

Warwick School District

Lititz, PA 17543

March 16, 2021

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, March 16, 2021 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, 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; Dr. Ryan Axe; Janice Boyer, Board Secretary; Fred Griffiths; Kevin Martzall; Jackie Yanchocik; Sydnor Harrison; Dr. Jennifer Murphy; Lisa Bonfield; Michelle Dombach; and Laura Knowles of Lancaster Newspapers/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.

None

Note – these individuals appeared as attendees in Zoom.

Alyssa Heim	Jack Enco	Jessica Bigsby	maureentrop
Nathan Palm	Sam Droke-Dickinson	Sarah	Sue

RECOGNITION OF CITIZENS

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

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 February 16, 2021)

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the minutes of the Regular meeting of February 16, 2021.

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	\$861,544.50
Wire Transfers	\$8,580,927.66
Construction Fund	None
Cafeteria Fund	\$169,834.61
Middle School Fund	\$790.68
High School Fund	\$1,089.12

Mr. Eppig moved, Mrs. Miller 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

None

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Resignations

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

Non-Instructional

Linda Lettieri as a Student Support Assistant at John Beck Elementary School, effective February 26, 2021.

Extra-Curricular/Extra Duty

Heather Lefever as National Honor Society Advisor at Warwick High School, effective February 12, 2021.

Elton Sturges as English Language Arts Lead Teacher at Warwick High School and Warwick Middle School, effective at the end of the 2020/2021 school year.

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

B. Elections

It was recommended that the Board approve the election of the following individuals subject to all pre-employment requirements and clearance checks:

Instructional

Christopher Ferranti as a Physical Education Teacher at Lititz Elementary School, at the annual salary of \$59,815.00, effective March 17, 2021, pending release by his current employer. Mr. Ferranti is replacing Mollie Steigerwalt who resigned.

Non-Instructional

Hannah Huddleston as a Student Support Assistant, at John R. Bonfield Elementary School, 5.5 hours/day, at the hourly rate of \$12.15, effective March 17, 2021, pending receipt of the appropriate paperwork. Ms. Huddleston is replacing Donna Mumma who resigned.

Extra-Curricular/Extra Duty

Ann Ahlers as Head Teacher – Music (50%) – 2nd semester, at Warwick High School, at the annual salary of \$237.00, effective January 26, 2021, and continuing through the end of the 2020/2021 school year. Mrs. Ahlers is replacing Debra Kline-Smith who received a Leave of Absence (LOA).

Darrell L. Brubaker as an Assistant Softball Coach (50%) at Warwick High School, at the annual salary of \$1,245.00, effective March 17, 2021, pending receipt of the appropriate paperwork. Mr. Brubaker is replacing Kristen Oberholtzer who resigned, and will be sharing this position with Katelyn Seibert.

Brittany Keifer as National Honor Society Advisor at Warwick High School, at the annual salary of \$948.00, effective February 25, 2021. Ms. Keifer is replacing Heather Lefever who resigned.

Georgia Lobb as Freshman Class Advisor at Warwick High School, at the annual salary of \$534.00, effective March 17, 2021. Ms. Lobb is replacing Heather Lefever who resigned.

Katelyn Vargas as a Unified Track Head Coach (50%) at Warwick High School, at the annual salary of \$750.00, effective March 17, 2021. Mrs. Vargas is replacing Jeffrey DuBosq who resigned, and she will be sharing this position with Brian Pearson.

Volunteer Coach

It was recommended that the Board approve the election of the individual listed below as a volunteer coach, effective for the 2020/2021 school year, until a resignation is submitted or active status is changed by the district:

Austin Braas

District Approved Photographer

It was recommended that the Board approve the election of the individual listed below as a district approved photographer, effective for the 2020/2021 school year, until a resignation is submitted or active status is changed by the district:

William G. Turner

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:

Non-Instructional

LuAnn Rohrer from a Food & Nutrition Services substitute, at Warwick High School, to a Food & Nutrition Services Assistant, 5.5 hours/day, at Warwick High School, at the hourly rate of \$11.25, effective February 1, 2021. Ms. Rohrer is replacing Amy Lundvall who received a change of status.

Teresa Hurst from a Student Support Assistant at John Beck Elementary School, 5.0 hours/day, to a Student Support Assistant at John Beck Elementary School, 5.75 hours/day, effective March 1, 2021. Additional time is being added to her schedule for breakfast coverage.

