

WARREN COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
MEETING MINUTES

MONDAY, SEPTEMBER 12, 2004

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

Roll Call

Board Members Present:

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

Mr. Richard Pascuzzi
Mr. Randall Peterson
Mr. John Schwanke
Mr. John Shea

Board Members Absent:

Mr. David Come

Others Present:

Mr. John Grant, Superintendent; Dr. J. Hugh Dwyer, Assistant Superintendent; Dr. John Sechriest, Executive Director of Learning Opportunities; Mr. Mark Eberl, Executive Director of Support Services; Mr. Joseph Tassone, Director of Instructional Services; Mrs. Amy Stewart, Director of Technology /Information Management; Dr. Norbert Kennerknecht, Director of Buildings and Grounds; Mrs. Rosemarie Green, Director of State & Federal Programs; Mr. Darin Schulz, Business Administrator; Mr. Arthur Stewart, Solicitor; Mrs. Ruth Huck, Board Secretary; Mr. Robert Seiden, Kinzua Broadcasting; Mr. Chuck Hayes, Times Observer; Mr. Eugene Casasanta, Hearing Officer; Mr. Matt Jones, Coordinator of Grants and Foundation Development; Mr. Frank Galeazzo, Technology Coordinator; Mr. Jack Werner, Coordinator of District-wide Athletics and Co-Curricular Activities; Mr. Mark Nelson, Supervisor of Special Education; Claudia Solinko, WCEA President; Mr. Mark Rondinelli, Transportation Manager.

D. Reading of Mission Statement - Mr. John Schwanke

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. Appointment of Region II Board Member

Mr. Roger
Dunham's
Appointment as
Region II
Representative
Approved
8-0-0

It was moved by Kevin Freestone and seconded by Randall Peterson that the Board of School Directors appoints Roger Dunham to replace Dale Gerbec as the Region II representative for the Warren County School District Board of School Directors, and he will serve the remainder of the term, which expires on December 5, 2005, when the newly elected representative takes office.

The result of the vote was: Unanimous

Mr. Dunham was sworn in by Board President, Jacqueline Nuttall.

F. Recognitions and Presentations

- 1.) Joe Thomas, student at Warren Area High School, was recognized for attending Gannon University Regional Summer School and a letter was read from Dr. Zagorski commending him as an outstanding representative of Warren Area High School.

G. Public Comment

Tim Greenlund	44 Drumcliffe Dr., Warren	Rescind Parking Fee
Danielle Nordine	313 Jackson Ave., Warren	Rescind Parking Fee Presented Petition
Michelle Albaugh	9 Dartmouth St., Warren	Scheduling Problems at Warren Area High School and overcrowding on busses.
Jan Hedberg	510 Penna. Ave. E., Warren	Rescind Parking Fee
Joan McAfoos	Conewango Ave., Warren	Rescind Parking Fee
Janet Jespersen	R.D. #1, Russell	Rescind Parking Fee Busing Issues

Mrs. Nuttall announced that the Board held an executive session at 6:00 p.m. to discuss litigation.

H. Agenda Adoption

Agenda
Adoption
Approved
8-0-0

It was moved by Richard Lyle and seconded by John Shea that the Board of School Directors adopts the September 12, 2005, agenda as presented.

The result of the vote was: Unanimous

I. Approval of Regular Minutes - August 8, 2005

August 8,
2005
Regular
Minutes
Approved
8-0-0

It was moved by Kevin Freestone and seconded by John Shea that the Board of School Directors adopts the regular meeting minutes of August 8, 2005.

The result of the vote was: Unanimous

J. Approval of Special Minutes - August 25, 2005

That the Board of School Directors approves the special meeting minutes of August 25, 2005.

K. Approval of Financial Reports

It was moved by Kevin Freestone and seconded by Richard Lyle 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.

