

WARREN COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
MEETING MINUTES

MONDAY, FEBRUARY 11, 2008

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 7:20 p.m. in the Board Room of the Warren County Career Center, 347 East Fifth Avenue, Warren, Pennsylvania.

Dr. Martin announced that an executive session had been held at 6:30 p.m. to discuss legal and student discipline issues.

Dr. Martin also welcomed Dr. Terrill to the District and asked everyone to make him feel welcome as he visited throughout the district.

1.02 Pledge of Allegiance

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

1.03 Roll Call

Roll Call

Present:

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

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

Absent:

Mr. David Wortman

Others Present:

Dr. Robert Terrill, Superintendent; Mrs. Sylvia Root, Consultant; Mrs. Amy Stewart, Director of Technology /Information Management; Dr. Karen Pascale, Director of Human Resources; Mrs. Rosemarie Green, Director of State & Federal Programs; Mrs. Diane Martin, Director of Special Education; Mr. Petter Turnquist, Business Administrator; Mr. Chris Byham, Solicitor; Mrs. Ruth Huck, Board Secretary; Mr. Dean Wells, Times Observer; Mr. Eugene Casasanta, Hearing Officer; Mr. Matt Jones, Coordinator of Grants & Foundation Development; Mr. Jack Werner, Coordinator of District-wide Athletics and Co-Curricular Activities; Mr. Mark Nelson, Special Education Supervisor; Mrs. Ruth Nelson, Principal; Mrs. Debra Young, Principal; Mrs. Amy Stimmell, Principal; Claudia Solinko, WCEA President; and approximately 20 unidentified members of the audience.

1.04 Reading of the Mission Statement - Mrs. Kirsten Turfitt

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 – Dr. Robert Terrill

1. Students from the Jr. All-County Musical “Seussical Junior” – Mr. Jack Werner

Mr. Werner introduced the students participating in “Seussical Junior.” They are Kenny Anderson, Tim Goodwill, Michael Perrotti, John Wortman, Abby McMichael, Warren Sanders, Austin Miller, Amanda Rice. They performed a number from the production.

2. Janet Mack, Youngsville Elementary School - Warren Co. Conservation District Educator of the Year Award – Mrs. Sylvia Root

Mrs. Root introduced Janet Mack and congratulated her for her accomplishments. Mrs. Young also commended her for her outstanding teaching and the enthusiasm that she brings to the classroom.

3. Julie Kruszewski, itinerant art teacher at Youngsville High School, Learning Enrichment Center, and South Street Elementary Learning Center has a published article in the January 2008 *School Arts Magazine*. You can find her article titled, “Pop Culture Peep” on pages 44-45. – Amy Stimmell

Amy Stimmell introduced Julie Kruszewski who is a first year teacher and expressed her appreciation and pride that Julie being a new teacher has already been published, which many teacher aspire to at some point in their career.

4. Mrs. Root also welcomed Dr. Terrill and expressed that it was her pleasure to work with him.

5. Dr. Martin congratulated all of the students and teachers that were recognized this evening.

1.06 Public Comment

There was no public comment.

1.07 Agenda Adoption

Agenda
Adoption
Approved
7-0-0

MOTION: It was moved by Arthur Stewart and seconded by Jeff Lockett that the Board of School Directors approves the February 11, 2008, agenda as presented.

The result of the vote: Passed unanimously

1.08 Approval of the Minutes - January 14, 2008

January 14,
2008
Minutes
Approved
7-0-0

MOTION: It was moved by Thomas Knapp and seconded by Kimberly Angove that the Board of School Directors approves the minutes dated January 14, 2008.

The result of the vote: Passed unanimously

1.09 Approval of Financial Reports

MOTION: It was moved by Jeff Lockett 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.

Financial
Reports
Approved
7-0-0

Roll Call Vote:

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

The result of the vote: Passed unanimously

1.10 Hearing Officer's Report - Mr. Eugene Casasanta

MOTION: It was moved by Kimberly Angove and seconded by Donna Zariczny that the Hearing Officer's report be tabled until after executive session.

