

## Warwick School District

Lititz, PA 17543

January 21, 2020

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, January 21, 2020 at 7:00 p.m.

Mr. Michael Landis, President, called the meeting to order at 7:00 p.m.

### **PLEDGE OF ALLEGIANCE**

### **MOMENT OF SILENCE**

A moment of silence was held in honor of Benedict Sahd, former member of the Warwick Board of School Directors. Mr. Sahd passed away recently.

### **BOARD RECOGNITION**

Dr. Hershey expressed thanks to the School Board Members for their countless hours in service to the students, staff, administration, and greater Warwick community. She acknowledged the gifts of appreciation from each of the buildings as part of the National School Directors Recognition Month.

### **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, Debra J. Wenger, and Olivia Hartman, Student Representative, were present.

Others attending the meeting: Dr. April Hershey, Superintendent; Dr. Melanie Calender; Nathan Wertsch; Mark Leidich; Janice Boyer, Board Secretary; Fred Griffiths; Kevin Martzall; Jackie Yanchocik; Dr. Jennifer Murphy; Scott Kyper; Chief John Schofield; Lisa Hochreiter; Thomas Edwards; Hannah Edwards; Kelly Testa; Katie Donmoyer; Bruce Miller; Lynn Miller; Pete Carson; Joy Trumbull; Cheyanne Seber; Victory Rocca; Brenda Barnes; and Laura Knowles of Lancaster Newspapers/Lititz Record Express.

### **RECOGNITION OF CITIZENS**

Peter Carson, 46 Pinewood Avenue – expressed concerns regarding Agenda Item #5, Attachment #2, specifically with regard to the revisions to Policy 903 – Public Participation In Board Meetings, and Agenda Item #8, Attachment #2, as it pertains to agreements for the Administrative Support Team, the Leadership Team, and the Executive Team. Additionally, Mr. Carson inquired about the Field House project, the turf field resurfacing, and the High School Gym air conditioning.

### **APPROVAL OF AGENDA**

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

### **APPROVAL OF MINUTES ([Regular meeting](#) of December 17, 2019)**

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the minutes of the Regular meeting of December 17, 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	\$1,032,575.28
Wire Transfers	\$4,018,984.38
Construction Fund	None
Cafeteria Fund	\$151,584.21
Middle School Fund	\$911.68
High School Fund	\$18,778.52

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

**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

**COMMUNICATIONS**

Dr. Hershey shared two letters with the Board. One letter contained a note from Larry and Judy Roth which expressed their appreciation for placemats from a community Thanksgiving meal which were made by students on Warwick Strong Day. The second was an invitation to hear updates on what’s happening in Harrisburg and to participate in open discussion with Senator Aument on Friday, February 21, 2020.

**REPORT OF THE SUPERINTENDENT**

**1. PERSONNEL**

**A. Retirements**

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

Instructional

Lisa Gleason as a Learning Support Teacher at Warwick High School, effective at the end of the 2019/2020 school year.

Carl Keener as a Mathematics Teacher at Warwick High School, effective at the end of the 2019/2020 school year.

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the retirement 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. Resignations**

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

Non-Instructional

Ryleigh Rachiele as a Student Support Assistant at Warwick Middle School, effective January 10, 2020.

Lauren Walters as a Student Support Assistant at John R. Bonfield Elementary School, effective January 3, 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

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

Sarah Sell as School Nurse at Lititz Elementary School, at the annual salary of \$58,699.00, effective pending release by her current employer. Ms. Sell is replacing Jackie Drexel who resigned.

Instructional - LTS

Cassidy Reddig as a Long Term Substitute (LTS) Social Studies Teacher Grade 7 at Warwick Middle School, at the annual salary of \$53,875.00, effective on the first day of the second semester of the 2019/2020 school year. Ms. Reddig is replacing Don Miller who received a sabbatical.

