

Special Voting Session

Tuesday, October 6, 2026 7:00 PM

Warwick School District Board Room, 301 West Orange Street, Lititz, PA 17543

1. PUBLIC COMMENT IN BOARD MEETINGS

2. WELCOME

2.A. Call to Order

2.B. Pledge of Allegiance

2.C. Roll Call

3. PRESENTATIONS

4. RECOGNITION OF CITIZENS ON AGENDA ITEMS

5. APPROVAL OF AGENDA

6. APPROVAL OF MINUTES FROM SEPTEMBER 15, 2026

7. ACTION ITEMS

7.A. Personnel Actions

7.A.1. Resignation(s)

7.A.2. New Hires

7.A.3. Supplemental/Extra-Duty Contracts (coaches, club advisors, etc.)

7.A.4. Classroom Monitor(s)

7.A.5. District Approved Photographer(s)

7.A.6. Volunteer Coach(es)

7.A.7. Change of Status Request(s)

7.A.8. Approval of Board Committee Appointment(s)

8. APPROVAL OF SCHOOL BUS & VAN DRIVERS

9. APPROVAL OF LEARNING OPPORTUNITIES GROUP (LOG) CONTRACT

10. APPROVAL OF LETTER OF AGREEMENT FOR TITLE III SERVICES

11. INFORMATION

12. EXECUTIVE SESSION

13. COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

14. ADJOURNMENT



Minutes of School Board Meeting

The Board of School Directors Warwick School District

A School Board Meeting of the Board of School Directors of Warwick School District was held on Tuesday, September 15, 2026, at 7:00 PM Warwick School District Board Room, 301 West Orange Street, Lititz, PA 17543.

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIENCE

3. ROLL CALL

The Board Secretary called the roll of the Board: Michael Brown, James Koelsch, Scott Landis, Angie Lingo, Jerry Steinman, Reggie Weaver, Daniel Woolley, Emily Zimmerman, and Trent Goodhart, Student Representative, were present. Dr. Kirk Wolfe was absent.

Others attending the meeting in person: Dr. Jason Reifsnyder, Superintendent; Dr. Melanie Calender, Assistant Superintendent; Dr. Steve Szobocsan, Assistant Superintendent; Jennifer Snyderman, Chief Financial Officer and Board Treasurer; Janice Boyer, Board Secretary; Noelle Brossman; Beth Hartranft; Kevin Martzall; and Tom Shumaker.

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

Christopher Ferranti	Kassidy Ferranti	Doug Balmer	Jenn Balmer
Kimberly Regennas	Jeanette Bontrager	Lynn Brubaker	Teresa Goodhart
Mike Goodhart	Kailee Goodhart		

4. AWARD OF CITIZENSHIP

Dr. Reifsnyder presented an Award of Citizenship to Christopher Ferranti to honor his quick actions which resulted in lifesaving measures for a co-worker.

5. RECOGNITION OF CITIZENS ON AGENDA ITEMS

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

6. APPROVAL OF AGENDA

It was recommended that the Board approve the Agenda as presented.

Mr. Woolley moved, Mr. Koelsch seconded, the motion to approve the agenda as presented. Motion passed 8-0

7. APPROVAL OF MINUTES

It was recommended that the Board approve the Minutes from the previous meeting as presented.

Mr. Woolley moved, Mr. Weaver seconded, the motion to approve the Minutes of the [special voting session meeting](#), as presented. Motion passed 8-0

8. STANDING COMMITTEE REPORTS

8.A. Budget & Finance

The Budget and Finance Committee met today at 5:15 p.m. prior to this board meeting. The next meeting of the committee is scheduled for Tuesday, November 17, 2026 at 5:15 p.m. in the Board Room of Warwick School District.

Mr. Woolley shared that the Budget and Finance Committee discussed the food service meal debt and the required food service transfer on tonight's agenda. The committee also reviewed a board summary report that will appear in next month's treasurer's report, as well as the recurring contract worksheet. Finally, the committee reviewed the obsolete equipment list and the 25-26 budget transfers that appeared on tonight's agenda.

8.B. Building & Property Committee

The Building & Property Committee did not meet during the month of September. The next meeting of the committee is scheduled for Tuesday, October 20, 2026 at 5:15 p.m. in the Board Room of Warwick School District

8.C. Education Committee

The Education Committee met on September 1, 2026. The next meeting of the committee will be held on Tuesday, November 3, 2026, at 5:15 p.m. in the Board Room of Warwick School District.

Mrs. Lingo shared that the Education Committee met on September 1 and reviewed several curriculum items. A supplemental resource change was proposed for AP US Government and Politics, moving from Cengage to Heimler Review Guides and Video Notes Guides, which would reduce the per-student cost from \$100 to \$22.50. A proposal was also made to add the book *Cultish* by Amanda Montell as a choice novel for AP Language and Composition. Both resources were moved forward by consensus gathering for a 30-day review. The Business Education Department presented updates across nine courses, including new Pennsylvania-aligned content in Introduction to Personal Finance, a reorganized Introduction to Business, a new NIL component in the marketing course, and a shift of Honors Accounting II to a semester-long format. These updates are on our agenda this evening for a vote, with implementation targeted for the 2026-27 school year. Elementary Learning Facilitators also proposed using Firefly and CDT assessments together to support students in grades 3-6 next year, this proposal is also on the agenda tonight for a vote.

8.D. Student Activities Committee

The Student Activities Committee did not meeting in September. The next meeting of the committee is scheduled for Tuesday, October 6, 2026 at 5:15 p.m. in the Board Room of Warwick School District.

9. CONSENT AGENDA

Description: The consent agenda contains routinely adopted items and items that normally do not require public deliberations on the part of the Board. A Board Member may pull items which will then be discussed and voted on separately.

9.A. Payment of Bills

It was recommended that the Board approve the payment of [bills](#) as presented.

General Fund	\$1,892,884.29
Wire Transfers	\$30,704,390.05
Capital Projects Fund	\$916,350.31
Capital Reserve Fund	None
Cafeteria Fund	\$38,723.52
Middle School Fund	\$2,000.52
High School Fund	\$3,272.49

9.B. Treasurer's Report

It was recommended that the Board approve the [Treasurer's Report](#) as presented.

9.C. Approval of Recurring Contracts Included in the Annual Budget

It was recommended that the Board approve the following list of recurring contracts that were included in the 26-27 budget, as presented on [ATTACHMENT #1](#). Any new contracts, or those not included in the budget, will appear as a separate action item.

9.D. Disposal of Obsolete Equipment and Supplies

It was recommended that the Board approve the list of Obsolete Equipment, as presented on [ATTACHMENT #2](#).

9.E. Approval of Budget Transfers

It was recommended that the Board approve the list of year-end budget transfers for 25-26, as presented on [ATTACHMENT #3](#).

9.F. Overnight/Out-of-State Student Trips

It was recommended that the board approve the overnight/out-of-state student trip requests as listed below:

A. HS students and staff to Kalahari Poconos Resort, 250 Kalahari Blvd., Pocono Manor, PA, from November 1, 2026, through November 2, 2026, to participate in the Future Business Leaders of America (FBLA) State Leadership Workshop.

B. Elementary students and staff from JB, BE, KH & LE to Washington, D.C. on May 19, 2027. This trip will cover several subject areas throughout the entire 6th-grade curriculum, and students will experience and witness topics discussed during class in person rather than in a book.

9.G. Approval of 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 the [ATTACHMENT #4](#).

