

Warwick School District
Lititz, PA 17543

December 3, 2024

A meeting of the Warwick Board of School Directors of the Warwick School District convened for the purpose of reorganization in the Board Room at the District Office on Tuesday, December 3, 2024, at 7:00 p.m. The meeting was made available virtually as well.

CALL TO ORDER

Mrs. Emily Zimmerman called the meeting to order at approximately 7:00 p.m.

PLEDGE OF ALLEGIANCE

BOARD MEMBERSHIP LIST – as of November 5, 2024

ROLL CALL (Current Board) –

The Board Secretary called the roll of the Board: Michael Brown; James Koelsch; Scott Landis; Angie Lingo; Amy Martin; Reggie Weaver; Daniel Woolley; Emily Zimmerman; and Zoe Wiker, Student Representative; were present.

Others attending the meeting in person: Dr. Steve Szobocsan, Acting Superintendent; Dr. Melanie Calender, Assistant Superintendent; Nathan Wertsch, Treasurer; Noelle Brossman; Dr. Fred Griffiths; Janice Boyer, Board Secretary; Kevin Martzall; and Chief Tom Shumaker.

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

Jerry Steinman	Shirley Showalter	Lynn Brubaker	Lisa Hochreiter
Violet Weitzel	Shawn Anthony	Megan Anthony	Kay Burky
Kirk Wolfe	Don Brown	Annie Wiker	Kimberly Regennas
Penny Mason	Cindy Wingenroth	Sarah Miller	Judge Joe Stauffer
Jen Varano			

Up to 61 unique viewers were present and were able to observe this meeting via YouTube. No names are available through YouTube.

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.

NONE

APPROVAL OF AGENDA

Mr. Woolley moved; Mr. Weaver seconded the motion to approve the agenda as presented. Motion passed unanimously.

NOMINATION AND ELECTION OF NEW BOARD MEMBER

It was recommended that the Board make a motion to approve one of the following individuals to fill the vacancy on the Board of School Directors for Warwick School District:

- a. Shawn Anthony
- b. Jerry Steinman
- c. Kirk Wolfe

Mr. Landis moved, Mr. Brown seconded the motion to approve **Kirk Wolfe** as the individual to fill the vacant seat on the Board of School Directors, as presented.

Mrs. Lingo moved, Mrs. Martin seconded the motion to approve **Shawn Anthony** as the individual to fill the vacant seat on the Board of School Directors, as presented.

As two (2) individuals were nominated for approval to fill the vacant seat on the Board of School Directors, the board secretary was instructed to take an alphabetical roll call vote. The vote was as follows:

Individual Votes for		Current
Kirk Wolfe	Shawn Anthony	Board Members
X		Mr. Brown
X		Mr. Koelsch
X		Mr. Landis
	X	Mrs. Lingo
	X	Mrs. Martin
X		Mr. Weaver
X		Mr. Woolley
X		Mrs. Zimmerman

The results of the alphabetical roll call vote were six (6) votes for Mr. Wolfe and two (2) votes for Mr. Anthony.

Mr. Landis moved, Mr. Koelsch seconded the motion to approve Kirk Wolfe to fill the vacant seat on the Warwick Board of School Directors.

On roll call vote:

Ayes: Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo, Mrs. Martin, Mr. Weaver, Mr. Woolley, and Mrs. Zimmerman

Abstain: None

Nays: None

Absent: None

ADMINISTER OF OATH TO NEW BOARD MEMBER

Magisterial District Judge Joe Stauffer administered the Oath of Office to Mr. Kirk Wolfe. A copy of the signed Oath of Office will be attached to the Minutes from this meeting and placed in the official Minute book.

Mr. Wolfe then took his place at the board table.

ELECTION OF TEMPORARY PRESIDING OFFICER

Mr. Landis nominated Daniel Woolley as the temporary presiding officer. Mr. Koelsch seconded the nomination.

Upon vote, the motion passed unanimously, and Mr. Woolley assumed this duty.

