

**WARREN COUNTY SCHOOL DISTRICT**  
**BOARD OF SCHOOL DIRECTORS**  
**REGULAR MEETING MINUTES**  
**MONDAY, DECEMBER 3, 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 Dr. Martin, President, at 7:15 p.m. in the Board Room of the Warren County Career Center, 347 East Fifth Avenue, Warren, Pennsylvania.

1.02 Pledge of Allegiance

Dr. Martin led the Pledge of Allegiance to the American flag.

1.03 Roll Call

Roll Call

Mrs. Kimberly Angove  
Mr. Thomas Knapp  
Mr. Nathan Lindberg  
Mr. Jeff Lockett  
Dr. Jack Martin

Mr. Arthur Stewart  
Mrs. Kirsten Turfitt  
Mr. David Wortman  
Mrs. Donna Zariczny

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; Mrs. Diane Martin, Director of Special Education; Mr. Petter Turnquist, Business Administrator; Mr. Chris Byham, Solicitor; Mrs. Ruth Huck, Board Secretary; Mr. Chuck Hayes, Times Observer; Mr. Eugene Casasanta, Hearing Officer; Mr. Frank Galeazzo, Technology Coordinator; Mr. Jack Werner, Coordinator of District-wide Athletics and Co-Curricular Activities; Claudia Solinko, WCEA President; 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, 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 Agenda Adoption

MOTION: It was moved by Arthur Stewart and seconded by Thomas Knapp that the Board of School Directors adopts the agenda dated December 3, 2007.

Agenda  
Adoption  
Approved  
9-0-0

The result of the vote: Passed unanimously

1.06 Public Comment

There was no public comment.

Nov. 12, 2008  
Minutes  
Approved  
9-0-0

1.07 Approval of the Minutes – November 12, 2007

MOTION: It was moved by Nathan Lindberg and seconded by Jeff Lockett that the Board of School Directors approves the minutes dated November 12, 2007.

The result of the vote: Passed unanimously

1.08 Approval of Financial Reports

Financial  
Reports  
Approved  
9-0-0

MOTION: It was moved by Arthur Stewart and seconded by Jeff Lockett 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: Mrs. Angove, Mr. Knapp, Mr. Lindberg, Mr. Lockett, Dr. Martin, Mr. Stewart, Mrs. Turfitt, Mr. Wortman, Mrs. Zariczny

The result of the vote: Passed unanimously

2. President's Statement

2.01 Reports and Information

1. District Board Representative to the Northwest Tri-County Intermediate Unit

MOTION: It was moved by Jeff Lockett and seconded Thomas Knapp that the Board of School Directors appoints Arthur Stewart as the Warren County School District Board Representative to the Northwest Tri-County Intermediate Unit Board of Directors for a term beginning December 2007 and ending November 2010.

**Motion Withdrawn:** Jeff Lockett withdrew his motion and Thomas Knapp agreed.

MOTION: It was moved by David Wortman and seconded by Nathan Lindberg that the Board of School Directors appoints Kimberly Angove as the Warren County School District Board Representative to the Northwest Tri-County Intermediate Unit Board of Directors for a term beginning December 2007 and ending November 2010.

District Board  
Representative  
to IU5  
Approved  
9-0-0

Roll Call Vote:

Voting Yes: Mrs. Zariczny, Mrs. Angove, Mr. Knapp, Mr. Lindberg, Mr. Lockett, Dr. Martin, Mr. Stewart, Mrs. Turfitt, Mr. Wortman

The result of the vote: Passed unanimously

2. PSBA Liaison – Mr. Thomas Knapp

There was no report.

3. Career Center Advisory - Mr. Jeff Lockett

Mr. Lockett reported that things are going well and stated that the superintendent candidates visited the facility recently.

2.02 Important Dates

	Date	Time	Committee	Location
1.	December 17, 2008	6:00 p.m.	Physical Plant & Facilities Committee	Warren County Career Center
2.	December 17, 2007	Following Physical Plant & Facilities	Curriculum, Instruction & Technology Committee	Warren County Career Center
3.	December 18, 2007	6:00 p.m.	Finance Committee	Warren County Career Center
4.	December 18, 2007	Following Finance Committee	Personnel/Athletics & Co-Curricular Activities Committee	Warren County Career Center
5.	January 14, 2008	7:00 p.m.	Regular Meeting	Warren County Career Center

3. Superintendent's Reports and Recommendations

3.01 General Comments - Mrs. Sylvia Root/Dr. J. Hugh Dwyer

Mrs. Root, on behalf of the students and staff, congratulated and welcomed the new Board members who will serve the students of the Warren County School District.

