WARREN COUNTY SCHOOL DISTRICT BOARD OF SCHOOL DIRECTORS

MEETING MINUTES

MONDAY, OCTOBER 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 7:35 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 was held prior to the start of the Board meeting to discuss legal and personnel issues.

1.02 Pledge of Allegiance

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

1.03 Roll Call

Board Members Present:

Ms. Judy Baker Mr. Roger Dunham Mr. Thomas Knapp Mr. Jeff Lockett Dr. Jack Martin Mrs. Jacki Nuttall Mr. David Wortman

Board Members Absent:

Mr. Nathan Lindberg

Mr. John Schwanke

Others Present:

Mrs. Sylvia Root, Acting Superintendent; Dr. J. Hugh Dwyer, Assistant Superintendent; Mrs. Amy Stewart, Director of Technology/Information Management; Dr. Karen Pascale, Director of Human Resources; Mrs. Rosemarie Green, Director of State & Federal Programs; Dr. Norbert Kennerknecht, Director of Buildings & Grounds; Mr. Petter Turnquist, Business Administrator; Mr. Chris Byham, Solicitor; Mrs. Ruth Huck, Board Secretary; Ms. Vicki Barone, Times Observer; Mr. Eugene Casasanta, Hearing Officer; Mr. Frank Galeazzo, Technology Coordinator; Mr. Matt Jones, Coordinator of Grants & Foundation Development; Mr. Jack Werner, Coordinator of District-wide Athletics and Co-Curricular Activities; Claudia Solinko, WCEA President; Mrs. Delores Berry, Principal; Mr. Kelly Martin, Principal; Mrs. Ruth Nelson, Principal; Mr. Gary Weber, Principal; Mrs. Deb Young, Principal; Ms. Ann Buerkle, Principal; Ms. Deb Deppas, Principal; Ms. Sandy Wilks, Lead Special Education Supervisor; Mrs. Diane Martin, Special Education Supervisor; Mr. Mark Rondinelli, Transportation Manager; Marty

Roll Call

Mahan, ARAMARK; and approximately 20 unidentified members of the audience.

1.04 Reading of the Mission Statement - Jacki Nuttall

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
 - National Youth Leadership Forum on Medicine Participant Dr. J. Hugh Dwyer Kristen Bertch, a junior at Sheffield Area Middle High School and a full-time participant in the blended cyber school program, was selected by the National Youth Leadership Forum to participate in a 10-day plus exploration of Houston, Texas, focusing on specialized training in medicine, meeting leaders of the local Houston medical community at site explorations including hospitals, clinics and other centers of public health.
 - Pennsylvania K-6 Science Education Strategic Planning Institute Participants Dr. J. Hugh Dwyer

Philip Heubach, Megan Danielson, Marcia Madigan and Janet Peterson attended the Pennsylvania Department of Education Strategic Planning Institute for K-6 for Science Education. The PDE has asked the School Board to present them with a certificate in recognition of their participation.

1.06 Agenda Adoption

MOTION: It was moved by Jack Martin and seconded by Thomas Knapp that the Board of School Directors adopts the agenda dated October 8, 2007. The result of the vote was passed unanimously.

1.07 Public Comment

Claudia Solinko, WCEA	Bear Lake, PA	State-wide Healthcare Plan – On	
President		Sept. 18, a bill was introduced to	
		create a state-wide Healthcare	
		Trust Board. WCEA will continue	
		to monitor it progress.	
		1 0	

1.08 Approval of the Minutes - September 10, 2007 (attachments pp. 316-323)

MOTION: It was moved by Thomas Knapp and seconded by Jeff Lockett that the Board of School Directors approves the regular meeting minutes of September 10, 2007.

The result of the vote: Passed unanimously

1.09 Approval of Financial Reports (attachments pp. 2-27)

MOTION: It was moved by Roger Dunham and seconded by David Wortman 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.

