

Warwick School District

Lititz, PA 17543

September 17, 2019

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, September 17, 2019 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, Millard P. Eppig, Jr., Matthew Knouse, Leslie Penkunas, Nelson L. Peters, Dr. Timothy Quinn, Scott A. Shaub, Debra J. Wenger, and Olivia Hartman were present. Mr. Rucci was absent at the time of roll call.

Others attending the meeting: Dr. April Hershey, Superintendent; Dr. Melanie Calender; Dr. Ryan Axe; Mark Leidich; Jackie Yanchocik; Janice Boyer, Board Secretary; Fred Griffiths; Dr. Michelle Harris; Dr. Jennifer Murphy; Chief John Schofield; Kevin Martzall; Kelly Testa; Robert Fitz; Bruce Miller; Lynn Miller; Grant Hummer; Barbara Mobley; Aaron Schwartz; Ken Kauffman; Barry Reheard; Cynthia Kensinger; Ashley Walter; Pete Carson; and Laura Knowles of Lancaster Newspapers/Lititz Record Express.

WEF CHECK PRESENTATION

Mr. Grant Hummer shared information on the activities of the Warwick Education Foundation, and presented a check from the Warwick Education Foundation in the amount of \$27,548.00, which was awarded for Innovative Education Grants and Expert in Residence programs. Twelve grants were given for the 2019/2020 school year. Mr. Hummer also shared two WEF events, which are coming up: 1) September 27 & 28, 2019 – Lititz Storytelling Festival will be held at various locations throughout Lititz and storytellers will be visiting all six building in the district. 2) October 1, 2019 – Raising Warwick event to be held at Traditions of America.

Mr. Landis thanked the Warwick Education Foundation for the continued support of the students within the Warwick School District.

RECOGNITION OF CITIZENS

None.

APPROVAL OF AGENDA

A motion was made by Mr. Eppig, Mrs. Wenger seconded, the motion to approve the agenda as presented. Motion passed 8-0.

APPROVAL OF MINUTES ([Regular meeting](#) of August 20, 2019 and [Special Voting Session](#) of September 3, 2019)

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the Minutes of the regular meeting of August 20, 2019 and the Special Voting Session of September 3, 2019.

Motion passed 8-0.

TREASURERS REPORT

Dr. Hershey 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 Dr. Hershey. A copy of the bills with wire transfer information is attached to these minutes.

General Fund	\$1,333,784.37
Wire Transfers	\$2,107,546.27
Construction Fund	None
Cafeteria Fund	\$53,893.18
Middle School Fund	\$7,066.00
High School Fund	\$6,500.72

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

On roll call vote:

Ayes: Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas,
Mr. Peters, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Rucci

COMMUNICATIONS

Dr. Hershey noted that an email was received from the Warwick Transparency Foundation. This email was forwarded to the board members along with responses to the questions posed.

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Retirements

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

Non-Instructional

Sheree Allen as an Administrative Assistant for Food & Nutrition Services at Warwick School District, effective February 4, 2020.

Robert Hilt as Lead Building Services at Lititz Elementary School, effective October 18, 2019. Mr. Hilt's retirement was approved previously, but the effective date has been corrected.

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the retirement of the individuals named above.

On voice vote:

Ayes: Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas,
Mr. Peters, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Rucci

B. Resignation

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

Non-Instructional

Christina Smoker as a Student Support Assistant at Lititz Elementary School, effective August 27, 2019.

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

On voice vote:

Ayes: Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas,
Mr. Peters, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None
Absent: Mr. Rucci

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

Erika Deeter as a full-year Long-Term Substitute (LTS) Kindergarten Teacher at John R. Bonfield Elementary School, at the annual salary of \$53,875.00, effective September 18, 2019, pending receipt of the appropriate paperwork. This position is necessary due to enrollment.

Non-Instructional

Neysa Fowler as a Food & Nutrition Services Assistant at Warwick High School, 3.0 hours/day, at the hourly rate of \$11.00, effective September 18, 2019, pending receipt of the appropriate paperwork. Ms. Fowler is replacing LuAnn Rohrer who resigned.

Kathryn Gomez as a Student Support Assistant at John Beck Elementary School, 5.5 hours/day, at the hourly rate of \$11.75, effective September 18, 2019. Ms. Gomez is replacing Kathy Sozzi who received a change of status.

Gina Dietrich as a Student Support Assistant at Lititz Elementary School, 5.5 hours/day, at the hourly rate of \$11.50, effective September 18, 2019, pending receipt of the appropriate paperwork. Ms. Dietrich is replacing Jodi Ruhl who resigned.

Lindsey Hikins as a Special Programs Assistant at Lititz Elementary School, 5.75 hours/day, at the hourly rate of \$14.15, effective September 18, 2019, pending receipt of the appropriate paperwork. Ms. Hikins is replacing Michelle Krause who resigned.

