

**Warwick School District**  
Lititz, PA 17543

October 18, 2011

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, October 18, 2011, at 7:00 p.m.

Dr. Quinn, President, called the meeting to order and announced that there was a personnel committee meeting at 6:00 p.m.

**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, Todd L. Rucci, Debra J. Wenger, and Abigail Barthe, Student Representative, were present at roll call.

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, Nelson Peters, Howard Snoke, Rick Glass, Yvette Line-Koller, Lisa Himes, Tom Becker, Mark Leidich, Melissa Vulopas, Lynn Brosnan, Doreen Packer, Lori Schonour, Michael Smith, and Leslie Morgan.

**RECOGNITION OF CITIZENS**

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

Howard Snoke talked about the aluminum can collection that he received permission for in June and asked for assistance in announcing and implementing this initiative for increased community participation. He presented the district with a check in the amount of \$70.50 representing the proceeds from 138 pounds of aluminum cans collected by he and his family over the summer. He read an email, which he said was nominated as the best email of 2011, regarding the responsibilities of teachers.

**APPROVAL OF AGENDA**

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

**APPROVAL OF MINUTES** ([Regular meeting](#) of 09/20/11)

Mr. Pusey moved, Mr. Rucci seconded the motion to approve the minutes of the September 20, 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. There was discussion on the cafeteria equipment purchases and the large amount of monies invested in one institution. It was suggested that more diversification of deposits would be more prudent. The Finance & Legal Committee will review this issue.  
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.

Athletic Fund	\$ 61,854.24
General Fund	\$11,657,721.17

Wire Transfers	\$	925,657.72
Construction Fund	\$	0.00
Cafeteria Fund	\$	151,856.70
Middle School Fund	\$	300.00
High School Fund	\$	1,210.00

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, Mr. Rucci, and Mrs. Wenger  
**Nayes:** None  
**Absent:** None

**COMMUNICATIONS**

None

**REPORT OF THE SUPERINTENDENT**

**1. PERSONNEL**

**A. Resignation**

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

Non-Instructional

Heather Carroll as a food & nutrition services assistant at Warwick Middle School, effective September 30, 2011.

Mr. Miller moved, Mrs. Wenger seconded the motion to accept the above resignation.  
Motion passed unanimously.

**B. 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

Austin Weidler as a programming intern I for the district, for a maximum of 360 hours during the 2011/2012 school year, at the rate of \$9.00 per hour.

Deborah Dietrich as a food & nutrition services assistant at Warwick Middle School, effective October 19, 2011, at the rate of \$8.76 per hour for 3.0 hours/day – 15.0 hours/week. Ms. Dietrich is replacing Lynn Schaffner due to her change of status.

Anna Magno as a food & nutrition services assistant at Warwick Middle School, effective October 19, 2011, at the rate of \$8.39 per hour for 3.0 hours/day – 15.0 hours/week. Ms. Magno is replacing Heather Carroll who resigned.

Melissa Kerchusky as a food & nutrition services assistant at Warwick High School, effective October 19, 2011 (pending receipt of clearances), at the rate of \$8.42 per hour for 3.0 hours/day – 15.0 hours/week. Ms. Kerchusky is filling a position that was budgeted and has been filled with daily substitutes for the last several years.

Extra-Duty

Emily Diem as student government advisor at Warwick High School for the 2011/2012 school year, at the salary of \$900. Ms. Diem is replacing Laura Houghton who resigned.

Volunteer Coach

It was recommended that the Board approve the election of the following individual as a volunteer coach for the 2011/12 school year.

Wayne Hummer                                  Wrestling

Independent Volunteers

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

Michelle Diffenbach                              Olivia Furlow  
Cindy Hopkins                                      Heather Mohamed  
Julie Otter    Kristee Reichard  
Jennifer Scott                                        Bethany Shrom  
Michele Smith                                        Elizabeth Stoyer  
Jennifer Weaver

Substitute Teachers and Assistants

It was recommended that the Board approve the election of the individuals listed below as substitutes, effective October 19, 2011, until they submit their resignation or have their active status changed by the district.

