

Warwick School District

Lititz, PA 17543

February 19, 2013

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, February 19, 2013 at 7:00 p.m.

Dr. Quinn, President, called the meeting to order at 7:00 p.m.

PLEDGE OF ALLEGIANCE

MOMENT OF SILENCE

A moment of silence was held to honor former Warwick Principal Mr. Robert A. Heron who passed away February 4, 2013. Mr. Heron served the district as principal for 35 years until his retirement in 2000.

ROLL CALL

The Board Secretary called the roll of the Board: Millard P. Eppig, Jr., Nelson Peters, Dr. Timothy Quinn, Debra J. Wenger, Michael R. Landis, Scott Shaub, Todd L. Rucci, Darryl L. Miller and Abigail Barthe, Student Representative, were present at roll call. Matthew Knouse was absent.

Others attending the meeting: Dr. April Hershey, Superintendent, Dr. Robin Felty, Assistant Superintendent, David L. Zerbe, Business Manager, Michael C. Upton of the *Lititz Record Express*, Laurie Knowles of the *Lancaster Intelligencer*, Lori Zimmerman, Dr. Michael Smith, Sydnor Harrison, Jennifer Murphy, Mark Leidich, Thomas Becker, Howard and Kathy Snoke, Lyn and Howie Brosnan, Elaine Mathias, Paul Mauro, and Angie Marley.

RECOGNITION OF CITIZENS

Dr. Quinn welcomed those attending the meeting and asked if there were any questions or comments.

Howie Brosnan presented Dr. April Hershey with an “apple bank” that his grandfather, Mr. Howard Snoke, had made.

APPROVAL OF AGENDA

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the agenda as presented. Motion passed 8-0.

APPROVAL OF MINUTES (Regular meeting of [January 15, 2013](#))

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the minutes of the January 15, 2013 meeting. Motion passed 8-0.

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 8-0 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	\$1,394,107.46
Wire Transfers	\$1,239,581.60
Construction Fund	None
Cafeteria Fund	\$161,721.99
Middle School Fund	\$798.95
High School Fund	\$2,228.55

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

On roll call vote:

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

Nays: None

Absent: Mr. Knouse

COMMUNICATIONS

None.

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Retirements

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

Instructional

Beth Brunner as an Art Teacher at Lititz Elementary School, effective at the end of the 2012-2013 school year.

Non-Instructional

Juanita Kissinger as a Food Services Coordinator at J. R. Bonfield Elementary School, effective August 31, 2013.

Gwen Zeird as a Food Services Coordinator at Kissel Hill Elementary School, effective August 31, 2013.

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

On roll call vote:

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

Nays: None

Absent: Mr. Knouse

B. Resignations

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

Instructional

Dale Stoltzfus as a Mathematics Teacher at Warwick High School, effective February 11, 2013.

Non-Instructional

Joseph Kane as a Building Services employee, effective February 22, 2013.

Brenda Fox, as a Special Needs Assistant at Lititz Elementary School, effective February 15, 2013.

Stacey McCarthy as a Learning Support Assistant at Lititz Elementary School, effective January 30, 2013.

Extra-Duty/Extra-Curricular

Martin Meier as a TSA Club Advisor – Semester Two at Warwick Middle School, effective January 29, 2013.

Martin Meier as a Head Teacher – Technology Education, Semester Two at Warwick Middle School, effective January 29, 2013.

Christina Wilson as Computer Fair Coordinator at Warwick High School, effective January 29, 2013.

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

On roll call vote:

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

Nays: None

Absent: Mr. Knouse

C. Elections

It was recommended that the Board approve the election of the following individuals subject to all pre-employment requirements and clearance checks.

Non-Instructional

Gina Fisichella as a Learning Support Assistant at Lititz Elementary School, 5.5 hours/day, at the rate of \$10.33/hour, effective March 1, 2013.

Lauren Bitting-Ellis as a Special Needs Assistant at Warwick High School, 6.5 hours/day, at the rate of \$10.33/hour, effective upon receipt of paperwork.

Jane Joyce as a Special Needs Assistant at Lititz Elementary School, 6.25 hours/day at the rate of \$10.50/hour, effective upon receipt of paperwork. Ms. Joyce is replacing Brenda Fox who resigned.

Scott Wilson as a Computer Assistant at Warwick High School, 5.5 hours/day at the rate of \$9.28/hour, effective February 25, 2013, pending receipt of paperwork. Mr. Wilson is replacing Preeti Mittal who resigned.