102 - Academic Standards (*Programs*)
 105 - Curriculum (*Programs*)
 204.1 - Virtual Attendance and Wellness Checks (*Pupils*)
 209 - Health Examinations/Screenings (*Pupils*)
 246 - School Wellness (*Pupils*)
 249 - Bullying/Cyberbullying (*Pupils*)
 704 - Maintenance (*Property*)
 718.1 - Facility Dogs (*Property*)
 803 - School Calendar (*Operations*)
 805.2 - School Security Personnel (*Operations*)
 822 - Automated External Defibrillators (AED)/Cardiopulmonary Resuscitation (CPR) (*Operations*)

It is recommended that the board approve the items listed within the consent agenda section as presented above.

Mr. Woolley moved, Mr. Koelsch seconded, the motion to approve the items listed within the consent agenda section as presented above.

On roll call vote:

Ayes: Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo,
 Mr. Steinman, Mr. Weaver, Mr. Woolley, Mrs. Zimmerman
Abstain: None
Nays: None
Absent: Dr. Wolfe

10. ACTION ITEMS

10.A. Personnel Actions

10.A.1. Retirement(s)

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

Instructional

Lois Class
 as a Kindergarten Teacher
 at Beck Elementary School
 Effective: October 2, 2026

Mr. Woolley moved, Mr. Koelsch seconded, the motion to approve the retirement of the individual named above.

On voice vote:

Ayes: Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo,
 Mr. Steinman, Mr. Weaver, Mr. Woolley, Mrs. Zimmerman
Abstain: None
Nays: None
Absent: Dr. Wolfe

10.A.2. Resignation(s)

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

Non-Instructional

Kristine Cole
as a Building Assistant
at Warwick Middle School
Effective: September 25, 2026

Abigail Hartranft
as a Special Programs Assistant
at Lititz Elementary School
Effective: September 11, 2026

Extra-curricular/Extra-duty

Nina Bonanno
as an Elementary Musical Director
at Bonfield Elementary School
Effective: August 28, 2026

Katherine Shickman
as a Literary Magazine Advisor
at Warwick High School
Effective: August 31, 2026

Jacob Williams
as an Assistant Baseball Coach
at Warwick High School
Effective: August 12, 2026

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

On voice vote:

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

Abstain: None

Nays: None

Absent: Dr. Wolfe

10.A.3. New Hires

It was recommended that the Board approve the election of the following individuals subject to all pre-employment requirements, clearance checks, and release from current employer (*if applicable*):

Non-Instructional

Taryn MacLaren
as Special Programs Assistant (5.75 hours/day)
at Lititz Elementary School
at the hourly rate of \$17.94
Effective: pending receipt of the appropriate paperwork

Rebecca McManuels

as Building Services employee, 2nd shift, (4.0 hours/day)
for Warwick School District
at the hourly rate of \$17.87
Effective: pending receipt of the appropriate paperwork

Cynthia Michel

as Student Support Assistant (6.75 hours/day, 3.0 days/week)
at Warwick Middle School
at the hourly rate of \$16.84
Effective: pending receipt of the appropriate paperwork

Nina Minjock

as Student Support Assistant (5.75 hours/day)
for Kissel Hill Elementary School
at the hourly rate of \$18.21
Effective: pending receipt of the appropriate paperwork

Jody Savage

as Food & Nutrition Services Assistant (4.0 hours/day)
at Bonfield Elementary School
at the hourly rate of \$15.67
Effective: pending receipt of the appropriate paperwork

Mr. Woolley moved, Mr. Koelsch seconded, the motion to approve the election of the individuals named above.

On voice vote:

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

Abstain: None

Nays: None

Absent: Dr. Wolfe

10.A.4. Supplemental/Extra-Duty Contracts (coaches, club advisors, etc.)

It was recommended that the Board approve the Supplemental/Extra-Duty Contracts (coaches, club advisors, etc.) of the following individuals:

Kristie Beatty

as Unified Bocce Head Coach (100%)
at Warwick High School
at the annual salary of \$765.00
Effective: August 19, 2026

CJ Freeman

as Assistant Unified Bocce Coach
at Warwick High School
at the annual salary of \$510.00
Effective: July 1, 2026

Desteny Rivera

as UNITE Advisor (100%)
at Warwick High School
at the annual salary of \$374.00
Effective: August 26, 2026

Mr. Woolley moved, Mr. Weaver seconded, the motion to approve the supplemental/extra-duty contracts for the individuals named above.

On voice vote:

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

Abstain: None

Nays: None

Absent: Dr. Wolfe

10.A.5. Approval of Classroom Monitors

It was recommended that the Board approve the election of the individuals listed below as Classroom Monitors, effective September 16, 2026, until a resignation is submitted or active status is changed by the district:

Tammy Charles	Yamayra Morales
Colin Donovan	Susan Peacock
Patricia Gregory	Diane Perry
Stefan Homberger	Jennifer Reedy
Susan Kirby	Ainsley Zima

Mr. Woolley moved, Mr. Koelsch seconded, the motion to approve the individuals named above as classroom monitors.

On voice vote:

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

Abstain: None

Nays: None

Absent: Dr. Wolfe

10.A.6. District Approved Photographers

It was recommended that the Board approve the election of the individuals listed below as district approved photographers, effective September 16, 2026, until a resignation is submitted or active status is changed by the district:

Cade Horst
Payton Zimmerman

Mr. Woolley moved, Mr. Koelsch seconded, the motion to approve the individuals named above as district approved photographers.

On voice vote:

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

Abstain: None

Nays: None
Absent: Dr. Wolfe

10.A.7. Volunteer Coaches

It was recommended that the Board approve the election of the individuals listed below as volunteer coaches, effective September 16, 2026 (*incorrectly listed on Agenda as July 22, 2026*), until a resignation is submitted or active status is changed by the district:

<u>NAME</u>	<u>SPORT</u>
Lauren Melusky	Girls Tennis
Adeline Moore	Girls Soccer

Mr. Weaver moved, Mr. Woolley seconded, the motion to approve the individuals named above as volunteer coaches.

On voice vote:

Ayes: Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo,
Mr. Steinman, Mr. Weaver, Mr. Woolley, Mrs. Zimmerman
Abstain: None
Nays: None
Absent: Dr. Wolfe

10.A.8. Change of Status Requests

It was recommended that the board approve the following change of status requests:

Non-Instructional

Jennifer Hess

From: Behavior Support Assistant (5.75 hours/day)
at Warwick High School
To: Behavior Support Assistant (7.0 hours/day)
at Beck Elementary School
Effective: September 1, 2026

Jamie Novick

From: Behavior Support Assistant (7.0 hours/day)
at Warwick Middle School
To: Behavior Support Assistant (7.25 hours/day)
at Warwick Middle School
Effective: September 3, 2026

Mr. Woolley moved, Mr. Weaver seconded, the motion to approve the change of status requests of the individuals named above.

On voice vote:

Ayes: Mr. Brown, Mr. Koelsch, Mr. Landis, Mrs. Lingo,
Mr. Steinman, Mr. Weaver, Mr. Woolley, Mrs. Zimmerman
Abstain: None
Nays: None
Absent: Dr. Wolfe

10.B. Curriculum & Instruction

10.B.1. Approval of Course Offerings/Course Additions, Deletions or Updates

1. It was recommended that the board approve the updated Warwick High School Introduction to Personal Finance curriculum.
2. It was recommended that the board approve the updated Warwick High School Introduction to Business curriculum.
3. It was recommended that the board approve the updated Warwick High School Sports, Entertainment & Social Media Marketing curriculum.
4. It was recommended that the board approve the updated Warwick High School Business Administration & Management curriculum.
5. It was recommended that the board approve the updated Warwick High School Entrepreneurship curriculum.
6. It was recommended that the board approve the updated Warwick High School Accounting I curriculum.
7. It was recommended that the board approve the updated Warwick High School Honors Accounting II curriculum.
8. It was recommended that the board approve the updated Warwick High School Honors Managerial Accounting curriculum.
9. It was recommended that the board approve the updated Warwick High School Money Management & Investing curriculum.
10. It was recommended that the board approve the updated elementary assessment pilot for CDT & Firefly Assessments Grades 3-6.

