

Warwick School District
Lititz, PA 17543

March 20, 2012

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, March 20, 2012, at 7:00 p.m.

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

PLEDGE OF ALLEGIANCE

ROLL CALL

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

Excused absence: Abigail Barthe, Student Representative

Others attending the meeting: Dr. April Hershey, Superintendent, Dr. Robin Felty, Assistant Superintendent for Secondary Education, David L. Zerbe, Business Manager, Lori Zimmerman, Howard & Kathy Snoke, Rick Dombach, Michael C. Upton of *Lititz Record Express*, Kara Henke, Kristen Kellenberger, Tamera Olivieri, Cory VanBrookhoven and Leslie T. Morgan.

RECOGNITION OF CITIZENS

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

Mr. Howard Snoke presented the board with a check for \$91.00 earned from recycling cans.

Mr. Rick Dombach, '75, President of the Warwick Alumni Association thanked the Board for their support.

They are working on a logo and flyers for the group. Bob Derr, '68 was named Vice President, Gina Clair, '83, Treasurer and Pam Miller, '75 was named Secretary.

APPROVAL OF AGENDA

Mr. Eppig moved, Mrs Wenger seconded the motion to approve the agenda as presented.

Motion passed unanimously.

APPROVAL OF MINUTES ([Regular meeting](#) of 2/21/2012)

Mr. Peters moved, Mrs. Wenger seconded the motion to approve the minutes of the February 21, 2012 meeting of the Board.

Motion passed unanimously.

TREASURERS 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	\$ 796,074.15
Wire Transfers	\$6,332,559.38
Construction Fund	\$ 0.00
Cafeteria Fund	\$ 157,183.20
Middle School Fund	\$ 1991.48
High School Fund	\$ 2,189.69

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

On roll call vote:

Ayes: Mr. Eppig, Mr. Knouse, Mr. Landis, Mr. Miller, Mr. Peters, Dr. Quinn, Mr. Rucci, Mr. Shaub, and Mrs. Wenger
Nays: None
Absent: None

COMMUNICATIONS

An approval letter was received from the Pa. Dept. of Education regarding the Plancon Part J: Project Accounting Based on Final Costs, (Middle School Project).

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Retirement

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

Instructional

Janet Ross as a French Teacher at Warwick High School effective June 30, 2012.

B. Resignations

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

Instructional

Dale Stoltzfus as a Cafeteria Monitor at Warwick High School, effective February 21, 2012.

Non-Instructional

Joshua Longenecker as Groundskeeper for the Warwick School District, effective March 23, 2012.

Consaundra Patterson as a Food & Nutrition Service Assistant at Warwick High School, effective March 2, 2012.

Mrs. Wenger moved, Mr. Rucci seconded the motion to approve the retirements and resignations of the above individuals.

On roll call vote:

Ayes: Mr. Eppig, Mr. Knouse, Mr. Landis, Mr. Miller, Mr. Peters, Dr. Quinn, Mr. Rucci, Mr. Shaub, and Mrs. Wenger
Nays: None
Absent: None

C. Elections

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

Instructional

Faith Siegrist, as a Pre-K summer readiness classroom teacher at John R. Bonfield Elementary School, effective July 2, 2012, through August 14, 2012, for 6 hours/day (M-Th) at the rate of \$28.00 per hour.

Jennifer Elgena as a Pre-K summer readiness classroom teacher at John R. Bonfield Elementary School, effective July 2, 2012, through August 14, 2012, for 6 hours/day (M-Th) at the rate of \$28.00 per hour.

Non-Instructional

Nancy Kulp as a Pre-K summer readiness classroom assistant at John R. Bonfield Elementary School, effective July 2, 2012, through August 14, 2012, for 6 hours/day (M-Th) at the rate of \$8.25 per hour.

Darlene Moore, as a Pre-K summer readiness classroom assistant, at John R. Bonfield Elementary School, effective July 2, 2012, through August 14, 2012, for 6 hours/day (M-Th) at the rate of \$8.25 per hour.

Rodney Matthews, to a building services position at Kissel Hill Elementary School, 4.0 hours/day – 20 hours/week at the rate of \$9.65 per hour, effective March 21, 2012.

Eli Saylor, Jr. to a building services position at Kissel Hill Elementary School, 8.0 hours/day – 40 hours/week at the rate of 9.50 per hour, effective March 21, 2012. Mr. Saylor is replacing Mr. Matthews who resigned.

