

Warwick School District

Lititz, PA 17543

December 17, 2024

A meeting of the Board of School Directors of the Warwick School District convened in the Board Room on Tuesday, December 17, 2024 at 7:00 p.m. The meeting was made available virtually as well.

Mrs. Zimmerman thanked Mr. Jonathan Shoff, Mr. Tim Thompson, Mr. Matt Tenaglia, Mrs. Ann Ahlers, and Ms. Rebecca Pugh for performing in the lobby prior to the Board Meeting.

CALL TO ORDER

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

PLEDGE OF ALLEGIANCE

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 were present.

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

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

Allen Correll	Polly Gainer	Bret Fitzpatrick, Fidevia	Lynette Meck
Shirley Showalter	Jeanette Bontrager	Annie Wiker	Cindy Wingenroth
Kimberly Regennas	Kayla Cook	Michele Bautista	

Up to **25** concurrent 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.

Allen Correll	109.1 Library Policy Revisions
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APPROVAL OF AGENDA

Mr. Weaver moved, Mr. Woolley seconded, the motion to approve the agenda as presented.
Motion passed 9-0.

APPROVAL OF MINUTES ([regular meeting](#) of November 19, 2024 and [Reorganization meeting](#) of December 3, 2024)

Mr. Koelsch moved, Mr. Woolley seconded, the motion to approve the Minutes of the regular meeting of November 19, 2024 and of the Reorganization meeting of December 3, 2024

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

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	\$1,056,158.88
Wire Transfers	\$2,219,054.80
Capital Reserve Fund	None
Capital Projects Fund	\$1,693,493.74
Cafeteria Fund	\$250,447.16
Middle School Fund	\$292.35
High School Fund	\$11,369.55

Mr. Woolley moved, Mr. Weaver seconded, the motion to approve payment of the bills 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

COMMUNICATIONS

All communications to the Board were received through the established email accounts, and have been seen by all members of the Board.

REPORT OF THE SUPERINTENDENT

1. PERSONNEL

A. Retirements

It is recommended that the Board approve the retirement of the following individuals:

Administration

Nathan Wertsch as Chief Financial Officer at Warwick School District, effective August 5, 2025.

Instructional

Jeffrey Slater as a Social Studies Teacher at Warwick High School, effective at the end of the 2024/2025 school year.

Mrs. Martin moved, Mrs. Lingo seconded, the motion to approve the retirement 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

Board Members thanked both Mr. Slater and Mr. Wertsch for their service to the district.

B. Elections

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

Instructional

Danielle Martin as a School Psychologist at Lititz Elementary School, at the annual salary of \$73,203.00, effective pending release by her current employer and receipt of the appropriate paperwork. Ms. Martin is replacing Lori Earle who resigned.

Non-Instructional

Mary Lynn Greger as a Student Support Assistant at Warwick High School, 5.75 hours/day, at the hourly rate of \$15.40, effective pending receipt of the appropriate paperwork. Ms. Greger is filling an open position.

Jimmy Mair as a Lead Building Services employee at John Beck Elementary School, 8.0 hours/day, at the hourly rate of \$16.86, effective pending receipt of the appropriate paperwork. Mr. Mair is replacing James Fisher who received a change of status.

Casey Zoll as a Building Services employee at John Beck Elementary School, 4.0 hours/day, at the hourly rate of \$14.59, effective pending receipt of the appropriate paperwork. Mr. Zoll is filling an open position.

Kayla Peters as a Student Support Assistant at John R. Bonfield Elementary School, 5.75 hours/day, at the hourly rate of \$15.40, effective pending receipt of the appropriate paperwork. Ms. Peters is replacing Gabriela Martinez who resigned.

Beth Tetreault as a Behavior Support Assistant at John R. Bonfield Elementary School, 7.0 hours/day, at the hourly rate of \$18.12, effective pending receipt of the appropriate paperwork. Ms. Tetreault is replacing Nikita Hackman who resigned.

Ashley Hufford as a Student Support Assistant at Lititz Elementary School, 5.75 hours/day, 3 days/week, at the hourly rate of \$15.45, effective pending receipt of the appropriate paperwork. Ms. Hufford is replacing Amanda Herr who received a change of status.

Classroom Monitor

It was recommended that the Board approve the election of the individual listed below as a Classroom Monitor, effective December 18, 2024, until a resignation is submitted or active status is changed by the district:

Tammy Charles

Independent Volunteers

It was recommended that the Board approve the election of the individuals listed below as independent volunteers, effective December 18, 2024 (*incorrectly listed as November 20, 2024*), until a resignation is submitted or active status is changed by the district:

Justin Charles Tanya Dow Barbara Eshbach Nelson Peters
Dominique Dow

Volunteer Coach

It was recommended that the Board approve the election of the individual listed below as a volunteer coach, 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>
Rachel Clinton	Winter Track

Mr. Woolley moved, Mrs. Martin seconded, the motion to approve the election 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

2. CHANGE OF STATUS REQUEST

It was recommended that the Board approve the change of status request for the following individual:

Non-Instructional

Kathryn Leaman from a Student Support Assistant at Warwick Middle School, 6.5 hours/day, 4 days/week, to a Student Support Assistant at Warwick Middle School, 6.5 hours/day, 3 days/week effective January 6, 2025.

