

Warwick School District

Lititz, PA 17543

November 19, 2013

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

Dr. 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: Millard P. Eppig, Jr., Nelson Peters, Dr. Timothy Quinn, Debra J. Wenger, Michael R. Landis, Todd L. Rucci, Darryl L. Miller, Benadict Sahd, and Scott Shaub were all present.

Others attending the meeting: Dr. April Hershey, Superintendent, Dr. Robin Felty, Assistant Superintendent, David L. Zerbe, Business Manager, Mark Leidich, Dave Davies, Dr. Michael Smith, Karen Miller, Tom Becker, Jennifer Murphy, Lori Zimmerman, Michael Upton of the Lititz Record, Laurie Knowles of Lancaster Newspapers, Nate Wertsch, Kay Wenger, Barb Jones, Colleen Heckman, Amy Evans, Kevin Martzall, Bob Kelly, Howard Snoke, (Maverick Henry, Alisha Henry, Tim Fegley, Ryan Fegley, Charles Humple, Alec Winpenny, Connor Haines, Tristen Bargo, Sonya Bargo, Tom Hess, Nicholas Williams, Joshua Dicks, and Heather Frey - all affiliated with local Boy Scout troops).

RECOGNITION OF CITIZENS

Bob Kelly, president of the Lititz Youth Soccer Club and additionally representing the Boys and Girls Soccer associations, presented the district with a check for \$5,000 as part of their 10-year commitment to provide 50% of the pavilion costs. Mr. Kelly thanked the district for the use of WSD fields for their annual Lititz Summer Showcase Soccer Tournament and discussed its benefits to the Warwick community.

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 15, 2013](#))

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the minutes of the October 15, 2013 meeting.
Motion passed 9-0.

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 9-0 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	\$14,839,884.23
Wire Transfers	\$1,931,771.30
Construction Fund	None
Cafeteria Fund	\$95,790.82
Middle School Fund	\$1,364.87
High School Fund	None

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

On roll call vote:

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

COMMUNICATIONS

Dr. Quinn read an official prepared statement (see attached) concerning an anonymous defamatory letter received through the mail.

Dr. Hershey read a letter from a community member (Stacy DuBosq) who is in support of the district keeping “specials” and thanked the board and administration for their continued support of keeping these programs in Warwick schools.

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Retirement

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

Instructional

Jean Rarig as an ESL Teacher at Lititz Elementary School, effective December 31, 2013.

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

On roll call vote:

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

B. Resignations

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

Administrative

John Kosydar as Director of Athletics at Warwick High School, effective November 8, 2013.

Non-Instructional

Jennifer Davis as a Food and Nutrition Services Assistant at John Beck Elementary School, effective November 15, 2013.

Crista Kimble as a Food and Nutrition Services Assistant at Warwick High School, effective November 15, 2013.

Phyllis Breitigan as a Learning Support Assistant at Warwick Middle School, effective November 20, 2013.

Extra-Duty/Extra Curricular

Hope Hershey as Substitute Teacher Call Service – Secondary for Warwick School District, effective November 19, 2013.

Jennifer Teale as Assistant Boys Volleyball Coach at Warwick High School, effective October 26, 2013.

Mark Mueller as JH Head Cross Country Coach at Warwick Middle School, effective November 15, 2013.

Zachary Snyder as Varsity Assistant Baseball Coach at Warwick High School, effective for the 2013-2014 school year.

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

On roll call vote:

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

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.

Administrative

Nathan Wertsch as Business Manager/Board Secretary, at the annual salary of \$115,000, effective upon release from his current position. Mr. Wertsch is replacing David Zerbe who retired.

Non-Instructional

Lindsey Brenner as a Secretary at Warwick High School, 8.0 hours/day at the hourly rate of \$12.50, effective November 20, 2013. Ms. Brenner is replacing Ann Behling who resigned.

Victortia Collins as a Special Needs Assistant at John Beck Elementary School, 4.0 hours/day at the hourly rate of \$11.55, effective November 20, 2013. This is a new position for a newly identified student.

Jamie Crowder as a Special Needs Assistant at Warwick High School, 5.5 hours/day at the hourly rate of \$10.55, effective upon receipt of paperwork. Ms. Crowder is replacing Carol Schofield who resigned (Ms. Schofield was an 8 hour/day employee).

Zack Leshner as a Special Needs Assistant at Warwick High School, 5.5 hours/day at the hourly rate of \$10.35, effective upon receipt of paperwork. Mr. Leshner is replacing Carol Scholfield who resigned. (Ms. Scholfield was an 8 hour/day employee).

Tamara Weaver as a Classroom Assistant at John R. Bonfield Elementary School, 4.0 hours/day at the hourly rate of \$9.55, effective November 20, 2013. This is a new position due to the classroom size threshold being exceeded.

