

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

THURSDAY, DECEMBER 4, 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 Mrs. Angove, 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

Mrs. Angove 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
Mrs. Donna Zariczny

Absent:

Mr. David Wortman (left the meeting following executive session at the Organizational Meeting).

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. Rosemarie Green, Director of State & Federal Programs; Mrs. Diane Martin, Director of Special Education; Mr. Chris Byham, Solicitor; Mrs. Ruth Huck, Board Secretary; Mr. Dean Wells, Times Observer; Mr. Brian Collopy, Technology Coordinator; Mr. Matt Jones, Coordinator of Grants & Foundation Development; Mr. Jack Werner, Coordinator of District-wide Athletics and Co-Curricular Activities; Mr. James Miller, Principal; Mrs. Patricia Horner, Assistant Principal; and approximately 15 unidentified members of the audience.

1.4 Reading of the Mission Statement - Mr. Thomas Knapp

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.

1.5 Agenda Adoption

Agenda
Adoption
Approved
8-0-0

MOTION: It was moved by Mrs. Oudinot and seconded by Mrs. Turfitt that the Board of School Directors adopts the agenda dated December 4, 2008.

The result of the vote: Passed unanimously

1.6 Recognitions and Presentations

A. Pitt-Bradford/JCC Math Competition - WAHS Second Place - Mr. James Miller

Mr. Miller introduced Mrs. Giannini who is the advisor for the students that attended the math competition. The team placed second and lost by only three points to the first place team in Division I. The team finished second overall for all divisions. Students representing the school were Teddy Turfitt, Elizabeth Evans, D.J. Pifer, Matt Branco, Matt Bennett, and Alyssa D'Allessandro. D.J. Pifer finished second overall as an individual. Mr. Miller noted that D.J. Pifer also had a perfect score on his SAT test, which few people accomplish.

1.7 Public Comment

Mark Shaffer	Eisenhower	PJ Bottoms – Principal is not allowing students to wear pajama bottoms and there is nothing in the handbook that prohibits it.
Preston Barrett	Eisenhower M/H School	Elimination of Extra-Credit – He would like the extra-credit reinstated for attending plays at Eisenhower. He does not see that it is discriminatory towards students who cannot attend; that is their choice. He submitted a letter and petition.

Approval of
Nov. 10,
2008
Minutes
8-0-0

1.8 Approval of the Minutes - November 10, 2008

MOTION: It was moved by Mr. Knapp and seconded by Mr. Stewart that the Board of School Directors approves the regular meeting minutes of November 10, 2008.

The result of the vote: Passed unanimously

MOTION: It was moved by Dr. Martin and seconded by Mr. Knapp that the electronic voting be dispensed with until such time as ESB is able to have the vote recording part in place.

There was no public comment.

Dispense
With ESB
Voting Until
System Is
Functioning
8-0-0

The result of the vote: Passed unanimously

1.9 Financial Reports

MOTION: It was moved by Mr. Stewart and seconded by Mrs. Oudindot 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.

Financial Reports Approved 8-0-0

Mrs. Angove, at Dr. Martin's request, charged the Finance Committee to review the Monthly Budget Status Report to gather insight for future budgets on accounts that are over spent or over encumbered. They should add this as an agenda item to the monthly committee agenda.

Roll Call Vote:

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

2.0 President's Statement

Mrs. Angove thanked Dr. Martin for his year of service as the Board President.

2.1 Reports and Information

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

There was no meeting in November.

2. PSBA - Mr. Thomas Knapp

There was no report.

3. Career Center Advisory - Mr. Jeff Lockett

There was no report.

2.2 Important Dates

Board and Committee dates as approved at the Organizational Meeting.

Mrs. Angove announced that a Special Board meeting would be held on December 16, 2008, at 5:30 p.m. to act on the vehicle bids prior to the committee meetings.

Mrs. Zariczny made a motion that PSBA be contacted to conduct a Board retreat and determine when they would be available to do so. She was asked to wait and bring this motion forward under number 7.0 Other.

