

PERSONNEL/ATHLETICS AND CO-CURRICULAR ACTIVITIES COMMITTEE

*MINUTES*

SEPTEMBER 1, 2009

AFTER THE FINANCE COMMITTEE MEETING

WARREN COUNTY CAREER CENTER

COMMITTEE MEMBERS PRESENT:

Kirsten Turfitt

Katherine Oudinot

Arthur Stewart (arrived at 6:35)

COMMITTEE MEMBERS ABSENT:

None

OTHERS PRESENT:

Karen Pascale

Jeff Flickner

Robert Terrill

Amanda Hetrick

Amy Stewart

Rosemarie Green

Petter Turnquist

Paul Giannini

Kim Angove

Jeff Lockett

Tom Knapp

Wendy Norris

Suzanne Turner

**1. Opening Activities**

1.01 Call to Order

Mrs. Turfitt called the meeting to order at 6:30 p.m.

1.02 Public Comment – None.

1.03 Other

**2. Old Business**

2.01 Other

**3. New Business**

3.01 Certificated Personnel Report

**Discussion:** Mr. Lockett asked if more detail should be provided so the Board has more information on the individuals being hired.

**Action:** The Committee agreed to forward a Certificated Personnel Report on to the full Board for approval at the September 14, 2009 meeting.

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

**Attachments:**

3.01a – Certificated Personnel Report (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 September 14, 2009 meeting.

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

**Attachments:**

3.02a – Support Personnel Report (Public and Board)

3.03 Unique Need Tuition Reimbursement Requests

**Discussion:** If the proper paperwork for Heather Stover is not received before the Board meeting, her request will not be forwarded.

**Action:** The Committee agreed to forward the requests for unique need tuition reimbursement for Kathleen Johnson and Heather Stover on to the full Board for approval at the September 14, 2009 meeting.

**Motion:** That the Board of School Directors approve unique need tuition reimbursement of nine (9) credits for Kathleen Johnson to complete a program for Director of Vocational Education certification through Indiana University of Pennsylvania and that the Board of School Directors approve unique need tuition reimbursement of fifteen (15) credits for Heather Stover to complete a program for Special Education Supervisor certification through Penn State World Campus.

**Attachments:**

3.03a – Unique Need Tuition Reimbursement Request – Kathleen Johnson  
(Public and Board)

3.03b – Unique Need Tuition Reimbursement Request – Heather Stover  
(Public and Board)

3.04 Elementary Title I Teacher Positions

**Discussion:** Mrs. Angove asked if the elementary positions will be posted with a timeline. Dr. Pascale stated that when the funding is gone, the positions will be gone. Mrs. Oudinot wants this stipulation in the motion. The green sheets will be changed to state that the positions are temporary. Mrs. Turfitt asked where the itinerant elementary positions have been placed this year and how placement was determined. Mrs. Green stated that two teachers were placed at Warren Area Elementary Center, two teachers at Youngsville Elementary/Middle School and one in the Sheffield area. Mrs. Angove asked if the district has properly certified teachers who could fill these Title I positions. Dr. Pascale explained the contractual issues with this.

**Action:** The Committee agreed to forward the request for two (2) temporary Itinerant Elementary Title I positions contingent on the availability of Title I funding on to the full Board for approval at the September 14, 2009 meeting.

**Motion:** That the Board of School Directors approve two (2) temporary Itinerant Elementary Title I positions contingent on the availability of Title I funding and

needing both reading specialist and elementary certifications. These positions will be paid from the Title I stimulus grant.

**Attachments:**

3.04a – Elementary Title I Positions Request (Public and Board)

3.05 Secondary Title I Positions

**Discussion:** These positions are for Youngsville High School and Sheffield Area Middle/High School. These were recommended to be permanent positions and be paid for out of regular Title I funds. Mrs. Turfitt requests that these positions also be temporary positions based on the availability of Title I funds. Dr. Pascale stated that by posting these positions as temporary, the district runs the risk of not maintaining the same person in the position year after year because the teacher will be looking for permanent employment. Dr. Pascale recommended that the positions be approved with a two year commitment as long as Title I funding is available.

**Action:** The Committee agreed to forward the request for a temporary secondary Itinerant Mathematics Title I position and a temporary secondary Itinerant Language Arts Title I position on to the full Board for approval at the September 14, 2009 meeting. The continuation of these positions will be contingent on the availability of Title I funding.