BOARD MEMBERSHIP LIST – see attached *listing* (this has been updated)

ROLL CALL

The Board Secretary called the roll of the Board: Michael Brown; James Koelsch; Scott Landis; Angie Lingo; Amy Martin; Reggie Weaver; Kirk Wolfe; Daniel Woolley; Emily Zimmerman; and Zoe Wiker, Student Representative; were present.

ELECTION OF BOARD PRESIDENT

Mr. Woolley stated that nominations were open for the office of Board President.

Mr. Koelsch nominated Emily Zimmerman as Board President. Mr. Landis seconded this nomination.

Mr. Koelsch moved that nominations be closed. Mr. Weaver seconded the motion.
Motion passed unanimously.

Mr. Woolley called for a vote and instructed the Board Secretary to cast a ballot for Emily Zimmerman as President of the Warwick Board of School Directors.

Emily Zimmerman was elected Board President unanimously.

ELECTION OF BOARD VICE-PRESIDENT

Mr. Woolley stated that nominations were open for the office of Board Vice President.

Mr. Koelsch nominated Scott Landis as Board Vice President. Mrs. Lingo seconded this nomination.

Mrs. Zimmerman moved that nominations be closed. Mrs. Martin seconded the motion.
Motion passed unanimously.

Mr. Woolley called for a vote and instructed the Board Secretary to cast a ballot for Scott Landis as Vice President of the Warwick Board of School Directors.

Scott Landis was elected Board Vice President unanimously.

At this time Mr. Woolley turned the meeting over to Mrs. Zimmerman.

APPOINTMENT OF SOLICITOR

It was recommended that Saxton & Stump, LLC of Lancaster, PA, be appointed as the Solicitor for the school district for 2025.

Mr. Weaver moved, Mr. Landis seconded the motion to approve Saxton & Stump, LLC of Lancaster, PA as Solicitor for 2025, as presented.

On roll call vote:

Ayes: Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo, Mrs. Martin,
Mr. Weaver, Mr. Wolfe, Mr. Woolley, and Mrs. Zimmerman

Abstain: None

Nays: None

Absent: None

APPOINTMENT OF SOLICITOR FOR SPECIAL EDUCATION SERVICES

It was recommended that Sweet, Stevens, Katz & Williams LLP be appointed as the Solicitor for special education services only for the school district for 2025.

Mr. Woolley moved, Mr. Weaver seconded the motion to approve Sweet, Stevens, Katz & Williams LLP be appointed as the Solicitor for special education services only for the school district for 2025, as presented.

On roll call vote:

Ayes: Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo, Mrs. Martin,
Mr. Weaver, Mr. Wolfe, Mr. Woolley, and Mrs. Zimmerman

Abstain: None

Nays: None

Absent: None

ESTABLISHING TIME AND PLACE OF MEETINGS

It was recommended that the Board approve the 2025 schedule for Board and Committee meetings as per [ATTACHMENT #1](#).

Mr. Woolley moved, Mrs. Lingo seconded the motion to approve the 2025 schedule of meetings, as presented.

Motion passed unanimously.

ADOPTION OF RULES OF ORDER

It was recommended that the Board adopt the Revised Robert's Rules of Order for the Board of School Directors' meetings for the year 2025.

Mr. Woolley moved; Mr. Weaver seconded the motion to approve the adoption of the Revised Robert's Rules of Order for 2025.

Motion passed unanimously.

APPOINTMENT OF REPRESENTATIVES

Committee Assignments

It was recommended that the Board approve the Committee Assignments as set forth on [ATTACHMENT #2](#) for the year 2025.

Discussion took place on the open committee assignments and the open slots were filled by board members.

It was recommended that the Board approve the Committee Assignments as set forth on the [revised ATTACHMENT #2](#) for the year 2025.

Mr. Woolley moved; Mrs. Martin seconded the motion to approve the Committee Assignments as presented on [revised ATTACHMENT #2](#).

