

**Warwick School District**

Lititz, PA 17543

February 16, 2016

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, February 16, 2016 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., Michael R. Landis, Leslie Penkunas, Nelson L. Peters, Todd L. Rucci, Benedict R. Sahd, Scott A. Shaub, Debra J. Wenger, and Abigael Weit, Student Representative, were present.

Others attending the meeting: Dr. April Hershey, Superintendent; Dr. Robin Felty, Assistant Superintendent; Melanie Calender, Assistant to the Superintendent; Mark Leidich; Fred Griffiths; Karen Miller; Dr. Ryan Berardi; Stacie Bardell; Dr. Michael Smith; Tom Becker; Wendell Hannaford; Laurie Knowles of Lancaster Newspapers/Lititz Record Express; and Lisa Hochreiter.

**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 January 19, 2016)

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the minutes of the Regular meeting of January 19, 2016.

Motion passed 9-0.

**TREASURERS REPORT**

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

General Fund	\$1,209,466.89
Wire Transfers	\$1,608,911.23
Construction Fund	None
Cafeteria Fund	\$146,554.47
Middle School Fund	\$217.35
High School Fund	\$5,193.35

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

**On roll call vote:**

**Ayes:** Dr. Quinn, Mr. Eppig, Mr. Landis, 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:

##### Administration

Dr. Doreen Packer as Director of Technology at Warwick School District, effective June 30, 2016.

##### Instructional

Jean Johns as a Grade 6 Teacher at Kissel Hill Elementary School, effective at the end of the 2015/2016 school year.

Lori Weaver as a Music Teacher at Warwick Middle School effective at the end of the 2015/2016 school year.

Brenda Penny as an English Teacher at Warwick High School, effective at the end of the 2015/2016 school year.

##### Non-Instructional

Jack Eitnier as Lead Building Services employee at Warwick High School, effective August 8, 2016.

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

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

**Ayes:** Dr. Quinn, Mr. Eppig, Mr. Landis, 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

Michael Turi as a Special Needs Assistant at Lititz Elementary School, effective February 12, 2016.

Shama Dawood as a Learning Support Assistant at Warwick High School, effective February 10, 2016.

##### Extra-Duty/Extra Curricular

Steven Goss as Music Stage Art Director at Warwick High School, effective at the end of the 2015-2016 school year.

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

**On voice vote:**

**Ayes:** Dr. Quinn, Mr. Eppig, Mr. Landis, 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 – LTS

Katherine Eberly as a Long Term Substitute (LTS) Grade 4 Teacher at Kissel Hill Elementary School, at the annual salary of \$47,224.00, previously approved effective for the first semester of the 2015-2016 school year, to be extended through approximately April 4, 2016. Ms. Eberly is replacing Linda Albert who will be on FMLA.

Linnea Martin as a Long Term Substitute (LTS) Gifted Teacher at John Beck (*incorrectly listed as Lititz Elementary*) Elementary School and Kissel Hill Elementary School, at the annual salary of \$47,224.00, effective February 18, 2016 through approximately the end of the 2015-2016 school year. Ms. Martin was replacing Erin Smith who is on a Leave of Absence.

Non-Instructional

Susan Raezer as a Secretary at Warwick High School, 8.0 hours/day, at the hourly rate of \$12.95, effective February 17, 2016, pending receipt of the appropriate paperwork. Ms. Raezer is replacing Lindsey Brenner who resigned.

Extra-Duty/Extra Curricular

Gary Minnich as Boys Lacrosse Assistant Coach (50%) at Warwick High School, at the annual salary of \$1,370.50, effective for the 2015/2016 school year. Mr. Minnich is replacing Mark Galway who resigned and will be sharing this position with Chris Adams.

Wendell Hannaford as Head Girls Soccer Coach at Warwick High School, at the annual salary of \$4,158.00, effective February 17, 2016. Mr. Hannaford is replacing Chrissy Casella who resigned.

Connie Hilliar as Assistant Drama Director HS Spring at Warwick High School, at the annual salary of \$2,214.00, for the 2015-2016 school year. Ms. Hilliar is replacing Allison Fund who resigned.

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed below as independent volunteers, effective February 17, 2016, until they submit their resignations or have their active status changed by the district.

Sasha Care	Jenelle Hoover	Linda Landis
Stephanie Moyer	Kathryn Perhacs	Meghan Spayde

Volunteer Coaches

It was recommended that the Board approve the election of the individuals listed below as volunteer coaches, effective February 17, 2016, until they submit their resignation or have their active status changed by the district.