Mr. Woolley moved, Mrs. Lingo seconded, the motion to approve the Course Offerings/Course Additions, Deletions or Updates, as presented above.

On voice vote:

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

Abstain: None

Nays: None

Absent: Dr. Wolfe

11. APPROVAL OF 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 #5](#).

Mr. Weaver moved, Mr. Woolley seconded, the motion to approve the PSBA Officers and PSBA Insurance Trust election votes, as presented above.

On voice vote:

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

Abstain: None

Nays: None

Absent: Dr. Wolfe

12. APPROVAL OF MEMORANDUM OF UNDERSTANDING (MOU)

It was recommended that the board approve the Memorandum of Understanding (MOU) with Drexel University, Philadelphia, PA, as presented on [ATTACHMENT #6](#).

Mr. Woolley moved, Mr. Weaver seconded, the motion to approve the Memorandum of Understanding (MOU) with Drexel University, as presented above.

On voice vote:

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

Abstain: None

Nays: None

Absent: Dr. Wolfe

13. APPROVAL OF LANCASTER GENERAL MEDICAL GROUP HEALTHWORKS

It was recommended that the Board approve a 2-year Primary Care Services Agreement between Lancaster General Medical Group and Warwick School District to provide access to primary care health centers at a current cost of \$65-\$75 per member per month. See [ATTACHMENT #7](#).

Mr. Woolley moved, Mr. Steinman seconded, the motion to approve the 2-year Primary Care Services Agreement between Lancaster General Medical Group, as presented above.

On roll call vote:

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

Abstain: None

Nays: None

Absent: Dr. Wolfe

14. APPROVAL OF MYSITEIQ SOFTWARE SUBSCRIPTION COVERED BY GRANT FUNDS

It was recommended that the Board approve an agreement with SitelogIQ for a facility condition assessment and one-year of MySiteIQ at no cost to the District. As part of the agreement, the District agrees to be included in SitelogIQ's Statewide Facility Condition Assessment study and report. See [ATTACHMENT #8](#).

Mr. Woolley moved, Mr. Weaver seconded, the motion to approve the agreement with SitelogIQ, as presented above.

On roll call vote:

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

Abstain: None

Nays: None

Absent: Dr. Wolfe

15. APPROVAL OF FOOD SERVICE TRANSFER

It was recommended that the Board approve the required transfer from the General Fund to the Food Service Fund in the amount of \$24,174.65 for accumulated bad debt for the 24-25 and 25-26 fiscal years.

Mr. Woolley moved, Mr. Koelsch seconded, the motion to approve the required transfer from the General Fund to the Food Service Fund, as presented above.

On roll call vote:

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

Abstain: None

Nays: None

Absent: Dr. Wolfe

16. APPROVAL OF TRANSPORTATION AGREEMENT WITH MK4 AS NEEDED

It was recommended that the Board approve an agreement with MK4 Transportation Company to provide van transportation at the rate of \$240 per diem. This agreement will be used when Shultz Transportation Company is unable to provide services. See [ATTACHMENT #9](#).

Mr. Woolley moved, Mr. Koelsch seconded, the motion to approve the agreement with MK4 Transportation Company, as presented above.

On roll call vote:

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

Abstain: None

Nays: None

Absent: Dr. Wolfe

17. APPROVAL OF AGREEMENT WITH CAPITAL ACADEMY

It is recommended that the board approve the Agreement with Specialized Education of Pennsylvania, Inc, (SESI), that owns and operates Capital Academy, for the 2026/2027 school year. See [ATTACHMENT #10](#).

Mr. Woolley moved, Mr. Koelsch seconded, the motion to approve the Agreement with Specialized Education of Pennsylvania, Inc, (SESI), as presented above.

On roll call vote:

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

Abstain: None

Nays: None

Absent: Dr. Wolfe

18. BOARD MEMBER LIASSON REPORTS

18.A. Student Representative

Speaker(s): Mr. Goodhart

Mr. Goodhart shared that the HS Marching Band placed first at the recent competition at Cedar Crest; the Reality Fair at the Middle School will take place soon; Back to School Nights are happening throughout the district; Clubs are starting up at the High School and Middle School; the Book Fair and Bike Rodeo will be taking place at the elementary bldgs; and the homecoming theme for this year's dance is "HoCo-chella" (Friday, September 25, 2026 – Homecoming Football Game and Saturday, September 26, 2026 – Homecoming Dance).

18.B. Superintendent

Speaker(s): Dr. Reifsnyder

Dr. Reifsnyder will provide an overview of upcoming events and highlights of district happenings in August.

Upcoming Events:

We have a number of exciting events and highlights to share this evening:

- **Homecoming:** Our Homecoming Football Game will take place Friday, September 25 at 7:00 p.m. During halftime, we will announce the Homecoming Court and crown this year's queen. With the homecoming dance occurring the following evening. We look forward to celebrating this tradition with our students, families, and community.
- **Back-to-School Nights:** We still have a couple Back-to-School Nights left, including Kissel Hill tonight and Lititz Elementary on Thursday. These events provide great opportunities for families to connect with teachers and learn more about the year ahead.

Recent Highlights:

- At the elementary level, we recognized students for completing the Summer Reading Program, which challenged them to read 450 minutes and complete activities over the summer.
- The annual Senior Sunrise was held on Friday, August 28, giving our seniors a chance to gather, watch the sunrise, and reflect together as they begin their final year at Warwick.
- Our Civics Club organized a meaningful 9/11 Remembrance Ceremony, where they honored local heroes, including Mr. Ryan Stitzer, High School Social Studies Teacher, Detective Peter Savage of The Lititz Borough Police Department, officer Kathryn Matrisciano of the Northern Lancaster County Regional Police Department, and firefighter Adam Reichard of the Brunnerville Fire Company. In addition, each of our buildings held activities and announcements to recognize this important day of remembrance.

These events and experiences highlight the many ways our students are learning, growing, and engaging with their community.

As always, more information and photos from each of these events can be found on our district website, Facebook, and Instagram accounts.

18.C. Labor and Management Committee

Speaker(s): Mrs. Zimmerman

Mrs. Zimmerman shared that no meeting will take place in September unless a need arises.

18.D. Lititz Recreation Center Representative

Speaker(s): Mrs. Lingo

Mrs. Lingo shared that a meeting was held on September 15, 2026 in the morning. She shared that the Annual Pretzel Twist 5K & Kids Run will take place on Saturday, September 19, 2026. She noted that the Fall Program Guide is now available on the recCenter's website. It was highlighted that recCenter has a new mobile app available. The outdoor pool has closed for the season. The next meeting will take place in December.

18.E. Legislative Committee

Speaker(s): Mr. Steinman

Mr. Steinman reported that the PA House and Senate are not in session at this time, but state lawmakers will be back in session on September 28th. There has been no movement on any House or Senate related bills at this time.

18.F. IU Representative

Speaker(s): Mr. Woolley

Mr. Woolley shared that the IU board met on Wednesday, September 9, 2026 at the IU Conference Center in Lancaster. He noted that \$17.6 Million in disbursements were approved across the different service units at this meeting along with an salary increase for Matthew Stem, Executive Director. 74 personnel actions including 21 resignations, 26 hires, 22 change of status requests, and 5 leave of absence requests were approved as well. Mr. Stem shared information regarding PA 634 which would require schools to install panic alarm systems as part of their regular safety reviews.

