

**Warwick School District**  
Lititz, PA 17543

May 2, 2023

A special voting meeting of the Board of School Directors of the Warwick School District convened in the Board Room on Tuesday, May 2, 2023 at 7:00 p.m. The meeting was made available virtually as well.

Prior to the beginning of the Special Voting Session, Mrs. Kirstin Loperena, shared information on an exciting project happening within her classroom at John Beck.

Mr. Rucci reviewed the meeting participation guidelines as outlined on the Agenda for this meeting.

**CALL TO ORDER**

Mr. Rucci, President, called the meeting to order at approximately 7:05 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

The Board Secretary called the roll of the Board: C. Edward Browne, James Koelsch, Scott Landis, Lisa Miller, Leslie Penkunas, Nelson L. Peters, Todd L. Rucci, Daniel Woolley, Emily Zimmerman, and Liam Zee, Student Representative, were present.

Others attending the meeting in person: Dr. April Hershey, Superintendent; Dr. Melanie Calender; Nathan Wertsch, Treasurer; Noelle Brossman; Dr. Fred Griffiths; Janice Boyer, Board Secretary; Dr. Kristy Szobocsan; Carolyn Enigk; Kevin Martzall; and Tom Shumaker.

The following individuals were in attendance at the meeting and utilized the sign in sheets provided:

Justin Cook	Arielle Miller	Erin Gibson	Cindy Wingenroth
Lisa Hochreiter	Lynn Brubaker	Kimberly Regennas	Jim Senft
Bil Burton	Peny Mason	Tim Fegley	Chrissy Ovalle
Polly Gainer	Lindsey Clark	Jeff Vance	Ginny Vance
Mary Turner	Michelle Helderman	Amy Martin	Amanda Chap
Christina Smoker	Rachel Wilson-Snyder	Kellye McMillion	Violet Weitzel

49 concurrent users were present and able to observe this meeting via YouTube. No names are available through YouTube.

**RECOGNITION OF CITIZENS**

*Board Policy 903 addresses public participation at meetings and can be found using this [LINK](#).*

*The following individuals contacted the school board secretary and indicated their desire to address the board. Individual addresses were verified by the school board secretary prior to the meeting.*

NONE

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES**

Mrs. Penkunas moved, Mr. Peters seconded, the motion to approve the Minutes of the [regular meeting](#) of April 18, 2023, as presented.  
Motion passed 9-0.

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## COMMUNICATIONS

Dr. Hershey indicated that all communications to the Board were received through the established email accounts, and have been seen by all members of the Board.

## REPORT OF THE SUPERINTENDENT

### 1. PERSONNEL

#### A. Retirement

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

##### Instructional

Christine Landis as a Librarian at Lititz Elementary School, effective on the last day of the 2022/2023 school year.

Mr. Peters moved, Mrs. Penkunas seconded, the motion to approve the retirement of the individual named above.

##### **On voice vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunas,  
Mr. Peters, Mr. Rucci, Mr. Woolley, Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

#### B. Resignation

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

##### Extra Duty/Extra-Curricular

Colleen Heckman as Assistant JH Girls Basketball Coach at Warwick Middle School, effective April 18, 2023.

Mrs. Penkunas moved, Mrs. Miller seconded, the motion to approve the resignation of the individual named above.

##### **On voice vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunas,  
Mr. Peters, Mr. Rucci, Mr. Woolley, Mrs. Zimmerman

**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

Timothy Mehl as an Emotional Support Teacher at Warwick High School, at an annual salary (M/MEQ, 14) to be determined as the current collective bargaining agreement expires on June 30, 2023, effective on the first day of the first semester of the 2023/2024 school year pending receipt of the appropriate paperwork. Mr. Mehl is replacing Maggie Fisher who resigned.

Austen Lambert as a Science Teacher at Warwick Middle School, at the annual salary (M/MEQ, 8) to be determined as the current collective bargaining agreement expires on June 30, 2023, effective on the first day of the first semester of the 2023/2024 school year. Mr. Lambert is replacing Robert Rhoads who received a change of status.

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Non-Instructional

Abigail Shuman as a Data Technology Assistant for Warwick School District, 8.0 hours/day, at the annual salary of \$51,865.00, effective pending receipt of the appropriate paperwork. Ms. Shuman is replacing Connor DiLeo who resigned.

Josephine Dombach as a Food & Nutrition Services Substitute for Warwick School District, on an as needed basis, at the hourly rate of \$10.00, effective May 3, 2023. Ms. Dombach will be added to the in-house substitute list.