Financial
Reports
Approved
8-0-0

Roll Call Vote:

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

The result of the vote was: Unanimous

L. Hearing Officer's Report

It was moved by John Schwanke and seconded by Randall Peterson that the Board of School Directors approves the Hearing Officer's Report dated September 12, 2005. (Cases: B-H)

Mr. Shea requested that Case C be pulled and discussed in executive session before the vote.

Hearing
Officer's
Report
Tabled Until
After
Executive
Session

2. President's Statement

A. Reports and Information

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

No report was given.

2. PSBA - Mr. Randall Peterson

No report for this month. At the end of October the School Leadership Conference will be held.

3. Career Center Advisory - Mr. John Shea

No report was given.

4. Communication Ad Hoc Committee - Mr. Kevin Freestone

Communication Ad Hoc Committee Policy Revisions

It was moved by Kevin Freestone and seconded by Randall Peterson that the Board of School Directors approves the changes to the listed board policies on first reading with the addition of the administrative recommended changes.

- Policy Number 1305, titled, "Belief Statement"
- Policy Number 2325, titled, "Regular Meetings"
- Policy Number 2335, titled, "Executive Sessions"
- Policy Number 2340, titled, "Committee Meetings"

Communication
Ad Hoc
Committee
Policy Changes
First Reading
Approved
8-0-0

- Policy Number 2347, titled, "Electronic Information Dissemination"
- Policy Number 2401, titled, "Public Participation - Purpose"
- Policy Number 2405, titled, "Public Participation - Authority"
- Policy Number 2410, titled, "Public Participation - Guidelines"
- Policy Number 2605, titled, "Questions and Inquiries Regarding the School District"
- Policy Number 2610, titled, "Public Complaints Regarding Instructional Practices, Disciplinary Action or School District Employees"
- Policy Number 11005, titled, "Communications With Parents"
- Policy Number 11010, titled, "Relations With Parent Organizations/Booster Organizations"

Roll Call Vote:

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

The result of the vote was: Unanimous

B. Important Dates

Date	Time	Committee	Location
1. September 22, 2005	5:00 p.m.	Personnel Committee	Curwen Building
2. September 26, 2005	12:00 noon	Athletic & Extra-Curricular Activities Committee	Curwen Building
3. September 26, 2005	6:00 p.m.	Physical Plant & Facilities Committee	Curwen Building (Conf. #1)
4. September 26, 2005	645 p.m.	Curriculum, Instruction & Technology Committee	Curwen Building (Staff Development)
5. September 27, 2005	6:00 p.m.	Warren Area Elementary School Dedication and Ribbon Cutting Ceremony	Warren Area Elementary Center
6. September 27, 2005	7:00 p.m.	Finance Committee	Warren Area Elementary Center
7. October 10, 2005	7:00 p.m.	Regular Board Meeting	Warren County Career Center

3. Superintendent's Reports and Recommendations

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

- Mr. Grant placed several motions on the agenda to initiate conversation with the Board members.
- The start of school went amazingly well with all of the changes that have taken place. He commended parents for their patience, some issues are still being ironed out.
- The District will be financially impacted due to the hurricane. The price of fuel has increase significantly with diesel fuel costs rising, an increase of \$250,000 for the District, van transportation will increase \$140,000, natural gas will increase \$410,000. It looks like there could be as much as an \$800,000 surprise to the budget with these increases. Item K. is a motion that will help the District look at areas to reduce fuel usage.

- A Capital Expenditure motion is listed for 2005-2006 and 2006-2007 to get conversation started.
- Dr. Dwyer stated that children, students, teachers and staff in every school in the District have a charitable project underway to benefit the victims of hurricane Katrina.
- There was a possibility that evacuees from the devastated region could be sent to the State Hospital for housing, but word has come that that will not be the case.
- If evacuees do come to the District, they will be enrolled without proof of immunization or without school records. A memo was received from the State of Louisiana on how to enroll their students should they arrive in our area. It has been disseminated to all of our principals.

