

**WARREN COUNTY SCHOOL DISTRICT**  
**BOARD OF SCHOOL DIRECTORS**  
**REGULAR MEETING MINUTES**  
**MONDAY, DECEMBER 5, 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 7:51 p.m. in the Board Room of the Warren County Career Center, 347 East Fifth Avenue, Warren, Pennsylvania.

C. Roll Call

Board Members Present:

Mr. Roger Dunham  
Mr. Kevin Freestone  
Mr. Thomas Knapp

Mr. Richard Lyle  
Dr. Jack Martin  
Mrs. Jacki Nuttall

Board Members Absent:

Mr. David Come  
Mr. John Schwanke  
(Mr. David Wortman was elected but did not take the oath of office due to being called to active duty.)

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

Mr. Freestone read the mission statement.

*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. Recognitions and Presentations

- 1.) Kyle Jones, student athlete, from Youngsville High School was recognized for excelling in athletics at the district, regional and state levels. Coach Rob Rose shared Kyle's accomplishments - He finished 15<sup>th</sup> in the States this year and 2<sup>nd</sup> in the District and 1<sup>st</sup> in Region IV. He holds the Cross Country record in the 3200 at YHS.
- 2.) PSSA Awards were given by Dr. Sechriest to district schools whose student bodies did an outstanding job scoring higher than the State average for two or three consecutive years. The schools achieving AYP at least two years in a row are: Eisenhower Middle/High School, Sheffield

Area Middle High School, Youngsville Elementary/Middle School. The schools achieving AYP three years in a row are: Allegheny Valley Elementary School, Russell Elementary School, Sheffield Elementary School, Sugar Grove Elementary School, Warren Area High School.

- 3.) Dr. Karen Pascale has received a Doctorate of Education degree from the Nova Southeastern University.
- 4.) The WCSD received two certificates of appreciation for the eight years of contribution of time to two of its departing school board members, Mr. Randy Peterson and Mr. John Shea, from the PSBA.
- 5.) Dr. John Sechriest was given the President's Award of the Association for Supervision and Curriculum Development for the State of Pennsylvania. The recipient of the award is selected by the president of the Pennsylvania ASCD, and it is presented to an individual, a group, a school district or an organization that represents outstanding educational contributions made to Pennsylvania schools and to the education profession consistent with the mission of the PA ASCD.
- 6.) Ruth Huck, School Board Secretary, was elected as a member of 2006 Pennsylvania School Boards Association Board Secretaries Executive Committee.

F. Agenda Adoption

It was moved by Jack Martin and seconded by Richard Lyle that the Board of School Directors adopts the December 5, 2005, agenda as presented on BoardDocs.

G. Public Comment

Jeff Lockett	Russell, PA	Consent Agenda items 4.b. and 4.c. – He is concerned that these projects are given a blank check and the total costs of the projects needs to be determined because if they exceed \$15,000, the District must put them out for competitive bid.
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H. Approval of Minutes - November 14, 2005

It was moved by Kevin Freestone and seconded by Richard Lyle that the Board of School Directors adopts the regular meeting minutes of November 14, 2005.

The result of the vote was: Unanimous

I. Approval of Financial Reports

It was moved by Kevin Freestone and seconded by Jack Martin 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.

Roll Call Vote:

Voting Yes: Mr. Dunham, Mr. Freestone, Mr. Knapp, Mr. Lyle, Dr.  
Martin, Mrs. Nuttall

The result of the vote was: Unanimous

J. Hearing Officer's Report - Mr. Eugene Casasanta

It was moved by Mr. Freestone and seconded by Mr. Lyle that the Board of School Directors approves the Hearing Officer's Report dated December 5, 2005.

Amended motion: It was moved by Jack Martin and seconded by Kevin Freestone that the Board of School Directors approves the Hearing Officer's Report dated December 5, 2005, with the exception of Case N.

The Board voted unanimously to make the amended motion the main motion.

The result of the vote was: Unanimous (passed the amended motion)

Mrs. Nuttall announced that Case N would be discussed in executive session later in the meeting and asked Mr. Casasanta to remain for that discussion.