Mr. Woolley moved, Mr. Weaver seconded, the motion to approve the change of status request, 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. BOARD POLICY REVISION – SECOND READING

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

<u>Policy No.</u>	<u>Title</u>
146.1	Trauma-Informed Approach (<i>Programs</i>)
234	Pregnant/Parenting/Married Students (<i>Pupils</i>)
247	Hazing (<i>Pupils</i>) with Attachment A
249	Bullying/Cyberbullying (<i>Pupils</i>) with Attachment A
252	Dating Violence (<i>Pupils</i>) with Attachment A

Mr. Weaver moved, Mr. Woolley seconded, the motion to approve, as a second reading, the policy revisions to the policies listed above, 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. BOARD POLICY REVISION – 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>
109.1	School Library (<i>Programs</i>)
233	Suspension and Expulsion (<i>Pupils</i>)
317.1	Educator Misconduct (<i>Employees</i>)
336	Personal Necessity Leave (<i>Employees</i>)
336.1	Military Leave (<i>Employees</i>)
339	Uncompensated Leave (<i>Employees</i>)

807	Opening Exercises/Moment of Silence/Flag Displays (<i>Operations</i>)
824	Maintaining Professional Adult/Student Boundaries (<i>Operations</i>)

Mr. Weaver moved, Mr. Woolley seconded, the motion to approve, as a first reading, the policy revisions to the policies listed above, 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

5. APPROVAL OF SECURITY CARD ACCESS CONTRACT

It was recommended that the Board approve the security card access contract with Triangle Communications (COSTARS vendor #175356, contract #040-E22-112) as part of the high school renovation project as presented on [ATTACHMENT #3](#).

Mr. Weaver moved, Mr. Woolley seconded, the motion to approve the security card access contract with Triangle Communications as part of the high school renovation project, 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

6. APPROVAL OF HIGH SCHOOL RENOVATION PROJECT CHANGE ORDERS

It was recommended that the Board approve change orders associated with the high school renovation project as presented on [ATTACHMENT #4](#), on [ATTACHMENT #5](#), and on [ATTACHMENT #6](#).

Mr. Woolley moved, Mr. Weaver seconded, the motion to approve the change orders associated with the high school renovation project, as presented.

Bret Fitzpatrick, Construction Manager with Fidevia, shared additional information regarding all three (3) change orders. The Board members asked questions and had some discussion on this motion prior to the vote.

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

7. APPROVAL OF COMPENSATION ANALYSIS AND MARKET ASSESSMENT

It was recommended that the Board approve the Compensation Analysis and Market Assessment to be performed by PSBA, as presented on [ATTACHMENT #7](#).

Mr. Woolley moved, Mrs. Martin seconded, the motion to approve the Compensation Analysis and Market Assessment to be performed by PSBA, 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

Information from the Superintendent

Dr. Szobocsan shared the following:

(The highlights which were shared correlate with the photos seen in the slideshow playing prior to the start of this meeting)

- We had many families/community members participating in our month-long Kindness Acts to celebrate Warwick Strong Day. A few recent acts of kindness include:
 - Raking Leaves
 - Delivering Meals
 - Distributing ‘thank you’ notes to local businesses
 - Spreading holiday cheer
 - Purchasing/Donating items to Toys for Tots

*** More information can be found on our website for anyone interested in getting involved!

- We received 112 kudos submissions for staff members in the month of November. Please keep highlighting our staff for the amazing work they do daily! The submission form can be found on our website under Quick Links < Warriors SHINE
- We have a lot of awesome musicians to highlight this month! We had 14 students qualify for county chorus and 11 students qualify for district chorus. We had 8 students qualify for county orchestra and 1 student qualify for district Orchestra. And, we had 19 students qualify for county band, 6 students qualify for district band, and 4 students were selected to participate in Lebanon Valley College’s Honors Band. Congratulations to each of these students and good luck at their respective concerts! Dates, times, and locations of these concerts can be found on our website.
- As Dr. Calendar shared at a previous board meeting, save the date for our upcoming Resilience Event on Wednesday, January 29th beginning at 6:30 pm (food trucks at 5:30)! We will have guest speakers, Gregg Behr and Ryan Rydzewski, authors of ‘When You Wonder, You’re Learning’ presenting, a variety of Food trucks with food and drink to purchase, community resource tables, and free childcare for families. We hope to see you there!
- Cool Things Happening across the district:
 - Ms. Vaughen’s Art 2 Class created masks in their most recent unit
 - Mr. Walter’s science classes learned how to identify prokaryotic (bacteria) using microscopes and studying the different shapes and colines they form.
 - 1st graders at Kissel Hill have been working hard on creating their ornaments for the Santa Shoppe they hold each year
 - The Leadership team served the holiday lunch at each building
 - The MS and HS held their winter choral and instrumental concerts last weekend
 - Dr. Balsbaugh recently presented at the PA Department of Education SAS Institute in Hershey! Her session, *"The Joyful Leader: What Principals Demonstrating Satisfaction, Joy, and Well-being Do Differently,"* focused on strategies to support school leaders in maintaining joy, satisfaction, and well-being in their challenging roles.
 - Mrs. Mearig’s Life Skills Class decorated the beautiful tree in our lobby!
 - Junior Achievements is in full swing at our elementary schools and we are so grateful to the many volunteers we’ve had sharing their industry knowledge with our students
 - Students at Bonfield Elementary had a very special secret reader last week, the United States of America Miss Pennsylvania, Natalie Kling

