

**Warwick School District**

Lititz, PA 17543

September 19, 2023

A meeting of the Board of School Directors of the Warwick School District convened in the Board Room on Tuesday, September 19, 2023 at 7:00 p.m. The meeting was made available virtually as well.

Mr. Todd L. Rucci reviewed the meeting participation guidelines as outlined on the Agenda for this meeting.

**CALL TO ORDER**

Mr. Todd L. Rucci, President, called the meeting to order at approximately 7:02 p.m.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

The Board Secretary called the roll of the Board: Todd L. Rucci, C. Edward Browne, James Koelsch, Scott Landis, Lisa Miller, Leslie Penkunas, Nelson L. Peters, Daniel Woolley, and Emily Zimmerman were present. Zoe Wiker, Student Representative, was absent.

Others attending the meeting in person: Dr. April Hershey, Superintendent; Dr. Melanie Calender; Nathan Wertsch, Treasurer; Noelle Brossman; Dr. Fred Griffiths; Janice Boyer, Board Secretary; Kevin Martzall; Dr. Steve Szobocsan; Carolyn Enigk; Heriberto Cordero; Joshua Barnas; and Tom Shumaker.

The following individuals were in attendance at the meeting and utilized the sign in sheets provided:

Lisa Hochreiter	Kimberly Regennas	Lynn Brubaker	Christina Bracken
Isaac Chavez	Devon Walters	Reggie Weaver	Gabrielle Dannehl
Brigitte Chavez	Kyrstin Groff	Shannon Reiley-Kirk	Jason Burkholder
Marian Andrews	Nicole Kenyon	Barbara Mobley	Angie Lingo
Ella Lingo	Mark Mueller	Allen Carvell	Polly Gainer

Up to **55** unique viewers were present and were able to observe this meeting via YouTube. No names are available through YouTube.

**WEF CHECK PRESENTATION**

Mrs. Barbara Mobley, Executive Director, presented information regarding funds in the amount of \$71,394.00, which have been awarded as part of their small grant program for Innovative Education Grants, Expert in Residence Grants, and other annual programs. These grants are used to further the education of students throughout the Warwick School District. 20 grants were approved this year. Mrs. Mobley highlighted just a few of the programs supported by grants this year: A podcast studio at the High School; the 1<sup>st</sup> Robotics Challenge program at the Middle School; and the One Book, One School program at the elementary buildings. Mrs. Mobley noted that throughout the years, approximately \$3.2 million has been provided from WEF.

**RECOGNITION OF CITIZENS**

*Board Policy 903 addresses public participation at meetings and can be found using this [LINK](#).*

*The following individuals contacted the school board secretary and indicated their desire to address the board with comments regarding motions on the Agenda. Individual addresses were verified by the school board secretary prior to the meeting.*

Isaac Chavez	Hiring of MS Cheerleading Head Coach
Brigitte Hopkins Chavez	Hiring as MS Cheer Coach

**APPROVAL OF AGENDA**

Mr. Peters moved, Mrs. Miller seconded, the motion to approve the agenda as presented.  
Motion passed 9-0.

**APPROVAL OF MINUTES (Special Voting Session of September 5, 2023)**

Mrs. Penkunas moved, Mrs. Miller seconded, the motion to approve the Minutes of the Special Voting Session of September 5, 2023.  
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	\$2,009,657.70
Wire Transfers	\$1,451,834.49
Capital Reserve Fund	\$388,447.90
Cafeteria Fund	\$41,784.23
Middle School Fund	\$1,341.20
High School Fund	\$3,120.24

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

**On roll call vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunas,  
Mr. Peters, Mr. Rucci, Mr. Woolley, and Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**COMMUNICATIONS**

Dr. Hershey indicated that communications to the Board were received through the established email accounts, and have been seen by all members of the Board. No additional communications were received.

**REPORT OF THE SUPERINTENDENT**

**1. PERSONNEL**

**A. Retirement**

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

Non-Instructional

John Michael Horvath as a Building Services employee at Kissel Hill Elementary School, effective November 3, 2023.

Mrs. Penkunas moved, Mr. Peters seconded, the motion to approve the retirement of the individual named above.