Hearing
Officer's
Report Tabled
Until After
Executive
Session
Approved
7-0-0

The result of the vote: Passed unanimously

2. President's Statement

2.01 Reports and Information

1. I.U. #5 - Mrs. Kimberly Angove

Mrs. Kimberly Angove reported that the IU5 Board of Directors did adopt the PSBA Standards and Code of Conduct. There was discussion regarding the wide area network and how it is being used. Emission was also discussed. A training will be held for the IU's and teachers who are participating. Teachers from the LEC will be involved and 8th grade students at the LEC will participate. The program connects students with NASA. The students will work together as a team to solve problems. This is funded by a grant.

2. PSBA - Mr. Thomas Knapp

Mr. Knapp had nothing to report other than what had been received via PSBA publications and email.

Dr. Martin requested that Mr. Knapp inquire as to the obligation of the District to adopt the PSBA Code of Conduct and Effective School Governance.

Donna indicated that the majority of the Boards had adopted it but that a district could adopt their own policies and be in agreement with PSBA standards.

3. Career Center Advisory - Mr. Jeff Lockett

Mr. Lockett reported that students for the Warren County Career Center participated in the DECA Marketing Competition at Pitt-Bradford. Several are eligible to participate in the competition at Hershey this month.

2.02 Important Dates

	Date	Time	Committee	Location
1.	February 19, 2008	5:15 p.m.	Budget Workshop	Curwen Building
2.	February 25, 2008	6:00 p.m.	Physical Plant & Facilities Committee	Warren County Career Center
3.	February 25, 2008	following Physical Plant	Curriculum, Instruction & Technology Committee	Warren County Career Center
4.	February 26, 2008	6:00 p.m.	Finance Committee	Warren County Career Center
5.	February 26, 2008	following Personnel	Personnel/Athletics & Co-Curricular Activities Committee	Warren County Career Center
6.	March 10, 2008	7:00 p.m.	Regular Board Meeting	Warren County Career Center

2.03 PSBA Technology Recognition

Nomination
for School of
Excellence in
Technology
Approved
7-0-0

Dr. Martin referred to an article in the School Leader News which asked for nominations of school districts that are doing an outstanding job with technology. Our school district has shown dedication in the use of technology throughout the district. He recommended that we nominate the district for this award and that the Board members charge it in a formal motion because of some of the obligation to be present at several meetings.

MOTION: It was moved by Thomas Knapp and seconded by Arthur Stewart that the Board of School Directors authorizes the Board President to work in conjunction with District Administration to nominate the Warren County School District as a School of Excellence in Technology under the guidelines outlined by the Pennsylvania School Board Association.

The result of the vote: Passed unanimously

2.04 Schools for the Future

Charge to
Superintendent
for a Plan To
Educate Board
Members
Regarding
School of the
Future
7-0-0

Dr. Martin suggested that the Board look at school design from a programming standpoint. Where should the District go programmatically and then facilities planning will follow.

MOTION: It was moved by Arthur Stewart and seconded by Kirsten Turfitt that the Board of School Directors charges the Superintendent with developing a plan for Board Members to gain a first hand knowledge of the current trends in public school educational programs. The plan should include but not be limited to, 1) visiting schools that are currently offering state of the art programs; 2) meeting with educational professionals to learn about the critical factors that will impact the future of public education.

The result of the vote: Passed unanimously

2.05 Trust Resolution

MOTION: It was moved by Jeff Lockett and seconded by Thomas Knapp that the Board of School Directors approves the Trust Resolution as presented.

Trust
Resolution
Approved
7-0-0

Roll Call Vote:

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

3. Superintendent's Reports and Recommendations

3.01 General Comments - Dr. Robert Terrill/Mrs. Sylvia Root

Dr. Terrill presented his entry plan. Mrs. Root will assist with the day to day activities of the Central Office. Activities during his first week as superintendent included: meeting with Central Office Directors as a group three times; meeting with individual Central Officer Directors several times; attending a budget presentation by the Secretary of Education; touring several school buildings with the Director of Buildings & Grounds; visiting principals at Beaty-Warren Middle School, Warren County Career Center, Warren Area Elementary Center and Russell Elementary School; attending a basketball game and wrestling match at Youngsville High School; attending a boys and girls basketball game at Warren Area High School; meeting key people at Chamber of Commerce Eggs & Issues breakfast; dealing with issues from principals and parent questions and complaints; was sworn in by Judge Morgan; visiting Warren/Forest Counties Hi-Ed Council and learning about Adult Ed and higher education opportunities in the county.