**Motion:** That the Board of School Directors approve a temporary secondary Itinerant Mathematics Title I position and a temporary secondary Itinerant Language Arts Title I position contingent on the availability of Title I funding. These positions will be paid from the regular Title I grant.

**Attachments:**

3.05a – Secondary Title I Positions Request (Public and Board)

3.06 Substitute Administrators

**Discussion:** Mrs. Angove asked about the substituting availability of Mr. Flickner. Dr. Pascale addressed her question and explained the process of using these substitutes through Kelly Services. Mr. Stewart asked if it was possible to use these subs by both Kelly Services and the district depending on the situation. Mr. Stewart asked that Dr. Pascale research and present a report showing the advantages and/or disadvantages of going with Kelly Services or staying with the district for administrative substitutes. Dr. Pascale also recommended using teachers with administrative certification to fill in for administrators and get substitutes for the teachers. Dr. Pascale will provide information on each proposal and present it at the next committee meeting.

**Action:** The Committee agreed to table this agenda item and have additional information presented at the next committee meeting.

**Motion:** None.

**Attachments:**

3.06a – List of Substitute Administrators (Public and Board)

### 3.07 Areas of Unique Need List

**Discussion:** Patricia Horner: “Thank you for taking the time to listen to my question. I am posing this question to the committee as an administrator in the district and a taxpayer in the community. If the committee could possibly explain the rationale for making the adjustment to the unique need criteria and placing the need for Vocational Director on this list when, indeed, it has been determined that there is not a need for leadership in this district, when a director position is an assumed leadership position.”

Dr. Pascale explained that to be a principal at the Career Center, that person needs to have a Vocational Director certification or be working towards it.

Patricia Horner: “I am fully aware of that, but I am also aware that there is a sort of grandfathering where a current director can maintain that position so, specifically, I am aware of the criteria and the State guidelines, but anyone assuming a principal program or any type of program toward directorship is a leadership program.”

Mrs. Angove asked if this item needed to be approved by the Board and Mrs. Turfitt stated that the committee sets the guidelines and the list can be forwarded to the full Board as an informational item. The three committee members all voted affirmative concerning the new list.

**Action:** The Committee approved the new list and it will be forwarded to the full Board as an informational item at the September 14, 2009 meeting.

**Motion:** None.

**Attachments:**

3.07a – Current List (Public and Board)

3.07b – Updated List (Public and Board)

### 3.08 Athletic Supplemental Contracts

**Discussion:** None.

**Action:** The Committee agreed to forward the Athletic Supplemental Contracts on to the full Board for approval at the September 14, 2009 meeting.

**Motion:** That the Board of School Directors approve the Athletic Supplemental Contracts.

**Attachments:**

3.08a – Athletic Supplemental Contracts (Public and Board)

### 3.09 Co-Curricular Supplemental Contracts

**Discussion:** None.

**Action:** The Committee agreed to forward the Co-Curricular Supplemental Contracts on to the full Board for approval at the September 14, 2009 meeting.

**Motion:** That the Board of School Directors approve the Co-Curricular Supplemental Contracts.

**Attachments:**

3.09a – Co-Curricular Supplemental Contracts (Public and Board)

3.09b – Cyber School Student Liaisons (Public and Board)

3.10 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 Kelly Services Report

**Discussion:** No report at this time.

**Action:** None.

**Motion:** None.

**Attachments:** None.

4.03 Goals Update

**Discussion:** No report at this time.

**Action:** None.

**Motion:** None.

**Attachments:** None.

4.04 Third and Tenth Day Numbers

**Discussion:** None.

**Action:** None.

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

**Attachments:**

4.04a – Third and Tenth Day Counts 09/10 (Public and Board)

4.04b – Memorandum – Probationary Status (Public and Board)

4.05 Other – Dr. Pascale asked permission to add items to all reports between the committee and board meeting. Permission was granted.

**5. Other**

**6. Closing Activities**

6.01 Next Meeting Date – Tuesday, September 29, 2009 after the Policy Committee Meeting at the Warren County Career Center.

6.02 Executive Session - None

6.03 Adjournment – 7:22 p.m

Respectfully Submitted,

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