

Warwick School District

Lititz, PA 17543

March 15, 2011

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, March 15, 2011, at 7:00 p.m.

Dr. Quinn, President, called the meeting to order.

PLEDGE OF ALLEGIANCE

ROLL CALL

The Board Secretary called the roll of the Board: Jeffrey A. Conrad, Millard P. Eppig, Jr., Michael R. Landis, Darryl L. Miller, Warren Newberry, David M. Pusey, Dr. Timothy Quinn, Debra J. Wenger, and Kelsey Cowher, Student Representative, were present at roll call.

Excused absence: Todd L. Rucci

Others attending the meeting: Dr. April Hershey, Superintendent, Dr. Keith Floyd, Assistant Superintendent for Elementary Education, Dr. Robin Felty, Assistant Superintendent for Secondary Education, Jo Anne McClain, Board Secretary, David L. Zerbe, Business Manager, Laura Knowles of Lancaster Newspapers, Michael Upton of *Lititz Record Express*, Lori Zimmerman, Michael Smith, Melanie Calender, Lisa Himes, Melissa Vulopas, Howard Snoke, Doreen Packer, Nelson Peters, Kevin Martzall, Art Barr, Elaine Mathias, Scott Galen, Tom Becker, Mark Leidich, George Yelagotes, Alecia Weaver, Ben Wingert, Kathy Snoke, and Aaron Graybill.

RECOGNITION OF CITIZENS

Dr. Quinn welcomed those attending the meeting and asked if there were any questions or comments. Hearing no comments, the meeting proceeded.

APPROVAL OF AGENDA

Mr. Eppig moved, Mr. Pusey seconded the motion to approve the agenda as presented. Motion passed unanimously.

APPROVAL OF MINUTES ([Regular meeting](#) of 02/15/11)

Mr. Pusey moved, Mrs. Wenger seconded the motion to approve the minutes of the February 15, 2011, regular meeting of the Board.

Motion passed unanimously.

TREASURER'S REPORT

Mr. Miller presented the Treasurer's Report. A copy of the report is attached to these minutes. The Treasurer's Report was unanimously accepted 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	\$ 917,261.76
Wire Transfers	\$2,996,559.22
Athletic Fund	\$ 27,571.55
Construction Fund	\$ 16,998.05
Cafeteria Fund	\$ 132,131.24
Elementary Fund	\$ 3,229.56
Middle School Fund	\$ 2,825.50
High School Fund	\$ 4,970.45

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

On roll call vote:

Ayes: Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Newberry,
Mr. Pusey, Dr. Quinn, and Mrs. Wenger
Nayes: None
Absent: Mr. Rucci

COMMUNICATIONS

None

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Retirements

It was recommended that the Board accept the retirements of the following individuals with thanks and appreciation.

Instructional

Debra Grube, a mathematics teacher at Warwick Middle School, effective June 16, 2011 (or the last teacher day of the 2010/11 school year).

Marijane Ember, librarian at Warwick Middle School, effective June 30, 2011.

Pamela Lauris, a mathematics teacher at Warwick High School, effective June 17, 2011 (or the last teacher day of the 2010/11 school year).

Non-Instructional

Nancy Koch, an office assistant at Warwick High School, effective August 9, 2011.

B. Resignations

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

Non-Instructional

Jill Scott, a special needs assistant at Warwick High School, effective January 27, 2011.

Brenda Pfautz, a food & nutrition services assistant at John Beck Elementary School, effective February 28, 2011.

Kimberly Zickefoose, a food & nutrition services assistant at Lititz Elementary School, effective February 25, 2011.

Extra-Duty

Richard Papez as SH assistant girls' soccer coach, effective February 21, 2011.

Chrissy Casella as JH head girls' soccer coach, effective February 21, 2011.

Jennifer Murphy as JH assistant girls' soccer coach, effective February 14, 2011.

Mr. Miller moved, Mrs. Wenger seconded the motion to accept the retirements and resignations of the above named individuals.

Motion passed unanimously.

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

Megan Graupensperger as a grade 2 teacher at John Beck Elementary School, effective pending her release from current employer, at the salary of \$53,440. Ms. Graupensperger is replacing Katie Byler who resigned.

