

Warwick School District

Lititz, PA 17543

November 20, 2018

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, November 20, 2018 at 7:00 p.m.

Mr. Michael Landis, 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: Michael R. Landis, Millard P. Eppig, Jr., Leslie Penkunas, Nelson L. Peters, Dr. Timothy Quinn, Todd L. Rucci, Scott A. Shaub, Debra J. Wenger, and Carson Garland, Student Representative, were present. Matthew Knouse was absent.

Others attending the meeting: Dr. April Hershey, Superintendent; Dr. Melanie Calender; Nathan Wertsch; Dr. Ryan Axe; Mark Leidich; Janice Boyer; Fred Griffiths; Kevin Martzall; Jackie Yanchocik; Lisa Bonfield; Sydnor Harrison; Juliet Ashton; Laura Knowles of Lancaster Newspapers/Lititz Record Express; Dr. Dan Doremus; Barb Mobley; Amy Balsbaugh; Mary Beth Bertrando; Talia Bertrando; James Barnes; Rich Barnes; and Jessica Bigsby.

WEF CHECK PRESENTATION

Dr. Daniel Doremus presented a check from the Warwick Education Foundation in the amount of \$66,668.00, which was awarded for the computer lab transformations, which are happening at each of the elementary buildings within the district. The Foundation has donated over \$236,000.00 to the district during the 2018/2019 school year.

Mr. Matthew Knouse arrived at 7:04 p.m. and took his place at the board table.

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 October 16, 2018)

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the minutes of the Regular meeting of October 16, 2018.

Motion passed 9-0.

TREASURERS REPORT

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

General Fund	\$1,081,918.52
Wire Transfers	\$1,199,089.89
Construction Fund	None
Cafeteria Fund	\$138,978.96

Middle School Fund	None
High School Fund	\$1,829.60

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

On roll call vote:

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

Abstain: None

Nays: None

Absent: None

COMMUNICATIONS

Dr. Hershey indicated that many cards and well wishes were received from the community.

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Resignations

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

Instructional

Shane Martin as a Guidance Counselor at Warwick High School, effective upon release by the district.

Non-Instructional

R. Kurt Bieber as a Technology Support Assistant at Warwick School District, effective November 21, 2018.

Wendy Kellogg as a Technology Support Assistant at Warwick School District, effective November 20, 2018.

Barbara Koser as a Food & Nutrition Services Assistant at Warwick High School, effective October 23, 2018.

Nancy Pagano as a Food & Nutrition Services Assistant at Warwick Middle School, effective October 23, 2018.

Jenelle Sauder as a Special Programs Assistant at Warwick Middle School, effective November 19, 2018.

Kimberly Braunagel as a Special Programs Assistant at John R. Bonfield Elementary School, effective November 19, 2018.

Kathryn Summers as a Student Support Assistant at John R. Bonfield Elementary School, effective November 9, 2018.

Stephanie Bollinger as Lead Elementary Food & Nutrition at Lititz Elementary School and Kissel Hill Elementary School, effective November 30, 2018.

Extra Curricular/Extra Duty

Connie Hilliar as Musical House Manager (50%) at Warwick High School, effective October 10, 2018.

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

On voice vote:

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

Abstain: None

Nays: None

Absent: None

B. Elections

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

Administration

Amy Balsbaugh as Principal at John R. Bonfield Elementary School, at the annual salary of \$97,300.00, effective November 30, 2018, pending receipt of the appropriate paperwork. Mrs. Balsbaugh is replacing Stacie Bardell who received a change of status.

Instructional - LTS

Jonathan Taylor as a Long Term Substitute (LTS) Elementary Guidance Counselor at John Beck Elementary School, at the annual salary of \$52,062.00, effective November 21, 2018. Mr. Taylor is replacing Colleen Heckman who received a change of status.

Non-Instructional

Heather Gouse as a Student Support Assistant at Warwick Middle School, 5.5 hours/day, at the hourly rate of \$11.00, effective November 26, 2018, pending receipt of the appropriate paperwork. Ms. Gouse is replacing Lynn Bare who received a change of status.

Nichole Hawk as a Food & Nutrition Services Assistant Manager at Warwick Middle School, 29.75 hours/week, at the hourly rate of \$13.25, effective November 26, 2018. Ms. Hawk is replacing Michelle Minney who received a change of status.

Amy Lundvall as a Food & Nutrition Services Assistant at Warwick High School, 4.0 hours/day, at the hourly rate of \$11.75, effective November 26, 2018, pending receipt of the appropriate paperwork. Ms. Lundvall is replacing Virginia Cox who resigned.

Lauren Risser as a Student Support Assistant at John R. Bonfield Elementary School, 5.5 hours/day, at the hourly rate of \$11.25, effective November 26, 2018, pending receipt of the appropriate paperwork. Ms. Risser is replacing Kathryn Summers who resigned.