3.02 Informational Personnel

3.03 Other

4. New Business - Consent Agenda

4.00 List Items Removed for Separate Action

4.12 – Cost Estimates – Warren Area High School Window Replacement - Mrs. Zariczny

4.01 Consent Agenda

**MOTION:** It was moved by Nathan Lindberg and seconded by David Wortman that the Board of School Directors approves the consent agenda with the exception of item 4.12.

Roll Call Vote:

Voting Yes: Mr. Wortman, Mrs. Zariczny, Mrs. Angove, Mr. Knapp, Mr. Lindberg, Mr. Lockett, Dr. Martin, Mr. Stewart, Mrs. Turfitt, Mr. Wortman

The result of the vote: Passed unanimously

Consent Agenda Approved 9-0-0
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Personnel  
Report:  
Certificated  
Staff  
Approved  
9-0-0

4.02 Personnel Report: Certificated Staff - Personnel/ Athletic and Co-Curricular Activities Committee – Mr. Nathan Lindberg

MOTION: It was moved by Nathan Lindberg and seconded by David Wortman that the Board of School Directors approves the Certificated Staff Report.

The result of the vote: Passed unanimously

Personnel  
Report:  
Support Staff  
Approved  
9-0-0

4.03 Personnel Report: Support Staff - Personnel/ Athletic and Co-Curricular Activities Committee – Mr. Nathan Lindberg

MOTION: It was moved by Nathan Lindberg and seconded by David Wortman that the Board of School Directors approves the Support Staff Report.

The result of the vote: Passed unanimously

Athletic  
Supplemental  
Contracts  
Approved  
9-0-0

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

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

The result of the vote: Passed unanimously

Co-Curricular  
Supplemental  
Contracts  
Approved  
9-0-0

4.05 Co-Curricular Supplemental Contracts - Personnel Committee - Mr. Nathan Lindberg

MOTION: It was moved by Nathan Lindberg and seconded by David Wortman that the Board of School Directors approves the Co-Curricular Supplemental Contracts.

The result of the vote: Passed unanimously

Volunteer  
Report  
Approved  
9-0-0

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

MOTION: It was moved by Nathan Lindberg and seconded by David Wortman that the Board of School Directors approves the Volunteer Report.

The result of the vote: Passed unanimously

New Secretarial  
Position  
Approved  
9-0-0

4.07 New Secretarial Position -Personnel/ Athletics & Co-Curricular Activities Committee - Mr. Nathan Lindberg

MOTION: It was moved by Nathan Lindberg and seconded by David Wortman that the Board of School Directors approves a new, Class A, secretarial position assigned to the Central Office working eight (8) hours per day at the negotiated rate.

The result of the vote: Passed unanimously

4.08 Contingency Budget Transfer Resolution - Finance Committee – Mr. Roger Dunham

Contingency  
Budget  
Transfer  
Resolution  
Approved  
9-0-0

MOTION: It was moved by Nathan Lindberg and seconded by David Wortman that the Board of School Directors approves the attached resolution authorizing budget transfers.

The result of the vote: Passed unanimously

4.09 Tax Resolution Under Index – Finance Committee – Mr. Roger Dunham

Tax Resolution  
Under Index  
Approved  
9-0-0

MOTION: It was moved by Nathan Lindberg and seconded by David Wortman that the Board of School Directors approves the attached resolution not to increase taxes beyond the index (6.3%) for 2008-2009.

The result of the vote: Passed unanimously

4.10 Rouse License Agreement – Finance Committee – Mr. Roger Dunham

Rouse License  
Agreement  
Approved  
9-0-0

MOTION: It was moved by Nathan Lindberg and seconded by David Wortman that the Board of School Directors approves the license agreement for the Rouse Children's Center to use Youngsville Elementary/Middle School playground for a time period of June 1, 2008 through August 31, 2008. This agreement shall continually renew on an annual basis for the same time period (June 1 to August 31) unless either party terminates this agreement.