3.02 Informational Personnel

4. New Business - Consent Agenda

4.00 List Items Removed for Separate Action

4.03 - Dual Enrollment 2008-2009 - Mr. Stewart

4.06 - Personnel Report: Certificated Staff - Mrs. Turfitt

4.15 - Dual Enrollment - Mr. Stewart

4.16 - Warren Area High School Curtain Wall Project - Mrs. Zariczny

4.01 Consent Agenda

MOTION: It was moved by Arthur Stewart and seconded by Thomas Knapp that the Board of School Directors approves the Consent Agenda with the exception of the above listed items.

Consent
Agenda
Approved
7-0-0

Roll Call Vote:

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

The result of the vote: Passed unanimously

- 4.02 District Calendar 2008-2009 - Curriculum, Instruction & Technology Committee - Mrs. Kimberly Angove

Calendar
2008-2009
School Year
Approved
7-0-0

MOTION: It was moved by Arthur Stewart and seconded by Thomas Knapp that the Board of School Directors approves the 2008-2009 school year calendar as presented.

The result of the vote: Passed unanimously

- 4.03 Dual Enrollment 2008-2009 - Curriculum, Instruction & Technology Committee - Mrs. Kimberly Angove

Removed for separate action.

- 4.04 PA-CARES Initiative - Curriculum, Instruction & Technology Committee - Mrs. Kimberly Angove

PA-CARES
Initiative
Approved
7-0-0

MOTION: It was moved by Arthur Stewart and seconded by Thomas Knapp that the Board of School Directors directs the administration to submit applications for funding under the PA-CARES Initiative to establish the Olweus Bullying Prevention Program in the following Warren County School District schools: Allegheny Valley Elementary School, Sheffield Elementary School, Russell Elementary School, Sugar Grove Elementary School, Warren Area Elementary School, Beaty Warren Middle School, and Youngsville Elementary Middle School.

The result of the vote: Passed unanimously

- 4.05 Home Access Center/Website - Curriculum, Instruction & Technology Center - Mrs. Kimberly Angove

Home Access
Center/Website
7-0-0

MOTION: It was moved by Arthur Stewart and seconded by Thomas Knapp 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; and 3) posting of homework online, and that the CIT Committee completes this work by April 28, 2008, in time for a recommendation to the Board at its May 2008 meeting, extending the original deadline that was established at the December 2007 Board meeting.

The result of the vote: Passed unanimously

- 4.06 Personnel Report: Certificated Staff - Personnel/ Athletics & Co-Curricular Activities Committee - Mrs. Kirsten Turfitt

Removed for separate action.

- 4.07 Personnel Report: Support Staff - Personnel/ Athletics & Co-Curricular Activities Committee - Mrs. Kirsten Turfitt

Personnel
Report:
Support Staff
Approved
7-0-0

MOTION: It was moved by Arthur Stewart and seconded by Thomas Knapp that the Board of School Directors approves the Support Staff Report.

The result of the vote: Passed unanimously

4.08 Athletic Supplemental Contracts - Personnel/ Athletics & Co-Curricular Activities Committee - Mrs. Kirsten Turfitt

MOTION: It was moved by Arthur Stewart and seconded by Thomas Knapp that the Board of School Directors approves the Athletic Supplemental Contracts.

Athletic
Supplemental
Contracts
Approved
7-0-0

The result of the vote: Passed unanimously

4.09 Co-Curricular Supplemental Contracts – Personnel/ Athletic & Co-Curricular Activities Committee - Mrs. Kirsten Turfitt

MOTION: It was moved by Arthur Stewart and seconded by Thomas Knapp that the Board of School Directors approves the Co-Curricular Supplemental Contracts.

Co-Curricular
Supplemental
Contracts
Approved
7-0-0

The result of the vote: Passed unanimously

4.10 Medical Services Agreement with Warren General Hospital - Personnel/ Athletics & Co-Curricular Activities Committee - Mrs. Kirsten Turfitt

MOTION: It was moved by Arthur Stewart and seconded by Thomas Knapp that the Board of School Directors approve the Medical Services Agreement with Warren General Hospital.