Dellicia Handy as a Student Support Assistant at Kissel Hill Elementary School, 5.75 hours/day, at the hourly rate of \$13.45, effective pending receipt of the appropriate paperwork. Ms. Handy is replacing Lisa Hardy who retired.

Ayoka Graves as a Special Programs Assistant at Lititz Elementary School, 5.75 hours/day, at the hourly rate of \$16.35\*, effective May 3, 2023. Ms. Graves is replacing Kelly Rossi who resigned.

*\*This rate includes a \$1.50 toileting differential.*

Classroom Monitors

It is recommended that the Board approve the election of the individuals listed below as Classroom Monitors, effective May 3, 2023, until a resignation is submitted or active status is changed by the district:

Lindsey Collett                      Diane Perry

Independent Volunteers

It is recommended that the Board approve the election of the individuals listed below as independent volunteers, effective May 3, 2023, until a resignation is submitted or active status is changed by the district:

Nicole Becker                      Jill Parmer                      Gretchen Ruscigno  
Amy Grant                              Kendall Penkunas                      Hope Shaub

Volunteer Coach

It is recommended that the Board approve the election of the individual listed below as a volunteer coach, effective for the 2022/2023 school year, until a resignation is submitted or active status is changed by the district:

Name                                      Sport  
Mitch Wolgemuth                      Girls Volleyball

Mr. Peters moved, Mrs. Miller seconded, the motion to approve the election of the individuals named above.

**On voice vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller,  
Mr. Peters, Mr. Rucci, Mr. Woolley, Mrs. Zimmerman

**Abstain:** Mrs. Penkunas

**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:

Instructional

Marianne Brobst from a School Counselor at Warwick High School (100%) to a School Counselor at Warwick Middle School (100%), effective July 1, 2023. This change of status is necessary due to restructuring in the counseling department.

Dan Long from a Health/Physical Education Teacher at Warwick High School (100%), to a Health/Physical Education Teacher at Warwick High School (20%) and Warwick Middle School (80%), effective on the first day of the first semester of the 2023/2024 school year. This change of status is necessary due to staff retirements and enrollment changes.

Maribeth Johnson from a School Counselor at Warwick Middle School (100%) to a School Counselor at Warwick High School (100%), effective July 1, 2023. This change of status is necessary due to restructuring in the counseling department.

Erika Deeter from a Grade 2 Teacher at John R. Bonfield Elementary School, to a Learning Facilitator at John R. Bonfield Elementary School, effective from April 21, 2023 through approximately September 21, 2023. Mrs. Deeter is replacing a staff member who received a Family and Medical Leave of Absence.

Non-Instructional

Cynthia Walters from a Food & Nutrition Services Assistant at Lititz Elementary School, 5.5 hours/day, to a Student Support Assistant at Kissel Hill Elementary School, 5.75 hours/day, at the hourly rate of \$13.55, effective on the first day of the first semester of the 2023/2024 school year. Ms. Walters is replacing Yamayra Morales who received a change of status.

Mr. Peters moved, Mrs. Miller seconded, the motion to approve the change of status requests for the individuals named above.

**On voice vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunas, Mr. Peters, Mr. Rucci, Mr. Woolley, Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**3. LEAVE OF ABSENCE REQUESTS**

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

Employee No. 12066 is requesting a sabbatical leave for restoration of health, beginning August 23, 2023 and continuing through the last day of the first semester of the 2023/2024 school year. The return-to-work date is the first day of the second semester of the 2023/2024 school year, pending release by a doctor.

Employee No. 13469 is requesting an Unpaid Leave of Absence, beginning April 17, 2023, and continuing through May 29, 2023. The return-to-work date is May 30, 2023.

Employee No. 13599 is requesting a Family and Medical Leave of Absence (FMLA), beginning April 21, 2023, and continuing through September 21, 2023. The anticipated return-to-work date is September 22, 2023, pending release by a doctor.

Mr. Peters moved, Mrs. Penkunas seconded, the motion to approve the leave of absence requests of the individual listed above.

**On voice vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunas, Mr. Peters, Mr. Rucci, Mr. Woolley, Mrs. Zimmerman

**Abstain:** None

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

**4. 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 #1](#). A listing of active Guest Teachers will be updated on a quarterly basis as needed.

Mr. Peters moved, Mrs. Penkunas seconded, the motion to approve the list of STS substitutes enrolled in the Guest Teacher program as listed above.