18.G. Lancaster County Career and Technology Center Representative

Speaker(s): Mr. Steinman

18.H. Lancaster Academy Joint Operating Committee Representative

Speaker(s): Dr. Wolfe

No report was shared.

19. COMMENTS OR QUESTIONS FROM BOARD MEMBERS OR CITIZENS

Citizens

NONE

Board Members

Mr. Weaver commended the Civics Club for providing a meaningful remembrance ceremony on September 11, 2026 which commemorated the 25th anniversary of the 9/11 terrorist attacks. Well done!

20. INFORMATION

Mrs. Zimmerman shared that the Board met on Monday, September 14th with regard to a personnel matter. Additional meetings on this matter will be held until the matter has reached a resolution.

21. ADJOURNMENT TO EXECUTIVE SESSION

No Executive Session was held due to a lack of discussion items.

There being no further business, Mr. Goodhart moved to adjourn the meeting. Mr. Weaver seconded the motion and the meeting adjourned at 8:43 p.m. (8-0)

Respectfully submitted,

Janice Boyer, Board Secretary

GROFF BUS COMPANY

Bauman, Miranda
 Bissonnette, Nacomi
 Bricker, Gregory
 Buchter, Holly (sub)
 Butler, Jill
 Capwill, Kimberly
 Frey, John (sub)
 Gallagher, Brian (sub)
 Gehr, Karen
 Good, Kathleen (sub)
 Good, Mark (sub)
 Groff, Alana (sub)
 Groff, Craig (sub)
 Groff, Hayden (sub)
 Groff, Houston (sub)
 Groff, Lauren (sub)
 Henkel, Tiffany
 Henssler, John (sub)
 Klinger, Vanessa (sub)
 Madenford, Valerie
 Marsh, Sherry
 Martin, Keith (sub)
 McFadden, Ashley (sub)
 Miller, Dennis
 Moyer, Denise
 Powers, John Paul (sub)
 Rogers, Anna Marie (sub)
 Shelly, Ashley
 Wenger, Jeanette (sub)
 Witmyer, Daniel
 Witmyer, Paige

SHULTZ TRANSPORTATION

Balmer, Jeffrey (sub)	Bus	Beachy, Kathy	Van
Brown, Kevin (sub)	Bus	Beck, Lori Ann	Van
Brown, Lana	Bus	Becker, Suzanne	Van
Connelly, Brenda	Bus	Brandt, Judy	Van
Cooper, James (sub)	Bus	Brown, Michael	Van
Corcoran, Scott	Bus	Eberly, L. Ann	Van
Garman, Jordan	Bus	Elinssaint, Benoit	Van
Gay, Kirsta	Bus	Firestone, Karen	Van
Gilbert, Robert	Bus	Hall, Alanna	Van
Griffe, Richard (sub)	Bus	Jolin, Alicia	Van
Haller, Simone	Bus	Jones, Wayne	Van
Henkel, Steven	Bus	Ketner, Patricia	Van
Hibshman, Susan	Bus	Kiehl, Vernon	Van
Hummel, Michael	Bus	King, Chalaythean	Van
Jolin, Patrick (sub)	Bus	Kollar, Jennifer	Van
Jouck, Anna (sub)	Bus	Mellinger, Sarah	Van
Kielhorn, Susan	Bus	Mendez, Kevin	Van
Knudson, John	Bus	Migdal, Jenna	Van
Kohl, Amanda	Bus	Musser, Melissa	Van
Martin, Amanda	Bus	Price, Sue	Van
Myer, Jeffrey	Bus	Ranck, Daniel	Van
Ober, Eric	Bus	Rineer, Leslie	Van
Pope, Bill	Bus	Sanabria, Cheri	Van
Sensenig, William	Bus	Serrell, Richard	Van
Shirk, Tina (sub)	Bus	Sloan, Ali	Van
Smith Jr., Robert	Bus	Steffy, Bonnie	Van
Spang, Russell	Bus	Tshudy, Craig	Van
Stinson, Laura	Bus	Umberger, Sherry	Van
Unangst, Douglas	Bus	Unangst, Linda	Van
VanLeuven Leid, Kristiana	Bus	Williams, Tammy	Van
Weidler, Deb	Bus	Wilson, Emily	Van
		Yoder, Scott	Van
		Zimmerman, Joann	Van

MK4 TRANSPORTATION (vans)

Haar, Jack
 McClenaghan, Carol

JOSEPH C. GRAYBILL, INC.

Fasnacht, Samuel
 Lewis, Sharon



AGREEMENT FOR SERVICES

Between

Warwick School District ("Warwick")

And

Learning Opportunities Group

THIS AGREEMENT, dated as of September 28, 2026, is entered into by and between WARWICK SCHOOL DISTRICT, an Educational Institution in Lititz, Pennsylvania, having an address of 301 W. Orange St, Lititz, PA 17543 ("Warwick"); and LEARNING OPPORTUNITIES GROUP, a Pennsylvania non-profit corporation having an address at 1020 New Holland Avenue, Lancaster, Pennsylvania 17601 ("LOG").

BACKGROUND:

WHEREAS, Warwick School District provides educational services in Lancaster County Pennsylvania;

WHEREAS, LOG is organized to provide educational services, instructional support services, and other similar services on a regional basis;

WHEREAS, Warwick School District hereby desires to engage LOG to provide certain services, upon the terms and conditions hereinafter set forth.

NOW, THEREFORE, in consideration of the mutual covenants, terms, and conditions set forth in this Agreement, and intending to be legally bound hereby, and LOG hereby agree as follows:

1. **Term of Agreement.** The term of this Agreement (the "Term") shall begin October 7, 2026, and continue no later than June 30, 2027.
2. **Services of LOG.** WARWICK hereby agrees to engage LOG, and LOG hereby ,agrees to be engaged by WARWICK, as an independent contractor to provide the services identified in Schedule "A" hereto (the "Services") for WARWICK. LOG and WARWICK may change the Services provided by LOG to WARWICK hereunder, from time to time, by preparing, executing, and affixing a new Schedule "A" hereto, whereupon the Services described on the new Schedule "A" shall be deemed to be the Services to be provided by LOG to WARWICK hereunder. LOG shall timely complete all Services **in** a high-quality manner consistent with the requirements of this Agreement.