Extra-Duty/Extra Curricular

David Dorman as Holiday Choral Concert Stage Craft Supervisor at Warwick High School, at the annual salary of \$1,751.00, effective for the 2019/2020 school year, pending receipt of the appropriate paperwork. Mr. Dorman is replacing Jeff Oberholtzer who resigned.

David Dorman as Choral Concert Stage Craft Supervisor at Warwick High School, at the annual salary of \$1,751.00, effective for the 2019/2020 school year, pending receipt of the appropriate paperwork. Mr. Dorman is replacing Jeff Oberholtzer who resigned.

David Dorman as Musical Set Construction #1 at Warwick High School, at the annual salary of \$1,400.00, effective for the 2019/2020 school year, pending receipt of the appropriate paperwork. Mr. Dorman is replacing Jeff Oberholtzer who resigned.

In-House Substitutes

It was recommended that the Board approve the election of the individual listed below, effective September 17, 2019, until she submits her resignation or has her active status changed by the district:

Support Staff
Rebecca Durbin

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed below as independent volunteers, effective September 18, 2019, until they submit their resignation or have their active status changed by the district.

Chad Barthe	Ashley Miller	Carrie Speicher	Christina Zeswitz
Allison Bullock	Abby Peters	Kelle Stork	Cole Zimmerman
Ashley Glinka	Jodi Ruhl	Dustin Strauss	Tanya Zimmerman
Tabitha Hagelgans			

Volunteer Coach

It was recommended that the Board approve the election of the individual listed below as a volunteer coach, effective September 18, 2019, until he submits his resignation or has his active status changed by the district.

Gordon Cowher

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the election of the individuals named above.

On voice vote:

Ayes: Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas,
Mr. Peters, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Rucci

2. **CHANGE OF STATUS REQUESTS**

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

Instructional

Ashley Turton from an Occupational Therapist at John Beck Elementary School, John R. Bonfield Elementary School, and Lititz Elementary School, to an Occupational Therapist at Warwick High School, Warwick Middle School, John Beck Elementary School, John R. Bonfield Elementary School, and Lititz Elementary School, effective on the first day of the 2019/2020 school year. This change of status is necessary due to enrollment.

Non-Instructional

Susan Garner from Health Room RN at John R. Bonfield Elementary School, to Health Room RN at Lititz Elementary School, effective at the beginning of the 2019/2020 school year. This change of status is due to the restructuring of the building locations for the Health Room RN positions.

Paula Striker from Health Room RN at Warwick Middle School (3 days), Lititz Elementary School (1 day) and Private Schools (1 day), to Health Room RN at Warwick Middle School (3 days), John R. Bonfield Elementary School (1 day), and Private Schools (1 day), effective at the beginning of the 2019/2020 school year. This change of status is due to the restructuring of the building locations for the Health Room RN positions.

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the change of status requests, as presented.

On voice vote:

Ayes: Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas,
Mr. Peters, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Rucci

3. **BOARD COMMITTEE ELECTION**

It was recommended that the Board approve the election of the following individual for the Board Committee listed below, effective September 18, 2019:

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the election of the individual for the Board Committee, as presented.

On voice vote:

Ayes: Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas,
Mr. Peters, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Rucci

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 #1](#).

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. Eppig, Mr. Knouse, Mrs. Penkunas,
Mr. Peters, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Rucci

5. APPROVAL OF SCHOOL BUS DRIVERS

It was recommended that the Board approve the individuals listed as school bus drivers for the 2019/2020 school year, as presented on [ATTACHMENT #2](#).

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the individuals listed as bus drivers for the 2019/2020 school year, as presented.

On voice vote:

Ayes: Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas,
Mr. Peters, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Rucci

6. 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>
004	Membership
201	Admission of Students
204	Attendance
208	Withdrawal From School
209	Health Examinations/Screenings
808	Food Services

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the revisions to the policies, as presented.

On voice vote:

Ayes: Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas,
Mr. Peters, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None
Nays: None
Absent: Mr. Rucci

7. SUPPORT OF LITITZ RAIL RELOCATION APPROVAL

It was recommended that the Board approve support of the Lititz Rail Relocation as presented on [ATTACHMENT #4](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve support of the Lititz Rail Relocation, as presented.

On voice vote:

Ayes: Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas,
Mr. Peters, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Rucci

Information from the Superintendent

Dr. Hershey shared the following items:

- It is exciting to have students back in the buildings. The year is off to an excellent start.
- As the year progresses, more facility dogs will be coming to the district. Tomorrow (September 18, 2019) several dogs will be in the buildings for their training as well as staff handler training later in the day. Wally (miniature poodle) has been able to visit students all around the district since the start of school.
- Regarding the Feasibility Study, we are in the Department of Environmental Protection's queue for permitting us to move forward. We must wait for the DEP's approval before gathering bids and additional information.

COMMITTEE REPORTS

Student Representative

The Student Representative, Olivia Hartman, provided an overview of student activities across the district at the Education Committee and Student Activities Committee meetings in September.

Mr. Landis welcomed Miss Hartman.