2. President's Statement

A. Reports and Information

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

There was no report.

2. PSBA – Not Appointed

There was no report.

3. Career Center Advisory – Not Appointed

There was no report.

4. Budget Ad Hoc Committee

There was no report.

B. Resignation

Mrs. Nuttall announced that she received an email from David Come effectively resigning his position as a member of the Board of School Directors due to health issues. He thanked the Board members, administration and the people that supported him.

It was moved by Kevin Freestone and seconded by Jack Martin that the Board of School Directors authorizes the Board Secretary to begin the process of advertising to fill the Board seat vacated by Mr. David Come.

The result of the vote was: Unanimous

C. Important Dates

	Date	Time	Committee	Location
1.	December 13, 2005	7:00 p.m.	Budget Ad Hoc Committee	Curwen Building
2.	December 19, 2005	5:00 p.m.	Personnel Committee/Athletics & Extra-Curricular Activities Committee	Curwen Building
3.	December 19, 2005	Follows Personnel	Physical Plant & Facilities Committee	Curwen Building
4.	December 19, 2005	Follows Physical Plant	Finance Committee	Curwen Building
5.	December 20, 2005	6:30 p.m.	Curriculum, Instruction & Technology Committee	Curwen Building
6.	December 22, 2005	7:00 p.m.	Budget Ad Hoc Committee	Curwen Building
7.	January 9, 2006	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

1.) Graduation Status Report (attachment p. )

B. Superintendent's Response to Board Budget Resolution of Nov. 14, 2005 (attachments pp. )

The team had approximately ten days to develop the redesign of the budget as requested by the Board at the November 14, 2005, meeting. The construct of how education is paid for is to support the policies of the Board of Education. School districts have different rules than businesses in terms of lay-offs or suspensions. The school code is specific in defining when a suspension may occur. The district must demonstrate in three different ways why a suspension is necessary; they are a reduction in enrollment, curtailment of programs, and the closing of schools. This exercise crystallizes the primary conflicts that arise surrounding schools. The budget that was presented for consideration that generated a 10.5 mill increase is a budget based on existing policy. It is based on continuing to do what has been done in the past, the same way it has been done in terms of academic programs, extra-curricular programs and the location of facilities. The antithesis to that is to change rather than continue doing things the same, and to change things to a point where a critical mass of students allows for efficiencies in staffing such that it might be reflected in a budget. Currently there are four attendance areas.

One of the first policies changes that was identified was to convert from four to three attendance areas and to create those attendance areas such that the Central Attendance Area (CAA) would include the present East Attendance Area (EAA), less portions going to the west, and less portions going to the North. This is a reconfiguration of the school district. The North Attendance Area (NAA) would

comprise areas presently in the NAA and portions of Central Attendance Area (CAA) plus or minus portions of West Attendance Area (WAA). The WAA would comprise the present WAA plus portions of CAA plus or minus portions of the NAA. This is the first conceptual adjustment that was applied to this task.

The second conceptual adjustment involves the reassignment of the buildings in the attendance areas. In the CAA Warren Area High School would include grades 9-12; Sheffield Area Middle/High School would become the 6-8 center; Beaty-Warren Middle School would be closed; Warren Area Elementary Center would continue with grades 2-5; Allegheny Valley would have grades K-5; Sheffield Elementary School would be closed; South Street would continue with grades K-1; Warren County Career Center would cover all areas; Learning Enrichment Center would be closed and Central Office at Curwen Building would have no changes. In the NAA, Eisenhower Middle/High School would be a 6-12 facility; Russell Elementary would be a K-5 facility; Sugar Grove Elementary would be K-5 facility. In the WAA, Youngsville High School would become a 9-12 facility; Youngsville Elementary/Middle School would be a K-8 facility.