Amy Friedberg as a long-term substitute grade 2 teacher at John Beck Elementary School, effective October 5, 2010, at the per diem rate of \$230.81. Ms. Friedberg is substituting for Katie Byler who resigned, and will continue as such until Ms. Graupensperger's start date is established, as stated above.

Non-Instructional

Jennifer Davis as a food & nutrition services assistant at John Beck Elementary School, effective March 16, 2011, at the rate of \$8.32 per hour for 3.0 hours/day – 15.0 hours/week. Ms. Davis is replacing Brenda Pfautz who resigned.

Joan Silver as a food & nutrition services assistant at Lititz Elementary School, effective March 16, 2011, at the rate of \$10.00 per hour for 3.0 hours/day – 15.0 hours/week. Ms. Silver is replacing Kimberly Zickefoose who resigned.

Karen Addeo as a special needs assistant at Warwick High School, effective March 16, 2011, at the rate of \$9.32 per hour for 7.0 hours/day – 35.0 hours/week. Ms. Addeo is replacing Jill Scott who resigned.

Extra Duty

Jennifer Murphy as JH head girls' soccer coach for the 2010/11 school year, at the salary of \$3,119. Ms. Murphy is replacing Chrissy Casella who resigned from this position.

Chrissy Casella as SH assistant girls' soccer coach for the 2010/11 school year, at the salary of \$3,497. Ms. Casella is replacing Richard Papez who resigned from this position.

Todd Smoker as varsity assistant baseball coach for the 2010/11 school year, at the salary of \$3,119. Mr. Smoker is replacing Bob Locker who resigned from this position.

Volunteer Coaches

It was recommended that the Board approve the following individuals as volunteer coaches for the 2010/11 athletic season.

William Trombley	Track
Mark Mueller	Track
Cynthia Michel	Girls' Lacrosse
Jeff Gerhart	Baseball

Independent Volunteers

It was recommended that the Board approve the following individuals as independent volunteers for the 2010/11 school year.

Darrell Brubaker	Marie Firestone
Michelle Helderman	Karalyn Kempinski
Debra Kuhns	Darren Martin
Amie Jo Mull	Kimberly Benner
Ginger Taylor	

Substitute Teachers and Support Staff

It was recommended that the Board approve the election of the following individuals as substitutes, effective March 16, 2011, until they submit their resignation or have their active status changed by the district.

Teachers/Administrator

Lauren Brown Kelsey Mohn

Guest Teachers

Courtney Dougherty Joe Johnson
Milan Vracarich, Jr.

Support Staff

Amie Mull Ron Bortner

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

On roll call vote:

Ayes: Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Newberry,
Mr. Pusey, Dr. Quinn, and Mrs. Wenger

Nayes: None

Absent: Mr. Rucci

2. TRANSFERS AND CHANGE OF STATUS

It was recommended that the Board approve the transfers and change of status of the following individuals.

Administrative - Transfer

Melanie Calender from principal at Kissel Hill Elementary School to principal at Lititz Elementary School, effective July 1, 2011. Mrs. Calender is replacing Dr. Joseph Elder, who retired.

Instructional to Administrative – Change of Status

Melissa Y. Vulopas, from a learning facilitator position at Kissel Hill Elementary School to principal at Kissel Hill Elementary School at the salary of \$82,000 effective July 1, 2011. Mrs. Vulopas is replacing Melanie Calender who was transferred.

Non-Instructional Transfer

Sylvia Michelle Long from a special needs assistant at Lititz Elementary School (6.17 hours/day – 30.85 hours/week) to a special needs assistant at Kissel Hill Elementary School (5.0 hours/day – 25 hours/week), effective March 10, 2011. Mrs. Long is replacing Stephanie Clark during her leave of absence, which is anticipated to end at the beginning of the 2011/12 school year.

Mr. Eppig moved, Mr. Conrad seconded the motion to approve the above transfers and change of status.

On roll call vote:

Ayes: Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Newberry,
Mr. Pusey, Dr. Quinn, and Mrs. Wenger

Nayes: None

Absent: Mr. Rucci

3. LEAVE REQUESTS

It was recommended that the Board approve the following leave requests.

