

**Warwick School District**  
Lititz, PA 17543

August 19, 2014

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, August 19, 2014 at 7:00 p.m.

Dr. Quinn, 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: Dr. Timothy Quinn, Millard P. Eppig, Jr., Scott Shaub, Nelson Peters, Debra J. Wenger, Michael R. Landis, Benedict Sahd, Mr. Todd Rucci, and Mr. Darryl L. Miller.

Others attending the meeting: Dr. April Hershey, Superintendent; Nate Wertsch, Business Manager; Mark Leidich; Lori Zimmerman; Melanie Calender; Ryan Berardi; Kevin Martzall; Dr. Doreen Packer; Jennifer Murphy; Tom Becker; Angela Kirby-Wehr; Laurie Knowles of Lancaster Newspapers, Inc.; Pat Burns of The Lititz Record Express; Blue Ridge Cable 11; Norma Harris; and Peter Harris.

**RECOGNITION OF CITIZENS**

No Comments.

**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 July 15, 2014)

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the minutes of the Regular Meeting of July 15, 2014.  
Motion passed 9-0.

**TREASURERS REPORT**

Mr. Miller 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. Miller. A copy of the bills with wire transfer information is attached to these minutes.

General Fund	\$2,168,598.48
Wire Transfers	\$2,167,551.89
Construction Fund	None
Cafeteria Fund	\$42,063.55
Middle School Fund	\$75.00
High School Fund	\$4,371.12

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

**On roll call vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub, Mr. Sahd, and Mr. Miller

**Abstain:** None

**Nays:** None

**Absent:** None

**COMMUNICATIONS**

None

**REPORT OF THE SUPERINTENDENT**

**1. PERSONNEL**

**A. Retirement**

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

Non-Instructional

Eva Brooks as a Building Services/Custodian at Lititz Elementary School, effective December 31, 2014.

Mr. Eppig moved, Mr. Rucci seconded, the motion to approve the retirement of the individual named above.

**On roll call vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub, Mr. Sahd, and Mr. Miller

**Abstain:** None

**Nays:** None

**Absent:** None

**B. Resignations**

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

Instructional

Amy Martin as a Music Teacher at Lititz Elementary School, effective August 13, 2014.

Non-Instructional

Sonya Brenner as a Food & Nutrition Services Assistant Manager at Warwick Middle School, effective August 21, 2014.

Nancy Grube as a Food & Nutrition Services Assistant at Kissel Hill Elementary School, effective July 4, 2014.

Valerie Metzler as a Computer Assistant at Warwick High School, effective August 29, 2014.

Maribeth Swarr as a Learning Support Assistant at Warwick High School, effective August 8, 2014.

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

**On voice vote:**

**On roll call vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub, Mr. Sahd, and Mr. Miller

**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 – LTS**

Christel Briggs as a Long Term Substitute (LTS) Grade 4 Teacher at John Beck Elementary School, at the annual salary of \$46,202.00, effective August 27, 2014. Ms. Briggs is replacing Jessica Schieber who will be on childcare leave for the 1<sup>st</sup> semester of the 2014-2015 school year.

Kathleen Corcoran as a Long Term Substitute (LTS) English as a Second Language (ESL) Teacher at Warwick High School and Warwick Middle School, at the annual salary of \$46,202.00, effective August 27, 2014. Ms. Corcoran is replacing Meagan Nolt who will be on childcare leave for the 1<sup>st</sup> semester of the 2014-2015 school year.

Paula Dougherty as a Long Term Substitute (LTS) Learning Support Teacher at Lititz Elementary School, at the annual salary of \$46,202.00, effective August 27, 2014. Ms. Dougherty is replacing Amy Link who will be on childcare leave for the 1<sup>st</sup> semester of the 2014-2015 school year.

Angela Keeling-Woodruff as a Long Term Substitute (LTS) Art Teacher at John R. Bonfield Elementary School, at the annual salary of \$46,202.00, effective August 27, 2014. Ms. Keeling-Woodruff is replacing Chrissy Casella who will be on childcare leave for the 1<sup>st</sup> semester of the 2014-2015 school year.

**Instructional**

Megan Demianovich as a School Psychologist at Warwick High School, at the annual salary of \$53,115.00, effective August 27, 2014. Ms. Demianovich is replacing Diane Bergner who retired at the end of the 2013-2014 school year.

Kimberly Stively as a Learning Support Teacher at Lititz Elementary School, at the annual salary of \$52,604.00, effective August 27, 2014. Ms. Stively is replacing Erin Smith who received a transfer.

