

**Warwick School District**

Lititz, PA 17543

April 17, 2018

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, April 17, 2018 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, Todd L. Rucci, Benedict R. Sahd, Scott A. Shaub, Debra J. Wenger, and Paige Bogda, Student Representative, were present.

Others attending the meeting: Dr. April Hershey, Superintendent; Dr. Melanie Calender, Assistant Superintendent; Dr. Ryan Axe, Director of Secondary Education; Nathan Wertsch; Mark Leidich; Fred Griffiths; Jackie Yanchocik; Kevin Martzall; Janice Boyer; Dr. Jennifer Murphy; Dr. Michelle Harris; Kristina Szobocsan; Whitney Szobocsan; Laura Knowles, Lancaster Newspapers/Lititz Record Express; Christine Landis; Lisa Ballantyne; Laura Gible; and Ben Wingert.

**RECOGNITION OF CITIZENS**

None.

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES** ([Regular meeting](#) of March 20, 2018)

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the minutes of the Regular meeting of March 20, 2018.

Motion passed 9-0.

**TREASURER’S 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	\$1,491,864.79
Wire Transfers	\$6,297,073.62
Construction Fund	None
Cafeteria Fund	\$131,404.67
Middle School Fund	\$200.00
High School Fund	\$17,935.97

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

**On roll call vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters, Mr. Rucci, Mr. Sahd, Mr. Shaub, 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:

##### Non-Instructional

Connie Sommers as a Student Support Assistant at John Beck Elementary School, effective at the end of the 2017/2018 school year.

Cindy Ferguson as a Student Support Assistant at John R. Bonfield Elementary School, effective at the end of the 2017/2018 school year.

Mr. Eppig moved, Mrs. Wenger 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,  
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** None

#### B. Resignations

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

##### Non-Instructional

Lisa Bieber as a Programmer for Warwick School District, effective April 13, 2018.

Joan Donofrio as a Food & Nutrition Services Assistant at Kissel Hill Elementary School, effective April 6, 2018.

Angela Martin as a Food & Nutrition Services Elementary Lead at Kissel Hill Elementary School, effective March 28, 2018.

##### Extra-Duty/Extra Curricular

Janelle Garber as Head Girls Basketball Coach at Warwick High School, effective April 9, 2018.

Andrew Garrison as an Assistant/Floater Boys Basketball Coach at Warwick High School, effective March 29, 2018.

Heather Hess as an Assistant Field Hockey Coach at Warwick High School, effective March 19, 2018.

Trey Cowher as an Assistant Jr. High Boys Soccer Coach at Warwick Middle School, effective April 5, 2018.

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

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters, Mr. Rucci, Mr. Sahd, Mr. Shaub, 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:

Instructional

Andy Chacon as an Autistic Support Teacher at Warwick Middle School, at the annual salary of \$64,234.00, effective on the first day of the 2018/2019 school year. This is a new position for the 2018/2019 school year.

Non-Instructional

Sharon Gingrich as a Lead Elementary Food & Nutrition at Kissel Hill Elementary School, at the hourly rate of \$13.35, effective April 18, 2018, pending receipt of the appropriate paperwork. Ms. Gingrich is replacing Angela Martin who resigned.

Extra-Duty/Extra Curricular

Keith Ahlers as a Jr. High Boys Soccer Assistant Coach at Warwick Middle School, at the annual salary of \$2,433.00, effective April 18, 2018. Mr. Ahlers is replacing Trey Cowher who resigned.

Whitney Szobocsan as Unified Track - Head Coach at Warwick High School, at the annual salary of \$1,500.00, effective March 19, 2018. Special Olympics will provide Warwick with the necessary funds for this position.

In-House Substitute Teachers

It was recommended that the Board approve the election of the individuals listed below, effective April 17, 2018, until they submit their resignation or have their active status changed by the district.

In-House Substitute - Additions

Joan Donofrio                      Melissa Wyniawskyj

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed below as independent volunteers, effective April 18, 2018, until they submit their resignations or have their active status changed by the district.

Alan Boltz	Melissa Geibe-Nash	Scott Kirsch	Michelle Roup
Kathy Bonadio	Graham Harnly	Jonathan Martin	Christopher Specht
Jordan Edwards Jr.	Julie Heffner	Penn Miller	Bernadette Stewart
Derek Feiler	Daniel Heller	Brett Mitchley	Jessica Vega
Jennifer Fuehrer	Katherine Hutcheson	Harry Nash	

Volunteer Coach

It was recommended that the Board approve the election of the individual listed below as a volunteer coach, effective for the 2017/2018 school year, until she submits her resignation or has her active status changed by the district.