Mrs. Zariczny excused herself from the meeting at 7:30 p.m. to attend her child's Christmas concert.

3.0 Superintendent's Reports and Recommendations

3.1 General Comments

Dr. Terrill commented regarding the direction given to the Steering Committee from the November 10, 2008, meeting. There were several issues that seem to be unresolved regarding what the Board wants to do with the Career Center in

relationship to the Facilities Master Plan and how many high schools are being considered for the future so that the Steering Committee knows where to go.

MOTION: Mr. Lockett made a motion seconded by Mr. Stewart to suspend rules to discuss this topic.

The steering committee will be left to come up with their own direction of thinking without input from the Board.

Dr. Terrill announced that Central Office administration will meet the first week of February to establish a budget.

A list of highlights from the schools for the month of November is included as part of Dr. Terrill's report.

3.2 November 10, 2008 Parent/Teacher Conferences Participation

The compilation of the parent participation at Parent/Teacher Conferences was provided for review.

3.3 Informational Report

3.4 Committee Reports

4.0 Consent Agenda

Items removed for separate action

4.8 -Title I Reading Manuals – Dr. Jack Martin

4.12 – Certificated Personnel Report – Dr. Jack Martin

4.16 – Technology/Information Systems Specialist Position – Mr. Arthur Stewart

4.18 – Policy Number 3145, titled - Decisions During Superintendent Absences – Mr. Jeff Lockett

4.19 – 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 – Mrs. Kirsten Turfitt

4.20 – Policy Number 10510, titled - Student Discipline – Mr. Arthur Stewart

Consent Agenda
Approved
7-0-0

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 items 4.8; 4.12; 4.16; 4.18; 4.19; and 4.20.

Roll Call Vote:

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

The result of the vote: Passed unanimously

EMHS Field
Trip
Approved
7-0-0

4.1 Field Trip to the Yucatan Peninsula, Mexico - CIT - Mr. David Wortman

MOTION: That the Board of School Directors approves the field trip request for the Eisenhower Middle/High School Spanish students to travel to the Yucatan Peninsula, Mexico.

- The result of the vote: Passed unanimously under consent agenda
- 4.2 WCCC Equipment Grant - FIN - Mr. Jeff Lockett
- MOTION:** That the Board of School Directors approves the submission of the WCCC Equipment Grant application.
- The result of the vote: Passed unanimously under consent agenda
- 4.3 Index Resolution - FIN - Mr. Jeff Lockett
- MOTION:** That the Board of School Directors passes a resolution not to raise taxes above the index for the 2009-2010 fiscal budget year.
- The result of the vote: Passed unanimously under consent agenda
- 4.4 NovaNet – web-based licensing - FIN - Mr. Jeff Lockett
- MOTION:** That the Board of School Directors approves the purchase of NovaNet licensing in the amount of \$28,000 with Access funding.
- The result of the vote: Passed unanimously under consent agenda
- 4.5 403(b) Plan Document - FIN - Mr. Jeff Lockett
- MOTION:** That the Board of School Directors Approves the attached 403(b) Plan Document required to be in effect by Internal Revenue Code by January 1, 2009, subject to amendments for provider/vendor additions or deletions.
- The result of the vote: Passed unanimously under consent agenda
- 4.6 Cafeteria Table Requests - PPF - Mr. Thomas Knapp
- MOTION:** That the Board of School Directors approves the purchase and delivery of 16 cafeteria tables from P.E.M.Co. at the quoted price of \$19,100.00.
- The result of the vote: Passed unanimously under consent agenda
- 4.7 Year End Consumable Materials - FIN - Mr. Jeff Lockett
- MOTION:** That the Warren County School District Board of Directors approves the purchase of K-5 reading consumable materials for the 2009-2010 school year in an amount not to exceed \$30,678.42.
- The result of the vote: Passed unanimously under consent agenda
- 4.8 Title I Reading Manuals - FIN - Mr. Jeff Lockett
- Removed for separate action*
- 4.9 Athletic Supplemental Contracts - PACCA - Mrs. Kirsten Turfitt
- MOTION:** That the Board of School Directors approves the Athletic Supplemental Contracts.
- The result of the vote: Passed unanimously under consent agenda
- 4.10 Co-Curricular Supplemental Contracts - PACCA - Mrs. Kirsten Turfitt
- MOTION:** That the Board of School Directors approves the Co-
- | |
|---|
| WCCC
Equipment
Grant
Submission
Approved
7-0-0 |
| Index
Resolution
Approved
7-0-0 |
| Purchase of
NovaNet
Licensing
Approved
7-0-0 |
| 403(b) Plan
Document
Approved
7-0-0 |
| Cafeteria
Table
Purchase
Approved
7-0-0 |
| Year End
Consumable
Materials
Approved
7-0-0 |
| Athletic
Supplemental
Contracts
Approved
7-0-0 |
| Co-Curricular
Supplemental
Contracts
Approved
7-0-0 |