**On voice vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunas,  
Mr. Peters, Mr. Rucci, Mr. Woolley, and Mrs. Zimmerman

**Abstain:** None

**Nays:** None  
**Absent:** None

**B. Resignations**

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

Non-Instructional

Caitlyn Burrey as a Special Programs Assistant at Warwick High School, effective September 15, 2023.

Noeliz Rivera as a Behavior Support Assistant at Warwick High School, effective September 13, 2023. Ms. Rivera did not start this position.

Chantell Zimmerman as a Behavior Support Assistant at Warwick Middle School, effective September 13, 2023. Ms. Zimmerman did not start this position.

Extra-Duty/Extra Curricular

Carly Kessler as a JH Assistant Girls Basketball Coach at Warwick Middle School, effective September 5, 2023.

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

**On voice vote:**

**Ayes:** Mr. Browne, Mr. Landis, Mrs. Miller, Mrs. Penkunas,  
Mr. Peters, Mr. Rucci, Mr. Woolley, and Mrs. Zimmerman

**Abstain:** Mr. Koelsch

**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:

Instructional - LTS

April McGinty as a Long Term Substitute (LTS) Kindergarten Teacher at John Beck Elementary School, at the annual salary of \$59,397.00, effective pending receipt of the appropriate paperwork. Mrs. McGinty is replacing a staff member who received a Leave of Absence.

Non-Instructional

Lucile Burkholder as a Food & Nutrition Services – Substitute for Warwick School District, on an as needed basis, at the hourly rate of \$10.00, effective September 20, 2023.

Elizabeth Buckwalter as a Student Support Assistant at John R. Bonfield Elementary School, 5.75 hours/day, at the hourly rate of \$13.85, effective pending receipt of the appropriate paperwork. Ms. Buckwalter is replacing Hannah Huddleston who resigned.

~~Letitia Banks as a Food & Nutrition Services Assistant at Kissel Hill Elementary School, 5.0 hours/day, at the hourly rate of \$12.43, effective pending receipt of the appropriate paperwork. Ms. Banks is replacing Emily Afutiti who resigned. Ms. Banks decided to decline this position and notified the school district prior to this school board meeting and the subsequent vote.~~

Extra-Duty/Extra Curricular

Natalie Beckman as a Drama Assistant at Warwick High School, at the annual salary of \$661.00, effective pending receipt of the appropriate paperwork. Ms. Beckman is replacing Jorge Mendez who resigned this position.

Walter Campbell as a Drama Assistant at Warwick High School, at the annual salary of \$661.00, effective pending receipt of the appropriate paperwork. Mr. Campbell is filling a vacant position.

Walter Campbell as a Drama Club Advisor (50%) at Warwick High School, at the annual salary of \$266.00, effective pending receipt of the appropriate paperwork. Mr. Campbell is replacing Jorge Mendez who resigned this position, and he will be sharing this position with Connie Hilliar.

Carolyn Enigk as Head Dance Team Coach at Warwick High School, at the annual salary of \$759.00, effective September 20, 2023. Ms. Enigk is replacing Jamie Weiler who resigned from this position.

Connie Hilliar as a Drama Club Advisor (50%) at Warwick High School, at the annual salary of \$266.00, effective September 20, 2023. Ms. Hilliar is replacing Taylor Cole who resigned this position, and she will be sharing this position with Ed Campbell.

Laura Houghton as a UNITE Advisor at Warwick High School, at the annual salary of \$354.00, effective September 20, 2023. Mrs. Houghton is replacing Georgia Eshleman who resigned this position.

Julie Mowrer as a UNITE Advisor at Warwick High School, at the annual salary of \$354.00, effective January 24, 2024. Mrs. Mowrer is filling a vacant position.

Kimberly Rodemaker as an Assistant Cheerleading Coach at Warwick High School, at the annual salary of \$2,086.00, effective pending receipt of the appropriate paperwork. Ms. Rodemaker is filling a vacant position.

Brigitte Chavez as a JH Head Cheerleading Coach at Warwick Middle School, at the annual salary of \$2,086.00, effective pending receipt of the appropriate paperwork. Ms. Chavez is replacing Gwen Reist who received a change of status.

