

**Warwick School District**

Lititz, PA 17543

August 16, 2022

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the Board Room on Tuesday, August 16, 2022 at 7:00 p.m. The meeting was made available virtually as well.

Mr. Todd Rucci, Vice-President, called the meeting to order at approximately 7:00 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

The Board Secretary called the roll of the Board: Matthew Knouse, James B. Koelsch, Scott Landis, Lisa Miller, Leslie Penkunas, Nelson L. Peters, Todd L. Rucci, and Emily K. Zimmerman were present. C. Edward Browne was absent.

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

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

Greta Stoner	Amy Martin	Tannia Carpenter	Justin Kratzer
Arielle Miller	Jim Smith	Peggy Smith	Mark Mueller
Kimberly Regennas	Lynn Brubaker	Cindy Wingenroth	Taylor Mohr
Bonita A. Hocko	Megan Cash	Dale Keeney	Loren Miller
Beth Tomassetti	Sue Rigg	Larry Martin	Jess Musser
Reggie Weaver	Rachael Haverstick	Kayla Cook	Christina Smoker
Violet Weitzel			

48 concurrent users were present along with 115 unique visitors 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 with comments regarding motions on the Agenda. Individual addresses were verified by the school board secretary prior to the meeting.*

Ella Lingo	Resignation & how Board Members are replaced
Greta Stoner	Supplemental Agenda Item #8
Justin Kratzer	ESSER Plan
Reggie Weaver	Supplemental Agenda Item #8
Abbi Knouse	Supplemental Agenda Item #8
Tannia Carpenter	Supplemental Agenda Item #8

**APPROVAL OF AGENDA**

A motion was made by Mr. Peters, Mr. Landis seconded, the motion to approve the agenda as presented. Motion passed 7-0-1-1.

**APPROVAL OF MINUTES ([Special Voting Session](#) of August 2, 2022)**

Mrs. Penkunas moved, Mr. Peters seconded, the motion to approve the minutes of the Special Voting Session of August 2, 2022.

Motion passed 7-0-1-1.

## **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 7-0-1-1 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	\$1,331,451.90
Wire Transfers	\$1,749,741.29
Capital Reserve Fund	\$1,673,525.31
Cafeteria Fund	\$100,324.92
Middle School Fund	\$101.66
High School Fund	\$942.32

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

### **On roll call vote:**

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

**Abstain:** Mr. Knouse

**Nays:** None

**Absent:** Mr. Browne

## **COMMUNICATIONS**

Dr. Hershey indicated that no additional communications were received. 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. Resignations**

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

#### Instructional

Lindsey Buckwalter as a Grade 2 Teacher at John R. Bonfield Elementary School, effective August 3, 2022.

#### Instructional - LTS

Jessica Wolf as a Long-Term Substitute (LTS) Social Studies Teacher at Warwick High School, effective August 3, 2022.

#### Non-Instructional

Alicia Jolin as a Behavior Support Assistant at Warwick High School, effective August 12, 2022.

Christina Roberts as a Student Support Assistant at Kissel Hill Elementary School, effective August 2, 2022.

Kelly Rossi as a Special Programs Assistant at Lititz Elementary School, effective August 10, 2022.

Lindy Fackler as a Secretary at Warwick Middle School, effective September 30, 2022.

Alexandria McKenna–Storey as a Student Support Assistant at Kissel Hill Elementary School, effective August 10, 2022.

Extra-Duty/Extra Curricular

Joan Bohan as Link Crew Advisor at Warwick High School, effective August 8, 2022.

Joseph Lacombe as Oratory Club Advisor at Warwick Middle School, effective August 3, 2022.

Diane Shirk as a Drama Assistant at Warwick High School, effective August 8, 2022.

Wanda Weachter as an Assistant Track Coach at Warwick High School, effective August 8, 2022.

Kyle Beissel as an Assistant Girls Basketball Coach at Warwick High School, effective August 7, 2022.

Mrs. Penkunas moved, Mr. Peters seconded, the motion to approve the resignation of the individuals named above.