Extra Duty

Katharine Rothenberger, as a Cafeteria Monitor at Warwick High School, effective February 22, 2012, for the remainder of the 2011/2012 school year. Ms. Rothenberger is replacing Mr. Dale Stoltzfus who resigned.

Volunteer Coaches

It is recommended that the Board approve the following individuals as volunteer coaches for the 2011/12 athletic season.

Mallary Kamen, as Girls Soccer Volunteer Coach at Warwick High School for the 2011/2012 school year.

Doug Buckwalter as a volunteer coach for the 2011/2012 school year.

Independent Volunteers

It is recommended that the Board approve the following individuals as independent volunteers for the 2011/12 school year.

Shannon Cahill
Michelle Deery
Kendra Flory
John Fox

Paul Jones
Marielin Rottkamp
Jayne Stief
Lawrence Swonger

Substitute Teachers and Assistants

It is recommended that the Board approve the election of the following individuals as substitutes, effective March 21, 2012, until they submit their resignation or have their active status changed by the district.

Teachers/Administrator

Jennifer Roberts

Support Staff

Janice Mansur
Donna Stark

Guest Teachers

Dorianne Schuyler

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

On roll call vote:

Ayes: Mr. Eppig, Mr. Knouse Mr. Landis, Mr. Miller, Mr. Peters,

Dr. Quinn, Mr. Rucci, Mr. Shaub, and Mrs. Wenger

Nays: None

Absent: None

2. TRANSFERS/CHANGE OF STATUS

It is recommended that the Board approve the transfer of the following individual.

Non-Instructional

Sylvia Michelle Long, from a Special Needs Assistant at Kissel Hill Elementary School 6.5 hours/day - 32.5 hours week, to a Special Needs Assistant at John R. Bonfield Elementary School 6.5 hours/day – 32.5 hours/week, effective March 5, 2012.

Administrative Change of Status

Dr. Robin Felty, from Assistant Superintendent for Secondary Education, to Assistant Superintendent for Warwick School District, effective March 21, 2012.

Non-Instructional Change of Status

Jill Judt, from a Special Needs Assistant at Warwick High School 5.0 hours/day to a Special Needs Assistant at Warwick High School, 6.0 hours/day, effective February 28, 2012.

Lori Guyton, from a Learning Support Assistant at John R. Bonfield Elementary School 6.0 hours/day to a Learning Support Assistant at John R. Bonfield Elementary School 7.0 hours/day.

Tameron Wagner, from a Learning Support Assistant/Recess Monitor at Lititz Elementary School 4.0 hours/day@[\\$9.13/hour, 1.0 hours/day@\\$8.86/hour](#), for a total of 5.0 hours/day to a Learning Support Assistant/Recess Monitor/Special Needs Assistant at Lititz Elementary School, [4.0 hours/day@\\$9.13/hour, 0.75 hours/day@\\$8.86/hour, 0.75 hours/day@\\$9.13/hour](#), for a total of 5.5 hours/day.

3. LEAVE OF ABSENCE REQUEST

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

Dale Stoltzfus is in need of FMLA, beginning February 21, 2012 and a continuing Leave Of Absence through the remainder of the current school year is anticipated.

Melanie Calender is requesting FMLA, beginning approximately August 10, 2012 with concurrent Unpaid Child Rearing Leave, beginning September 21, 2012 and continuing through the end of the first semester of the 2012/13 school year.

Kathleen Derr has been previously approved for an unpaid leave of absence from June 21, 2011 through February 29, 2012. Ms. Derr is again requesting an extension of her unpaid leave of absence from March 1, 2012 through April 30, 2012 due to not being released by her physician.

Mr. Eppig moved, Mrs. Wenger seconded the motion to approve the above transfers, changes of status and leave requests.

On roll call vote:

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

Nays: None

Absent: None

4. SABBATICAL LEAVE REQUESTS

It is recommended that the Board approve the following individuals for semester study sabbaticals during the 2012/2013 school year.

Laura Houghton, Language Arts Teacher at Warwick High School – 2nd Semester
Martin Meier, Technology Ed. Teacher at Warwick Middle School – 2nd Semester

Mr. Eppig moved, Mr. Peters seconded the motion to approve the above individuals for semester study sabbaticals during the 2012/2013 school year.

