

Warwick School District

Lititz, PA 17543

November 19, 2019

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, November 19, 2019 at 7:00 p.m.

Mr. Michael 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, Millard P. Eppig, Jr., Matthew Knouse, Leslie Penkunas, Nelson L. Peters, Dr. Timothy Quinn, Todd L. Rucci, Scott A. Shaub, Debra J. Wenger, and Olivia Hartman were present.

Others attending the meeting: Dr. April Hershey, Superintendent; Dr. Melanie Calender; Dr. Ryan Axe; Nathan Wertsch, Treasurer; Mark Leidich; Jackie Yanchocik; Janice Boyer, Board Secretary; Fred Griffiths; Lisa Bonfield-Weit; Scott Kyper; Chief John Schofield; Kevin Martzall; Becky Noon; Robert Fitz; Katie Donmoyer; Kelly Testa; Ed Browne; Barbara Mobley; Pete Carson; and Laura Knowles of Lancaster Newspapers/Lititz Record Express.

WEF CHECK PRESENTATION

Mrs. Barb Mobley, Executive Director, presented a check from the Warwick Education Foundation in the amount of \$19,936.00. These funds will be used for the installation costs of inclusive playground equipment at the elementary buildings. The Warwick Education Foundation has donated a total of \$189,000.00 this year to the school district. These funds have been utilized for grants, technology, and equipment to enhance student learning. Mrs. Mobley shared that WEF will participate in the Lancaster County Extraordinary Give event which will be held on November 22, 2019.

Mr. Landis and Dr. Hershey thanked the Warwick Education Foundation for the continued support of the students and programs within the Warwick School District.

BOARD RECOGNITION

Dr. Hershey recognized two board members who have served the Warwick School District for two terms. Mr. Shaub and Mr. Peters have each given eight years of service to the district.

Two board members will be stepping down from the board tonight, and were recognized for their contributions to Warwick School District. Dr. Quinn filled the remaining term of a vacant seat, while Mr. Shaub chose not to seek reelection this year. Warwick School District is grateful for their dedication to the students, staff, and community.

RECOGNITION OF CITIZENS

None.

APPROVAL OF AGENDA

A motion was made by Mr. Eppig, Mrs. Wenger seconded, the motion to approve the agenda as presented. Motion passed 9-0.

APPROVAL OF MINUTES ([Regular meeting](#) of October 15, 2019)

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the Minutes of the regular meeting of October 15, 2019.

Motion passed 9-0.

TREASURERS REPORT

Mr. Wertsch 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 Mr. Wertsch. A copy of the bills with wire transfer information is attached to these minutes.

General Fund	\$1,029,823.78
Wire Transfers	\$1,724,296.22
Construction Fund	None
Cafeteria Fund	\$162,358.78
Middle School Fund	\$207.50
High School Fund	\$3,514.49

Mr. Peters moved, Mrs. Wenger seconded, the motion to approve the payment of bills as presented.

On roll call vote:

Ayes: Mr. Eppig, Mr. Knouse, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

COMMUNICATIONS

None.

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Retirements

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

Non-Instructional

Deborah Young as Accounts Payable Assistant at Warwick School District, effective January 31, 2020.

Yvonne Gingrich as a Health Room RN at Warwick High School, effective January 24, 2020.

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the retirement of the individuals named above.

On voice vote:

Ayes: Mr. Eppig, Mr. Knouse, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

B. Resignations

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

Non-Instructional

Jennie Copenhaver as a Food & Nutrition Services Assistant at Warwick High School, effective November 8, 2019.

Neysa Fowler as a Food & Nutrition Services Assistant at Warwick High School, effective October 18, 2019.

Robin Letukas as a Student Support Assistant at Warwick High School, effective November 1, 2019.

Extra Curricular/Extra Duty

Donald Zahn as Choral Concert Stage Craft Engineer at Warwick High School, effective October 10, 2019.

Donald Zahn as Holiday Concert Stage Craft Engineer at Warwick High School, effective October 10, 2019.

Donald Zahn as Musical Set Construction #2 at Warwick High School, effective October 10, 2019.