Teachers

Laura Bloom    Amanda Sprague  
Kelly Springer    Allyson Wietzel

Support Staff

Nancy Benigni    Marsha Jones  
Rachel Kiehl    Kathy Matteson  
Sherrie Peters     Ginger Taylor

Guest Teachers

Anne Marie Bunce-Gagliano                      Melanie Burkhart  
Ed Campagna     Gerald Carson  
Maria Ericson     Kristen Kudrick  
Aaron Lee    Rhiannon Messina-McCoy  
Laurelin Smith    Stephanie Siegel  
Francis Wetzler    Joshua White

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

**On roll call vote:**

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

**2. TRANSFERS and CHANGE OF STATUS**

It was recommended that the Board approve the transfers and changes of status as set forth below.

Non-Instructional Change of Status

Kathleen Donmoyer, a learning support assistant at Warwick Middle School, from 6.0 hours/day to 5.5 hours/day, effective September 6, 2011.

Cheryl Large, a special needs assistant at Warwick High School, from 5.0 hours/day to 5.5 hours/day, effective October 11, 2011. Ms. Large's hours are being readjusted in order to best meet the needs of a student's IEP.

Lynn Schaffner, a food services assistant at Warwick Middle School, from 3.0 hours/day – 15 hours/week, to 5.0 hours/day – 25 hours/week, effective September 6, 2011. Ms. Schaffner is replacing Hope Shaub who resigned.

Extra-Duty Change of Status

Craig Umberger as band assistant, from a 100% to a 50% position at the salary of \$1,181.50 for the 2011/2012 school year.

Mrs. Wenger moved, Mr. Rucci seconded the motion to approve the above changes of status.

**On roll call vote:**

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

**3. LEAVE OF ABSENCE REQUEST**

It was recommended that the Board approve the following leave of absence request.

Kathleen Derr has been previously approved for FMLA beginning 3/29/11 through 6/20/11, and unpaid leave of absence from 6/21/11 through 9/16/11. She is requesting an extension of her unpaid leave of absence due to not being released by her physician.

Mr. Pusey moved, Mrs. Wenger seconded the motion to approve the above leave of absence request.

**On roll call vote:**

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

**4. BOARD POLICY ADDITIONS AND REVISIONS**

It was recommended that the Board approve, as a second reading, the following new policies and revised policies. Copies of the policies may be viewed in their entirety at the Superintendent's office during normal business hours.

New Policies

- #113 Special Education
- #113.1 Discipline of Students with Disabilities
- #113.2 Behavior Support
- #113.3 Screening and Evaluations for Students with Disabilities
- #113.4 Confidentiality of Special Education Student Information
- #113.5 Early Intervention
- #718 Service Animals in Schools

Revised Policies

- #122 Extracurricular Activities
- #123 Interscholastic Athletics
- #203 Immunizations and Communicable Diseases
- #210.1 Possession/Use of Asthma Inhalers
- #217 Graduation Requirements
- #218 Student Discipline
- #218.1 Weapons
- #218.2 Terroristic Threats/Acts

- #222 Tobacco Use
- #226 Searches
- #227 Controlled Substances/Paraphernalia
- #237 Electronic Devices
- #314 Physical Examination
- #323 Tobacco Use
- #601 Fiscal Objectives
- #619 District Audit
- #805 Emergency Preparedness
- #904 Public Attendance at School Events
- #909 Municipal Government Relations

Mr. Eppig moved, Mr. Pusey seconded the motion to approve the above policies as a second reading.

**On roll call vote:**

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

**5. DISTRICT ATTENDANCE/TRUANCY OFFICER**

It was recommended that the Board approve the appointment of Susan Shinn-Thomas, the district home and school visitor, as the district attendance/truancy officer, effective August 31, 2011.

Mr. Rucci moved, Mrs. Wenger seconded the motion to approve the above appointment of Susan Shinn-Thomas.

**On roll call vote:**

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

**Information from the Superintendent**

Dr. Hershey announced that we will be deviating from the normal Committee of the Whole agenda on November 1, 2011. The meeting location has been changed to the Middle School auditorium, and will begin at 7:00 p.m. There will be a presentation on student data and assessments, and the meeting will open as a public education forum. Information on Governor Corbett’s education plan will be discussed, together with the district budget. Members of the community are urged to attend. This forum will provide a venue for people to pose questions related to the topics. This forum is part one of the district’s goals, “advocacy for public education.”

