

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

**MONDAY, JANUARY 8, 2007**

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 7:50 p.m. in the Board Room of the Warren County Career Center, 347 East Fifth Avenue, Warren, Pennsylvania.

Mrs. Nuttall announced that the Board met in Executive Session to discuss legal matters and personnel issues beginning at 6:00 p.m.

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  
Mr. Nathan Lindberg  
Mr. Jeff Lockett

Mrs. Jacki Nuttall  
Dr. Jack Martin  
Mr. John Schwanke  
Mr. David Wortman

Others Present:

Dr. Robert B. Towsey, Interim Superintendent; Dr. J. Hugh Dwyer, Assistant Superintendent; Mr. Mark Eberl, Executive Director of Support 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. Christopher Byham, Solicitor; Mrs. Ruth Huck, Board Secretary; Mr. Brian Ferry, Times Observer; Mr. Eugene Casasanta, Hearing Officer; Mr. Matt Jones, Coordinator of Grants and Foundation Development; Mr. Frank Galeazzo, Technology Coordinator; Mr. Jack Werner, Supervisor of District-wide Athletics and Co-Curricular Activities, Mr. Mark Rondinelli, Transportation/Purchasing Manager; Mr. Mark Nelson, Supervisor of Special Education; Ms. Sandra Wilks, Lead Special Education Supervisor; Mrs. Delores Berry, Principal; Mrs. Ruth

Nelson, Principal; Mrs. Debra Young, Principal; Mr. Kelly Martin, Principal; and approximately 25 unidentified members of the audience.

1.04 Reading of the Mission Statement - Mr. John Schwanke

Mr. John Schwanke read the Mission Statement.

*The mission of the Warren County School District, where today's student is our future, is to equip all students with the educational skills necessary to achieve their unique personal potential.*

1.05 Recognitions and Presentations

- 1.) Dr. Towsey introduced Mark Eberl who recognized the new employees being hired.
- 2.) Dr. Towsey recognized the members of the Board of School Directors and presented certificates from the Pennsylvania School Board Association.

1.06 Agenda Adoption

January 8,  
2007 Agenda  
Approved  
9-0-0

**MOTION:** It was moved by Jack Martin and seconded by John Schwanke that the Board of School Directors adopts the agenda of January 8, 2007, as presented on BoardDocs.

The result of the vote was: Passed Unanimously

1.07 Public Comment

Judy Baker    Bear Lake, PA    Information was given to each of the Board members in the form of a handout. She would like parents to receive monies from the school district to attend special education conferences.

Mr. Tomassini is interested in coming to Warren County to speak with special education parents to determine what their needs are. This will take place sometime in March or April.

The dropout rate in Warren County for special education students is almost 20 percent and a committee is being formed to address this issue, but one of the most important elements missing from the committee are individuals that have dropped out of school and their parents.

1.08 Approval of the Minutes December 4, 2006

December 4, 2006  
Organizational and  
Regular  
Minutes  
Approved  
9-0-0

**MOTION:** It was moved by Kevin Freestone and seconded by Thomas Knapp that the Board of School Directors approves the Organizational and Regular meeting minutes of December 4, 2006.

The result of the vote was: Passed Unanimously

1.09 Approval of Financial Reports

Financial Reports  
Approved  
9-0-0

**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, Mr. Schwanke, Mr. Wortman

The result of the vote was: Passed Unanimously

1.10 Hearing Officer's Report - Mr. Eugene Casasanta

Hearing Officer's  
Report  
Approved  
9-0-0

**MOTION:** It was moved by Jack Martin and seconded by Nathan Lindberg that the Board of School Directors approves the Hearing Officer's Report dated January 8, 2007, (Cases: R-W).

The result of the vote was: Passed Unanimously

2. President's Statement

2.01 Reports and Information

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

There was no report.

2. PSBA - Mr. Thomas Knapp

There was no report.

