

POLICY COMMITTEE  
MINUTES  
SEPTEMBER 1, 2009  
WARREN COUNTY CAREER CENTER  
347 EAST FIFTH AVENUE, WARREN, PA

COMMITTEE MEMBERS PRESENT:

Mrs. Kimberly Angove  
Mr. Thomas Knapp  
Mr. Jeff Lockett  
Mr. Arthur Stewart

Mrs. Katherine Oudinot  
Dr. Jack Martin  
Mrs. Kirsten Turfitt

COMMITTEE MEMBERS ABSENT:

Mr. David Wortman

Mrs. Donna Zariczny

OTHERS PRESENT:

Dr. Robert Terrill  
Mrs. Amanda Hetrick  
Mrs. Amy Stewart  
Mr. Paul Giannini  
Mr. Colin Kyler, WTO

Dr. Karen Pascale  
Mr. Petter Turnquist  
Mrs. Rosemarie Green  
Mrs. Ruth Huck

1.0 Opening Activities

1.1 Call to Order

The Policy Committee of the Warren County School District Board of School Directors was called to order by Mrs. Angove, President, at 5:34 p.m. in the Board Room of the Warren County Career Center, 347 East Fifth Avenue, Warren, Pennsylvania.

1.2 Public Comment

There was no public comment.

2.0 Old Business

2.1 Policy 2347 - Electronic Information Dissemination

**Discussion:** There was no discussion.

**Action:** This item will be forwarded to the September 14, 2009, Board meeting.

**Motion:** That the Board of School Directors approves on first and second reading Policy Number 2347, titled – Electronic Information Dissemination.

## 2.2 Policy 9950 - Technology and Internet Safety

**Discussion:** There was no discussion.

**Action:** This item will be forwarded to the September 14, 2009, Board meeting.

**Motion:** That the Board of School Directors approves on second reading Policy Number 9950, titled - Technology and Internet Safety.

## 3.0 New Business

### 3.1 Policy Number 4020, titled - Annual Operating Budget Development

**Discussion:** Mrs. Angove stated that this policy has been lingering for a while. There was an initial charge for it to come to the June meeting and then to the July meeting. Mr. Lockett said that there have been a lot of things this month with the change in the depositories and requested this policy be addressed at the September Policy Committee meeting. Mr. Stewart also requested that the five year projections for revenues and expenditures for the annual budget process linked to the goals be included in this policy. Mr. Lockett suggested adding long-range budgeting as point number three in the policy.

**Action:** This item will be moved to the September Policy Committee meeting.

**Motion:** None

### 3.2 Revision of Policy 2340 - Public Participation at Board Meetings

**Discussion:** There was no discussion.

**Action:** The committee would like to send Policy 2340 to the September 14, 2009, Board meeting on first and second reading.

**Motion:** That the Board of School Directors approves on first and second reading Policy Number 2340, titled - Public Participation at Board Meetings.

### 3.3 Policy 2325, titled - Regular Meetings

**Discussion:** Dr. Martin recommended the following changes to Policy 2325: Line 14 change wording to "'approved' by board president and vice-president," and strike from lines 33 and 34 items B & C since they no longer align with the structure of the organization.

**Action:** This policy will go to the September 14, 2009, board meeting for first reading.

**Motion:** That the Board of School Directors approves on first reading Policy Number 2325, titled - Regular Meetings.

## 4.0 Other

**Discussion:** Mr. Lockett asked Dr. Terrill if he would have staff members review the website for grammar and proper English. He stated there are glaring grammatical errors. Dr. Martin observed that the website constantly changes and the Board needs to help provide resources if the site is to be

monitored on an ongoing basis. As many as 500 people contribute to the website, and there is too much data for one person to review. This issue needs to be addressed by administration and a process and procedures developed for ensuring an error free website. Mr. Stewart suggested that the specific examples that have been brought to Board members' attention be shared with administration and by a simple review of those things it may become evident what a more narrow attack would look like. If it is something on teachers' web pages, it may mean a simple reminder to teachers; on the other hand, if it is permeating other areas, there may be a more global problem.

**Action:** Administration will review the errors and begin working toward a solution.

**Motion:** None

5.0 Closing Activities

5.1 Next Meeting Date - Sept. 29, 2009, 5:30 p.m. - Warren County Career Center

5.2 Adjournment - The meeting adjourned at 5:50 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary  
Policy Committee