

WARREN COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
SPECIAL MEETING MINUTES

MONDAY, JUNE 29, 2009

1.0 Opening Activities

1.1 Call to Order

The special meeting of the Warren County School District Board of School Directors was called to order by Mrs. Angove, President, at 8:00 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
Mrs. Kirsten Turfitt
Mr. David Wortman
Mrs. Donna Zariczny

Absent:

Mr. Arthur Stewart

Others Present:

Dr. Robert Terrill, Superintendent; Mrs. Amanda Hetrick, Director of Secondary Education; Mrs. Rosemarie Green, Director of State & Federal Programs; Dr. Karen Pascale, Director of Human Resources; Dr. Norbert Kennerknecht, Director of Buildings & Grounds; Mr. Petter Turnquist, Business Administrator; Mr. Christopher Byham, Solicitor; Mrs. Ruth Huck, Board Secretary; Ms. Stephanie Hamm, WTO; Mr. Eugene Casasanta, Hearing Officer; and approximately ten unidentified members of the audience.

1.4 Reading of the Mission Statement – Mrs. Katherine Oudinot

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 Public Comment

There was no public comment.

Mrs. Delores Berry introduced Michael Triskett, post graduate student, who won first place at the National Skills USA competition in Kansas City, MO for

marine technology. Michael will receive a \$25,000 scholarship to attend Marine Mechanics Institute in Daytona Beach Florida. He will also receive \$6,000-\$10,000 worth of Snap-on tools. Thirty people competed in the marine technology division, and there were a total of 5,000 high school and post graduate students participating at the event.

Mrs. Angove announced an executive session at 8:07 p.m.

The meeting reconvened at 9:02 p.m.

2.0 New Business

2.1 Approval of Minutes - June 8, 2009

June 8,
2009
Minutes
Approved
8-0-0

MOTION: It was moved by Mr. Lockett and seconded by Mrs. Oudinot that the Board of School Directors approves the meeting minutes of June 8, 2009.

The result of the vote: Passed unanimously

2.2 Financial Reports

Financial
Reports
Approved
8-0-0

MOTION: It was moved by Mrs. Oudinot and seconded by Mr. Lockett 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.

The result of the vote: Passed unanimously

2.3 Hearing Officer's Report

Hearing
Officer's
Report
Cases OO-
QQ
Approved
8-0-0

MOTION: It was moved by Dr. Martin and seconded by Mrs. Oudinot that the Board of School Directors approves the Hearing Officer's report dated June 29, 2009. (Cases: OO - QQ)

The result of the vote: Passed unanimously

2.4 Informational Report - PACCA - Mrs. Kirsten Turfitt

This report is for informational purposes only. No action needed.

2.5 Certificated Personnel Report - PACCA - Mrs. Kirsten Turfitt

Certificated
Personnel
Report
Approved
8-0-0

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

The result of the vote: Passed unanimously

2.6 Support Personnel Report - PACCA - Mrs. Kirsten Turfitt

Support
Personnel
Report
Approved
8-0-0

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

The result of the vote: Passed unanimously

2.7 Athletic Supplemental Contract - PACCA - Mrs. Kirsten Turfitt

Athletic
Supplemental
Contracts
Approved
8-0-0

MOTION: It was moved by Mrs. Turfitt and seconded by Mrs. Oudinot that the Board of School Directors approves the Athletic Supplemental Contracts with the exception of Emily Kellogg, Girls' Basketball Head Coach at Sheffield.

Roll Call Vote:

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

The result of the vote: Passed unanimously

2.8 Co-Curricular Supplemental Contract - PACCA - Mrs. Kirsten Turfitt

MOTION: It was moved by Mrs. Turfitt and seconded by Mrs. Oudinot
that the Board of School Directors approves the Co-Curricular
Supplemental Contracts.

Co-Curricular
Supplemental
Contracts
Approved
8-0-0

The result of the vote: Passed unanimously

2.9 Secretarial Position - Human Resource Office - PACCA - Mrs. Kirsten
Turfitt

MOTION: It was moved by Mrs. Oudinot and seconded by Mr. Lockett
that the Board of School Directors approves the Administrative
Support Secretary to the Director of Human Resources with a cost of
\$37,093 (salary and benefits) for the 2009/2010 school year.

