

WARREN COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
MEETING MINUTES

MONDAY, NOVEMBER 10, 2008

1.0 Opening Activities

1.1 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.

1.2 Pledge of Allegiance

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

1.3 Roll Call

Roll Call

Present:

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

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

Others Present:

Dr. Robert Terrill, Superintendent; Mrs. Amanda Hetrick, Director of Secondary Education; Dr. Norbert Kennerknecht, Director of Buildings & Grounds Services; Mrs. Amy Stewart, Director of Instructional Technology/Communications; Dr. Karen Pascale, Director of Human Resources; Mrs. Diane Martin, Director of Special Education; Mr. Chris Byham, Solicitor; Mrs. Ruth Huck, Board Secretary; Mr. Chuck Hayes, Times Observer; Mr. Eugene Casasanta, Hearing Officer; Mr. Brian Collopy, Coordinator of Technology/Information Management; Mr. Jack Werner, Coordinator of District-wide Athletics and Co-Curricular Activities; Mr. James Miller, Principal; Mrs. Delores Berry, Principal; Mrs. Patricia Horner, Assistant Principal; Mr. Gary Weber, Principal; Mrs. Deb Young, Principal; Ms. Claudia Solinko, WCEA President; and approximately 5 unidentified members of the audience.

1.4 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.

Agenda
Adoption
Approved
9-0-0

1.5 Agenda Adoption

MOTION: It was moved by Kimberly Angove and seconded by Thomas Knapp that the Board of School Directors adopts the agenda dated November 10, 2008.

The result of the vote: Passed unanimously

1.6 Recognitions and Presentations

1. Elizabeth Davidson – Student Representative for 2008 Girl Scout Leadership Institute – Mr. Jim Miller

Elizabeth Davidson, a junior at Warren Area High School, was selected as one of three students in Western Pennsylvania to be a representative at the 2008 Girl Scout Leadership Institute. She was selected by Patrick Bauer (Speaker of the House, District 6). The institute provides these young women with skills to be great leaders. World problems were discussed along with legislative items.

2. Mrs. Barbara Kersey – Outstanding Art Educator

Mrs. Kersey has been an art teacher for the past twenty-one years. She has served as a curriculum coordinator for fourteen years and was the project coordinator for the ArtSmart Project. She has been a member of the Governor's Institute. She has done workshops for the IU#5 dealing with art standards. She has presented at three national art conferences and the State Arts Conference. She was presented the Outstanding Secondary Art Educator for Pennsylvania Art Educators Association.

3. Public Financial Management, Inc. – Mr. Gregg McClanahan

Mr. Greg McClanahan, Public Financial Management, provided the Board with current information on the bond market. A handout was give to the Board members and was based on the recent facilities study.

1.7 Public Comment

There was no public comment.

1.8 Approval of the Minutes - October 13, 2008

MOTION: It was moved by Kimberly Angove and seconded by Arthur Stewart that the Board of School Directors approves the regular meeting minutes of October 13, 2008.

The result of the vote: Passed unanimously

October 13,
2008
Minutes
Approved
9-0-0

1.9 Approval of the Special Meeting Minutes - October 20, 2008

MOTION: It was moved by Donna Zariczny and seconded by Kimberly Angove that the Board of School Directors approves the Special Meeting Minutes of October 20, 2008.

The result of the vote: Passed unanimously

October 20,
2008
Special
Meeting
Minutes
Approved
9-0-0

1.10 Financial Reports

MOTION: It was moved by Arthur Stewart and seconded by Thomas Knapp that that the Board of School Directors approves the Financial reports and authorizes the release of funds in payment of the listing of bills including an electronic transfer to National City in the amount of \$33,787.35 for payment of balances due on District Credit cards; further, that a copy as presented be submitted for audit.

Financial
Reports
Approved
8-1-0

Roll Call Vote:

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

Voting No: Mr. Lockett

The result of the vote: Passed

1.11 Hearing Officer's Report – Mr. Eugene Casasanta

MOTION: It was moved by Arthur Stewart and seconded by Katherine Oudinot that the Board of School Directors approves the Hearing Officer's report dated November 10, 2008, (Cases: G - K).

Hearing
Officer's
Report
Approved
9-0-0

The result of the vote: Passed

2.0 President's Statement

2.1 Reports and Information

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

Mrs. Angove shared that at the IU#5 meeting they discussed the Regional Choice Initiative. Warren County School District does not currently participate due to the distance. All of the dual enrollment classes take place in the Erie area with Gannon, Edinboro, Penn State, Mercyhurst, Clarion, and Butler Community College participating in the program. Twenty-three classes were offered in the fall and twenty-five will be offered in the spring. The Board should look at offering these classes to WCSD students even though transportation would be their responsibility. The administration should look at providing some of these classes via distance learning. CIT should look at making these classes available to our students.