COMMITTEE REPORTS

Student Representative

The Student Representative, Zoe Wiker, provided an overview of student activities across the district in December.

Budget & Finance Committee

The Budget & Finance Committee did not meet in December, but was able to review obsolete equipment via email and had the following recommendation for board approval:

1. It was recommended that the Board approve the disposal of obsolete equipment as presented on [ATTACHMENT #8](#).

Mr. Woolley moved, Mrs. Martin seconded, the motion to approve the disposal of obsolete equipment, 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

Building & Property Committee

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

Education Committee

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

Student Activities Committee

The Student Activities Committee met on Thursday, December 5, 2024, in the Board Room of Warwick School District, and was open to the public. Mr. Koelsch and Mr. Brown welcomed committee members and visitors to the meeting. Ms. Wiker shared her Student Representative Report recapping activities and events throughout the district. She also shared insight on the Christmas/New Year break coming up as well as the June 10th Graduation date. Mr. Hazel provided his report on extra-curricular activities through the district. He highlighted the field hockey team that won the PIAA State Championship this fall. Dr. Szobocsan and the committee discussed the 23-24 Parent Group Fiscal Statements. Some updates will be made to the form for the 24-25 school year. An overnight/out-of-state field trip was reviewed and approved for a recommendation for the board to approve at their December 17th board meeting. The next committee meeting is scheduled for Thursday, January 2, 2025. The committee had the following recommendation for board approval:

1. It was recommended that the board approval the Out-of-State/Overnight Trip Request as presented below:
 - a. HS students and staff to Central York High School, York, PA, from February 7 through February 8, 2025, to participate in District Chorus. Students will experience performing at a high level, learning techniques and repertoire.

Mr. Koelsch moved, Mr. Brown seconded, the motion to approve the Out-of-State/Overnight Trip Request, 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

Executive Session/Personnel Committee

Mrs. Zimmerman announced that an Executive Session is scheduled to immediately follow this Board meeting.

Labor and Management Committee

Mrs. Zimmerman reported that no meeting was held in December.

Lititz Recreation Center Representative

Mr. Koelsch reported that no meeting was held in December. The next meeting is scheduled for January 21, 2025, so an update will be shared at the February board meeting.

Legislative Committee

Mr. Weaver shared that no much has been going on right now as the House and Senate are not in session at this time. He noted that there will be some changes in local representation coming soon.

IU Representative

Mr. Woolley reported that a meeting was held last Wednesday, December 11, 2024 at the IU Conference Center. This was the last meeting of the 2024 calendar year. The IU Board elected a new Vice President to the Board. Members received Fast Facts of the IU as well as all State Mandates in Pennsylvania. These documents are available if anyone would like a pdf copy.

Lancaster County Career and Technology Center Representative

Mrs. Zimmerman reported that the JOC held a reorganization meeting on December 12, 2024. The meeting included a presentation by students from the Brownstown campus of the CTC. These students were tasked with coming up with a mascot for the CTC as a way to show pride in their school (CTC). An interim Executive Director has been chosen to fill the position until a new Executive Director can be appointed/approved. There are many charity drives taking place at all the CTC Campuses. Highlight – Mount Joy CTC has a restaurant that is run/managed by the culinary students. Visitors can partake of High Tea or just enjoy lunch at Infusions. Reservations are recommended. The Heavy Equipment cohort received the donation of a CAT 308 Mini Excavator from Caterpillar. This will be used by students to learn about the machine. Information will be coming soon regarding the 25-26 LCCTC budget.

PRIOR BUSINESS

WHS Renovation Change Orders – [LINK](#)

NONE

NEW BUSINESS

Mrs. Lingo shared a prepared statement regarding the Superintendent Search. More information will be forthcoming in the new year. Please continue to check the website as information are posted there when it is available.

INFORMATION

Right-To-Know Database – [LINK](#)

NONE

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.

NONE

Miss Wiker shared that her future plans include attending Penn State University in the fall.

ADJOURNMENT

There being no further business, Zoe Wiker moved to adjourn the meeting. Mr. Weaver seconded the motion and the meeting adjourned at **7:43** p.m. (9-0)

Respectfully submitted,

/s/

Janice E. Boyer, Board Secretary