

Warwick School District

Lititz, PA 17543

February 18, 2020

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, February 18, 2020 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; Dr. Ryan Axe; Nathan Wertsch, Treasurer; Mark Leidich; Jackie Yanchocik; Janice Boyer, Board Secretary; Fred Griffiths; Kevin Martzall; Amy Balsbaugh; Sydnor Harrison; Chief John Schofield; Karen Miller; Laura Knowles of Lancaster Newspapers/Lititz Record Express; Kelly Testa; Kendra Eby; Lori Kovac; Pete Carson; Don Gallagher; Ben Nissly; and Peter Nissly.

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 9-0.

APPROVAL OF MINUTES ([Regular meeting](#) of January 21, 2020)

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the Minutes of the regular meeting of January 21, 2020.

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	\$1,218,757.38
Wire Transfers	\$1,944,155.61
Construction Fund	None
Cafeteria Fund	\$134,361.80
Middle School Fund	\$512.74
High School Fund	\$3,712.64

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

On roll call vote:

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

Abstain: None

Nays: None
Absent: None

COMMUNICATIONS

None.

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Retirements

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

Instructional

Sarah Chamberlain as a Multiple Disabilities Support Teacher at John Beck Elementary School, effective at the end of the 2019/2020 school year.

Dana Myers as a Grade 3 Teacher at John Beck Elementary School, effective at the end of the 2019/2020 school year.

Louise Gerrity as a Grade 4 Teacher at Kissel Hill Elementary School, effective August 20, 2020.

Non-Instructional

Melanie Hollingsworth as a Student Support Assistant at Kissel Hill Elementary School, effective February 14, 2020.

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

On voice vote:

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

Abstain: None

Nays: None

Absent: None

Karen Miller shared her thanks with the Board and Administration for the support and leadership throughout her 25 years of service to the school district. She also expressed her thanks to all her staff throughout the years for their hard work to provide food services for the students, staff and administration. Mrs. Miller is retiring as the Director of Food & Nutrition Services.

B. Resignations

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

Instructional

Bethany Mueller as a Grade 3 Teacher at John R. Bonfield Elementary School, effective pending release from her contract.

Non-Instructional

Jennifer Grove as Transportation Coordinator at Warwick School District, effective February 28, 2020.

Tara Yost as a Student Support Assistant at John Beck Elementary School, effective February 6, 2020.

Hayley Winters as Lead Elementary Food & Nutrition at John R. Bonfield Elementary School, effective January 31, 2020.

Extra Curricular/Extra Duty

Tommy Garner as an Assistant Football Coach at Warwick High School effective January 26, 2020.

Ashley Turton as an Assistant Softball Coach at Warwick High School effective December 20, 2019.

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

On voice vote:

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

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:

Administration

Michelle Dombach as Director of Food & Nutrition Services at Warwick School District, 8.0 hours/day, at the annual salary of \$71,000.00, effective March 2, 2020, pending receipt of the appropriate paperwork.

Ms. Dombach is replacing Karen Miller who retired.

Mr. Eppig shared that Ms. Dombach is coming to Warwick from the Lancaster County CTC. During her time at the CTC, she turned the program around. This is a great hire for Warwick.

Non-Instructional

Lisa Saxton as a Food & Nutrition Services Assistant at Warwick High School, 4.5 hours/day, at the hourly rate of \$11.50, effective pending receipt of the appropriate paperwork. Ms. Saxton is replacing Jenny Copenhaver who resigned.

Rhea Laroya as a Student Support Assistant at John R. Bonfield Elementary School, 5.5 hours/day, at the hourly rate of \$12.25, effective February 19, 2020. Ms. Laroya is replacing Lauren Walters who resigned.

Nancy Schuler as a Food & Nutrition Services Assistant at John R. Bonfield Elementary School, 3.5 hours/day, at the hourly rate of \$11.00, effective February 19, 2020, pending receipt of the appropriate paperwork. Ms. Schuler is replacing Catherine Rivera who resigned.

Constance Meyer as a Special Programs Assistant at Lititz Elementary School, 5.75 hours/day, at the hourly rate of \$13.50, effective pending receipt of the appropriate paperwork. Ms. Meyer is replacing Lindsey Collett who received a change of status.

Extra Curricular/Extra Duty

Tom Daly as Head Jr. High Track Coach at Warwick Middle School, at the annual salary of \$4,084.00, effective for the 2019/2020 school year. Mr. Daly is replacing Lyle Ressler who resigned.

In-House Substitute

It was recommended that the Board approve the election of the individual listed below, effective February 19, 2020, pending receipt of the appropriate paperwork, until she submits her resignation or has her active status changed by the district:

Support Staff

Jennifer Gravely

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed as independent volunteers, effective February 19, 2020, until they submit their resignation or have their active status changed by the district.

