

POLICY COMMITTEE  
MINUTES  
SEPTEMBER 30, 2008, 5:30 P.M.  
WARREN COUNTY CAREER CENTER

1.0 Opening Activities

1.1 Call to Order

The Policy Committee meeting of the Warren County School District Board of School Directors was called to order by Dr. Martin, President, on Tuesday, September 30, 2008, at 5:35 p.m. in the Board Room of the Warren County Career Center, 347 East Fifth Avenue, Warren, Pennsylvania.

COMMITTEE MEMBERS 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

COMMITTEE MEMBERS ABSENT:

Mr. David Wortman

OTHERS PRESENT:

Dr. Robert Terrill  
Ms. Amanda Hetrick  
Mrs. Amy Stewart  
Dr. Norbert Kennerknecht  
Mrs. Diane Martin

Dr. Karen Pascale  
Mrs. Rosemarie Green  
Mr. Petter Turnquist  
Mrs. Ruth Huck  
Mr. Chuck Hayes (WTO)

1.2 Public Comment

There was no public comment.

2.0 Old Business

2.1 Policy Number 4020, titled - School Budget Development

**Discussion:** Petter Turnquist distributed the new "Timeline for Events Related to 2009-2010 Budget Process" that will affect the School Budget Development. There was discussion as to whether or not to put specific dates into the policy or simply refer generally to the deadlines of the Taxpayer Relief Act.

Dr. Martin suggested that something be included in the policy that would require the Board to do an internal review and comparison of the previous year's budget expenditures and where it stands before it begins budgeting for the coming year. This item will be completed before the committee meetings in November.

Long-range planning and capital accounts should be considered in this policy. Dr. Martin suggested that in the interest of time that the Board focus on the policy as is with the one minor change and direct administration to add another section for the long-range planning concepts that were discussed.

**Action:** Internal review and comparison of the budget will be added to lines 35-37 on page 1, referring to a time prior to the November Committee meetings: “and review of prior year actuals against approved budget.”

This policy will be held for the next Policy committee meeting in October for presentation with the revisions.

**Motion:** A motion will not be forwarded.

#### Attachments

2.01a – Policy Number 4020, titled – Budget Policy

### 3.0 New Business

#### 3.1 Policy Number 3145, titled - Decisions During Superintendent Absences

**Discussion:** Dr. Terrill shared the recommended changes to the policy and who he would appoint to take responsibility should he be out of the district.

Mr. Lockett wants to see the position that has the most effect on a given situation be in charge if there is a problem. It should be looked on as a function vs. person. Dr. Martin stated that this policy is for an extended absence from the district and not on a day to day basis.

Mrs. Angove quoted other school districts’ policies regarding this matter and noted the majority have assistant superintendents so this is not an issue, but she did find a policy from the North East School District that states, “If there is an absence of the superintendent, decisions of a district-wide nature, including but not limited to school closings, delayed opening or early dismissals will be made by the most certified administrator with the most administrative experience in the district in consultation with the business administrator.”

**Action:** It was recommended that the administration take the input that Mrs. Angove gave and revise the policy and present it at the next policy meeting.

**Motion:** The motion will not be forwarded.

#### Attachments

2.01a – Policy Number 4020, titled – Budget Policy

### 4.0 Informational Items

#### 4.1 Board Development Value Pass

**Discussion:** Dr. Terrill gave the Board information regarding discounted pricing for Boards of Education to attend PSBA evening workshops and training events.

**Action:** Dr. Martin requested that this information be forwarded to the Finance Committee to discuss this evening at their meeting and determine if they want to spend money on it.

## 5.0 Other

### 5.1 Policy Number 9745, titled – Class Rank/Honors Credits – SY 2007/2008 and Beyond

**Discussion:** Mrs. Angove sees two issues with this policy, 1) the requirement to take the AP exam if you take an AP class; and 2) the requirement that the students are responsible for the cost involved with taking the exam. She would like to have this reviewed to see what benefit this has had to the district. Ms. Hetrick has provided some feedback regarding the testing.

Mrs. Angove stated that our responsibility is to make sure that AP classes are rigorous enough to make sure that students pass the test if they so choose to take it. If the majority of the Board feels we should require the test, then the District should pay for it.

Mrs. Angove would like to see the scores from previous years.

Mr. Knapp suggested that the Board make it an option to take the AP exam, but, if the student does and passes, then the full amount of weight would be given, and if a student opts not to take the test then the weight would be the same as that of an honors course, and if the test is taken then the District would pay for the cost.

Dr. Martin agrees with the exception of paying for the test simply because the district should not commit dollars that have not been budgeted. He suggested that the Finance Committee set aside dollars to pay for the test before we add it to the policy.

The reason the required testing was put in the policy was because of the varying degrees of rigor being taught depending on the instructor. Having the students take the test became an evaluation tool making sure that students were taught on the same level.

Mr. Lockett asked administration to look and see if there is a way to make sure the rigor is in the course without the students having to take the test and bring it back to the next committee meeting.

Dr. Martin stated that the Board needs to answer a fundamental question, “Do we want to reward kids somehow in the mark for the class, or do we want to reward them for their overall GPA, or both? It does both right now.”

Donna Zariczny stated that the Board needs to eliminate Policy 9745 because it is superseded by Policies 9742 and 9743.

Mrs. Oudinot asked if a final exam is given in the AP Classes and if so, can that exam be used as the weighting factor?

**Action:** Dr. Martin stated that the committee will move to the Board a motion to remove Policy Number 9745 from the policy book. He also

suggested that this issue be placed on the agenda for the next Policy Committee meeting with the suggested changes that Mr. Knapp made. Ms. Hetrick and Dr. Terrill should also give their thoughts on Policies 9742 and 9743 at the next meeting.

6.0 Closing Activities

6.1 Next Meeting Date - Tuesday, Oct. 28, 2008, 5:30 p.m. - Warren County Career Center

6.2 Adjournment

It was moved by Mr. Lockett and seconded by Mrs. Oudinot that the meeting be adjourned at 6:35 p.m.

Respectfully Submitted,

Ruth A. Huck  
Board Secretary