3. **Compensation for Services.** For and in consideration of the provision of the Services by LOG as provided herein, WARWICK shall pay to LOG an Administrative Fee/the following consideration: \$650.00 per day for the Assistant Elementary Principal. The Administrative Fee/contractual amounts will be remitted to LOG within thirty (30) days of receipt by WARWICK of the Services. In addition, for and in consideration of the provision of the Services by LOG as provided herein, WARWICK shall pay to LOG any of the reimbursements or other costs set forth in Schedule "B" hereto. LOG and WARWICK may change the fees to be paid by WARWICK to LOG for the Services to be provided by LOG hereunder, from time to time, by preparing, executing, and affixing a new Schedule "B" hereto, whereupon the Administrative Fees/compensation described on the new Schedule "B" shall be deemed to be the Administrative Fees/compensation to be paid by WARWICK to LOG for the Services provided by LOG hereunder.
4. **Relationship of Parties; Performance of Services.**
 - a. It is hereby understood and agreed that LOG is, and in performing the Services under this Agreement, is acting in the capacity of, an independent contractor of WARWICK, and that LOG is not an agent, servant, partner, joint ventures, shareholder, or employee of WARWICK. Subject to any reasonable rules and regulations established by WARWICK with regard to the performance of the Services, as well as the specific requirements set forth in this Agreement, LOG shall be free to exercise LOG'S discretion and judgment as to the manner in which LOG performs the Services hereunder. LOG will perform the Services in accordance with all applicable laws, regulations, and guidelines. Failure to deliver the Services in accordance with this Agreement may result in immediate suspension and/or termination of Services and withholding of payment by WARWICK.
 - b. LOG hereby acknowledges that as an independent contractor of WARWICK under this Agreement, LOG is responsible for the payment of all of LOG'S own federal taxes and those of its employees, including, but not limited to, income and self-employment taxes (FICA), together with any and all corresponding federal, state, and local employment and other taxes, if any, and LOG hereby agrees to promptly satisfy such obligations. LOG hereby waives and releases WARWICK from any claim which LOG has or may have against WARWICK now or in the future respecting such taxes, and indemnifies, waives, and releases WARWICK from any claim that WARWICK is obligated to withhold, pay, or contribute to or on account of such taxes on behalf of LOG and/or employees of LOG.
 - c. Each party hereto should advise its employees that they are not the employees of the other party hereto, and are not entitled to such employment, unless and until such employees are hired by the Board of Directors of the other party hereto and they are notified in writing to that effect. In no event shall LOG and WARWICK be deemed "joint employers." Each of the parties hereto is solely responsible to hire, assign, promote, discipline, and terminate its own employees.

- d. WARWICK shall not refuse to accept the assignment of any LOG employee, and LOG shall not refuse to hire, discipline, fire, or otherwise deal with any employee or prospective employee on the basis of the employee's race, color, gender, religion, national origin, disability that can reasonably be accommodated, or for any other illegal reason.
 - e. LOG shall, at its sole cost and expense, provide such labor and materials as may be necessary or appropriate for the performance of the Services. LOG shall supervise and direct the Services, using LOG'S best skill and attention. LOG shall be solely responsible for and have exclusive control over (subject to the provisions of this Agreement) the Services methods, techniques, sequences, and procedures, and coordinating all portions of the Services. LOG shall be responsible to WARWICK for the acts and omissions of LOG'S employees, subcontractors, and their respective agents and employees, and other persons and entities performing any of the Services for or on behalf of LOG or any of its subcontractors. LOG shall enforce strict discipline and good order among its employees, independent contractors, and other persons performing the Services.
 - f. Neither party has the authority nor power to and shall not represent itself to have the power to, pledge, assign, bind, waive, or otherwise obligate the other party hereto or any of its officers, directors, employees, agents, representatives, members, assets, properties, or rights.
 - g. LOG shall secure and pay for all permits and licenses necessary for the proper execution and completion of the Services and shall comply with and give any and all notices required by any and all applicable laws, ordinances, rules, statutes, regulations, and lawful orders (collectively, "Laws"), of any courts, municipal, public, or other federal, state, and/or local governmental bodies, agencies, or authorities (collectively, "Governmental Bodies"). LOG shall perform the Services in strict accordance with all applicable Laws.
5. **Reimbursement of Expenses.** In the event that LOG advances funds to WARWICK or directly pays any expenses of WARWICK, LOG shall be fully reimbursed by WARWICK. LOG shall also be fully reimbursed by WARWICK for the actual cost of any goods and materials provided by LOG.
6. **Limitation of Liability.** IN NO EVENT SHALL LOG BE LIABLE TO WARWICK FOR ANY INDIRECT, CONSEQUENTIAL, SPECIAL, EXEMPLARY, PUNITIVE, OR INCIDENTAL DAMAGES, OR DAMAGES FOR LOSS OF PROFITS, BUSINESS INTERRUPTION, LOSS INFORMATION, OR OTHER PECUNIARY LOSS ARISING OUT OF ANY SERVICES PROVIDED BY LOG TO WARWICK UNDER THIS AGREEMENT, EVEN IF LOG HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT SHALL LOG BE LIABLE TO WARWICK FOR ANY DIRECT DAMAGES, OTHER THAN THOSE RELATING TO ITS OWN INTENTIONAL OR

WILLFUL MISCONDUCT ARISING OUT OF ANY SERVICES PROVIDED BY LOG TO WARWICK UNDER THIS AGREEMENT, EVEN IF LOG HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

IN NO EVENT SHALL WARWICK BE LIABLE TO LOG FOR ANY INDIRECT, CONSEQUENTIAL, SPECIAL, EXEMPLARY, PUNITIVE, OR INCIDENTAL DAMAGES, OR DAMAGES FOR LOSS OF PROFITS, BUSINESS INTERRUPTION, LOSS INFORMATION, OR OTHER PECUNIARY LOSS ARISING OUT OF THIS AGREEMENT, EVEN IF WARWICK HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT SHALL WARWICK BE LIABLE TO LOG FOR ANY DIRECT DAMAGES, OTHER THAN THOSE RELATING TO ITS OWN INTENTIONAL OR WILLFUL MISCONDUCT ARISING OUT OF THIS AGREEMENT, EVEN IF WARWICK HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

7. **Indemnification.** To the fullest extent permitted by applicable laws, WARWICK shall and hereby agrees, for itself and its successors and assigns, to indemnify, hold harmless and, if so requested, defend LOG and its employees, officers, directors, agents, representatives, and their respective heirs, executors, administrators, personal representatives, successors, and assigns (collectively, the "**LOG Indemnitees**") from and against any and all claims, damages, losses, liabilities, suits, charges, fines, taxes, fees, penalties, orders, settlements, judgments, actions, causes of action, costs, and expenses (including reasonable attorneys' fees) arising out of or related to: (i) the Services, (ii) the actions or inactions of WARWICK and/or its employees, contractors, and agents, and (iii) the breach by WARWICK of any agreement, covenant, representation, or warranty in this Agreement, regardless of whether any of the foregoing is caused in part by any of the LOG Indemnitees.

To the fullest extent permitted by applicable laws, LOG shall and hereby agrees, for itself and its successors and assigns, to indemnify, hold harmless and, if so requested, defend WARWICK and its employees, officers, directors, agents, representatives, and their respective heirs, executors, administrators, personal representatives, successors, and assigns (collectively, the "**WARWICK Indemnitees**") from and against any and all claims, damages, losses, liabilities, suits, charges, fines, taxes, fees, penalties, orders, settlements, judgments, actions, causes of action, costs, and expenses (including reasonable attorneys' fees) arising out of or related to: (i) the Services, (ii) the actions or inactions of LOG and/or its employees, contractors, and agents, and (iii) the breach by LOG of any agreement, covenant, representation, or warranty in this Agreement, regardless of whether any of the foregoing is caused in part by any of the WARWICK Indemnitees.

8. **Relationship.** Nothing herein shall constitute or create a partnership or joint venture between LOG and WARWICK. In the performance of its duties hereunder, LOG shall act as an independent contractor of WARWICK.

9. **Other Interests.**

- a. **Other Ventures.** LOG may engage in any business or profession or possess any interest in other businesses or professions of every nature and description, independently with others, including without limitation, the operation of LOG'S operations. WARWICK shall not have any rights in any of LOG'S independent ventures.
- b. **Material Conflicts.** LOG and WARWICK acknowledge that their respective operations may, at times, conflict (each, a "Material Conflict"). Once a Material Conflict is identified by LOG, it shall be presented to WARWICK. WARWICK shall, in the exercise of its best fiduciary judgment and consistent with any conflicts of interest policy it may adopt, take action with respect to such Material Conflict as is appropriate under the circumstances.