Marian Andrews	Nicole Kilgore	Jean Mollica	Lesya Sandul
Andrew Durbin	Amanda Killian	Katie Mount	Marcella Sorber
Diane Fipps	Kelly Mann	Eric Myers	Dawn Steffy
Cory Gebhard	Shawn McKenna	Mark Overly	Mark Steffy
Lisa Harnish	Lauren Melusky	John Rigg	Marian West
Yoko Kamada			

Volunteer Coaches

It was recommended that the Board approve the election of the individuals listed below as volunteer coaches, effective for the 2019/2020 school year, until they submit their resignation or have their active status changed by the district:

Chris Adams	Tim Leister	Kate Seibert	Wyatt Wingenroth
Darrell Brubaker	Tyler Morris	Nathalie Sell	Jerry Yeagley
Ryan Gajecki			

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 2019/2020 school year, until she submits her resignation or has her active status changed by the district.

Eileen Jones

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

On voice vote:

Ayes: Mr. Browne, Mr. Eppig, Mr. Landis, Mrs. Miller, Mr. Knouse, 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

Lindsey Collett from a Special Programs Assistant at Lititz Elementary School, 5.75 hours/day, to a Behavior Support Assistant at Warwick Middle School, 7.0 hours/day, at the hourly rate of \$16.15, effective February 24, 2020. Ms. Collett is replacing Yamilette Marrero who received a change of status.

Extra Curricular/Extra Duty

Tyler Wentzel from an Assistant Baseball Coach (50%) at Warwick High School, to an Assistant Baseball Coach (100%) at Warwick High School, at the annual salary of \$2,490.00, effective January 30, 2020. Mr. Wentzel is replacing Austen Lambert who resigned.

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

On voice vote:

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

Abstain: None

Nays: None
Absent: None

3. **LEAVE OF ABSENCE REQUEST**

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

Non-Instructional

Anthony Wolf is requesting an extension to his previously approved unpaid Leave of Absence, to begin January 16, 2020, and to continue through March 20, 2020. Mr. Wolf is anticipating his return to work date as March 23, 2020, pending release by his doctor.

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the leave of absence request, as presented.

On voice vote:

Ayes: Mr. Browne, Mr. Eppig, Mr. Landis, Mrs. Miller, Mr. Knouse,
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>
610	Purchases Subject To Bid/Quotation
611	Purchases Budgeted
903	Public Participation In Board Meetings

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

On voice vote:

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

Abstain: None

Nays: None

Absent: None

5. **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 #2](#).

<u>Policy No.</u>	<u>Title</u>
206	Assignment Within District
233	Suspension and Expulsion
626	Attachment D – Procurement – Federal Programs
913	Nonschool Organizations/Groups/Individuals

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve, as a first reading, the revisions to the policies, as presented.

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

Abstain: None

Nays: None

Absent: None

Information from the Superintendent

Dr. Hershey shared the following items:

- The Warwick Middle School Future City Team traveled to Washington, D.C. to participate at nationals. The Team won 2 awards for their use of renewable energy.
- Pre-K Classroom – With the support of the Warwick Education Foundation, the district is going to be able to open a pre-k classroom during the next school year. The district will be able to provide a quality pre-K program for 3- and 4-year olds (1/2 day).
- Lancaster County CTC
 - Brownstown Campus – received the 2019 CTE Excellence Award.
 - SkillsUSA Competition was recently held and there were 12-1st place winners, 6-2nd place winners, 1-3rd place winner, and 1-4th place winner. All 1st place winners will have the opportunity to take part at the state level competition.
- Warwick Athletics – Many of the winter sports athletes/teams were participating in post-season events, which included some history making for Warwick. Congratulations to the students, their coaches, and the teams for their many achievements this winter.

COMMITTEE REPORTS

Student Representative

The Student Representative, Olivia Hartman, provided an overview of student activities across the district in February.

Building and Property Committee

The Building & Property Committee met on Monday, February 10, 2020. The committee reviewed a non-repetitive request, received a presentation on Warwick's Integrated Pest Management practices, further discussed the Construction Manager proposals, and reviewed the final bids for the Bonfield pavement restoration project. The committee had the following recommendation for Board approval:

1. It was recommended that the Board award the John R. Bonfield Elementary School Pavement Restoration and Maintenance project including Alternate #1 to the low bidder JVI Group Inc. for a total of \$266,995.29 as seen on [ATTACHMENT #3](#).

Mr. Knouse moved, Mr. Peters seconded, the motion to approve the award of the John R. Bonfield Elementary School Pavement Restoration and Maintenance project including Alternate #1, as presented.