Motion passed unanimously.

Investment Officer for District

It was recommended that the Board appoint Nathan Wertsch, Chief Financial Officer, as the Investment Officer for the district for the year 2025.

Mr. Woolley moved; Mrs. Martin seconded the motion to appoint Nathan Wertsch as the Investment Officer for 2025.

Motion passed unanimously.

REPORT OF SUPERINTENDENT

1. PERSONNEL

A. Resignations

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

Non-Instructional

Gabriela Martinez as a Student Support Assistant at John R. Bonfield Elementary School, effective December 13, 2024.

Extra-Curricular/Extra-Duty

Megan Obetz as Head Girls Volleyball Coach at Warwick High School, effective November 14, 2024.

Peter Andreleczyk as Assistant Girls Volleyball Coach at Warwick High School, effective November 14, 2024.

Mr. Weaver moved, Mrs. Martin seconded, the motion to approve the resignation of the individuals named above.

On voice vote:

Ayes: Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo, Mrs. Martin, Mr. Weaver, Mr. Wolfe, Mr. Woolley, and Mrs. Zimmerman

Abstain: None

Nays: None

Absent: None

B. Elections

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

Instructional

Jennifer Varano as a World Languages Teacher at Warwick High School, at the annual salary of \$87,414.00, effective pending receipt of the appropriate paperwork. Ms. Varano is replacing Nikki Rivera who resigned.

Non-Instructional

Steven Weaver as a Building Services employee at Warwick Middle School, 8.0 hours/day, at the hourly rate of \$14.69, effective pending receipt of the appropriate paperwork. Mr. Weaver is replacing Mary Ober who resigned.

Sammy Jo Ortiz as a Student Support Assistant at Kissel Hill Elementary School, 5.75 hours/day, at the hourly rate of \$15.40, effective pending receipt of the appropriate paperwork. Ms. Ortiz is replacing Amy Shoff who resigned.

Elaine Enteria as a Behavior Support Assistant at Lititz Elementary School, 6.33 hours/day, at the hourly rate of \$18.17, effective pending receipt of the appropriate paperwork. Ms. Enteria is replacing Stefanie Brutout who received a change of status.

Nafeesah Gray as a Student Support Assistant at Lititz Elementary School, 5.75 hours/day, at the hourly rate of \$15.30, effective pending receipt of the appropriate paperwork. Ms. Gray is filling an open position.

Aura Martin as a Special Programs Assistant at Lititz Elementary School, 5.75 hours/day, at the hourly rate of \$18.46*, effective pending receipt of the appropriate paperwork. Ms. Martin is replacing Marilyn Turner who resigned.

*includes toileting differential.

Extra-Curricular/Extra-Duty

Rachel Clinton as a JH Assistant Track Coach at Warwick Middle School, at the annual salary of \$2,028.00, effective pending receipt of the appropriate paperwork. Ms. Clinton is replacing Veronica Auker who resigned.

Classroom Monitor

It was recommended that the Board approve the election of the individual listed below as Classroom Monitor, effective December 4, 2024, until a resignation is submitted or active status is changed by the district:

Yamayra Morales

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed below as independent volunteers, effective December 4, 2024, until a resignation is submitted or active status is changed by the district:

Beverly Enco
S. Nichole Rivera

Amanda Wert

Jason Widders

Ashley Zimmerman

Volunteer Coaches

It was recommended that the Board approve the election of the individuals listed below as volunteer coaches, effective for the 2024/2025 school year, until a resignation is submitted or active status is changed by the district:

<u>Name</u>	<u>Sport</u>
Jason Hursh	Wrestling
Jack Koons	Wrestling
Joshua Tuckey	Wrestling
Josh Witmer	Wrestling

Mr. Woolley moved; Mrs. Martin seconded the motion to approve the election of the above individuals.