**Non-Instructional**

Christine Brumer as a Special Needs Assistant at Lititz Elementary School, 5.5 hours/day, at the hourly rate of \$11.50, effective September 2, 2014. Ms. Brumer is replacing Rebecca Lovett due to a pending change of status.

Amy Henschel as a Special Needs Assistant at John Beck Elementary School, 5.5 hours/day, at the hourly rate of \$12.00, effective upon receipt of paperwork. Ms. Henschel is replacing Rebecca Garrett who resigned.

Kurt Shreiner as a Maintenance Specialist at Warwick School District, at the hourly rate of \$20.25, effective upon receipt of paperwork. Mr. Shreiner is replacing Jesse Hoover who resigned.

**Substitute Teachers and Assistants**

Approved the election of the individuals named on **ATTACHMENT # 1**, effective August 19, 2014, until they submit their resignation or have their active status changed by the district.

**Support Staff**

Christine Brumer	Carol Hurst	Paige Quinn
Sandra Buckwalter	Joe Kane	Christine Snavelly
Carol Burkholder	Kimberly Kane	Darrell Snyder
Donna Burkholder	Karen Karr	Kathy Sozzi

Bryan Class	Kristin Kreider	Jennifer Stewart
Dan Cloyd	Terry Martin	Beth Strauss
Cherie Crosby	Thelma Martin	Linda Strubel
Terry Fichthorn	Melanie McCord	Patricia Weachter
Dale Fink	Marie Meeder	Tamara Weaver
Lois Garman	Christine Miller	Becky Wingert
Becky Herritt	Deborah Morris	David Wingert
Donna Hicks	Debra Pantano	Jeanne Zahn
Bonita Hocko	Ethan Quinn	Lisa Zipko

#### Volunteer Coaches

It was recommended that the Board approve the election of the individuals listed below as volunteer coaches, effective August 20, 2014, until they submit their resignations or have their active status changed by the district.

Amy Bomberger  
Kathy Byler  
Whitney Reddig

#### Independent Volunteers

It was recommended that the Board approve the election of the individuals listed below as independent volunteers, effective August 20, 2014, until they submit their resignations or have their active status changed by the district.

Cathy Gelatka  
James Gerhart  
Eric Ober  
Jennifer Stringham  
Sapphira Zoller

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

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

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

**Abstain:** Dr. Quinn

**Nays:** None

**Absent:** None

## 2. **CHANGE OF STATUS/CHANGE OF RATE/TRANSFER**

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

#### Non-Instructional – Change of Status

Heather Carr from Lead Elementary Food & Nutrition at Lititz Elementary School, 5.75 hours/day, to a Food & Nutrition Services Assistant Manager at Warwick Middle School, 29.5 hours/week, at an hourly rate of \$13.65/hour, effective at the beginning of the 2014/2015 school year. Ms. Carr is replacing Sonya Brenner who has resigned.

Nicole Longer from a Food & Nutrition Services Assistant at Warwick Middle School, 5.5 hours/day, to Lead Elementary Food & Nutrition at Lititz Elementary School, 29.5 hours/week, at an hourly rate of \$12.00/hour, effective at the beginning of the 2014/2015 school year. Ms. Longer is replacing Heather Carr who had a change of status.

Angela Martin from a Food & Nutrition Services Assistant at Warwick High School, 4.0 hours/day, to Lead Elementary Food & Nutrition at Kissel Hill Elementary School, 29.5 hours/week, at an hourly rate of \$12.00/hour, effective at the beginning of the 2014/2015 school year. Ms. Martin is replacing Amie Mull who had a change of status.

Pamela Martin from a Learning Support Assistant at John Beck Elementary School, 3.0 hours/day, to a Learning Support Assistant/Special Needs Assistant at John Beck Elementary School, 3.0 hours/day (LSA)/2.5 hours/day (SNA), at the same hourly rate, effective September 2, 2014. Ms. Martin is absorbing 2 hours from Janice Bracken who resigned and adding ¼ hour to meet other student needs.

Amie Mull from a Food & Nutrition Services Lead at Kissel Hill Elementary School, 5.75 hours/day, to a Food & Nutrition Services Elementary Manager at Lititz Elementary School and Kissel Hill Elementary School, 40.0 hours/week, at an hourly rate of \$15.00/hour, effective at the beginning of the 2014/2015 school year. Ms. Mull is replacing Glenda Redcay who retired.

Gretchen Palmer from a Food & Nutrition Services Assistant at Warwick High School, 3.0 hours/day, to a Food & Nutrition Services Assistant at Warwick High School, 4.0 hours/day, at the same hourly rate, effective at the beginning of the 2014/2015 school year. Ms. Palmer is replacing Angela Martin who had a change of status.

