

WARREN COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
MEETING MINUTES

MONDAY, SEPTEMBER 11, 2006

1. Opening Activities

1.01 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.

Mrs. Nuttall announced that an executive session had been held prior to this meeting at 6:00 p.m. to discuss personnel and contractual issues.

1.02 Pledge of Allegiance

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

1.03 Roll Call

Roll Call

Board Members Present:

Mr. Roger Dunham
Mr. Kevin Freestone
Mr. Thomas Knapp
Mrs. Jennifer Wortman

Mr. Jeff Lockett
Dr. Jack Martin
Mrs. Jacki Nuttall

Board Members Absent:

Mr. John Schwanke

Others Present:

Dr. Robert Towsey, Interim 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. Petter Turnquist, Business Administrator; Mr. Arthur Stewart, Solicitor; Mr. Chris Byham, Solicitor; Mrs. Ruth Huck, Board Secretary; Ms. Emily Whitaker, Times Observer; Mr. Eugene Casasanta, Hearing Officer; 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; Mrs. Diane Martin, Special Education Supervisor; Ms. Marcia Madigan; Principal, Mrs. Deborah Young, Principal; Mrs.

Karen Pascale, Assistant Principal; Ms. Ann Buerkle and approximately 20 unidentified members of the audience.

1.04 Reading of the Mission Statement - Mr. Thomas Knapp

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.

1.05 Recognitions and Presentations - Strategic Plan Overview - Dr. J. Hugh Dwyer & Dr. John Sechriest

A. Strategic Plan Overview – Dr. J. Hugh Dwyer and Dr. John Sechriest

The Strategic Planning Team has given its recommendation regarding the Strategic Plan, and it was presented at the Curriculum, Instruction and Technology Committee meeting. A motion is before the Board to send it out for public scrutiny and input.

1.06 Agenda Adoption

Agenda
Adoption
Approved
8-0-0

MOTION: It was moved by Thomas Knapp and seconded by Kevin Freestone that the Board of School Directors adopts the agenda of September 11, 2006, as presented on BoardDocs.

The result of the vote was: Passed Unanimously

1.07 Public Comment

Daryl
Clendenen

Gifted Program – Foresight Test is not the appropriate test for screening students. The best tool should be used.

Claudia Solinko WCEA

She thanked Dr. Dwyer and the Administration for their direction of last Friday, Sept. 8. during the Bucky Phillips manhunt. Dr. Dwyer was articulate and professional and made everyone proud to be employees of the Warren County School District.

Jessica Pierson 105 Redwood St.

WAHS Girls Soccer – She presented a petition asking that Amy Yeagle be allowed to assist the Girls Soccer team as a parent volunteer.

Judy Baker RD 1, Box 36, Bear Lake

Special Education – She wanted the Board to know that there is a person that is a certified speech therapist that also holds an administrative certificate and

before hiring someone that this person work as a speech therapist.

Today at Youngsville High School, she stopped to look at her son's "B" file. When she opened it up, there is an individual's name on the record that was in the file that had no right being in the file. She has contacted PDE and has filed a complaint.

1.08 Approval of the Minutes from August 14, 2006

MOTION: It was moved by Roger Dunham and seconded by Jeff Lockett that the Board of School Directors approves the regular meeting minutes of August 14, 2006.

The result of the vote was: Passed Unanimously

Minutes of
Aug. 14,
2006
Approved
8-0-0

1.09 Approval of Financial Reports

MOTION: It was moved by Kevin Freestone and seconded by Thomas Knapp that the Board of School Directors approves the 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. Lindberg,
Mr. Lockett, Dr. Martin, Mrs. Nuttall, Mrs. Wortman

The result of the vote was: Passed Unanimously

Financial
Reports
Approved
8-0-0

1.10 Hearing Officer's Report

MOTION: It was moved by Roger Dunham and seconded by Nathan Lindberg that the Board of School Directors approves the Hearing Officer's Report dated September 11, 2006, (Cases: A-B).

The result of the vote was: Passed Unanimously

Hearing
Officer's
Report
Approved
8-0-0

2. President's Statement

2.01 Reports and Information

1. I.U. #5 – Mr. John Schwanke

No report was given.