Secretarial
Position in HR
Dept.
Approved
5-3-0

Friendly Amendment: Mrs. Turfitt asked that the existing position be
eliminated. Mrs. Oudinot and Mr. Lockett agreed.

Roll Call Vote:

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

Voting No: Mrs. Zariczny, Mr. Knapp, Mr. Wortman

The result of the vote: Passed

2.10 Dental Agreement - PACCA - Mrs. Kirsten Turfitt

MOTION: It was moved by Mrs. Oudinot and seconded by Mr. Knapp
that the Board of School Directors approves the attached Request for
Credentials and authorizes the same to be advertised by the Director
of Human Resources.

Dental
Agreement
Approved
8-0-0

The result of the vote: Passed unanimously

2.11 Bid Results - SGES, SSEL & SES Fire Alarm Upgrades - WCSD Project
No. 0905 - PPF - Mrs. Donna Zariczny

MOTION: It was moved by Mrs. Zariczny and seconded by Mr.
Wortman that the Board of School Directors approves an electrical
contract to Keystone Electric, for Base Bid No. 2, in the amount of
\$106,000.00 for the project known as "SGES, SSEL & SES Fire
Alarm Upgrades," WCSD Project No. 0905.

Fire Alarm
Upgrades
Approved
7-1-0

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

2.12 Policy Number 10510, titled - Discipline Code - POL - Mrs. Kimberly Angove

Policy 10510 -
Discipline
Code Second
Reading
Approved
5-3-0

MOTION: It was moved by Dr. Martin and seconded by Mr. Wortman that the Board of School Directors approves on second reading the revisions to Policy Number 10510, titled "Discipline Code".

The result of the vote: Passed with Mrs. Zariczny, Mrs. Oudinot and Mrs. Angove voting no.

2.13 Follett Library System - FIN - Mr. J.F. Lockett

Follett
Library
System
Purchase
Approved
8-0-0

MOTION: It was moved by Mr. Lockett and seconded by Mrs. Oudinot that the Board of School Directors approves the purchase of Destiny Library Manager – Student Engagement Package, Implementation Service and Library Manager MARC Enhancement Data Services in the amount of \$39,088.00 and the second year maintenance agreement in the amount of \$9100.00 per the attached document subject to Stimulus Funding.

The result of the vote: Passed unanimously

2.14 2009-2010 Final Budget - FIN - Mr. J.F. Lockett

Final Budget
Approved
6-2-0

MOTION: It was moved by Mrs. Oudinot and seconded by Mr. Knapp that the Board of School Directors approves the 2009-2010 Final Budget per the attached documents and resolutions, including tax levies contained therein and homestead and farmstead exclusions derived from gaming revenues.

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

2.15 Treasurer's Job Description - FIN - Mr. J.F. Lockett

Treasurer's
Job
Description
Approved
8-0-0

MOTION: It was moved by Dr. Martin and seconded by Mrs. Oudinot that the Board of School Directors approves the Treasurer's Job Description, waives the requirements of Policy 2510, approves the attached amendments to Policy 4203 on a combined first and second reading, and includes a \$2600 stipend payable in 26 bi-weekly payments in accordance with regular pay dates.

Roll Call Vote:

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

The result of the vote: Passed unanimously

CONSENT MOTION

Consent
Motion
Approved
8-0-0

MOTION: It was moved by Mr. Lockett and seconded by Dr. Martin that items 2.16, 2.17, 2.18, 2.19, 2.20, 2.22, 2.23, 2.24 and 2.25 be approved as presented.

Roll Call Vote:

Voting Yes: Mrs. Turfitt, Mr. Wortman, Mrs. Zariczny Mr.

Knapp, Mr. Lockett, Dr. Martin, Mrs. Oudinot, Mrs. Angove

The result of the vote: Passed unanimously

2.16 UBS Agreement - FIN - Mr. J.F. Lockett

MOTION: That the Board of School Directors approves the UBS contract and Letter of Instruction per the attached documents.