Nathalie (*incorrectly listed as Natalie*) Sell as a Long Term Substitute (LTS) Social Studies Teacher Grade 8 at Warwick Middle School, at the annual salary of \$53,875.00, effective on the first day of the second semester of the 2019/2020 school year. Ms. Sell is replacing Jeffrey Martin who received a sabbatical.

Hannah Edwards as a Long Term Substitute (LTS) Grade 5 Teacher at John Beck Elementary School, at the annual salary of \$53,875.00, effective January 22, 2020, pending receipt of the appropriate paperwork. Ms. Edwards is replacing Alison Horning who received a change of status.

Extra Curricular/Extra Duty

John Schneider as an Assistant Girls Lacrosse Coach at Warwick High School, at the annual salary of \$2,889.00, effective upon receipt of the appropriate paperwork. Mr. Schneider is replacing Mallory Michel who resigned.

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed below as independent volunteers, effective January 22, 2020, until they submit their resignation or have their active status changed by the district:

Carolina Bagonis	Eric Fisher	Teresa Miller
Jereme Elmer	Jason Garman	J. Matthew Weaver

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.

Ryan Mosher	Brennan White
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Mr. Eppig moved, Mrs. Wenger 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, Mr. Rucci, and Mrs. Wenger

**Abstain:** None

**Nays:** None  
**Absent:** None

*Mrs. Edwards thanked the board for the opportunity to continue to serve as a long-term substitute for Warwick School District.*

*Dr. Calender shared a letter of thanks from Sarah Sell.*

**2. LEAVE OF ABSENCE REQUESTS**

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

Instructional

Connie Goebel is requesting a Family and Medical Leave of Absence (FMLA), beginning December 2, 2019, and continuing through February 28, 2020. Mrs. Goebel is anticipating her return to work date as March 2, 2020, pending release by her doctor.

Katherine Mansey is requesting an extension to her previously approved Family and Medical Leave of Absence (FMLA) to include Child Rearing Leave, beginning January 13, 2020, and to continue through the end of the first semester of the 2019/2020 school year. Mrs. Mansey is anticipating her return to work date as the first day of the second semester of the 2019/2020 school year.

Non-Instructional

Anthony Wolf is requesting an extension to his previously approved unpaid Leave of Absence, to begin December 19, 2019, and to continue through January 15, 2020. Mr. Wolf is anticipating his return to work date as January 16, 2020, pending release by his doctor.

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

**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. DISTRICT CALENDAR 2020-2021**

It was recommended that the Board approve the District Calendar for the 2020/2021 school year, as set forth on [ATTACHMENT #1](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the District Calendar 2020-2021, as presented.

**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. TEACHER TENURE**

The following teachers have met the teacher tenure requirements as set forth by the Pennsylvania School Code and are recommended for tenure, effective January 21, 2020.

Warwick High School  
Kaitlyn Bryant

John Beck Elementary School  
Tyler Wentzel

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the teacher tenure, as presented.

**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

**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>
610	Purchases Subject To Bid/Quotation
611	Purchases Budgeted
903	Public Participation In Board Meetings

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

**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

**6. 2019-2020 UPDATED SUPPORT STAFF SALARY RANGES AND ADJUSTMENTS**

It was recommended that the Board approve the 2019-2020 updated salary range (SRI) guidelines and adjustments, as per [ATTACHMENT #3](#).

*Dr. Hershey shared that a correction was necessary to #3 in the first set of adjustments to support staff hired with an original hire date before July 1 2017 (not before July 1, 2015 as printed)''*

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the 2019-2020 updated salary range (SRI) guidelines and adjustments as presented.

**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

**7. MEMORANDUM OF UNDERSTANDING**

It was recommended that the Board approve the Memorandum of Understanding with the Warwick Education Association, as set forth on [ATTACHMENT #4](#).

Mr. Eppig moved, Mr. Rucci seconded, the motion to approve the Memorandum of Understanding with the Warwick Education Association as presented.

