

**WARREN COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
MEETING MINUTES
MONDAY, SEPTEMBER 14, 2009**

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 6:00 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
Mr. David Wortman (departed 6:04 p.m.)
Mrs. Donna Zariczny

Others Present:

Dr. Robert Terrill, Superintendent; Mrs. Amanda Hetrick, Director of Secondary Education; Mrs. Rosemarie Green, Director of State & Federal Programs; Mrs. Amy Stewart, Director of Instructional Technology/Communications; Dr. Karen Pascale, Director of Human Resources; Mrs. Diane Martin, Director of Special Education; Mr. Petter Turnquist, Business Administrator; Mr. Chris Byham, Solicitor; Mrs. Ruth Huck, Board Secretary; Ms. Stephanie Hamm, Times Observer; Mr. Paul Giannini, Technology/Information Systems Specialist; Mr. Jeff Flickner, Supervisor of District-wide Athletics & Co-Curricular Activities; Mr. Eugene Casasanta, Hearing Officer; Mrs. Delores Berry, Principal; Mrs. Ruth Nelson, Principal; Mrs. Jane Dunshie, Special Education Supervisor; Mr. Mark Nelson, Special Education Supervisor; Ms. Sandy Wilks, Special Education Supervisor; and approximately 10 unidentified members of the audience.

1.4 Mission Statement - Mr. Arthur Stewart

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 Recognitions and Presentations

1. Mr. Wortman read a letter to the Board of Directors and citizens of Region I resigning his position as a Region I Director due to being ordered to active duty with the United States Army and Operation Enduring Freedom

beginning on October 1, 2009, stating he will not be present to represent Region I for the remainder of his term, and this action will allow the Board of Directors to appoint someone to the position so that the constituents of Region I are represented for the remainder of the term. He expressed that it was a great honor to have served in this capacity and wished everyone all the best in the pursuit of making the Warren County School District a rewarding educational experience for the children of Warren County.

Mrs. Angove thanked Mr. Wortman for his service and presented him with a gift as a token of the District's appreciation for his service on the Board of School Directors for the Warren County School District. He received a standing ovation and each Board member gave Mr. Wortman their well wishes before he departed.

Mr. Wortman left the meeting at 6:04 p.m.

2. Dr. Terrill introduced Mrs. Martin, Director of Special Education, who introduced the team that worked to write the special education plan for the District. The support staff members were Judy Fry, Ellen Koontz, and Jenny Maze. Mrs. Martin also recognized Leslie Collopy, Jen Dilks, and Michelle Johnson for their contributions to the writing of the plan. She thanked the Special Education Directors, Sandy Wilks, Mark Nelson, Kim Yourchisin, and Jane Dunshie. Dr. Terrill and Central Office Directors were also thanked for their help.

Mrs. Martin recognized Jane Dunshie for her 35 years of service to the education of Special Education students, 23 of which have been with the Warren County School District, as she plans on retiring at the end of the month. She has been a strong leader, support person, and advocate for the students in Special Education.

Mr. Stewart asked for a moment to speak regarding Mrs. Dunshie and her work in the District. He had the privilege of working with Mrs. Dunshie over a 17 year period and echoed the sentiments that he has never come across a more truly dedicated employee that has worked on behalf of the well being of District students.

1.6 Public Comment

Mr. David Bauer	Sugar Grove, PA	He was part of the steering committee that met to decide the facility needs for the next ten years. They came up with a plan that amounted to approximately to \$82.7 million. Now that the figures for the two high school scenario are available, it looks like the cost will be \$98.7 million.
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1.7 Agenda Adoption

MOTION: It was moved by Mrs. Zariczny and seconded by Mrs. Oudinot that the Board of School Directors approves the agenda dated September 14, 2009.

Agenda
Adoption
Approved
8-0-0

The result of the vote: Passed unanimously

1.8 Approval of the Minutes - August 10, 2009

MOTION: It was moved by Mr. Knapp and seconded by Mrs. Oudinot that the Board of School Directors approves the minutes of August 10, 2009.

