

**WARREN COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
MEETING MINUTES**

MONDAY, AUGUST 8, 2005

1. Opening Activities

A. Call to Order

The regular meeting of the Warren County School District Board of School Directors was called to order by Mrs. Nuttall, President, at 7:00 p.m. in the Board Room of the Warren County Career Center, 347 East Fifth Avenue, Warren, Pennsylvania.

B. Pledge of Allegiance

Mrs. Nuttall led the Pledge of Allegiance to the American flag.

C. Roll Call

Board Members Present:

Mr. Kevin Freestone
Mr. Richard Lyle
Mrs. Jacki Nuttall

Mr. Randall Peterson
Mr. John Shea

Roll Call

Board Members Absent:

Mr. David Come
Mr. Dale Gerbec

Mr. Richard Pascuzzi
Mr. John Schwanke

D. Reading of the Mission Statement - Mr. Kevin Freestone

The mission of the Warren County School District is to prepare all students to be responsible and productive citizens by providing them with the skills and education necessary to achieve academic and personal excellence.

E. Public Comment

James 5 Church Street,
Zavinski N. Warren

North Warren Elementary School playground equipment - asked that the Board postpone their decision until next month. Would like to keep the playground in North Warren.

Heather Rd #2, Box 40,
Gray Russell

North Warren Elementary School playground equipment - Item 4Q. They would like formal authorization to start fund-raising to either relocate equipment from North Warren Elementary and Jefferson Elementary or construct new equipment. She has talked with Senator Mary Jo White's office about funding

through a DCDE grant. She drafted a letter to meet the needs of what they are requesting in order to continue and would like it executed to the Senator's office.

Ann Ward 202 S. State Street,
N. Warren

North Warren Elementary School playground equipment - She asked that the Board postpone the decision on N. Warren playground. The playground is on the Conewango Township agenda tonight, as they are looking for a solution as to a location suitable for a playground if it cannot stay in its present location.

Agenda
Adoption
Approved
5-0-0

F. Agenda Adoption

It was moved by Richard Lyle and seconded by Kevin Freestone that the Board of School Directors adopts the August 8, 2005, agenda as presented.

The result of the vote was: Unanimous

Minutes
June 13, 2005
Approved
5-0-0

G. Approval of Minutes - June 13, 2005 (APPENDIX A PP. 80-93)

It was moved by Kevin Freestone and seconded by Richard Lyle that the Board of School Directors adopts the regular meeting minutes of June 13, 2005.

The result of the vote was: Unanimous

Special
Meeting
Minutes
June 27, 2005
Approved
5-0-0

H. Approval of Special Meeting Minutes - June 27, 2005 (APPENDIX A PP. 94-97)

It was moved by Randall Peterson and seconded by Kevin Freestone that the Board of School Directors adopts the Special Meeting minutes of June 27, 2005.

The result of the vote was: Unanimous

Financial
Reports
Approved
5-0-0

I. Approval of Financial Reports (attachments pp. 2-18)

It was moved by Kevin Freestone and seconded by Randall Peterson that the Board of School Directors approves financial reports and authorizes the release of funds in payment of the listing of bills. Further, that a copy as presented be submitted for audit.

The result of the vote was: Unanimous

Hearing
Officer's
Report
Approved
5-0-0

J. Hearing Officer's Report - Mr. Eugene Casasanta (APPENDIX B PP. 98-99)

It was moved by Randall Peterson and seconded by John Shea that the Board of School Directors approves the Hearing Officer's Report dated August 8, 2005. (Case: A)

The result of the vote was: Unanimous

2. President's Statement

A. Reports and Information

1. I.U. #5 - Mr. John Schwanke

There was no report.

2. PSBA - Mr. Randall Peterson

There was no report.

3. Career Center Advisory - Mr. John Shea

Mr. Shea reported that the application for the 2005-2006 Perkins Grant was approved in the amount of \$96,523. A report will be given at the next Curriculum, Instruction and Technology Committee meeting.

4. Communication Ad Hoc Committee - Policy Recommendations - Mr. Kevin Freestone

Mr. Freestone asked the Board members to review the policies posted on BoardDocs and to get their comments back to him this month. The policies have been sent to Mr. Stewart for review. Next month the Board will start the approval process.