10. **Flexibility.** The parties hereto agree that:

- a. The structure of this Agreement shall remain flexible so as to facilitate the supervision and management of WARWICK'S operations by LOG; and
- b. They will execute any amendments to this Agreement as may be reasonably necessary to further the operations of WARWICK, to ensure compliance with the Agreement, and to accomplish the objectives contemplated by this Agreement.

11. **Non-Discrimination/Sexual Harassment/Americans with Disabilities Act.**
During the Term, LOG hereby agrees as follows:

- a. In the hiring of any employees for the performance of any of the Services, LOG, or any person acting on behalf of LOG, shall not by reason of gender, race, national origin, or disability discriminate against any person who is qualified and available to perform the work to which the employment relates.
- b. Neither LOG, nor any person acting on behalf of LOG, shall discriminate against or intimidate any employee involved in the performance of work or any activity required under this Agreement on account of gender, race, color, national origin, or disability.
- c. LOG shall establish and maintain a written sexual harassment policy and shall inform its employees of the policy. The policy must contain a notice that sexual harassment will not be tolerated and employees who practice it will be disciplined. A copy of this policy and all updates thereto shall be provided to WARWICK.
- d. LOG understands and agrees that it shall not cause any individual with a disability to be excluded from participation in this Agreement or from providing or receiving any Services under this Agreement on the basis of a disability.

12. **Intellectual Property.** Neither WARWICK nor LOG shall assert any ownership rights in any of the intellectual property of the other party, their subcontractors, and/or suppliers. WARWICK hereby grants to LOG a royalty-free, non-exclusive, non-transferable license for use of any of WARWICK'S intellectual property to the extent necessary for LOG to provide the Services as contemplated under this Agreement.
13. **Assignment and Subcontracting.** This Agreement shall be binding upon the parties hereto and their respective successors and assigns. LOG shall not assign, in whole or in part, this Agreement or its rights, duties, obligations, or responsibilities hereunder without prior written consent of Warwick, which consent may be withheld at the sole discretion of WARWICK. LOG shall not subcontract with any person or entity to perform all or any part of the work to be performed under this Agreement without the prior written consent of WARWICK, which consent may be withheld at the sole discretion of WARWICK.
14. **Termination.** WARWICK and LOG shall each have the right to terminate this Agreement, for any or no reason, at any time, upon no less than ten (10) days' prior written notice thereof to the other party. Upon the delivery of written notice of termination by either party, LOG shall promptly cease performance of the Services except for those Services reasonably required to transition responsibility for said Services over to WARWICK and shall provide an accounting thereof through the termination date.
15. **Dispute Resolution.** All disputes under this Agreement shall be addressed pursuant to the following procedures unless specifically stated otherwise:
 - a. A party shall give written notice of the dispute and a request that the other party cure the disputed event within ten (10) business days of such party's receipt of such notice. Such notice shall specify the nature of the disputed event or default. If, within the foregoing ten(10) business day period, the recipient of the notice notifies the party providing the notice that it has commenced and will diligently prosecute the cure of such disputed event or default, and in fact continues with due diligence to cure the disputed event or default, then the cure period shall be extended for a reasonable period of time to cure the disputed event or default.
 - b. If a disputed event or default is not cured in accordance with this Agreement, then the parties shall convene a mediation panel within twenty-eight (28) days following the lapse of the cure period provided for therein. The panel shall be composed of a representative of each party and, upon the demand of either one, a mutually acceptable third person. In the event of a party's failure to agree to any proposed third person within fourteen (14) days of a written proposal, the two (2) mediators shall select the third mediator. The decision of the mediators shall issue within sixty (60) days following appointment of the full panel of mediators, unless otherwise agreed to by all mediators, which decision shall be advisory only and shall be non-binding on the parties. Each party shall bear its own costs, fees, and expenses of the mediation, and the fees of the mediators shall be split equally by the parties hereto.

- c. Failing a satisfactory resolution of the mediation, either party may, after seven (7) days following the decision of the mediators, and as the sole remedy of the aggrieved party, commence binding arbitration of the dispute, which shall be conducted pursuant to the commercial dispute resolution rules of the American Arbitration Association. The decision of the arbitrators shall be final and binding on all parties and shall be deemed to be a final adjudication which is enforceable in the courts of the Commonwealth of Pennsylvania.

16. **Miscellaneous.** All schedules, exhibits, and attachments hereto are hereby incorporated herein by this reference and shall be deemed to be a part of this Agreement as if they physically appeared within it.

- a. Unless otherwise provided herein, any notice to be given hereunder by any party to the other shall be in writing and effective when delivered personally or by certified mail, postage prepaid, return receipt requested, or overnight courier or confirmed facsimile transaction, addressed to the address for such party set forth above, or to such other place and with such other copies as either party may designate as to itself by written notice to the others listed above.
- b. This Agreement shall be construed, interpreted, and the rights of the parties determined in accordance with and governed by the applicable Laws of the Commonwealth of Pennsylvania, without regard to conflicts of laws principles. It is expressly agreed and stipulated that this Agreement is deemed to have been made in Lancaster County, Pennsylvania. Any action or proceeding seeking to enforce any provision of or based on any right arising out of this Agreement may be brought against either of the parties solely in the courts of the Commonwealth of Pennsylvania in and for the County of Lancaster. The parties hereto consent and hereby submit to the jurisdiction of said courts (and of the appropriate appellate courts) in any such action or proceeding and waive any objection to venue therein; provided, however, that WARWICK may commence suit in any other forum if necessary to protect or enforce its rights hereunder. Process in any action or proceeding referred to in the preceding sentence may be served on any party, by certified mail in lieu of personal service.
- c. This Agreement, together with all schedules and exhibits hereto, constitutes the entire agreement among the parties pertaining to the subject matter hereof and supersedes all prior agreements, understandings, negotiations, and discussions, whether oral or written, of the parties. No supplement, modification, or waiver of this Agreement shall be binding unless executed in writing by the party or parties to be bound thereby.
- d. This Agreement is for the benefit of and may be enforced only by the parties hereto and their respective affiliates, and is not for the benefit of, and may not be enforced by, any other party, except the LOG Indemnitees and WARWICK indemnitees or as otherwise expressly provided herein.

- e. This Agreement may be executed in one or more counterparts, each of which shall be deemed original, but all of which together shall constitute one and the same instrument.
- f. In the event that any one or more of the provisions contained in this Agreement or in any other instrument referred to herein, shall, for any reason, be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality, or unenforceability shall not affect any other provision of this Agreement or any other such instrument.
- g. The headings of the Sections herein are inserted for convenience of reference only and are not intended to be a part of or to affect the meaning or interpretation of this Agreement.
- h. All costs and expenses incurred in connection with negotiation, preparation, execution, delivery, performance, and enforcement of this Agreement and consummation of the transactions contemplated hereby shall be borne and paid by the party incurring such expenses.
- i. The rights and remedies of the parties to this Agreement are cumulative and not exclusive of any rights or remedies which the parties would otherwise have. No single or partial exercise of any such right or remedy by a party, and no discontinuation of steps to enforce any such right or remedy, shall preclude any further exercise thereof or of any other right or remedy of such party.
- J. All covenants and agreements of the parties set forth herein shall continue in full force and effect from and after the date hereof until such date as all of such covenants and agreements have been satisfied in full or waived, or this Agreement has otherwise been terminated, except for such covenants and agreements as survive such termination by their own terms.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed, intending to be legally bound, as of the day and year first above written.