Warren
General
Hospital
Medical
Services
Agreement
Approved
7-0-0

The result of the vote: Passed unanimously

4.11 Athletic Facilities License Agreements - Personnel/ Athletics & Co-Curricular Activities Agreement - Mrs. Kirsten Turfitt

MOTION: It was moved by Arthur Stewart and seconded by Thomas Knapp that the Board of School Directors approves the Athletic Facilities License Agreements as presented.

Athletic
Facilities
License
Agreement
Approved
7-0-0

The result of the vote: Passed unanimously

4.12 Contingency Budget Transfer Motion/Resolution - Finance Committee - Mr. Jeff Lockett

MOTION: It was moved by Arthur Stewart and seconded by Thomas Knapp that the Board of School Directors approves a resolution authorizing budget transfers.

Contingency
Budget
Transfer
Approved
7-0-0

The result of the vote: Passed unanimously

4.13 Food Service Contract – Finance Committee – Mr. Jeff Lockett

MOTION: It was moved by Arthur Stewart and seconded by Thomas Knapp that the Board of School Directors approves the addendum to the Food Service contract.

Food Service
Contract
Addendum
Approved
7-0-0

The result of the vote: Passed unanimously

4.14 Medical Cost/WEC Consortium Evaluation - Finance Committee - Mr. Jeff Lockett

MOTION: It was moved by Arthur Stewart and seconded by Thomas Knapp

Medical
Cost/WEC
Consortiu
m
Evaluation
Charge to
Business
Admin.
7-0-0

that the Board of School Directors charge the Business Administrator to contact the Reschini Group to acquire more information concerning the consortium fund balance.

The result of the vote: Passed unanimously

4.15 Dual Enrollment - Finance Committee - Mr. Jeff Lockett

Removed for separate action.

4.16 Warren Area High School Curtain Wall Project - Physical Plant & Facilities Committee
- Mr. Thomas Knapp

Form 3074a
for Curtain
Wall Project
Approved
7-0-0

MOTION 1: ***Removed for separate action.***

MOTION 2: That the Board of School Directors approves and forwards PDE Form 3074(a) for the Warren Area High School Curtain Wall Project to the Pennsylvania Department of Education for approval.

The result of the vote: Passed unanimously

4.17 PDE Form 3074(a) for Project No. 0804 – Physical Plant & Facilities Committee – Mr. Thomas Knapp

Form 3074a
for Tech Ed
Lab Air
Conditioning
Approved
7-0-0

MOTION: It was moved by Arthur Stewart and seconded by Thomas Knapp that the Board of School Directors approves and forwards PDE Form 3074(a) for the Technical Education Labs Air Conditioning project, WCSD Project No. 0804, to the Pennsylvania Department of Education for approval.

The result of the vote: Passed unanimously

5. Items Removed for Separate Action

4.03 Dual Enrollment 2008-2009 - Curriculum, Instruction & Technology Committee - Mrs. Kimberly Angove

Dual
Enrollment
2008-2009
Application
Approved
7-0-0

MOTION: It was moved by Arthur Stewart and seconded by Thomas Knapp that the Board of School Directors directs the administration to apply for funding under the Pennsylvania Department of Education Dual Enrollment Grant to deliver college courses to district juniors and seniors at a significant savings, with graduation credit applying to both the Warren County School District and Clarion University and that the administration proceed with implementing the program provided that the cost to the District does not exceed \$10,000 for academic year 2008-2009.

Roll Call Vote:

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

The result of the vote: Passed unanimously

4.06 Personnel Report: Certificated Staff - Personnel/Athletics & Co-Curricular Activities
Committee - Mrs. Kirsten Turfitt

Personnel
Report:
Certificated
Staff
Approved
7-0-0

MOTION: It was moved by Kirsten Turfitt and seconded by Arthur Stewart that the Board of School Directors approves the Certificated Staff Report with the

following amendment: Johnson, Kathleen R., requests approval to do an administrative internship in the Warren County School District under the supervision of Delores Berry, Career Center Principal, and Superintendent of Schools or his designee. Kathleen is the Protective Services instructor at the Warren County Career Center and a student at Drexel University.