**COMMITTEE REPORTS**

**Student Representative**

Abigail Barthe reported that homecoming was this past weekend, and it was well attended. Members of the Student Council expressed their thanks to everyone involved. The Middle School is having spirit week next week where they will be focusing on bully prevention and eliminating drugs and alcohol.

**Building and Property Committee**

Mr. Pusey reported that the Building and Property Committee met on October 10, 2011. Discussion included the signage request of Lititz recCenter; the Moore Engineering study of Bonfield Elementary School, and construction plans and funding of the Lancaster County Career & Technology campuses. Other topics included the McCall house, which is currently empty and may not be worthy of renting, and the 2012/13 budget and non-repetitive maintenance tour. The Committee had no recommendations to bring before the Board.

**Education Committee**

Mrs. Wenger reported that the Education Committee met on October 10, 2011. Miss Abigail Barthe gave a student report. A report was presented by Dr. Keith Floyd and Mrs. Yvette Line-Koller regarding the 2011 assessment scores, including PSSA, AYP, SAT Reasoning Test, and ACT College Readiness Assessment.

They also presented information on the 2011/12 assessment calendar. Ongoing discussions of the district budget continued. The Committee had no recommendations to bring before the Board.

### **Finance and Legal Committee**

Mr. Miller reported that the Finance and Legal Committee met on October 13, 2011. The June 30, 2011 audit progress regarding the schedule and fund balance was reviewed. The funding proposal, borrow base and debt statement were discussed regarding the construction project of the Lancaster County Career & Technology Center. An accounting update and business plan were reviewed regarding Warwick Ware/IP project. The unemployment compensation experience was reviewed. Another topic of discussion was the Lancaster County Tax Collection Bureau with Act 32 starting in 2012, which affects school districts and municipalities. The Committee made the following recommendations to the Board.

1. It was recommended that the Board approve final budget transfers for the 2010/2011 year as presented on [ATTACHMENT #1](#).

Mr. Miller moved, Mr. Landis seconded the motion to approve final budget transfers as presented on Attachment #1.

**On roll call vote:**

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

2. It was recommended that the Board approve the LCCTC financing for improvements, renovations and modernization of facilities as presented on [ATTACHMENT #2](#).

Mr. Miller moved, Mr. Pusey seconded the motion to approve the LCCTC financing, as presented on Attachment #2.

Mr. Conrad asked for explanations of a guaranteed lease revenue bond, the current escrow account, Warwick contributions, debt service parameters, and the number of votes required by the 16 participating school districts for passage of this resolution.

Mr. Zerbe replied to all inquiries, and Mr. Pusey explained the voting process of the Joint Operating Committee.

Mr. Conrad expressed his concern and opposition to this proposal.

**On roll call vote:**

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

3. It was recommended that the Board approve the LCCTC purchase of 422 Beaver Valley Pike as presented on [ATTACHMENT #3](#).

Mr. Miller moved, Mr. Landis seconded the motion to approve the LCCTC purchase, as presented on Attachment #3.

Mr. Conrad asked if research has been done about the possibility of private facilities offering this training.

Mr. Pusey responded that the CTC has researched this, and they currently have the staff, facilities, and reputation to run this program, which brought in \$455,000 revenue for the CTC last year.

Mr. Conrad expressed his concern about using public dollars for venture capital.

**On roll call vote:**

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

### **Student Activities Committee**

Mr. Rucci reported that the Student Activities Committee met on October 13, 2011. Miss Abigail Barthe presented the Student Representative report. Dr. Robin Felty presented requests for overnight and/or out-of-state field trips and Sunday use of facilities. An update on participation in extra-curricular activities fees was given by Dr. Robin Felty, Mr. Troy Price, and John Kosydar, A.D. The Committee made the following recommendations to the Board.

1. It was recommended that the Board approve the following Sunday use of facilities requests:
  - A. The Lancaster-Lebanon PIAA Basketball Officials to use the HS small gym for Chapter Meetings from November 13, 2011, through February 12, 2012, from 6:30 to 8:00 p.m.
  - B. The Warwick Baseball Parents Association to use the MS auditorium and MS cafeteria-dining area only – for their end of year banquet on May 20, 2012, from 4:00 to 9:30 p.m.
  - C. Lititz Borough to use Ambucus Field 19 for their skating rink from November 6, 2011, through March 4, 2012, from 1:00 to 8:00 p.m.