B. Grants Development - Mr. Matt Jones

Mr. Jones updated the Board that a notification was received last week from the federal government on Project Art Smart that the District will receive \$311,000. The District is in the midst of approval for the third year of the Educational Assistance Program (tutoring) \$431,000. As we head into this school year the total of grant monies received by the District is \$2.16 million in grants. This does not include monies from the Federal Title programs.

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

- Mrs. Green reported that the study group has been formed to review the gifted and talented program. The group meets every Tuesday evening from 5:00 -7:00 p.m. The initial report will be brought to the CIT Committee at the end of October and to the full Board in November. She invited Board members to attend if they are available.
- Mrs. Green explained the Waiver request for the Title I grant. NCLB states that if there is a school district that did not make AYP in any particular year, for Warren County School District that was 2003-2004, on the PSSA, then the District has to take 10% of the total Title I allocation and set it aside for professional development for the teaching staff. Because of the size of WCSD's Title I grant, over \$1 million, which amounts to \$107,000, that equates to two full time teaching staff. The District decided that that would not be in the best interest of the students and providing services. The District has other grant monies available that exceed the \$107,000 and can be used, so consequently the Waiver is requested.

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

- Mr. Schulz reported on the Wellness Policy that all school districts are required to develop. On June 30, 2004, Congress passed the Child Nutrition and Reauthorization Act, which requires all local education agencies (LEA) to establish a local wellness policy no later than June 30, 2006. It requires every school district that participates in the National School Lunch Program to develop policy that promotes long-term health and well being of children.

There are two documents on BoardDocs that clearly outline how this policy should be developed. He requested that the Board place this on a future agenda to establish a wellness policy through the Board's established policy setting guidelines.

E. Capital Projects - Dr. Norbert Kennerknecht

- A joint project is underway with the City of Warren, Glade Township and the Warren County School District for storm water run off on Lawn Avenue. Glade will dig a ditch coming up Lawn Ave., the City will provide riffraff to slow water down, design fees will be paid for by Glade Township. A six foot manhole will be installed as well as a structure that will gather and slow down the water. Bid specs are being finished, and the District should be advertising within the next week.
- Warren Area High School has a drywell underneath the road that gathers the water from the roof of the school. Glade Township has given permission to tie that into the existing storm system with the proviso that the District would provide that water run off gradually. The study is completed and once the engineers approve, it will be put out to bid.

F. Information Management - Mrs. Amy Stewart

- All teachers are now taking attendance on Pentamation. It is going very well. The challenges are people oriented. The bumping involving the secretarial support staff put a lot of people in positions that had never done this work before.
- South Street internet is ready to have equipment installed. Teachers will have wireless internet in their classes.
- WAN and Internet proposal is on the XLB website. There have been five requests for specs. Ads were placed in Erie, Buffalo, Jamestown, Pittsburgh, Warren to solicit bids for the service as well as throwing our hat in with IU#5 in a consortium.

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

- PSSA has been restructured throughout the State. There are new cut scores and this is just the beginning of restructuring for the enhancement of the PSSA that will encompass grades 3-8 this year as well as grade 11. When the results are released it will be given to the media.
- Mr. Tassone explained the enrollment for the third day of school. As of today there are 5,606 students, which is a decline of 319 from the third day last year. This decline includes the 200 students at the Tidioute Community Charter School. The official October 3 enrollment report will be shared at the next Board meeting.

H. Other - Adult Education Program Proposal - John Grant

It was moved by Randall Peterson and seconded by John Shea that the Board of School Directors approves the proposed contract between the Warren

County School District and the Warren/Forest Higher Education Council
for an Adult Education Program.

Adult
Education
Contract with
Hi-Ed Council
Approved
8-0-0

The result of the vote was: Unanimous

I. Other - Recommended Capital Expenditures 2005-2006 and 2006-2007 - Mr. John Grant

It was moved by Kevin Freestone and seconded by Randall Peterson that the Board of School Directors directs the administration to send the capital expenditures list to the facilities committee for a recommended capital expenditures resolution for the October Board Meeting.

