

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

**MONDAY, MARCH 10, 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 7:00 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 Oath of Office – Region II Board Member

Mrs. Katherine Oudinot was appointed by the Court of Common Pleas to fill the vacated Region II Board seat. She was sworn in by Notary Public, Ruth A. Huck.

1.04 Roll Call

Present:

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

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

Roll Call

Absent:

Mr. David Wortman

1.05 Reading of the Mission Statement – Mrs. Kimberly Angove

***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.***

1.06 Recognitions and Presentations

1. DECA State Career & Development Participants – Mrs. Delores Berry

Mrs. Berry introduced the advisors for the student marketing Mrs. Marcy Barker and Mrs. Leanne Adams. Over 1400 hundred competed in Hershey for the event. Brook Wagner, Erika Phillips, Melanie Parker, T.J. Gustafson, and Casey Erickson participated in events and brought home awards.

2. Keystone Technology Integrator, Theresa Farrell – Mrs. Ruth Nelson

Theresa Farrell was named the Keystone Technology Integrator and presented at the conference the project used in her classroom.

3. National Youth Leadership Forum on National Security Participant – Samantha Penwell – Mr. Jim Evers

Samantha Penwell participated in the National Youth Leadership Forum on National Security. It took place in Washington, D.C. She was nominated by her guidance counselor.

4. National Young Leaders State Conference – Mr. Gary Weber

Four students from Beaty-Warren Middle School attended a conference in Pittsburgh for National Young Leaders. They demonstrate leadership characteristics and have a high academic record. Participants were Nick Blaney, Rob Bablak, Drew Lang, and Andrew Bevevino.

5. Introduction of New Spanish Teacher at Eisenhower Middle/High School – Mr. Kelly Martin

Miss Bell, who has outstanding language skills, was recently hired as a teacher.

1.07 Agenda Adoption

Agenda  
Adoption  
Approved  
8-0-0

**MOTION:** It was moved by Thomas Knapp and seconded by Donna Zariczny that the Board of School Directors adopts the agenda dated March 10, 2008.

The result of the vote: Passed unanimously

1.08 Public Comment

There was no public comment.

1.09 Approval of the Minutes - February 11, 2008

February 11,  
2008 Minutes  
Approved  
8-0-0

**MOTION:** It was moved by Thomas Knapp and seconded by Arthur Stewart that the Board of School Directors approves the regular meeting minutes of February 11, 2008, and the Special Meeting Minutes of February 26, 2008.

The result of the vote: Passed unanimously

1.10 Approval of Financial Reports

Financial  
Reports  
Approved  
8-0-0

**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. Lockett, Dr. Martin,

Mrs. Oudinot, Mr. Stewart, Mrs. Turfitt, Mrs.  
Zariczny

Hearing  
Officer's  
Report Tabled  
Until After  
Executive  
Session  
Approved  
8-0-0

1.11 Hearing Officer's Report - Mr. Eugene Casasanta

**MOTION:** It was moved by Mrs. Angove and seconded by Jeff Lockett that the Board of School Directors tables the Hearing Officer's Report dated March 10, 2008, (Cases: AA-EE) until after executive session.

The result of the vote: Passed unanimously

2. President's Statement

2.01 Reports and Information

1. I.U. #5 - Mrs. Kimberly Angove  
There was no report.
2. PSBA - Mr. Thomas Knapp  
There was no report.
3. Career Center Advisory - Mr. Jeff Lockett  
There was no report.

2.02 Important Dates

	Date	Time	Committee	Location
1.	Mar. 12, 2008	1:00 p.m.	VoIP & Telephone Systems – Finance Committee	Curwen Building
2.	Mar. 20, 2008	5:00 p.m.	Budget Work Session - Finance Committee	Curwen Building
3.	Mar. 27, 2008	1:00 p.m.	Alternative Energy Workshop – Finance Committee	Curwen Building
4.	Mar. 31, 2008	6:00 p.m.	Curriculum, Instruction & Technology Committee	Warren County Career Center
5.	Mar. 31, 2008	Following CIT	Physical Plant & Facilities Committee	Warren County Career Center
6.	April 1, 2008	6:00 p.m.	Personnel/Athletics & Co-Curricular Activities Committee	Warren County Career Center
7.	April 1, 2008	Following Personnel	Finance Committee	Warren County Career Center
8.	April 14, 2008	7:00 p.m.	Regular Board Meeting	Warren County Career Center

It was agreed by common consent that the Curriculum, Instruction and Technology Committee and the Physical Plant & Facilities Committee will meet on Wednesday, April 2, 2008, instead of March 31 at 6:00 p.m. Mrs. Huck will advertise the change as required.

