



# Warwick School District

## Committee of the Whole

October 4, 2022

Board Room

7:00 p.m.

### *MINUTES*

#### *IN ATTENDANCE:*

- Nate Wertsch, Nelson Peters, Lisa Miller, James Koelsch, Todd Rucci, Edward Browne, Scott Landis, Leslie Penkunas, Emily Zimmerman, Dan Wooley, Melanie Calender, April Hershey, Liam Zee, Fred Griffiths, Steve Szobocsan, Lindsey Stock, Noelle Brossman

#### *VISITORS IN ATTENDANCE (UTILIZED SIGN-IN SHEETS)*

- Tannia Carpenter, Mark Mueller, Rachael Haverstick, Lisa Hochreiter, Justin Kratzer, Jim Smith, Peggy Smith, Angie Lingo, Ella Lingo, Kimberly Regennas, Lynn Brubaker, Amy Martin, Larry Martin, Jesse Wilson, Veronica Myer, Ben Rugg, Violet Weitzel, Cindy Wingenroth, Cindy Myers, Tom Eppinger, Gina Sanguwetti, Jess Boss, Jess Musser, Reggie Weaver, Nikki Lepisto, Mary Turner, Kim Zimmerman, Jim Senft, Rachel Wilson-Snyder, Megan Nolt, Leslie Morgan, Samantha Wilson, Sharon Wilson, and Lindsay Clark

1. Presentation – Attracting and Retaining Support Staff
  - Ms. Brossman, Director of Human Resources, gave a presentation on attracting and retaining support staff.
  - The School Board engaged in a conversation about the presentation.
2. ESSER Plan for Learning Loss
  - Dr. Stock, Director of Elementary Curriculum, Instruction, and Assessment, gave a presentation on post COVID learning.
  - The School Board engaged in a conversation about the presentation.
3. Content in Library Books and Curriculum Materials
  - Dr. S. Szobocsan, Director of Secondary Curriculum, Instruction, and Assessment, gave a presentation on student resources and materials.
  - The School Board engaged in a conversation about the presentation.
4. Board Policy Review

*Next meeting: November 1, 2022*

- a. 236.1 – Threat Assessment
- b. 805 – Emergency Preparedness and Response with Attachment
- c. 805.2 – School Security Personnel

5. Other Relevant Items

6. Public Comment

Respectfully submitted by

Kristy Szobocsan

*Next meeting: November 1, 2022*

# Warwick School District

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## *MINUTES*

! "'#\$%&'()\*+,-./0(1, 2 2 #//.. Dr. April Hershey, Nathan Wertsch, Steven Lin, Jeff Weber, Dennis Quinn, Keith Meckley, Jim Koelsch, Dan Woolley, Erin Hoffman and Craig Kimmel from RLPS (presenters).

(\*)'+, \*' Nelson Peters (visitor, board member)

### **1. Welcome and Public Comment**

### **2. RLPS – Renovations Presentation for 3 Building Projects coming up (Presentation by Craig and Erin)**

- Conversations started in 2016 with community meetings and town halls
- **ESSER Funds:** Generic to any building, but a lot of items are specific to the High School. Notable considerations listed below:
  - **HVAC upgrades and modernization**
    - Central plan
    - Moving air
    - Ventilation
    - Temperature control
  - **Pre-Purchasing to expedite equipment**
    - Omnia approved program
      - Like Co-Stars
        - But specific to mechanical systems
    - Minimize impact of lead times
    - Schedule-drivers
  - **Replacement of chiller**
    - Advance of project
    - Current condition
- **Renovation Option 1: Maintaining all buildings.**
  - **1st Project:** Warwick High School
    - Considerations:
      - High need for systems
      - Oldest building with no complete work done for the longest time
      - Athletics area not addressed since 1989
      - No A/C in athletics area
      - Land development approvals good for 5 years (a reason why the high school is recommended to be the 1st project)
      - Implication of inflation
        - No indicator suggests that it will go down.
        - Market has been volatile based on materials and current events
      - Greatest benefit to the current educational process.
    - **Areas of Impact:**
      - Major renovations through classroom area (previously not addressed)

