

Warwick School District

Lititz, PA 17543

September 15, 2020

A meeting of the Warwick 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 15, 2020 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, C. Edward Browne, Millard P. Eppig, Jr., Matthew Knouse, Leslie Penkunas, Nelson L. Peters, Todd L. Rucci, Debra J. Wenger, and Olivia Hartman were present utilizing the Zoom application. Lisa Miller was not present at the time of roll call due to technical issues, but was able to join the meeting at approximately 7:11 p.m.

Others attending the meeting via the Zoom application from the District: Dr. April Hershey, Superintendent; Dr. Melanie Calender; Dr. Ryan Axe; Nathan Wertsch, Treasurer; Mark Leidich; Janice Boyer, Board Secretary; Fred Griffiths; Dr. Ron Hallett; Kevin Martzall; Dr. Michelle Harris; Michelle Dombach; Dr. Ryan Berardi; Dr. Jennifer Murphy; 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 – these individuals signed in using the link provided for sign in and for comment.

Jennifer Weise	Lisa Hykes	Carissa Libhart
W. Scott Tillman	Kimberly Regennas	Pete Carson
LaTanya Mosley	Cindy Meier	

Note – these individuals appeared as attendees in Zoom.

Alycia Hartman	Alyson Kernion	asmith
Barbara Mobley	Bob	BrandtK
C.M.	Cindy Cislo	Erin M
Heather	hillarydaecher	J&M Krause
Jason Balsbaugh	Marcello Medini	Nathan H
Pamela Rineer	JG	Joni Hilbert-Hess
Kevin Cunningham	Kristina Merenda	Lisa_S
Malinda DelPriore	Tina Kline	Todd
Valisa Vealey		

WEF CHECK PRESENTATION (VIDEO)

Due to technical issues, this video was played during the New Business portion of the Agenda.

Mrs. Barbara Mobley, Executive Director of the Warwick Education Foundation, presented information regarding funds in the amount of \$52,361.00, which was awarded for Innovative Education Grants and Expert in Residence programs - 54 teachers will utilize 20 different grants to further the education of students throughout the Warwick School District for the 2020-2021 school year.

RECOGNITION OF CITIZENS

Comments were accepted electronically from citizens on topics related to the meeting Agenda:

Pete Carson, 46 Pinewood Avenue – shared questions regarding the Middle School Track and work proposed in Attachment #5 of the Agenda.

APPROVAL OF AGENDA

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the agenda as presented.
Motion passed 8-0.

APPROVAL OF MINUTES (Special Voting Session of September 1, 2020)

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the minutes of the Special Voting Session of September 1, 2020.
Motion passed 8-0.

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 8-0 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	\$1,346,285.59
Wire Transfers	\$2,283,435.71
Construction Fund	None
Cafeteria Fund	\$51,718.05
Middle School Fund	None
High School Fund	\$1,288.00

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. Penkunas, Mr. Peters, Mr. Rucci, and Mrs. Wenger
Abstain: None
Nays: None
Absent: Mrs. Miller

COMMUNICATIONS

None

Mrs. Miller was able to join the meeting at approx. 7:11 p.m.

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Retirements

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

Non-Instructional

Barbara Beuke as a Food & Nutrition Services Assistant Manager at Warwick High School, effective December 4, 2020.

Paula Striker as a Health Room RN at Warwick Middle School, effective August 31, 2020.

Mr. Eppig moved, Mr. Peters 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:

Instructional

Jeannine Walker as a Grade 5 Teacher at John R. Bonfield Elementary School, effective upon release by the District.

Non-Instructional

Karen Russum as a Food & Nutrition Services Assistant at Warwick Middle School, effective August 3, 2020.

Lisa Bradley as a Student Support Assistant at Kissel Hill Elementary School, effective August 28, 2020.

Mr. Eppig moved, Mrs. Wenger 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 - LTS

Gretchen M. Bender as a Long-Term Substitute (LTS) Music Teacher (1st semester) at Warwick High School (85%) and Warwick Middle School (15%), at the annual salary of \$54,896.00, effective September 16, 2020, pending receipt of the appropriate paperwork. Ms. Bender is replacing Debra Kline-Smith who received a Family and Medical Leave of Absence.