2.03 House Bill 1841

**MOTION:** It was moved by Arthur Stewart and seconded by Jeff Lockett that the Board of School Directors endorses sending a letter to all State

Letter  
Opposing  
HB 1841  
Approved  
8-0-0

Representatives regarding its concerns over House Bill 1841 and add a beginning sentence that states “The Warren County School District opposes House Bill 1841.”

The result of the vote: Passed unanimously

2.04 Policy Number 2105, titled – “Duties of the Board Officers” (second reading)

Policy #2105 –  
Duties of the  
Board Officers  
Approved on  
Second  
Reading  
Approved  
8-0-0

**MOTION:** It was moved by Donna Zariczny and seconded by Kristen Turfitt that the Board of School Directors approves on second reading the following additions to Policy 2105 – “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.

The result of the vote: Passed unanimously

2.05 State Board of Education Letter – Graduation Standards – Mrs. Ruth Huck

State Board of  
Education –  
Graduation  
Standards to  
Legislators  
Approved  
8-0-0

**MOTION:** It was moved by Thomas Knapp and seconded by Jeff Lockett that the Board of School Directors adopts the suggested resolution from PSBA and sends it to all representatives.

Mrs. Huck read the letter promoting Graduation Competency Assessments as requested by Dr. Zahorchek, Secretary of Education.

Mr. Thomas Knapp read the resolution suggested by the PSBA opposing GCA’s.

There was no public comment.

The result of the vote: Passed unanimously

3. Superintendent's Reports and Recommendations

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

A. Dr. Terrill congratulated two wrestlers from Eisenhower Middle/High School Mitch Straight and David Osborn for their outstanding season and qualifying and placing at the state competition. Coach Black was also commended for his work with the team.

The Lady Knights basketball team and their coach Mr. Allenson were recognized for their outstanding season and post season wins.

Dr. Terrill reported that he attended the all-county musical “Jr. Seussical” production and was very impressed with cast and crew and had an enjoyable evening.

B. Organizational Chart

Dr. Terrill has been working on the organizational chart. He distributed copies of the original chart and the proposed organizational chart. The proposed changes will not require any additional funds to implement.

C. 21st Century Schools

Dr. Terrill was presented a progress report from the academic coaches regarding 21<sup>st</sup> Century Schools culminating from their extensive research. Dr. William DeJong will provide to the Board and administration a one-day seminar for future planning for the 21<sup>st</sup> century. He will present the current thinking, pictures of schools that have been constructed and schools to visit. He has consulted with over 1,000 school districts on these future concepts. He is available on April 14, 2008. If this is acceptable, arrangements will be made.

A report will be presented at the next committee meetings regarding 21<sup>st</sup> Century Schools.

3.02 Informational Personnel

3.03 Other

4. New Business - Consent Agenda

4.00 List Items Removed for Separate Action

4.08 - Warren Area High School Ninth Grade Boys' Basketball Program  
Funding Request - Mr. Lockett

4.10 - Eisenhower Middle/High School Basketball Request - Mr. Lockett

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

4.12 - Open-ended Flooring Contract - Mrs. Zariczny

4.13 - Warren County Career Center Technology Certifications Planned  
Instruction - Mr. Lockett

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.