Minutes of
August 10,
2009
Approved
8-0-0

Friendly Amendment: That the minutes be approved with the correction of a typo in item 4.5 which should read failed 0-7-0. Both Mr. Knapp and Mrs. Oudinot agreed.

The result of the vote: Passed unanimously

1.9 Approval of the Special Meeting Minutes - August 13, August 24, and September 2, 2009.

MOTION: It was moved by Mrs. Oudinot and seconded by Mr. Knapp that the Board of School Directors approves the Special Meeting minutes of August 13, August 24, and September 2, 2009.

Special
Meeting
Minutes of
Aug. 13, 2009
Aug. 24, 2009
Sept. 2, 2009
Approved
8-0-0

The result of the vote: Passed unanimously

1.10 Financial Reports

MOTION: It was moved by Mrs. Oudinot and seconded by Mrs. Turitt 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

Roll Call:

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

The result of the vote: Passed unanimously

1.11 Hearing Officer's Report

MOTION: It was moved by Mrs. Zariczny and seconded by Mrs. Oudinot that the Board of School Directors approves the Hearing Officer's report dated September 14, 2009, case UU.

Hearing
Officer's
Report
Approved
8-0-0

The result of the vote: Passed unanimously

2.0 President's Statement

2.1 Reports and Information

1. I.U.5 - Mrs. Donna Zariczny

Mrs. Zariczny reported that IU5 wanted to remind all school districts that they are offering the 9th Annual Regional School Board conference which will be held on Wednesday, September 23, 2009, from 6:00-8:00 p.m. at the IU5 offices. Mr. Tom Genzel will be there presenting and members can network over dinner prior to the presentation. Please contact IU5 if you are interested in attending.

There was also a presentation on 21st Century Learning with Web 2.0, Google

Docs and a couple of other programs that they are reviewing. The IU5 summer food program provided 135,000 meals during the summer months. They also had large turnouts from all of the school districts for continuing education. PAC meetings can now be accessed via distance learning and a recent meeting was held regarding the budget crisis in which 13 of the 15 districts participated.

2. PSBA - Mr. Thomas Knapp

Mr. Knapp reminded the members that the most recent issue of School Leader News contained the complete list of items for the Legislative Platform under consideration. He asked board members to contact him if they had any strong desire on the legislative priority for these issues, and he will convey the information to the other district delegates.

3. Career Center Advisory - Mr. Jeff Lockett

Students from the WCCC welding program are attending JCC and things are going well.

Mrs. Zariczny reported that Dr. Kennerknecht asked her to report that at the last PPF meeting issues regarding the overhead door and ventilation unit were brought up. Dr. Kennerknecht investigated if the requests could be accommodated. Information was forwarded to Mrs. Zariczny from the insurance company regarding the inquiry as to using the overhead door to allow vehicles into the welding shop. The carrier is not recommending this should be allowed. Their comment was, "Do you really want inexperienced welders adjacent to gasoline tanks?" It was a concern on their part, and if the District decided to go in that direction, they would need to be notified because it would definitely affect the District's rating for insurance coverage. Some serious exposure risks associated with this activity would exist.

An update from the architect was also shared regarding the welding lab in which he relayed three different issues that have bearing on the shop door: 1) Increasing the height of the door will interfere with existing duct runs. Installing a taller door would mean relocating the duct work and a cost would be incurred because it was not part of the design; 2) Increasing the width of the door would mean that either booth number 20 on one side or a steel column on the other side and structural steel in the ceiling for a hoist beam would need to be reworked; and 3) Enlarging the opening in height or in either direction would have additional costs associated with redesign. The contractor is to a point where he needs to get submittals and materials placed on order to keep the project on schedule. So at this point no changes are scheduled, and Dr. Kennerknecht needs directions on how to proceed.