Curricular Supplemental Contracts.

The result of the vote: Passed unanimously under consent agenda

New Co-
Curricular
Position
Approved
7-0-0

- 4.11 New Non-Athletic Co-Curricular Position - Mock Trial Advisor - PACCA
- Mrs. Kirsten Turfitt

MOTION: That the Board of School Directors approves the Mock Trial
Advisor position.

The result of the vote: Passed unanimously under consent agenda

- 4.12 Certificated Personnel Report - PACCA - Mrs. Kirsten Turfitt

Removed for separate action

Support
Personnel
Report
Approved
7-0-0

- 4.13 Support Personnel Report - PACCA - Mrs. Kirsten Turfitt

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

The result of the vote: Passed unanimously under consent agenda

Volunteer
Report
Approved
7-0-0

- 4.14 Volunteer Reports - PACCA - Mrs. Kirsten Turfitt

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

The result of the vote: Passed unanimously under consent agenda

- 4.15 Payment of Sick and Personal Days - PACCA - Mrs. Kirsten Turfitt

Payment of
Sick/Personal
Days
Approved
7-0-0

MOTION: That the Board of School Directors approves payment of
\$8,089.77 to the Estate of Jamie Retterer as payment for her unused
accumulated sick (34) and personal (5) days (39 days X \$207.43 per day).

The result of the vote: Passed unanimously under consent agenda

- 4.16 Technology/Information Systems Specialist Position - PACCA - Mrs. Kirsten
Turfitt

Removed for separate action

Policy #11201
Public's Right
to Know
Approved
7-0-0

- 4.17 Policy Number 11201, titled - Public's Right to Know/Freedom of Information -
POL - Dr. Jack Martin

MOTION: That the Board of School Directors combines on first and second
reading and approves Policy Number 11201, titled Public's Right to
Know/Freedom of Information.

The result of the vote: Passed unanimously under consent agenda

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

Removed for separate action

- 4.19 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 - POL - Dr. Jack Martin

Removed for separate action

4.20 Policy Number 10510, titled - Student Discipline - POL - Dr. Jack Martin

Removed for separate action

4.21 Deletion of Policy - POL - Dr. Jack Martin

MOTION: That the Board of School Directors combines first and second reading and inactivates Policies 9719, 9720, 9725, 9730, 9732, and 9746 as they are unnecessary based on the dates.

Deletion of
Policies
Approved
7-0-0

The result of the vote: Passed unanimously under consent agenda

5.0 Items Removed for Separate Action

5.1 (4.8) Title I Reading Manuals - FIN - Mr. Jeff Lockett

Item fails for lack of a motion.

5.2 (4.12) Certificated Personnel Report - PACCA - Mrs. Kirsten Turfitt

MOTION: It was moved by Dr. Martin and seconded by Mrs. Oudinot that the Board of School Directors approves the Certificated Personnel Report.

Certificated
Personnel
Report
Approved
7-0-0

Roll Call Vote:

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

The result of the vote: Passed unanimously

5.3 (4.16) Technology/Information Systems Specialist Position - PACCA - Mrs. Kirsten Turfitt

Item fails for lack of a motion.

