

PERSONNEL/ATHLETICS AND CO-CURRICULAR ACTIVITIES COMMITTEE

*MINUTES*

OCTOBER 28, 2008

AFTER THE FINANCE COMMITTEE MEETING

WARREN COUNTY CAREER CENTER

COMMITTEE MEMBERS PRESENT:

Kim Angove  
Arthur Stewart

Kirsten Turfitt

COMMITTEE MEMBERS ABSENT:

None

OTHERS PRESENT:

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

Jack Werner  
Rosemarie Green  
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 9:05 p.m.

1.02 Public Comment – None.

1.03 Other – None.

**2. Old Business**

2.01 Tutoring Program Update

**Discussion:** Kirsten Turfitt asked why two (2) hours of prep time are being given to the tutors. Rosemarie Green stated that the additional time is for the tutors to research information that is not provided by a teacher. Deb Dwyer stated that each tutor works with anywhere from 6 to 10 students at one time. Rhonda Decker agreed that the same is true of the tutors in her building. Marcia Madigan stated that the tutors at Sugar Grove work with approximately four (4) students at one time. Rhonda Decker explained how the students being tutored are separated from the classroom in order to give them more individualized instruction. Students in the classroom then get more individualized attention because the teacher is working with a smaller group.

**Action:** No action required. Information only.

**Motion:** None.

**Attachments:**

- 2.01a – AV Tutoring (Public and Board)
- 2.01b – SES Tutoring (Public and Board)
- 2.01c – SSELCTutoring (Public and Board)
- 2.01d – S. Grove Tutoring (Public and Board)
- 2.01e – WAEC Tutoring (Public and Board)
- 2.01f – YEMS Tutoring (Public and Board)

2.02 Kelly Services Update

**Discussion:** Patricia Bova of Kelly Services provided information on recruitment numbers and substitute fill rates since the program went in effect on October 13, 2008. A list of all the reports that can be provided by Kelly Services will be presented at the next committee meeting so that the committee can decide which reports they want to receive every month.

**Action:** No action required. Information only.

**Motion:** None.

**Attachments:** None.

**3. New Business**

3.01 Certificated Personnel Report

**Discussion:** Jack Martin asked what the district is agreeing to when approving internships. Karen Pascale explained that the district is agreeing to provide services within the scope of study following the guidelines of the internship. Karen Pascale feels that the interns are not getting the full experience by not working side by side with an administrator during the school day. District guidelines are that the interns are not to be absent from the classroom for internship studies. Consideration was discussed on providing release time for the interns to get a more in-depth experience.

**Action:** The Committee agreed to forward the Certificated Personnel Report on to the full Board for approval at the November 10, 2008 meeting.

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

**Attachments:**

- 3.01a – Certificated Personnel Report (Public and Board)
- 3.01b – B. Reynolds Internship (Public and Board)
- 3.01c – P. Knapp Internship (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 November 10, 2008 meeting.

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

**Attachments:**

3.02a – Support Personnel Report (Public and Board)

3.02b – J. Blum/Tri-State Business Institute Agreement (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 November 10, 2008 meeting.

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

**Attachments:**

3.03a – Volunteer Report - AV (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 November 10, 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 – Athletic Supplemental Contracts Retroactive Pay (Public and Board)

3.04c – Athletic Supplemental Contract Recommendation (Public and Board)

3.05 Co-Curricular Supplemental Contracts – None.

3.06 Affiliation Agreement with the University of Pittsburgh at Bradford

**Discussion:** None.

**Action:** The Committee agreed to forward the request for an affiliation agreement with the University of Pittsburgh at Bradford on to the full Board for approval at the November 10, 2008 meeting.

**Motion:** That the Board of School Directors approve the Affiliation Agreement with the University of Pittsburgh at Bradford.

**Attachments:**

3.06a – Pitt/Bradford Affiliation Agreement (Public and Board)

3.07 New Position

**Discussion:** This request is being made to address the individual needs of a special education student on the van to and from the Barber National Institute. Funding for this position will be through ACCESS funds.

**Action:** The Committee agreed to forward the request for a new position as Central Attendance Area Aide on to the full Board for approval at the November 10, 2008 meeting.

**Motion:** That the Board of School Directors approve the request for a new position as Central Attendance Area Aide working 6.5 hours per day at the negotiated rate.

**Attachments:**

3.07a – New Position Request (Public and Board)

3.08 Other

**4. Informational Items**

4.01 Informational Personnel Report

**Discussion:** None.

**Action:** None.

**Motion:** Informational only. No recommended motion.

**Attachments:**

4.01a – Informational Personnel Report (Public and Board)

4.02 Athletic Facility Report

**Discussion:** Kirsten Turfitt asked for clarification on the rationale for moving the Sheffield Area Middle/High School wrestling practice into the cafeteria. Corey Copley, SAMHS Athletic Coordinator, provided information on the reasons for the move. Kirsten Turfitt expressed concerns on hygiene and the threat of MRSA. Wrestling practice has taken place in the cafeterias at other schools. The mats will be disinfected after every practice. Arthur Stewart requested that athletic facility safety issues not be pushed aside and eliminated as line items at budget time. At the request of Norbert Kennerknecht, Jack Werner will provide a prioritized list of athletic facility issues.

**Action:** None.

**Motion:** Informational only. No recommended motion.

**Attachments:**

4.02a – Athletic Winter Facility Report 2008/2009 (Public and Board)

4.03 Athletic Schedules

**Discussion:** None.

**Action:** None.

**Motion:** Informational only. No recommended motion.

**Attachments:**

4.03a – Athletic Winter Schedule 2008/2009 (Public and Board)

4.04 Play-Off Teams

**Discussion:** None.

**Action:** None.

**Motion:** Informational only. No recommended motion.

**Attachments:**

4.04a – Fall Play-Off Teams 2008/2009 (Public and Board)

4.05 Other

5. **Other** – Karen Pascale asked for permission to add items to all reports between the committee meeting and the Board meeting. Permission was granted.

6. **Closing Activities**

6.01 Next Meeting Date – Tuesday, November 25, 2008 after the Policy Review Committee meeting at the Warren County Career Center.

6.02 Executive Session

6.03 Adjournment – 9:55 p.m

Respectfully Submitted,

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