

Warwick School District
Lititz, PA 17543

April 17, 2012

A meeting of the Warwick Board of School Directors of the Warwick School District convened in the District Board room on Tuesday, April 17, 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 Board Secretary called the roll of the Board: Millard P. Eppig, Jr., Michael R. Landis, Darryl L. Miller, Nelson Peters, Dr. Timothy Quinn, Scott Shaub, and Debra J. Wenger, were present at roll call.
Excused absence: Todd L. Rucci, Matthew Knouse, and 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, Doreen Packer, Joyce Good, Melanie Calender, Melissa Vulopas, Dr. Peggy Montgomery, Leslie T. Morgan, Rebecca Martin, Tom Oldham, Kurt, Lisa, & Rachel Bieber, Howard & Kathy Snoke, Michael C. Upton of *Lititz Record Express*, and Laurie Knowles of *Lancaster Newspapers*.

RECOGNITION OF CITIZENS

Dr. Quinn welcomed those attending the meeting and asked if there were any questions or comments.
Mr. Howard Snoke presented several members of the board with wooden animal banks he made. Banks like those presented are being used as student and teacher incentives at Kissel Hill and J.R. Bonfield elementary schools for their monthly aluminum can recycling collections.
Tom Oldham spoke about his concerns with the district's BYOD initiative and distributed a handout to board members.

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 3/20/2012)

Mr. Eppig moved, Mrs. Wenger seconded the motion to approve the minutes of the March 20, 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	\$1,161,487.14
Wire Transfers	\$1,966,697.91
Construction Fund	\$ 331.75
Cafeteria Fund	\$ 172,755.00
Middle School Fund	\$ 1,060.00
High School Fund	\$ 65,697.37

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

On roll call vote:

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

Nays: None

Absent: Mr. Rucci, and Mr. Knouse

COMMUNICATIONS

None.

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Resignations

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

Non-Instructional

Marita Klugh as a food and nutrition services assistant at Kissel Hill Elementary School effective March 30, 2012.

Sandra Weber as a Computer Assistant at Warwick High School, effective June 11, 2012.

Rodney Matthews from a Building Services position at Kissel Hill Elementary School, effective April 13, 2012.

Extra-Duty

Melodie Fair as Elementary Drama Director at John Beck Elementary School, effective March 16, 2012.

Carli Brill as an Assistant Girls Soccer Coach at Warwick High School, effective June 30, 2012.

Allison Butler as an Assistant Girls Basketball Coach at Warwick High School, effective April 11, 2012.

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

On roll call vote:

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

Nays: None

Absent: Mr. Rucci, and Mr. Knouse

B. Elections

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

Instructional

Rebecca Martin as a Librarian at John Beck Elementary School at a salary of \$50,429 effective August 29, 2012. Mrs. Martin is replacing Lorraine Wink who retired.

Non-Instructional

Kathy Matteson as a Special Needs Assistant, 6.0 hours/day, 30.0 hours/week at \$9.33/hour at Kissel Hill Elementary School effective April 18, 2012.

Matthew Emrey as a landscaper at Warwick School District, 8.0 hours/day – 40 hours/week at \$13.75/hour, effective upon receipt of clearances. Mr. Emrey is replacing Mr. Joshua Longenecker, who resigned.

Summer Custodial Work Crew

Board approval is recommended for the election of the following individuals to the summer custodial work crew for work to be performed between June 13, 2012, through August 31, 2012, 10.0 hours/day - 40.0 hours/week:

Joshua DeWitt	\$7.25 per hour
Justin Nolt	\$7.25 per hour
Ian Stoeckl	\$7.25 per hour
Nathan Zimmerman	\$7.25 per hour
Pam Hartman	\$12.00 per hour (painter)

Extra-Duty

Kathy Seaber as Co-Elementary Drama Director at John R. Bonfield Elementary School for the 2011/2012 school year at the salary of \$889.50.

Kirsten Lefever as Co-Elementary Drama Director at John R. Bonfield Elementary School for the 2011/2012 school year at the salary of \$506.50.

Laura Bjanas as Elementary Drama Director at John Beck Elementary School for the remainder of the 2011/2012 school year at the prorated salary of \$705.00. She is fulfilling the position resigned by Mrs. Fair.