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

On voice vote:

Ayes: Mr. Eppig, Mr. Knouse, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

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 and clearance checks:

Instructional - LTS

James T. Arnold as Long Term Substitute (LTS) Art Teacher, 2nd semester, at Warwick High School, at the annual salary of \$53,875.00, effective on the first day of the second semester of the 2019/2020 school year. Mr. Arnold is replacing Jenna Yanhocik who has extended her Family and Medical Leave of Absence.

Non-Instructional

Walter Campbell as a Student Support Assistant at Warwick High School, 5.5 hours/day, at the hourly rate of \$11.40, effective November 20, 2019, pending receipt of the appropriate paperwork. Mr. Campbell is replacing Andrea Litzenberg who resigned.

Susan Kirby as a Behavior Support Assistant at Warwick Middle School, 5.75 hours/day, at the hourly rate of \$16.20, effective November 20, 2019, pending receipt of the appropriate paperwork. Ms. Kirby is replacing Ryleigh Rachiele who received a change of status.

Brittany Wilson as a Student Support Assistant at John Beck Elementary School, 5.5 hours/day, at the hourly rate of \$11.00, effective November 20, 2019, pending receipt of the appropriate paperwork. Ms. Wilson is replacing Gretchen Bender who resigned.

Carolyn Deck as a Student Support Assistant at Lititz Elementary School, 5.5 hours/day, at the hourly rate of \$12.45, effective November 20, 2019, pending receipt of the appropriate paperwork. Ms. Deck is replacing Christina Smoker who resigned.

Extra Curricular/Extra Duty

Logan Stroh as an Assistant Wrestling Coach at Warwick High School, at the annual salary of \$3,202.00, effective November 20, 2019. Mr. Stroh is replacing Ian Stoeckl who resigned.

Elizabeth Metzler as an Elementary Music Director JRB (50%) at John R. Bonfield Elementary School, at the annual salary of \$534.00, effective for the 2019/2020 school year. Ms. Metzler is sharing this position with Cathy Dommel who received a change of status.

Camille Logic as an Elementary Music Director KH at Kissel Hill Elementary School, at the annual salary of \$1,068.00, effective pending receipt of the appropriate paperwork. Ms. Logic is replacing Tracey Davis who resigned.

Extra Curricular/Extra Duty - Rehire

Michael Haines as Choral Concert Stage Craft Engineer at Warwick High School, at the annual salary of \$1,685.00, effective November 20, 2019. Mr. Haines is replacing Donald Zahn who resigned.

Michael Haines as Holiday Concert Stage Craft Engineer at Warwick High School, at the annual salary of \$1,685.00, effective November 20, 2019. Mr. Haines is replacing Donald Zahn who resigned.

Michael Haines as Musical Set Construction #2 at Warwick High School, at the annual salary of \$1,400.00, effective November 20, 2019. Mr. Haines is replacing Donald Zahn who resigned.

In-House Substitute Teachers

It was recommended that the Board approve the election of the individual listed below, effective November 19, 2019 until a resignation is submitted or active status is changed by the district.

Support Staff

Neysha Fowler

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed below as independent volunteers, effective November 20, 2019, until they submit their resignation or have their active status changed by the district.

Tamara Allen	Ashley Driscoll	Samantha Lutsey	Jason Reigle
Tricia Bevins	Megan Feiler	Rachel Menditto	Susan Robinson
Elizabeth Buckwalter	Kathy Jo Forney	Christine Mulvenna	Kathryn Seaber
Ashley Buitrago	Amanda Franqui	Marlo Noble	Erin Shelly
Nicholas Bullock	Adam Glick	Ashley Oleskowitz	Karen Troxell
Justin Cracroft	Stacy Greco	Alyson Pignone	Jennifer Weaver
Rachel Douglas	Laura Henninger	Ann Pilarte	Donald Zahn

Volunteer Coaches

It was recommended that the Board approve the election of the individuals listed below as volunteer coaches, effective for the 2019/2020 school year, until they submit their resignation or have their active status changed by the district.

Ashlea Becker	Alex Daecher	Craig Wagaman
---------------	--------------	---------------

District Approved Photographers

It was recommended that the Board approve the election of the individuals listed below as district approved photographers, effective for the 2019/2020 school year, until they submit their resignation or have their active status changed by the district.

