

Warwick School District

Lititz, PA 17543

February 21, 2017

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, February 21, 2017 at 7:00 p.m.

Dr. Timothy 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 Connor Wentworth, Student Representative, were present.

Others attending the meeting: Dr. April Hershey, Superintendent; Melanie Calender, Assistant Superintendent; Mark Leidich; Nathan Wertsch; Dr. Ryan Axe; Fred Griffiths; Lori Zimmerman; Kevin Martzall; Steve Szobocsan; Jennifer Murphy; Laura Knowles of Lancaster Newspapers/Lititz Record Express; Kate Blest; Lorrie Schonour; Laura Gobble; and Tyler Wentzel.

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 17, 2017)

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the minutes of the Regular meeting of January 17, 2017.

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	\$1,424,661.50
Wire Transfers	\$2,012,756.83
Construction Fund	None
Cafeteria Fund	\$136,287.48
Middle School Fund	\$200.40
High School Fund	\$2,597.33

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

Dr. Hershey shared an e-mail from Wendell Gainer with the Board.

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Retirements

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

Instructional

Deborah Incorvati as a Business Education Teacher at Warwick High School, effective at the end of the 2016/2017 school year.

Adrienne Dale Dodds as a Librarian at Warwick Middle School, effective at the end of the 2016/2017 school year.

Lorrie Schonour as a Language Arts Teacher at Warwick Middle School, effective at the end of the 2016/2017 school year.

Sheryl Chivinski as a Grade 1 Teacher at Kissel Hill Elementary School, effective at the end of the 2016/2017 school year.

Kay Wenger as a Grade 3 Teacher at Kissel Hill Elementary School, effective at the end of the 2016/2017 school year.

Non-Instructional

June Carvell as a Food Service Manager at Warwick Middle School, effective August 31, 2017.

Patricia Lorraine as a Special Needs Assistant at Warwick Middle School, effective at the end of the 2016/2017 school year.

Jacqueline Malec as a Learning Support Assistant at Warwick Middle School, effective at the end of the 2016/2017 school year.

Rosemarie Walsh as a Special Needs Assistant at Warwick Middle School, effective June 13, 2017.

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. Sahd, Mr. Shaub, and Mrs. Wenger

Abstain: Mr. Rucci

Nays: None

Absent: None

B. Resignations

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

Non-Instructional

John Davidson as a Special Needs Assistant at Warwick Middle School, effective February 16, 2017.

Heather Maloney as a Food & Nutrition Services Elementary Lead at John Beck Elementary School, effective February 17, 2017.

Mr. Eppig moved, Mr. Peters 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

Tyler Wentzel as an Intervention Specialist at John Beck Elementary School, at the annual salary of \$48,722.00, effective February 22, 2017. Mr. Wentzel is replacing Janell Banack who resigned.

Non-Instructional

Kristina Merenda as a Special Needs Assistant at Warwick High School, 4.75 hours/day, at the hourly rate of \$11.50, effective February 27, 2017, pending receipt of the appropriate paperwork. Ms. Merenda is replacing India Rao who received a change of status.

David Hoak as a Lead Building Services employee at John Beck Elementary School, 8.0 hours/day, at the hourly rate of \$12.95, effective February 27, 2017, pending receipt of the appropriate paperwork. Mr. Hoak is replacing Kenny Longenecker who retired.

Krista Wagner as a Building Services employee at Kissel Hill Elementary School, 4.0 hours/day, at the hourly rate of \$11.00, effective February 27, 2017, pending receipt of the appropriate paperwork. Ms. Wagner is replacing Stephen Jones who resigned.

Stephanie Hironimus as a Computer Assistant at Lititz Elementary School, 5.5 hours/day, at the hourly rate of \$12.20, effective February 22, 2017, pending receipt of the appropriate paperwork. Ms. Hironimus is replacing Paulette Sciscento who received a change of status.

Shelby Miller as an Adult Education Instructor at Warwick School District, at the hourly rate of \$30.00, effective upon receipt of the appropriate paperwork. Mrs. Miller will serve as a new adult education instructor teaching English As A Second Language.

Extra-Duty/Extra Curricular

Gordy Cowher as the Head Boys Soccer Coach at Warwick High School, at the annual salary of \$5,303.00, effective February 22, 2017. Mr. Cowher is replacing Travis Steedle who resigned.

Rob Sperry as HS Parking Lot Attendant AM & PM (2nd Semester) at Warwick High School, at the annual salary of \$1,237.50, effective January 25, 2017. This extra-duty position was approved at the January meeting of the Board of School Directors. Mr. Sperry has been fulfilling this role since the beginning of the 2nd semester.