Tracy Salsgiver from a Food & Nutrition Services Assistant at Warwick High School, 3.0 hours/day, to a Food & Nutrition Services Assistant at Warwick High School, 4.0 hours/day, at the same hourly rate, effective at the beginning of the 2014/2015 school year. Ms. Salsgiver is replacing Tonya Yecker who had a change of status.

Lisa Sangrey from a Learning Support Assistant at John Beck Elementary School, 3.0 hours/day, to a Learning Support Assistant/Special Needs Assistant at John Beck Elementary School, 3.0 hours/day (LSA)/2.0 hours/day (SNA), at the same hourly rate, effective September 2, 2014. Mrs. Sangrey is absorbing 2 hours from Janice Bracken who resigned.

Jennifer Shreiner from a Recess Monitor/Classroom Assistant/Special Needs Assistant at John R. Bonfield Elementary School, 3.5 hours/day (RM)/1.0 hour/day (CA)/1.0 hour/day (SNA), to a Recess Monitor at John R. Bonfield Elementary School, 3.5 hours/day, at the same hourly rate, effective September 2, 2014. Mrs. Shreiner will no longer be a Classroom Assistant, as the class size no longer requires it.

*(Note: Mrs. Shreiner is now a Recess Monitor only. It was incorrectly listed on the Agenda.)*

Hillary Weaver from a Cafeteria Monitor/Classroom Assistant at John R. Bonfield Elementary School, 3.0 hours/day (CM)/2.0 hours/day (CA), to a Cafeteria Monitor at John R. Bonfield Elementary School, 3.0 hours/day, at the same hourly rate, effective September 2, 2014. Ms. Weaver will no longer be a Classroom Assistant, as the class size no longer requires it.

Tonya Yecker from a Food & Nutrition Services Assistant at Warwick High School, 4.0 hours/day, to a Food & Nutrition Services Assistant at Warwick High School, 5.5 hours/day, at the same hourly rate, effective at the beginning of the 2014/2015 school year. Ms. Yecker is replacing Pamala Hartman who retired.

#### Non-Instructional – Change of Rate

Theresa Cross from a Food & Nutrition Services Elementary Manager at John R. Bonfield Elementary School and John Beck Elementary School, at an hourly rate of \$14.20, to a Food & Nutrition Services Elementary Manager at John R. Bonfield Elementary School and John Beck Elementary School, at an hourly rate of \$15.00. Mrs. Cross's rate is changing to reflect completion of Food Service's restructuring.

Non-Instructional – Transfer

Lori King as a Food & Nutrition Services Assistant at John R. Bonfield Elementary School, 3.0 hours/day, to a Food & Nutrition Services Assistant at Warwick Middle School, 3.0 hours/day. Mrs. King is replacing Judy Good who resigned.

Sandra Stoltzfus as a Food & Nutrition Services Assistant at Lititz Elementary School, 3.0 hours/day, to a Food & Nutrition Services Assistant at John Beck Elementary School, 3.0 hours/day. Ms. Stoltzfus is replacing Jennifer Davis who resigned.

Extra-Duty/Extra Curricular

Jeffrey Dubosq from a JH Assistant Boys Soccer Coach at the Warwick Middle School to a JH Head Boys Soccer Coach, at the annual salary of \$2,741.00, effective for the 2014-2015 school year. Mr. Dubosq is replacing Michael Gingrich who had a change of status.

Michael Gingrich from a JH Head Boys Soccer Coach at the Warwick Middle School to a JH Assistant Boys Soccer Coach, at the annual salary of \$1,772.00, effective for the 2014-2015 school year. Mr. Gingrich is replacing Jeffrey Dubosq who had a change of status.

Mr. Eppig moved, Mr. Rucci seconded, the motion to approve the change of status/change of rate/transfer requests for the individuals listed above.

**On voice vote:**

**On roll call vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub, Mr. Sahd, and Mr. Miller

**Abstain:** None

**Nays:** None

**Absent:** None

**3. STORMWATER MANAGEMENT AGREEMENT and DECLARATION OF EASEMENT**

It was recommended that the Board approve the Stormwater Management Agreement and Declaration of Easement as outlined in [ATTACHMENT #2](#).

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the Stormwater Management Agreement and Declaration of Easement as presented.

**On voice vote:**

**On roll call vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub, Mr. Sahd, and Mr. Miller

**Abstain:** None

**Nays:** None

**Absent:** None

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

It was recommended that the Board approve, as a First Reading, the following existing policy revisions per [ATTACHMENT #3](#) (Policies: 000, 002, 004, 100, 101, 102, 105, 105.1, 106, 107, 108, 109, 112, 113, 114, 119, 121, 124, 140, 146, 203.1, 217, 232, 235, 235.1, 246, 249, 333, 701, 804, and 919).