Tracey Weller is requesting FMLA from approximately April 29, 2011, through July 21, 2011. She is planning to return to work on July 25, 2011.

Adrienne Kametz is requesting FMLA from approximately April 12, 2011, through the end of the 2010/11 school year. She is planning to return to work on the first day of the 2011/12 school year.

Mark Macik is requesting FMLA from February 25, 2011, through March 25, 2011. He is planning to return to work on March 28, 2011, pending release from his physician.

Kay Kuch is in need of an unpaid leave, due to medical circumstances, beginning January 19, 2011. She plans to return to work as soon as she is released by her doctor.

Stephanie Clark is in need of an unpaid leave of absence effective February 15, 2011. Her anticipated return-to-work date is the beginning of the 2011/12 school year, pending release from her doctor.

Mr. Eppig moved, Mr. Miller seconded the motion to approve the above leave of absence requests.

On roll call vote:

Ayes: Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Newberry,
Mr. Pusey, Dr. Quinn, and Mrs. Wenger
Nayes: None
Absent: Mr. Rucci

4. SABBATICAL LEAVE REQUESTS

It was recommended that the Board approve the following individuals for semester study sabbaticals during the 2011/2012 school year.

David Hoffman, German teacher at Warwick High School – semester t/b/d
Gary Miles, English teacher at Warwick High School – second semester

Mr. Landis moved, Mrs. Wenger seconded the motion to approve the above sabbatical leave requests.

On roll call vote:

Ayes: Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Newberry,
Mr. Pusey, Dr. Quinn, and Mrs. Wenger
Nayes: None
Absent: Mr. Rucci

Dr. Floyd introduced newly hired Megan Graupensberger. She thanked the board for the opportunity and is looking forward to her career at Warwick.

Mrs. Melanie Calender thanked the Board for the opportunity to serve as the principal at Lititz Elementary School, although she will miss serving in that capacity at Kissel Hill Elementary School.

Mrs. Melissa Vulopas spoke about being raised in a family of educators and realizing, when she was in third grade at Kissel Hill Elementary School, that she wanted a career in education. She reflected on her life as a Warwick student, performing in musicals, learning flute under Dale Weller, winning a spot in district band and serving as president of the band in 1987. She began her career serving as a long-term substitute teacher at Kissel Hill Elementary School, and has served in various positions there since achieving full-time status. She is the parent of two Warwick students, and her husband is also a teacher. She thanked the Board and administrators for the opportunity to serve as principal at Kissel Hill Elementary School.

5. GRADUATION DATE

It was recommended that the Board approve Thursday, June 16, 2011, as the date for Warwick High School's commencement exercises, and approve Calvary Church, 1051 Landis Valley Road, Lancaster, PA 17601, as the location site.

Mr. Conrad moved, Mr. Pusey seconded the motion to approve the above date and location for the 2011 commencement exercises.

On roll call vote:

Ayes: Mr. Conrad, Mr. Eppig, Mr. Landis, Mr. Miller, Mr. Newberry,
Mr. Pusey, Dr. Quinn, and Mrs. Wenger
Nays: None
Absent: Mr. Rucci

Information from the Superintendent

Dr. Hershey stated that the Brush Brush Bus has been serving Warwick students and has made over \$37,000 worth of free dental care available.

The IU Convention is scheduled for April 13th, and the invitation form was included in the Board packet. She asked Board members who are interested in attending to complete and submit their form tonight. Carpooling arrangements will be made from the District Office.

The PSSA testing began this week. She is proud of the administrative team for pulling this together.

Review of the budget continues. Upon receiving the news of the governor's proposed budget last Tuesday, we will keep all doors and options open as we continue to refine the budget. She attended the local Legislative Breakfast yesterday to learn more about the governor's plans.

COMMITTEE REPORTS

Student Representative

Kelsey Cowher reported that Interact held a lock-in at the Lititz recCenter with approximately 175 high school students attending to enjoy the activities. They raised \$1,200 for the Hershey Ronald McDonald House. For the first time in ten years, Warwick Mock Trial made it past their regulation cases and went into districts. Unfortunately, they lost to Conestoga Valley. The Third Annual Warwick School District Art Show was held this past Friday and Saturday at Lititz Elementary School. It featured more than 200 pieces of artwork from students in grades 1-12. The high school musical, *Pippin*, has performances this past weekend.