Cathy Dommel as Elementary Music Director JRB at John R. Bonfield Elementary School, at the annual salary of \$1,026.00, effective for the 2016/2017 school year. Mrs. Dommel is replacing Kirsten Lefever who resigned.

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed below as independent volunteers, effective February 22, 2017, until they submit their resignations or have their active status changed by the district.

Christina Bonner
Jennifer Contes
Jeffrey Eby

Eleanor Garner
Shawn Gehman
Renee Hoffman

Karen Miller
Chad Moline
Kathleen Smith

Volunteer Coach

It was recommended that the Board approve the election of the individual listed below as a volunteer coach, effective for the 2016/2017 school year, until she submits her resignation or has her active status changed by the district.

Emma Rissinger

Mr. Eppig moved, Mr. Rucci 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 REQUESTS**

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

Non-Instructional

Jennifer Shreiner from a Recess Monitor at John R. Bonfield Elementary School, 3.5 hours/day, to a Recess Monitor/Classroom Assistant at John R. Bonfield Elementary School, 3.5 hours/day (RM)/1.5 hours/day (CA), effective February 22, 2017. The addition of Classroom Assistant was needed due to an increased class size.

Paulette Sciscento from a Computer Assistant at Lititz Elementary School, 5.5 hours/day, to a Computer Assistant at Kissel Hill Elementary School, 5.5 hours/day, effective February 22, 2017. Ms. Sciscento is replacing Anna Kinser who resigned.

Extra-Duty/Extra Curricular

Kathy Seaber from Elementary Drama Director JRB (50%) at John R. Bonfield Elementary School, to Elementary Drama Director JRB (100%) at John R. Bonfield Elementary School, at the annual salary of \$2,032.00, effective for the 2016/2017 school year. Mrs. Seaber is replacing Kirsten Lefever who resigned.

Mr. Eppig moved, Mr. Peters 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 REQUEST

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

Non-Instructional

Gretchen Conrad is requesting an extension of her previously approved Unpaid Leave of Absence due to medical reasons. Ms. Conrad is anticipating returning to work on March 14, 2017, pending release by her doctor.

Mr. Eppig moved, Mr. Shaub seconded, the motion to approve the extension of the previously approved leave of absence request, 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. CONTRACT FOR PROFESSIONAL SERVICES APPROVAL

It was recommended that the Board approve the contract with Dr. Kim Slusser, of Cornerstone Family Health Association, as per [ATTACHMENT #1](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve, the contract for professional services, 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. BOARD POLICY REVISIONS – FIRST READING

It was recommended that the Board approve, as a first reading, the following policy revisions per [ATTACHMENT #2](#) (Policies: 251 and 255).

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve, as a first reading, the policy revisions, 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 congratulated the winter athletes on their success. She also congratulated the county, district, and regional choir and band students, and recognized the scholastic artists, writers and poets. Warwick Middle School Future City team placed 4th in the nation and won additional specific awards. An update on the feasibility study was given – awaiting final enrollment report review and focus groups will be scheduled with all stakeholders in April.

COMMITTEE REPORTS

Student Representative

The student representative, Mr. Connor Wentworth, provided an overview of student activities across the district at the Education Committee meeting in February.

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 met on Monday, February 13, 2017. Mrs. Calender welcomed new members. Mr. Connor Wentworth provided an overview of student activities across the district. Those activities included but were not limited to the 8th grade fair at the High School, first thing first, spelling bee and student council fundraiser at the Middle School, one school one book, book fair, spirit week among other items occurred at the Middle School. The team reviewed data reports from all six buildings. At all elementary buildings, grade level meetings analyzed student performance and strategies to focus meaningful instruction/remediation. At the middle school, departments analyzed student performance on cornerstone assessments, then made meaningful instructional adjustments to address deficient areas. The High School analyzed an article on Unconscious Bias and how it impacts our school. The Committee had the following recommendations for the Board:

1. It was recommended that the Board approve the request for the adoption of the new proposed course for 11th and 12th grade students entitled *AP Chemistry*. This course will be implemented during the 2017/2018 school year.

Mrs. Penkunas moved, Mrs. Wenger seconded, the motion to approve the adoption of the new proposed course for 11th and 12th grade students entitled *AP Chemistry*, 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 request for the adoption of the new textbook to be used in the high school *AP Chemistry* course curriculum for the 2017/2018 school year:
 - a. *Chemistry: The Central Science (14th AP Edition)* - Brown, LeMay, Bursten, Murphy, Woodward, Stoltzfus.