#### Independent Volunteers

It was recommended that the Board approve the election of the individuals listed below as independent volunteers, effective September 20, 2023, until a resignation is submitted or active status is changed by the district:

Paula Cabrera	Suzanne Killmer	Amy Rodriguez	Lisa Weaver
Ann Christensen	Leah Mehl	Travis Rosado	Jeanette Wenger
Laura Christensen	Nathan Oxenford	Katharine Semmens	Taryn Wiest
Hannah Furlow	Jennel Peters		

#### Volunteer Coaches

It was recommended that the Board approve the election of the individuals listed below as volunteer coaches, effective for the 2023/2024 school year, until a resignation is submitted or active status is changed by the district:

<b>Name</b>	<b>Sport</b>
Jackson Corrigan	Boys Soccer
Joseph Hallowell	Track
Julia Forsythe	Girls Basketball

#### District Approved Photographer

It was recommended that the Board approve the election of the individual listed below as a district approved photographer, effective for the 2023/2024 school year, until a resignation is submitted or active status is changed by the district:

Jennifer Fuehrer

*This was incorrectly listed on the agenda as Jessica Fuehrer. Verbal correction was made during the meeting, prior to the vote, by Dr. Melanie Calender.*

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

**On voice vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunus,  
Mr. Peters, Mr. Rucci, Mr. Woolley, and Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**2. CHANGE OF STATUS REQUESTS**

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

Non-Instructional

Jack Emrey from a Summer Landscaper for Buildings & Grounds at Warwick School District, to a Buildings & Grounds employee – Substitute at Warwick School District, on an as needed basis, at the hourly rate of \$12.00, effective August 26, 2023.

Isabella Heintzelman from a Behavior Support Assistant at John Beck Elementary School, 5.75 hours/day, to a Behavior Support Assistant at Warwick Middle School, 5.25 hours/day, at the hourly rate of \$16.09, effective September 14, 2023. Ms. Heintzelman is replacing Chantell Zimmerman who resigned.

Rosene Wenger from a Special Programs Assistant at Warwick Middle School, 7.5 hours/day, to a Special Programs Assistant at Warwick Middle School, 7.25 hours/day, effective August 29, 2023.

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

**On voice vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunus,  
Mr. Peters, Mr. Rucci, Mr. Woolley, and Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**3. LEAVE OF ABSENCE REQUEST**

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

Employee No. 12800 is requesting a Family and Medical Leave of Absence (FMLA), beginning August 23, 2023, and continuing through approximately February 29, 2024. The anticipated return-to-work date is approximately March 1, 2024, pending release by a doctor.

Mr. Peters moved, Mrs. Miller seconded, the motion to approve the leave of absence request, as presented.

**On voice vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunus,  
Mr. Peters, Mr. Rucci, Mr. Woolley, and Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**4. BOARD POLICY REVISIONS – SECOND READING**

It was recommended that the Board approve, as a second reading, the policy revisions to the policy listed below, and as presented on [ATTACHMENT #1](#).

<u>Policy No.</u>	<u>Title</u>
913.1	Partnerships and Sponsorships

Mr. Peters moved, Mrs. Miller seconded, the motion to approve the policy revisions to the policy listed above, as presented.

**On voice vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunas,  
Mr. Peters, Mr. Rucci, Mr. Woolley, and Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**5. BOARD POLICY REVISIONS – FIRST READING**

It was recommended that the Board approve, as a first reading, the policy revisions to the policies listed below, and as presented on [ATTACHMENT #2](#).

<u>Policy No.</u>	<u>Title</u>
006	Meetings
216.1	Supplemental Discipline Records
251	Students Experiencing Homelessness, Foster Care and Other Educational Instability

Mrs. Penkunas moved, Mrs. Miller seconded, the motion to approve the policy revisions to the policies listed above, as presented.

**On voice vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunas,  
Mr. Peters, Mr. Rucci, Mr. Woolley, and Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**6. PSBA OFFICERS AND PSBA INSURANCE TRUST ELECTION VOTES**

It was recommended that the Board approve the PSBA Officers and PSBA Insurance Trust election votes as presented on [ATTACHMENT #3](#).