Attorney Joseph asked districts to make sure they make the required policy changes as they relate to Act 61 and a Bullying Policy and school bus amendments. Also class rank is being was discussed and some schools are eliminating it.

2. PSBA - Mr. Thomas Knapp

There was no report.

3. Career Center Advisory - Mr. Jeff Lockett

The Occupation Advisory Committee met and were served dinner by the Culinary Arts Department. There was good input from the industry partners.

An agreement was signed by Edinboro and the Warren Career Center to give college credits to students who attend and graduate from the Protective Services Program.

2.2 Important Dates

BOARD/COMMITTEE MEETING DATES				
	Date	Time	Committee	Location
1.	Nov. 24, 2008	6:00 p.m.	Curriculum, Instruction & Technology Committee	WCCC
2.	Nov. 24, 2008	Following CIT	Physical Plant & Facilities Committee	WCCC
3.	Nov. 25, 2008	5:30 p.m.	Policy Committee	WCCC
4.	Nov. 25, 2008	6:00 p.m.	Personnel/ Athletics & Co-Curricular Activities Committee	WCCC
5.	Nov. 25, 2008	Following PACCA	Finance Committee	WCCC
6.	Dec. 4, 2008	6:00 p.m.	Organizational Meeting	WCCC
7.	Dec. 4, 2008	Following Organizational Meeting	Regular Board Meeting	WCCC

Donna Zariczny asked to have the webinar "Fiscal Meltdown 101: Guiding Your District Through the Current Economic Swamp" available for viewing in one of the District facilities. It will be broadcast on Tuesday, November 18 noon to 1:00 P.M. in the front conference room in the Curwen Building.

2.3 PSBA – Standards/Code of Conduct

Donna Zariczny introduced Curt Rose from PSBA who presented the PSBA Standards and Code of Ethics. In 2005 a commission on effective school governance was formed to look at ways to help school districts improve their governance. They developed standards for effective school governance with the goal of effecting higher student achievement. There are six standards with indicators to refine the standards. It was approved by the executive board in 2005. Every board was asked to adopt these and currently 80% have adopted the standards. Benchmarks were established to help districts. Adoption of the

standards is voluntary. Accountability and evaluation are local. They can be adopted either through resolution or policy. These standards are to be a help and value added, and he encouraged the Board to reconsider adopting the standards. Boards can also develop and adopt their own set of standards, and they will be listed as a district that supports the concept of adhering to local standards.

2.4 Announcements

Dr. Martin announced that an executive session was held on October 27 to discuss contractual issues and on October 28 to discuss personnel issues.

2.5 Warren County Career Center Welding Program

Mrs. Hetrick sent information regarding the present welding program and where it might go in the future. Some recommendations cannot be accommodated because of the restriction of the shop size. She also sent different options to consider in the planning process.

3.0 Superintendent's Reports and Recommendations

3.1 General Comments - Dr. Robert Terrill

Dr. Terrill stated that he emailed the Superintendent's report to the Board Members. Included in the report were items concerning credit cards, support staff training, issues regarding career facility adequacies, and ideas regarding the Facilities Steering Committee report. There are also reports from each school on recent accomplishments.

3.2 Informational Report

3.3 Committee Minutes

4.0 New Business - Consent Agenda

4.1 Consent Agenda

Items removed for separate action:

4.2 - YHS Scoreboard Purchase - Mr. Lockett

4.7 - Consulting Service - Mr. Lockett

4.8 - Teacher Manuals Title I - Mrs. Turfitt

4.12 - Support Personnel Report - Mr. Knapp

4.17 - Master Facilities Plan - Mrs. Zariczny

MOTION: It was moved by Arthur Stewart and seconded by Katherine Oudinot 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, Mr. Wortman

Consent Agenda Approved 9-0-0
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The result of the vote: Passed unanimously

Dr. Martin announced an executive session to discuss contractual issues at 7:45 p.m.

The meeting reconvened at 8:10 p.m.

4.2 YHS Scoreboard Purchase - PP&F - Mr. Tom Knapp

Removed for separate action

4.3 WAHS Key Club Request - PP&F - Mr. Tom Knapp

MOTION: That the Board of School Directors approves the request of the Warren Area High School Key Club to paint the Guidance Office during the Project-a-Thon on November 14, 2008.