**On voice vote:**

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

**Abstain:** Mr. Knouse

**Nays:** None

**Absent:** Mr. Browne

**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

Colleen L. Blackman as an Autistic Support Teacher at Kissel Hill Elementary School, at the annual salary of \$62,445.00, effective pending receipt of the appropriate paperwork. Ms. Blackman is replacing Rebecca Lewis who resigned.

Jackie A. Drexel as a Nurse at John Beck Elementary School, at the annual salary of \$77,943.00, effective pending release from current employer. Mrs. Drexel is replacing Kristen Bedger who had a change of status.

Taylor J. Mohr as a Kindergarten Teacher at Kissel Hill Elementary School, at the annual salary of \$58,594.00, effective pending receipt of the appropriate paperwork. This position is necessary due to enrollment.

Kassidy Ferranti as a Grade 5 Teacher at John R. Bonfield Elementary School, at the annual salary of \$62,445.00, effective on the first day of the 2022/2023 school year, pending receipt of the appropriate paperwork. Ms. Ferranti is replacing Cathy Dommel who received a change of status.

Instructional - LTS

Lena E. Ritter as a Long-Term Substitute Grade 4 Teacher at Lititz Elementary School, at the annual salary of \$57,302.00, effective pending receipt of the appropriate paperwork. Miss Ritter is replacing a staff member who received a Family and Medical Leave of Absence (FMLA).

Zachary Gehman as a Long-Term Substitute Social Studies Teacher at Warwick High School, at the annual salary of \$57,302.00, effective on the first day of the 2022/2023 school year, pending receipt of the appropriate paperwork. Mr. Gehman is replacing a staff member who received a Leave of Absence (LOA).

Non-Instructional

Cynthia A. Walters as a Food & Nutrition Services Assistant at Lititz Elementary School, 5.5 hours/day, at the hourly rate of \$13.00, effective pending receipt of the appropriate paperwork. Ms. Walters is replacing Nedra Nace who resigned.

Kelsey Byers as an Administrative Assistant for the Athletic Department, 8.0 hours/day, at the hourly rate of \$15.75, effective pending receipt of the appropriate paperwork. Ms. Byers is replacing Robyn Rissinger who resigned.

Extra-Duty/Extra Curricular

Maggie Karstetter as Freshman Class Advisor at Warwick High School, at the annual salary of \$559.00, effective August 17, 2022. Ms. Karstetter is replacing Georgia Lobb who resigned.

Kerry E. Long as Head Softball Coach at Warwick High School, at the annual salary of \$5,700.00, effective August 17, 2022, pending receipt of the appropriate paperwork. Mr. Long is replacing Mark Hough who resigned.

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed below as independent volunteers, effective August 17, 2022 ~~July 20, 2022~~, until a resignation is submitted or active status is changed by the district:

Karolina Grinev  
Victoria Wilson

Kyle Kutz

Rebecca Kutz

Maria Orrs

Volunteer Coaches

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

Abigail Gehman

Kyle Beissel

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

**On voice vote:**

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

**Abstain:** Mr. Knouse

**Nays:** None

**Absent:** Mr. Browne

2. **CHANGE OF STATUS REQUESTS**

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

Instructional

Susan Lytle from a Grade 3 Teacher at John R. Bonfield Elementary School, to a Grade 2 Teacher at John R. Bonfield Elementary School, effective on the first day of the 2022/2023 school year. Mrs. Lytle is replacing Lindsey Buckwalter who resigned.

Non-Instructional

Nicole Longer from a Food & Nutrition Services Manager at Warwick Middle School, to a Food & Nutrition Services Manager at Warwick High School, at an hourly rate of \$20.00/hour, effective on August 1, 2022. Mrs. Longer is replacing Jessica Warner who had a change of status.

Cherie Crosby from a Food & Nutrition Services Assistant Manager at Warwick High School, to a Food & Nutrition Services Assistant Manager at Warwick Middle School, at an hourly rate of \$18.29/hour, effective on August 1, 2022. Ms. Crosby is replacing Nicole Longer who had a change of status.

Michelle Minney from a Food & Nutrition Services Assistant Manager at Warwick Middle School, at an hourly rate of \$17.01/hour, to a Food & Nutrition Services Assistant Manager at Warwick High School, effective on August 9, 2022. Ms. Minney is replacing Cherie Crosby who had a change of status.