CJ Adams	Doug Buckwalter	Samantha Derr
Lesley Foltz	Ryan Gajecki	Alex Gibbel
Cassidy Godber	John Martin	Jamie Weachter

Brian Wiczkowski

District Approved Photographers

It was recommended that the Board approve the election of the individual listed below as a district approved photographer, effective for the 2015-2016 school year, pending receipt of the appropriate paperwork, until she submits her resignation or has her active status changed by the district.

Barbara Mobley

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

**On voice vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** None

2. **CHANGE OF STATUS**

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

Non-Instructional

Sasha Santana from an Office Assistant, 8 hours/day (40 hours/week) - school year only, at Warwick High School, to a Secretary, 8 hours/day (40 hours/week) – year round, at Warwick High School, at the hourly rate of \$12.75, effective January 19, 2016. Mrs. Santana is replacing Cheri Manz who resigned.

Amber Kready from Computer Assistant, 5.5 hours/day, at Kissel Hill Elementary School, to an Office Assistant, 5.5 hours/day (school year plus one week before and after), at Warwick High School, at the hourly rate of \$11.95, effective February 29, 2016. Ms. Kready is replacing Sasha Santana who received a change of status.

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

**On voice vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** None

3. **LEAVE OF ABSENCE REQUESTS**

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

Instructional

Kathleen Remaley is requesting a sabbatical leave for restoration of health with concurrent Family and Medical Leave of Absence, for the remainder of the 2015-2016 school year. Mrs. Remaley is anticipating returning to work on the first day of the 2016/2017 school year.

Stephanie Taylor is requesting a Family Medical Leave of Absence to begin approximately April 5, 2016, and continuing through May 27, 2016. Mrs. Taylor is anticipating returning to work on May 31, 2016.

Mr. Eppig moved, Mr. Rucci seconded, the motion to approve the leave of absence requests as presented.

**On voice vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** None

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

It was recommended that the Board approve, as a second reading, the following existing policy revisions (Policies 004, 011, 115, 317, 610, and 806) and new policies (Policies: 824 and 831), per [ATTACHMENT #1](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the Board Policy Revisions, as a second reading, as presented.

**On voice vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** None

**5. SPECIAL EDUCATION SUPPLEMENTAL CONTRACT APPROVAL**

It was recommended that the Board approve the Special Education Supplemental Contract with Manheim Township School District for the 2015-2016 school year as per [ATTACHMENT #2](#).

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the Special Education Supplemental Contract with Manheim Township School District, as presented.

**On voice vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** None

**6. DISTRICT CALENDAR 2016-2017**

It was recommended that the Board approve the District Calendar for the 2016-2017 school year, as set forth on [ATTACHMENT #3](#).

*Dr. Hershey noted that this calendar may change slightly following negotiations but the start date will not change.*

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the 2016-2017 District Calendar, as presented.

**On voice vote:**

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

**Abstain:** None

**Nays:** None

**Absent:** None

**7. ADULT EDUCATION INSTRUCTORS**

It was recommended that the Board approve the election of the individuals listed below as district approved Adult Education Instructors, effective for the 2015/16 school year, until they submit their resignation or have their active status changed by the district.

Adult Education Instructors

Dr. Judith Drager-McCoy  
Reneé Poorman

Nathan Nixdorf  
Kathy Ross

Scott Yoder

Mr. Eppig moved, Mr. Rucci seconded, the motion to approve the election of the Adult Education Instructors, as presented.

**On voice vote:**

**Ayes:** Dr. Quinn, Mr. Eppig, Mr. Landis, 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 reported the following:

- Thank you to the community for their support during the inclement weather.
- Thank you to our Building & Grounds personnel for their excellent work with the weather.
- The date of Graduation will be set at the March 15<sup>th</sup> meeting.

**COMMITTEE REPORTS**

**Student Representative**

The student representative, Ms. Abigail Weit, provided an overview of student activities across the district at the Student Activities Committee meetings in February. A copy of the report can be found with the Student Activity Committee Minutes.