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

2. It was recommended that the Board approve the following out-of-state and overnight field trip requests:
  - A. High school students and staff to visit Quebec City, Canada, from March 1 through 5, 2012. Students will go on a historical tour of the city and visit sites of interest in the surrounding area. The HS French students will have the opportunity to use their language skills and engage in an authentic immersion experience.
  - B. Kissel Hill Elementary students and staff to Washington, DC, on May 17, 2012. Students will tour the Smithsonian Museums and the mall area. The trip will correspond with the social studies and science curriculums, and the international fair held each year at Kissel Hill Elementary.
  - C. High school students to visit Konig Karlmann Gymnasium, Altolting, Germany, from June 24 through July 15, 2012. The trip will involve a three-week total immersion experience for the HS German students. They will attend a German school and participate in several excursions hosted by our partner school. They will also have the opportunity to grow in their language skills and cultural understanding.

Mr. Rucci moved, Mr. Conrad seconded the motion to approve the above field trip requests. Dr. Quinn commented that the German student hosting by their family last year was a wonderful experience. Motion passed unanimously.

### **Executive Session / Personnel Committee**

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

### **Labor and Management Committee**

Dr. Quinn reported that a meeting is scheduled for October 19, 2011. There was no meeting in September.

### **Lititz Community Center Representative**

Mr. Conrad had nothing to report.

### **Legislative Committee**

Mr. Pusey had nothing to report.

**IU Representative**

Mr. Landis reported that a meeting was held on October 12, 2011. They talked about the PA hybrid learning program and integration of traditional and virtual classroom roles. The challenges for the IU and other school districts will be the virtual model. The H.R. committee meeting followed, and the board meeting started at 7:30 p.m. Board members received information electronically last week with details from this meeting. He added that the public needs educated about state mandates and how this affects our budgets. Legislative issues are a big concern, and we will be talking about them at the Warwick public education forum on November 1.

**Lancaster County Career and Technology Center Representative**

Mr. Pusey had nothing to report.

**Lancaster County Academy Representative**

Mr. Miller said there was no meeting.

**PRIOR BUSINESS**

None

**NEW BUSINESS**

None

**INFORMATION**

None

**COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS**

Dr. Quinn thanked everyone for coming tonight. "This is what we do every third Tuesday." He encouraged everyone to attend the public education forum on November 1 at the Middle School auditorium. He thanked Mr. Conrad for his comments tonight.

Dr. Quinn congratulated the high school staff on the SAT scores. "To be on top of the county this year was cool." He extended kudos to the high school staff, and with 71% taking the test, it is outstanding.

Nelson Peters had questions about the earned income tax revenue quarterly reports and how Act 32 will affect the district. Mr. Zerbe replied that it will be reported monthly once Act 32 becomes the law next year. He appreciated the transparency and discussion on the LCCTC issues and commented that the LCCTC is a great resource for our students. He asked if private businesses are allowed to contribute directly to the LCCTC. Mr. Pusey explained that they have an Education Foundation in which the businesses participate; they take students on cooperating basis, and they send representatives to the school to augment teaching. Dr. Hershey added that they also participate in NOCTI testing. Mr. Peters asked how many Warwick students attend, and Dr. Hershey responded that we currently have about 60 students participating in grades 11 and 12. Mr. Pusey added that the LCCTC as three advisory groups, the JOC, the Education Advisory Committee, and the Professional Advisory Committee.

Lynn Brosnan commented that her son attends Warwick Middle School, and she has been impressed with the ease of transitioning into 7<sup>th</sup> grade and the rapidness of the teachers getting the grades online. Mr. Smith has addressed promptly everything that she has brought to him.

Mr. Rucci thanked Mr. Snoke for his comments and for putting forth his efforts for the district, adding that we will encourage all folks to help out with the aluminum can project.

**ADJOURNMENT**

There being no further business, Abigail Barthe moved to adjourn the meeting. Mr. Conrad seconded the motion and the meeting adjourned at 8:17 p.m.

Respectfully submitted,

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Jo Anne McClain, Board Secretary