Brittany Magee from a Behavior Support Assistant at Warwick High School, 5.75 hours/day, to a Behavior Support Assistant at John R. Bonfield Elementary School, 7.0 hours/day, at the hourly rate of \$15.63, effective March 15, 2021. Ms. Magee is replacing Marlo Noble 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. 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 January 13, 2021, and continuing through April 6, 2021. Mrs. Goebel is anticipating her return-to-work date as April 7, 2021, pending release by her doctor.

Non-Instructional

Stacy McSparran is requesting an Unpaid Leave of Absence, beginning February 17, 2021, and continuing through March 12, 2021. Ms. McSparran is anticipating her return-to-work date as March 15, 2021, pending release by her doctor.

Mr. Eppig moved, Mrs. Penkunas 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

4. BOARD POLICY REVISION – 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 #1](#).

<u>Policy No.</u>	<u>Title</u>
103	Discrimination/Title IX Sexual Harassment Affecting Students (included Attachments A thru D)
218.3	Discipline of Student Convicted/Adjudicated of Sexual Assault
252	Dating Violence (including Attachment A)

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve, as a second reading, the policy revisions to the policies listed above, 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. **GRADUATION DATE**

It was recommended that the Board approve Monday, June 7, 2021 as the date for Warwick High School commencement exercises. The venue for graduation will be determined at a later time and will take into consideration applicable COVID restrictions.

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the date for Graduation, 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

Dr. Hershey shared that the end of year activities are the hot topic right now. Dr. Szobocsan is working with members of the Senior class to obtain their thoughts on the various end of year activities such as graduation. Many scenarios are being discussed in hopes of determining the best options. Student input is very important to the administration as well as the safety of the students and their families during any of these activities. Please have patience and grace as the details are being discussed and worked through.

Mr. Landis commented that the end of the year is all about our students, specifically the Seniors.

6. **SABBATICAL LEAVE REQUESTS**

It was recommended that the Board approve the following Sabbatical Leave requests:

- a. Christine Landis is requesting a Sabbatical Leave of Absence for the purpose of study for the second semester of the 2021/2022 school year. Mrs. Landis plans to return to work on the first day of the 2022/2023 school year.
- b. Michelle Thomson is requesting a Sabbatical Leave of Absence for the purpose of study for the second semester of the 2021/2022 school year. Mrs. Thomson plans to return to work on the first day of the 2022/2023 school year.

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the Sabbatical Leave 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

7. **UPDATED SPRING EXTRA-DUTY NON-BARGAINING POSITIONS AND RATES – 2020/2021**

It was recommended that the Board approve the updated Spring extra-duty non-bargaining positions and rates, as per [ATTACHMENT #2](#).

Mr. Eppig moved, Mrs. Penkunas seconded, the motion to approve the updated Spring extra-duty non-bargaining positions and rates, 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

8. **APPROVAL OF RECORDS MANAGEMENT PLAN AND RECORDS MANAGEMENT SCHEDULE REVISIONS**

It was recommended that the Board approve the Records Management Plan and Records Management Schedule revisions, as per [ATTACHMENT #3](#).

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the Records Management Plan and Records Management Schedule revisions, 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

9. **APPROVAL OF LITITZ REGIONAL COMMUNITY DEVELOPMENT CORPORATION (LRCDC) AGREEMENT**

It was recommended that the Board approve the agreement with the Lititz Regional Community Development Corporation, as presented on [ATTACHMENT #4](#).

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the Lititz Regional Community Development Corporation Agreement, as presented.

On roll call vote:

Ayes: Mr. Landis, Mr. Browne, Mr. Eppig, Mr. Knouse,
Mrs. Miller, Mr. Peters, and Mrs. Wenger

Abstain: None

Nays: Mr. Rucci, Mrs. Penkunas

Absent: None

Dr. Hershey explained that the District was approached by the LRCDC, and will be working collaboratively with Warwick Township to apply for municipality grant funding. The potential is to receive approximately \$1-2 million in funds that can be put toward improvements on campus. These funds would help to offset costs of renovations to buildings and be a savings to taxpayers.

Mr. Rucci shared that he felt this was rushed and that he would be voting “no” on this item.