The result of the vote: Passed unanimously under consent motion.

2.17 Kelly Services Contract - FIN - Mr. J.F. Lockett

MOTION: That the Board of School Directors approves the Contract Addendum with Kelly Services per the attached document.

The result of the vote: Passed unanimously under consent motion.

2.18 Food Service Contract Execution - FIN - Mr. J.F. Lockett

MOTION: That the Board of School Directors approves the PDE approved FSMC RFP/ Contract, as submitted to the Board of School Directors for execution and placed into the minutes at the June 29th Special Board Meeting as presented.

The result of the vote: Passed unanimously under consent motion.

2.19 Staff Position Business Services

MOTION: That the Board of School Directors approves the Staff Position for Business services.

The result of the vote: Passed unanimously under consent motion.

2.20 Auditors - FIN - Mr. J.F. Lockett

MOTION: That the Board of School Directors approves the engagement of Felix and Gloekler, PC as Independent Auditors to conduct Auditing Services for the Warren County School District per the attached proposal, to be renewed on an annual basis.

The result of the vote: Passed unanimously under consent motion.

2.21 Banking - FIN - Mr. J.F. Lockett

MOTION: It was moved by Dr. Martin and seconded by Mr. Lockett that the Board of School Directors approves selecting Northwest Savings Bank as the District's main depository for General Fund Disbursements and Payroll Disbursements.

The result of the vote: Passed with Mrs. Oudinot abstaining.

2.22 Beacon Light Contract - FIN - Mr. J.F. Lockett

MOTION: That the Board of School Directors approves the Beacon Light contract for Partial Hospitalization for the 2009-2010 School Year subject to review from the District's Solicitor.

The result of the vote: Passed unanimously under consent motion.

UBS
Agreement
Approved
8-0-0

Kelly Services
Contract
Addendum
Approved
8-0-0

Food Service
Contract
Execution
Approved
8-0-0

Staff Position
for Business
Services
Approved
8-0-0

Independent
Auditors
Felix &
Gloekler
Approved
8-0-0

Northwest
Savings
Depository for
General Fund
& Payroll
Disbursements
Approved
7-0-1

Beacon Light
Contract
Approved
8-0-0

2.23 Technology Purchases - FIN - Mr. J.F. Lockett

Technology
Purchases
Approved
8-0-0

MOTION: That the Board of School Directors approves the acceptance of the GovConnection quote for \$307,099 for 485 computers.

The result of the vote: Passed unanimously under consent motion.

2.24 Read 180 Classroom Furniture - FIN - Mr. J.F. Lockett

Read 180
Classroom
Furniture
Purchase
Approved
8-0-0

MOTION: That the Board of School Directors approves the purchase of specialized classroom furniture for the READ 180 classrooms in the amount of \$23,132 to be funded through 08-09 ACCESS dollars, District Special Education funds 2009-2010, IDEA funds, and IDEA 09-10 Stimulus funds, contingent upon the allocation of the IDEA Stimulus funds being allocated to the District.

The result of the vote: Passed unanimously under consent motion.

2.25 SME Licensing - FIN - Mr. J.F. Lockett

SME
Licensing
Approved
8-0-0

MOTION: That the Board of School Directors approves the purchase of SME licensing, training, implementation and maintenance in the amount of \$127,190 to be funded through 08-09 Title One carry over funding and 09-10 Title One Stimulus funds, contingent upon the allocation of the Title One Stimulus funds being allocated to the District.

The result of the vote: Passed unanimously under consent motion.

2.26 GRANT: Weaving Equipment for the Learning Enrichment Center - CIT - Dr. Jack Martin

Application
for Weaving
Equipment
Grant
Approved
8-0-0

MOTION: It was moved by Dr. Martin and seconded by Mrs. Oudinot that the Board of School Directors authorizes the administration to apply for a grant of \$1,883 from the Community Foundation of Warren County to purchase weaving equipment to support programming in weaving and fiber arts.