B. Elect Voting Delegate to the PSBA Legislative Policy Council Meeting

It was moved by Kevin Freestone and seconded by Richard Lyle that the Board of School Directors appoints Randy Peterson to represent the Warren County School District at the PA School Board Association Legislative Policy Council Meeting scheduled for Oct. 27, 2005, during the School Leadership Conference in accordance with the PSBA bylaws.

Voting
Delegate to
the PSBA
Legislative
Policy
Council
Approved
5-0-0

The result of the vote was: Unanimous

C. Accept Resignation

It was moved by Kevin Freestone and seconded by Randall Peterson that the Board of School Directors accepts Dale Gerbec's resignation as a member of the Warren County School District Board of School Directors and authorizes the Board Secretary to publicize the vacancy and seek eligible applicants to fill the remainder of the term.

Dale
Gerbec's
Resignation
Accepted
5-0-0

The result of the vote was: Unanimous

D. Important Dates

	Date	Time	Committee	Location
1.	August 22, 2005	12:00 noon	Athletics & Extra-Curricular Activities Committee	Curwen Building
2.	August 22, 2005	6:00 p.m.	Physical Plant & Facilities Committee	Curwen Building (Conf. #1)
3.	August 22, 2005	6:00 p.m.	Curriculum, Instruction & Technology Committee	Curwen Building (Staff Development)
4.	August 25, 2005		First Day for Teachers	
5.	August 25, 2005	5:00 p.m.	Personnel Committee	Curwen Building
6.	August 25, 2005	6:00 p.m.	Special Meeting (Interviews-Open Board Seat) See Item 2. C	Curwen Building
7.	August 29, 2005		First Day for Students	

8.	August 29, 2005	6:00 p.m.	Finance Committee	Curwen Building
9.	Sept. 12, 2005	7:00 p.m.	Regular Board Meeting	Warren County Career Center

Mrs. Nuttall requested that all Board members try to attend the August 29 Finance Committee meeting because an executive session will be held that evening.

Mrs. Nuttall announced that the Board met in executive session at 6:00 p.m. prior to this Board meeting to discuss the Superintendent's evaluation and personnel issues.

3. Superintendent's Reports and Recommendations

A. General Comments - Mr. John Grant/Dr. J. Hugh Dwyer

Mr. Grant discussed the magnitude of changes that are taking place in the District. Seven schools have been closed, a new school is opening, and initiated another new school with a mission of K-1st grade.

Almost 256 individuals were affected by the changes. The personnel actions involve changes in their working assignments. About 40% of the staff will be starting the year in a new environment.

B. Grants Development - Mr. Matt Jones

Mrs. Green reported that two weeks ago the District was notified that it would be receiving its third Education Assistance Program grant, which is the tutoring grant. This is the after school program that involves the areas of reading and math in grades K-12. The grant award was in excess of \$431,000. Some of the funds can now be used during a student's study hall or homeroom period.

Partnership for Quality Pre-K Grant is a grant that the funds will flow through the District to other organizations like Headstart, the Jefferson-DeFrees Daycare Center and the county libraries. The District will receive \$10,000 for the planning portion of the grant and will receive technical assistance from the PDE. The final amount will be \$74,300.

C. Federal Projects/Professional Development - Mrs. Rosemarie Green

Mrs. Green thanked the Board for the appointment to the new position of Director of State and Federal Programs and is looking forward to the opportunities and challenges that the directorship will give her.

Charter School

- She has been appointed as the liaison for the Tidioute Community Charter School. She will meet every six weeks with Mr. Craig.
- She is developing a charter school assessment plan for the charter school. There is a state document that outlines the PDE expectations. The school district assessment will be based on that document.
- Two employees of the WCSD have asked for a leave of absence to teach at the charter school.
- We are currently being billed for 212 students that are planning to attend the charter school.

Professional Development

- Aug. 23 the Special Education Department is having a full day of professional development for their teaching staff.
- Aug. 24 the new teacher orientation will be held for the new teaching staff.
- Aug. 25 – Aug. 26 professional development and faculty activities will take place.

Mrs. Green extended an invitation to all of the Board members to attend these activities.

D. Support Management Team - Mr. Mark Eberl/Mr. Darin Schulz

There was no report.