Dominick M. Foster as a Long-Term Substitute (LTS) Social Studies Teacher (1st semester) at Warwick High School, at the annual salary of \$54,896.00, effective September 16, 2020. Mr. Foster is replacing Julie Mowrer who received a Family and Medical Leave of Absence (FMLA).

Non-Instructional

Erin Heistand as a Health Room LPN at Warwick High School, 7.0 hours/day, at the hourly rate of \$16.00, effective September 16, 2020, pending receipt of the appropriate paperwork. Ms. Heistand is replacing Yvonne Gingrich who retired.

Tara Salmi as a Health Room RN at Warwick Middle School, 7.0 hours/day, at the hourly rate of \$20.00, effective September 28, 2020, pending receipt of the appropriate paperwork. Ms. Salmi is replacing Paula Striker who retired.

Beth Rice as a Food & Nutrition Services Lead at Kissel Hill Elementary School, 5.75 hours/day, at the hourly rate of \$13.45, effective September 16, 2020. Ms. Rice is replacing Sharon Gingrich who resigned.

Extra-Duty/Extra Curricular

Ann Ahlers as Head Teacher – Music (50%) – first semester only, at Warwick High School, at the annual salary of \$237.00, effective August 26, 2020. Mrs. Ahlers is replacing Debra Kline-Smith who received a Family and Medical Leave of Absence (FMLA).

Douglas Balmer as a Cafeteria Monitor HS – 3 periods, at Warwick High School, at the annual salary of \$1,027.50, effective on the first day of the 2020/2021 school year. Mr. Balmer is replacing Carl Keener who retired.

Heather Lefever as Freshman Class Advisor at Warwick High School, at the annual salary of \$534.00, effective for the 2020/2021 school year. Mrs. Lefever is replacing Brittany Keifer who received a change of status.

Independent Volunteer

It was recommended that the Board approve the election of the individual listed below as an independent volunteer, effective September 16, 2020, until she submits her resignation or has her active status changed by the district.

Paula Striker

Volunteer Coaches

It was recommended that the Board approve the election of the individuals listed below as volunteer coaches, effective September 16, 2020, until they submit their resignation or have their active status changed by the district.

Keith Ahlers

Dakota Johnson-Ortiz

Mr. Eppig moved, Mrs. Penkunas 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

2. **CHANGE OF STATUS REQUESTS**

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

Extra-Duty/Extra Curricular

Debra Kline-Smith from Head Teacher – Music (50%) – full year, at Warwick High School, to Head Teacher – Music (50%) – second semester only, at Warwick High School, at the annual salary of \$394.00, effective at the beginning of the 2020/2021 school year. Mrs. Kline-Smith received a Family and Medical Leave of Absence (FMLA) for the first semester and cannot fulfill the head teacher duties during that time.

Bradley Mehl from an Assistant Boys Soccer Coach (50%) at Warwick High School, to an Assistant Boys Soccer Coach (100%) at Warwick High School, at the annual salary of \$2,490.00, effective September 7, 2020. Mr. Mehl is replacing Carl Wagner who received a change of status.

Carl Wagner from an Assistant Boys Soccer Coach (50%) at Warwick High School, to a JH Assistant Boys Soccer Coach (100%) at Warwick High School, at the annual salary of \$3,062.00, effective September 7, 2020. Mr. Wagner is replacing Keith Ahlers who resigned.

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the change of status 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. SUPPORT STAFF CHANGE OF STATUS REQUESTS

It was recommended that the Board approve the change of status requests for the following individuals as presented on [ATTACHMENT #1](#)

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the support staff change of status 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

4. PSBA OFFICERS AND PSBA INSURANCE TRUST ELECTION VOTES

It was recommended that the Board approve the PSBA Officers and PSBA Insurance Trust election votes as presented on [ATTACHMENT #2](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the PSBA Officers and PSBA Insurance Trust election votes, 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 #3](#).