Capital
Expenditures
Resolution for
October Board
Meeting
Approved
8-0-0

The result of the vote was: Unanimous

J. Other - Van Transportation Contract Adjustment - Mr. John Grant

It was moved by Kevin Freestone and seconded by John Schwanke that the Board of School Directors approves an adjustment to the Van Transportation Contract that increases the transportation rate by \$.01 per mile for every \$.10 increase in fuel costs. Fuel costs will be reviewed on the 15th day of each month (beginning in August and ending in June) with the upward or downward adjustment in the rate of transportation occurring up to eleven times per year. After adjustment on the 15th day of each month, the adjusted rate shall relate back to the 1st day of the month and apply throughout the entire month. The other provisions of this paragraph 4 notwithstanding the parties agree that this amendment shall not go into effect until September 1, 2005, meaning that the first adjustment shall be made on September 15, 2005, with said adjustment being effective for the month of September, 2005.

Van
Transportation
Contract
Adjustment
Approved
8-0-0

Roll Call Vote:

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

The result of the vote was: Unanimous

K. Other - Energy Issues - Mr. John Grant

It was moved by Randall Peterson and seconded by John Schwanke that the Board of School Directors directs the administration to administer procedures to cut energy costs; and to present at the September 27, 2005, Finance Committee meeting attendance area based recommendations for Board action to address energy issues.

Energy Costs
Recommendations
For Consideration
Attendance Areas
Approved
8-0-0

The result of the vote was: Unanimous

L. Other - Parking Fee Reduction - Mr. John Grant

Mrs. Nuttall asked Mr. Pascuzzi to take over the meeting.

It was moved by Jacqueline Nuttall - President and seconded by Richard Lyle that the Board of School Directors rescinds the parking fee for the area high schools.

Parking Fee
Rescinded
8-0-0

Mr. Peterson made a friendly amendment to transfer the \$80,000 dollars from the ending fund balance to make up the difference.

Mrs. Nuttall and Mr. Lyle agreed to the amendment.

Roll Call Vote:

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

The result of the vote was: Unanimous

M. Informational Personnel

Mr. Pascuzzi asked what happened to the J.L. Nick report. Mr. Grant stated that he has had no contact with the consultant. Mr. Freestone stated that the J.L. Nick report that was due in mid-August is still being completed. Mr. Stephany promised that it would be ready on Friday of this week, and it would be available for review by the end of the month.

4. New Business - Consent Agenda

A. Consent Agenda

Consent
Agenda
Approved
8-0-0

It was moved by Randall Peterson and seconded by John Schwanke that the Board of School Directors approves the Consent Agenda with the exception of:

E. Certificated Personnel Report - Mr. Schwanke

F. Support Personnel Report - Mr. Schwanke

H. Athletic Off-Scale Athletic Supplemental Contracts - Mr. Peterson

Roll Call Vote:

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

The result of the vote was: Unanimous

B. Title I Waiver - Curriculum, Instruction & Technology Committee - Mr. Richard Lyle

Title I Waiver
Approved
8-0-0

That the Board of School Directors authorizes the administration to apply for a waiver of the Title I 10% set-aside requirement for professional development.

The result of the vote was: Unanimous

C. Budget Ad Hoc Committee Formation -Finance Committee - Mr. Kevin Freestone

Formation of
the Budget
Ad Hoc
Committee
Approved
8-0-0

That the Board of School Directors approves the formation of the Budget Ad Hoc Committee whose members include Jeff Lockett, Deborah Bosko, Gene Schwanke, John Dyke, Tom Knapp, Don Probst, Mark Donick, Denny Bonace and whose work will conclude on December 1, 2005.