Mr. Peters moved, Mrs. Penkunas seconded, the motion to approve the PSBA Officers and PSBA Insurance Trust election votes, as presented.

**On voice vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunas,  
Mr. Peters, Mr. Rucci, Mr. Woolley, and Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**7. APPROVAL OF AGREEMENT FOR ELD SERVICES**

It was recommended that the Board approve the agreement with the Lancaster-Lebanon Intermediate Unit 13 for ELD services to CTC students, as presented on [ATTACHMENT #4](#).

Mr. Peters moved, Mrs. Penkunas seconded, the motion to approve the agreement with the Lancaster-Lebanon Intermediate Unit 13 for ELD services to CTC students, as presented.

**On roll call vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunas,  
Mr. Peters, Mr. Rucci, Mr. Woolley, and Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

8. **APPROVAL OF RENEWAL OF AGREEMENT WITH ANDVENTURE, LLC dba AVEANNA HEALTHCARE AND AVEANNA STAFFING SERVICES, LLC**

It was recommended that the Board approve the renewal of the agreement with AndVenture, LLC dba Aveanna Healthcare, and Aveanna Staffing Services, LLC, as presented on [ATTACHMENT #5](#).

Mr. Peters moved, Mrs. Penkunas seconded, the motion to approve the renewal of the agreement with AndVenture, LLC dba Aveanna Healthcare, and Aveanna Staffing Services, LLC, as presented.

**On roll call vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunas, Mr. Peters, Mr. Rucci, Mr. Woolley, and Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

9. **APPROVAL OF CONTRACT WITH SUNBELT STAFFING LLC**

It was recommended that the Board approve the contract with Sunbelt Staffing LLC, as presented on [ATTACHMENT #6](#).

Mr. Peters moved, Mrs. Miller seconded, the motion to approve the contract with Sunbelt Staffing LLC, as presented.

**On roll call vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunas, Mr. Peters, Mr. Rucci, Mr. Woolley, and Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

10. **APPROVAL OF UPDATED 2023/2024 SCHOOL CALENDAR**

It was recommended that the Board approve the updated 2023/2024 school calendar, as per [ATTACHMENT #7](#). The updates apply to calendar for Pre-K students only.

Mr. Penkunas moved, Mrs. Miller seconded, the motion to approve the updated 2023/2024 school calendar, as presented.

**On voice vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunas, Mr. Peters, Mr. Rucci, Mr. Woolley, and Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

11. **APPROVAL OF VENUE RENTAL AGREEMENT**

It was recommended that the Board approve the venue rental agreement with Cavalcade of Bands, Inc. as presented on [ATTACHMENT #8](#).

Mr. Peters moved, Mrs. Miller seconded, the motion to approve the venue rental agreement with Cavalcade of Bands, Inc., as presented.

**On roll call vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunas, Mr. Peters, Mr. Rucci, Mr. Woolley, and Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

## **Information from the Superintendent**

Dr. Hershey shared the following:

- The district had a wonderful opening – students are great and staff is amazing.
- Yeana Kim was named a National Merit Scholar.
- Connor Gilbertson placed 4<sup>th</sup> in the Strongest Man Competition – He could have completed as a student, but he chose to compete as an adult.
- Athletes have been practicing and competing.
- There is a band competition coming up this weekend.
- Planning has begun for the spring musical.

## **COMMITTEE REPORTS**

### **Student Representative**

Zoe Wiker was unable to attend the meeting, but her updates were shared with the board electronically.

### **Building and Property Committee**

The Building & Property Committee did not meet in September and did not have any recommendations for the Board at this time.

### **Education Committee**

The Education Committee did not meet in September and did not have any recommendations for the Board at this time.