Extra Curricular/Extra Duty

Gretchen Bender as Elementary Music Director JB at John Beck Elementary School, at the annual salary of \$1,728.00, effective November 21, 2018. Ms. Bender is replacing Lindy Fackler who resigned.

Extra Curricular/Extra Duty - Rehire

Eric Jeanes as Head Girls Lacrosse Coach at Warwick High School, at the annual salary of \$5,699.00, effective for the 2018/2019 school year. Mr. Jeanes is replacing Sarah Miller who resigned.

In-House Substitute Teachers

It was recommended that the Board approve the election of the individuals listed below, effective November 20, 2018, until they submit their resignation or have their active status changed by the district.

Support Staff

Georgianne Hoffman

Barbara Koser

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed as independent volunteers, effective November 21, 2018, until they submit their resignation or have their active status changed by the district.

Glenn Adams	Sandhya Dwivedi	Rachel Hoffman	Shane Ober
Stormy Ashton	Steven Ehrhart	Lance Hosler	Candy Quattrini
Robin Batz	Donna Freydlin	Elizabeth Huyett	Faith Ribaud
Patty Boyd	Adam Gehman	Nicole Kleylein	Cara Sahd
Anita Charles	Tiffany Gehman	Jason Koons	Dianne Skilling
Ashley Cline	Colleen George	Elena McVey	Kristili Snyder
Amanda Cracroft	Elena Germaine	Wendy Motz	Kathryn Summers
Joseph Davis	Jesus Gonzalez	Bridget Mullen	Tracy Weachter
Pamela Davis	Gary Hess	Kevin Murphy	Elizabeth Wood

Volunteer Coaches

It was recommended that the Board approve the election of the individuals listed below as volunteer coaches, effective for the 2018/2019 school year, until they submit their resignation or have their active status changed by the district.

Darrell Brubaker	Terry Chmil	Kyle Weaver	Wyatt Wingenroth
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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 2018/2019 school year, until he submits his resignation or has his active status changed by the district.

Tim Van Grouw

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

On voice vote:

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

Abstain: None

Nays: None

Absent: None

Mrs. Balsbaugh shared that it was great to be back in the district, and thanked the board for the opportunity to serve as Principal at John R. Bonfield Elementary School.

2. CHANGE OF STATUS REQUESTS

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

Non-Instructional

Lynn Bare from a Student Support Assistant at Warwick Middle School, 5.5 hours/day, to a Special Programs Assistant at Warwick Middle School, 5.5 hours/day, at the hourly rate of \$14.00, effective November 20, 2018. Ms. Bare is replacing Jenelle Sauder who resigned.

Michelle Minney from a Food & Nutrition Services Assistant Manager at Warwick Middle School, 29.75 hours/week, to Lead Elementary Food & Nutrition at Lititz Elementary School and Kissel Hill Elementary School, 40.0 hours/week, at the hourly rate of \$15.00, effective November 26, 2018. Ms. Minney is replacing Stephanie Bollinger who resigned.

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

On voice vote:

Ayes: Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters,
Dr. Quinn, Mr. Rucci, 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

Lindsey Maysilles is requesting a Family and Medical Leave of Absence (FMLA) with concurrent Child Care Leave, beginning approximately December 20, 2018, and continuing through April 3, 2019. Mrs. Maysilles is anticipating her return to work date as the first day of the 4th marking period of the 2018/2019 school year.

Non-Instructional

April Norman is requesting a Family and Medical Leave of Absence (FMLA) to begin October 9, 2018 and continue through November 15, 2018. Mrs. Norman is anticipating her return to work date as November 16, 2018, pending release by her doctor.

Spencer DeLemos is requesting an intermittent (1/2 days) Family and Medical Leave of Absence (FMLA) to begin October 15, 2018 and continue through February 1, 2019. Mr. DeLemos is anticipating his return to work date as February 4, 2019, pending release by his doctor.

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

On voice vote:

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

Abstain: None

Nays: None

Absent: None

4. MULTI-FUNCTIONAL DEVICE LEASE AND SERVICE AGREEMENTS

It was recommended that the Board approve the new Multi-Functional Device Lease and Service Agreements with Edwards Business Systems, an approved COSTARS vendor, as presented on [ATTACHMENT #1](#).

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the new Multi-Functional Device Lease and Service Agreements, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

5. NON-RESIDENT TUITION STUDENT APPROVAL

It was recommended that the Board approve the non-resident tuition student request for the 2018-2019 school year as per [ATTACHMENT #2](#).

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the non-resident tuition student request, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

Information from the Superintendent

Dr. Hershey shared the following items:

- Congratulations to all the fall athletic teams, music groups, and those involved with the fall play for great performances on and off the field.
- Special thank you to the Leadership Team for doing whatever it takes for our students.

COMMITTEE REPORTS

Student Representative

The student representative, Carson Garland, provided an overview of student activities across the district at the Education Committee and Student Activities Committee meetings in November.