The third element of policy that the Board would have to consider is that the 6-12 grade periods move from 8 to 7. This reduces the number of classes a student have to take, the number of classes a teacher would teach but no change in the work day because the periods would be extended. Graduation requirements would be reduced from 28 to 24; that virtually eliminates four electives. Move from a four track academic program to a single track program focused on PA standards with appropriate legal modifications for gifted, vocational and special education students. The Board will need to make policy determination on appropriate minimum and maximum class sizes. The curriculum review cycle would be modified. Athletic and Extra-Curricular programs would also be modified such that the District would only offer a varsity program for the CAA and NAA and WAA combined; JV would be offered but no junior high program. Marching band would exist in the CAA and combined in the NAA and WAA and drama would be a county-wide approach.

These are policy concepts for the purpose of discussion. With the reduction in periods, the increase in minimum class sizes the equivalent of 62 FTE would not be necessary. Using an average cost including fringe benefits as well as breakage to the retirement of approximately \$50,000 per teacher the savings would be \$3.1 million. Some administrative positions are linked to kids, buildings and instructions. Some administrative positions are linked to the paperwork. The paperwork is not going down, but the compression of school buildings as well as some other possible situations will generate a reduction of about four of the 38 administrative positions. Nine custodians, four secretaries, and the equivalent of four teacher aides and a reduction of athletics and extra-curricular personnel would be an approximate reduction of \$350,000. Unemployment benefits would work against the reductions and that is estimated at \$560,000. The net reductions on the personnel side \$3.58 million. Support cost reduction at Beaty would result in \$141,000 the first year. Closing

Sheffield the first year about \$48,000; LEC \$40,500; general business activity \$200,000; delaying curriculum \$275,000; approach to cyber schools; there would be an increase in transportation for extra-curricular activities. Total reductions \$3.45 million.

If asked to add back any of the items there is an asterisks on the class size and they would be lowered and the second would continue to have North and West attendance areas maintain their own extra-curricular activities.

C. Grants Development - Mr. Matt Jones

Mr. Jones stated that there are four resolutions related to grants on the agenda giving a brief overview of each one.

D. Federal Programs/Professional Development/Gifted & Talented/Tidioute Community Charter School - Mrs. Rosemarie Green

There was no report.

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

There was no report.

F. Capital Projects Update - Dr. Norbert Kennerknecht

There was no report.

G. Information Management - Mrs. Amy Stewart

There was no report.

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

There was no report.

I. Informational Personnel

J. Other

There were no items.

4. New Business - Consent Agenda

A. Consent Agenda

It was moved by Kevin Freestone and seconded by Roger Dunham that the Board of School Directors approves the consent agenda except the following items:

4.B. Work Order – Sewage Treatment Plant Improvements at Eisenhower Middle/High School - Mr. Freestone

4.C. Work Order – Window Replacements at Beaty-Warren Middle School, Warren Area High School and Eisenhower Middle/High School – Mr. Freestone

4.D. Youth Court – Mr. Lyle

4.J. Proposed Policy Number 9102, titled – Definition of Program – Dr. Martin

4.P. Personnel Report: Certificated Staff – Dr. Martin

4.R. Athletic Supplemental Contracts – Dr. Martin

Roll Call Vote:

Voting Yes: Mr. Dunham, Mr. Freestone, Mr. Knapp, Mr. Lyle, Dr. Martin, Mrs. Nuttall

The result of the vote was: Unanimous

E. Grant Proposals - Quality Pre-K Grant - Curriculum, Instruction, Technology Committee - Mr. Richard Lyle

It was moved by Kevin Freestone and seconded by Roger Dunham that the Board of School Directors approves a contract with the Berks County Intermediate Unit and the Pennsylvania Department of Education's Partnership for Quality Pre-Kindergarten for a \$10,000.00 planning grant related to the enhancement of pre-Kindergarten services offered in Warren County.

The result of the vote was: Unanimous

F. Getting to One Grant - Curriculum, Instruction and Technology Committee - Mr. Richard Lyle

It was moved by Kevin Freestone and seconded by Roger Dunham that the Board of School Directors directs the administration to submit a grant proposal to the Carbon-Lehigh Intermediate Unit #21 to fund a Technology Integration Mentor that will develop on site capacity in the district to aid teachers in the integration of technology and promote data-driven instruction.