Information from the Superintendent

Dr. Hershey shared the following items:

- COVID case counts remain low. There are currently 4 cases reported in the District. That is a testament to the staff, students, and their families. Continue to stay vigilant.
- Several staff members were able to take advantage of the Johnson & Johnson (1-shot) vaccine. Warwick had 218 slots from a prioritized list. We are excited that many have been able to receive the vaccine. A second link was sent out for an additional waive of vaccinations in the hopes of having them given by the 1st or 2nd week of April.
- Spectator guidance is being updated and there will be updates made to the Health and Safety Plans. The Board will be voting on those at next month’s meeting.
- Thursday, March 18th, a resiliency event will be held virtually beginning at 6:30 p.m. The title for this year’s event is “Strategies for Well-Being” and will be presented by Wynne Kreider. Over 100 have signed up so far. This is the 4th year for these events.
- PSSA and Keystone Testing information has been added to the website. If there are questions, please consult the website, or you can contact Dr. Ron Hallett, the Director of Curriculum & Instruction.
- Work has begun on the Pre-K program and classroom at Kissel Hill Elementary for next year. This program will serve students who are found to be most in need. Thank you to Dr. Calender and Dr. Berardi for their work putting this program and getting it up and running for the 2021/2022 school year.

COMMITTEE REPORTS

Student Representative

The student representative, Olivia Hartman, provided an overview of student activities across the district in March. *A copy of the Student Representative Report is attached to these Minutes.*

Building and Property Committee

The Building & Property Committee held a zoom meeting open to the public on Monday, March 8, 2021. The committee discussed options for additional parking on the secondary campus, reviewed a proposed sewer line expansion, received a presentation on the addition of inclusive playground equipment at the elementary schools, and heard an update on upcoming tech ed equipment upgrades. The committee did not have any recommendations for the Board at this time.

Education Committee

The Education Committee did not meet in March and did not have any recommendations for the Board at this time.

Finance and Legal Committee

The Finance & Legal Committee did not meet in March and 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, March 11, 2021, and was open to the public. The meeting began with ~~a welcome from Mr. Rucci to all SAC members and then~~ (Mr. Rucci was unable to attend the committee meeting) Olivia Hartman who gave a report about all of the events in our buildings K-12. Mr. Landis provided an update on extra-curricular activities and along with updates on the status of athletics and other performances/events during the winter season. Dr. Axe shared that there were a few Sunday Use Requests for review and approval. There are no Out of State/Overnight Field Trips for approval at this time, but provided updates on trips related to COVID. The committee had the following recommendations for the Board:

1. It was recommended that the Board approve the following Sunday use facilities requests:
 - a. MS/HS Jazz Bands and String Synergy to use the MS Parking Lot, MS Gym, MS Cafeteria-Dining Area, MS Auditorium, MS Classroom 136, MS Orchestra Room 135 on April 25, 2021 from 1:00 to 5:30 p.m. RAIN DATE: May 2, 2021 from 1:00 p.m. to 5:30 p.m.
 - b. HS Music Department to use the MS Parking Lot, MS Gym, MS Cafeteria-Dining Area, MS Auditorium, MS Orchestra Room 135, MS Choral Room 134, and MS Classroom 136 on May 23, 2021 from 1:00 p.m. to 5:30 p.m. RAIN DATE: May 30, 2021 from 1:00 p.m. to 5:30 p.m.

Mr. Browne moved, Mr. Rucci seconded, the motion to approve the Sunday Use Facilities 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

Dr. Hershey noted that the Sunday Use Facilities Requests were to be held outside.

Mr. Browne shared that the committee is continuing to monitor out of state/overnight field trips.

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 March.

Lititz Recreation Center Representative

It was reported that the monthly meeting was held via Zoom. The Agenda contained normal business items for discussion and approval. The recCenter has remained financially positive during these times. He noted that more outdoor activities will be available this Spring and that usage of the recRocks facility continues to be a positive element of the recCenter's programs.

Legislative Committee

It was reported that lawmakers in Harrisburg are still in hearings regarding the proposed budget. The Vaccine rollout is still at the center of things, and a vaccine task force has been created. The National Guard has been called to assist with vaccinations around the state, and educators were prioritized to begin receiving vaccinations. \$1.35 billion has been budgeted for education but push back is expected from the Republican majority. Charter reform continues to be a big part of the discussion with PDE. There is a need to change the funding formula. On May 18th, a proposed change to the Governor's Emergency Declaration Powers is on the ballot. Voucher legislation has been made a priority this Spring in the Senate.