The result of the vote: Passed unanimously under consent agenda

4.4 PA Required School Improvement Plan for BWMS - CIT - Mr. David Wortman

MOTION: That the Board of School Directors approves the plan written by the Beaty-Warren Middle School staff for submission to the Pennsylvania Department of Education by November 14, 2008.

The result of the vote: Passed unanimously under consent agenda

4.5 Automatic Calling System - CIT - Mr. David Wortman

MOTION: That the Board of School Directors directs the administration to employ the Global Connect automatic calling system for a six (6) month free trial period, pending the company's approval of the changes to the Confidentiality Agreement.

The result of the vote: Passed unanimously under consent agenda

4.6 NovaNet Licenses - FIN - Mr. Jeff Lockett

MOTION: That the Board of School Directors approves the purchase of 40 NovaNet licenses per the attached document.

The result of the vote: Passed unanimously under consent agenda

4.7 Consulting Service - FIN - Mr. Jeff Lockett

Removed for separate action

4.8 Teacher Manuals Title I - FIN - Mr. Jeff Lockett

Removed for separate action

4.9 Technology Equipment - FIN - Mr. Jeff Lockett

MOTION: That the Board of School Directors approves the purchase of technology equipment per the attached documents.

The result of the vote: Passed unanimously under consent agenda

4.10 Law Enforcement Memorandum of Understanding - FIN - Mr. Jeff Lockett

MOTION: That the Board of School Directors approves the law

WAHS Key
Club Request
To Paint
Approved
9-0-0

BWMS
Improvement
Plan for PDE
Approved
9-0-0

Automated
Calling
System
Approved
9-0-0

NovaNet
Licenses
Approved
9-0-0

Technology
Equipment
Purchase
Approved
9-0-0

Law
Enforcement
MOU
Approved
9-0-0

enforcement Memorandum of Understanding and, furthermore, directs Administration to develop a procedure to notify, where possible or practical, the student's parent or guardian that law enforcement may need to interview the student.

The result of the vote: Passed unanimously under consent agenda

4.11 Certificated Personnel Report - PACCA - Mrs. Kirsten Turfitt

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

Certificated
Personnel
Report
9-0-0

The result of the vote: Passed unanimously under consent agenda

4.12 Support Personnel Report - PACCA - Mrs. Kirsten Turfitt

Removed for separate action

4.13 Athletic Supplemental Contracts PACCA - Mrs. Turfitt

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

Athletic
Supplemental
Contracts
9-0-0

The result of the vote: Passed unanimously under consent agenda

4.14 Volunteer Reports - PACCA - Mrs. Kirsten Turfitt

MOTION: That the Board of School Directors approves the Volunteer Reports.

Volunteer
Reports
9-0-0

The result of the vote: Passed unanimously under consent agenda

4.15 Affiliation Agreement with the University of Pittsburgh at Bradford - PACCA - Mrs. Kirsten Turfitt

MOTION: That the Board of School Directors approves the Affiliation Agreement between the Warren County School District and the University of Pittsburgh at Bradford.

Affiliation
Agreement
with Pitt
Bradford
9-0-0

The result of the vote: Passed unanimously under consent agenda

4.16 New Position - PACCA - Mrs. Kirsten Turfitt

MOTION: That the Board of School Directors approves a new position as Central Attendance Area Aide working 6.5 hours per day at the negotiated rate.

Attendance
Area Aide
Approved
9-0-0

The result of the vote: Passed unanimously under consent agenda

4.17 Master Facilities Plan – COW – Dr. Jack Martin

Removed for separate action

4.18 Policy Number 4020, titled – School Budget Development

MOTION: That the Board of School Directors approves on second reading Policy 4020, titled - Budget Development.

Policy # 4020
Budget
Development
Second
Reading
Approved
9-0-0

The result of the vote: Passed unanimously under consent agenda

Policy 3145
Supt.
Absences
First Reading
Approved
9-0-0

4.19 Policy Number 3145, titled - Decisions During Superintendent Absences -
POL - Dr. Jack Martin

MOTION: That the Board of School Directors approves on first reading
Policy Number 3145, titled - Decisions During the Superintendent's
Absence.

The result of the vote: Passed unanimously under consent agenda

4.20 Policy Number 9742, titled - Class Rank/Honors Credits Class of 2011 and
Beyond and Policy Number 9743, titled - Class Rank/Honors Credits - Class of
2008, 2009 and 2010 and Beyond

Policy # 9742
and 9743
Class
Rank/Honors
Credits
First Reading
Approved
9-0-0

MOTION: That the Board of School Directors approves on first reading
Policy Number 9742, titled - Class Rank/Honors Credits Class of 2011
and Beyond and Policy Number 9743, titled - Class Rank/Honors Credits
- Class of 2008, 2009, and 2010 and Beyond.