Volunteer Coach

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

Amy Walter	Track
Wendell Hannaford	Girls Soccer

Independent Volunteers

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

Robert Anspach	Randy Kurtz
Melissa Axe	Danielle Mason
Angela Eshleman	Kimberly Moll
Cathryn Fox	Denise Okuwa
Mary Gaul	Leanne Plack
Colleen Hovanec	Sharon Reiff
Maria Hutchins	Krista Schwartz
Jenifer Kessler	Jennifer Thompson
Nathaniel Kurtz	

Substitute Teachers and Support Staff

It is recommended that the Board approve the election of the following individuals as substitutes, effective April 18, 2012, until they submit their resignation or have their active status changed by the district.

<u>Teachers</u>	<u>Guest Teachers</u>
Tina Weber	Dorianne Schuyler

Substitute Support Staff

Tonya Yecker

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

On roll call vote:

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

Nays: None

Absent: Mr. Knouse, and Mr. Rucci

2. SUMMER ACADEMY AT WARWICK

It is recommended that the Board approve the individuals and rates, as set forth on [ATTACHMENT#1](#), as staff members for the 2012 Summer Academy at Warwick.

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

On roll call vote:

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

Nays: None

Absent: Mr. Knouse, and Mr. Rucci

3. TRANSFERS AND CHANGE OF STATUS

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

Administrative Change of Status

Melanie Calender as Principal at Lititz Elementary School to Director of Elementary Education and Federal Programs at a salary of \$95,000 effective July 1, 2012. Mrs. Calender is replacing Dr. Keith Floyd, who resigned and the position is as a result of administrative restructuring.

Non-Instructional Change of Status

Lori Zimmerman from Public Relations Coordinator 30.0 hours/week to Special Assistant to Superintendent and Public Relations Coordinator, 40.0 hours/week, effective April 18, 2012. Mrs. Zimmerman is replacing Jo Anne McClain and the position is a result of district office restructuring, saving the district approximately \$60,000.

Non-Instructional Transfers

Terry Fichthorn from a Food & Nutrition Services Assistant at John Beck Elementary School, 3.0 hours/day to a Food & Nutrition Services Assistant at Kissel Hill Elementary School, 3.0 hours/day effective April 18, 2012. Mr. Fichthorn is replacing Marita Klugh who resigned.

Lynn Schaffner from a Food & Nutrition Services Assistant at Warwick Middle School, 5.0 hours/day to a Food & nutrition Services Assistant at John Beck Elementary School, 3.0. Ms. Schaffner is replacing Mr. Fichthorn who transferred to Kissel Hill Elementary.

Mr. Landis moved, Mrs. Wenger seconded the motion to approve the change of status and transfers of the above individuals.

On roll call vote:

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

Nays: None
Absent: Mr. Knouse, and Mr. Rucci

Dr. Hershey commented on the change of status that restructured the assistant superintendent position and the public relations position. Dr. Hershey thanked Mrs. Jo Anne McClain (who is retiring as of August 31, 2012) for her combined 21 years of service and dedication to the district, stating that she was “irreplaceable”.

4. LEAVE OF ABSENCE REQUEST

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

Jo Anne McClain is requesting an Unpaid Leave of Absence for medical reasons, effective April 12, 2012 until her previously approved retirement date of August 31, 2012.

Eva Brooks is requesting an Unpaid Leave of Absence from April 4, 2012 through April 30, 2012, pending release by her physician.

Leslie Stein is requesting an Unpaid Leave of Absence from March 15, 2012 through May 23, 2012, pending release by her physician.

Kay Kuch is requesting an Unpaid Leave of Absence from February 27, 2012 through April 30, 2012, pending release from her physician.

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

On roll call vote:

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

Nays: None

Absent: Mr. Knouse, and Mr. Rucci

5. LANCASTER-LEBANON IU13 PROPOSED BUDGETS FOR 2012-2013

It is recommended that the Board approve the 2012-2013 Budget Proposal of the Lancaster-Lebanon IU13, as set forth on [ATTACHMENT #2](#).

Mr. Landis moved, Mr. Miller seconded the motion to approve the 2012-2013 Budget Proposal of the Lancaster-Lebanon IU13.