WARWICK SCHOOL DISTRICT

By _____

Dr. Jason Reifsnyder

LEARNING OPPORTUNITIES GROUP

By: *Philip Steinour*
Philip Steinour (Sep 30, 2026 11:11:15 EDT)

Flip Steinhour



SCHEDULE "A"

Responsibilities:

The elementary assistant principal is responsible for providing high quality, effective and engaging leadership for students and staff. Additionally, the assistant principal will interact positively and make efforts to develop a rapport with staff members, students, families and the greater school community. Working collaboratively with colleagues, administration, families and our community, elementary assistant principals enhance the educational experience of each student, contributing to the best possible outcomes for students, a healthy culture for staff and a professional growth mindset.

- Build, maintain and support positive and effective relationships with staff, students and community with a focus on student success.
- Collaborate with a variety of individuals and teams to support students utilizing communication skills, relationship skills and a focus on effective practices.
- Contribute meaningfully to an elementary team that aligns programs and services across buildings to support students consistently and equitably using creative problem-solving and refined communication practices.
- Assume responsibility for the proper conduct of the elementary school/schools.
- Provide leadership in the development of the total educational program.
- Oversee the maintenance and care of the school building and grounds.
- Maintain accurate student records on attendance, enrollment, discipline, and class size.
- Maintain student discipline in a fair and consistent manner. Provide CPI support for behaviors as needed.
- Assist with the coordination and planning of standardized testing for all students.
- Participate in the selection and support of new staff members.
- Supervise, observe, and evaluate professional staff members and paraprofessionals.
- Participate and direct staff in-service programs as needed.
- Assist in the supervision and evaluation of all non-instructional staff.
- Assist in the administration and supervision of student extra-curricular activities.
- Assist in the planning and conducting of faculty meetings, departmental meetings, grade level meetings and other staff meetings.
- Adhere to all items in district policies, guidelines and procedures and the collective bargaining agreement.
- Perform other duties as assigned by supervisor.

Position Requirements:

- Education Required: Bachelor's degree in education Master's degree preferred
- Certification Required: PA Principal Certification
- Experience Required: Elementary teacher, supervisor, or administrator is preferred
- Understand cooperative working relationships with other administrators, faculty, students, students, and the community
- Professional personal appearance
- Demonstrate evidence of rapport with staff, students, and parents
- Competent in written and oral communication
- Demonstrate effective leadership competencies

Other position information:

The workday of this position is Monday – Friday from 7:30 am to 4:00 pm.

This position is in-person at two elementary schools in Lititz.

This position is eligible for mileage reimbursement between the two elementary schools.

Attendance at evening events, specifically family conferences, is encouraged

Systems Access:

WARWICK will provide:

1. MacBook
2. WARWICK Email account
3. Access to all network services required to perform duties assigned
4. A telephone, phone number and voicemail
5. Access to all technology required
6. A badge to enter all buildings required to complete services



SCHEDULE "B"

Assistant Elementary Principal

\$650.00 per day

Timesheet must be approved and signed by Dr. Melanie Calender: mcalender@warwicksd.org or Noelle Brossman: nbrossman@warwicksd.org and submitted to HR@supportlearning.org per the deadlines outlined on Schedule D.

LOG Employee has agreed to complete the pre-employment requirements per Schedule C.

SCHEDULE "C"

CLEARANCE REQUIREMENT SHEET

Thank you for your immediate attention to securing and providing the necessary clearances that are listed below. Please be advised that several of the clearances can take several weeks to obtain. It is advised that you begin the process, as soon as possible.

***Please note that submitted clearances must be under 1 year old, in order to be accepted and verified. You are not permitted to allow your staff to provide services to IU13, until all clearances have been presented, verified and evaluated by IU13.**

ACT 24 of 2011: Form PDE-6004 - ARREST/CONVICTION REPORT AND CERTIFICATION FORM

- <http://www.education.pa.gov/documents/teachers-administrators/backOround%20Checks/arrest%20or%20conviction%20form.pdf>

*** ACT 34 of 1985: PA STATE POLICE CRIMINAL RECORD CHECK**

- Fee* - 22.00 (requires a credit or debit card for online verification)
- To Register:
 - o Process online at: <https://epatch.state.pa.us/Home.jsp>

*** ACT 114 of 2006: FBI FEDERAL CRIMINAL RECORD CHECK**

- Fee* - \$23.85 (payment is received at the time of Fingerprinting)
- To Register:
 - o Applicant must register prior to going to a fingerprint site at: <https://uenroll.identogo.com/workflows/lkg6s7>
 - o Locations of fingerprint sites can be found at: <https://uenroll.identogo.com/workflows/1KG6S7/locator/location>
- Please provide IU13 with the payment confirmation email that is received after being fingerprinted

***ACT 151 of 1994: PA CWLD ABUSE HISTORY CLEARANCE**

- Fee* - \$13.00 (requires a credit or debit card for online verification)
- To Register:
 - o Process online at: <https://www.compass.state.pa.us/CWIS>
 - o The online Child Abuse Clearance site requires you to create an account and submit your request electronically. Results will be emailed or mailed (your choice when registering) to you within 14 days of submission.



ACT 126 of 2012 - CHILD ABUSE RECOGNITION AND REPORTING TRAINING

- Every employee of a school entity and its independent contractors who have direct contact with children must complete a *minimum* of three hours of training every five years. Please provide IU 13 with the certificate of completion.
- Free online training offered at: <https://www.reportabusepa.pitt.edu>

ACT 168 of 2014 - SEXUAL MISCONDUCT/ABUSE DISCLOSURE RELEASE

- Form must be completed for ALL previous employers that were school entities and/or where the applicant had direct contact with children, and ALL current employers *(regardless of whether or not there was direct contact or supervision of children)*

TUBERCULOSIS TB TEST RESULTS

- **Fee*** - varies by physician; must be performed by a physician or the physician's legally qualified designee.
- A test is valid if completed within the last 90 days.

PAYROLL TIMESHEET

SCHEDULE "D"

Name: _____

Position: _____

Pay Period: _____ to _____

Instructions: Enter time worked in the space provided below. If more than one shift was worked in a day, include each period of time on a separate line. Sign timesheet and submit to HR@ supportlearning.org by the timesheet due date.

	Day	Month	Date	Time In	Time Out	Work Hours
Example	Monday	1	1	8:00 AM	10:00 AM	2
TOTAL HOURS						

I certify the reported information to be correct and recognize that failure to meet Payroll deadlines will result in a delay in payment.

Employee: _____ Date: _____

Approval: _____
Dr. Melanie Calender or Noelle Brossman



Learning Opportunities Group

2026-2027 PAYROLL DEADLINES

Failure to meet the deadlines outlined below will result in a delay in payment.