Roll Call Vote:

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

The result of the vote: Passed unanimously

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

**MOTION:** That the Board of School Directors approves the Certificated  
Personnel Report as presented.

The result of the vote: Passed unanimously

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

**MOTION:** That the Board of School Directors approves the Support  
Personnel Report as presented.

Consent  
Agenda  
Approved  
8-0-0

Certificated  
Report  
Approved  
8-0-0

Support Staff  
Report  
Approved  
8-0-0

The result of the vote: Passed unanimously

Athletic  
Supplemental  
Contracts  
Approved  
8-0-0

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

**MOTION:** That the Board of School Directors approves the Athletic Supplemental Contracts as presented.

The result of the vote: Passed unanimously

Co-Curricular  
Supplemental  
Contracts  
Approved  
8-0-0

- 4.05 Co-Curricular Supplemental Contracts - Personnel Committee - Mrs. Kirsten Turfitt

**MOTION:** That the Board of School Directors approves the Co-Curricular Supplemental Contracts as presented.

The result of the vote: Passed unanimously

Unique Needs  
Tuition  
Reimbursement  
Approved  
8-0-0

- 4.06 Unique Need Tuition Reimbursement - Tom Smoulder - Personnel/ Athletics & Co-Curricular Activities Committee - Mrs. Kirsten Turfitt

**MOTION:** That the Board of School Directors approve tuition reimbursement for fourteen (14) credits for Thomas Smoulder to complete the administrative program at Gannon University.

The result of the vote: Passed unanimously

License  
Agreement  
Conewango  
Twp.  
Approved  
8-0-0

- 4.07 License Agreements - Personnel/ Athletics & Co-Curricular Activities Committee - Mrs. Kirsten Turfitt

**MOTION:** That the Board of School Directors approves the Conewango Township License Agreement.

The result of the vote: Passed unanimously

- 4.08 Warren Area High School Ninth Grade Boys' Basketball Program Funding Request - Personnel/ Athletics & Co-Curricular Activities Committee - Mrs. Kirsten Turfitt

*Removed for separate action.*

Jefferson  
Elem.  
Proceeds -  
Capital  
Reserve  
Approved  
8-0-0

- 4.09 Jefferson Elementary Auction Proceeds - Physical Plant & Facilities Committee - Mr. Thomas Knapp

**MOTION:** That the Board of School Directors directs the Administration to deposit check #2972, in the amount of \$104,950.00, from the sale of Jefferson Elementary School, into the Capital Reserve fund.

The result of the vote: Passed unanimously

- 4.10 Eisenhower Middle/High School Basketball Request - Physical Plant & Facilities Committee - Mr. Thomas Knapp

*Removed for separate action.*

- 4.11 Warren Area High School Curtain Wall Project (WCSD Project #0807) - Physical Plant & Facilities Committee - Mr. Thomas Knapp

*Removed for separate action.*

- 4.12 Open-ended Flooring Contract (WCSD Project #0806) - Physical Plant & Facilities Committee - Mr. Thomas Knapp

*Removed for separate action.*

- 4.13 Warren County Career Center Technology Certifications Planned Instruction - Curriculum, Instruction & Technology Committee - Mrs. Kimberly Angove

*Removed for separate action.*

5. Items Removed for Separate Action

**MOTION:** It was moved by Donna Zariczny and seconded by Arthur Stewart that the Board of School Directors waives Roberts Rules of Order and allows the architect to make a presentation before the motion on the Curtain Wall Project.

The result of the vote: Passed unanimously

- 4.11 Warren Area High School Curtain Wall Project (WCSD Project #0807) - Physical Plant & Facilities Committee - Mr. Thomas Knapp

**MOTION:** It was moved by Donna Zariczny and seconded by Thomas Knapp that the Board of School Directors approves the Bid Documents for the project known as "WAHS Curtain Wall Replacement and Repair," WCSD Project #0807.

WAHS Curtain Wall Project Approved 8-0-0
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Roll Call Vote:

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

- 4.13 Warren County Career Center Technology Certifications Planned Instruction - Curriculum, Instruction & Technology Committee - Mrs. Kimberly Angove

**MOTION:** It was moved by Kimberly Angove and seconded by Arthur Stewart that the Board of School Directors directs the administration to proceed with the planning of the Warren County Career Center Computer Technology Certification Program for the 2008-2009 school year.