Ashley Turton

Mr. Eppig moved, Mr. Peters 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,  
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** None

*Miss Whitney Szobocsan thanked the board for their approval of the Unified Track program as well as her approval as the Head Coach.*

**2. CHANGE OF STATUS REQUEST**

It was recommended that the Board approve the change of status request for the following individual:

Non-Instructional

Jessica Hartman from Food & Nutrition Services Assistant at John R. Bonfield Elementary School, 3.0 hours/day, to Food & Nutrition Services Assistant at Kissel Hill Elementary School, 3.0 hours/day, effective March 20, 2018. Ms. Hartman is replacing Melissa Wyniawskyj who resigned.

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the change of status request of the individual as presented.

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters,  
Mr. Rucci, Mr. Sahd, Mr. Shaub, 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

Kathy Royer is requesting a Family and Medical Leave of Absence (FMLA) to begin February 13, 2018 and continue through May 7, 2018. Ms. Royer is anticipating her return to work date as May 8, 2018, pending release by her doctor.

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

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters,  
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** None

**4. BOARD POLICY REVISION – FIRST READING**

It was recommended that the Board approve, as a first reading, the following policy revisions to Policy 628-District Initiated Tax Assessment Appeals (new), Policy 918-Title I Parent and Family Engagement (updated) and Policy 310-Abolishing A Position (to be retired), as per [ATTACHMENT #1](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve, as a first reading, the policy addition, revisions and retirement, as presented.

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mr. Peters,  
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** Mrs. Penkunas

**Absent:** None

**5. BOARD POLICY REVISION – SECOND READING**

It was recommended that the Board approve, as a second reading, the following policy revisions to Policy 906 (Public Complaint Procedures), and updates to Attachment D (Procurement – Federal Programs) of Policy 626, as per [ATTACHMENT #2](#).

Mr. Rucci moved, Mr. Peters seconded, the motion to approve, as a second reading, the policy revisions and updates, as presented.

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters,  
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** None

**6. NON-RESIDENT TUITION STUDENT APPROVAL**

It was recommended that the Board approve the non-resident tuition student request for the 2017/2018 school year as per [ATTACHMENT #3](#).

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the non-resident tuition student request, as presented.

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters,  
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** None

**7. SPECIAL EDUCATION PLAN APPROVAL**

It was recommended that the Board approve the proposed Special Education Plan for the Warwick School District, effective July 1, 2018, as required by the Pennsylvania Department of Education as per [ATTACHMENT #4](#).

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve proposed Special Education Plan, as presented.

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters,  
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** None

**Information from the Superintendent**

Dr. Hershey shared the following with the Board:

- The IU held its Reinventing Learning Showcase last Wednesday April 11, 2018. 22 districts took part in the showcase. Elementary students from Warwick took part in the event and shared their knowledge of coding with those in attendance.

- Brad Dum, a Warwick High School student, was highlighted on WGAL. He is doing an internship at Pleasant View Retirement Community. Brad is using technology to create virtual reality memories for residents. The video will be shared with the Board at the May Committee of the Whole meeting.
- WEF Gala was held recently and raised approximately \$60,000.
- The Jazz Band performed on Saturday evening, April 14, 2018 with the Moonlighters.
- April 21, 2018 – MS/HS Orchestra Concert will be held in the Performing Arts Center at Warwick High School.
- Spring sports are going on, but weather postponements abound.

## COMMITTEE REPORTS

### Student Representative

The student representative, Miss Paige Bogda, provided an overview of student activities across the district at the Education Committee and Student Activities Committee meetings in April.

### Building and Property Committee

The Building & Property Committee met on Monday, April 9, 2018. The committee discussed a fencing request from the Lititz Borough, reviewed various LED lighting proposals at Bonfield Elementary, and discussed an initial request from UGI for a right-of-way. The committee did not have any formal recommendations for the Board at this time.

### Education Committee

The Education Committee met on Monday, April 9, 2018. Dr. Murphy presented an update to the K-6 Social Studies Curriculum. Miss Paige Bogda provided an overview of programs throughout the district. The Education Committee had the following recommendation for Board approval:

1. It was recommended that the board approve the update to the Social Studies Curriculum for grades K-6 to be implemented in the 2018/2019 school year.

Mrs. Wenger moved, Mrs. Penkunas seconded, the motion to approve the Social Studies Curriculum, as presented.