Sept. 10, 2007 Minutes Approved

7-0-0

Agenda Adoption

Approved

7-0-0

Roll Call Vote:

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

The result of the vote: Passed unanimously

1.10 Hearing Officer's Report - Mr. Eugene Casasanta (attachments pp. 324-343)

<u>MOTION</u>: It was moved by Thomas Knapp that the Board of School Directors approves the Hearing Officer's Report dated October 8, 2007, (Cases: H-J).

The result of the vote: Passed unanimously

(Cases are kept in a separate minute book.)

2. President's Statement

- 2.01 Reports and Information
 - 1. I.U. #5 Mrs. Judy Baker

There was no report.

2. PSBA - Mr. Thomas Knapp

Mr. Knapp thanked the Board for giving him the opportunity to travel to Hershey for the PSBA Leadership Conference. He recommended that next year there should be at least three Board members in attendance. There are many good sessions and too many for just one person to cover. Handouts from every session were made available to attendees and he offered to share the material with Board members.

3. Career Center Advisory - Mr. Jeff Lockett

Mr. Lockett reported that the General Advisory Breakfast meeting was held on September 25, 2007, and it was attended by three potential new Board members. October 1 the Warren County Career Center held its open house and on October 18, 2007, the Occupational Advisory dinner will be held.

2.02 Important Dates

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

Financial Reports Approved 7-0-0

Hearing Officer's Report Approved 7-0-0

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

- 3. Superintendent's Reports and Recommendations
 - 3.01 General Comments Mrs. Sylvia Root/Dr. J. Hugh Dwyer

Mrs. Root introduced Gary Weber for his presentation of the Beaty-Warren Middle School Corrective Action Plan.

3.02 Beaty-Warren Middle School Improvement Plan - Gary Weber

Gary Weber made a presentation regarding AYP and the Beaty plan for corrective action and meeting the requirements of AYP. There are 17 targets that need to be met.

A special meeting was called for Thursday, October 11, 2007, 6:00 p.m., to consider additional information regarding this plan.

3.03 Common Cents Resolution (pp. 28-40)

MOTION: It was moved by Jack Martin and seconded by Jeff Lockett that the Board of School Directors approves the Resolution to Participate in the Common Cents Program as follows:

WHEREAS, the Warren County School District is committed to delivering a quality education while being accountable to our taxpayers; and WHEREAS, that opportunities to operate more efficiently while improving services are in the best interest of the taxpayers and students; and WHEREAS, that the Common Cents program is an opportunity to receive recommendations on sharing services without any commitment to implement those recommendations; therefore be it RESOLVED, that the Warren County School District hereby applies on October 9, 2007, to participate in the Common Cents program to explore ways to share services with other school district in order to improve quality and drive down costs, and be it further RESOLVED, that the Warren County School District will publicly present the recommendations it receives; and be it further RESOLVED, that after receiving public comment the Warren County School District will vote to approve or reject the recommendations it receives.

Roll Call Vote:

Voting Yes: Dr. Martin, Mrs. Nuttall

Voting No: Mr. Wortman, Mrs. Baker, Mr. Dunham, Mr. Knapp, Mr. Lockett

The result of the vote: Failed

Common Cents Resolution Failed 2-5-0

- 3.04 Informational Personnel (attachments pp. 41-42)
- 3.05 Other
- 4. New Business Consent Agenda
 - 4.00 List Items Removed for Separate Action
 - 4.03 Personnel Report: Support Staff Mr. Lockett
 - 4.10 Request for New Position Director of Special Education Mrs. Baker
 - 4.11 Appointment of Acting Director of Special Education Mr. Lockett
 - 4.15 Home Street Property Mr. Lockett
 - 4.17 Language Arts Planned Instructions Mr. Wortman
 - 4.21 Russell Elementary PTA Project Mr. Dunham
 - 4.22 Budget Transfer Mr. Dunham
 - 4.01 Consent Agenda

MOTION: It was moved by Jack Martin and seconded by Thomas Knapp that the Board of School Directors approves the consent agenda with the exception of the above listed items.