2026-27 Pay Dates

Wednesday, July 15, 2026	Friday, January 15, 2027
Thursday, July 30, 2026	Friday, January 29, 2027
Friday, August 14, 2026	Friday, February 12, 2027
Friday, August 28, 2026	Friday, February 26, 2027
Tuesday, September 15, 2026	Monday, March 15, 2027
Wednesday, September 30, 2026	Tuesday, March 30, 2027
Thursday, October 15, 2026	Thursday, April 15, 2027
Friday, October 30, 2026	Friday, April 30, 2027
Friday, November 13, 2026	Friday, May 14, 2027
Monday, November 30, 2026	Friday, May 28, 2027
Tuesday, December 15, 2026	Tuesday, June 15, 2027
Wednesday, December 30, 2026	Tuesday, June 29, 2027

Warwick Assistant Principal

Final Audit Report

2026-09-30

Created:	2026-09-30
By:	Kari Scheaffer (Kari_Scheaffer@iu13.org)
Status:	Signed
Transaction ID:	CBJCHBCAABAAfelf1VzXkukToSFXoqyRAqH3UHiRsvBA

"Warwick Assistant Principal" History

-  Document created by Kari Scheaffer (Kari_Scheaffer@iu13.org)
2026-09-30 - 3:08:54 PM GMT- IP address: 206.82.16.242
-  Document emailed to flip_steinour@iu13.org for signature
2026-09-30 - 3:09:49 PM GMT
-  Email viewed by flip_steinour@iu13.org
2026-09-30 - 3:10:50 PM GMT- IP address: 104.47.73.126
-  Signer flip_steinour@iu13.org entered name at signing as Philip Steinour
2026-09-30 - 3:11:13 PM GMT- IP address: 206.82.16.253
-  Document e-signed by Philip Steinour (flip_steinour@iu13.org)
Signature Date: 2026-09-30 - 3:11:15 PM GMT - Time Source: server- IP address: 206.82.16.253 - Signature Appearance Selected: TYPE
-  Agreement completed.
2026-09-30 - 3:11:15 PM GMT

**This Agreement is between Lancaster-Lebanon Intermediate Unit 13 (“IU13) and
Warwick School District**

Title III is a part of the Elementary and Secondary Education Act of 1965 (ESEA), as amended by Every Student Succeeds Act of 2015 (ESSA). The purpose of Title III is to help ensure that English learners (ELs) attain English language proficiency and meet state academic standards. The U.S. Department of Education has ruled that a consortium of Local Education Agencies (LEAs) formed as an eligible entity for the purpose of receiving a Title III subgrant is responsible for meeting all of the Title III requirements as would any other individual LEA subgrantee. This Agreement is entered into pursuant to the requirements of ESSA.

TERM: October 1, 2026 - September 30, 2027

RESPONSIBILITIES OF EACH PARTY:

1. RESPONSIBILITY OF: Lancaster Lebanon Intermediate Unit13:

Lancaster-Lebanon Intermediate Unit 13 is the designated fiscal agent for the IU13 Title III Consortium. The fiscal agent (IU13) is responsible for:

- Ensuring that districts in the consortium fulfill their requirements listed herewith and assisting in that endeavor, upon request.
- Providing technical assistance to consortium districts through consultation, training, and coaching.
- Providing professional development opportunities and consultation on effective ELD instructional practices to consortium classroom teachers, principals, administrators, school personnel, and parents.
- Acting as the fiscal agent for the Consortium, filing the required expenditure reports, and maintaining fiscal records. The Consortium will plan to expand all Title III funds during the 2026-27 school year. If all funds are not expanded and there is carryover, IU13 will continue to serve as the fiscal agent for the Consortium until the funds are expended, for up to 12 additional months.

2. RESPONSIBILITY OF Warwick School District:

- Complete the PIMS data collection on or before the established deadline and update it as needed.
- Complete the on-line assessment ordering system.
- Ensure to designate ESL (1 or 2) teacher/s to attend the research-based professional learning opportunities provided through the Title III Grant.
- Administer the ACCESS 2.0 and WIDA Screener to all English Learners in the district.
- Provide IU13 Title III fiscal agent access to district scores for the Pennsylvania ACCESS.
- Provide a cohesive, evidence-based core program at the district level.
- Establish and utilize a system for monitoring exited students.
- Ensure regular attendance and full participation in the ELD Professional Learning Community (PLC) Meetings and the timely distribution of shared information in regard to federal, state, and/or local regulations, mandates, and updates.

- Utilize tools and materials purchased with Title III funds, such as Rosetta Stone and Imagine Learning.
- Sections 117 and 8501 of ESSA require that timely and meaningful consultation occur between the LEA and nonpublic school officials of nonpublic schools within the LEA's geographical boundaries prior to any decision that affects the opportunities of eligible nonpublic school children, teachers, and other educational personnel to participate in programs under this act and shall continue throughout the implementation and assessment of activities under these sections.
- The individual Consortium Member LEAs shall make initial contact with nonpublic schools within their geographical boundaries to determine if the latter wishes to participate in the Title III services. Consortium member LEAs maintain responsibility for the determination of eligibility for Title III services.
- Fulfill any other responsibilities pertaining to Title III by the state and federal government during the period covered by the MOU.

3. FUNDS ALLOCATION:

Warwick School District has been granted \$ 3,664.00 Title III reimbursements. The funds are to be used to purchase materials that are supplemental to core instruction. Requests for reimbursement may be submitted throughout the 2026-27 school year as you have expenses that qualify, or you can submit for your funds at the end of the year.

4. TERMS AND CONDITIONS:

4.1 Allowable Use of Title III Funds and Compliance

- Signature by LEA authorized representative as this MOU is assurance that the LEA has a compliant Core English Language Development (ELD) budget derived from local district funds.
- The Title III budget for both Limited English Proficient (LEP) and Immigrant Children and Youth (IMM) funds should reflect Title III Program activities only, and the two allocations may not be commingled.
- The use of Title III funds to purchase translation and interpreting services will be limited to activities under Title III guidelines and may not be used for Core ELD Program requirements.

4.2 Indemnification

Both parties are protected under the Commonwealth of Pennsylvania's Tort Claims Act (Act), and as such, cannot and shall not be held responsible or otherwise liable for those actions or inactions specifically enumerated under the Act. Based on the foregoing, each party agrees to protect, indemnify, and hold harmless the other party and its agents, employees, directors, officers, affiliates, consultants, and/or contractors from and against any and all damages, injuries (including bodily injury, dismemberment, and/or death), claims, liabilities, and costs (including reasonable attorneys' fees), which arise or may be suffered or incurred in whole or in part as a result of the acts or omissions of the indemnifying party, its agents, employees, directors, officers, affiliates, consultants, and/or contractors, and whether arising under this Agreement, to the extent permitted by law.

4.3 Force Majeure

Neither party will incur any liability to the other if its performance of any obligation under this Agreement is prevented or delayed by causes beyond its control and without the fault or negligence of either party. Causes beyond a party's control may include, but are not limited to, acts of God, war or terrorism, changes in controlling law, regulations, orders or the requirements of any governmental entity, severe weather conditions, civil disorders, natural disasters, fire, a national or Commonwealth of Pennsylvania emergency, disease, plague,

epidemic, pandemic, outbreaks of infectious disease or any other public health crisis, including quarantine or other employee restrictions, general strikes throughout the trade, work stoppages, accidents and freight embargos and interruptions, loss or malfunctions of utilities, communications or computer (software and hardware) services; other unforeseeable circumstances beyond the control of the Parties against which it would have been unreasonable for the affected party to take precautions and which the affected party cannot avoid even by using its best efforts. Either party orally notify the other within forty-eight (48) hours and notify in writing within five (5) days of the date on which either party becomes aware, or should have reasonably become aware, that such cause would prevent or delay its performance. Such notification shall (i) describe fully such cause(s) and its effects on performance, (ii) state whether performance under the Agreement is prevented or delayed and (iii) if performance is delayed, state a reasonable estimate of the duration of the delay. After receipt of such notification, IU13 may elect to cancel this Agreement or to extend the time for performance as reasonably necessary to compensate for the delay

5. The person signing this Agreement on behalf of Warwick School District individually warrants that he or she has full legal power to execute this Agreement on behalf of the Warwick School District and to bind and obligate with respect to all provisions contained in this Agreement.
6. This contract cannot be modified or changed without a contract Amendment signed by both the Warwick School District and Lancaster Lebanon Intermediate Unit 13.

Dr. DmJ Schall

Lancaster-Lebanon Intermediate Unit 13

School District

09/24/2026

Date

Date