Tyler Clausen	Monica Gibbel	Nicole Miller
---------------	---------------	---------------

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

On voice vote:

Ayes: Mr. Eppig, Mr. Knouse, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

Mr. Pete Carson arrived at 7:18 p.m

2. CHANGE OF STATUS REQUESTS

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

Instructional

Alison Horning from a Grade 5 Teacher at John Beck Elementary School to an English as a Second Language (ESL) Teacher at Kissel Hill Elementary School and Lititz Elementary School, effective January 2, 2020. Mrs. Horning is replacing Tina Barnhart who retired.

Non-Instructional

Yamilette Marrero from a Behavior Support Assistant at Warwick Middle School, 5.75 hours/day, to a Student Support Assistant at John Beck Elementary School, 5.5 hours/day, at the hourly rate of \$11.40, effective October 11, 2019. Ms. Marrero is replacing Debra Gochnauer who retired.

Extra Curricular/Extra Duty

Cathy Dommel from an Elementary Music Director JRB (100%) at John R. Bonfield Elementary School, to an Elementary Music Directory JRB (50%) at John R. Bonfield Elementary School, at the annual salary of \$619.50, effective for the 2019/2020 school year. Ms. Dommel will be sharing this position with Elizabeth Metzler.

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the change of status requests, as presented.

On voice vote:

Ayes: Mr. Eppig, Mr. Knouse, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

3. LEAVE OF ABSENCE REQUESTS

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

Instructional

Jenna Yanchocik is requesting an extension to her previously approved Child Rearing Leave, to begin January 28, 2020, and to continue through the end of the 2019/2020 school year. Mrs. Yanchocik is anticipating her return to work date as the first day of the 2020/2021 school year.

Non-Instructional

Aaron Rowe is requesting an unpaid Leave of Absence, to begin October 23, 2019, and to continue through December 1, 2019. Mr. Rowe is anticipating his return to work date as December 2, 2019, pending release by his doctor.

Anthony Wolf is requesting an unpaid Leave of Absence, to begin October 18, 2019, and to continue through November 13, 2019. Mr. Wolf is anticipating his return to work date as November 14, 2019, pending release by his doctor.

Mr. Eppig moved, Mrs. Penkunas seconded, the motion to approve the leave of absence requests, as presented.

On voice vote:

Ayes: Mr. Eppig, Mr. Knouse, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

4. SPECIAL EDUCATION SUPPLEMENTAL CONTRACT APPROVAL

It was recommended that the Board approve the Special Education Supplemental Contract with Manheim Township School District for the 2019-2020 school year as per [ATTACHMENT #1](#).

Mr. Eppig moved, Mr. Rucci seconded, the motion to approve the Special Education Supplemental Contract with Manheim Township School District, as presented.

On voice vote:

Ayes: Mr. Eppig, Mr. Knouse, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

5. 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 #2](#).

<u>Policy No.</u>	<u>Title</u>
333	Professional Development
705	Facilities and Workplace Safety
709	Building Security
805	Emergency Preparedness and Response
805.1	Relations with Law Enforcement Agencies
805.2	School Security Personnel

Mr. Eppig moved, Mr. Knouse seconded, the motion to approve the revisions to the policies, as presented.

On voice vote:

Ayes: Mr. Eppig, Mr. Knouse, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

6. TAX ASSESSMENT APPEALS SETTLEMENT APPROVAL

It was recommended that the Board approve the settlement of tax assessment appeals filed by Moravian Manors, Inc. for Warwick Woodlands (Tax Parcel 370-81707-0-0000) and Hendricks Place (Tax Parcel 370-59431-0-0000) pursuant to Stipulations presented by the Solicitor on [ATTACHMENT #3](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the settlement of tax assessment appeals filed by Moravian Manors, Inc., as presented.

On voice vote:

Ayes: Mr. Eppig, Mr. Knouse, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

7. **SUBSTITUTE GUEST TEACHER PROGRAM**

It was recommended that the Board approve the list of STS substitutes enrolled in the Guest Teacher program, as per [ATTACHMENT #4](#). A listing of active Guest Teachers will be updated on a quarterly basis as needed.

Mr. Eppig moved, Mr. Rucci seconded, the motion to approve the list of STS substitutes enrolled in the Guest Teacher program, as presented.