Roll Call Vote:

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

The result of the vote was: Passed unanimously

4.02 Personnel Report: Certificated staff - Personnel/Athletics & Co-Curricular Activities Committee - Mr. Nathan Lindberg (attachments pp.43-45)

MOTION: It was moved by Jack Martin and seconded by Thomas Knapp that the Board of School Directors approves the Certificated Personnel Report.

The result of the vote was: Passed unanimously

4.03 Personnel Report: Support Staff - Personnel/Athletics & Co-Curricular Activities Committee - Mr. Nathan Lindberg (attachments pp.46-48)

Removed for separate action.

4.04 Athletic Supplemental Contracts - Personnel/Athletics & Co-Curricular Activities Committee - Mr. Nathan Lindberg (attachments pp. 49-51)

MOTION: It was moved by Jack Martin and seconded by Thomas Knapp that the Board of School Directors approves the Athletic Supplemental Contracts as presented.

The result of the vote was: Passed unanimously

4.05 Co-Curricular Supplemental Contracts - Personnel Committee - Mr. Nathan Lindberg (attachments pp. 52-57)

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

Personnel Report: Certificated Staff Approved 7-0-0

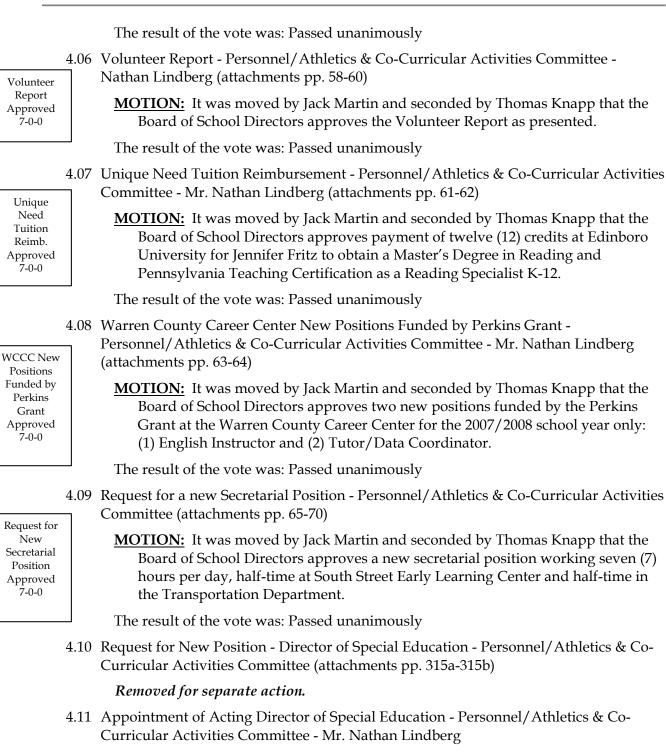
Consent Agenda

Approved

7-0-0

Athletic Supplemental Contracts Approved 7-0-0

Co-Curricular Supplemental Contracts Approved 7-0-0



Removed for separate action.

4.12 Continuation of Gannon University Nursing Agreement - Personnel/Athletics & Co-Curricular Activities Committee - Mr. Nathan Lindberg (attachments pp. 71-76)

MOTION: It was moved by Jack Martin and seconded by Thomas Knapp that the Board of School Directors approves the "continuation of contract" for the 2007/2008 school year between the Warren County School District and

Gannon University regarding the agreement for clinical learning experiences for Villa Maria School of Nursing students.

The result of the vote was: Passed unanimously

- 4.13 Request for New Positions Two Teacher Aides at Russell Elementary & One Teacher at Youngsville Elementary/Middle School - Personnel/Athletics & Co-Curricular Activities Committee - Mr. Nathan Lindberg (attachment p. 77)
 - **MOTION:** It was moved by Jack Martin and seconded by Thomas Knapp that the Board of School Directors approves new positions for two teacher aides at Russell Elementary School and one teacher at Youngsville Elementary/Middle School.