On roll call vote:

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

Abstain: None

Nays: None

Absent: None

Education Committee

The Education Committee did not meet in February due to a lack of discussion items and did not have any recommendations for the Board at this time.

Finance and Legal Committee

The Finance & Legal Committee did not meet in February, but was able to review the ArbiterPay platform and agreement, and the committee had the following recommendation for Board approval:

1. It was recommended that the Board approve the agreement with ArbiterPay for payment of athletic officials/workers as per [ATTACHMENT #4](#).

Mr. Eppig moved, Mrs. Miller seconded, the motion to approve the agreement with ArbiterPay, as presented.

On roll call vote:

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

Abstain: None

Nays: None

Absent: None

Student Activities Committee

The Student Activities did not meet in February due to lack of discussion topics for the month, but several Sunday Use Facilities Requests and Overnight/Out of State Field Trip requests, as well as a request to open an activity account for the WHS Life Skills Classroom, were discussed and approved via digital communication for recommendation to the Board. The Committee had the following recommendations for Board approval:

1. It was recommended that the Board approve the following Sunday use facilities requests:
 - a. Katy Rothenberger to use HS Band Classroom for Color Guard Open Gym Rehearsals - Sundays on January 26, February 23, and March 29, 2020 from 2:30 – 6:30 p.m.
 - b. Warwick Girls Softball to use the HS Large Gym for PIAA Umpire Clinic on March 15, 2020 from 1:30 – 3:00 p.m.

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

On voice vote:

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

Abstain: None

Nays: None

Absent: None

2. It was recommended that the board approve the following Out of State/Overnight Trip requests:
 - a. HS students and staff to Eastern York HS, York, PA from March 26-28, 2020. Students will participate in the Regional Band.
 - b. HS Students and staff to Barcelona, Madrid and Andalucía, Spain from June 14-23, 2022. Students will be immersed in the culture and explore the history of Spain, and will utilize the language skills learned in the classroom. This group understands that the Board reserves the right to revisit this trip if there is a need to do so.
 - c. MS students and staff to Washington DC to participate in Future City National Finals from February 15, 2020 to February 19, 2020.

Mr. Landis and Mr. Eppig shared their concern regarding the sending of students overseas.

Mr. Rucci moved, Mr. Browne seconded, the motion to approve the Out of State/Overnight Trip requests, as presented.

On voice vote:

Ayes: Mr. Browne, Mrs. Miller, Mr. Knouse, Mrs. Penkunas
Mr. Peters, Mr. Rucci, and Mrs. Wenger

Abstain: None

Nays: Mr. Landis and Mr. Eppig

Absent: None

3. It was recommended that the board approve the opening of an activity account for the Warwick High School Life Skills Classroom.

Mr. Rucci moved, Mr. Browne seconded, the motion to approve the opening of an activity account, as presented.

On voice vote:

Ayes: Mr. Browne, Mr. Eppig, Mr. Landis, Mrs. Miller, Mr. Knouse,
Mrs. Penkunas, Mr. Peters, Mr. Rucci, 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 no meeting was held this month.

Lititz Recreation Center Representative

It was reported that no meeting was held this month.

Legislative Committee

It was reported that hearings have begun with regard to Governor Wolf's proposed budget. The Charter School Reform bill is still in discussions. Representative Ryan has made a push for the reform of the state pension program.

IU Representative

It was reported that a meeting was held last Wednesday, January 15, 2020. Materials from the meeting were forwarded electronically to the Board. Mr. Landis reminded the Board that March 11th is the Reinventing Learning Showcase at the IU.

Lancaster County Career and Technology Center Representative

It was reported that a meeting was held on Thursday, January 23, 2020 at the Brownstown Campus. The meeting included updates on grants, professional development, and the Audit Report from the most recent audit performed. Warwick has on average 142 students attending the LCCTC campuses.

PRIOR BUSINESS

None.

NEW BUSINESS

None.

INFORMATION

None.

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Mr. Landis thanked everyone for coming out to tonight's meeting. So many exciting things have been happening throughout the district.

Mr. Peters thanked the Administration for the use of the facilities during the Fire & Ice Festival held this past weekend.

Mr. Rucci commented on the great performances by the students prior to this evening's meeting. Thank you!

Peter Carson, 46 Pinewood Avenue, Lititz, PA – voiced his concern regarding the construction projects being considered by the district. He would like to see alternate plans for the field house and turf field be considered.

ADJOURNMENT

There being no further business, Miss Hartman moved to adjourn the meeting. Mr. Peters seconded the motion and the meeting adjourned at 7:45 p.m.

Respectfully submitted,



Janice E. Boyer, Board Secretary