2. PSBA – Mr. Thomas Knapp

Mr. Knapp will be attending the PSBA Conference in Hershey. The PSBA School News has the information on what will be discussed at the Legislative Session. Tom asked the Board members to read the information and give him questions and comments before he leaves.

3. Career Center Advisory – Mr. Jeff Lockett

The Occupational Advisory Committees will be meeting in late October. The principal, grant writer, Norbert, someone from WCCBI will tour the Erie County Vo-Tech welding shop late in September. Matt Jones is working with the Career Center on the needs of the Welding and Drafting Programs and looking for grant opportunities from the PA Dept. of Labor and Industry.

2.02 Important Dates

	Date	Time	Committee	Location
1.	September 12, 2006	5:30 p.m.	PSBA Board Workshop	Warren Area Elementary Center
2.	September 13, 2006	5:30 p.m.	PSBA Board Workshop	Warren Area Elementary Center
3.	September 25, 2006	6:00 p.m.	Curriculum, Instruction & Technology Committee	Warren County Career Center
4.	September 25, 2006	following Curriculum	Physical Plant & Facilities Committee	Warren County Career Center
5.	September 26, 2006	6:00 p.m.	Personnel/Athletics & Co-Curricular Committee	Warren County Career Center
6.	September 26, 2006	following Personnel	Finance Committee	Warren County Career Center
7.	October 9, 2006	7:00 p.m.	Regular Board Meeting	Warren County Career Center

3. Superintendent's Reports and Recommendations

3.01 General Comments - Dr. Robert Towsey/Dr. J. Hugh Dwyer

- A. Dr. Towsey shared the safety measures taken during the Ralph “Bucky” Phillips manhunt. Board members were kept informed throughout the day. The parents, students and building administrators and Central Office Administrators were commended for their cooperation.
- B. PSBA In-service will begin Tuesday at 5:30 and will continue on Wednesday. Pamela Price from the PSBA will be with us going through a basic orientation as to the role of the school board and what they should expect from the administration and one another. The agenda is set but it is flexible. All Board members were encouraged to attend.
- C. Instructional Management Team – Dr. John Sechriest/Joseph Tassone
The enrollment was reported for the beginning of the school year. We are currently down 90 students as compared to last year. Grades K-6 have actually shown an increase of 13 as compared to the same time last year. This could be a trend and hopefully it is.

3.02 Informational Personnel (attachments pp.)

3.03 Other - Student Wellness Advisory Committee Approval - Dr. J. Hugh Dwyer

MOTION: It was moved by Jack Martin and seconded by Kevin Freestone that the Board of School Directors approves the list of names for appointment to the Student Wellness Advisory Committee.

The result of the vote was: Passed Unanimously

3.04 Other - Solicitor's Letter of Engagement

MOTION: It was moved by Jack Martin and seconded by Kevin Freestone that the Board of School Directors approves the fees and conditions for professional services as set forth in the Letter of Engagement from Stewart & Stapleford, LLC.

Solicitor's
Letter of
Engagement
Approved
8-0-0

Roll Call Vote:

Voting Yes: Mr. Freestone, Mr. Knapp, Mr. Lindberg, Mr. Lockett,
Dr. Martin, Mrs. Nuttall, Mrs. Wortman, Mr. Dunham

The result of the vote was: Passed Unanimously

3.05 Other - South Street Early Learning Center Kindergarten

MOTION: It was moved by Thomas Knapp and seconded by Jack Martin that the Board of School Directors approves an additional full-time instructor at South Street Early Learning Center.