E. Capital Projects Update - Dr. Norbert Kennerknecht

- Roof at the Warren Area High School is 90% complete, and there is a 30-year warranty on the roof.
- Asbestos abatement has taken place in a couple of rooms at Warren Area High School and is completed.
- Warren Area Elementary School is 95% completed. Landscaping, planting, and some asphalt repairs need to take place.
- There will be a new flashing school zone sign on Fifth Avenue that lowers the speed limit to 15 mph during the hours when school buses are running.
- A one-year warranty inspection has been completed at Russell Elementary School.
- Crabtree, Rohrbaugh & Associates were in the District and toured all of the facilities. They will meet with the administration on August 16 and at that time a meeting will be set up with the Board.

F. Information Management - Mrs. Amy Stewart

- The technology department has been working at the Warren Area Elementary Center.
- The techs are working to put in a wireless network at South Street Early Learning Center.
- Equipment is being maintained and replaced as needed throughout the District.
- Pentamation training is continuing. Students are being registered, schedules are being generated, and we are preparing to do attendance and grading through the system.
- The District is still in the process of securing broadband opportunities. The District needs Internet service and wide area networking at a larger capacity than what the District buys today. The technology department is working with current providers to see what opportunities they can provide in the short term and long term. There are four new vendors that have been contacted, and they are in a pre-engineering stage at this point looking at short and long term solutions while maintaining the District's e-rate eligibility and preparing to apply for e-fund.

G. Instructional Management - Dr. John Sechriest/Mr. Joseph Tassone

- Dr. Sechriest reported that the secondary and middle school principals have completed their master schedules through Pentamation.
- Interviews are taking place for open positions.
- There is a reminder on BoardDocs of the gifted and talented study group that will start to meet the first part of September with 12 people signed up to participate. The application is on the website.
- IMT has been busy this summer. Reading expectations are on BoardDocs for next year. The instructional expectations for informational technology.
- PDE sent information that the Adequate Yearly Progress Report will be out the middle to end of August. The raw scores are in but will not be able to share the report until September.

H. Informational Personnel (attachments pp. 19-28)

I. Other

Mr. Grant pointed out that there is approximately \$600,000 worth of grant money that has been awarded for the upcoming school year.

4. New Business - Consent Agenda

A. Consent Agenda

Consent
Agenda
Approved
5-0-0

It was moved by Randall Peterson and seconded by John Shea that the Board of School Directors approves the consent agenda as presented with the exception of the listed items:

4B - Personnel Report: Certificated Staff - Mr. Lyle

4E - Tuition Reimbursement - Mr. Lyle

4F - WCEA Presidential Release Time - Mr. Lyle

4Q - Playground Equipment - Russell Elementary School PTA Playground Committee - Mr. Shea

4R - Disposition of Elementary Schools - Mr. Freestone

4U - Budget Formulation - Mr. Freestone

The result of the vote was: Unanimous

C. Personnel Report: Support Staff - Mr. Richard Lyle (attachments pp. 35-36)

Personnel
Report:
Support
Staff
Approved
5-0-0

It was moved by Randall Peterson and seconded by John Shea that the Board of School Directors approves the Support Personnel Report.

The result of the vote was: Unanimous

D. Employee Assistance Program - Mr. Richard Lyle (attachments pp. 37-39)

EAP Contract
Approved
5-0-0

It was moved by Randall Peterson and seconded by John Shea that the Board of School Directors approves the Employee Assistance Program (EAP) Contract for the 2005-2006 school year.

The result of the vote was: Unanimous

G. Athletic Supplemental Contracts - Athletics & Extra-Curricular Activities Committee (attachment p. 43)

It was moved by Randall Peterson and seconded by John Shea that the Board of School Directors approves the Athletic Supplemental Contracts.

The result of the vote was: Unanimous

Athletic
Supplemental
Contracts
Approved
5-0-0

H. Co-Curricular Supplemental Contracts - Athletics & Extra-Curricular Activities Committee (attachments pp. 44-45)

It was moved by Randall Peterson and seconded by John Shea that the Board of School Directors approves the Co-Curricular Supplemental Contracts.

The result of the vote was: Unanimous

Co-Curr
Supplemental
Contracts
Approved
5-0-0

I. Gate Fee Increase - Athletics & Extra-Curricular Activities Committee (attachments pp. 46-48)

It was moved by Randall Peterson and seconded by John Shea that the Board of School Directors approves the gate fee increase of \$.50 across the board for adult tickets.

The result of the vote was: Unanimous

Gate Fee
Increase
Approved
5-0-0

J. Athletic Trainer Agreement - Athletics & Extra-Curricular Activities Committee (attachments pp. 49-51)

It was moved by Randall Peterson and seconded by John Shea that the Board of School Directors approves the Athletic Trainer Agreement with Warren General Hospital.

