

PERSONNEL/ATHLETICS AND CO-CURRICULAR ACTIVITIES COMMITTEE

MINUTES

SEPTEMBER 30, 2008

6:00 P.M.

WARREN COUNTY CAREER CENTER

COMMITTEE MEMBERS PRESENT:

Kim Angove
Arthur Stewart

Kirsten Turfitt

COMMITTEE MEMBERS ABSENT:

None

OTHERS PRESENT:

Karen Pascale
Robert Terrill
Rosemarie Green
Amanda Hetrick
Petter Turnquist
Jack Martin
Jeff Lockett
Wendy Norris

Jack Werner
Norbert Kennerknecht
Amy Stewart
Diane Martin
Tom Knapp
Katherine Oudinot
Donna Zariczny
Suzanne Turner

1. Opening Activities

1.01 Call to Order

Kirsten Turfitt called the meeting to order at 6:45 p.m.

1.02 Public Comment – None.

1.03 Other – None.

2. Old Business

2.01 Kelly Services

Discussion: Kim Angove addressed the reports that have been requested from Kelly Services and whether they should be presented monthly or how often. A report will be presented showing the former district substitutes that transferred to Kelly Services and what substitutes will not be subbing, but will be tutoring. Dr. Terrill asked if it was accurate that Kelly Services has added 45 subs due to their recruitment strategies. Karen Pascale confirmed that this was true.

Action: No action required. Informational only.

Motion: None.

Attachments: None.

2.02 Tutoring Program Update

Discussion: Kirsten Turfitt asked when tutoring will take place during the day and how students can be pulled from the classroom for this. Rosemarie stated that the program is not in full swing so that cannot be answered at this point in time. Gary Weber, Principal at Beaty, stated that the tutoring program is running at his school just as it did last year. Jack Martin asked who can tutor. He rationalized that having a substitute teacher tutor (for six hours per day) and paying them to sub rather than the hourly rate, would be cheaper. Rosemarie Green stated that the grant does not allow utilization of a contracting service such as Kelly Services. Jeff Lockett questioned pay rates for tutors. Rosemarie Green explained the pay scale for certificated individuals and those who are not certificated. Kirsten Turfitt questioned why the district decided to pay tutors who have an emergency permit through Kelly Services the same as an individual with a teaching certificate. Rosemarie Green stated that the decision was based on the fact that subs with an emergency permit are put in front of a classroom to teach as a certificated substitute would be so why would they be paid less than a certificated sub to tutor. Dr. Terrill feels that tutoring a student in the basics is more important than having a sub in the classroom and therefore should be paid more to tutor than to substitute. Kirsten Turfitt asked if an emergency permit holder can tutor for more than 20 consecutive days since they cannot sub in the same position for more than 20 consecutive days on the emergency permit. Karen Pascale is asking that question of the Pennsylvania Department of Education and will provide that answer when received. Katherine Oudinot asked if the students can test out of tutoring and if the certificated tutors are used first. Rosemarie Green stated that they can test out and the tutor with the best fit for the student needs is used first. Kim Angove suggested that next year when setting the pay scale for tutors, it might be a better idea to pay the tutors with an emergency permit slightly less than a tutor with teaching certification just to acknowledge the difference. Katherine Oudinot asked if tutoring was offered until the student was proficient or is there a set amount of time. Rosemarie explained that the grant parameters call for 45 hours of tutoring but the district is shooting for 60 hours per student and the student can test out after 45 hours.

Action: No action required. Informational only.

Motion: None.

Attachments: None.

3. New Business

3.01 Certificated Personnel Report

Discussion: None.

Action: The Committee agreed to forward the Certificated Personnel Report on to the full Board for approval at the October 13, 2008 meeting.

Motion: That the Board of School Directors approve the Certificated Personnel Report.

Attachments:

3.01a – Certificated Personnel Report (Public and Board)

3.02 Support Personnel Report

Discussion: None.

Action: The Committee agreed to forward the Support Personnel Report on to the full Board for approval at the October 13, 2008 meeting.

Motion: That the Board of School Directors approve the Support Personnel Report.

Attachments:

3.02a – Support Personnel Report (Public and Board)

3.03 Volunteer Report

Discussion: None.

Action: The Committee agreed to forward the Volunteer Report on to the full Board for approval at the October 13, 2008 meeting.

Motion: That the Board of School Directors approve the Volunteer Report.

Attachments:

3.03a – Volunteer Reports (Public and Board)

3.04 Athletic Supplemental Contracts

Discussion: Jack Werner asked for permission to add names to this report between the committee meeting and the board meeting. Permission was granted.

Action: The Committee agreed to forward the Athletic Supplemental Contracts on to the full Board for approval at the October 13, 2008 meeting.

Motion: That the Board of School Directors approve the Athletic Supplemental Contracts.