Extra Duty/Extra Curricular

Theresa Walker as a Co-Musical Drama Director (50%) at Warwick High School, at the salary of \$1,476, effective for the 2012-2013 school year. Ms. Walker is sharing the role with Craig Smith, replacing Melissa R'Kingsley who resigned.

Craig Smith as a Co-Musical Drama Director (50%) at Warwick High School, at the salary of \$1,476, effective for the 2012-2013 school year. Mr. Smith is sharing the role with Theresa Walker, replacing Melissa R'Kingsley who resigned.

Lee Walter as a Science Olympiad Advisor (50%) at Warwick Middle School, at the prorated salary of \$450, effective January 30, 2013. Mr. Walter is sharing the role with Ruth Gallagher, replacing Jonathan Wilcox who resigned.

Ruth Gallagher as a Science Olympiad Advisor (50%) at Warwick Middle School, at the prorated salary of \$450, effective January 30, 2013. Ms. Gallagher is sharing the role with Lee Walter, replacing Jonathan Wilcox who resigned.

Daniel Shelly as an Assistant Track Coach at Warwick High School, at the salary of \$2,363, effective for the 2012-2013 school year. Mr. Shelly is replacing Joseph Hallowell who resigned.

Jennifer Wanner as an Assistant Boys Volleyball Coach at Warwick High School, at the salary of \$3,875, effective for the 2012-2013 school year. She will be replacing Bradley Glouner who resigned.

Substitutes and Assistants

It is recommended that the Board approve the elections of the following individuals as substitutes in the areas outlined below, effective February 19, 2013, until they submit their resignations or have their active status changed by the district.

Teachers

Elizabeth Baffuto
Valerie Bomberger
Christine Castellitto
Kristen Graver
Sandra Hanna
Katie Kern
Kevin Krause
Joseph Lacombe
Ruth Love
Michael McGuigan
Kymberly Helwig

Guest Teachers

Margaret Abrahamson
Beverly Heller
Mark Nicholson
Typhany Sellers
Zach Snyder

Support Staff

Brenda Fox
Linda Johnson
Angela Martin

Independent Volunteers

It is recommended that the Board approve the elections of the following individuals listed below, effective February 19, 2013. All necessary clearances are on file.

Diana Hess
Aimee Ketchum
Angel Ludwig
Kelly Lutz
Robert Mattern
Sharon Peffer
Rachel Roth
Michael Soslow
Patricia Lingenfelter
Karen Bischoff

Teresa Enck
Randall Forney
Kimberly Reilly-Hocker

Volunteer Coaches
Mollie Shreiner

Mr. Eppig moved, Mr. Rucci seconded, the motion to approve the election of the above individuals subject to all pre-employment requirements and clearance checks.

On roll call vote:

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

Nays: None

Absent: Mr. Knouse

2. **CHANGE OF STATUS**

It was recommended that the Board approve the following change of status as set forth below:

Non-Instructional

April Norman as a Special Needs Assistant at Kissel Hill Elementary School, 6.0 hours/day, at the rate of \$10.02 per hour, to an Office Assistant at Warwick High School Guidance Department, 5.5 hours/day, 200 days/year at the rate of \$9.72 per hour, effective February 20, 2013.

Mr. Eppig moved, Mr. Rucci seconded, the motion to approve the change of status of the individuals named above.

On roll call vote:

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

Nays: None

Absent: Mr. Knouse

3. **LEAVE OF ABSENCE REQUESTS**

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

Kay Kuch requested an extension to her unpaid leave of absence that was previously approved through January 11, 2013. Her return to work date was February 11, 2013.

Brooke Miller requested FMLA, effective approximately February 11, 2013 through March 22, 2013. Pending release from her doctor, she intends to return to work on March 22, 2013.

Mr. Eppig moved, Mrs. Wenger seconded, the motion to accept the leave of absence requests:

On roll call vote:

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

Nays: None

Absent: Mr. Knouse

4. **BOARD COMMITTEE RESIGNATION**

It was recommended that the Board approve the resignation of the following member of the Education Committee to the Board.

