

Warwick School District
Lititz, PA 17543

September 1, 2020

A special voting meeting of the Board of School Directors of the Warwick School District convened virtually, due to the current guidelines issued by Governor Wolf for gatherings/meetings and in consideration of the health and safety of the entire school community, on Tuesday, September 1, 2020 at 7:00 p.m.

Mr. Landis, 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: Michael R. Landis, C. Edward Browne, Millard P. Eppig, Jr., Matthew Knouse, Lisa Miller, Leslie Penkunas, Nelson L. Peters, Todd L. Rucci, and Debra J. Wenger, were present utilizing the Zoom application from locations inside and/or outside of the Warwick School District Office building. Olivia Hartman, Student Representative, was not present.

Others attending the meeting via the Zoom application: Dr. April Hershey, Superintendent; Dr. Melanie Calender; Dr. Ryan Axe; Nathan Wertsch, Treasurer; Mark Leidich; Janice Boyer, Board Secretary; Fred Griffiths; Jackie Yanchocik; and Laura Knowles, LNP/Lititz Record Express.

Members of the public were able to observe this virtual meeting, and the list of attendees is below.
Note - this is what appeared as attendees in Zoom.

Jason Harris	Jeffrey Weber	Lisa Bonfield	Ryan Landis
Bob Fitz	Shayna Sharp		

RECOGNITION OF CITIZENS

Mr. Landis shared a statement from the board regarding public comment and other communications to the Board of Directors and the Administration. A copy of that statement is attached to these Minutes. Board Policy 903 addresses this subject as well and can be found using this [LINK](#).

Questions and comments from the public were collected using a Google Survey.

At the time of the meeting, no comments were received.

APPROVAL OF AGENDA

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the agenda as presented.
Motion passed 9-0.

APPROVAL OF MINUTES

Mr. Eppig moved, Mr. Knouse seconded, the motion to approve the Minutes of the [regular meeting](#) of August 18, 2020, as presented.
Motion passed 9-0.

COMMUNICATIONS

Dr. Hershey received a note from an anonymous individual sharing concerns and some inaccuracies regarding the start of school. Since the note did not contain any contact information (address, telephone number, email address, etc.), Dr. Hershey was unable to address those concerns or share information with this individual. The public is encouraged to email or call the building or District offices. Administrators and Principals are happy to speak with anyone who has concerns, questions, or needs clarification.

REPORT OF THE SUPERINTENDENT

September 1, 2020

1. **PERSONNEL**

A. **Resignations**

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

Instructional

Shayna Sharp as a Learning Support Teacher at Warwick High School, effective pending release by the District.

Instructional - LTS

James Cage as a Long Term Substitute (LTS) Social Studies Teacher at Warwick Middle School, effective August 19, 2020.

Non-Instructional

Brooke Brown as a Student Support Assistant at Warwick High School, effective August 24, 2020.

Linda Johnson as a Student Support Assistant at Warwick High School, effective August 14, 2020.

Kristy Rhodes as a Special Programs Assistant at Warwick High School, effective August 17, 2020.

Kristine Cole as a Student Support Assistant at Warwick Middle School, effective August 25, 2020.

Constance Meyer as a Special Programs Assistant at Lititz Elementary School, effective August 25, 2020.

Extra Curricular/Extra Duty

Lyle Ressler as a JH Assistant Cross Country Coach at Warwick Middle School, effective August 21, 2020.

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

On voice vote:

Ayes: Mr. Landis, Mr. Browne, Mr. Eppig, Mr. Knouse, Mrs. Miller,
Mrs. Penkunas, Mr. Peters, Mr. Rucci, and Mrs. Wenger

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

Christopher J. Fairbanks as a Behavior Specialist K-12 at Warwick School District, at the annual salary of \$73,215.00, effective pending release by his current employer (*incorrectly stated on Agenda as effective on the first day of the 2020/2021 school year*). This position is new to the District and will be supported by grant funds.

Sarah Favilla as a Behavior Specialist K-12 at Warwick School District, at the annual salary of \$59,815.00, effective on September 2, 2020 (*incorrectly stated on Agenda as effective on the first day of the 2020/2021 school year*). Ms. Favilla is replacing Amanda Cash who resigned.