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters,  
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** None

### Finance and Legal Committee

The Finance & Legal Committee met on Tuesday, April 3, 2018. The committee reviewed the 2018-19 IU13 budget, heard an update on the 2018-19 general fund budget, and reviewed 2017-18 budget transfers and obsolete equipment. The committee had the following recommendations for Board approval:

1. It was recommended that the board approve the IU13 Core Program Services and Instructional Materials Services budgets for 2018-19 as presented on [ATTACHMENT #5](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the IU13 Core Program Services and Instructional Materials Services budgets for 2018-19, as presented.

**On roll call vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters,  
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** None

2. It was recommended that the Board approve the 2017-18 budget transfers as presented on [ATTACHMENT #6](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the 2017-18 budget transfers, as presented.

**On roll call vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters,  
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** None

3. It was recommended that the Board approve the disposal of obsolete equipment as presented on [ATTACHMENT #7](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the disposal of obsolete equipment, as presented.

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters,  
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** None

### **Student Activities Committee**

The Student Activities Committee met on Thursday, April 12, 2018. Mr. Rucci welcomed everyone to the meeting and Paige Bogda shared all of the events going on across the district for the Spring. There are many activities scheduled for all of our students. Mr. Landis then gave an update on the progress of the Unified Sports Program as well as the LAMS co-opt. He also led the SAC in a review of the extra-curricular financial reports. Dr. Axe shared that Sunday use requests for the month. The committee also discussed the signing day process for prospective college athletes. The SAC is looking forward to an enjoyable spring for the students. The Committee had the following recommendations for Board approval:

1. It was recommended that the board approve the following Sunday Use Requests.
  - a. Lancaster Evangelical Free Church to use the HS and MS parking lots on June 3, 2018 from 1:00 – 5:00 p.m. for Sunday in the Park.
  - b. Warwick Township Travel Baseball Association to use varsity baseball field 13 on May 20, 2018, June 10 & 17, 2018, and July 15, 22 & 29, 2018 for practice from 6:00 – 8:00 p.m.

Mr. Rucci moved, Mr. Sahd seconded, the motion to approve the Sunday Use Requests, as presented.

**On voice vote:**

**Ayes:** Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters,  
Mr. Rucci, Mr. Sahd, Mr. Shaub, and Mrs. Wenger

**Abstain:** None

**Nays:** None

**Absent:** None

### **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 the April meeting was cancelled. Next meeting to be held in May.



**Lititz Recreation Center Representative**

It was reported that no meeting was held in April and therefore no report was given.

**Legislative Committee**

It was reported that there could be a state budget by the end of May, but definitely in June.

**IU Representative**

It was reported that a meeting was held on Wednesday, April 11, 2018. The meeting was a regular business meeting and took place prior to the Reinventing Learning Showcase. The Showcase was the highlight of the evening. Board members were able to hear presentations and to visit with the 22 districts represented. Many unique programs were shared at this event. Warwick students (mostly 5<sup>th</sup> and 6<sup>th</sup> graders) presented their work with coding. The next board meeting will be held in May and include going over the IU budget.

**Lancaster County Career and Technology Center Representative**

It was reported that a meeting was held on March 22, 2018 at the Willow Street Campus, and the following items were noted:

- The Planning and Development Committee heard presentations from 3 programs, which included their outlook for the coming years and how the CTC fits into higher education.
- The agenda contained normal business items and included reports from the Finance and Buildings & Properties Committees.
- An Executive Director nominee should be on the next meeting agenda.

**PRIOR BUSINESS**

None.

**NEW BUSINESS**

Lititz Borough requested to add fencing around a wellhead at John R. Bonfield Elementary School. The Borough will be responsible for the costs of the fence.

**INFORMATION**

None.

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

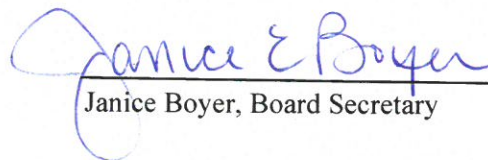
Mr. Landis thanked everyone for attending the meeting tonight. He stated that there are many activities and events happening throughout the district with only about 3 months of school left.

Mr. Knouse shared that Warwick Education Foundation event was great and that the student group who was performing was excellent. Hats off to the students, staff, and administration. They were amazing!

**ADJOURNMENT**

There being no further business, Miss Bogda moved to adjourn the meeting. Mrs. Wenger seconded the motion and the meeting adjourned at 7:31 p.m.

Respectfully submitted,



Janice Boyer, Board Secretary