3. Career Center Advisory - Mr. Jeff Lockett

January 17 is an informational night and tour of the Warren County Career Center for parents of ninth grade students at 6:30 p.m. The All-County Open House will be held on January 30 from 6:00-8:00 p.m. Mrs. Chris Cheronis of the Warren County Chamber of Business and Industry, Director of Workforce Development and Government Affairs, who serves on the Warren County Career Center General Advisory Committee, is working to secure government funds to provide equipment for the welding program.

2.02 Important Dates

	Date	Time	Committee	Location
1.	January 29, 2007	6:00 p.m.	Physical Plant & Facilities Committee	Warren County Career Center
2.	January 29, 2007	Following Physical Plant	Curriculum, Instruction & Technology Committee	Warren County Career Center

Important Dates (continued)

3.	January 30, 2007	6:00 p.m.	Personnel/Athletics & Co-Curricular Activities Committee	Warren County Career Center
4.	January 30, 2007	Following Curriculum	Finance Committee	Warren County Career Center
5.	February 12, 2007	7:00 p.m.	Regular Board Meeting	Warren County Career Center

Kevin Freestone asked that January 22, 2007, be included for a Finance Committee work session at 6:00 p.m. It will be held at the Career Center.

3. Superintendent's Reports and Recommendations

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

No reports were given.

3.02 Informational Personnel

3.03 Other

4. New Business - Consent Agenda

4.01 Consent Agenda

Consent Agenda  
Approved  
9-0-0

**MOTION:** It was moved by Roger Dunham and seconded by John Schwanke that the Board of School Directors approves the Consent Agenda with the exception of:

4.02 - Intermediate Unit Budget - Dr. Martin

4.06 - Budget Resolution Not To exceed Index - Dr. Martin

4.07 - Tax Study Commission - Mr. Freestone

4.13 - Co-Curricular Supplemental Contracts - Mr. Lockett

4.16 - Section 9000 Instruction Policies Revised - Second Reading -  
Dr. Martin

4.17 - Technology Education Curriculum Implementation - Mr.  
Freestone

4.18 - Policy Number 9535 - titled, Physical Education Substitution  
- Mr. Wortman

4.19 - Dual Enrollment - Dr. Martin.

Roll Call Vote:

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

The result of the vote was: Passed Unanimously

4.02 Intermediate Unit Budget - Finance Committee - Mr. Kevin Freestone

**Removed for separate action.**

4.03 Hold Harmless Agreement with Warren County Fair Ground Association - Finance Committee - Mr. Kevin Freestone

**MOTION:** It was moved by Roger Dunham and seconded by John Schwanke that the Board of School Directors approves the Hold Harmless Agreement with the Warren County Fairground Association per the attached document.

Hold Harmless  
Agreement  
with Warren  
County  
Fairground  
Approved  
9-0-0

The result of the vote was: Passed Unanimously

4.04 Cell Phone Bids - Finance Committee - Mr. Kevin Freestone

**MOTION:** It was moved by Roger Dunham and seconded by John Schwanke that the Board of School Directors approves a two-year agreement for cellular service with Cell One for the amount of \$1,137.00 per month.

Cell Phone Bid  
with Cellular  
One  
Approved  
9-0-0

The result of the vote was: Passed Unanimously

4.05 E-Fund Consortium - Finance Committee - Mr. Kevin Freestone

**MOTION:** It was moved by Roger Dunham and seconded by John Schwanke that the Board of School Directors approves a 5-year agreement with the Northwest Pennsylvania Regional Wide Area Network Consortium in the amount not to exceed \$2,790.00 per month.