South Street
Early
Learning
Center
Additional
Kindergarten
Approved
8-0-0

Roll Call Vote:

Voting Yes: Mr. Knapp, Mr. Lindberg, Mr. Lockett, Dr. Martin,
Mrs. Nuttall, Mrs. Wortman, Mr. Dunham, Mr.
Freestone

The result of the vote was: Passed Unanimously

4. New Business - Consent Agenda

4.01 Consent Agenda

MOTION: It was moved by Kevin Freestone and seconded by Nathan Lindberg that the Board of School Directors approves the Consent Agenda with the exception of:

Consent
Agenda
Approved
8-0-0

4.02 Tax Anticipation Note - Jack Martin

4.07 J.L. Nick Report – Jack Martin

4.11 Family Services Contract - Jack Martin

4.17 Personnel Report: Certificated Staff - Jack Martin

Roll Call Vote:

Voting Yes: Mr. Lindberg, Mr. Lockett, Dr. Martin, Mrs. Nuttall, Mrs.
Wortman, Mr. Dunham, Mr. Freestone, Mr. Knapp

The result of the vote was: Passed Unanimously

4.02 Tax Anticipation Note - Finance Committee - Mr. Kevin Freestone

Removed for separate action.

4.03 Nutrition Advance Disposition - Finance Committee - Mr. Kevin Freestone

MOTION: It was moved by Kevin Freestone and seconded by Nathan Lindberg that the Board of School Directors directs that the Nutrition Advance Disposition check of \$105,300.33 be allocated as an unrestricted

Nutrition
Check
Allocated as
Unrestricted/Undesignated
Approved
8-0-0

and undesignated portion of the fund balance except for \$ 8,000 to be used to purchase the “SNAP” system from Nutrition, Inc. It is anticipated that the School District will receive a credit of \$8,000 from Aramark Educational Services, Inc.

The result of the vote was: Passed Unanimously

4.04 Redevelopment Capital Assistance Program Grant Disposition - Finance Committee - Mr. Kevin Freestone

Redevelopment
Capital
allocated as
unrestricted/
Undesignated
Approved
8-0-0

MOTION: It was moved by Kevin Freestone and seconded by Nathan Lindberg that the Board of School Directors directs that the Redevelopment Capital Assistance Program check of \$24,520 be allocated as an unrestricted and undesignated portion of the fund balance.

The result of the vote was: Passed Unanimously

4.05 Internal Audit Committee - Finance Committee - Mr. Kevin Freestone

Internal Audit
Committee
Approved
8-0-0

MOTION: It was moved by Kevin Freestone and seconded by Nathan Lindberg that the Board of School Directors approves the time line for establishing an Internal Audit Committee for the Warren County School District.

The result of the vote was: Passed Unanimously

4.06 Tax Study Commission Appointments - Finance Committee - Mr. Kevin Freestone

Tax Study
Commission
Appointments
Approved
8-0-0

MOTION: It was moved by Kevin Freestone and seconded by Nathan Lindberg that the Board of School Directors appoints the following applicants to the Tax Study Commission:

LYNETTE HINTON
JOHN ZAVINSKI
EDWARD DULIBA
MIKE HOSTOVICH
JEFF LOCKETT (BOARD MEMBER)

The result of the vote was: Passed Unanimously

4.07 J.L. Nick Report - Finance Committee - Mr. Kevin Freestone

Removed for separate action.

4.08 Inclusive Practices Mini-grant - Curriculum, Instruction & Technology - Mr. Nathan Lindberg

Inclusive
Practices Mini-
Grant Proposal
Submission
Approved
8-0-0

MOTION: It was moved by Kevin Freestone and seconded by Nathan Lindberg that the Board of School Directors directs the administration to submit a grant proposal to the Pennsylvania Department of Education's Inclusive Practices School-Age Grant in an amount up to \$30,000. The grant will provide substitute teachers for Youngsville Elementary/Middle School, Sheffield Area Middle/High School and Eisenhower Middle/High School to allow teachers to participate in shared planning time in support of instructional improvement.

The result of the vote was: Passed Unanimously

- 4.09 Warren County School District Strategic Plan - Curriculum, Instruction & Technology Committee - Mr. Nathan Lindberg

MOTION: It was moved by Kevin Freestone and seconded by Nathan Lindberg that the Board of School Directors authorizes the Administration to advertise the Warren County School District Strategic Plan for 28 days beginning September 12, 2006, in the four high school offices, all County libraries and the Central Office Administration Building.