Roll Call Vote:

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

The result of the vote: Passed unanimously

4.15 Dual Enrollment - Finance Committee - Mr. Jeff Lockett

This motion was combined with 4.03 for one motion.

4.16 Warren Area High School Curtain Wall Project - Physical Plant & Facilities Committee - Mr. Thomas Knapp

Work Order for
Curtain Wall
Project
Approved
7-0-0

MOTION 1: It was moved by Donna Zariczny and seconded by Arthur Stewart that the Board of School Directors approves a work order to Hallgren Restifo Loop & Coughlin Architects in an amount not to exceed the DGS Fee for drawings and specifications necessary to evaluate 176 curtain wall panels at Warren Area High School as delineated by School District staff and make recommendations on the repair or replacement of 176 panels. Recommendations shall be presented to the Physical Plant & Facilities Committee for review or revisions prior to finalizing drawings and specifications and sending out to bid.

Friendly Amendment: It was moved by Jeff Lockett and agreed to by Donna Zariczny and Arthur Stewart that the last sentence should read that “Recommendations shall be presented to Physical Plant & Facilities Committee for review, revisions and Board approval prior to finalizing drawings and specifications and sending out to bid.

Roll Call Vote:

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

The result of the vote: Passed unanimously

6. Future Business for Committee Review

There were no items presented for future committee review.

7. Other

7.01 Other items will be placed here.

MOTION: It was moved by Arthur Stewart and seconded by Kirsten Turfitt that the Board of School Directors directs the Finance Committee to revisit the issue of installment payments under Act 1 with the specific instruction that the committee look at the costs to the District under different scenarios, different installment situations, and different folks who qualify

Review of
Act 1
Installment
Payments
Approved
7-0-0

for the installment payments so the Finance Committee has very specific ideas and that the recommendation come back by the May meeting of the full board.

Public Comment:

Dennis Bonace	Warren, PA	Mr. Bonace thanked the board for revisiting the installment payments. He requested that it be moved at the next meeting rather than wait until May.
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Policy # 2105
- Duties of
the Board
Officers -
First Reading
Approved
7-0-0

The result of the vote: Passed unanimously

Mrs. Zariczny requested that the Curriculum, Instruction and Technology Committee members and the representative to the Career Center and Adult Ed. be present at the next budget work session.

MOTION: It was moved by Arthur Stewart and seconded by Thomas Knapp that the Board President, Vice President or other presiding officer is authorized to comment upon matters approved by the Board. The purpose of this policy is to make information easily available to the public by allowing a Board spokesperson to offer background or other useful information to the public or press. Nothing in this policy should prevent a board member from expressing that Board members individual opinion concerning action under taken by the Board. (This is an addition to Policy Number 2105, titled - Duties of the Board Officers.)

Friendly Amendment: that the motion as stated be a first reading and Kirsten Turfitt agreed.

Public Comment:

There was no public Comment

The result of the vote: Passed unanimously

Dr. Martin announced an executive session at 8:35 p.m. to discuss personnel, legal issues and discipline. Action will follow.

8. Closing Activities

8.01 Public Comment

There was no public comment.

8.02 Executive Session

The meeting reconvened after executive session at 10:15 p.m.

8.03 Hearing Officer's Report

Hearing
Officer's
Report
Approved
7-0-0

MOTION: It was moved by Jeff Lockett and seconded by Arthur Stewart that the Board of School Directors takes the Hearing Officer's Report off the table.

The result of the vote: Passed unanimously

MOTION: It was moved by Jeff Lockett and seconded by Arthur Stewart that the Board of School Directors approves the Hearing Officer's Report dated February

11, 2008 (Cases: X-Z)

The result of the vote: Passed unanimously

8.04 Warren Mall Tax Appeal

MOTION: It was moved by Arthur Stewart and seconded by Thomas Knapp that the Board of School Directors approves the Warren Mall Tax Appeal settlement offer as presented by the Solicitor during Executive Session.

Warren Mall Tax Appeal Settlement Approved 7-0-0
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Public Comment:

There was no public comment.

Roll Call Vote:

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

The result of the vote: Passed unanimously

8.05 Adjournment

It was moved by Jeff Lockett and seconded by Thomas Knapp that the meeting be adjourned. The meeting adjourned at 10:16 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary

Jack L. Martin, Board President