On voice vote:

Ayes: Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo, Mrs. Martin, Mr. Weaver, Mr. Wolfe, 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

Laurie Sceski from a Food & Nutrition Services Assistant at John R. Bonfield Elementary School, 5.5 hours/day, to a Food & Nutrition Services Assistant at John R. Bonfield Elementary School, 5.75 hours/day, effective September 24, 2024.

Christine Brumer from a Secretary at Lititz Elementary School, 5.75 hours/day, to a Secretary at Warwick Middle School, 8.0 hours/day, effective December 4, 2024. Mrs. Brumer is replacing Katie Abers who resigned.

Stefanie Brutout from a Behavior Support Assistant at Lititz Elementary School, 6.33 hours/day, to a Student Support Assistant at Lititz Elementary School, 5.75 hours/day, at the hourly rate of \$16.99, effective December 9, 2024. Ms. Brutout is replacing Chrissy Desimone who resigned.

Extra-Curricular/Extra-Duty

Taylor Cole from a GSA Advisor (50%) at Warwick High School to a GSA Advisor (100%) at Warwick High School, effective November 28, 2024. Ms. Cole is replacing Nikki Rivera who resigned.

Mr. Woolley moved, Mr. Landis seconded the motion to approve the change of status request of the above individuals, as presented.

On voice vote:

Ayes: Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo, Mrs. Martin, Mr. Weaver, Mr. Wolfe, Mr. Woolley, and Mrs. Zimmerman

Abstain: None

Nays: None

Absent: None

3. **LEAVE OF ABSENCE REQUESTS**

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

Employee No. 14102 is requesting a Family and Medical Leave of Absence (FMLA), beginning approximately April 8, 2025, and continuing through approximately June 11, 2025. The anticipated return-to-work date is approximately the first day of the first semester of the 2025/2026 school year.

Employee No. 13820 is requesting an unpaid Leave of Absence (UPLOA), beginning October 28, 2024 and continuing through December 2, 2024. The anticipated return-to-work date is December 3, 2024.

Mr. Woolley moved, Mrs. Lingo seconded, the motion to approve the Leave of Absence Requests, as presented.

On voice vote:

Ayes: Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo, Mrs. Martin,
Mr. Weaver, Mr. Wolfe, Mr. Woolley, and Mrs. Zimmerman

Abstain: None

Nays: None

Absent: None

4. APPROVAL EASEMENT AGREEMENT

It was recommended that the Board approve the easement agreement with the Borough of Lititz as presented on [ATTACHMENT #3](#).

Mrs. Martin moved, Mr. Woolley seconded, the motion to approve the easement agreement with the Borough of Lititz, as presented.

On voice vote:

Ayes: Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo, Mrs. Martin,
Mr. Weaver, Mr. Wolfe, Mr. Woolley, and Mrs. Zimmerman

Abstain: None

Nays: None

Absent: None

COMMITTEE REPORTS

Education Committee

The Education Committee did not meet in November, but following a 30-day review of the resource, the committee had one recommendation for board approval:

1. It was recommended that the board approve The Great Gatsby: A Graphic Novel Adaptation as a resource for Warwick High School Learning Support English (grades 11/12).

Mr. Landis moved, Mrs. Lingo seconded, the motion to approve The Great Gatsby: A Graphic Novel Adaptation as a resource for Warwick High School Learning Support English (grades 11/12), as presented.

On voice vote:

Ayes: Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo, Mrs. Martin,
Mr. Weaver, Mr. Wolfe, Mr. Woolley, and Mrs. Zimmerman

Abstain: None

Nays: None

Absent: None

COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Please note that public comment will take place following the Committee of the Whole meeting which will take place immediately follow this voting session.

Mr. Weaver shared that high level interviews have been taking place and that an update will be coming by the end of the week. Information will be posted to the district website under Superintendent Search.

ADJOURNMENT

There being no further business, Zoe Wiker moved to adjourn the meeting. Mr. Weaver seconded the motion and the meeting adjourned at 7:29 p.m.

Respectfully submitted,

/s/

Janice Boyer, Board Secretary