On roll call vote:

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

Nays: None

Absent: None

5. BOARD SECRETARY ELECTION

It is recommended that the Board elect David L. Zerbe as Secretary for the Warwick Board of School Directors effective March 21, 2012, through June 30, 2013 to serve the unfulfilled term of Jo Anne McClain.

Mr. Rucci moved, Mr. Miller seconded the motion to approve the election of David L. Zerbe as Secretary for the Warwick Board of School Directors, effective March 21, 2012.

On roll call vote:

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

Nays: None

Absent: None

6. DONATION OF HISTORICAL ITEMS

It is recommended that the Board approve the following donation of historical items. These items were recovered from the demolition of the Wissler House on the property at John Beck Elementary School and are itemized on the Deed of Gift on [ATTACHMENT #1](#)

Mr. Eppig moved, Mrs. Wenger seconded the motion to approve the donation of historical items as set forth on Attachment #1.

On roll call vote:

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

Nays: None

Absent: None

7. GRADUATION DATE

It is recommended that the Board approve Monday, June 11, 2012, 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. Eppig moved, Mr. Rucci seconded the motion to approve the graduation date and place as mentioned above.

On roll call vote:

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

Nays: None

Absent: None

Information from the Superintendent

Dr. Hershey reported that Spring Sports are up and running. The Warwick High School musical, "Beauty and the Beast" was performed on March 16, 17 & 18, 2012. Committee of the Whole will meet on April 3, 2012 to discuss Alternative Funding and Budget updates. Dr. Hershey encouraged community members to fill out the Budget feedback survey found on the Warwick Website. Dr. Hershey extended congratulations to Emily Cameron for her win of two gold medals and breaking 2 state records at the recent PIAA Swim meet.

COMMITTEE REPORTS

Student Representative

Building and Property Committee

The Building and Property Committee met on March 12, 2012. Mr. Zerbe reviewed the 2012-2013 Budget and Energy Usage Summaries. An update on Alternative Funding was given, also discussed were the Middle School chiller and Middle School Project escrow account. The McCall house has been demolished and the garage will be demolished ASAP. Mr. Steve Sproles gave a short presentation regarding proposed signage for the Lititz Rec. Center, Warwick Middle School and the Buch Athletic Complex. The Committee has no recommendations to bring before the Board at this time.

Education Committee

The Education Committee met on March 12, 2012. Miss Abigail Barthe gave a student report. Dr. Robin Felty and Mr. Ron Hallett gave an update/presentation on the new High School and Middle School Algebra IA Math Courses. Dr. Felty, Mrs. Kathie Remaley, Mr. Loren Dissmore, Mr. Fred Griffiths, and Mr. Scott Galen gave a presentation on Online High School Science Textbooks. Dr. Keith Floyd presented an overview of the Elementary Language Arts Curriculum Update. Dr. Floyd also gave an update on the Elementary Literacy Audit. The Committee makes the following recommendations to the Board.

1. The Board approve the new Algebra 1A course at the Middle School and the Algebra 1A course at the High School, as presented on [ATTACHMENT#2](#).
2. The Board approve the new Biology e-book by CK-12 Content (Flexbook) for use with the High School Biology course.

Mrs. Wenger moved, Mr. Knouse seconded the motion to approve the Algebra 1A courses as listed on Attachment#2 and the Biology e-book.

On roll call vote:

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

Nays: None

Absent: None

Finance and Legal Committee

The Finance & Legal Committee met on March 8, 2012. The Committee reviewed the 2012-2013 Budget. The Lancaster County Academy Budget was also reviewed. Mr. Zerbe gave updates for the Warwick Ware Business Plan and the Alternative Funding initiative. The Committee makes the following recommendations to the Board.

1. The Board approve the closing of the Junior Achievement account in the HS Activity Fund in accordance with policy & PDE guidelines.
2. The Board approve additional Student Intern hours for WSD software development as presented on [ATTACHMENT#3](#).

Mr. Miller moved, Mr. Landis seconded the motion to approve the closing of Junior Achievement account as stated above and approve additional Student Intern hours as per Attachment #3.

On roll call vote:

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

Nays: None

Absent: None

Student Activities Committee

The Student Activities Committee met on March 8, 2012. Ms. Abigail Barthe gave a report on Student Activities. Mr. Kosydar presented a revised draft letter for parents regarding Participation fees for Extra- Curricular Activities. Dr. Keith Floyd reported on the Middle School Student Council purchase of computers with money coming from the student activity account. Mr. John Kosydar announced that a mission statement is being developed for the concession stand. Staffing of the stand at events is being analyzed. A presentation will be made to Student Activities Committee in the near future. Dr. Floyd presented the requests for Sunday Use and Out of State Field Trip. The Committee makes the following recommendations to the Board.