Planning for WCCC Technology Certification Program Approved 8-0-0
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The result of the vote: Passed unanimously

- 4.08 Warren Area High School Ninth Grade Boys' Basketball Program Funding Request - Personnel/Athletics & Co-Curricular Activities Committee - Mrs. Kirsten Turfitt

**MOTION:** It was moved by Jeff Lockett and seconded by Kimberly Angove that the Board of School Directors approves payment of no more than \$2,500 to fund the Warren Area High School Ninth Grade Boys' Basketball Program for the 2008/2009 school year.

**FRIENDLY AMENDMENT:** Mrs. Turfitt amended the motion to say that the program would include the 2009-2010 school year. Mr. Lockett and Mrs. Angove agreed to the amendment.

**FRIENDLY AMENDMENT:** It was moved by Arthur Stewart that the program be contingent upon meeting the minimum number of



WAHS 9<sup>th</sup> Grade  
Basketball  
Program 2008-  
2010  
Approved  
8-0-0

participants per the District's existing policy. Mrs. Turfitt, Mr. Lockett and Mrs. Angove agreed to the amendment.

**FINAL MOTION:** that the Board of School Directors approves payment of no more than \$2,500 to fund the Warren Area High School Ninth Grade Boys' Basketball Program for the 2008/2009 and 2009/2010 school years and that program be contingent upon meeting the minimum number of participants per the District's existing policy.

Roll Call Vote:

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

The result of the vote: Passed unanimously

4.10 Eisenhower Middle/High School Basketball Request - Physical Plant & Facilities Committee - Mr. Thomas Knapp

Lease/Release  
EMHS Lady  
Knights  
Basketball  
Boosters  
Approved  
8-0-0

**MOTION:** It was moved by Jeff Lockett and seconded by Thomas Knapp that the Board of School Directors approves an Agreement of Lease and Release; a Lease Agreement; and a License Agreement between the Warren County School District and the EMHS Lady Knights Basketball Boosters for the purposes of installing permanent basketball hoops on the Eisenhower Middle/Senior High School property and hosting the Annual Barnyard Classic 3-on-3 Tournament.

Roll Call Vote:

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

The result of the vote: Passed unanimously

4.12 Open-ended Flooring Contract (WCSD Project #0806) - Physical Plant & Facilities Committee - Mr. Thomas Knapp

Flooring  
Contract  
Approved  
8-0-0

**MOTION:** It was moved by Thomas Knapp and seconded by Donna Zariczny that the Board of School Directors approves an open-ended contract to South One Supply, for an amount not to exceed \$25,000.00, for the project known as "Open-Ended Flooring Contract," WCSD Project #0806.

Roll Call Vote:

Voting Yes: Mrs. Oudinot, 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

- 6.01 Arthur Stewart reminded the Finance Committee that they are still to report back to the Board on the Tax Assessment situation. Mr. Lockett stated that the committee will bring back a recommendation at the next Board meeting.
- 6.02 Dr. Martin informed Mrs. Oudinot that she will be appointed to fill the vacancy on the Finance Committee.

7. Other

7.01 Resignation Date Change – Dr. J. Hugh Dwyer

**MOTION:** It was moved by Arthur Stewart and seconded by Kirsten Turfitt that the Board of School Directors approves a change to the date of resignation of Dr. J. Hugh Dwyer from June 30, 2008, to the end of the day (midnight) April 6, 2008.

Resignation  
Date Change  
Approved  
8-0-0

The result of the vote: Passed unanimously

7.02 Continuation of Contract

**MOTION:** It was moved by Arthur Stewart and seconded by Kirsten Turfitt that the Board of School Directors with Mrs. Root's consent extends her contract and asks her to continue to act as defacto superintendent in accordance with that contract beyond her intended termination date all the way through June 30, 2008 at the existing per diem rate.

Continuation  
of Sylvia  
Root's  
Contract  
Approved  
8-0-0

There was no public comment.

Roll Call Vote:

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

The result of the vote: Passed unanimously

7.03 Warren County Career Center Administrator

**MOTION:** It was moved by Jeff Lockett and seconded by Thomas Knapp that the Board of School Directors appoints Dr. Robert E. Terrill to administer the Warren County Career Center with said appointment to become effective immediately.