The result of the vote: Passed unanimously under consent agenda

4.21 Internship - Jason Blum - PACCA - Mrs. Kirsten Turfitt

Internship
Approved
9-0-0

MOTION: That the Board of School Directors approves the agreement
between the Tri-State Business Institute and the Warren County School
District allowing Jason Blum to do a computer networking internship in
the district from November 10, 2008, through December 23, 2008.

The result of the vote: Passed unanimously under consent agenda

5.0 Items Removed for Separate

5.1 (4.2) YHS Scoreboard Purchase - PP&F - Mr. Tom Knapp

YHS
Scoreboard
Purchase
Fails
4-5-0

MOTION: It was moved by Kimberly Angove and seconded by Thomas
Knapp that the Board of School Directors approves the purchase and
installation of a scoreboard for Youngsville High School and
Eisenhower Middle/High School at a cost each of \$15,615.00 from
Demans Sporting Goods.

Solicitor Chris Byham stated that when the bid specifications went it was
just for the scoreboard at Youngsville High School. The bids came in
based on the assumption that it was just for one scoreboard. To
piggyback a second scoreboard on the initial bid specification is a
violation of Section 807.1 of the school code. Legally there are two
options; 1) bid out the second scoreboard for Eisenhower separately;
or 2) reject all bids and bid out the two scoreboards.

Roll Call Vote:

Voting Yes: Mr. Wortman, Mr. Knapp, Dr. Martin, Mrs. Oudinot

Voting No: Mrs. Zariczny, Mrs. Angove, Mr. Lockett, Mr.
Stewart, Mrs. Turfitt

The result of the vote: Fails

5.2 (4.7) Consulting Service - FIN - Mr. Jeff Lockett

F. Galeazzo
Payment
Approved
7-3-0

MOTION: It was moved by Arthur Stewart and seconded by Katherine Oudinot that the Board of School Directors approves a one lump sum payment of \$2400.00 to Frank Galeazzo for hours worked in the technology department to harvest data.

Roll Call Vote:

Voting Yes: Mrs. Turfitt, Mr. Wortman, Mrs. Zariczny, Mr. Knapp, Mrs. Oudinot, Mr. Stewart

Voting No: Mrs. Angove, Mr. Lockett, Dr. Martin

The result of the vote: Passed

5.3 (4.8) Teacher Manuals Title I - FIN - Mr. Jeff Lockett

MOTION: It was moved by David Wortman and seconded by Donna Zariczny that the Board of School Directors approves the purchase of teacher manuals per the attached document in the amount of \$10,890 and be paid using Title I funds.

Teacher Manuals Title I Failed 4-5-0

Roll Call Vote:

Voting Yes: Mr. Knapp, Mr. Stewart, Mr. Wortman, Mrs. Zariczny

Voting No: Mrs. Turfitt, Mrs. Angove, Mr. Lockett, Dr. Martin, Mrs. Oudinot

The result of the vote: Failed

5.4 (4.12) Support Personnel Report - PACCA - Mrs. Kirsten Turfitt

MOTION: It was moved by Kimberly Angove and seconded by Kirsten Turfitt that the Board of School Directors approves the Support Personnel Report.

Support Personnel Report Approved 7-2-0

The result of the vote: Passed with Mr. Lockett and Mr. Knapp voting no.

5.5 (4.17) Master Facilities Plan – COW – Dr. Jack Martin

MOTION: It was moved by Kimberly Angove and seconded by Thomas Knapp that the Board of School Directors adopts the Master Facilities Plan presented October 20, 2008.

Master Facilities Plan Back to Steering Committee Approved 9-0-0
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AMENDED MOTION: It was moved by Arthur Stewart and seconded by Thomas Knapp that the Board of School Directors thanks the Facilities Steering Committee for their work and acknowledges receipt of the preliminary Master Facilities Plan. Furthermore, the Board directs the administration as follows:

1. To prepare a summary financing plan in support of the preliminary Master Facilities Plan. The financing plan shall, at a minimum, contain three scenarios: best case, worst case and most likely case where variation between cases is based on

estimates of bond rates and state reimbursement and the November and December budget analysis called for under Policy 4020;

2. To meet with the Facilities Steering Committee, present the updated financial information, and report back to the Board with recommendations including answers to the following questions:
 - a. Given the updated financial information provided by school district administration, does the steering committee still support the recommendations as presented in the preliminary Master Facilities Plan?
 - b. If the committee recommends revisions to the plan, what specific steps should the school board undertake to finalize the facilities plan?
 - c. If the committee still supports the preliminary plan, how should the school board proceed with the plan?
3. To present a summary report outlining the recommendations at the January Physical Plant & Facilities Committee meeting.