Courtney Schoenberger from a Student Support Assistant at Kissel Hill Elementary School, to a Student Support Assistant at Kissel Hill Elementary School, effective on August 29, 2022. Ms. Schoenberger was job sharing with Alexandria McKenna-Storey who resigned. Ms. Schoenberger will now work 5 days/week.

Bonita Hocko from a Substitute Nurse for Warwick School District, to a Behavior Support Assistant at Kissel Hill Elementary School, 7.0 hours/day, at an hourly rate of \$17.50/hour, effective on August 29, 2022. Ms. Hocko is replacing Sarah McDevitt who resigned.

#### Extra-Duty/Extra Curricular

Terrance Chmil from a JH Assistant Girls Basketball Coach at Warwick Middle School, to JH Head Girls Basketball Coach, at Warwick Middle School, at the annual salary of \$5,497.00, effective August 17, 2022. Mr. Chmil is replacing Philip Champagne who was released.

Mrs. Penkunas moved, Mrs. Zimmerman seconded, the motion to approve the change of status requests, as presented.

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

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

**Abstain:** Mr. Knouse

**Nays:** None

**Absent:** Mr. Browne

### 3. **LEAVE OF ABSENCE REQUESTS**

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

Employee No. 14000 is requesting Unpaid Leave of Absence (UPLOA), beginning September 19, 2022, and continuing through approximately June 5, 2023. The return-to-work date is August 28, 2023, pending release by a doctor.

Employee No. 13855 is requesting a Family and Medical Leave of Absence (FMLA), beginning October 13, 2022, and continuing through approximately December 23, 2022. The anticipated return-to-work date is January 2, 2023.

Mrs. Penkunas moved, Mrs. Zimmerman seconded, the motion to approve the leave of absence requests, as presented.

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

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

**Abstain:** Mr. Knouse

**Nays:** None

**Absent:** Mr. Browne

### 4. **REVIEW AND APPROVAL OF ARP ESSER HEALTH AND SAFETY PLAN**

It was recommended that the Board approve the ARP ESSER Health and Safety Plan, as presented on [LINK/ATTACHMENT #1](#).

Mrs. Penkunas moved, Mr. Peters seconded, the motion to approve the ARP ESSER Health and Safety Plan, as presented.

**On voice vote:**

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

**Abstain:** Mr. Knouse

**Nays:** None

**Absent:** Mr. Browne

5. **SUBSTITUTE TEACHER SERVICE (STS) AGREEMENT**

It was recommended that the Board approve the renewal of the contract with Substitute Teacher Service, 2901 Dutton Mill Road, Ashton, PA, effective July 1, 2022 through June 30, 2024, and enter into agreement as per [ATTACHMENT #2](#).

Mr. Peters moved, Mrs. Miller seconded, the motion to approve the renewal of the contract with Substitute Teacher Service, as presented.

**On roll vote:**

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

**Abstain:** Mr. Knouse

**Nays:** None

**Absent:** Mr. Browne

6. **APPROVAL OF FIELD HOUSE CHANGE ORDER**

It was recommended that the Board approve the Construction Change Directive/Change Order associated with the Field House project as presented on [ATTACHMENT #3](#) and on [ATTACHMENT #4](#).

Mr. Peters moved, Mr. Koelsch seconded, the motion to approve the Construction Change Directive/Change Orders associated with the Field House project, as presented.

**On roll vote:**

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

**Abstain:** Mr. Knouse

**Nays:** None

**Absent:** Mr. Browne

7. **APPROVAL OF PROFESSIONAL CONTRACTS – 2022/2023**

It was recommended that the Board approve the professional contracts, as per [ATTACHMENT #5](#).

Mr. Peters moved, Mrs. Penkunas seconded, the motion to approve the professional contracts, as presented.