5.4 (4.18) Policy Number 3145, titled - Decisions During Superintendent Absences - POL - Dr. Jack Martin

MOTION: It was moved by Mr. Lockett and seconded by Dr. Martin to refer Policy 3145 back to the Policy Committee.

Policy #3145
Referred to
Policy
Committee
Approved
7-0-0

The result of the vote: Passed unanimously

5.5 (4.19) 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 - POL - Dr. Jack Martin

MOTION: It was moved by Mrs. Turfitt and seconded by Mr. Knapp that the Board of School Directors approves on second 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.

Policy #9742
and Policy
#9743
Second
Reading
Approved
7-0-0

FRIENDLY AMENDMENT: It was moved by Dr. Martin to approve the motion as stated with the following revision to revert Policy 9743, lines 17-22 to the original language where weight is added at the end of the senior year. Mrs. Turfitt and Mr. Knapp agreed with the amendment.

The result of the vote: Passed unanimously

5.6 (4.20) Policy Number 10510, titled - Student Discipline - POL - Dr. Jack Martin

MOTION: It was moved by Mr. Stewart and seconded by Mrs. Oudinot that Policy Number 10510 be referred back to administration to work on the language to make it consistent with the remainder of the discipline section.

AMENDED MOTION: It was moved by Mr. Stewart and agreed to by Mrs. Oudinot that this item be referred back to the Policy Committee.

AMENDMENT TO THE AMENDED MOTION: It was moved by Mr. Stewart and agreed to by Mrs. Oudinot that this item be passed on first reading and referred to the Special Board meeting on December 16, 2008, for second reading.

The result of the vote: Passed unanimously

6.0 Future Business for Committee Review

- 6.1 Mr. Lockett requested that Policy 3145 be brought back to the Policy Committee on Dec. 16.
- 6.2 Dr. Martin requested that the board secretary keep a spreadsheet of charges, when they were made and when they are due back and keep track of them. It was suggested that a section in ESB on the right-hand side be utilized.
- 6.3 Mrs. Turfitt is concerned about the Policy for Physical Education options and the upcoming scheduling for students. Mrs. Angove charged the CIT Committee to look into where administration is and bring a report back to the January Board meeting.
- 6.4 Mrs. Angove charged Finance Committee to discuss Policy 4105 and 4110 in January and bring to the Board in February.

7.0 Other

- 7.1 PSBA Standards For Effective School Governance and Code of Conduct - POL - Dr. Jack Martin

MOTION: It was moved by Mr. Stewart and seconded by Dr. Martin to charge administration with the task of investigating the cost of involving PSBA to provide the Board an organized format to allow them a discussion of the PSBA Standards for Effective Governance and the PSBA Code of Conduct in an informal mini-retreat setting and that administration report back to the Board by January as to the feasibility, costs and timing of a retreat.

AMENDMENT: Dr. Martin amended the motion to specify that Tom Templeton be the facilitator from PSBA to do this retreat.

FRIENDLY AMENDMENT TO THE AMENDMENT: That administration also contacts Duane Vicini or someone who has administrative experience in the school district setting to facilitate a retreat. Mr. Stewart and Dr.

Policy #10510
First Reading
Approved
7-0-0

PSBA
Standards for
Effective
Governance/
Code of
Conduct
Mini-retreat
Research
Approved
7-0-0

Martin agreed.

Public Comment: There was no public comment.

The result of the vote: Passed unanimously

7.2 (4.8) Title I Reading Manuals - FIN - Mr. Jeff Lockett

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

Purchase of Title I Reading Material Fails 2-5-0
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Roll Call Vote:

Voting Yes: Mr. Knapp, Mr. Stewart

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

8.0 Closing Activities

8.1 Public Comment

There was no public comment.

8.2 Adjournment

MOTION: It was moved by Mr. Lockett and seconded by Mr. Knapp that the meeting be adjourned.

The meeting adjourned at 8:30 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary

Kimberly J. Angove, Board President