The result of the vote: Passed unanimously

6.0 Future Business for Committee Review

6.1 IU5 Dual Enrollment

Dr. Martin charged the CIT meeting with evaluating the options for dual enrollment through the IU5, RCI program and to report back with an update by the January regularly scheduled Board meeting.

6.2 Budget Prioritization

Dr. Martin charged the Finance Committee with putting together a process for prioritizing District needs, whether they are athletic facilities, capital projects, or potential new programs. These items will be placed in a separate document, along with costs. This includes deferred maintenance, band uniforms, athletic fields and scoreboards being placed on a prioritized list. Once the budget is put together, the Board can discuss tradeoffs between the two documents and decide if the Board is willing to support these items through the budgeting process. A report should be brought to the Board at the January Board meeting.

6.3 Welding Shop Program

Dr. Martin charged the Facilities Committee with reviewing the options on the welding program at the Career Center and coming back with a recommendation at the January Board meeting.

6.4 Youngsville High School and Eisenhower Middle/High School Scoreboards

Mr. Stewart asked that the Physical Plant and Facilities Committee review the options for the Youngsville High School and Eisenhower Middle/High School

scoreboards for them to come back to the full Board with a recommendation at the January Board meeting.

Dr. Martin charged the administration to send the YHS and EMHS scoreboards out to bid.

Mrs. Zariczny stated that it was not her reason for voting it down. She would like to see it fit into the Master Facilities plan and the five-year budget plan.

Mr. Stewart is concerned that it will flounder and get lost.

Dr. Martin asked, "Do we want to charge them or are we OK with what is taking place on this issue?"

Mr. Stewart stated he wants a general sense that it is not going to die.

Dr. Martin said he feels that it is encompassed in this whole process to prioritize other issues and get them in the budget process.

Mr. Knapp commented that the Board made a commitment to the Youngsville football boosters to purchase the scoreboard and tonight we voted it down.

Mr. Wortman said it was done up until the point that we tried to bundle it. Whether or not we are going to realize a cost savings or not, the bottom line is that we said we were going to buy that scoreboard and now we are not.

Mrs. Angove stated whether we approved it tonight or a month from now, it would still not take effect, because it could not be installed in December.

Mrs. Zariczny stated that was the reason for her comments so that it could go through the budget process.

6.5 Policy Review

Dr. Martin charged the Policy Committee with reviewing the current policies to ensure that the District is in compliance with Act 61 regarding bullying on school buses and report back at the January Board meeting.

7.0 Other

7.1 Youngsville High School and Eisenhower Middle/High School Scoreboards

MOTION: It was moved by Kimberly Angove and seconded by David Wortman that the Board of School Directors directs the administration to seek bids for the combined purchase and installation of scoreboards for Youngsville High School and Eisenhower Middle/High School.

Public Comment:

There was no public comment.

The result of the vote: Passed with Mr. Lockett and Mrs. Zariczny voting no.

7.2 Secretarial EIT Office

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

YHS/EMHS
Scoreboards
Send Out To
Bid
Approved
7-2-0

Elimination of
EIT Class B
Secretary
Approved
9-0-0

Knapp that the Board of School Directors eliminates the EIT Class B Secretarial Position once the Open EIT Class A Secretarial Position is filled.

The result of the vote: Passed unanimously

7.3 Special Education Counsel

Special
Education
Counsel
Approved
9-0-0

MOTION: It was moved by Kimberly Angove and seconded by Katherine Oudinot that the Board of School Directors removes Knox Law Firm as special education counsel and appoints the Quinn Law Firm, specifically, George Joseph, as the special education counsel for the District.

Public Comment:

There was no public comment.

The result of the vote: Passed unanimously

7.4 Rural Schools Funding

Rural Schools
Funding through
Safety Net
Distribution
Approved
6-3-0

MOTION: It was moved by Jeff Lockett and seconded by Katherine Oudinot that the Board of School Directors advises the Warren County Commissioners that the Board's preference is to accept the new safety net distribution from the Federal Rural Schools funding in lieu of property taxes.

Roll Call Vote:

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

Voting No: Mr. Stewart, Mrs. Turfitt, Mr. Wortman

The result of the vote: Passed

8.0 Closing Activities

8.1 Public Comment

There was no public comment.

8.2 Adjournment

It was moved by Katherine Oudinot and seconded by Jeff Lockett that the meeting be adjourned.

The meeting adjourned at 9:30 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary

Jack L. Martin, Board President