2.2 Important Dates

BOARD/COMMITTEE MEETING DATES				
	Date	Time	Committee	Location
1.	Sept. 28, 2009	6:00 p.m.	Curriculum, Instruction & Technology Committee	WCCC

2.	Sept. 28, 2009	Following CIT	Physical Plant & Facilities Committee	WCCC
3.	Sept. 29, 2009	5:30 p.m.	Policy Committee	WCCC
4.	Sept. 29, 2009	Following POL	Personnel/ Athletics & Co-Curricular Activities Committee	WCCC
5.	Sept. 29, 2009	Following PACCA	Finance Committee	WCCC
6.	Oct. 12, 2009	6:00 p.m.	Regular Board Meeting	WCCC

2.3 Announcements

Mrs. Zariczny announced that the next feasibility study meeting will take place at the Warren County Career Center on September 21 with the time to be announced. It will also need to be advertised.

The Authentic Assessment meeting will take place Sept. 22 from 6:00-9:00 p.m. at the Warren County Career Center.

Mrs. Angove announced that the Board met in Executive Session prior to the Board meeting at 5:30 p.m. to discuss contractual issues and the Hearing Officer's Report.

2.4 Areas of Unique Need List

Mrs. Angove stated that the Personnel Committee sets the Unique Need List. The Personnel Committee approved that at their last meeting. The list is attached for the board members' review.

Mr. Turnquist introduced the new staff accountant for the Business Services Department LeeAnn Pierce.

3.0 Superintendent's Reports and Recommendations

3.1 General Comments - Dr. Robert Terrill

Dr. Terrill announced that he sent his report to the Board members today for their perusal. Highlights from the report include:

- Central Office, administrators, and teachers worked hard to make sure there was a smooth start to school.
- Over 200 plus educators participated in professional development activities over the summer in a variety areas.
- Administration prepared in cooperation with St. Bonaventure University a county advisory committee for implementation of the dual enrollment program. There were very few problems and all were ironed out. Things are running smoothly.
- Administration prepared to expand technology this year with many more Smartboards in the classrooms.
- Administration prepared for the welding shop renovation and initiated a partnership with JCC so the students can weld during the renovation period.
- The Transportation Department received a two-day training session with bussing software.

- The Personnel Department hired 46 employees this summer.
- The Buildings and Grounds Department completed numerous projects.
- Swine flu procedures and precautions were developed, reviewed and revised.
- First day enrollment was 5,165; last Friday the enrollment was 5,158. Last June enrollment ended with 5,187 which is 29 less this year.
- School opening went very smoothly.
- There was a teacher orientation on August 22.
- The Superintendent will visit each school once a month; the September schedule is in the report.
- The Strategic Planning Committee finished its mid-point review. Included in the report is a second draft of goals aligned with strategic planning committee's suggestions. The final report will be submitted at the CIT committee meeting at the end of September and a special meeting will be requested to give the final approval for submission to PDE by Sept. 30.

3.2 Informational Report

3.3 Committee Reports

3.4 Third and Tenth Day Numbers PACCA - Mrs. Turfitt

4.0 New Business - Consent Agenda

Items Removed for Separate Action

4.14 - Co-Curricular Supplemental Contracts - Mrs. Turfitt

4.16 - Elementary Title I Teacher Positions - Dr. Martin

4.17 - Secondary Title I Positions - Dr. Martin

4.0 Consent Agenda

MOTION: It was moved by Mr. Stewart and seconded by Mr. Lockett that the Board of School Directors approves the consent agenda with the exception of items 4.14, 4.16, and 4.17.

Roll Call:

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

The result of the vote: Passed unanimously

4.1 Safe Routes to School - CIT - Dr. Jack Martin

MOTION: That the Board of School Directors authorizes the administration to apply for a Safe Routes to School Academy Grant for Youngsville Elementary/Middle School, with the intent of reviewing walking/biking routes to the school and determining ways to make them safer for students.

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

Consent
Agenda
Approved
8-0-0

Application
for Safe Rts to
School
Approved
8-0-0

4.2 Read To Ride - CIT - Dr. Jack Martin

MOTION: That the Board of School Directors authorizes the administration to apply to the Community Foundation of Warren County 60th Anniversary Special Grant to fund the Read to Ride program, in partnership with the Warren Times Observer, for students in Warren County.

