworthy accomplishments, to highlight a few:
 - Our Field Hockey Team was the Section 1 champs, LL runner-ups, and the district and state silver medalists
 - The Boys Soccer Team earned the league championship title and advanced to the quarter-finals of the state playoffs.
 - Piper Smith placed third at the PIAA Golf Championship Tournament.
 - The cheer team earned third place at their largest competition of the season, and two Warwick students earned first place in individual events.
 - In addition, many Warwick athletes earned Lancaster-Lebanon League awards across various sports.
- Twelve students earned positions in the LLMEA County Chorus, and ten students qualified for the PMEA District Chorus Festival.
- Six high school students attended the 2025 Pennsylvania FBLA State Leadership Workshop, where they gained valuable leadership skills and represented Warwick with professionalism and pride.
- For Veterans' Day, each of our buildings took time to recognize, thank, and honor our veterans for their service and sacrifices.

These events and accomplishments showcase the many ways Warwick students are learning, growing, and engaging with their community.

Budget & Finance Committee

The Budget & Finance Committee met on Tuesday, November 4, 2025. Brown Plus presented the draft 2024–2025 audited financial statements to the committee. The statements will remain in draft form until the federal government approves the compliance checklist required for the Single Audit. As the financial statements are not yet finalized, the committee had no recommendations for the board at this time.

Building & Property Committee

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

Education Committee

The Education Committee met on Monday, November 10, 2025. Mrs. Lingo welcomed the members of the education committee and the public. Mr. Trent Goodhart provided the student representative report. Mr. Jeff Oberholtzer presented a new course for Warwick High School titled Unified Technology Education (UTEC). Mrs. Louderback presented the review of the pilot for Elementary Fire Prevention Curriculum, including teacher feedback. Dr. Calender reviewed the public feedback from the new elementary social studies curriculum resource, Teachers Curriculum Institute. The resource was posted for 30 days for public review. The next committee meeting is scheduled for January 12, 2026. The committee had the following recommendations for board approval:

1. It was recommended that the board approve the new course and curriculum for Unified Technology Education for Warwick High School.

Mrs. Lingo moved, Mr. Landis seconded, the motion to the new course and curriculum for Unified Technology Education for Warwick High School, as presented above.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

2. It was recommended that the board approve the updated Elementary Fire Prevention Curriculum PK-6.

Mrs. Lingo moved, Mr. Landis seconded, the motion to approve the updated Elementary Fire Prevention Curriculum PK-6, as presented above.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

3. It was recommended that the board approve the new resource for elementary social studies (PK-6), Teachers Curriculum Institute (TCI).

Mrs. Lingo moved, Mr. Landis seconded, the motion to approve the new resource for elementary social studies (PK-6), Teachers Curriculum Institute (TCI), as presented above.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

Student Activities Committee

The Student Activities Committee met on Thursday evening, November 6, 2025 in the Board Room, and the meeting was open to the public. Mr. Koelsch and Mr. Brown welcomed committee members to the meeting. Mr. Goodhart presented his student representative report. Mr. Hazel shared his report on extra-curricular activities throughout the district. Dr. Szobocsan and Mr. Hazel shared information regarding a co-operative agreement with Linden Hall for Archery. Dr. Szobocsan gave an update on the Parent Group Fiscal Statements for 2024-2025. Discussion took place regarding the creation of an activity account for Envirothon. The committee additionally reviewed an Out of State/Overnight Trip Request. The next committee meeting is scheduled for Thursday, December 4, 2025. The committee had the following recommendations for board approval:

1. It was recommended that the board approve the Co-Operative Agreement Opportunity with Linden Hall for Archery.

Mr. Brown moved, Mr. Koelsch seconded, the motion to approve the Co-Operative Agreement Opportunity with Linden Hall for Archery, as presented above.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

2. It was recommended that the board approve the opening of a Student Activity Account for Envirothon.

Mr. Brown moved, Mr. Koelsch seconded, the motion to approve the opening of a Student Activity Account for Envirothon, as presented above.

On roll call vote:

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

Abstain: None

Nays: None

Absent: None

3. It was recommended that the board approve the Out-of-State/Overnight Trip Request as presented below:

- a. HS students and staff to Walt Disney World, Orlando, FL, from November 17, 2026, through November 22, 2026, to perform at Disney Springs (Orchestra & Choir) and Magic Kingdom (marching band).

Mr. Brown moved, Mr. Koelsch seconded, the motion to approve the Out-of-State/Overnight Trip Request, as presented above.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

Executive Session/Personnel Committee

Mrs. Zimmerman announced that an Executive Session will be held immediately following this meeting.

Labor and Management Committee

Mrs. Zimmerman reported that the November meeting was cancelled.

Lititz recCenter Representative

Mr. Koelsch shared that there were no new items from the recCenter at this time.

Legislative Committee

Mr. Weaver reported that the budget was passed at the state level. On October 21st, he and Dr. Wolfe traveled to Kalahari Resort to attend PSBA's Delegate Assembly representing Warwick. There were 140 voting members in attendance.

IU Representative

Mr. Woolley shared that a meeting was held on Wednesday, November 4th at the IU Conference Center in Lancaster. At this meeting about \$14.6 million in disbursements were approved as well as personnel approvals (hiring, resignations etc.). The state budget was a big topic at this meeting as well. Mr. Woolley shared that the IU is beginning to add various health screenings for their staff. The IU will hold its Holiday Bazaar on December 4th. Information about events at the IU can be found on their website: www.iu13.org

Lancaster County Career and Technology Center Representative

Mrs. Zimmerman reported that no meeting was held in the month of November. The next meeting of the JOC will take place on December 8th at the Willow Street Campus.

Lancaster Academy Joint Operating Committee (JOC)

Dr. Wolfe reported that he attended a meeting recently as a representative from Warwick. The JOC was very thankful for the table that was donated to them by Warwick. The next meeting of the JOC will take place on December 3rd.

PRIOR BUSINESS

WHS Renovation Change Orders – [LINK](#)

NONE

NEW BUSINESS

NONE

INFORMATION

Right-To-Know Database – [LINK](#)

NONE

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

The following individuals contacted the school board secretary and indicated their desire to address the board with comments regarding items not specific to the Agenda. Individual addresses were verified by the school board secretary prior to the meeting.

Public Comment:

Kellye McMillion	Would like to thank the Superintendent for his support of the community
Jon Walker	Would like to publicly thank Dr. Reifsnnyder for his statement on Shared Beliefs

Comments from Board Members:

Mr. Brown thanked Mrs. Martin for her willingness to serve as a member of this Board.

Mrs. Zimmerman acknowledged Mrs. Martin for her service to Warwick School District during the last 2 years. She also acknowledged Mrs. Martin's family for their sacrifice and support during this time. Mrs. Martin was presented with a vase made by Nate Nixdorf.

ADJOURNMENT

There being no further business, Trent Goodhart moved to adjourn the meeting. Mrs. Martin seconded the motion and the meeting adjourned at 8:02 p.m. (9-0)

Respectfully submitted,

/s/

Janice E. Boyer, Board Secretary