1. It is recommended that the Board approve the request of the Middle School Student Council to use the interest account of the Middle School Student Activity Fund to purchase technology, as outlined in the [ATTACHMENT#4](#).
2. It is recommended that the Board approve the following Sunday use of facilities requests:
 - A. The New Line Review to use either the MS Auditorium or the HS Auditorium for their end of year dance recital on June 10, 2012 from 2:00 – 5:30 p.m. Location will be determined depending on any further school closing in the 2011-12 school year.
 - B. The Warwick Youth Soccer club to use all HS/MS fields on the Buch Farm Campus, all fields at the John R. Bonfield elementary School, and all Moores Run fields for the Lititz Summer Showcase Soccer Tournament on July 29, 2012 from 1:00 p.m –7:00 p.m.

Mr. Rucci moved, Mrs. Wenger seconded the motion to approve the above the use of the interest account of Middle School Activity Fund as outlined in Attachment#4 and approve Sunday use of facilities.

On roll call vote:

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

Nays: None

Absent: None

2. It is recommended that the Board approve the following Overnight and/or Out of State field trip requests:

- A. High school students and staff to various locations in Italy from June 24 through July 3, 2013. The trip aligns with the high school World History curriculum. Students will be immersed in the Italian culture, experiencing firsthand the art, architecture, and cuisine of the country.

- B. John Beck Elementary students and staff to visit the Smithsonian Museums and Memorials in Washington DC on May 10, 2012.

Mr. Rucci moved, Mr. Peters seconded the motion to approve the above Overnight and/or Out of State field trip requests.

On roll call vote:

Ayes: Mr. Knouse, Mr. Landis, Mr. Miller, Mr. Peters,
Dr. Quinn, Mr. Rucci, Mr. Shaub, and Mrs. Wenger
Nays: Mr. Eppig
Absent: None

Executive Session/Personnel Committee

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

Labor and Management Committee

Lititz Recreation Center Representative

Mr. Peters reported that an Open House was held and membership increased by 122. The center has a positive cash flow. A new marketing video is airing on Blue Ridge Cable.

Legislative Committee

Mr. Eppig reported that the governor's budget was discussed. Prevailing wage is still being worked on.

IU Representative

Mr. Landis reported on the March 14, 2012 meeting. Human resource services were discussed. Also discussed was the hiring of school police officer. Reduction of staff, stipends and the LCTCB contract were presented. Transfer between entities with 27 classes being returned to school districts and how this may affect staffing was discussed. Ten policies were approved and there was a review of the "Investing in Future" brochure.

Lancaster County Career and Technology Center Representative

Mr. Eppig reported that they met on February 23, 2012. SkillsUSA competition winners announced with 4 winners from Warwick. Collective Bargaining Agreement was approved. The Collective Bargaining Agreement was approved. Budget was approved with no dissensions. The Wycliffe building will become the Health Sciences campus.

Lancaster County Academy Representative

Mr. Miller reported on the meeting of February 22, 2012. Fund Balance Policy was discussed. The Park City Lease for 3 years will have an increase of 5% per year. A budget increase of 2.5% was discussed. The issue of approval as a joint school may be resolved by the PA. Department of Education. Warwick School District has 8 out of 10 slots filled at the Academy.

PRIOR BUSINESS

None

NEW BUSINESS

None

INFORMATION

None

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Dr. Quinn thanked those who attended the meeting. He extended best wishes to the retiring staff members and welcomed the new staff members. He also reminded everyone of the Public Forum on March 6, 2012. Mr. Cory VonBrookhoven thanked the board for the time capsule of artifacts recovered from demolition of the Wissler House. He also requested that the original deeds and date stone be donated. Mr. Rucci thanked Rick Dombach and Bob Derr for taking the reins on the Alumni Association and thanked also Lori Zimmerman for her help with the project.

ADJOURNMENT

There being no further business, Mr. Eppig moved to adjourn the meeting. Mrs. Wenger seconded the motion and the meeting adjourned at 8:57 p.m.

Respectfully submitted,

David Zerbe, Assistant Secretary/Recorder