E-Fund  
Consortium  
Approved  
9-0-0

The result of the vote was: Passed Unanimously

4.06 Budget Resolution Not to Exceed Index - Finance Committee - Mr. Kevin Freestone

**Removed for separate action.**

4.07 Tax Study Commission - Finance Committee - Mr. Kevin Freestone

**Removed for separate action.**

Sale of Closed  
Schools on E-bay  
Approved  
9-0-0

4.08 Sale of Closed Schools on E-Bay -Physical Plant & Facilities Committee - Mr. Thomas Knapp

**MOTION:** It was moved by Roger Dunham and seconded by John Schwanke that Board of School Directors directs the administration to place two closed elementary schools, Pleasant Township Elementary School and Jefferson Elementary School, on the E-Bay website (<http://www.ebay.com>) in the Ad Format for 90 days.

The result of the vote was: Passed Unanimously

4.09 Policy Number 5201 - titled, Building Security/Keys - Physical Plant & Facilities Committee - Mr. Thomas Knapp

**MOTION:** It was moved by Roger Dunham and seconded by John Schwanke that the Board of School Directors approves Policy Number 5201, titled, Building Security/Keys on second reading.

Policy #5201 –  
Building  
Security/Keys  
Approved  
9-0-0

The result of the vote was: Passed Unanimously

Certificated  
Personnel  
Approved  
9-0-0

- 4.10 Personnel Report: Certificated staff - Personnel/ Athletics & Co-Curricular Activities Committee - Mr. Nathan Lindberg

**MOTION:** It was moved by Roger Dunham and seconded by John Schwanke that the Board of School Directors approves the Certificated Personnel Report.

The result of the vote was: Passed Unanimously

Support Staff  
Approved  
9-0-0

- 4.11 Personnel Report: Support Staff - Personnel/ Athletics & Co-Curricular Activities Committee - Mr. Nathan Lindberg

**MOTION:** It was moved by Roger Dunham and seconded by John Schwanke 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  
9-0-0

- 4.12 Athletic Supplemental Contracts - Personnel/ Athletics & Co-Curricular Activities Committee - Mr. Nathan Lindberg

**MOTION:** It was moved by Roger Dunham and seconded by John Schwanke that the Board of School Directors approves the Athletic Supplemental Contracts as presented.

The result of the vote was: Passed Unanimously

- 4.13 Co-Curricular Supplemental Contracts - Personnel/ Athletics & Co-Curricular Activities Committee - Mr. Nathan Lindberg

**Removed for Separate Action.**

Volunteer  
Report  
Approved  
9-0-0

- 4.14 Volunteer Report - Personnel/ Athletics & Co-Curricular Activities Committee - Mr. Nathan Lindberg

**MOTION:** It was moved by Roger Dunham and seconded by John Schwanke that the Board of School Directors approves the Volunteer Report.

The result of the vote was: Passed Unanimously

Interview  
Process  
Approved  
9-0-0

- 4.15 Interview Process - Personnel/ Athletics & Co-Curricular Activities Committee - Mr. Nathan Lindberg

**MOTION:** It was moved by Roger Dunham and seconded by John Schwanke that the Board of School Directors approves memorandums of agreement with the Warren County Education Association and the Warren County Educational Support Personnel Association to pay negotiated rates to Warren County School District employees who work after the contractual working hours to participate on interview teams. This pay would be retroactive back to October 5, 2006.

The result of the vote was: Passed Unanimously

- 4.16 Section 9000 Instruction Policies Revised - Second Reading -  
Curriculum, Instruction & Technology Committee - Dr. Jack Martin

**Removed for separate action.**

- 4.17 Technology Education Curriculum Implementation - Curriculum,  
Instruction & Technology Committee - Dr. Jack Martin

**Removed for separate action.**

- 4.18 Policy Number 9535 - titled, Physical Education Substitution -  
Curriculum, Instruction & Technology Committee - Dr. Jack Martin

**Removed for separate action.**

- 4.19 Dual Enrollment - School Year 2007-2008 Information - Curriculum,  
Instruction & Technology Committee - Dr. Jack Martin

Dual Enrollment 2007-2008 Approved 9-0-0
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**MOTION:** That the Board of School Directors approves the offering of two dual enrollment courses through the Regional Choice Initiative (RCI) of I.U. #5. When dual enrollment grant funds are received, the funds will be used to reduce course expenses charged to the students.