Mrs. Penkunas moved, Mrs. Wenger seconded, the motion to approve the adoption of the new textbook to be used in the high school *AP Chemistry* course curriculum, 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 request for the adoption of the following new technology education courses to be implemented at the high school during the 2017/2018 school year.
 - a. PLTW (Project Lead The Way) Introduction to Engineering Design Part B
 - b. PLTW Digital Electronics
 - c. PLTW Aerospace Engineering.

Mrs. Penkunas moved, Mrs. Wenger seconded, the motion to approve the adoption of the new technology education courses to be implemented at the high school, 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. It was recommended that the Board approve the request for the adoption of the following course name changes to be implemented at the high school during the 2017/2018 school year.
 - a. PLTW Introduction to Engineering Design Part A (Previously PLTW Introduction to Engineering)
 - b. Exploring Electronics (Previously Electricity/Electronics I)
 - c. Exploring Energy, Power and Transportation (Previously Energy, Power and Transportation I)
 - d. PLTW Principles of Engineering (Previously Design Engineering)

Mrs. Penkunas moved, Mrs. Wenger seconded, the motion to approve the adoption of the course name changes to be implemented at the high school, 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

Finance and Legal Committee

The Finance & Legal committee met on February 7, 2017. Ken Phillips from RBC kicked off the meeting with a review of our current debt service and remaining bond refinancing options. The committee then received a presentation on recent trends and 2017-18 budget updates, discussed the revived school property tax elimination impact, discussed fund balance commitments and the capital reserve fund, and reviewed 2016-17 budget transfers. The committee had the following recommendation for board approval:

1. It was recommended that the board approve the 2016-17 budget transfers as presented on [ATTACHMENT #3](#).

Mr. Landis moved, Mr. Peters seconded, the motion to approve the 2016-17 budget transfers, 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

Student Activities Committee

The Student Activities Committee did not meet in February due to inclement weather. A number of Sunday requests and out of state/overnight trips 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 requests.

- a. Five Star Swim Club to use the MS cafeteria – dining area only for an Ice Cream Social/Awards Banquet on April 2, 2017 from 3:30 -6:00 p.m.
- b. Warwick Girls Softball to use the HS Large Gym for the LL Umpire Clinic on March 5, 2017 from 1:00-3:30 p.m.
- c. Warwick Boys’ Lacrosse to use HS Classroom A219 for a Lacrosse Coaching Clinic on February 19, 2017 and February 26, 2017 from 1:00-4:30 p.m.

Mr. Rucci moved, Mr. Sahd seconded, the motion to approve the Sunday Use facilities 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

2. It was recommended that the board approve the following Overnight/Out-of-State Trip Requests.
 - a. MS students and staff to Washington DC from February 18, 2017 – February 22, 2017. Students will participate in the Future City National Competition.
 - b. HS students and staff to Niagara Falls, Ontario from May 26, 2017 – May 28, 2017. Students will perform at the Oakes Garden Theatre and visit Niagara Falls attractions.

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

On voice vote:

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

Abstain: None

Nays: Mr. Eppig

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 no meeting was held in February.

Lititz Recreation Center Representative

It was reported that no meeting was held in February.

Legislative Committee

It was reported that a letter was received from Senator Aument, which clearly details that he will not change his vote on property tax elimination. However, he states he is committed to supporting schools and working on an equitable distribution. Upcoming meetings are scheduled between board members and administrators with Senator Aument.

IU Representative

It was reported that a meeting was held on February 8, 2017, and the following items were noted from the meeting:

- A budget session review;
- Heard information on a property tax elimination proposal;

- General business meeting otherwise held;
- Legislative breakfast on March 13; and
- IU conference is April 19.

Lancaster County Career and Technology Center Representative

It was reported that a meeting was held on January 26, 2017, and the following items were noted from the meeting:

- Completed policy reviews;
- Reviewed partnering with the Barnstormers;
- 1,652 applications on file from HS students for admission next year; and
- HS cosmetology program will be closing after next school year.

PRIOR BUSINESS

None.

NEW BUSINESS

None.

INFORMATION

None.

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Dr. Quinn thanked everyone for attending the meeting tonight and recognized all the things going on locally and throughout the state, and encouraged education on all the issues.

Mr. Rucci, as an 8th grade parent, thanked the administration for the orientation offered to those students in the transition.

ADJOURNMENT

There being no further business, Connor Wentworth moved to adjourn the meeting. Mrs. Wenger seconded the motion and the meeting adjourned at 7:37 p.m.

Respectfully submitted,



Nathan Wertsch, Board Secretary