*Next Meeting: November 14, 2022*

- Minor renovations throughout
    - Exterior windows and doors
    - Roof replacement.
  - **Education Space Impacts:**
    - Classrooms
    - Small group rooms / collaborative spaces
    - Learning Commons (Library)
    - Additions
    - Traffic flow in the hallways
    - Locker rooms
    - Team rooms
    - Concession stands
  - **Timeline:**
    - Phase 1: March - August 2024
    - Phase 2: June - August 2024
    - Phase 3: June - September 2024
    - Phase 4: September - December 2024
    - Phase 5: December - February 2025
    - Phase 6: March - August 2025
    - Phase 7: June - August 2025
    - Next Step: Move on to John Beck and Kissel Hill (see below)
  - **Cost Estimates:**
    - Approximately \$91.8M with all alternatives and contingencies
  - **Additional Project: John Beck Elementary**
    - Major renovation through classroom area (previously not addressed)
    - Minor renovations throughout
    - Exterior windows and doors.
    - **Cost Estimate:** \$8.7M
      - Presented, but has not accounted for inflation. Will be presented in full details further down the line.
  - **Additional Project: Kissel Hill Elementary**
    - Major renovation through classroom area (previously not addressed)
    - Minor renovations throughout
    - Exterior windows and doors
    - Roof replacement
    - **Cost Estimate:** \$12.2M
      - Presented, but has not accounted for inflation. Will be presented in full details further down the line.
  - **Dr. Hershey:**
    - **Next Step in the Process:** Discussion will be presented to the School Board (Committee of the Whole in November)
- 3. Lititz Elementary Chiller**
- This was an issue originally presented to the committee over the summer
  - **Options originally considered:**
    - Replace in Total (*or*)
    - Fix it
  - **Jeffery Weber recommendation:**
    - New chiller would be expensive, and will require new piping
      - The district should wait until renovations in the building (Lititz Elementary) are completed and fix the piping (and other necessary fixtures) along the way. Therefore, the recommendation is to see if the district can get out another 7 years.
      - Renewal includes a 7-year warranty.

*Next Meeting: November 14, 2022*

- B&P Committee remains in support of this recommendation
- 4. High School Sign**
  - The old sign was damaged in a storm earlier and the original vendor indicated that the sign is outdated.
  - A digital sign was considered
    - Local zoning would not allow for digital signage
  - The district will look to fix old-style sign
- 5. Other Relevant Items**
  - Middle School Rooftop Units: Bids went out.
    - 3 bids were received
    - Frey Lutz Corps. noted as the lowest and comprehensive bidder
- 6. Board Recommendations Recap**
  - Lititz Elementary Chiller repairs from Trane
  - Middle School Rooftop bid from Frey Lutz

Respectfully submitted,  
Steven Lin

# Warwick School District

## Education Committee



October 10, 2022

Board Room

6:00 p.m.

## MINUTES

*IN ATTENDANCE:* Amy Balsbaugh, Melanie Calender, Shelly Chmil, Kevin Krause, Leslie Penkunas, Kimberly Reggenas, Lindsey Stock, Steve Szoboscan, Cindy Wingeroth, Emily Zimmerman

1. Welcome - Mrs. Leslie Penkunas & Mrs. Emily Zimmerman  
*They welcomed everyone to the meeting and shared appreciation for attendance.*
2. Education Committee Purpose/Role Review - Dr. Melanie Calender, Assistant Superintendent  
*This occurred during the last meeting.*
3. Student Representative Report - Mr. Liam Zee, Student Representative  
*Liam was absent from this month's meeting.*
4. New and Updated Courses - Family and Consumer Science Department
  - a. WMS Course
    - i. FCS 8 - update  
Nicole Adelman, 8th grade FCS teacher, presented updates on the 8th grade curriculum. An overall did not occur, rather some subtle tweaking based upon resources available. The purpose of the course is to understand the role of the consumer in today's society for financial security and management of resources. The goal is to learn life skills that will benefit students now as 8th graders as well as later on in life. The course is a 30 day course with 3 units. Units included resource management, textiles, and food and nutrition. Launch activities and

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assessments have been edited to include updates such as online banking changes. No new resources are needed or are requested.