Building and Property Committee

Mr. Zerbe reported that the Building and Property Committee met on March 14, 2011. The Middle School project financial summary was reviewed. The Bonfield Elementary School project was defined and the process and timeline were discussed. Renovations are being considered. Other topics of discussion included the non-repetitive maintenance review, the district budget, and a public budget meeting. A public budget meeting will be held on Thursday, April 7, 2011. The Committee had no recommendations to bring before the Board at this time.

Education Committee

Mrs. Wenger reported that the Education Committee met on March 14, 2011. Miss Kelsey Cowher provided a report on student activities. Mrs. Line-Koller presented an overview on Pennsylvania Value-Added Assessment System (PVAAS) public reporting. Other topics of discussion included the district's preliminary budget, Keystone Exams, elementary report cards & website, elementary standards-based report cards, and the IU13 elementary literacy audit. The Committee had no recommendations to bring before the Board at this time.

Finance and Legal Committee

Mr. Miller reported that the Finance and Legal Committee met on March 10, 2011. The Middle School project financial summary was reviewed. Ken Phillips of RBC Dain presented debt restructuring options for 2011/2012 to smooth out cash flow. The purpose is to allow the opportunity for a cash flow reprieve or reduction of cash going out of the district. The Committee welcomed the opportunity, but felt the district is still in a strong financial position and tabled it for possible future consideration. Budget planning and review for 2011/2012 continued, including discussion on referendum exceptions, non-repetitive maintenance, fixed cost review,

summary of expenditures and revenues, and the governor's budget. The administration is continuing to look at reductions to the budget. A public budget meeting is scheduled for April 7th at 6:00 p.m. The Committee had no recommendations to bring before the Board at this time.

Student Activities Committee

Mr. Conrad reported that the Student Activities Committee met on March 10, 2011. Dr. Robin Felty presented the requests for field trips and Sunday use of facilities. Miss Kelsey Cowher presented her student representative report. The Pay to Play concept was reviewed. The Committee made the following recommendations to the Board:

1. It was recommended that the Board approve the following overnight and/or out-of-state field trip requests:
 - A. High school students and staff to participate in the PMEA Region V Honors Band to be held at North Schuylkill High School, Ashland, PA, from March 24-26, 2011.
 - B. High school and middle school students and staff to tour the Newseum and the Smithsonian Institution in Washington, DC, on May 13, 2011.
 - C. Lititz Elementary students and staff to visit the Maryland Science Center, Baltimore, MD, on April 5, 2011.
 - D. High school students and staff to tour the Metropolitan Museum of Art and the Museum of Modern Art in New York City, NY, on April 13, 2011.
 - E. John R. Bonfield Elementary School students and staff to visit the Smithsonian Museums and memorials in Washington, DC, on June 9, 2011.

Mr. Conrad moved, Mrs. Wenger seconded the motion to approve the above field trip requests. Motion passed unanimously.

2. It was recommended that the Board approve the following Sunday use of facilities requests:
 - A. The Warwick Youth Girls' Softball Association to use JV softball field 5 and multi-purpose field 4 for practice and games from March 13, 2011, through August 28, 2011, from 1:00 to 8:00 p.m.
 - B. The Warwick Swarm Rugby Club to use turf football stadium 14 for practice from March 13, 2011, through March 27, 2011, from 1:00 to 4:00 p.m.
 - C. The Lititz Youth Soccer Club to use JB baseball field 19 for practice on March 20, 2011, through June 12, 2011, from 1:00 to 5:00 p.m.
 - D. The Warwick Football Parents Association to use running track field 12 and multi-purpose field 3 for flag football from April 3, 2011, through May 8, 2011, with the exception of April 24, 2011, from 1:00 to 5:00 p.m.
 - E. The Warwick Baseball Parents Association to use the MS auditorium and cafeteria – dining area only for the end-of-year banquet on May 22, 2011, from 4:00 to 9:00 p.m.
 - F. The Lititz Youth Soccer Club to use Moores Run Fields 27, 28, 29, 30 and 31, JRB baseball/MP fields 23, 24, 25, JRB practice field 26, and JB practice fields 18, 19, 20 and 21 for the Lititz Summer Showcase Soccer Tournament on July 31, 2011, from 11:00 a.m. to 7:00 p.m.