Judy Zimmerman as a Secretary at Warwick High School, 8.0 hours/day at the hourly rate of \$13.00 effective November 18, 2013. This is a reinstatement of a position that was previously eliminated.

Wendy Jo Zimmerman as a Food and Nutrition Services Assistant at Warwick High School, 3.0 hours/day at the hourly rate of \$9.00, effective November 20, 2013 pending receipt of paperwork. Ms. Zimmerman is replacing Linda Owens who had a change in status.

Extra-Duty/Extra Curricular

Jennifer Reedy as a Secondary Substitute Caller at the prorated salary of \$3,500, effective November 18, 2013. Ms. Reedy is replacing Hope Hershey who resigned.

Gary Schnupp as Varsity Assistant Wrestling Coach at the annual salary of \$4,010, effective for the 2013-2014 school year. Mr. Schnupp is replacing John Mousetis who resigned.

Travis Steedle as JH Girls Basketball Coach at Warwick Middle School, at the annual salary of \$2,643, effective for the 2013-2014 school year. Mr. Steedle is replacing Carl Keener who had a change of status.

Substitutes and Assistants

It is recommended that the Board approve the election of the individuals listed below, effective November 20, 2013, until they submit their resignations or have their active status changed by the district.

Substitutes

Sonya Barge
Emily Bodkin
Adelia Edwards
Karla Rupp
Mollie Shriener
Natalie Stoudt

Substitute Nurses

Rebekah Johnson
Barbara Zelek

Substitute Support Staff

Candice Brenner
Jennifer Davis
Deborah Morris

Guest Teachers

Timothy Beck
Kim Busey
Tiffany Harris
John Hendrix
Bruce Kreider
Mary Kate Linebarger
Donald Mock
Rebecca Rennix
Jonathan Sindall
David Snyder
Dana Stroup

Independent Volunteers

It is recommended that the Board approve the election of the individuals listed below as independent volunteers, effective November 20, 2013, until they submit their resignations or have their active status changed by the district.

Debbie Adams
Beth Brunner
Kelly Burkholder
Cathy Dietrich
Michelle Gooding
Jamie Henly
Joshua Henly
Savannah Harper
Sarah Hess-Bromirski
Carol Kramer
Christine Maclary
Karen McGrath
Bill Mohler
Barbara Paynter
Mary Shelly
Kate Zimmerman
Lisa Zipko

Volunteer Coaches

It was recommended that the Board approve the election of the individuals listed below as volunteer coaches, effective November 20, 2013, until they submit their resignations or have their active status changed by the district.

Mary Sham
Lynn McCord

Bowling
Independent Indoor Track

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 voice vote:

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

2. **CHANGE OF STATUS/TRANSFER/RATE**

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

Non-Instructional

Renee Billow from a Learning Support Assistant at Warwick Middle School, 6.0 hours/day, to a Learning Support Assistant at Warwick Middle School, 6.5 hours/day, effective November 20, 2013. This change of status is due to increased student needs at the Warwick Middle School.

Hope Hershey from a Food and Nutrition Services Assistant at Warwick High School, 3.0 hours/day to a Food and Nutrition Services Assistant at Warwick High School, 5.5 hours/day, effective November 20, 2013. The change of status is due to Linda Owen's change of status.

Jacqueline Malec from a Learning Support Assistant at Warwick Middle School, 6.0 hours/day, to a Learning Support Assistant at Warwick Middle School, 6.5 hours/day, effective November 20, 2013. This change of status is due to increased student needs at the Warwick Middle School.

Kevin Martzall from Census and Tax Assistant to Assistant to the Business Manager at the District Office, 8.0 hours/day at the annual salary of \$51,500, effective October 29, 2013. Mr. Martzall is replacing Elaine Mathias who resigned.

Julie Miller from a Learning Support Assistant at Warwick Middle School, 6.0 hours/day, to a Learning Support Assistant at Warwick Middle School, 6.5 hours/day, effective November 20, 2013. This change of status is due to increased student needs at the Warwick Middle School.

Linda Owens from a Food and Nutrition Services Assistant at Warwick High School to a Building Services Custodian at Kissel Hill Elementary School/Warwick Middle School, effective November 20, 2013. Ms. Owens is replacing Kathy Royer who had a change of status.

Kathy Royer from a Building Services Custodian at Kissel Hill Elementary School/Warwick Middle School to a Building Services Custodian at John Beck/John R. Bonfield Elementary schools, effective November 20, 2013. Ms. Royer is replacing Claude Young who had a change in status.

Claude Young from a Building Services Custodian at John Beck/John R. Bonfield Elementary schools, to a Building Services Custodian at John Beck Elementary School, effective November 20, 2013. Mr. Young is replacing Carin Miller who resigned.