**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

## 8. APPROVAL OF AGREEMENTS

It was recommended that the Board approve the Administrative Support Team Agreement, Act 93-Leadership Team Agreement, and Executive Team Agreement, effective January 1, 2020 through December 31, 2024 as set forth on [ATTACHMENT #5](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the Administrative Support Team Agreement, Act 93-Leadership Team Agreement, and Executive Team Agreement as presented.

### **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 highlighted some of the activities happening around the district:

- Spelling Bee for grades 6-8 was held on January 15, 2020. Three young ladies were the winners and will move on to the Lancaster County Spelling Bee.
- Skills USA Competition was recently held and Warwick had several place winners.
- Middle School and High School bands performed a concert together on January 19, 2020. The concert featured an electronic program that the audience could access using a QR code.
- The Kindergarten Expo was held on January 14, 2020. The class of 2033 was welcomed.
- January 27, 2020 – No school – This is the break between semesters.

## **COMMITTEE REPORTS**

### **Student Representative**

The student representative, Olivia Hartman, provided an overview of student activities across the district in January.

### **Building and Property Committee**

The Building and Property Committee met on Monday, January 13, 2020. The committee received presentations from three potential construction manager firms. The committee did not have any recommendations for the Board at this time.

### **Education Committee**

The Education Committee met on January 13, 2020. Mrs. Leslie Penkunas welcomed the committee. Student Representative Olivia Hartman provided her report on district happenings. Mr. Marty Meier presented a change to the Project Lead the Way Digital Electronics course, moving from a full year course to a semester-long course. Mr. Gary Minnich presented a Geometry course modification to slightly reduce the number of units. Mr. Todd Smoker presented information on a new PE course for Warwick High School called Strategy Games. Mrs. Kate Rapp provided an overview of potential courses including Unified PE and the 7th and 8th grade Health course update. Finally, Mrs. Julie Mowrer provided a presentation on the Youth Court program to be implemented as a pilot program in the Sociology course for the second semester. The committee had the following recommendations for board approval:

1. It was recommended that the board approve the change to the course Project Lead the Way Digital Electronics at Warwick High School to a semester course and .5 credits.

Mrs. Wenger moved, Mrs. Penkunas seconded, the motion to approve the change to the course Project Lead the Way Digital Electronics at Warwick High School as presented.

### **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

2. It was recommended that the board approve the update to the Geometry curriculum.

Mrs. Wenger moved, Mrs. Penkunas seconded, the motion to approve the update to the Geometry curriculum as presented.

**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. It was recommended that the board approve a new PE course, Strategy Games, at Warwick High School.

Mrs. Wenger moved, Mrs. Penkunas seconded, the motion to approved the new PE course, Strategy Games, at Warwick High School as presented.

**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. It was recommended that the board approve a new PE course, Unified PE, at Warwick High School.

Mrs. Wenger moved, Mrs. Penkunas seconded, the motion to approved the new PE course, Unified PE, at Warwick High School as presented.

**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

5. It was recommended that the board approve the Youth Court pilot program and update to the Sociology course for the second semester.

Mrs. Wenger moved, Mrs. Penkunas seconded, the motion to approved the Youth Court pilot program and update to the Sociology course for the second semester as presented.

**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

### **Finance and Legal Committee**

The Finance & Legal Committee met on Tuesday, January 7, 2020. The committee reviewed the 2020-21 Lancaster County CTC budget, the current 2020-21 Warwick general fund budget, 2019-20 budget transfers, and obsolete equipment. The committee had the following recommendations for Board approval:

1. It was recommended that the Board approve the 2020-21 Lancaster County CTC budget as presented on [ATTACHMENT #6](#).

Mr. Eppig moved, Mrs. Miller seconded, the motion to approve the 2020-21 Lancaster County CTC budget as presented.

**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

2. It was recommended that the Board approve the 2019-20 budget transfers as presented on [ATTACHMENT #7](#).

Mr. Eppig moved, Mrs. Miller seconded, the motion to approve the 2019-20 budget transfers as presented.