The result of the vote was: Passed unanimously

- 4.14 Chapter 339 Career & Technical Education Required Positions -Personnel/Athletics & Co-Curricular Activities Committee - Mr. Nathan Lindberg (attachments pp. 78-81)
 - **MOTION:** It was moved by Jack Martin and seconded by Thomas Knapp that the Board of School Directors approves two supplemental positions of the Advisor of the Distributive Education Club and the Advisor of Future Business Leaders at the Warren County Career Center.

The result of the vote was: Passed unanimously

4.15 Home Street Property - Physical Plant & Facilities Committee - Mr. Thomas Knapp (attachment p. 82)

Removed for separate action.

4.16 Student Wellness Advisory Committee - Physical Plant & Facilities Committee -Mr. Thomas Knapp (attachment p. 83)

MOTION: It was moved by Jack Martin and seconded by Thomas Knapp that the Board of School Directors approves the 2007-2008 membership of the Warren County School District Student Wellness Advisory Committee.

The result of the vote was: Passed unanimously

4.17 Language Arts Planned Instructions - Curriculum, Instruction & Technology Committee - Dr. Jack Martin (attachments pp. 84-292)

Removed for separate action.

4.18 Policy Revision - Policy Number 10510, titled - Discipline Code - Curriculum, Instruction & Technology Committee - Dr. Jack Martin (attachments pp. 293-301)

MOTION: It was moved by Jack Martin and seconded by Thomas Knapp that the Board of School Directors approves, on First Reading, the revisions to Policy Number 10510, titled – Discipline Code, dated 10/8/07.

The result of the vote was: Passed unanimously

Gannon Nursing Agreement Approved 7-0-0

Teacher Aide Positions at RES & YEMS Approved 7-0-0

Chpt. 339 Career & Technical Positions Approved 7-0-0

Wellness Committee Members Approved 7-0-0

Revision -Policy # 10510 -Discipline Code - First Reading Approved 7-0-0 4.19 Mini Grants - Curriculum, Instruction & Technology Committee - Dr. JackMartin

Directs Adm. To Apply for PDE Inclusive Practice Mini-Grant Program Approved 7-0-0

Contingency

Transfer

Approved 7-0-0 **MOTION:** It was moved by Jack Martin and seconded by Thomas Knapp that the Board of School Directors directs the WCSD Administration to apply to the Pennsylvania Department of Education Inclusive Practice Mini-Grant Program for \$20,000, to be used in four District Schools for common planning time, professional development, and parent education activities.

The result of the vote was: Passed unanimously

4.20 Contingency Transfer - Finance Committee - Mr. Roger Dunham (attachment p. 302)

MOTION: It was moved by Jack Martin and seconded by Thomas Knapp that the Board of School Directors approves the budget adjustments and transfers per the attached Contingency Report to be entered after October 1, 2007.

The result of the vote was: Passed unanimously

4.21 Russell Elementary PTA Project - Finance Committee - Mr. Roger Dunham (attachments pp. 303-308)

Removed for separate action.

4.22 Budget Transfer - Finance Committee - Mr. Roger Dunham (attachment p. 309)

Removed for separate action.

4.23 Food Service Head Start Contract - Finance Committee - Mr. Roger Dunham (attachments pp. 310-315)

MOTION: It was moved by Jack Martin and seconded by Thomas Knapp that the Board of School Directors approves the contract with Warren & Forest Counties EOC Head Start [Contract to Sell or Purchase Meals from Schools, PDE-3086] per the attached document.