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve, as a First Reading, the existing policy revisions, as presented.

**On voice vote:**

**On roll call vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub, Mr. Sahd, and Mr. Miller

**Abstain:** None

**Nays:** None

**Absent:** None

**5. MULTI-FUNCTIONAL DEVICE LEASE and SERVICE AGREEMENTS**

It was recommended that the Board approve the new Multi-Functional Device Lease and Service Agreements with Edwards Business Systems, an approved COSTARS vendor, as presented on [ATTACHMENT #4](#).

Mr. Miller moved, Mrs. Wenger seconded, the motion to approve the Multi-Functional Device Lease and Service Agreements with Edwards Business Systems, an approved COSTARS vendor, as presented.

**On voice vote:**

**On roll call vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub, Mr. Sahd, and Mr. Miller

**Abstain:** None

**Nays:** None

**Absent:** None

**6. WARWICK SCHOOL DISTRICT COMPREHENSIVE PLAN**

It was recommended that the Board approve the proposed Comprehensive Plan for the Warwick School District as presented in [ATTACHMENT #5](#).

Mr. Rucci moved, Mr. Eppig seconded, the motion to approve the Comprehensive Plan for the Warwick School District as presented.

**On voice vote:**

**On roll call vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub, Mr. Sahd, and Mr. Miller

**Abstain:** None

**Nays:** None

**Absent:** None

**7. BOARD COMMITTEE ELECTION**

It was recommended that the Board approve the election of the following individual for the Board Committee listed below, effective August 20, 2014:

Student Activities Committee

Marie Meeder

Mr. Rucci moved, Mr. Sahd seconded, the motion to approve the election of the individual listed above.

**On voice vote:**

**On roll call vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub, Mr. Sahd, and Mr. Miller

**Abstain:** None

**Nays:** None

**Absent:** None

**Information from the Superintendent**

- Dr. Hershey noted that new teachers were welcomed today (August 19, 2014) for orientation.
- Dr. Hershey indicated that teachers come back next week (August 27 & 28, 2014) for in-service.
- Dr. Hershey reminded all that students return the following week (September 3, 2014).

**COMMITTEE REPORTS**

**Building and Property Committee**

The Committee had no recommendations for Board action.

**Education Committee**

The Committee had no recommendations for Board action.

**Finance and Legal Committee**

The Committee had no recommendations for Board action.

**Student Activities Committee**

The Student Activities Committee did not meet during August (*incorrectly listed as July on Agenda*). However, the committee did offer recommendations for two facility use requests. It is recommended that the Board approve the following Sunday use requests:

- a) Cathy Roe's Ultimate Dance to use the HS Band classroom M103 and HS Choral classroom M102 on February 15, 2015 from 1:00 to 10:00 p.m. for a dance competition.
- b) Warwick HS Swim Team to use the MS parking lot/grounds on January 11, 2015 and February 8, 2015 from 1:00 to 9:00 p.m. for the Five Star Carnival/Cup.

Mr. Rucci moved, Mr. Sahd seconded, the motion to approve the Sunday use requests as presented.

**On voice vote:**

**On roll call vote:**

**Ayes:** Dr. Quinn, Mr. Peters, Mr. Eppig, Mrs. Wenger,  
Mr. Landis, Mr. Rucci, Mr. Shaub, Mr. Sahd, and Mr. Miller

**Abstain:** None

**Nays:** None

**Absent:** None

**Executive Session/Personnel Committee**

Dr. Quinn announced that there would be a meeting immediately following this Board meeting.

**Labor and Management Committee**

Committee may look to meet in September.



**Lititz Recreation Center Representative**

It was reported that no meeting was held in August. It was noted that construction on the expansion has begun.

**Legislative Committee**

It was reported as quiet in Harrisburg!

**IU Representative**

At the meeting last Wednesday, Mr. Flip Steinour presented information regarding medical clinics.

**Lancaster County Career and Technology Center Representative**

No meeting was held in August.

**Lancaster County Academy Representative**

No meeting was held in August.

**PRIOR BUSINESS**

None.

**NEW BUSINESS**

None.

**INFORMATION**

None.

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

Dr. Quinn thanked everyone for attending the meeting.

**ADJOURNMENT**

There being no further business, Mr. Eppig moved to adjourn the meeting. Mr. Rucci seconded the motion and the meeting adjourned at 7:27 p.m.

Respectfully submitted,



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Nathan Wertsch, Board Secretary