Mr. Conrad moved, Mrs. Wenger seconded the motion to approve the above Sunday use of facilities requests. Motion passed unanimously.

There was a brief discussion about determining balances on student accounts. This may be accessed through the E-Z School Pay system on the website.

Mr. Pusey asked about the Pay to Play concept.

The athletic director presented this option for students involved in various activities to have a charge assessed.

Dr. Hershey said this will be a topic of discussion at the April Committee of the Whole meeting.

Executive Session / Personnel Committee

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

Labor and Management Committee

Dr. Quinn announced that the next meeting is scheduled for March 31, 2011. There was no meeting in February.

Lititz Community Center Representative

Mr. Conrad reported that the capital project is complete and the pool is open. Over 100 new members have signed up bringing the membership total to 5,300. Warwick employees are highest corporate membership with over 100 members.

Legislative Committee

Mr. Pusey reported that the governor has presented a budget to the legislature. Warwick shows a \$1.4 million cut. Senator Brubaker has contacted superintendents indicating that they are going to introduce legislation to reduce the need for unfunded mandates, and he is asking for items to be considered as part of this legislation. Mr. Pusey is hoping the end result will be more local control.

IU Representative

Mr. Landis had no report. They will meet tomorrow evening.

Lancaster County Career and Technology Center Representative

Mr. Pusey reported on the status of the CTC's attempts for a building program. At next meeting they are going to discuss obtaining memorandums of understanding from the school districts for permission to go ahead with architectural drawings and bids. The project estimate is around \$38M. Currently Warwick funds \$85,000 per year. That money is used by the CTC to pay their bonds off for building improvements. Their new project is designed to continue at that same level of funding. Mr. Zerbe added that \$85,000 is included in our 2011/12 district budget.

Lancaster County Academy Representative

Mr. Miller reported that a meeting was held on February 23, 2011. A review of the student attendees was made. Warwick currently has five in the program. There is one adult student attending at this time. They are discussing what to do with excess revenue from the recent year's budget. Because of their unknown future with Park City Mall, they'd like to retain the funds in case they have to look for another location. Eastern Lancaster County School District is withdrawing from the Academy, which rebalances everything for the remaining districts. An in-service will be held to bring everyone up to date on curriculum. The structure for PSSA testing and students needing to return to the home district for testing was discussed. Dr. Hershey said we work it out individually and make accommodations for them based on their needs. They cannot go off campus to test.

PRIOR BUSINESS

None

NEW BUSINESS

None

INFORMATION

None

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Dr. Quinn thanked everyone for attending--community members, new staff members and administrators. A public budget meeting is scheduled for April 7th at 6:00 p.m. He encouraged attendance at the budget meeting as well as the Committee of the Whole meetings on the first Tuesday of each month.

Howard Snoke commended the Hempfield School District teachers for voting 90% in favor of freezing their salaries for one year. He also asked that test scores be updated more quickly on the district website for parental viewing. He also expressed concern for student safety at John R. Bonfield Elementary School when parents drop off children allowing them to exit on the driver's side of the vehicle. Dr. Hershey responded that the building principals would be notified to follow up on this situation.

Arthur Barr said we've gone through some real good years for last 20 years and asked if we are now overloaded with staff. He added that the budget could be cut back if replacements are not hired for all the individuals who have either retired or resigned.

Nelson Peters commended the school district on the great work this past weekend with the art department exposition at Lititz Elementary School, which was fabulous. He appreciated that it was coordinated with the Second Friday activities in downtown Lititz. This gave the whole community a chance to see the student talent on display.

Mr. Newberry thanked Mrs. Ember for her years of service as the Middle School librarian and seeing through the new construction project before she retired.

ADJOURNMENT

There being no further business, Kelsey Cowher moved to adjourn the meeting. Mr. Conrad seconded the motion and the meeting adjourned at 8:03 p.m.

Respectfully submitted,

Jo Anne McClain, Board Secretary