The result of the vote was: Unanimous

G. American Lung Association - Tobacco Cessation Grant - Curriculum, Instruction & Technology Committee - Mr. Richard Lyle

It was moved by Kevin Freestone and seconded by Roger Dunham that the Board of School Directors directs the administration to submit a grant proposal to the American Lung Association for presentation and signage resources for a Tobacco Cessation Grant Program.

The result of the vote was: Unanimous

H. Laura Bush Foundation – Print Media Grant - Curriculum, Instruction, Technology Committee - Mr. Richard Lyle

It was moved by Kevin Freestone and seconded by Roger Dunham that the Board of School Directors directs the administration to submit a grant proposal of no more than \$5,000 to the Laura Bush Foundation for the purchase of print books for any eligible building library in the district.

The result of the vote was: Unanimous

I. Policy Revision - Policy Number 10510, titled - Discipline Code - Curriculum, Instruction & Technology Committee - Mr. Richard Lyle



It was moved by Kevin Freestone and seconded by Roger Dunham that the Board of School Directors approves on first reading an addition to Policy 10510 Discipline Code subsection T. pertaining to Invasion of Privacy as follows: T. Invasion of Privacy – Students should refrain from unreasonable intrusions concerning the privacy of District employees, other students, or third parties. Invasions of privacy can include (but are not limited to) casting another in a false light, creating unwarranted publicity about another, obtaining information about or images of another via inappropriate means, or tampering with information concerning another.

The result of the vote was: Unanimous

K. Planned Instruction - K-3 Language Arts - Curriculum, Instruction & Technology Committee - Mr. Richard Lyle

It was moved by Kevin Freestone and seconded by Roger Dunham that the Board of School Directors approves the following Language Arts Grades K-3 Language Arts Planned Instruction.

The result of the vote was: Unanimous

L. Tool Bid Award - Mechanics Tools - Finance Committee - Mr. Kevin Freestone

It was moved by Kevin Freestone and seconded by Roger Dunham that the Board of School Directors approves the Mechanic's Tools bid award for a total of \$3,945.35. The result of the vote was: Unanimous

M. Tool Bid Award - Automotive Tools & Equipment - Finance Committee - Mr. Kevin Freestone

It was moved by Kevin Freestone and seconded by Roger Dunham that the Board of School Directors approves the Automotive Tools & Equipment bid award for a total of \$59,500.

The result of the vote was: Unanimous

N. Auditing Service Contract - Finance Committee - Mr. Kevin Freestone

It was moved by Kevin Freestone and seconded by Roger Dunham that the Board of School Directors approves a three year contract with Root, Spitznas & Smiley, Inc. to provide an annual audit of the district's financial statements and Earned Income Tax operation as described in the attached proposal for an annual.

The result of the vote was: Unanimous

O. Tax Exoneration - Finance Committee - Mr. Kevin Freestone

It was moved by Kevin Freestone and seconded by Roger Dunham that the Board of School Directors approves/directs exonerates the Redevelopment Authority of the City of Warren (RDA) re: parcel ID#WN-574-9288 (304 Beech Street, Warren PA.) for 2005 school taxes in the amount of \$877.91.



The result of the vote was: Unanimous

Q. Personnel Report: Support Staff - Personnel Committee - Mr. Richard Lyle

It was moved by Kevin Freestone and seconded by Roger Dunham that the Board of School Directors approves the Support Personnel Report as presented.

The result of the vote was: Unanimous

S. Co-Curricular Supplemental Contracts - Personnel Committee - Mr. Richard Lyle

It was moved by Kevin Freestone and seconded by Roger Dunham that the Board of School Directors approves the list of Co-Curricular Supplemental Contracts as presented.

The result of the vote was: Unanimous

T. Volunteer Report

It was moved by Kevin Freestone and seconded by Roger Dunham that the Board of School Directors approves the Volunteer Report.