The result of the vote: Passed unanimously

4.11 Act 7 – Finance Committee – Mr. Roger Dunham

Act 7 Name  
Change from  
Occupational  
Privilege Tax  
to Local  
Services Tax  
Approved  
9-0-0

MOTION: It was moved by Nathan Lindberg and seconded by David Wortman that the Board of School Directors approves, in acknowledgment of Act 7, the name change of the local Occupational Privilege Tax to Local Services Tax.

4.12 Cost Estimates – Warren Area High School Window Replacement – Physical Plant & Facilities Committee – Mr. Thomas Knapp

*Removed for separate action.*

4.13 Ad Hoc Educational Specifications Committee – Physical Plant & Facilities Committee – Mr. Thomas Knapp

Establishment  
of an Ad Hoc  
Educational  
Specifications  
Committee  
Approved  
9-0-0

MOTION: It was moved by Nathan Lindberg and seconded by David Wortman that the Board of School Directors establishes an Ad Hoc Educational Specifications Committee for the purpose of assisting DeJong Inc. with the creation of the Central Attendance Area Elementary Addition Educational Specifications.

The result of the vote: Passed unanimously

5. Items Removed for Separate Action

4.12 Cost Estimates – Warren Area High School Window Replacement – Physical Plant & Facilities Committee – Mr. Thomas Knapp

MOTION: It was moved by Donna Zariczny and seconded by Jeff

WAHS  
Window  
Replacement  
Project  
Sent Back to  
Committee  
7-2-0

Lockett that the window replacement project be sent back to committee to determine a short-term temporary solution for the curtain wall system at Warren Area High School and report back to the Board by the January meeting.

Roll Call Vote:

Voting Yes: Mr. Stewart, Mrs. Turfitt, Mrs. Zariczny, Mrs. Angove, Mr. Lindberg, Mr. Lockett, Dr. Martin

Voting No: Mr. Wortman, Mr. Knapp

The result of the vote: Passed

6. Future Business for Committee Review

6.01 Real Property Tax Reassessment

Formulation  
of a Tax  
Reassessment  
Plan  
Approved  
9-0-0

MOTION: It was moved by Arthur Stewart and seconded by David Wortman that the Board of School Directors directs the Finance Committee to work with the administration to formulate a plan to accomplish two goals concerning real property tax reassessment, 1.) to acquaint the general public with the need for a county-wide reassessment; 2) to formulate a plan to engage in an on-going discussion with the Warren County Commissioners concerning the need for reassessment, and that the Finance Committee complete this task by January 30, 2008, in time for a recommendation to the Board at its February 2008 meeting.

The result of the vote: Passed unanimously

6.02 District Website

Formulation  
of a Website  
Improvement  
Plan  
Approved  
9-0-0

MOTION: It was moved by Arthur Stewart and seconded by Nathan Lindberg that the Board of School Directors directs the CIT Committee to work with administration to formulate a list of website improvements for Board consideration to include, 1.) a listing of all school events online; 2.) teacher website usage; 3.) posting of homework online, and that the CIT Committee completes this work by February 29, 2008, in time for a recommendation to the Board at its March 2008 meeting.

The result of the vote: Passed unanimously

7. Other

7.01 Appointments to Ad Hoc Committee

Dr. Martin asked that Board members consider serving on the Ad Hoc Committee for the DeJong study because he will appoint two members. Thomas Knapp volunteered and Jack asked Tom and the others to notify him in writing of their desire to serve.

7.02

MOTION: It was moved by Thomas Knapp and seconded by Jeff Lockett that the Board of School Directors extends the contract of DeJong, Inc., to include the development of the educational specifications for the

Eisenhower Middle/High School renovations/addition project, per the terms of the request for proposals dated October 10, 2007, in an amount not to exceed the sum quoted on the request for proposals.

Public Comment:

David Strandberg	Warren, PA	Master Facilities Plan and window replacement project
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**MOTION WITHDRAWN:** Thomas Knapp withdrew his motion and Jeff Lockett agreed.

8. Closing Activities

8.01 Public Comment

There was no public comment.

8.02 Executive Session

Executive session was not held.

8.03 Adjournment

It was moved by David Wortman to adjourn the meeting and seconded by Donna Zariczny. The meeting adjourned at 8:05 p.m.

Respectfully Submitted,

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Ruth A. Huck, Board Secretary

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Jack L. Martin, Board President