<u>Policy No.</u>	<u>Title</u>
111	Lesson Plans
203	Immunizations and Communicable Diseases
209	Health Examinations/Screenings
309.1	Telework
314	Physical Examination
318	Attendance and Tardiness
331	Job Related Expenses
332	Working Periods
334	Sick Leave
340	Responsibility for Student Welfare
705	Facilities and Workplace Safety
803	School Calendar
904	Public Attendance at School Events
907	School Visitors

Mr. Eppig moved, Mrs. Wenger 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. 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 #4](#).

<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. Wenger seconded, the motion to approve as a second 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

Information from the Superintendent

Dr. Hershey shared the following:

- It was the beginning of the third week with students face to face. The first positive case of coronavirus happened in our school. All parties were notified. For privacy reasons, no more information will be shared. The district continues to follow our Health and Safety Plan and are deep cleaning frequently. We are grateful for the partnership with students/families on facial coverings/social distancing.
- Our greatest difficulty surrounds WVA due to the nationwide teacher shortage. The vendor for LLVS, Accelerate Ed was unable to provide teachers for Warwick and all other local districts using their service. After the diligent work of our team, led by Dr. Calender, Dr. Berardi, and our WVA Teacher Liaisons, we have provided interim lessons to fill the gap. As of today, all students in WVA Grades 1-6 have been assigned a teacher. We anticipate Kindergarten will be filled within the next few days.
- We have also heard concerns regarding the quality of the program. Please know we agonized over a program and chose the best possible option. We know that no online program will ever be as good as face to face instruction. Warwick School District is not, nor will we, be an online institution on this scale. We understand, appreciate, and honor the choices our families have had to make. We have made those difficult decisions for our own children. We will continue to advocate for our online learners and to assist in any way we can.
- Our elementary class sizes have changed slightly due to learning mode changes, but all class sizes meet our Health and Safety Plan.
- Last week, we put out our spectator guidelines for both indoor and outdoor events. They can be referred to on our website. At present, under the advice of our solicitor and the PIAA, these plans

stand. If the rules from the State change, we are prepared with new plans to expand spectators. As of now, our #1 priority is to have our students play, followed by allowing their families to watch, either live as permitted or via livestream.

COMMITTEE REPORTS

Student Representative

The student representative, Olivia Hartman, provided an overview of student activities across the district in September. *A copy of her report is attached to these Minutes.*

Building and Property Committee

The Building & Property Committee cancelled its originally scheduled meeting for Monday, September 14, 2020 at the request of the Board representatives. The Board reviewed the Middle School Track Reconstruction project in April 2019, and thoroughly reviewed it again at the Committee of the Whole meeting on September 1, 2020, after which it was requested by the Board to be placed on the September 15, 2020 agenda for approval. The Building & Property Committee reviewed and supported this project back in March 2019, and reviewed it via digital communication in September 2020, still supporting the completion of this project given the community usage along with the athletics impact. Therefore, the following recommendation was made for board approval:

1. It was recommended that the Board approve the proposal from Miller Sports Construction (COSTARS Contract # 014-171) for the Middle School Track Reconstruction project as presented on [ATTACHMENT #5](#).

Mr. Knouse moved, Mr. Peters seconded, the motion to approve the proposal from Miller Sports Construction for the Middle School Track Reconstruction project, 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

Mr. Knouse addressed the questions which were posed at the beginning of the meeting regarding the middle school track and its use by the district and the community. He stated that it has been 25 years since this track has been updated. The life expectancy for a track like this is typically 10 years and we have well exceeded this time due to the care and maintenance of our Building and Grounds staff.

Mr. Wertsch shared additional information regarding the financial pieces of this project.

Mr. Rucci pointed out that the middle school track is used by the district as well as the community. The numbers of participants for the track and field program can exceed 200 students and the middle school track provides additional space for practice and events.

Mr. Peters added that the middle school track and surrounding area is used during the elementary All Sports Day and is a wonderful introduction to the next level for 6th grade students.