The result of the vote was: Unanimous

5. Items Removed for Separate Action

B. Work Order - Sewage Treatment Plant Improvements at Eisenhower Middle/High School - Physical Plant & Facilities Committee - Mr. Richard Pascuzzi

It was moved by Kevin Freestone and seconded by Jack Martin that the Board of School Directors approves a Work Order to HF Lenz Company, in an amount not to exceed the Department of General Services (DGS) fee, for design work, specifications, drawings, and construction oversight for sewage treatment plant improvements at Eisenhower Middle/High School.

Tom Knapp made a friendly amendment seconded by Roger Dunham to send this item back to committee for further discussion. Kevin Freestone and Jack Martin agreed.

The result of the vote was: Unanimous

C. Work Order - Window Replacements at Beaty-Warren Middle School, Warren Area High School and Eisenhower Middle/High School - Physical Plant & Facilities Committee - Mr. Richard Pascuzzi

It was moved by Kevin Freestone and seconded by Jack Martin that the Board of School Directors approves a work order to WTW Architects, in an amount not to exceed the Department of General Services (DGS) fee, for design work, specifications, drawings, and construction oversight for window replacement projects at Beaty Warren Middle School, Warren Area High School, and Eisenhower Middle/High School.

Roll Call Vote:

Voting Yes: Mr. Knapp, Mr. Lyle, Dr. Martin, Mrs. Nuttall, Mr. Dunham, Mr. Freestone

The result of the vote was: Unanimous

- D. Youth Court - Curriculum, Instruction & Technology Committee - Mr. Richard Lyle

It was moved by Richard Lyle and seconded by Roger Dunham that the Board of School Directors approves the District's participation in the Warren County Juvenile Probation Department's Youth Court Program.

Roll Call Vote:

Voting Yes: Dr. Martin, Mrs. Nuttall Mr. Dunham, Mr. Freestone, Mr. Knapp, Mr. Lyle

The result of the vote was: Unanimous

- J. Proposed Policy Number 9102, titled - Definition of Program - Curriculum, Instruction & Technology Committee - Mr. Richard Lyle

Hearing no motion 4.J. fails.

- P. Personnel Report: Certificated staff - Personnel Committee - Mr. Richard Lyle

It was moved by Jack Martin and seconded by Roger Dunham that the Board of School Directors approves the Certificated Personnel Report as presented.

Roll Call Vote:

Voting Yes: Mr. Freestone, Mr. Knapp, Mr. Lyle, Mr. Dunham

Voting No: Dr. Martin, Mrs. Nuttall

The result of the vote was: Fails

It was moved by Jack Martin and seconded by Roger Dunham that the Board of School directors approves the Certificated Personnel Report as presented.

Roll Call Vote:

Voting Yes: Mr. Dunham, Mr. Freestone, Mr. Knapp, Mr. Lyle, Dr. Martin

Voting No: Mrs. Nuttall

The result of the vote was: Pass

- R. Athletic Supplemental Contracts - Personnel Committee - Mr. Richard Lyle

It was moved by Jack Martin and seconded by Richard Lyle that the Board of School Directors approves the Athletic Supplemental Contracts as presented.

Roll Call Vote:

Voting Yes: Mr. Freestone, Mr. Knapp, Mr. Lyle, Dr. Martin, Mrs. Nuttall, Mr. Dunham

The result of the vote was: Unanimous

6. Future Business for Committee Review

No Items

7. Other

No Items

8. Closing Activities

A. Public Comment

There was no public comment.

B. Executive Session

Mrs. Nuttall announced an executive session at 9:55 p.m. to discuss the Hearing Officer's Report and action would follow.

The meeting reconvened at 10:30 p.m.

C. Approve Case J - Hearing Officer's Report

It was moved by Richard Lyle and seconded by Kevin Freestone that the Board of School Directors approves Case N as amended.

The result of the vote was: Unanimous

D. Adjournment

It was moved by Kevin Freestone and seconded by Jack Martin to adjourn the meeting at 10:31 p.m.

The result of the vote was: Unanimous

Respectfully Submitted,

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Ruth A. Huck, Board Secretary

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Jacqueline L. Nuttall, Board President