The result of the vote: Passed unanimously

2.27 Paper Supplies Bid Results - PPF - Mrs. Donna Zariczny

Paper
Supplies Bid
Approved
8-0-0

MOTION: It was moved by Mrs. Zariczny and seconded by Mr. Wortman that the Board of School Directors approves the bids and amounts for the 2009-2010 Paper Supplies and Miscellaneous items in the amount of \$34,856.37.

The result of the vote: Passed unanimously

2.28 Administrator Retirement Agreement

D. Young
Retirement
Agreement
Approved
7-1-0

MOTION: It was moved by Mrs. Turfitt and seconded by Mr. Knapp that the Board of Directors approves the agreement for Mrs. Debra Young, Youngsville Elementary/Middle School Principal, as stated therein and upon signatures of all parties required by said document. With the signing of this agreement, Mrs. Young will retire on June 30, 2009, following the ACT 93 Agreement for July 1, 2007 to June 30, 2008. This is based on her original letter of

retirement dated January 15, 2008, which was received prior to the new ACT 93 Agreement being approved.

The result of the vote: Passed with Dr. Martin voting no.

2.29 Dual Enrollment Contracts

MOTION: It was moved by Mr. Lockett and seconded by Mrs. Oudinot that the Board of School Directors approves the Dual Enrollment Repayment Agreement, Dual Enrollment Agreements with Clarion University and Jamestown Community College and the Dual Enrollment Resolution as presented.

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

Dual
Enrollment
Agreements
Approved
7-1-0

2.30 Administrative Assignments

MOTION: It was moved by Mrs. Turfitt and seconded by Mrs. Zariczny that the Board of School Directors approves the Administrative Assignments for the 2009/2010 school year.

Administrative
Assignments
Approved
7-1-0

FRIENDLY AMENDMENT: It was moved by Dr. Martin and agreed to by Mrs. Turfitt and Mrs. Zariczny that Mrs. Decker remains at Warren Area Elementary Center and Mrs. Mead will be assigned to Beaty-Warren Middle School.

PUBLIC COMMENT

There was no public comment

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

2.31 Occupational English

MOTION: It was moved by Dr. Martin and seconded by Mrs. Oudinot that the Board of School Directors approves the planned instruction for Occupational English 12.

Occupational
English 12
Planned
Instruction
Approved
8-0-0

PUBLIC COMMENT

There was no public comment.

The result of the vote: Passed unanimously

2.32 Education Consortium of the Upper Allegheny (ECUA)

MOTION: It was moved by Dr. Martin and seconded by Mrs. Turfitt that the Board of School Directors approves the agreement with ECUA to use district facilities subject to ECUA's compliance with district procedures for facility use.

PUBLIC COMMENT

There was no public comment.

The result of the vote: Passed unanimously

Education
Consortium of
the Upper
Allegheny
(ECUA)
Agreement
Approved
8-0-0

2.33 Title I Stimulus

MOTION: It was moved by Mrs. Lockett and seconded by Mrs. Oudinot that the Board of School Directors approves the purchase of Title I Supplies to be funded by Stimulus funding.

Title I Supplies
Purchase
Approved
8-0-0

PUBLIC COMMENT

There was no public comment.

The result of the vote: Passed unanimously

2.34 Career Center Equipment Lease

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|---|
| WCCC Equipment Lease Payments Approved 8-0-0 |
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MOTION: It was moved by Jeff Lockett and seconded by Mrs. Oudinot that the Board of School Directors approves the Equipment Lease Payments per the attached document.

PUBLIC COMMENT

There was no public comment.

The result of the vote: Passed unanimously

3.0 Closing Activities

3.1 Executive Sessions

Mrs. Angove announced that the Board held executive sessions this evening to discuss candidates for employment, terms and conditions of existing employee employment, treasurer's compensation, lawsuits filed by District employees, Director of Human Resources compensation, administrative assignments, WCESPA negotiations status.

3.2 Adjournment

MOTION: It was moved by Mr. Lockett and seconded by Mrs. Oudinot that the meeting be adjourned. The meeting adjourned at 9:30 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary

Kimberly J. Angove, Board President