Education Committee

The Education Committee met virtually using the Zoom application on Monday, September 14, 2020, and the meeting was open to the public. Mrs. Wenger and Mrs. Penkunas welcomed the team to the Zoom meeting. Dr. Calender introduced one new committee member and reviewed the Education Committee purpose and role. Miss Olivia Hartman provided a student representative report detailing activities happening across the district. *(Miss Hartman was unable to attend this meeting).* Dr. Calender provided a brief overview of the pandemic action steps and its impact on our course plan of instruction for the spring of 2020 and fall of 2020. Dr. Berardi shared the plan for implementation of the board approved updated

elementary report card. The Education Committee reviewed the book audit and proposed action steps for the board approval process. The Education Committee reviewed the PA College of Art & Design Dual Enrollment Agreement and proposed action steps for the board approval process. Dr. Calender provided an update on the change of delivery for the Junior Achievement programs at the elementary level. Dr. Hallett provided a video of each new staff member introducing themselves to the committee. The committee did not have any recommendations for the Board at this time.

Finance and Legal Committee

The Finance & Legal Committee met virtually using the Zoom application on Tuesday, September 1, 2020, and the meeting was open to the public. The committee received a financial update and reviewed the 2021-22 budget calendar. The committee did not have any recommendations for the Board at this time.

Student Activities Committee

The Student Activities Committee met virtually using the Zoom application on Thursday, September 10, 2020, and was open to the public. The meeting began with a welcome from Mr. Rucci to all SAC members and then Olivia Hartman gave a report about all of the events in our buildings K-12 to start the new school year. Mr. Landis discussed the status of athletics and other performances/events during the fall season. Dr. Axe shared that there are currently no Sunday Use or Out of State/ Overnight Field Trips for approval at this time. Updates on E-Sports and on other activities to keep students connected were given. The committee had no recommendations for the Board at this time.

Mr. Rucci shared that the district has found a space to utilize for E-Sports near the library at the High School.

Mr. Knouse stated that as a volunteer coach with the district, he wanted to recognize Mrs. Sheila Hershey and Mr. Ryan Landis for putting safety first when it comes to the student athletes. The procedures and practices they have put into place are impressive. He also shared that he is amazed by the E-Sports program. It provides many positive possibilities for students. Mr. Knouse had the chance to hear about how other districts are handling E-Sports as well as what opportunities it provides for students such as marketing, competition, etc.

Executive Session/Personnel Committee

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

Labor and Management Committee

It was reported that no meeting was held in September.

Lititz Recreation Center Representative

It was reported that no in-person meeting was held in September. Mr. Peters shared that a corporate meeting will take place on September 21, 2020. He thanked community for their patience as the recCenter moves to provide expanded programs during the pandemic.

Legislative Committee

It was reported that only the House was in session (Tuesdays thru Thursdays). HB 2787 is on the Governor's desk and he is expected to veto the bill. HB 2787 proposes to give School Districts control over sporting events and spectators. There is the possibility of a veto override. SB 1216 was proposed and would allow the Pennsylvania Department of Education (PDE) to issue a temporary certificate to individuals that have completed all of their teacher preparation requirements except their final assessment (i.e. praxis); allow PDE to issue an exceptional case permit for current educators who are unable to take their assessment to move from an Instructional I certificate to an Instructional II certificate; allow PDE to issue a temporary certificate under limited circumstances for individuals who were seeking to add on a certification (physical education/health, cooperative education and special education are exempted). Individuals will have to provide proof to PDE that their assessment was cancelled; waive requirement for undergraduate sophomores to take the basic skills exam. This test is required for teacher preparation programs; and extends the deadline for paraprofessionals to satisfy staff development requirements. All of these provisions are good for one year or simply expire June 30, 2021.

IU Representative

It was reported that information from the September meeting was shared with board members by Dr. Hershey. The meetings are still being held virtually. The hot topic of the meeting was the virtual learning option.