The result of the vote was: Unanimous

Athletic
Trainer
Agreement
Approved
5-0-0

K. Warren County YMCA Facility Agreement for the 2005-2006 Warren Area High School Swim Team Season - Athletic & Extra-Curricular Activities Committee (attachments pp. 52-56)

It was moved by Randall Peterson and seconded by John Shea that the Board of School Directors approves the Warren County YMCA Facility Agreement for the 2005-2006 Warren Area High School Swim Team season.

The result of the vote was: Unanimous

Warren
County
YMCA
Facility
Agreement
2005-2006
Approved
5-0-0

L. Resolution in Support of WCSD Graduates in the Armed Forces - Curriculum, Instruction and Technology Committee

It was moved by Randall Peterson and seconded by John Shea that the Board of School Directors adopts Resolution 05-08-01 as presented.

The result of the vote was: Unanimous

Resolution
Armed Forces
Commendation
5-0-0

M. School-to-Work Agreement - Curriculum, Instruction and Technology Committee (attachments pp. 57-63)

It was moved by Randall Peterson and seconded by John Shea that the Board of School Directors approves for the 2005-2006 school year the School-to-Work Agreement with Warren/Forest Higher Education Council.

School-to-
Work
Agreement
Approved
5-0-0

The result of the vote was: Unanimous

- N. Math Planned Instruction - Curriculum, Instruction and Technology Committee (attachments pp. 64-71)

It was moved by Randall Peterson and seconded by John Shea that the Board of School Directors approves the following math planned instruction:

#00288 - Computer Science

#00289 - AP Computer Science

The result of the vote was: Unanimous

- O. Family and Consumer Science Materials - Curriculum, Instruction & Technology Committee (attachments pp. 72-73)

It was moved by Randall Peterson and seconded by John Shea that the Board of School Directors approves the attached bid for Family and Consumer Science sewing machine bids.

The result of the vote was: Unanimous

- P. Policy 1017 Revision - Curriculum, Instruction and Technology Committee (attachments pp. 74-75)

It was moved by Randall Peterson and seconded by John Shea that the Board of School Directors approves the revision of Policy Number 1017, titled - "School Building Names," on first and second reading.

The result of the vote was: Unanimous

- S. Youth Volunteer Corps - Veteran's Memorial at Youngsville High School - Physical Plant & Facilities Committee (attachments pp. 76-77)

It was moved by Randall Peterson and seconded by John Shea that the Board of School Directors approves a project by Youth Volunteer Corps to construct a Veteran's Memorial at Youngsville High School at no cost to the Warren County school District and in compliance with District Policy Number 5210, titled - "Improvement to District Facilities by Volunteer Organizations and Other Organizations."

The result of the vote was: Unanimous

- T. Approval of Depository - Mr. Kevin Freestone

It was moved by Randall Peterson and seconded by John Shea that the Board of School Directors approves the following additional depository for fiscal year 2005-2006:

Invest Program Commonwealth of Pennsylvania Treasury Department.

The result of the vote was: Unanimous

5. Items Removed for Separate Action

- B. Personnel Report: Certificated Staff - Mr. Richard Lyle (attachments pp. 29-34)

This item was tabled until after executive session.

Math Planned
Instruction
Approved
5-0-0

Family &
Consumer
Science
Materials
Approved
5-0-0

Policy 1017
Revision
Approved
5-0-0

Youth
Volunteer
Corp -
Veteran's
Memorial
Approved
5-0-0

Additional
Depository
Approved
5-0-0

Tabled Until
After
Executive
Session

E. Tuition Reimbursement - Mr. Richard Lyle (attachments pp. 40-42)

Mr. Lyle made a motion seconded by Mr. Freestone that the Board of School Directors approves the tuition reimbursement for Susan Gizzi to obtain her state counseling licensure.

Mr. Lyle requested that this be discussed in executive session prior to a vote.

No action was taken after executive session.

Tabled Until
After
Executive
Session
(No Action
Was Taken
After Exec.
Session)

F. WCEA Presidential Release Time - Mr. Richard Lyle

It was moved by Kevin Freestone and seconded by Randall Peterson that the Board of School Directors approves half-day release time for the President of the Warren County Education Association.