Attachments:

3.04a – Athletic Supplemental Contracts (Public and Board)

3.04b – Winter Coaches (Public and Board)

3.05 Co-Curricular Supplemental Contracts

Discussion: Jack Werner asked for permission to add names to this report between the committee meeting and the board meeting. Permission was granted.

Action: The Committee agreed to forward the Co-Curricular Supplemental Contracts on to the full Board for approval at the October 13, 2008 meeting.

Motion: That the Board of School Directors approve the Co-Curricular Supplemental Contracts.

Attachments:

3.05a – Co-Curricular Supplemental Contracts (Public and Board)

3.05b – Fall Co-Curricular Supplemental Contracts (Public and Board)

3.06 Aramark

Discussion: Norbert Kennerknecht stated that after evaluation, the administration would like to request that a Grade III Custodial position that recently was vacated by a retirement at the Central Office be filled through a supervisory position held by Aramark. He explained the rationale for this request. District needs will be met by this person making daily custodial assignments, using independent judgment in adjusting employee grievances, evaluation of staff, and general supervision of all custodial operations at the LEC, TAB, and Curwen buildings.

Action: The Committee agreed to forward the request to replace the Grade III Custodial position at the Central Office with an Aramark Head Custodian position on to the full Board for approval at the October 13, 2008 meeting.

Motion: That the Board of School Directors approve to increase the Aramark contract by \$32,032.00 (prorated to the date of assignment) for the addition of a supervisor field service custodian.

Attachments: None.

3.07 Unique Need Tuition Requests

Discussion: Amy Stewart asked the committee how they would like her to proceed with tuition requests for her Letter of Eligibility. Kim Angove does not feel that Amy's request falls under unique need and recalls that the requirement for a Letter of Eligibility was only a requirement for the secondary and elementary directors. Arthur Stewart asked Amy what her educational expectations were. Amy stated that with these eighteen credits, she would be done with the program and is excited about the coursework. Arthur Stewart recommended that this request be forwarded without the unique need heading. Diane Martin explained how her continuing education was approved. Jeff Lockett feels that all directors should be expected to achieve a Letter of Eligibility. Karen Pascale discussed prior requests with some being approved and some not being approved.

Action: The Committee agreed to forward the request to reimburse Amy Stewart for eighteen (18) credits in order to obtain her Letter of Eligibility from Edinboro University on to the full Board for approval at the October 13, 2008 meeting.

Motion: That the Board of School Directors approve tuition reimbursement for Amy Stewart who needs to take eighteen (18) credits in order to obtain her Letter of Eligibility from Edinboro University.

Attachments:

3.07a – Unique Need Tuition Request – Amy Stewart (Public and Board)

3.08 Other

4. Informational Items

4.01 Informational Personnel Report

Discussion: Karen Pascale asked for permission to add names to all personnel reports between the committee meeting and the board meeting. Permission was granted.

Action: None.

Motion: Informational only. No recommended motion.

Attachments:

4.01a – Informational Personnel Report (Public and Board)

4.02 Fall Tenth Day Numbers

Discussion: None.

Action: None.

Motion: Informational only. No recommended motion.

Attachments:

4.02a – Fall Tenth Day Numbers (Public and Board)

4.02b – Fall Probationary Teams (Public and Board)

4.03 All-County Musical

Discussion: None.

Action: None.

Motion: Informational only. No recommended motion.

Attachments:

4.03a – All-County Musical Information (Public and Board)

4.04 Other – Donna Zariczny responded to the article in the Warren Times Observer this past week concerning the Superintendent buyouts.

Arthur Stewart discussed complaints he received concerning the interviews for the open technology position and a board member sitting on the interview team for these interviews. Other members of the interview team have stated that they will not sit in on an interview team again after this experience. Arthur Stewart feels that there needs to be a sense of fairness in the interview process. He also feels that this board is driving administrators out of the district, including the present Superintendent. Arthur Stewart feels that the role of a board director needs to be reviewed to avoid problems now being faced. The role of a board director should be to support the administration. Jack Martin stated that he doesn't entirely agree with Arthur Stewart but feels that it is the responsibility of a board member to make sure that the most qualified candidates have a fair and unbiased shot at being hired. Kim Angove feels that Arthur Stewart airing these issues at a committee meeting has hurt board relations. Arthur Stewart feels that this discussion is not executive session material and if it is not discussed publicly, it would not be discussed and resolved. Dr. Terrill discussed board actions that have

taken place that he feels are not appropriate. Katherine Oudinot feels that the role of Board of Directors is to tell the administration what to do. At this point, Jack Martin, Board President, adjourned the meeting.

5. Other

6. Closing Activities

6.01 Next Meeting Date – Tuesday, October 28, 2008 after the Finance Committee Meeting.

6.02 Executive Session

6.03 Adjournment – 8:15 p.m

Respectfully Submitted,

Suzanne Turner, Administrative Assistant
Kirsten Turfitt, Chairperson
Personnel/Athletics and Co-Curricular Activities Committee