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

Application
for Read to
Ride Grant
Approved
8-0-0

Application
for Ezra Jack
Keats Mini-
grants
Approved
8-0-0

4.3 Ezra Jack Keats Minigrant - CIT - Dr. Jack Martin

MOTION: That the Board of School Directors authorizes the administration to encourage any school library within the Warren County School District to apply for Ezra Jack Keats Mini-grant funding, to be used for a creative student program along the guidelines set by the grantor.

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

Budget
Transfers &
Adjustments
Approved
8-0-0

4.4 Budget Transfers and Adjustments - FIN - Mr. J.F. Lockett

MOTION: That the Board of School Directors approves the Budget Adjustment and Budget Transfer Resolutions for Fiscal Year 2008-2009 per the attached documents.

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

Policy #2347
Electronic
Info
Dissemination
First &
Second
Reading
Approved
8-0-0

4.5 Policy Number 2347, titled - Electronic Information Dissemination - POL - Mrs. Kimberly Angove

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

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

Policy #9950
Tech &
Internet Safety
Second
Reading
Approved
8-0-0

4.6 Policy Number 9950, titled - Technology and Internet Safety - POL - Mrs. Kimberly Angove

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

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

Policy #2340
Public
Participation
at Board
Meetings First
& Second
Reading
Approved
8-0-0

4.7 Policy Number 2340, titled - Public Participation at Board Meetings - POL - Mrs. Kimberly Angove

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

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

Policy #2325
Regular
Meetings
First Reading
Approved
8-0-0

4.8 Policy Number 2325, titled - Regular Meetings - POL - Mrs. Kimberly Angove

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

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

- 4.9 Lease/Release Agreement with Double Rainbow Farm for Parking - PPF - Mrs. Donna Zariczny

Lease/Release
Double
Rainbow Farm
Approved
8-0-0

MOTION: That the Board of School Directors approves a lease/release agreement with Double Rainbow Farms for vehicle parking at Eisenhower High School on September 26, 2009.

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

- 4.10 Open-Ended Paving Contract - PPF - Mrs. Donna Zariczny

Paving
Contract
Approved
8-0-0

MOTION: That the Board of School Directors approves an open ended construction contract to Suit Kote Corporation for paving maintenance and asphalt paving repair work.

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

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

Certificated
Personnel
Approved
8-0-0

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

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

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

Support
Personnel
Approved
8-0-0

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

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

- 4.13 Athletic Supplemental Contracts - PACCA - Mrs. Turfitt

Athletic
Contracts
Approved
8-0-0

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

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

- 4.14 Co-Curricular Supplemental Contracts - PACCA - Mrs. Turfitt

Removed for separate action.

- 4.15 Unique Need Tuition Reimbursement Requests - PACCA - Mrs. Kirsten Turfitt

Unique
Need
Tuition
Approved
8-0-0

MOTION: That the Board of School Directors approves 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.

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

- 4.16 Elementary Title I Teacher Positions - PACCA - Mrs. Kirsten Turfitt

Removed for separate action.

- 4.17 Secondary Title I Positions - PACCA - Mrs. Kirsten Turfitt

Removed for separate action.

5.0 Items Removed for Separate Action

- 5.1 (4.14) Co-Curricular Supplemental Contracts - PACCA - Mrs. Turfitt

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

The result of the vote: Passed with Mr. Lockett, Mrs. Angove and Mrs. Turfitt voting no.

The result of the vote: Passed

5.2 (4.16) Elementary Title I Teacher Positions - PACCA - Mrs. Kirsten Turfitt

MOTION: It was moved by Mrs. Zariczny and seconded by Mrs. Oudinot that the Board of School Directors approves 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.

MOTION: It was moved by Mr. Stewart and seconded by Mrs. Turfitt that motions 5.2 and 5.3 be tabled until after executive session.

The result of the vote: Passed unanimously

5.3 (4.17) Secondary Title I Positions - PACCA - Mrs. Kirsten Turfitt

MOTION: That the Board of School Directors approves 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.

Co-
Curricular
Contracts
Approved
5-3-0

Elementary
& Secondary
Title I
Teacher
Positions
Tabled Until
After
Executive
Session
8-0-0

6.0 Future Business for Committee Review

6.1 Mr. Lockett requested that the CIT Committee and administration be charged with researching avant-garde alternatives to classic textbooks and teaching aids.