On voice vote:

Ayes: Mr. Eppig, Mr. Knouse, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

8. **APPROVAL OF POSITION TITLE CHANGES**

It was recommended that the Board approve the support position title changes retroactive to the start of the 2019/2020 school year, as presented on [ATTACHMENT #5](#). A rate increase will be provided commensurate to the difference in base wage of \$1.25 per hour.

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the support position title changes retroactive to the start of the 2019/2020 school year, as presented.

On voice vote:

Ayes: Mr. Eppig, Mr. Knouse, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

9. **MEMORANDUM OF AGREEMENT-EARLY LEAVES**

It was recommended that the Board approve the following Memorandum of Agreement for Early Leaves, as set forth on [ATTACHMENT #6](#).

Mr. Eppig moved, Mrs. Penkunas seconded, the motion to approve the following Memorandum of Agreement for Early Leaves, as presented.

On voice vote:

Ayes: Mr. Eppig, Mr. Knouse, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

Information from the Superintendent

Dr. Hershey shared the following items:

- It was a great fall sports/extra-curricular season. Congratulations to the football team for their run during the post season.
- On November 25th, we will hold the first annual Warwick Strong Day. Activities will take place throughout the district to show appreciation to the community for the continued support.
- Our annual Reorganization meeting will take place on December 3rd. Newly elected board members will be sworn in at that time. This will also be a voting session.

COMMITTEE REPORTS

Student Representative

The Student Representative, Olivia Hartman, provided an overview of student activities across the district at the Education Committee and Student Activities Committee meetings in November.

Building and 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 11, 2019. Miss Olivia Hartman provided the Student Representative Report. Dr. Ryan Axe and Dr. Ron Hallett discussed the English/Language Arts Book Audit and previewed changes that will be coming with required texts. Dr. Ryan Berardi provided an elementary report card update and the team provided feedback to the updates. Dr. Melanie Calender provided an overview of the Special Education Cyclical Monitoring and then provided an overview of the Social, Emotional and Academic Development framework for Warwick. Lastly, Dr. Ron Hallett reviewed student performance data for 2018/2019. The committee had no recommendations at this time.

Finance and Legal Committee

The Finance & Legal Committee met on Tuesday, November 5, 2019. The committee received the full 2018-19 audit report, reviewed the standing of the 2020-21 budget, and discussed the associated Act 1 accelerated budget opt-out resolution recommendation. The committee had the following recommendations for Board approval:

1. It was recommended that the Board accept the June 30, 2019 audit report presented by Brown Schultz Sheridan & Fritz, resulting in a clean opinion with no findings, as presented on [ATTACHMENT #7](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the June 30, 2019 audit report presented by Brown Schultz Sheridan & Fritz, resulting in a clean opinion with no findings, as presented.

On voice vote:

Ayes: Mr. Eppig, Mr. Knouse, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

2. It was recommended that the Board adopt the 2020-21 Act 1 Accelerated Budget Opt-Out Resolution, by which the School Board will not increase real estate taxes (or any other taxes) for the next fiscal year by greater than 3.1% (Warwick's Adjusted Act 1 Index for 2020-21) as presented on [ATTACHMENT #8](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the 2020-21 Act 1 Accelerated Budget Opt-Out Resolution, as presented.

On voice vote:

Ayes: Mr. Eppig, Mr. Knouse, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

Student Activities Committee

The Student Activities Committee met on Thursday, November 14, 2019. The meeting began with the

recognition of Mr. Landis as the AD of the year in the LL League and in District III and then Olivia Hartman gave a report about all of the events in our buildings K-12 for the Fall so far. Mr. Landis discussed the success of the Fall season. Dr. Axe shared the out of state/overnight requests and Sunday use requests were then reviewed for recommendation to the Board. There was also discussion about field trips that are denied and that process. Information was shared with the SAC about the adult education program and the parent-group fiscal reports were reviewed by the SAC. The committee had the following recommendations for the Board at this time:

1. It was recommended that the board approve the following Sunday Use Facilities requests:
 - a. John Beck PTO to use the JB library classroom for their Holiday Shoppe on December 1, 2019 from 1:00 – 6:00 p.m.
 - b. Warwick Girls' Soccer Program to use the HS large gym for winter open gym from January 5, 2020 recurring weekly until February 23, 2020 from 1:00 – 4:00 p.m.
 - c. Pennsylvania Classics AC to use turf football stadium 14 on December 8 and 15, 2019 for PA Classics soccer from 1:00 – 4:00 p.m.