### **Finance and Legal Committee**

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

### **Student Activities Committee**

The Student Activities Committee met on Thursday, September 14, 2023, and was open to the public. Mr. Browne and Mr. Landis welcomed committee members and visitors to the meeting. Zoe Wiker shared the report of activities across the district. Mr. Hazel provided an update on Spring sports and activities, as well as shared information regarding Better Way Athletic: Strategic Plan for Athletics - Minimize Risk, Creating Coach and Parent Alignment, and Co-Op Agreements for Athletics. Mr. Hazel and Mrs. Hershey shared about heart screenings. An update was given on the Concession Stand, revenue, and the plan for use of funds. Dr. Szobocsan also presented a Sunday Facilities Use Request and Out of State/Overnight Trip Requests for consideration. The committee had the following recommendations for the Board at this time:

1. It was recommended that the board approve the following Sunday Facility Use Request:
  - a. COBYS Family Services to use the HS Parking Lot for Bike & Hike on September 10, 2023, beginning at 1:00 p.m. until 5:00 p.m.

Mr. Browne moved, Mr. Landis seconded, the motion to approve the Sunday Use Facilities Request, as presented.

#### **On voice vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunas,  
Mr. Peters, Mr. Rucci, Mr. Woolley, and Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

2. It was recommended that the board approve the following Out of State/Overnight Trip Requests:



- a. HS students and staff to Costa Rica beginning March 23, 2024 through March 30, 2024. This trip will provide students with the opportunity to use the Spanish language skills learned in the classroom, as well as provide social and cultural experiences.
- b. HS students and staff to a band competition at the University of Maryland, College Park, MD on October 21, 2023. Students will participate in a real life performance which will provide increased rehearsal and performance skills.

Mr. Browne moved, Mr. Landis seconded, the motion to approve the Out of State/Overnight Trip Requests, as presented.

**On voice vote:**

**Ayes:** Mr. Browne, Mr. Koelsch, Mr. Landis, Mrs. Miller, Mrs. Penkunas, Mr. Peters, Mr. Rucci, Mr. Woolley, and Mrs. Zimmerman

**Abstain:** None

**Nays:** None

**Absent:** None

**Executive Session/Personnel Committee**

It was announced that there would be an Executive Session immediately following this Board meeting to discuss various personnel matters.

**Labor and Management Committee**

It was reported that a meeting is scheduled for Thursday, September 21, 2023.

**Lititz Recreation Center Representative**

It was reported that the child services group of the Lititz recCenter met prior to the regular meeting and that staffing has improved and student enrollment has increased. Growth is happening at the recCenter and at recRocks.

**Legislative Committee**

It was shared that not much is happening at this time. The House is not currently in session, while the Senate is working. There has been more talk about the hearings on state funding. Everyone is encouraged to pay attention to what is happening in Harrisburg.

**IU Representative**

It was reported that a meeting was held last Wednesday, September 13, 2023. The meeting contained regular business items. Two (2) new board members were welcomed at this meeting. They are replacing board members who have stepped down.

**Lancaster County Career and Technology Center Representative**

It was reported that a meeting will be held on September 28, 2023 at the Mount Joy Campus. Mrs. Zimmerman shared that the CTC has added a few new staff members - an emotional support teacher has been added for each campus, joining a learning support teacher which was added earlier. The CTC continues to have space issues and is looking for creative ideas for classrooms to accommodate students. The house project which students have been working on at Mount Joy will be completed by the end of this year.

**PRIOR BUSINESS**

Recent Field House Change Orders – [LINK](#)

NONE

**NEW BUSINESS**

NONE

**INFORMATION**

Right-To-Know Database – [LINK](#)

There will be a Special Voting Session of the Board on Tuesday, October 3, 2023 beginning at 7:00 p.m. in the Board Room of Warwick School District.

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

*The following individuals contacted the school board secretary and indicated their desire to address the board with comments regarding items not specific to the Agenda. Individual addresses were verified by the school board secretary prior to the meeting.*

Jason Burkholder	Concessions Agreement & the compromise reached with parent organizations.
Nichole Rivera	Would like to thank the board for approving upcoming trip

Mr. Peters wanted to note the recent work completed on the tennis courts outside. They look great and can be used by our tennis teams, physical education classes, and the community.

Mr. Rucci thanked all for attending tonight’s meeting and for sharing comments and input with the Board. Your involvement in what is happening with the district is appreciated.

**ADJOURNMENT**

There being no further business, Mrs. Penkunas moved to adjourn the meeting. Mr. Koelsch seconded the motion and the meeting adjourned at 7:52 p.m.

Respectfully submitted,

/s/

Janice E. Boyer, Board Secretary