Extra-Curricular/Extra Duty

Ashlee Garman from JH Assistant Cheerleading Coach at the annual salary of \$1,722, to JH Head Cheerleading Coach, at the prorated salary of \$1,417.18 (annual salary of \$2,363), effective October 2, 2013. This change of status is due to the resignation of Nancy Hertzog.

Connie Hilliar from a Sophomore Class Advisor at Warwick High School, 50%, at the annual salary of \$594, to a Sophomore Class Advisor at Warwick High School, 100% at the annual salary of \$1,186, effective the first day of the 2013-2014 school year. The change of status is due to the resignation of Joanna Lynch.

Mark Hough from Assistant Softball Coach at Warwick High School, at the annual salary of \$4,111, to Head Softball Coach at Warwick High School, at the annual salary of \$4,662, effective for the 2013-2014 school year. This change of status is due to the resignation of Donald Miller.

Mr. Eppig moved, Mrs. Wenger seconded, the motion to approve the change of status/transfer/rate requests for the individuals as presented:

On voice vote:

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

Nays: None

Absent: None

3. LEAVE OF ABSENCE REQUESTS

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

Joanna Lynch is requesting FMLA, effective on or about November 19, 2013. Her return to work date is January 21, 2014.

Pamela Martin is requesting an Unpaid Leave of Absence, effective September 17, 2013, continuing through November 1, 2103. Her return to work date is November 4, 2013, pending release by her doctor.

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

On voice vote:

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

Nays: None

Absent: None

4. POLICY FIRST READING

It was recommended that the Board approve the First Reading of Policy No. 201 as set forth on [ATTACHMENT #1](#).

Mr. Eppig moved, Mr. Peters seconded, the motion to approve the First Reading of Policy No. 201:

On voice vote:

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

Nays: None

Absent: None

Information from the Superintendent

Dr. Hershey stated that Tuesday, December 3, 2013 is the Board Reorganization meeting, a voting session of the School Board held prior to the regular Committee of the Whole meeting. She also stated that Warwick School District received excellent scores as outlined in the PA State School Performance Profiles. Dr. Hershey shared that next Monday and Tuesday are early dismissal day/conference and secondary in-service days. Thanksgiving vacation is November 27-29, 2013.

COMMITTEE REPORTS

Student Representative

Miss Rebecca Goebel discussed the many Veterans Day events across the district and said the WHS Fall Play was fun and funny; that 16 students made District Chorus; that the NAHS and the Music students were involved in the Halloween Parade and that the class officers from each class designed and created a float for the parade that featured the Homecoming Court and theme. Se said that the Warwick Marching Band came in third in championships and receive the award of most improved.

Building and Property Committee

The Building and Property Committee met on November 11, 2013. The agenda included an update on the RFQ proposal for a PA Act 39 guaranteed performance contract regarding the John R. Bonfield Elementary School, follow up discussion regarding the Buch Farm farmhouse, the tentative date for the Non-Repetitive Maintenance Tour, and the land development plan extension for the Master Plan.

The Committee made the following recommendations for Board action:

1. The Board approve the application to Warwick Township for a permit to remove the farmhouse on the Buch Farm Property.

Mr.Eppig moved, Mr. Rucci seconded, the motion to approve the application for a permit to remove the farmhouse on the Buch Farm Property:

On voice vote:

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

Nays: None

Absent: None

2. The Board approve the Class of 2013 project arch “Home of the Warriors” as more fully described on [ATTACHMENT #2](#). (Note: entirely funded by the Class of 2013.)

Mr.Eppig moved, Mr. Rucci seconded, the motion to approve the Class of 2013 project arch “Home of the Warriors” as presented:

On voice vote:

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

Nays: None

Absent: None

Education Committee

The Education Committee met on Monday, November 11, 2013. Mr. Sid Harrison, accompanied by a group of student leaders, presented information about the new “Link Crew” freshman transition program at the high school. Mrs. Melanie Calender provided an overview of the planned curriculum work at the elementary level for the 2013-2014 school year. The Committee had no recommendations for Board action.