WCSD
Strategic Plan
Public Review
Approved
8-0-0

The result of the vote was: Passed Unanimously

- 4.10 Warren County Area Vocational Technical School Strategic Plan - Curriculum, Instruction and Technology Committee - Mr. Nathan Lindberg

MOTION: It was moved by Kevin Freestone and seconded by Nathan Lindberg that the Board of School Directors authorizes the Administration to advertise the Warren County Area Vocational Technical School Strategic Plan for 28 days beginning September 12, 2006 in the four high school offices, all County libraries, the WCCC office and the Central Office Administration Building.

WCAVTS
Strategic Plan
Public Review
Approved
8-0-0

The result of the vote was: Passed Unanimously

- 4.11 Family Services Contract - Curriculum, Instruction & Technology Committee - Mr. Nathan Lindberg

Removed for separate action.

- 4.12 Headstart at Youngsville High School - Physical Plant & Facilities Committee - Mr. Thomas Knapp

MOTION: It was moved by Kevin Freestone and seconded by Nathan Lindberg that the Board of School Directors directs Solicitor Arthur Stewart to develop a lease agreement between the Warren County School District and the Headstart Program for the use of two classrooms at Youngsville High School at the cost of \$5/sq.ft. per year.

Lease
Agreement
Development
with
Headstart
Program
Approved
8-0-0

The result of the vote was: Passed Unanimously

- 4.13 Window Replacement Project - Physical Plant & Facilities Committee - Mr. Thomas Knapp

MOTION: It was moved by Kevin Freestone and seconded by Nathan Lindberg that the Board of School Directors approves a work order to WTW Architects, in an amount not to exceed the DGS fee schedule, 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. The project has been expanded in scope to include the 2006-07 capital reserve allotment and will include the 2005-06 capital reserve budgeted amount.

Window
Replacement
Project
Approved
8-0-0

The result of the vote was: Passed Unanimously

Transfer of
Home Street
Property
Approved
8-0-0

- 4.14 Transfer of Home Street School - Physical Plant & Facilities Committee - Mr. Thomas Knapp

MOTION: It was moved by Kevin Freestone and seconded by Nathan Lindberg that the Board of School Directors directs Solicitor Arthur Stewart to develop an agreement with the Warren Redevelopment Authority (RDA) to transfer the property deed of Home Street School to the RDA.

The result of the vote was: Passed Unanimously

Master
Facilities Plan
Acknowledged
8-0-0

- 4.15 Facility Study - Physical Plant & Facilities Committee - Mr. Thomas

MOTION: It was moved by Kevin Freestone and seconded by Nathan Lindberg that the Board of School Directors acknowledges the Crabtree, Rohrbaugh & Associates updated Master Facilities Plan.

The result of the vote was: Passed Unanimously

Work Order to
Hallgren,
Restifo, Loop
and Coughlin
Architects for
Drawings/
Specifications
For Welding
Shop
Approved
8-0-0

- 4.16 Welding Shop Addition - Physical Plant & Facilities Committee - Mr. Thomas Knapp

MOTION: It was moved by Kevin Freestone and seconded by Nathan Lindberg that the Board of School Directors approves a work order to Hallgren, Restifo, Loop and Coughlin Architects, in an amount not to exceed the DGS fee schedule, for drawings and specifications for the project known as the WCCC Welding Shop Addition.

The result of the vote was: Passed Unanimously

- 4.17 Personnel Report: Certificated staff - Personnel/ Athletics & Co-Curricular Activities Committee - Mr. John Schwanke

Removed for separate action.

Personnel
Report:
Support Staff
Approved
8-0-0

- 4.18 Personnel Report: Support Staff - Personnel/ Athletics & Co-Curricular Activities Committee - Mr. John Schwanke

MOTION: It was moved by Kevin Freestone and seconded by Nathan Lindberg that the Board of School Directors approves the Support Personnel Report as presented.

The result of the vote was: Passed Unanimously

Athletic
Supplemental
Contracts
Approved
8-0-0

- 4.19 Athletic Supplemental Contracts - Personnel/ Athletics & Co-Curricular Activities Committee - Mr. John Schwanke

MOTION: It was moved by Kevin Freestone and seconded by Nathan Lindberg that the Board of School Directors approves the Athletic Supplemental Contracts.