Building and Property Committee

The Building & Property Committee met on Monday, November 12, 2018. The committee discussed the soccer field parking, junior high track, Lititz Elementary insurance claim, and future of the non-repetitive process. The committee did not have any recommendations for the Board at this time.

Education Committee

The Education Committee met on Monday, November 12, 2018. Dr. Melanie Calender began the meeting and shared the district's appreciation to the community for the outpouring of support related to our recent tragedy. Mr. Carson Garland, Student Representative, shared a report on the amazing things happening throughout the district. Two course textbook pilots were reviewed for approval, Honors Genetics and Oceanography. Dr. Ron Hallett provided a thorough presentation on the 2017/2018 student performance data from state sources. Finally, Dr. Calender provided an update on school-based mental health services at Warwick. The committee had the following recommendations for the Board at this time:

1. It was recommended that the board approve the Honors Genetics electronic textbook.

Mrs. Wenger moved, Mrs. Penkunas seconded, the motion to approve the Honors Genetics electronic textbook, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

2. It was recommended that the board approve the Oceanography electronic textbook.

Mrs. Wenger moved, Mrs. Penkunas seconded, the motion to approve the Oceanography electronic textbook, as presented.

On voice vote:

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

Abstain: None

Nays: None

Absent: None

Finance and Legal Committee

The Finance & Legal Committee did not meet in the month of November and did not have any recommendations for the Board at this time.

Student Activities Committee

The Student Activities Committee met on Thursday, November 8, 2018. The Committee heard from Carson Garland about all of the year end events taking place in the upcoming month in all of the buildings. They also welcomed Carson and Dr. Quinn to the committee. There was discussion about athletics and the events from the past week. The Student Activities Committee was appreciative of the people working with our students. The committee had the following recommendations for the Board at this time.

1. It was recommended that the Board approve the following Sunday use facilities requests:
 - a. Warwick Girls' Soccer Program to use the HS large gym from January 6, 2019 through February 23, 2019 for Winter Open Gym from 1:00 – 4:00 p.m.
 - b. Five Star Swim Club to use the MS parking lot on January 13, 2019 and February 10, 2019 for the Five Star Carnival/Cup from 1:00 p.m. to 6:00 p.m.
 - c. Five Star Swim Club to use the MS cafeteria – dining area only on March 17, 2019 for an Ice Cream Social/Awards Banquet from 3:30 to 6:00 p.m.

Mr. Rucci moved, Dr. Quinn seconded, the motion to approve the Sunday Use facilities requests, as presented.

On voice vote:

Ayes: Mr. Landis, Mr. Eppig, Mr. Knouse, Mrs. Penkunas, Mr. Peters,
Dr. Quinn, Mr. Rucci, 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 Request.
 - a. HS students and staff to Outreach 360 English Teaching Site, Monti Cristi, Dominican Republic from November 23 – 30, 2019. Students will witness the school system, learn the history of the region and provide community service through teaching English in local schools while being immersed in Hispanic language and culture.

Mr. Rucci moved, Dr. Quinn seconded, the motion to approve the Out of State Trip/Overnight request, as presented.

On voice vote:

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

Abstain: None

Nays: Mr. Landis and 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 and safety issues.

Labor and Management Committee

It was reported that no meeting was held in November.

Lititz Recreation Center Representative

It was reported that a meeting was held today (11/20/18). The meeting was a regular business meeting and included a clean audit report.

Legislative Committee

It was reported that legislators will be in session until November 30th, then back in January of 2019 when new members will be sworn in. Governor Wolf was re-elected for a second term and hopefully will be able to keep his campaign promise to find a better way to fund schools.

IU Representative

It was reported that a meeting was held recently. Documents and information was shared with the board electronically. The meeting also included reports on the Superintendent’s Study Council trip to Nashville.

Lancaster County Career and Technology Center Representative

It was reported that two meetings were held in October. October 25th was a regular business meeting, which included the review of post-secondary enrollments and review of Policy 125 – Clearances. On October 30th, a working meeting as held with 14 JOC members present. Discussion was had regarding “Where to do we see the CTC in 5 years? 10 years?” Idea sharing and brainstorming took place at this meeting as well as discussion regarding capital expenditures.

PRIOR BUSINESS

None.

NEW BUSINESS

None.

INFORMATION

None.

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

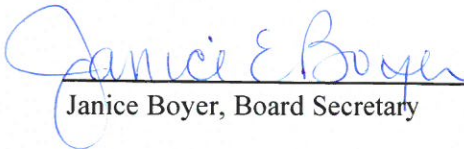
Mr. Landis thanked the board and community for their continued support of the students, staff and administration of Warwick School District.

Miss Talia Bertrando shared that one year ago, she was able to take part in an Outreach 360 trip with her classmates. She thanked the board for approving these opportunities to the students of Warwick School District.

ADJOURNMENT

There being no further business, Carson Garland moved to adjourn the meeting. Mrs. Wenger seconded the motion and the meeting adjourned at 7:38 p.m.

Respectfully submitted,


Janice Boyer, Board Secretary