**Building and Property Committee**

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

**Education Committee**

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

**Finance and Legal Committee**

The Finance & Legal Committee met on February 2. Ken Phillips from RBC Capital Markets kicked off the meeting by providing an in-depth review of the District's debt profile and associated bond refinancing options still available. The committee also heard an update on the current year budget and financial progress, the current state of the 2016-17 budget, and adult lunch price requirements. The meeting wrapped up with reviewing the list of obsolete equipment and current year budget transfers. The committee had the following recommendations for Board approval:

1. It was recommended that the Board approve the increase of the adult lunch price, effective immediately, to \$4.10 (up from \$3.75), as per National School Lunch Program requirements.

Mr. Landis moved, Mr. Peters seconded, the motion to increase of the adult lunch price, as presented:

**On voice vote:**

**Ayes:** Dr. Quinn, Mr. Eppig, Mr. Landis, 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 list of obsolete equipment as presented on [ATTACHMENT #4](#).

Mr. Landis moved, Mr. Peters seconded, the motion to approve the list of obsolete equipment, as presented:

**On voice vote:**

**Ayes:** Dr. Quinn, Mr. Eppig, Mr. Landis, 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 2015-16 budget transfers as presented on [ATTACHMENT #5](#).

Mr. Landis moved, Mr. Peters seconded, the motion to approve the 2015-16 budget transfers, as presented:

**On voice vote:**

**Ayes:** Dr. Quinn, Mr. Eppig, Mr. Landis, 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, February 11, 2016. The student representative, Ms. Abigail Weit, provided an overview of student activities across the district. Mrs. Karen Miller offered information about the Improving Child Nutrition and Access Act of 2016. Dr. Ryan Axe provided updates on Link Crew activities, Mini-Thon, and the ASAP/Prom Promise event. Dr. Robin Felty presented the requests for overnight field trips. The committee had the following recommendation to make to the Board at this time.

1. It was recommended that the board approve the following Overnight/Out-of-State Trip Request.
  - a. MS students to the Washington D.C. from February 13, 2016 to February 17, 2016. Students will participate in the Future City National Finals engineering competition.

Mr. Rucci moved, Mr. Sahd seconded, the motion to approve the overnight and out of state field trip requests as presented:

**On voice vote:**

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

**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**

It was reported that a meeting was held Thursday, January 21, 2016 and that the Minutes will be forthcoming.

**Lititz Recreation Center Representative**

It was reported that no meeting was held in February.

**Legislative Committee**

It was reported that Governor Wolf gave his budget address, which included the following:

- No 15/16 budget at this time
- Still expected to complete budget for 16/17
- \$200 million proposed increase in basic education funding plus \$50 million in special education funding.
- Adjust Charter School Funding.
- \$61 million to PSERS from restricted account.
- No change to PSERS contribution rate.

**IU Representative**

It was reported that a meeting was held last Wednesday, and included the following:

- Budget was reviewed.
- New board orientation will be held February 29, 2016.
- Legislative Breakfast is scheduled for March 14, 2016. A reminder to submit questions was given.
- Mr. Landis e-mailed the reports from this meeting.

**Lancaster County Career and Technology Center Representative**

It was reported that a meeting was held on Thursday, January 28, 2016, and included the following items:

- Review of guides for learning curriculum tool.
- Still working on Adult Education Strategic Plan.
- Vet Tech classes have started.
- Looking to develop dental hygienist program.
- Adult Education attendance is better due to staff person supporting adults.

**PRIOR BUSINESS**

None.

**NEW BUSINESS**

None.

**INFORMATION**

None.

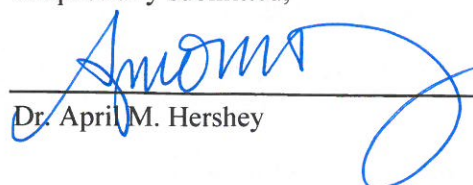
**COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS**

- Dr. Quinn thanked everyone for coming out and encouraged those to continue to come.
- Mr. Landis noted that the WSD Ice Hockey team made a donation to the Hempfield scholarship program for a student who lost his father.
- Mr. Landis also thanked the elementary schools for last month's board appreciation gift – a jar filled with student messages to the board members. He read a few of them and was very appreciative.
- Mr. Shaub shared that he took the jar to work and reads one a day. Great idea!
- Mrs. Wenger shared that she also took her jar to work and offered others to take a look at the notes.
- Mr. Sahd shared his appreciation of the gift as well.

**ADJOURNMENT**

There being no further business, Miss Weit moved to adjourn the meeting. Mr. Eppig seconded the motion and the meeting adjourned at 7:40 p.m.

Respectfully submitted,

  
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 Dr. April M. Hershey