On roll call vote:

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

Nays: None

Absent: Mr. Knouse, and Mr. Rucci

6. ALTERNATIVE FUNDING BANNER PROPOSAL

It is recommended that the board approve the Alternative Funding Banner Proposal as set forth on [ATTACHMENT #3](#).

Mr. Eppig moved, Mr. Peters seconded the motion to approve the alternative funding banner proposal.

On roll call vote:

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

Nays: None

Absent: Mr. Knouse, and Mr. Rucci

Information from the Superintendent

No Report

COMMITTEE REPORTS

Student Representative

No Report

Building and Property Committee

No Report

Education Committee

No Report

Finance and Legal Committee

The Finance and Legal Committee met on April 12, 2012. Mr. Ken Phillips, RBC Dain reviewed the current schedule and options of the Bond Issues. 2012/2013 Budget planning and review included an update on the expenditure review, PDE Funding Governor/Legislative issues, local revenue trends/fund balance, Act 1 exceptions, millage rates and fixed costs. There was a review of the 2012/2013 Cafeteria/Food & Nutrition Services budget. The 2012/2013 IU 13 IMS & Core Program Services budget was discussed and the committee supports the budget. Other relevant items discussed were the Warwick Ware Business Plan update, Alternative Funding update and Athletic fund concession operations.

It is recommended that the board approve:

1. It is recommended that the School Board approve budget transfers for 2011 /2012 school year as per [ATTACHMENT #4.](#)

Mr. Miller moved, Mr. Landis seconded the motion to approve the 2011/2012 school year budget transfers.

On roll call vote:

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

Nays: None

Absent: Mr. Knouse, and Mr. Rucci

Student Activities Committee

The Student Activities Committee met on April 12, 2012. Ms. Abigail Barthe gave a report on Student Activities. Mr. John Kosydar and Mr. Troy Price presented an update on the district's movement toward the implementation of extracurricular participation fees. Mr. Kosydar also shared information about the new Athletic Coaching Handbook. In continuation from last month's discussion, Mr. Kosydar provided the committee with draft guidelines for the operation of the concession stand. Dr. Robin Felty presented the requests for Sunday use of facilities and out-of-state field trips. The Committee makes the following recommendations to the Board.

1. It is recommended that the Board approve the following overnight and/or out-of-state field trip requests:

A. Lititz Elementary students and staff to visit the Maryland Science Center, Baltimore, MD on May 1, 2012. The trip will directly relate to the elementary science curriculum.

B. High School students and staff to visit the U.S. Holocaust Memorial Museum and the WWII Monument in Washington, DC on May 10, 2012. The museum tour will relate to the English12 curriculum focused on the Holocaust.

2. It is recommended that the Board approve the following Sunday use of facilities requests:

- A. The Lancaster Junior Barnstormers to use Varsity Baseball Field 13 and JV Baseball Field 11 for games on May 27, 2012 from 1:00 p.m. to 8:00 p.m.
- B. Warwick Midget Football to use Turf Football Stadium 14 for games from September 2, 2012 through November 4, 2012 from 1:00 p.m. to 7:00 p.m.

Mr. Eppig moved, Mrs. Wenger seconded the motion to approve the above overnight and/or out-of-state fieldtrip requests and Sunday use of facilities.

On roll call vote:

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

Nays: None

Absent: Mr. Knouse, and Mr. Rucci

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

No Meeting.

Legislative Committee

Mr. Eppig reported that there is a PSBA Regional meeting May 29 at Lancaster-Lebanon IU 13.

IU Representative

Mr. Landis reported that there was a convention at Penn Manor School District.

Lancaster County Career and Technology Center Representative

No Meeting. Next meeting is April 22, 2012.

Lancaster County Academy Representative

No Meeting.

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 also extended board thanks to the Warwick Middle School choral students who performed in the lobby prior to the meeting.

Rachel Bieber and Kurt Bieber asked the board to consider their request to have Rachel (a Warwick junior) attend Johnson and Wales College during the 2012/2013 school year, while still a senior at Warwick. Rachel needs 2 and 1/2 credits to graduate. The college will cut her tuition in half if she is able to attend next year.

ADJOURNMENT

There being no further business, Mr. Peters moved to adjourn the meeting. Mrs. Wenger seconded the motion and the meeting adjourned at 8:03 p.m.

Respectfully submitted,

David Zerbe, Assistant Secretary/Recorder