b. WHS Courses

Kim Sweigart shared an overview of the courses she teaches (housing and interior design; choices; child development 1 and 2, and contemporary fashions. )

i. Housing and Interior Design - update

1. 1 semester in length
2. Introduction to current trends in the housing industry
3. Students learn the elements and principles of design

The shift in this course that is being requested is a restructuring units, to combine some shorter units into longer units so there were better transitions between topics. No new resources are needed.

ii. Choices - update

The goal of this course is to help students to adjust to living in the 21st century. Articles are shared to help students prepare for adult life. Units were restructured to provide better transitions between topics. No new resources are needed for this course.

iii. Child Development - update

This course looks at child development and child development theory. This course is a prerequisite for the proposed Child Development 2. Students look at careers that would be available for them related to children. Units were restructured by combining shorter units to create lengthier units. The content on preschool development was removed and added to Child Development 2. This would allow for more time for the content already in Child Development 1. This course includes the Realcare Baby. Child Development 2 would help students continue to apply their knowledge to additional levels of development, with an inclusion of middle childhood and adolescent development. Child Development 2 would replace the current Teaching of the Preschool Child course. A request to use “Child Development: Early Stages through Age 12” to be considered was

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shared. Dr. Calender recommended looking into partnering with our Pre-K classroom.

iv. Contemporary Fashions - update

Career options in the fashion industry are shared as well as historical perspectives of fashions. Sewing skills on the machine are shared. Uniters were restructured to combine shorter units. There is a need for updating sewing machines with time.

Mrs. Kensinger shared the updates for her courses.

v. Tools for Healthy Living - update

This course was designed with hopes for being a mandatory 9th grade course, with many standards pulled in. The department has relooked at time, and they have come to understand that the curriculum should not duplicate, rather electives focus on unique information, thus the changes to this course. There was a discovery that students did not have an opportunity to learn where their food comes from, which felt like an interest of students as well as a need for learning. Careers within the food chain are shared as well. This is not a culinary class, rather a foods class where they can become aware to begin living a healthy lifestyle. The major shift that has occurred is the deletion of the decision making unit, communication unit and money management unit since these skills are taught in the choices course. No new resources are needed.

Mrs. Badaracco shared the three courses she teaches, covering culinary I, global cuisine, and pastry arts.

vi. Culinary I - update

Safe food preparation practices and basic culinary techniques are shared in this course. There was an overlap in tools for healthy living, so the overlaps were removed from this course. Meat and seafood is a new edition, coming to culinary I from culinary II. The current resource, Guide to Good Food will be continued for the course.

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vii. Global Cuisine - new course

This course is to explore how the climate, geography, culture and history affect the cuisines of a country through student lab experiences. The Serv-Safe guidelines from the restaurant industry are taught. The current course offering is Culinary 2 and is a full year course that embedded Pastry Arts and Global Cuisines. This is being broken apart into two semester courses to help with student scheduling. The Guide to Good Food textbook will continue to be used.

viii. Pastry Arts - new course

Advanced food preparation, basking, and consumer skills are provided through this course. This course is the other half of the break part of the current Culinary 2 course. The teacher is looking into writing her own textbook for this course, pending approval through the textbook approval process.

The request for these course updates is to request the change for next school year. The committee recommended these changes for the next school year.

5. Spelling Pilot

Dr. Stock shared the information on the proposed pilot of the Wonders Spelling program. Currently K-2 and 5-6 are implementing the new ELA curriculum approved last year. There is a request for a group to pilot the corresponding Wonders spelling program rather than the current Words their Way program. The goal is to see if this would make the program more streamlined to align with the phonics being taught. The pilot would be shared across the buildings: Bonfield Grade 6, John Beck Grade 1, Lititz Elementary Grade 5, Kissel Hill in Grade 2. Mrs. Zimmerman asked if the families would be notified of the pilot program. Dr. Calender shared the communication would be sent home for those in the pilot. The committee recommended sharing this recommendation to the board.