WCCC  
Administrator  
R. Terrill  
Approved  
8-0-0

The result of the vote: Passed unanimously

7.04 Temporary Secretary at Russell Elementary School

**MOTION:** It was moved by Kimberly Angove and seconded by Donna Zariczny that the Board of School Directors directs the administration to hire a temporary secretary for seven hours per day for the remainder of the 2007-2008 school year at Russell Elementary School.

Temporary  
Secretary at  
Russell  
Elementary  
Approved  
8-0-0

Roll Call Vote:

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

Knapp

The result of the vote: Passed unanimously

7.05 Policy 2201 – titled, Board Committees

Policy 2201  
Board  
Committees –  
Directs  
Administration  
to write policy  
to establish  
Policy  
Committee  
Approved  
8-0-0

**MOTION:** It was moved by Kimberly Angove and seconded by Arthur Stewart that Policy 2201 regarding Board committees be revised to state that the Board will also have a Policy Committee that would meet on an as needed basis and as a committee of the whole.

**FRIENDLY AMENDMENT:** It was moved by Arthur Stewart that the Board of School Directors directs the administration to amend Policy 2201 – titled, Board Committees, which would establish a Policy committee that would meet on an as needed basis as a committee of the whole and bring the policy back for first and second reading. Mrs. Angove agreed.

There was no public comment.

The result of the vote: Passed unanimously

7.06 Telecommunications and Computer Systems Review

Telecommunications  
& Computer Systems  
Review  
Withdrawn

**MOTION:** It was moved by Thomas Knapp and seconded by Donna Zariczny that the Board of School Directors authorizes Jeff Lockett to meet with administration to review and discuss the District's telecommunication infrastructure and computer systems and to report back to the Board with any recommendations.

**MOTION WITHDRAWN:** Mr. Knapp withdrew his motion and Donna Zariczny agreed.

7.07 Change Board Meeting Start Time

New 6:00 p.m.  
Start Time for  
Board Meetings  
Approved  
8-0-0

**MOTION:** It was moved by Thomas Knapp and seconded by Donna Zariczny that the Board of School Directors changes the meeting time for the regular Board meetings from 7:00 p.m. to 6:00 p.m.

There was no public comment.

The result of the vote: Passed unanimously

7.08 Other

Donna Zariczny reported that she and Thomas Knapp participated in the Central Attendance Area Kindergarten planning session recently. Both found it to be very productive and helpful. The next planning session will be held on March 24 and 25. On the 24<sup>th</sup> there is a public session in the evening at 6:30 p.m. at South Street Early Learning Center. Notices were sent to parents inviting them to attend and give input. She encouraged Board members as well as the public to attend. An announcement will be put on the website and in the newspaper.

Kirsten Turfitt attended a video conference with 6<sup>th</sup> graders from Warren and Youngsville and the students really enjoyed it.

8. Closing Activities

8.01 Public Comment

Sathya Durkak	Grand Valley, PA	She thanked the Board for their consideration and congratulated Mrs. Oudinot for being appointed to the Board.
Louise Tharp	School Nurse	Thanked the Board for moving ahead on the WAHS curtain panel project.

8.02 Executive Session

Dr. Martin announced an executive session at 9:05 p.m. to discuss labor issues and student discipline issues with action to follow.

The meeting reconvened at 9:55 p.m.

8.03 Hearing Officer's Report –

**MOTION:** It was moved by Arthur Stewart and seconded by Kimberly Angove that the Board of School Directors approves the Hearing Officer's Report with the exception of Case CC and that the Case CC be approved with the added language "that the student be barred from riding district transportation through the end of the 2007-2008 academic school year provided that the student lives within the requisite distance for walking under the School Code."

Hearing Officer's Report Approved 8-0-0
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The result of the vote: Passed unanimously

8.04 Adjournment

It was moved by Jeff Lockett and seconded by Thomas Knapp that the meeting be adjourned.

The meeting adjourned at 10:20 p.m.

Respectfully Submitted,

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Ruth A. Huck, Board Secretary

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Jack L. Martin, Board President