Finance and Legal Committee

The Finance and Legal Committee met on Thursday, November 14, 2013. The agenda included the June 30, 2013 Audit Report, discussions on the next bond refinancing, a review of the 2013/2014 Transportation Contracts, the 2014/2015 Budget Calendar, unemployment compensation costs, the worker’s compensation and property/casualty insurance pools and obsolete equipment:

The committee made the following recommendations for Board action:

1. The School Board approve a revised Resolution for Commitment of Fund Balance as per **ATTACHMENT #3**.

Mr. Landis moved, Mr. Miller seconded, the motion to approve the a revised Resolution for Commitment of Fund Balance as presented:

On voice vote:

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

2. That the School Board accept the June 30, 2013 Audit Report presented by Brown, Shultz, Sheridan & Fritz, CPA’s and Business Advisors on **ATTACHMENT 3a**. (*Note: The auditors have issued a clean opinion with no findings, the fund balance resolution aligns with the audited fund balance.*)

Mr. Landis moved, Mr. Shaub seconded, the motion to accept the June 30, 2013 Audit Report as presented:

On voice vote:

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

3. The Board approve the submission to PDE of Plan Con Part K for the recent GO Bond Series 2006 refunding, as per **ATTACHMENT # 4**.

Mr. Landis moved, Mr. Miller seconded, the motion to approve the submission to PDE of Plan Con Part K for the recent GO Bond Series 2006 refunding, as presented:

On voice vote:

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

4. The Board approve **2013-2014 Transportation Contracts** and drivers as presented on **ATTACHMENT #5**.

Mr. Landis moved, Mr. Miller seconded, the motion to approve 2013-2014 Transportation Contracts and drivers as presented:

On voice vote:

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

Nays: None

Absent: None

5. The School Board approve disposal of Obsolete Tech Equipment as per [ATTACHMENT #6](#).

Mr. Landis moved, Mr. Miller seconded, the motion to approve disposal of Obsolete Tech Equipment as presented:

On voice vote:

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

Nays: None

Absent: None

6. The School Board approve the ‘Warwick Bible Study Club’ as a high school student activity fund account as per [ATTACHMENT #7](#).

Mr. Landis moved, Mr. Miller seconded, the motion to approve the ‘Warwick Bible Study Club’ as a high school student activity fund account as presented:

On voice vote:

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

Nays: None

Absent: None

Student Activities Committee

The Student Activities Committee met on Thursday, November 14, 2013. Ms. Rebecca Goebel offered a summary of student activities throughout the district. Mrs. Shirley Kachelries shared information about the proposed student field trip to Spain in summer 2015. Mrs. Debra Weidler provided information about transportation services to the district. Dr. Felty presented the requests for facility use and overnight fieldtrips. The committee made the following recommendations to the Board:

1. It was recommended that the Board approve the following Sunday use facilities requests:
 - a. Str8dnsports to use the HS large gym, gym lobby, and the HS small gym for the MLK Kickoff Classic Jr. Girls Volleyball Tournament on January 19, 2014 from 1:00 p.m. to 9:30 p.m.

Mr. Rucci moved, Mr. Sahd seconded, the motion to approve the Sunday facilities use requests as presented:

On voice vote:

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

Nays: None

Absent: None

2. It was recommended that the Board approve the following overnight and out of state field trip requests:
 - a. HS students, parents and staff to MICA-Maryland Institute College of Art, Baltimore, MD, on November 24, 2013. Students will gain an understanding of portfolio and quality of art in preparation for the admission process to post-secondary art schools.
 - b. John Beck, John R. Bonfield, Kissel Hill, and Lititz Elementary school students and staff to Washington D.C. on June 5, 2014. This trip is part of sixth grade curriculum.
 - c. HS students and staff to Altotting, Germany from June 19-2014 through July 10, 2014. Students will be immersed in the German language and culture for three full weeks. The trip corresponds with the higher levels of German curriculum at the high school.

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

On voice vote:

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

Nays: Mr. Eppig

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

Mr. Peters shared there was meeting November 11, 2013 and that the organization is receiving great participation and increased memberships.

Legislative Committee

Mr. Eppig talked about several bills: SB 1085 Charter/Cyber Bill, SB 34, HB1718 and HB 108 that will be coming up for votes.

IU Representative

Mr. Landis shared email correspondence with the Board and stated that there was a meeting on November 13, 2013.

Lancaster County Career and Technology Center Representative

Mr. Eppig shared that they had tour of the Brownstown campus on October 24, where they took a tour and discussed the budget.

Lancaster County Academy Representative

Mr. Miller shared that they had a meeting October 23, 2013, and discussed ongoing academy operations/ implementing a business plan and their 20 year anniversary.

PRIOR BUSINESS

None.

NEW BUSINESS

None.

INFORMATION

None.

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Dr. Quinn thanked those in attendance for being at the meeting (full house) and encouraged others to attend. Mr. Rucci thanked the teachers for their hard work and commitment. Mr. Peters thanked the administration and teachers for a great start to the school year.

ADJOURNMENT

There being no further business, Miss Rebecca Goebel moved to adjourn the meeting. Mrs. Wenger seconded the motion and the meeting adjourned at 8:05 p.m.

Respectfully submitted,

David Zerbe, Board Secretary