**On voice 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

3. It was recommended that the Board approve the disposal of obsolete equipment as presented on [ATTACHMENT #8](#).

Mr. Eppig moved, Mrs. Miller seconded, the motion to approve the disposal of obsolete equipment as presented.

**On voice 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

### **Student Activities Committee**

The Student Activities Committee met on Thursday, January 9, 2020. The meeting began with Olivia Hartman's report about all of the events in our buildings K-12 for the winter season so far. Mr. (Ryan) Landis and Coach B. Rhoades shared information about the winter track program for consideration. Dr. Axe shared the out of state/overnight requests and Sunday use requests were then reviewed for recommendation to the Board. An update about eSports was also discussed. The committee had the following recommendation for board approval:

1. It was recommended that the Board approve the following out of state/overnight field trip requests:
  - a. HS students and staff to Central York HS from February 13, 2020 to February 15, 2020 for PMEA District Band. Students will have the opportunity to perform band music at a high level with other students from other areas schools.
  - b. HS students and staff to Eastern York HS from February 27, 2020 to February 29, 2020 for the PMEA Regional Chorus Festival. Students will have the opportunity to perform with students from other areas schools.
  - c. HS students and staff to Kalahari Resorts, Poconos, PA, from April 22, 2020 through April 25, 2020 for the PMEA All-State Chorus Festival. Students will have the opportunity to perform with other students from across the state.



Mr. Rucci moved, Mr. Browne seconded, the motion to approve the out of state/overnight field trip requests, as presented.

**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

**Executive Session/Personnel Committee**

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

**Labor and Management Committee**

It was reported that no meeting was held in January.

**Lititz Recreation Center Representative**

It was reported that a meeting was held at 7:00 a.m. on Tuesday, January 21, 2020. During the meeting, members looked at opportunities for growth and change, as well as heard a report on the pool project. The pool project is ahead of schedule at this time.

**Legislative Committee**

It was reported that Governor Wolf will give his address on the state budget on February 4, 2020. There have been discussions regarding mental health initiatives and the impact on schools. House Bill 1897 references full-time cyber education programs.

**IU Representative**

It was reported that a meeting was held on Wednesday, January 15, 2020. A brief meeting was held, then followed by an introductory session for new members. In March of 2020, the Reinventing Learning Showcase will take place. This event showcases the innovative learning taking place at the school districts.

**Lancaster County Career and Technology Center Representative**

It was reported that a meeting will be held on Thursday, January 23, 2020. No report was given at this time. Next month, the winners of the Skills USA Competition will be shared.

**PRIOR BUSINESS**

None.

**NEW BUSINESS**

None.

**INFORMATION**

None.

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

Mr. Peters thanked the students for the artwork created for National School Board Appreciation as well as the donations of books to school libraries in honor of the Board Members.

Lisa Hochreiter, Warwick Education Association (WEA) - shared appreciation for all the decisions made, meetings attended, and continued contributions made by the Board to Warwick School District.

Peter Carson, 46 Pinewood Avenue – shared additional concerns with construction of a field house and replacement of the turf field. He would like to see some other alternatives considered. Additionally, he expressed concerns regarding the HS Gym air conditioning and the feasibility study costs in 2019.

Katie Donmoyer, 59 Pebble Creek Drive – shared questions regarding Policy 903-Public Participation in Board Meetings as well as Unified PE.

*Dr. Hershey replied with information regarding the updated policy and Unified PE. Mr. Knouse added that Warwick has participated in a unified track event the last several years. “It is one of the most amazing days!”*

Brenda Barnes, 242 South Spruce Street – shared her concerns about the school grounds and environment, and its effect on students. She provided some literature regarding eliminating herbicides and pesticides, as well as using natural means to keep our environment healthy and clean.

Mr. Landis thanked everyone for attending tonight’s meeting and for their continued support of Warwick School District.

**ADJOURNMENT**

There being no further business, Olivia Hartman moved to adjourn the meeting. Mr. Peters seconded the motion and the meeting adjourned at 7:57 p.m.

Respectfully submitted,

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Janice Boyer, Board Secretary