Building and Property Committee

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

Education Committee

The Education Committee met on September 9th. We met our new members and discussed the English/Language Arts K-6 Resource, reviewed an overview of Youth Court for the middle and high school, examined the professional development plan for 2019/2020 school year and were introduced to the new professional staff through a welcome video. The Committee did not have any recommendations for the board at this time.

Finance and Legal Committee

The Finance & Legal Committee met on Tuesday, September 3, 2019. The committee reviewed the 2020-21 budget calendar, 2019-20 transportation contracts, and new CSIU financial software services. The committee had the following recommendation for Board approval:

1. It was recommended that the Board approve the CSIU financial software services agreement as presented on [ATTACHMENT #5](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the CSIU financial software services agreement, as presented.

On voice vote:

Ayes: Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas,
Mr. Peters, Dr. Quinn, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: Mr. Rucci

Student Activities Committee

The Student Activities Committee met on September 12, 2019. The meeting began with an introduction of the new 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 opening of the Fall season. Dr. Axe shared that the Facility Use team discussed charging for use of our parking lots and a car show group is interested in doing this. Further information was shared with SAC about E Sports and the next steps in looking into these teams in the future. Out of state/overnight requests and Sunday use requests were then reviewed for recommendation to the Board. The Committee had the following recommendations for Board approval:

Mr. Rucci arrived at 7:25 p.m.

1. It was recommended that the board approve the following Sunday Use Facilities requests:
 - a. Marching Band Parents to use the MS cafeteria-kitchen area only from 1:30 – 3:00 p.m. for team meal prep on November 10, 2019.
 - b. Ephrata Thunder to use the MS gym on January 26, 2020 from 2:00 – 3:30 p.m. for a basketball game.
 - c. Dance Dynamics to use the HS auditorium on June 7, 2020 from 1:00 – 6:30 p.m. for a dance recital.
 - d. Lititz Youth Soccer to use JB practice fields 18, 19 and 20 for games/practices recurring weekly from September 8, 2019 through November 3, 2019 from 1:00 – 5:00 p.m.

Dr. Quinn moved, Mr. Rucci seconded, the motion to approve the Sunday Use Facilities requests, as presented.

On voice vote:

Ayes: Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas,
Mr. Peters, Dr. Quinn, Mr. Rucci, Mr. Shaub, and Mrs. Wenger

Abstain: None

Nays: None

Absent: None

Executive Session/Personnel Committee

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

Labor and Management Committee

It was reported that a meeting will be held on Thursday, September 19, 2019 at 3:15 p.m.

Lititz Recreation Center Representative

It was reported that a meeting was held on Monday, September 16, 2019 at 7:00 p.m. The meeting was the regular corporation meeting. Generally things are moving along well with RecCenter. It was noted that recRocks will be refitted to include more regular gym equipment such as weights and exercise machines to meet the needs of the 24 to 30 year old age demographic.

Legislative Committee

The following was reported:

- Governor Wolf wants comprehensive Charter School Reform. Beginning September 15, 2019, new fees will be imposed on Charter Schools when they look to receive help when collecting funds from school districts.
- The Act 1 index base has been announced.

IU Representative

It was reported that a meeting was held on Wednesday, September 11, 2019. There were 16 of the 22 members present for the meeting. Handouts and information was shared electronically with Board members.

Lancaster County Career and Technology Center Representative

It was reported that a meeting was held on Thursday, August 22, 2019 at the Brownstown Campus. Dr. Hershey attending this meeting. Various items were reviewed at the meeting, including, but limited to, post secondary enrollments, policy review, campus goals for 2019/2020, an MOU for the tech. assistance program, and an updated 2019/2020 calendar.

PRIOR BUSINESS

None.

NEW BUSINESS

None.

INFORMATION

None.

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Mr. Landis thanked everyone for coming out tonight and sharing their comments and support.

Mr. Knouse shared feedback from a citizen regarding a busing matter and the positive experience working with the transportation coordinator for the district.

Barry Reheard, 20 Lakeview Place – He shared his disappointment that there was no way to address or contact the school board directly such as through a district email, rather than through a third party. Additionally, Mr. Reheard shared concerns regarding student technology and the filtering of content and/or access to social media on the one-to-one devices for students. He shared concern for the district with regard to compliance with state and federal regulations should there be an audit.

Mr. Knouse shared that he is the parent of a 7th grader who received a device this year. He is pleased with the security provided by the district.

Mr. Landis noted that all correspondence is shared with the board members usually electronically.


Pete Carson, 46 Pinewood Avenue – shared his continued concerns about the Feasibility Study and a proposed field house.

Cynthia Kensinger, 67 Brookview Drive – She is the recipient of a grant from the Warwick Education Foundation. Mrs. Kensinger is thankful to WEF for making the grants and funds available to staff to help enrich their classrooms.

ADJOURNMENT

There being no further business, Miss Hartman moved to adjourn the meeting. Mrs. Wenger seconded the motion and the meeting adjourned at 7:50 p.m.

Respectfully submitted,



Janice E. Boyer, Board Secretary