IU Representative

It was reported that a meeting was held on Wednesday, March 10, 2021, virtually. Twenty of the twenty-two members were present. The evening began with committee meetings at 6:30 p.m. followed by an Executive Session at 7:00 p.m. and the full board meeting at 7:30 p.m. The meeting was relatively short, but including contract approvals and an update on the coordination of vaccines at the IU. Documents and information were shared with Board Members via email.

Lancaster County Career and Technology Center Representative

It was reported that a meeting was held on Thursday, February 25, 2021 at the Willow Street campus. An Executive Session was held prior to the regular meeting to discuss personnel, legal matters, and contract. The regular meeting included the recommendation to close two program which have been under-performing and have low enrollment (Entertainment/Tourism & another program). Students of the Month for January were also recognized. An agreement was reached to rollover the teacher contract for an additional one-year term.

Mr. Rucci commented that it is hard to close programs, but it is necessary to keep up with those vocations that are needed in our county, state, and country. It is important to stay relevant with the world and provide opportunities for students to be successful.

PRIOR BUSINESS

None.

NEW BUSINESS

None.

INFORMATION

None.

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Mr. Landis thanked everyone for joining tonight's meeting. He expressed thanks to everyone (staff, administration, teachers, students for their efforts to keep everyone safe during the continuing pandemic.

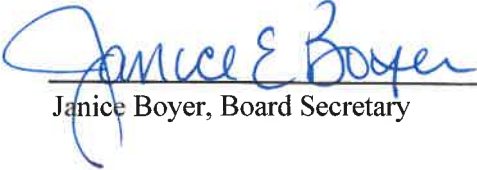
Mrs. Penkunas noted how remarkable it is that Warwick has been in-person in the classrooms since September 1st through the efforts of the Administration, Teachers, and staff, along with the students, their families, and the community. Incredibly thankful for this because we know that students are best served when they are in the classroom.

Mr. Peters thanked the students and their families for their diligence and resilience during these times.

ADJOURNMENT

There being no further business, Olivia Hartman moved to adjourn the meeting. Mrs. Penkunas seconded the motion and the meeting adjourned at 7:46 p.m.

Respectfully submitted,



Janice Boyer, Board Secretary

Student Representative Report

By Olivia Hartman

Reported at the March 16, 2021 Board of School Directors meeting.

- **High School**

- Our 9th-11th grade students just completed their course selection requests for the 21-22 school year. Our students recently presented at our virtual Science Fair. Our winter sports season has come to an end and our spring season has begun. We are looking forward to seeing our musicians perform at their spring concerts.

- **Middle School**

- Students are working hard as we quickly approach the end of the 3rd marking period. All students recently completed their course requests for the 2021-2022 school year. Both students and staff continue to enjoy our theme days at the end of each week.

- **Kissel Hill**

- WSD Senior Micah Afutiti has used his Eagle Scout project to build equipment for Mr. Berkey, Phys. Ed. Teacher at Kissel Hill. This equipment will be used to allow more students to participate at a given time within the physical education curriculum.
- KHE welcomes Miss Alyssa Olson as an extended day substitute in kindergarten as well as Mrs. Becca Resnick as an extended day substitute in Art.
- KHE would like to send a special thank you to our Certified School Nurse, Mrs. Nancy Weinhold. She tirelessly helps families navigate the complexities of their children's health and ensuring they leave the conversation feeling informed and supported. Thank you, Mrs. Weinhold!

- **Beck**

- The first week in March the students and staff celebrated Dr. Seuss's birthday by answering trivia questions. One day students and staff dressed up as their favorite book characters.
- For the month of March, recognizing Women's History Month, our morning announcements include information about famous women, to honor and celebrate the contributions of women across the world.

- **Bonfield**

- Together, we celebrated Read Across America Week, highlighting the importance of reading through collective reading, spirit days, and community service days. Over 500 pairs of socks were donated to locals in need. Students in grades K-2 have been enjoying learning from Ms. Wynne Kinder from Wellness Works, who has been virtually leading them in sessions to learn strategies for calming and focus.

- **Lititz Elem**

- No report