Lancaster County Career and Technology Center Representative

It was reported that a meeting was held on August 27, 2020, at the Brownstown Campus. All committees, with the exception of the Finance Committee, met on this evening. Building & Property had nothing to approve. The Planning Committee reviewed and approved campus goals, a name change for the RV and Outdoor Power Equipment to Motorsports and Power Equipment Technology, and provided updates on enrollment. The Policy Committee reviewed policies for updating. The Health and Safety plan was reviewed. Regular business meeting, with the Superintendent's Report and Executive Director's Report, was held.

PRIOR BUSINESS

None

NEW BUSINESS

See WEF Check Presentation above. WEF provided a video message to the School Board which was played at this time.

INFORMATION

None

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Mr. Landis shared appreciation to Dr. Hershey, the Leadership Team, and staff, along with teachers for all that they are doing during this school year for the students and families of Warwick School District. He shared the list of priorities for the District which has been shared during the pandemic: 1) Protect the health, safety and well-being of students, staff and families; 2) Provide nutrition for all students; 3) Provide educational opportunities that are reasonable, equitable, and take into account the variety of dynamics in every household whether instruction is happening face to face or virtually; 4) Provide clear communication and links to resources and information for our families and greater community; and 5) Provide safe facilities (physical, emotional and academic) for students and staff to engage appropriately with educational activities.

Mr. Landis also thanked all those who attended and/or participated in this evening's meeting.

Mr. Peters shared that he has seen the enthusiasm and excitement of students (and their families) to be back in the classroom.

Bill Wissler, 48 North Broad Street – shared comments with regard to the Elementary Standards Based Report Cards.

Jennifer Weise, 513 Front Street – shared her concerns regarding the elementary WVA program.

W. Scott Tillman, 14 Countryside Lane – shared his concerns regarding the elementary WVA program.

Kimberly Regennas, 271 Cambridge Lane – shared her concerns regarding the elementary WVA program.

Cindy Meier, 537 East Woods Drive – shared her concerns regarding the elementary WVA program.

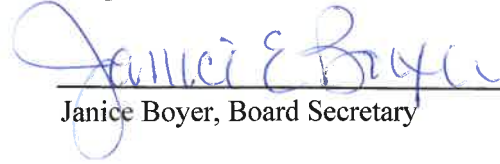
Kristina Merenda, 27 Church Street – shared her appreciation for all that Dr. Berardi and the WVA liaisons have been doing to make this a successful experience for the WVA families.

Pete Carson, 46 Pinewood Avenue – shared additional questions regarding Attachment #5 and the Middle School track improvement.

ADJOURNMENT

There being no further business, Miss Hartman moved to adjourn the meeting. Mrs. Penkunas seconded the motion and the meeting adjourned at 8:17 p.m.

Respectfully submitted,



Janice Boyer, Board Secretary

STUDENT REPRESENTATIVE REPORT SEPTEMBER 15, 2020

Warwick High school

We are thankful for our staff, students, families, and communities' support and willingness to follow our health and safety plans so we can continue to attend school. We are looking forward to athletics and extra-curricular returning.

Warwick Middle School

We really appreciate the flexibility of our families as we have adjusted to new morning and afternoon routines. The students have done a great job of following the guidelines set in place to keep everyone healthy and the staff is finding unique ways to keep the students engaged.

John Beck

Everything got off to a smooth start! Both students, families, and staff were energized and ready to get started! There is a meeting with parents virtually at Back to School Night on September 17th.

Bonfield

We opened our school year up by revealing our school theme, "Welcome to the Bonfire. Bonfield Bees are Happy Campers." The school is decked out in camping and outdoor activity themed decorations. Students have already begun to be recognized with our red positive behavior slips. We are looking forward to seeing our parents virtually at our September 24th Back to School night.

Kissel Hill

1. Classroom teachers and WVA-Elem. Liaisons have worked diligently to re-establish or learning communities in face to face as well as virtual learning.
2. All teachers have continued to leverage the digital platforms of Seesaw (K-2) and Google Classroom (3-6) to create varying learning experiences that include collaboration and the use of digital tools.
3. Kissel Hill held its Virtual Back to School night on September 8th. The KHE team valued the opportunity to connect with its families regarding the present year of learning.

Lititz El

N/A

Presented By
Miss Olivia Hartman