The result of the vote was: Unanimous

D. Approval of Bus Contractors 2005-2006 - Finance Committee - Mr. Kevin Freestone

That the Board of School Directors approves the listing of bus contractors and bus drivers for fiscal year 2005-2006 as presented.

The result of the vote was: Unanimous

Bus Contractors Approved 8-0-0

E. Certificated Personnel Report - Personnel Committee - Mr. Richard Lyle

Removed for separate action.

F. Support Personnel Report - Personnel Committee - Mr. Richard Lyle

Removed for separate action.

G. Athletic Supplemental Contracts - Athletic & Extra-Curricular Activities Committee - Mr. John Shea

That the Board of School Directors approves the athletic supplemental contracts.

The result of the vote was: Unanimous

Athletic Supplemental Contracts Approved 8-0-0
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H. Athletic Off-Scale Supplemental Contracts - Athletic & Extra-Curricular Activities Committee - Mr. John Shea

Removed for separate action.

5. Items Removed for Separate Action

E. Certificated Personnel Report - Personnel Committee - Mr. Richard Lyle

It was moved by John Schwanke and seconded by Kevin Freestone that the Board of School Directors approves the Certificated Personnel Report.

Mr. Schwanke withdrew the motion and asked to discuss the item in Executive Session. Mr. Freestone agreed.

F. Support Personnel Report - Personnel Committee - Mr. Richard Lyle

Sent to executive session for discussion.

H. Athletic Off-Scale Supplemental Contracts - Athletic & Extra-Curricular Activities Committee - Mr. John Shea

Sent to executive session for discussion.

8. Closing Activities

A. Public Comment

Jeff Lockett

Fox Hill Rd., Russell

Hurricane Katrina - He is one person who was affected by the hurricane. He thanked the principal at Russell Elementary School, Deb Deppas, and Dr. Dwyer for quickly getting his grandson into school and back into a

Jack Martin	Fifth Street, Warren	normal life. Four years ago when he was on the Board, the Board passed a resolution requesting some information be published on a regular basis. The reports have disappeared. He sent a letter to the Board with questions and did not get a response. Last month he sent a letter registered mail, got the return receipt but still has not received a response. What does he have to do as a member of the public to get information?
Tom Knapp	Sugar Grove	The energy exercise is a good one. One of the proposals for a new parking lot at South Street, which could be better spent for heating system at Eisenhower. Has there ever been a geological survey at the Eisenhower campus. There are 60 some acres there surrounded by oil wells and we might look at drilling a gas well there to save money. The minutes of the meetings are not available anywhere on BoardDocs. There was a study on facilities being done and when it is being published.

Hearing
Officer's
Report
Approved
8-0-0

Mrs. Nuttall announced an executive session at 9:05 p.m. to discuss personnel issues and litigation.

Certificated
Personnel
Report
Approved
8-0-0

Mrs. Nuttall reconvened the meeting at 9:45 p.m.

C. Executive Session

Hearing Officer's Report

It was moved by John Schwanke and seconded by Randall Peterson that the Board of School Directors approves the Hearing Officer's Report dated September 12, 2005. (Cases: B-H)

The result of the vote was: Unanimous

It was moved by Randall Peterson and seconded by John Shea to approve items E. Certificated Personnel Report ; F. Support Personnel Report , and H. Athletic Off-Scale Supplemental Contracts as presented.

The result of the vote was: Unanimous

Support
Personnel
Report
Approved
8-0-0

Athletic Off-
Scale
Supplemental
Contracts
Approved
8-0-0

B. WTW Credit Agreement

It was moved by John Shea and seconded by Randall Peterson that the Board of School directors approves the Credit Agreement with WTW Architects.

WTW Credit Agreement Approved 8-0-0
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Roll Call Vote:

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

The result of the vote was: Unanimous

D. Adjournment

It was moved by Kevin Freestone and seconded by Richard Lyle that the meeting be adjourned.

The meeting adjourned at 9:50 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary

Jacqueline L. Nuttall, Board President