Instructional – LTS

Meghan E. Brady as a Long Term Substitute (LTS) Gifted Teacher (full year) at John Beck Elementary and Lititz Elementary Schools, at the annual salary of \$54,896.00, effective on September 2, 2020 (*incorrectly stated on Agenda as effective on the first day of the 2020/2021 school year*). Ms. Brady is replacing Jason Balsbaugh who received a change of status.

Non-Instructional

Fred Taylor as a Security Officer (2-year position Grant Funded) at Warwick School District, 5.0 hours/day, at the hourly rate of \$20.00 (1st year) and at the hourly rate of \$20.00 (2nd year – grant funded), effective pending receipt of the appropriate paperwork (*incorrectly stated on Agenda as effective on the first day of the 2020/2021 school year*). The hiring of Mr. Taylor has been made possible by utilizing the PCCD grant funds received by the District.

Carly McKinney as a Food & Nutrition Services Assistant, at Kissel Hill Elementary School, 4.0 hours/day, at the hourly rate of \$11.25, effective pending receipt of the appropriate paperwork. Ms. McKinney is replacing Barbara Koser who resigned.

Volunteer Coaches

It was recommended that the Board approve the election of the individuals listed below as volunteer coaches, effective September 2, 2020, until they submit their resignation or have their active status changed by the district.

Brian Messler

Cameron Roth

Stacy Rucci

Mr. Eppig moved, Mr. Knouse seconded, the motion to approve the election of the individuals named above.

On voice vote:

Ayes: Mr. Landis, Mr. Browne, Mr. Eppig, Mr. Knouse, Mrs. Miller, Mrs. Penkunas, Mr. Peters, and Mrs. Wenger

Abstain: Mr. Rucci

Nays: None

Absent: None

Dr. Calender shared notes from Sarah Favilla and Chris Fairbanks. Both shared thanks for the opportunity to be a part of the Warwick School District and are looking forward to working with the staff and students.

2. CHANGE OF STATUS/TRANSFER REQUESTS

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

Change of Status

Instructional

Amanda Peiffer from a Spanish Teacher (32%) at Warwick Middle School, to a Spanish Teacher (37.5%) at Warwick Middle School, effective on the first day of the 2020/2021 school year.

Non-Instructional

Megan Miller from a Student Support Assistant at Warwick High School, 5.5 hours/day, to a Guidance Secretary at Warwick High School, 5.5 hours/day, at the hourly rate of \$14.35, effective August 24, 2020. Ms. Miller is replacing Marisa Tocci who received a change of status.

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Transfer

Instructional

Jen Neiles from a Learning Support at Warwick Middle School, to a Learning Support Teacher at Warwick High School, effective on the first day of the 2020/2021 school year. Mrs. Neiles is replacing Shayna Sharp who resigned.

Jessica Bigsby from a Learning Support Teacher at Lititz Elementary School, to a Liaison/Teacher for Elementary Warwick Virtual Academy at Warwick School District, effective September 1, 2020. This position is new for the 2020/2021 school year.

Ashley Landers from a Grade 2 Teacher at John Beck Elementary School, to a Liaison/Teacher for Elementary Warwick Virtual Academy at John Beck Elementary School, effective September 1, 2020. This position is new for the 2020/2021 school year.

Katie Mansey from a Grade 1 Teacher at Kissel Hill Elementary School, to a Liaison/Teacher for Elementary Warwick Virtual Academy at Kissel Hill Elementary School, effective September 1, 2020. This position is new for the 2020/2021 school year.

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the change of status/transfer requests of the individuals named above.

On voice vote:

Ayes: Mr. Landis, Mr. Browne, Mr. Eppig, Mr. Knouse, Mrs. Miller,
Mrs. Penkunas, Mr. Peters, Mr. Rucci, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

3. LEAVE OF ABSENCE REQUESTS

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

Instructional

Hannah Futer is requesting a Family and Medical Leave of Absence (FMLA), beginning approximately October 8, 2020, and continuing through approximately December 2, 2020. Mrs. Futer is anticipating her return to work date as December 3, 2020, pending release by her doctor.