Mr. Rucci moved, Dr. Quinn seconded, the motion to approve the Sunday Use Facilities requests, as presented.

On voice vote:

Ayes: Mr. Eppig, Mr. Knouse, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

2. It was recommended that the board approve the following Out of State/Overnight Trip request.
 - a. HS students and staff to Washington DC on April 23, 2020 to tour the National Gallery. Students will have the opportunity to view work they have seen or referenced in the art curriculum.

Mr. Rucci moved, Dr. Quinn seconded, the motion to approve the Out of State/Overnight Trip request, as presented.

On voice vote:

Ayes: Mr. Eppig, Mr. Knouse, Mr. Landis, Mrs. Penkunas, Mr. Peters,
Mr. Rucci, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

Executive Session/Personnel Committee

It was announced that a meeting would be held immediately following this Board meeting to discuss various personnel matters.

Labor and Management Committee

It was reported that no meeting was held this month.

Lititz Recreation Center Representative

It was reported that the meeting was cancelled for this month. The next meeting will be held in January.

Legislative Committee

It was reported that the House Education Committee met and discussed two bills - Bill No. 751 which deals with Educator Evaluations and Bill No. 1800 dealing with a voucher program. Members were encouraged to contact Senator Mentzer and ask him to vote "No" to the voucher bill.

IU Representative

It was reported that information from the October and November meetings were shared with the board electronically. These meetings included regular business items including contracts and services. Discussion also included support staff issues.

Lancaster County Career and Technology Center Representative

It was reported that a meeting was on October 24, 2019. Short Committee Meetings were held. The Planning & Development Committee reviewed seven policies. A regular business meeting with a normal agenda was held along with an Executive Session. Discussions will be starting on the Collective Bargaining Agreement. Millard Eppig will become the Chairperson of the Joint Operating Committee of the CTC in December. Dr. Hershey will become the Superintendent of Record. It was also noted that the CTC recently was awarded a large grant from BB&T Bank.

PRIOR BUSINESS

None.

NEW BUSINESS

None.

INFORMATION

None.

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Mr. Landis thanked everyone for coming out to tonight's meeting. It has been an exciting fall with athletics and extra-curricular activities happening throughout the district.

Mr. Eppig shared thanks and appreciation to Mr. Shaub and Dr. Quinn for their service on the board.

Dr. Quinn indicated that it was a pleasure to serve again. Great work is being done here.

Mr. Shaub shared that it was an incredible honor to work next to all the members of the board.

Mr. Peters wanted to thank Mr. Shaub for his commitment to the board even while traveling for work out of state and out of country.

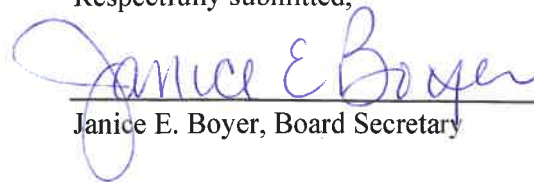
Bob Fitz, 112 Saybrooke Drive – shared that he has been attending board meetings since July and one committee meeting and now has a clearer knowledge of the process for business conducted within the school district. The process is important and begins at the committee level long before it gets to the board for approval. He did pose the question – "Must a person be signed in to the meeting and indicate a desire to address the board to speak at the meeting?" He recommended that it be a requirement if it is not already.

Pete Carson, 46 Pinewood Avenue – shared several questions that he had with the board. He asked for clarification on agenda attachment #8; questioned where a public forum is held if not at a board or committee of the whole meeting; inquired about board member conduct and engagement; and asked about the lack of sharing of information with the public on the new facility and the cost of the A/C unit for the High School Gymnasium.

ADJOURNMENT

There being no further business, Miss Hartman moved to adjourn the meeting. Mrs. Wenger seconded the motion and the meeting adjourned at 7:52 p.m.

Respectfully submitted,



Janice E. Boyer, Board Secretary