The result of the vote was: Passed Unanimously

5. Items Removed for Separate Action

- 4.02 Intermediate Unit Budget - Finance Committee - Mr. Kevin Freestone

**MOTION:** It was moved by Kevin Freestone and seconded by Roger Dunham that the Board of school Directors approves the Northwest Intermediate Unit Budget as submitted.

Intermediate Unit Budget Approved 9-0-0
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Roll Call Vote:

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

The result of the vote was: Passed Unanimously

- 4.06 Budget Resolution Not to Exceed Index - Finance Committee - Mr. Kevin Freestone

**MOTION:** It was moved by Jack Martin and seconded by David Wortman that the Board of School Directors tables the resolution not to increase taxes for the 2007-2008 Budget beyond the index.

Budget Resolution Not to Exceed Index Approved 5-4-0
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Roll Call Vote:

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

Voting No: Mr. Schwanke, Mr. Freestone, Mr. Knapp, Mr. Lockett

The result of the vote was: Passed

4.07 Tax Study Commission - Finance Committee - Mr. Kevin Freestone

Tax Study  
Commission  
Recommendation  
Accepted  
9-0-0

**MOTION:** It was moved by Jack Martin and seconded by Thomas Knapp that the Board of School Directors accepts the recommendation of the Tax Study Commission per the attached document and that the Board of School Directors discharges the Tax Study Commission expressing appreciation for their hard work.

The result of the vote was: Passed Unanimously

4.13 Co-Curricular Supplemental Contracts - Personnel/Athletics & Co-Curricular Activities Committee - Mr. Nathan Lindberg

Co-Curricular  
Supplemental  
Contracts Sent  
Back to  
Committee  
a.n.n

**MOTION:** It was moved by Jeff Lockett and seconded by Jack Martin that the Board of School Directors approves the Co-Curricular Supplemental Contracts as presented.

Jeff Lockett withdrew the original motion and made a motion to send this item 4.13 back to committee. Jack Martin agreed.

The result of the vote was: Passed Unanimously

4.16 Section 9000 Instruction Policies Revised – Second Reading - Curriculum, Instruction & Technology Committee - Dr. Jack Martin

Section 9000  
Instructional  
Policies Revised  
on Second  
Reading With  
Exception of  
Policy 9175  
Approved  
9-0-0

**MOTION:** It was moved by Jack Martin and seconded by Kevin Freestone that the Board of School Directors approves the changes in the following Section 9000 Instruction policies with the exception of Policy 9175 on second reading as attached:

9170 – AIDS/HIV Education

9175 – Family Life/Sex Education \*(This policy was not approved.)

9325 – Homebound Education

9330 – Private Tutoring

9335 – Home Education Programs

9345 – Participation of Home-Education Students in Athletic and Co-Curricular Activities

9355 – Students Study Abroad

9510 – Independent Study

9525 – Exemption from Instruction

9540 – Excusing Students from State Assessment

9615 – Challenge Procedure from Adopted Material

9635 – Field Trips

9640 – Cancellation of Activities When School is Closed

9710 – Grading of Student Progress \*

9730 – Graduation Requirements – 2001 and Beyond

9750 – Promotion and Retention

9830 – Use and Dissemination of Test Results

9905 – Copyright

9940 – Parents' Curriculum Access Policy

\* Changes were made to these two policies as recommended at the



December 18th meeting.

Roll Call Vote:

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

The result of the vote was: Passed Unanimously

- 4.17 Technology Education Curriculum Implementation - Curriculum,  
Instruction & Technology Committee - Dr. Jack Martin

**MOTION:** It was moved by Jack Martin and seconded by John  
Schwanke that the Board of School Directors approves the  
Technology Education Implementation Plan, Option B for school  
year 2007-2008.