Non-Instructional

Mireylis Figueroa is requesting unpaid Children Rearing Leave, beginning September 10, 2020, and continuing through January 22, 2021. Mrs. Figueroa is anticipating her return to work date as the first day of the second semester of the 2020/2021 school year.

Mr. Eppig moved, Mrs. Penkunas seconded, the motion to approve the leave of absence request of the individuals named above.

On voice vote:

Ayes: Mr. Landis, Mr. Browne, Mr. Eppig, Mr. Knouse, Mrs. Miller,
Mrs. Penkunas, Mr. Peters, Mr. Rucci, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

4. MEMORANDUM OF UNDERSTANDING (MOU) APPROVAL – LIVESTREAM AND RECORDING INSTRUCTION DURING PANDEMIC

It was recommended that the Board approve the Memorandum of Understanding (MOU) with the Warwick Education Association for Live Stream and Recording Instruction During Pandemic, as set forth on [ATTACHMENT #1](#).

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Mr. Eppig moved, Mr. Peters seconded, the motion to approve the Memorandum of Understanding (MOU) with the Warwick Education Association for Live Stream and Recording Instruction During Pandemic, as presented above.

On voice vote:

Ayes: Mr. Landis, Mr. Browne, Mr. Eppig, Mr. Knouse, Mrs. Miller, Mrs. Penkunas, Mr. Peters, Mr. Rucci, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

Dr. Hershey shared that this MOU will allow for the recording or livestreaming of lessons in the event of quarantine.

5. MEMORANDUM OF UNDERSTANDING (MOU) APPROVAL – LENGTH OF DAY AND TELEWORK UNDER QUARANTINE

It was recommended that the Board approve the Memorandum of Understanding (MOU) with the Warwick Education Association for Length of Day and Telework under Quarantine, as set forth on [ATTACHMENT #2](#).

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the Memorandum of Understanding (MOU) with the Warwick Education Association for Length of Day and Telework under Quarantine, as presented above.

On voice vote:

Ayes: Mr. Landis, Mr. Browne, Mr. Eppig, Mr. Knouse, Mrs. Miller, Mrs. Penkunas, Mr. Peters, Mr. Rucci, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

Dr. Hershey shared that this MOU will allow for flexibility before school to help with student entry into the buildings, as well as the option for telework for teachers in the event of quarantine situations.

Mr. Landis shared appreciation to the Warwick Education Association for their continued support and cooperation as evident through these MOUs.

6. TITLE IX RESOLUTION APPROVAL

It was recommended that the Board approve the Title IX Resolution, as set forth on [ATTACHMENT #3](#).

Mr. Rucci moved, Mr. Peters seconded, the motion to approve the Title IX Resolution, as presented above.

On voice vote:

Ayes: Mr. Landis, Mr. Browne, Mr. Eppig, Mr. Knouse, Mrs. Miller, Mrs. Penkunas, Mr. Peters, Mr. Rucci, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

Dr. Hershey shared that this is a stop gap measure until the District can get the Title IX updates implemented. The new guidance was received just days before the deadline for implementation. Should the need arise before the final implementation takes place, the district will consult our attorneys.

Mr. Eppig noted that the Lancaster County Career and Technology Center (LCCTC) just approved the same resolution at their most recent meeting.

7. **APPROVAL OF SCHOOL BUS DRIVERS**

It was recommended that the Board approve the individuals listed as school bus drivers for the 2020/2021 school year, as presented on [ATTACHMENT #4](#).

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the individuals listed as school bus drivers for the 2020/2021 school year, as presented above.

On voice vote:

Ayes: Mr. Landis, Mr. Browne, Mr. Eppig, Mr. Knouse, Mrs. Miller, Mrs. Penkunas, Mr. Peters, Mr. Rucci, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

8. **BOARD POLICY REVISIONS – SECOND READING**

It was recommended that the Board approve, as a second reading, the policy revisions to the policies listed below, and as presented on [ATTACHMENT #5](#).