The result of the vote was: Passed unanimously

- 5. Items Removed for Separate Action
 - 4.03 Personnel Report: Support Staff Personnel/Athletics & Co-Curricular Activities Committee - Mr. Nathan Lindberg (attachments pp.46-48)

Personnel Report: Support Staff with exceptions Approved 6-1-0

MOTION: It was moved by Jeff Lockett and seconded by Jack Martin that the Board of School Directors approves the Support Personnel Report as presented with the exception of the additional hours for Gibson, Deborah and leave of absence for Baker, Susan.

Roll Call Vote:

Voting Yes: Dr. Martin, Mrs. Nuttall, Mrs. Baker, Mr. Dunham, Mr. Knapp, Mr. Lockett

Voting No: Mr. Wortman

The result of the vote was: Passed

Food Service Head Start Contract Approved 7-0-0 4.10 Request for New Position - Director of Special Education - Personnel/Athletics & Co-Curricular Activities Committee (attachments pp. 315a-315b)

MOTION: It was moved by Judy Baker and seconded by Thomas Knapp that the Board of School Directors approves the new position of Director of Special Education for the Warren County School District.

Roll Call Vote:

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

The result of the vote was: Passed unanimously

- 4.11 Appointment of Acting Director of Special Education Personnel/Athletics & Co-Curricular Activities Committee Mr. Nathan Lindberg
 - **MOTION:** It was moved by Jeff Lockett and seconded by Thomas Knapp that the Board of School directors approves the appointment of Diane Martin as the Acting Director of Special Education of the Warren County School District effective October 9, 2007 through June 30, 2008, and that she be hired pursuant to the terms of the Act 93 agreement including an annual stipend of

\$2,454.00 to be prorated for the 2007-2008 fiscal year.

Roll Call Vote:

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

Abstention: Dr. Martin

The result of the vote was: Passed

- 4.15 Home Street Property Physical Plant & Facilities Committee Mr. Thomas Knapp (attachment p. 82)
 - **MOTION:** It was moved by Dr. Martin and seconded by Jeff Lockett that the Board of School Directors not approve a contract to Keith White Excavating and Demolition in the amount of \$53,980.00 for the project known as the Demolition of the Home Street School, WCSD Project No. 0716.1, in accordance with the terms and conditions of the project bid document.

Roll Call Vote:

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

The result of the vote was: Passed unanimously

4.17 Language Arts Planned Instructions - Curriculum, Instruction & Technology Committee - Dr. Jack Martin (attachments pp. 84-292)

MOTION: It was moved by David Wortman and seconded by Jack Martin that the Board of School Directors approves the following Grades K-5 Language Arts Planned Instruction, to be implemented in school year 2008-2009:

Director of Special Education Position Approved 7-0-0

Appointment of Acting Director of Special Education (Diane Martin) Approved 7-0-0

Rejection of Demolition Bid Approved 7-0-0

Language Arts K-5 Curriculum Approved 7-0-0 Language Arts Kindergarten Language Arts 1 Language Arts 2 Language Arts 3 Language Arts 4 Language Arts 5

Roll Call Vote:

Voting Yes: Mr. Dunham, Mr. Knapp, Mr. Lockett, Dr. Martin, Mrs. Nuttall, Mrs. Baker

Voting No: Mr. Wortman

The result of the vote was: Passed

4.21 Russell Elementary PTA Project - Finance Committee - Mr. Roger Dunham (attachments pp. 303-308)

MOTION: It was moved by Roger Dunham and seconded by Jack Martin that the Board of School Directors approves the Russell PTA to move forward on two projects: (1) building a back stop behind a ball field and (2) installing a sign in front of the Russell Elementary school, per the attached documents.

Roll Call Vote:

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

The result of the vote was: Passed unanimously

4.22 Budget Transfer - Finance Committee - Mr. Roger Dunham (attachment p. 309)

Budget Transfer Approved 7-0-0 **<u>MOTION</u>**: It was moved by Roger Dunham that the Board of School Directors approves the budget transfers per the attached document in the amount of \$ 94,481.00.