Technology  
Education  
Curriculum  
Implementation  
Approved  
9-0-0

The result of the vote was: Passed Unanimously

- 4.18 Policy Number 9535 - titled, Physical Education Substitution -  
Curriculum, Instruction & Technology Committee - Dr. Jack Martin

**MOTION:** It was moved by David Wortman and seconded by Jack  
Martin that the Board of School Directors permits the  
administration to offer Physical Education substitution course  
options for students in grades 10, 11, and 12. This offering would  
be contingent on Board and PDE approval of Option A: the  
planned instruction titled Community and the Field Draft IIA.

Policy # 9535  
Physical Education  
Substitution With  
the Inclusion of  
Grade 9  
Approved  
8-1-0

Jeff Lockett made a friendly amendment to permit the administration  
to alter physical education buy-out courses options for students in  
grades 10, 11, 12 for the present school year only. There was no  
second to the amendment.

David Wortman made a friendly amendment to include grade 9 in this  
motion. Jack Martin agreed.

The result of the vote was: Pass with David Wortman voting no.

- 4.19 Dual Enrollment - School Year 2007-2008 Information - Curriculum,  
Instruction & Technology Committee - Dr. Jack Martin

**MOTION:** Jack Martin made a motion seconded by Nathan  
Lindberg that the Board of School Directors approves the  
offering of two dual enrollment courses through the Regional  
Choice Initiative (RCI) of I.U. #5. When dual enrollment  
grant funds are received, the funds will be used to reduce  
course expenses charged to the students.

Dual  
Enrollment  
School Year  
2007-2008  
Sent Back to  
Committee  
Approved  
9-0-0

Jack Martin made a motion to send item 4.19 back to committee.  
Nathan Lindberg agreed.

The result of the vote was: Passed Unanimously

6. Future Business for Committee Review

6.01 Physical Education Substitution Policy

Physical  
Education  
Substitution  
Policy Review  
Approved  
9-0-0

**MOTION:** It was moved by Jeff Lockett and seconded by Jack Martin that the Board of School Directors charges the Curriculum, Instruction & Technology Committee to review a plan for implementation of the Physical Education Substitution policy to be implemented in the 2008-2009 school year.

The result of the vote was: Passed Unanimously

7. Other

7.01 Contracted Service

Sechriest  
Consulting  
Services, LLC.,  
Jan. 9-Feb. 12,  
2007  
Approved  
9-0-0

**MOTION:** It was moved by Kevin Freestone and seconded by Nathan Lindberg that the Board of School Directors approves the modified contract with Sechriest Consulting Services, LLC., commencing January 9, 2007, and terminating February 12, 2007.

**Public Comment:**

There was no public comment.

Roll Call Vote:

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

The result of the vote was: Passed Unanimously

7.02 Take Motion from the Table

Budget  
Resolution Not  
to Exceed  
Index Taken  
From the Table  
9-0-0

**MOTION:** It was moved by Roger Dunham and seconded by Jack Martin that the Board of School Directors takes Item 4.06 - Budget Resolution Not to Exceed Index from the table.

The result of the vote was: Passed Unanimously

7.03 Budget Resolution Not to Exceed Index - Finance Committee - Mr. Kevin Freestone

Budget  
Resolution Not  
to Exceed  
Index  
Approved  
9-0-0

**MOTION:** It was moved by Roger Dunham and seconded by Kevin Freestone that the Board of School Directors approves the resolution attached not to increase taxes for the 2007-2008 Budget beyond the index.

Roll Call Vote:

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

The result of the vote was: Passed Unanimously

8. Closing Activities

8.01 Public Comment

There was no public comment.

8.02 Executive Session

8.03 Adjournment

MOTION: It was moved by Jeff Lockett and seconded by Nathan Lindberg to adjourn the meeting.

The result of the vote was: Passed Unanimously

The meeting adjourned at 9:20 p.m.

Respectfully Submitted,

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Ruth A. Huck, Board Secretary

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Jacqueline L. Nuttall, Board President