<u>Policy No.</u>	<u>Title</u>
146.1	Trauma-Informed Approach
833	Educational Equity

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve, as a second reading, the policy revisions to the policies as presented above.

On voice vote:

Ayes: Mr. Landis, Mr. Browne, Mr. Eppig, Mr. Knouse, Mrs. Miller, Mrs. Penkunas, Mr. Peters, Mr. Rucci, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

9. **BOARD POLICY REVISIONS – FIRST READING**

It was recommended that the Board approve, as a first reading, the policy revisions to the policies listed below, and as presented on [ATTACHMENT #6](#).

<u>Policy No.</u>	<u>Title</u>
103	Discrimination / Title IX Sexual Harassment Affecting Students
104	Discrimination / Title IX Sexual Harassment Affecting Staff
247	Hazing
249	Bullying / Cyberbullying
252	Dating Violence
317.1	Educator Misconduct
824	Maintaining Professional Adult / Student Boundaries

Mr. Eppig moved, Mrs. Miller seconded, the motion to approve, as a first reading, the policy revisions to the policies as presented above.

On voice vote:

Ayes: Mr. Landis, Mr. Browne, Mr. Eppig, Mr. Knouse, Mrs. Miller, Mrs. Penkunas, Mr. Peters, Mr. Rucci, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

10. **EXTRA-CURRICULAR AND EXTRA-DUTY CONTRACT PRORATING OF STIPENDS RESOLUTION**

It was recommended that the Board approve the Extra-Curricular and Extra-Duty Contract Prorating of Stipends Resolution, as presented per [ATTACHMENT #7](#).

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Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the Extra-Curricular and Extra-Duty Contract Prorating of Stipends Resolution as presented above.

On voice vote:

Ayes: Mr. Landis, Mr. Browne, Mr. Eppig, Mr. Knouse, Mrs. Miller,
Mrs. Penkunas, Mr. Peters, Mr. Rucci, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

11. EXTRA-CURRICULAR NON-BARGAINING POSITIONS, RATES & PROFESSIONAL RATES AND PROFESSIONAL GROUP RATES – 2020/2021

It was recommended that the Board approve the extra-curricular bargaining positions, rates, and professional rates; and professional group rates, as presented per [ATTACHMENT #8](#).

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the extra-curricular bargaining positions, rates, and professional rates; and professional group rates as presented above.

On roll call vote:

Ayes: Mr. Landis, Mr. Browne, Mr. Eppig, Mr. Knouse, Mrs. Miller,
Mrs. Penkunas, Mr. Peters, Mr. Rucci, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

Information from the Superintendent

Dr. Hershey shared that today was an absolutely wonderful day. It was not perfect, but arrival and dismissal went smoothly. There were some transportation glitches which is not unusual for the start of school, but otherwise a great day. Staff and students were over the moon to be here. Thanks to the students, parents, and staff for making the day go so well.

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Mr. Landis thanked to all those involved in making the first day of school go so well.

No additional comments were received.

ADJOURNMENT

There being no further business, Mr. Eppig moved to adjourn the meeting. Mr. Knouse seconded the motion and the meeting adjourned at 7:22 p.m.

Respectfully submitted,



Janice Boyer, Board Secretary

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BOARD OF SCHOOL DIRECTORS STATEMENT

September 1, 2020

(Additionally,) The board would like to address the baseless personal attacks leveled each month against board members and members of the administration. Our board welcomes and invites public comment, questions and concerns. However, the board requires a level of respect and decorum during board meetings and proceedings as well as a process for accessing specific information, followed by all school districts in Pennsylvania. Board policy 903 states the following:

All statements shall be directed to the presiding officer; no participant may address or question Board members or members of the public individually.

The presiding officer may:

- 1. Interrupt or terminate a participant's statement when the statement is too lengthy, personally directed, abusive, obscene, or irrelevant.*
- 2. Request any individual to leave the meeting when that person does not observe reasonable decorum.*
- 3. Request the assistance of law enforcement officers to remove a disorderly person when his/her conduct interferes with the orderly progress of the meeting.*

Moving forward, the board will no longer allow comments that violate this policy, and will exercise its rights to remove individuals from both virtual and face to face meetings.