Stephen Monpetit

Mrs. Wenger moved, Mr. Peters seconded, the motion to accept the resignation of a member of the Education Committee to the Board:

On roll call vote:

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

Nays: None

Absent: Mr. Knouse

5. **PRELIMINARY BUDGET ADOPTION**

It was recommended that the Board approve the preliminary adoption of the 2013-2014 Warwick School District Budget in the amount of \$64,411,065 that includes a 3.88% tax increase. The proposed tax increase for the budget equals .72 mills that would set the millage rate at 19.29 mills as presented on [ATTACHMENT #1](#). (Note: The Finance and Legal Committee supports the recommendation to adopt this preliminary budget.)

Mr. Miller moved, Mr. Landis seconded, the motion to approve the preliminary adoption of the 2013-2014 Warwick School District Budget in the amount of \$64,411,065:

On roll call vote:

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

Nays: None

Absent: Mr. Knouse

From Supplemental Agenda

6. **DISTRICT CALENDAR 2013-2014**

It was recommended that the Board approve the District Calendar for the 2013-2014 school year, as set forth on [ATTACHMENT #5](#).

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the District Calendar for the 2013-2014 school year:

On roll call vote:

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

Nays: None

Absent: Mr. Knouse

Information from the Superintendent

None.

COMMITTEE REPORTS

Student Representative

Miss Abigail Barthe stated that the NHS second blood drive of the year took place in February, with more than 100 units collected. She said that the high school spring musical, "42nd Street" will be held March 15-17, 2013. She congratulated the 15 students who participated in County Orchestra, held at Warwick High School.

Building and Property Committee

The Building and Property Committee met on Monday, February 11, 2013. The agenda included a 5:30 p.m. presentation by Siemens Inc. about Performance Contracting, (the law, benefits and comparison with traditional plan and spec), the non-repetitive maintenance and line item budget reviews, an update on the J. R. Bonfield Elementary School intercom system replacement, and a review of the Moravian Manor storm water easement request. The Committee had no recommendations for Board action.

Education Committee

The Education Committee met on Monday, February 11, 2013. Miss Abigail Barthe shared information about various student activities across the district. Mr. Troy Price provided an update on several changes that will occur during the 2013-2014 school year with curriculum, grading, and graduation requirements at the high school. Mrs. Lisa Himes presented additional information about the Elementary Summer Academy, as follow up to the presentation in January. The Committee had no recommendations for Board action.

Finance and Legal Committee

The Finance and Legal Committee met on Thursday, February 14, 2013. The agenda included 2013-2014 budget planning and review, 2012-2013 budget transfers, local tax collection law and the deputization process, the IU-13 Joint Purchase Board restructuring and the Warwick High School Activity Fund. The committee had the following items for Board action:

1. The Board approve the 2013-2014 Budget Transfers (\$30,044) as presented on [ATTACHMENT #2](#).

Mr. Miller moved, Mr. Landis seconded, the motion to approve the 2013-2014 Budget Transfers as presented.

On roll call vote:

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

Nays: None

Absent: Mr. Knouse

2. The Board approve Elaine Mathias, Business Office, as deputy tax collector for the Borough of Lititz and Warwick Township, 2014-2017, according to local tax collection law as per [ATTACHMENT #3](#).

Mr. Miller moved, Mr. Landis seconded, the motion to approve Elaine Mathias, Business Office, as deputy tax collector for the Borough of Lititz and Warwick Township, 2014-2017, according to local tax collection law.

On roll call vote:

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

Nays: None

Absent: Mr. Knouse

3. The Board approve the termination of the present agreement and the Joint Purchasing Board as presented on **ATTACHMENT #4**.

Mr. Miller moved, Mr. Landis seconded, the motion to approve the termination of the present agreement and the Joint Purchasing Board as presented.

On roll call vote:

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

Nays: None

Absent: Mr. Knouse

4. The Board approve the closing of the Quiz Bowl account in the Warwick High School Activity Fund, effective February 28, 2013.

Mr. Miller moved, Mr. Landis seconded, the closing of the Quiz Bowl account in the Warwick High School Activity Fund as presented.