Mr. Peterson made an amended motion seconded by Richard Lyle that the Board of School Directors approves half-day release time for the President of the Warren County Education Association for a 1-year period as a trial.

Roll Call Vote:

Voting Yes: Mr. Freestone, Mr. Lyle, Mr. Peterson, Mrs. Nuttall

Voting No: Mr. Shea

WCEA
Release Time
Fails
4-1-0

The result of the vote was: Fails

Q. Playground Equipment - Russell Elementary School PTA Playground Committee - Physical Plant & Facilities Committee

It was moved by Kevin Freestone and seconded by Richard Lyle that the Board of School Directors approves a Lease/Release Agreement with the Russell Elementary PTA for the construction of a new playground using District owned playground equipment located at North Warren Elementary and Jefferson Elementary School.

Kevin Freestone asked to table this item until after executive session. Mr. Lyle agreed.

Playground
Equipment

Tabled Until
After
Executive
Session

R. Disposition of Elementary Schools - Physical Plant & Facilities Committee

It was moved by Kevin Freestone and seconded by Randall Peterson that the Board of School Directors directs the administration to offer for sale, via sealed bid, Jefferson, Market Street, Home Street, and Pleasant Township Elementary Schools. Said schools are unused and unnecessary with the sale to be upon the same contract terms as adopted by the Board with regard to the 2005 sale of the North Warren unimproved parcel with the exception that each parcel be sold for a minimum price equivalent to 90 percent of the appraised value thereof and that each bid be accompanied by payment equivalent to 10 percent of the bid amount.

The result of the vote was: Unanimous

Disposition of
Elementary
Schools
Approved
5-0-0

U. Budget Formulation - Mr. Kevin Freestone (attachments pp. 78-79)

Budget
Formulation
Approved
5-0-0

It was moved by Kevin Freestone and seconded by Randall Peterson that the Board of School Directors directs administration to prepare the 2006-2007 budget according to the attached plan and schedule so that preliminary approval for said budget may be considered at its regular Board meeting on November 14, 2005.

(Note: Adoption of this motion sets aside Policy 4020, titled - "School Budget Development," until the Board modifies the process to accommodate Act 72.)

The result of the vote was: Unanimous

6. Other

No items were presented.

7. Closing Activities

A. Public Comment

There was no public comment.

B. Executive Session

Mrs. Nuttall announced that an executive session would be held at 8:30 p.m. to discuss litigation and personnel matters.

Mrs. Nuttall reconvened the meeting at 9:30 p.m.

C. Personnel Report: Certificated Staff - Mr. Richard Lyle

Personnel
Report:
Certificated
Staff
Approved
5-0-0

It was moved by Richard Lyle and seconded by Randall Peterson that the Board of School Directors approves the Certificated Personnel Report.

Roll Call Vote:

Voting Yes: Mr. Lyle, Mr. Peterson, Mr. Shea, Mrs. Nuttall, Mr. Freestone

The result of the vote was: Unanimous

D. Playground Equipment - Russell Elementary School PTA Playground Committee - Physical Plant & Facilities Committee

Playground
Equipment -
Russell
Lease/Release
Approved
5-0-0

It was moved by Kevin Freestone and seconded by John Shea that the Board of School Directors approves a Lease/Release Agreement with the Russell Elementary PTA for the construction of a new playground using District owned playground equipment located at Jefferson Elementary School.

Roll Call Vote:

Voting Yes: Mr. Peterson, Mr. Shea, Mrs. Nuttall, Mr. Freestone, Mr. Lyle

The result of the vote was: Unanimous

E. Internet Service

Internet Service
Increased
Capacity
Approved
5-0-0

It was moved by Kevin Freestone and seconded by Randall Peterson that the Board of School Directors approves an addendum to the District's internet service contract with MCI to increase capacity from 3 Mb to 6 Mb at an approximate monthly cost of \$5,500 above the existing contract amount subject to the solicitor's approval of the addendum language.

Mrs. Nuttall asked for public comment on the motion.

No one spoke to the issue.

Roll Call Vote:

Voting Yes: Mr. Shea, Mr. Lyle, Mrs. Nuttall, Mr. Freestone, Mr. Peterson

The result of the vote was: Unanimous

F. Adjournment

Mr. Lyle made a motion to adjourn with a second from Mr. Freestone. The meeting adjourned at 9:40 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary

Jacqueline L. Nuttall, Board President