The result of the vote was: Passed Unanimously

- 4.20 Superintendent Search - Personnel/ Athletics & Co-Curricular Activities Committee - Mr. John Schwanke

MOTION: It was moved by Kevin Freestone and seconded by Nathan

Lindberg that the Board of School Directors approves a contract with the Northwest Tri-County Intermediate Unit #5 to conduct a Superintendent Search at the cost of \$6,000 plus candidate expenses, Board expenses, and additional advertising costs.

Supt. Search
Contract
with IU5
Approved
8-0-0

The result of the vote was: Passed Unanimously

5. Items Removed for Separate Action

4.02 Tax Anticipation Note - Finance Committee - Mr. Kevin Freestone

MOTION: It was moved by Jack Martin and seconded by Roger Dunham that the Board of School Directors directs the treasurer to establish procedures that expedite the procurement of Tax Anticipation Notes with the appropriate entity. These procedures would be employed in the event that a temporary cash short-fall would occur. Further, that the School Board authorizes the Treasurer, Board Secretary and Board President as signatories to procure up to \$ 5 Million Dollars to be used only for temporary cash needs.

Tax
Anticipation
Note
Failed
4-4-0

Roll Call Vote:

Voting Yes: Mr. Lockett, Mrs. Nuttall, Mr. Freestone, Mr. Lindberg

Voting No: Dr. Martin, Mrs. Wortman, Mr. Dunham, Mr. Knapp

The result of the vote was: Failed

4.07 J.L. Nick Report - Finance Committee - Mr. Kevin Freestone

MOTION: It was moved by Jack Martin and seconded by Kevin Freestone that the Board of School Directors acknowledges receipt of the J.L. Nick report and that a copy be scanned as quickly as possible and be posted on BoardDocs.

J.L. Nick
Report
Acknowledged
8-0-0

The result of the vote was: Passed Unanimously

4.11 Family Services Contract - Curriculum, Instruction & Technology Committee - Mr. Nathan Lindberg

MOTION: It was moved by Jack Martin and seconded by Roger Dunham that the Board of School Directors approves the October 1, 2006, Agreement between the Warren County School District and Family Services of Warren County, Inc. pending receipt of ACCESS funds to support the program.

Family
Services
Contract
Approved
8-0-0

Roll Call Vote:

Voting Yes: Dr. Martin, Mrs. Nuttall, Mrs. Wortman, Mr. Dunham, Mr. Freestone, Mr. Knapp, Mr. Lindberg, Mr. Lockett

The result of the vote was: Passed Unanimously

4.17 Personnel Report: Certificated staff - Personnel/Athletics & Co-Curricular Activities Committee - Mr. John Schwanke

MOTION: It was moved by Roger Dunham and seconded by Kevin Freestone that the Board of School Directors approves the Certificated

Personnel
Report:
Certificated
Staff
Approved
7-1-0

Personnel Report.

Roll Call Vote:

Voting Yes: Mrs. Nuttall, Mrs. Wortman, Mr. Dunham, Mr. Freestone,
Mr. Knapp, Mr. Lindberg, Mr. Lockett

Voting No: Dr. Martin

The result of the vote was: Passed

6. Future Business for Committee Review

There were no items for committee review.

7. Other

There were no items.

8. Closing Activities

8.01 Public Comment

Kim Angove

Eisenhower Choir – This year the teacher is part-time at Eisenhower and the elementary school. The special programs like Dreamers and Fantasia and special choirs are no longer going to happen because the teacher does not the time for these special programs. The teacher also stated that she has never taught high school or middle school choir and does not really want to do it and is not comfortable with it.

8.02 Executive Session

There was no executive session.

8.03 Adjournment

MOTION: It was moved by Kevin Freestone and seconded by Nathan Lindberg that the Board of School Directors adjourns their meeting at 8:45 p.m.

The result of the vote was: Passed Unanimously

Respectfully Submitted,

Ruth A. Huck, Board Secretary

Jacqueline L. Nuttall, Board President