On roll call vote:

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

Nays: None

Absent: Mr. Knouse

Student Activities Committee

The Student Activities Committee met on Thursday, February 14, 2013. Miss Abigail Barthe's information about various student activities across the district was shared. Dr. Judy Drager-McCoy and Mrs. Dianne Skilling shared information about the Warwick Adult Education Program. Mrs. Karen Miller presented information about Warwick's implementation of the new meal guidelines from the *Healthy Hunger-Free Kids Act*. Dr. Robin Felty presented the request for Sunday use of facilities and an overnight/out-of-state fieldtrip for students. Dr. Felty also reviewed a request for district reimbursement for transportation to/from Warwick High School. The Committee made the following recommendations to the Board:

1. It was recommended that the Board approve the following Sunday use facilities requests:
 - a. Warwick Football team to use turf football stadium 14 for Football Intro days from March 10, 2013 through March 31, 2013 from 1:30 – 3:00 p.m.
 - b. Don Miller to use the HS large gym for LL Softball Umpire Training on March 10, 2013 from 1:00 – 4:00 p.m.
 - c. The Warwick Youth Soccer Club to use the MS cafeteria-dining area only, all HS/MS fields on the Buch Farm Campus, all fields at John Beck Elementary School, all fields at the John R. Bonfield Elementary School, and all Moores Run fields for the Lititz Summer Showcase Soccer Tournament on July 28, 2013 from 1:00 p.m. – 7:00 p.m.
 - d. Lititz Youth Soccer Club to use JB practice fields 18, 19, 20, from March 10, 2013 through June 16, 2013 from 1:00 – 8:00 p.m.
 - e. Warwick Football Parents Assoc. to use the HS parking lot/grounds for youth flag football from April 7, 2013 through April 28, 2013 from 1:00 to 5:00 p.m.

- f. Warwick Youth Girls' Softball Association to use multi-purpose field 4, on June 2, June 9, 2013 and July 14, 2013 for practice/games from 1:00 – 8:00 p.m.
- g. Warwick Youth Girls' Softball Association to use varsity softball field 5 for practice/games from March 10, 2013 through August 4, 2013 for practice/games from 1:00 – 8:00 p.m.
- h. Warwick Youth Girls' Softball Association to use Ambucs field 16 for practices/games from March 10, 2013 through June 30, 2013 for practice/games from 1:00 – 8:00 p.m.
- i. Warwick Youth Girls' Softball Association to use JRB baseball/MP field 23 and 25, Moores Run baseball Field 28, for practice/games from May 31, 2013 through July 14, 2013 from 1:00 – 8:00 p.m.

Mr. Rucci moved, Mrs. Wenger seconded, the motion to approve the Sunday use facilities request as presented.

On roll call vote:

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

Nays: None

Absent: Mr. Knouse

2. It was recommended that the Board approve the following overnight field trip request:
 - a. HS students and staff to the Carlisle Hotel and Convention Center, Carlisle, PA on March 9 and 10, 2013. Students will participate in the PA Scholastic Chess Championship.

Mr. Rucci moved, Mrs. Wenger seconded the motion to approve the overnight field trip request.

On roll call vote:

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

Nays: None

Absent: Mr. Knouse

3. It was recommended that the board approve the request for Briana Jewel Mull-Lillo, 11 Bradford Drive, Apt. B, Leola, PA, to transport herself to and from Warwick High School, effective October 15, 2012. The fees for transportation are as follows:
 - October-December 2012 - \$.55/mile
 - January 2013 - \$.56/mile

Mr. Rucci moved, Mr. Peters seconded, the motion to approve request for Briana Jewel Mull-Lillo, 11 Bradford Drive, Apt. B, Leola, PA, to transport herself to and from Warwick High School.

On roll call vote:

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

Nays: None

Absent: Mr. Knouse

Executive Session/Personnel Committee

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

Labor and Management Committee

No meeting.

Lititz Recreation Center Representative

No meeting.

Legislative Committee

Mr. Eppig gave a review on current, pending legislation and referenced the Governor’s Budget proposal.

IU Representative

No Meeting.

Lancaster County Career and Technology Center Representative

Meeting was held January 24, 2013. Discussion included the renovation of the Brownstown campus.

Lancaster County Academy Representative

No Meeting.

Regional Economic Development Committee

Matt Knouse was absent.

PRIOR BUSINESS

None.

NEW BUSINESS

None.

INFORMATION

None.

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Dr. Quinn thanked the John R. Bonfield students and their music teacher, Mrs. Lefever, for performing prior to the meeting. He also thanked those in attendance for being at the meeting and encouraged others to attend. He reiterated that the budget was “preliminary”.

ADJOURNMENT

There being no further business, Ms. Barthe moved to adjourn the meeting. Mrs. Wenger seconded the motion and the meeting adjourned at 7:40 p.m.

Respectfully submitted,

David Zerbe, Board Secretary