6.2 Mrs. Oudinot requested that the cost for bus driver clearances be discussed at the next Finance Committee meeting.

Mrs. Zariczny left at 7:00 p.m.

7.0 Other

7.1 Beacon Light Contract Amendment -FIN- Mr. J.F. Lockett

MOTION: It was moved by Mr. Lockett and seconded by Dr. Martin that the Board of School Directors amends the contract with Beacon Light Behavioral Health Systems to include the services of a Master's certified SAP liaison. The liaison cost will be funded entirely through the 2009-10 PA-PACT grant award.

The result of the vote: Passed unanimously

7.2 Memorandum of Agreement

MOTION: It was moved by Dr. Martin and seconded by Mrs. Oudinot that the Board of School Directors accepts the memorandum of agreement with the WCESPA regarding medical assistant aides and authorizes the creation of four new medical assistant aide positions in accordance with the memorandum agreement.

Public Comment

There was no public comment.

Beacon Light
Contract
Amendment
Approved
7-0-0

MOA
WCESPA
Medical
Assistant Aide
Positions
Approved
6-0-1

Roll Call:

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

Abstaining: Mr. Knapp

The result of the vote: Passed

7.3 Resignation

David Wortman's Resignation As Region I Director Accepted 7-0-0

John Grant's Appointment As Region I Director Approved 7-0-0

MOTION: It was moved by Mr. Stewart and seconded by Dr. Martin that the Board of School Directors accepts Mr. David Wortman's resignation and expresses its appreciation for his service as a Region I Director and appoints Mr. John Grant to serve the unexpired term.

Public Comment

There was no public comment.

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

The result of the vote: Passed

8.0 Closing Activities

8.1 Public Comment

Mike Zamborik	Northern Attendance Area	Mr. Zamborik stated that he had a petition of 1900 signatures supporting four high schools for Warren County.
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8.2 Executive Session

Mrs. Angove announced an executive session at 7:05 p.m. with action to follow.

The meeting reconvened at 7:25 p.m. and Mrs. Angove announced that the Board consulted with the solicitor on a legal matter.

8.3 (5.2) (4.16) Elementary Title I Teacher Positions - PACCA - Mrs. Kirsten Turfitt

Removal of Item 5.2 From the Table Approved 7-0-0

MOTION: It was moved by Dr. Martin and seconded by Mr. Lockett to remove item 5.2 from the table.

The result of the vote: Passed

Temporary Elementary Itinerant Title I Teacher Positions Approved 7-0-0

MOTION: It was moved by Dr. Martin and seconded by Mr. Stewart that the Board of School Directors approves two (2) temporary Itinerant Elementary Title I positions contingent on the availability of Title I funding and needing both reading specialist and elementary certifications and that the term of temporary be specifically designed to coincide with the availability of the Title I stimulus grant funds.

Public Comment

There was no public comment.

Roll Call:

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

The result of the vote: Passed unanimously

8.4(5.3) (4.17) Secondary Title I Positions - PACCA - Mrs. Kirsten Turfitt

MOTION: It was moved by Dr. Martin and seconded by Mrs. Oudinot that the Board of School Directors approves 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 and that each position be denoted such that the temporary nature of the positions are specifically related to the availability of the Title I grant funds and the denotation of the schools that they are assigned to be Title I schools.

Temporary Secondary Itinerant Title I Teacher Positions Approved 7-0-0

Public Comment

There was no public comment.

Roll Call:

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

The result of the vote: Passed unanimously

8.5 Committee Appointment

Mrs. Angove appointed Mr. Grant to serve on the Curriculum, Instruction and Technology Committee and the Physical Plant and Facilities Committee filling the vacancies created by Mr. Wortman's resignation.

8.6 Adjournment

MOTION: It was moved by Mr. Stewart and seconded by Mrs. Oudinot that the meeting be adjourned. The meeting adjourned at 7:30 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary

Kimberly J. Angove, Board President