**On roll call vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunas,  
Mr. Peters, Mr. Rucci, Mr. Woolley, Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**5. APPROVAL OF SCHOOL BUS/VAN DRIVERS**

It was recommended that the Board approve the individuals listed as school bus/van drivers for the 2022/2023 school year, as presented below:

Faithful Transportation  
Abrielle Spagnolo (van)

Groff Bus Company  
Diane Mistek (bus)

Shultz Transportation  
Jacqueline Cox (bus)  
Vernon Kiehl (bus)

Susan Hibshman (bus)  
Tammy Williams (van)

Kathy Kauffman (van)

Mr. Peters moved, Mrs. Miller seconded, the motion to approve the individuals listed as school bus/van drivers for the 2022/2023 school year as listed above.

**On voice vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunas,  
Mr. Peters, Mr. Rucci, Mr. Woolley, Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**6. SPECIAL EDUCATION CONSORTIUM SERVICES AGREEMENT**

It was recommended that the Board approve the Special Education Legal Consortium Agreement with the IU13 effective July 1, 2023 through June 30, 2024, as presented on [ATTACHMENT #2](#).

Mr. Peters moved, Mrs. Miller seconded, the motion to approve the Special Education Legal Consortium Agreement with the IU13 as listed above.

**On roll call vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunas,  
Mr. Peters, Mr. Rucci, Mr. Woolley, Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**7. DELEGATE APPOINTMENT FOR PSBA DELEGATE ASSEMBLY**

It was recommended that the Board appoint Nelson Peters as the voting delegate for the Delegate Assembly meeting on Saturday, November 4, 2023, at PSBA Headquarters, located at 400 Bent Creek Blvd., Mechanicsburg, or via Zoom.

Mrs. Penkunas moved, Mrs. Miller seconded, the motion to approve the appointment of Mr. Peters as the voting delegate as listed above.

**On voice vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunas,  
Mr. Peters, Mr. Rucci, Mr. Woolley, Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**8. APPROVAL OF CONTRACT WITH YELLOW BREECHES EDUCATIONAL CENTER**

It was recommended that the Board approve the contract with Yellow Breeches Educational Center as presented on [ATTACHMENT #3](#).

Mr. Peters moved, Mrs. Penkunas seconded, the motion to approve the contract with Yellow Breeches Educational Center as listed above.

**On roll call vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunas,  
Mr. Peters, Mr. Rucci, Mr. Woolley, Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**9. APPROVAL OF RATES OF PAY FOR SUMMER 2023 PROGRAMS**

It was recommended that the Board approve the rates of pay for Summer 2023 programs as listed below:

**Programs**

ESSER Learning Loss Secondary Summer School  
ESSER Learning Loss Elementary Summer School  
ESSER & Extended School Year K-12+

**Staff – Rates of Pay**

Professional Staff - \$50 per hour  
Health Room Nurse - LPN/RN - \$30\* per hour  
Behavior Support Assistant: \$26\* per hour  
Special Programs Assistant: \$25\* per hour  
Student Support Assistant: \$23 per hour

\*includes toileting differential

Mr. Peters moved, Mrs. Miller seconded, the motion to approve the rates of pay for Summer 2023 programs as listed above.

**On roll call vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunas,  
Mr. Peters, Mr. Rucci, Mr. Woolley, Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**10. MEMORANDUM OF UNDERSTANDING (MOU) APPROVAL – LENGTH OF WORK DAY ADJUSTMENT FOR WARWICK HIGH SCHOOL STAFF DURING KEYSTONE EXAMS**

It was recommended that the Board approve the Memorandum of Understanding (MOU) with the Warwick Education Association for Length of Work Day Adjustment for Warwick High School Staff During Keystone Exams, as set forth on [ATTACHMENT #4](#).

Mr. Peters moved, Mrs. Penkunus seconded, the motion to approve the Memorandum of Understanding (MOU) with the Warwick Education Association as listed above.

**On roll call vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunus,  
Mr. Peters, Mr. Rucci, Mr. Woolley, Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**11. APPROVAL OF MEMORANDUM OF UNDERSTANDING (MOU) WITH YOUR LANGUAGE CONNECTION**

It was recommended that the Board approve the Memorandum of Understanding (MOU) with Your Language Connection for language translation services during state testing, as set forth on [ATTACHMENT #5](#).

Mr. Peters moved, Mrs. Miller seconded, the motion to approve the Memorandum of Understanding (MOU) with Your Language Connection as listed above.

**On roll call vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunus,  
Mr. Peters, Mr. Rucci, Mr. Woolley, Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**Information from the Superintendent**

Dr. Hershey indicated that she will share items at the next meeting which is scheduled for May 16, 2023.

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

It was noted that public comment will take place following the Committee of the Whole meeting which will take place immediately follow this voting session.

**ADJOURNMENT**

There being no further business, Liam Zee moved to adjourn the meeting. Mr. Peters seconded the motion and the meeting adjourned at 7:25 p.m.

Respectfully submitted,

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Janice Boyer, Board Secretary