**On roll vote:**

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

**Abstain:** Mr. Knouse

**Nays:** None

**Absent:** Mr. Browne

*\*A correction will be made to the contracts to reflect the correct business name for the School Physicians as well as the Licensed Physician for the School-Based Access Program as follows:*

**From**  
Penn State Community Medical Group

**To**  
Penn State Health Medical Group – Cornerstone  
Family Health

8. **SCHOOL BOARD MEMBER RESIGNATION**

It was recommended that the Board approve the resignation of Matthew Knouse as a member of the Warwick Board of School Directors, effective August 16, 2022.

Mr. Peters moved, Mr. Rucci seconded, the motion to approve the resignation of Matthew Knouse as a member of the Warwick Board of School Directors, as presented.

**On roll vote:**

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

**Abstain:** Mr. Knouse

**Nays:** None

**Absent:** Mr. Browne

Abbi Knouse shared comments on her father and his service to the board and his family.

Mr. Knouse excused himself from the meeting following this vote.

Mr. Rucci opened discussion on the process and timeline for accepting applications to fill the vacant seat on the Board. It was decided that the process would allow time in which community members may submit a cover letter and resume, allowing time for each board member to review the applications of the interested parties. The board will interview candidates at the September 6<sup>th</sup> Committee of the Whole. If the board is in agreement, they will vote on the candidate either at the September Special Voting Session, or hold a special voting session at another time, but prior to the end of the 30-day window.

**Information from the Superintendent**

Dr. Hershey shared the following:

- Fall sports began on Monday, August 15, 2022. Band Camp happened a few weeks ago. It is great to have students back on campus.
- The first day of New Teacher Orientation took place today.
- All the buildings are making final preparations for the arrival of staff and students in the coming weeks.
- August 29<sup>th</sup> is the opening day for staff
- August 30<sup>th</sup> is the first day of school for students in Grades 1 through 12.
- August 31<sup>st</sup> is the first day of school for students in Pre-K and Kindergarten.

**COMMITTEE REPORTS**

**Student Representative**

Liam Zee will continue as the Student Representative for the 2022/2023 school year. He will resume his duties in September.

**Building and Property Committee**

The Building & Property Committee did not meet in August and did not have any recommendations for the Board at this time.

**Education Committee**

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

**Finance and Legal Committee**

The Finance & Legal Committee did not meet in in August did not have any recommendations for the Board at this time.

**Student Activities Committee**

The Student Activities Committee did not meet in in August did not have any recommendations for the Board at this time.

### **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 August.

### **Lititz Recreation Center Representative**

Mr. Koelsch indicated that there was nothing to share with the Board at this time.

### **Legislative Committee**

Mr. Peters shared that not much is happening at this time, but he did encourage everyone to contact their legislators regarding to bills proposed by Senator Aument and Senator Martin.

### **IU Representative**

Mr. Peters reported that a meeting was held on August 10, 2022. The meeting was a regular board meeting and included the vision and goals for the Executive Director and other staff. All information from the meeting will be emailed to the board.

### **Lancaster County Career and Technology Center Representative**

Mrs. Zimmerman reported that a meeting will be held on August 25, 2022, and an update will be provided at the September meeting.

### **PRIOR BUSINESS**

Recent Field House Change Orders - [LINK](#)

Mr. Rucci opened discussion on Opt In/Out in addition to Library Review Committee. All board members participated in and each of the members shared their perspectives on these topics.

### **NEW BUSINESS**

None.

### **INFORMATION**

None.

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

*The following individuals contacted the school board secretary and indicated their desire to address the board with comments regarding items not specific to the Agenda. Individual addresses were verified by the school board secretary prior to the meeting.*

Amy Martin  
Rachael Haverstick  
Megan Cash

Transparency with Parents  
Library Review Committee  
Complaints and Distractions brought to the Board



Kimberly Regennas  
Mark Mueller  
Jessica Musser  
Veronica Myer

Comments related to Opt Out & a suggested improvement  
Health and Safety Plan; Men and Women  
Opting In/Out  
Opting In Status

Mr. Rucci thanked everyone who attended, whether in person or virtually, and participated in tonight's meeting.

**ADJOURNMENT**

There being no further business, Mr. Peters moved to adjourn the meeting. Mrs. Miller seconded the motion and the meeting adjourned at 9:26 p.m.

Respectfully submitted,



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Janice Boyer, Board Secretary