6. Old Business

- a. Soldier Boy-Book. At the last meeting, information on this book was shared. The committee had asked for a month to look at the book prior to making any

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recommendations. Mrs. Chmil recommended the text. Mrs. Zimmerman shared she loved the book but there is a lot of violence, and believes it is worthy to make families aware of the content in the book. Mrs. Penkunas asked about the selection of the book out of several titles and agreed with familial awareness of text options. Mrs. McMillion had emailed her feedback that she had read the book and approved it for moving forward. The committee recommended moving forward with the book.

- b. Library Review Committee Update--There was a meeting on the 5th of October. One of the biggest discussions of the meeting was the idea of guardrails for the committee. 8 umbrella categories were created to note that a book hit a topic that should indicate a need for families to receive communication about what is going to be read. Mental health, violence/weapons, sexual content, trauma, drug and alcohol use, language, gender identity/LGBTQ/IA+, and religion were the categories created. Moving forward, the committee decided that if a book does not have any one of the 8 categories in it, the librarian can go through the original ordering process for purchasing books. The librarians will identify if they believe one of the 8 categories is touched upon in the book, which will then prompt the book to come to the library review committee for consideration. The librarians will also give a brief synopsis of those books. The librarians will not vote on any books that they put forward on the list. They will be adding members to the committee, looking for 4 additional community members, to promote as many perspectives as possible on the committee. Individuals would submit a letter of interest and they will be interviewed. The group is also looking to add one high school student as a non-voting member of the committee, also having an application process to be selected. 108 books passed through the process. There was one book that was moved to the next meeting to review. The no vote and approved list will be posted. The librarians were tasked to create a mission statement for the library.

## 7. Public Comment

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None

The meeting was adjourned at 7:10pm.

Respectfully submitted,

Amy Balsbaugh

*Next Meeting: November 14, 2022*

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# Warwick School District

## Finance and Legal Committee

October 4, 2022

Board Room

6:00 p.m.

### *MINUTES*

*IN ATTENDANCE: Dr. Hershey, Mr. Wertsch, Mr. Martzall, Mr. Peters, Mrs. Miller, Mr. Haverstick, Mrs. Helderman, Mr. Snavelly, Mr. Hoffman, Dr. Bauernmaster*

1. Welcome and Public Comment
  - a. Mr. Wertsch welcomed the committee
2. New Committee Member Introductions
  - a. Introductions of the entire committee members. Members shared their names and experiences.
3. 2023-24 Budget Calendar
  - a. Mr. Wertsch noted that nothing that requires approval at this time
  - b. Mr. Wertsch reviewed the budget calendar
    - i. September 1, 2022 - Deadline for Department of Ed. to notify school districts of base index (4.1%)
    - ii. September 30, 2022 - Deadline for Dept. of Ed. to notify districts of adjusted index
      1. WSD no longer qualifies for adjusted index
  - c. Recommended not to seek exceptions and pass opt out resolution in November/December, more to come after audit
  - d. Looking ahead: May - Review Proposed Final Budget
4. 2021-22 Audit / Fund Balances Update
  - a. Mr. Wertsch presented the following:
    - i. General Fund Year End Snapshot
    - ii. Current Fund Balances and Commitments
    - iii. Capital Reserve Fund
      1. Recommendation - build back up the capital reserve fund

*Next Meeting: November 1, 2022*

- a. Proposed transfer of \$4,589,968 to Capital Reserve
    - i. All members in support of proposed transfer
  - b. Committee discussed potential upcoming renovations and the history of WSD feasibility study. Committee members noted the importance of providing new committee members with some context to where the District has been, where we are, and where we are headed in regards to renovations.
5. 2022-23 Budget Transfers
- a. Small list at this time - unable by law to do any budget transfers within the first 90 days
  - b. No questions at this time, committee in support
6. Obsolete Equipment
- a. Replaced a significant amount of equipment over the summer
  - b. Items are sold and are good revenue returning to the school
  - c. No questions at this time, committee in support
7. Other Relevant Items
- a. No relevant items for the group
8. Board Recommendations Recap
- a. Capital Reserve transfer
  - b. Budget Transfers
  - c. Obsolete Equipment

Respectfully submitted by

Dr. Zac Bauernmaster

*Next Meeting: November 1, 2022*