Friendly Amendment: It was moved by Jack Martin and seconded by Thomas Knapp that the Board of School Directors adopts the resolution authorizing the budget transfers per the attached document in the amount of \$94,481.00.

Roll Call Vote:

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

The result of the vote was: Passed unanimously

6. Future Business for Committee Review

6.01 There were no items for future business.

7. Other

7.01 New Instructor Position - Beaty-Warren Middle School

MOTION: It was moved by Jack Martin and seconded by Thomas Knapp that the Board of School Directors approves a new instructor position at Beaty-

Russell PTA Projects Approved 7-0-0 Warren Middle School. This position will require teaching certification in Elementary K-6 and English 7-12. Additional teaching certification as a Reading Specialist K-12 is preferred. The request for this position is a result of the Beaty-Warren Middle School Improvement Plan.

Roll Call Vote:

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

The result of the vote was: Passed unanimously

7.02 Support Personnel - Additional Hours

MOTION: It was moved by Jeff Lockett and seconded by Jack Martin that the additional hours for Gibson, Deborah as stated in the Support Personnel Report be approved.

Roll Call Vote:

Voting Yes: Mr. Wortman, Mr. Dunham

Voting No: Mr. Knapp, Mr. Lockett, Dr. Martin, Mrs. Nuttall, Mrs. Baker

The result of the vote was: Failed

7.03 Support Personnel - Leave of Absence

MOTION: It was moved by Jeff Lockett and seconded by David Wortman that the Board of School Directors approves the leave of absence for Baker, Susan as stated in the Support Personnel Report.

Roll Call Vote:

Voting Yes: Dr. Martin, Mr. Wortman

Voting No: Mr. Lockett, Mrs. Nuttall, Mrs. Baker, Mr. Knapp, Mr. Dunham

The result of the vote: Failed

7.04 Home Street Property

MOTION: It was moved by Thomas Knapp and seconded by Jack Martin that the Board of School Directors approves the agreement for the transfer of Home Street School to the City of Warren as per the contract provided to the district by the City on October 4th 2007.

Public Comment:

Arthur Stewart Warren, PA

He expressed concern that the agreement regarding the Home Street property did not have a protective provision that would come into play if the original intention was not carried out. He suggested that wording be included in the agreement that would arrange for the property to be returned to the school district after a certain period of time if provisions were not met. Home Street Property Agreement Approved 6-1-0

Additional Hours for Deborah Gibson Failed 2-5-0

New

Position for

BWMS

Approved 7-0-0

Leave of Absence for Susan Baker Failed 2-5-0 Roll Call Vote:

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

Voting No: Mr. Knapp,

The result of the vote: Passed

- 8. Closing Activities
 - 8.01 Public Comment

Janet Peterson – Representing WCEA Russell, PA

She expressed concern that there needs to be changes made to the No Child Left Behind (NCLB) Act prior to its reauthorization. She made the Board aware that the WCEA would be creating a joint resolution and will be asking the Board to join the WCEA in requesting that changes be made to NCLB.

Mr. Stewart - Warren, PA

He wanted more details regarding the benefits of Beaty-Warren Middle School's School Improvement Plan. He stated that he was impressed with the joint support of the teachers and administration for how to pursue the best plan.

- Dr. Martin -
 - 1.) He requested that jacki Nuttall consider the development of a committee to deal with two contracts that will be forthcoming in June 2008, keeping in mind that there will be a number of new Board members.
 - 2.) He also reminded the Board that there had been discussion regarding the Committees establishing goals to aid in the budget development process. He encouraged Board/Committee members to do this.

8.02 Executive Session

There was no executive session at this time.

8.03 Adjournment

<u>MOTION</u>: It was moved by Jeff Lockett and seconded by David Wortman that the meeting be adjourned

The result of the vote: Passed unanimously

The meeting adjourned at 10:30 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary