

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

**MONDAY, OCTOBER 12, 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 6:15 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. John Grant  
Mr. Thomas Knapp  
Mr. Jeff Lockett

Dr. Jack Martin  
Mr. Arthur Stewart  
Mrs. Kirsten Turfitt  
Mrs. Donna Zariczny

Absent:

Mrs. Katherine Oudinot

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. 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. Brian Collopy, Technology/Information Systems Specialist; Mr. Jeff Flickner, Supervisor of District-wide Athletics & Co-Curricular Activities; Mr. Matt Jones, Coordinator of Grants & Foundation Development; Mr. James Miller, Principal; Ms. Deborah Dwyer, Principal; Mrs. Delores Berry, Principal; Ms. Sandy Wilks, Special Education Supervisor; Mrs. Laura Demers, Teacher; and approximately 15 unidentified members of the audience.

- 1.4 Reading of the Mission Statement - Mrs. Zariczny  
***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. Gabrielle DuBois - Young People's Chorus of Erie – Ms. Deborah Dwyer  
Ms. Deborah Dwyer introduced Mrs. Diane Reese, music teacher and Gabrielle Dubois, 5<sup>th</sup> grade student at Allegheny Valley Elementary School. Gabrielle has been chosen to participate in the Young People's Chorus of Erie.
2. Choral Program – Youngsville High School – Dr. Darrell Jaskolka  
Dr. Jaskolka introduced and recognized choral teacher Mrs. Montgomery for her outstanding work with the students at Youngsville High School and the great reputation she has built for the program. A former student attending Slippery Rock College sent a recent email telling the account of auditioning for the choir and how the pianist and director were both very well aware of the outstanding program provided at Youngsville. Both Youngsville students that auditioned that day were chosen on the spot to become choir members.
3. Mrs. Laura Demers – WAHS – Golden Apple Award – Mr. James Miller  
Mr. James Miller introduced high school senior Hillary Anderson who is a member of the national honor society, co-president of the senior class, yearbook editor and who wrote an essay nominating her teacher Mrs. Laura Demers, language arts teacher and yearbook advisor, for the Golden Apple Award. Ms. Anderson read her letter stating the impact that Mrs. Demers has had on her high school career.

1.6 Public Comment

Chris Cochran	Sheffield, PA	He spoke to the issue of four schools versus two schools. Bussing is an issue with safety and the length of time on a bus. Also more students will be driving, again another safety issue. Other options will be considered if the schools are closed. Let the four schools survive and prop up the community as a whole.
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1.7 Agenda Adoption

**MOTION:** It was moved by Mr. Lockett and seconded by Mrs. Zariczny that the Board of School Directors approves the agenda dated October 12, 2009.

The result of the motion: Passed unanimously.

1.8 Approval of the Minutes - September 14, 2009

**MOTION:** It was moved by Mr. Knapp and seconded by Mrs. Turfitt that the Board of School Directors approves the meeting minutes of September 14, 2009.

Meeting  
Minutes of  
Sept. 14, 2009  
Approved  
8-0-0

The result of the motion: Passed unanimously.

1.9 Approval of the Special Meeting Minutes - September 28, 2009

**MOTION:** It was moved by Mr. Knapp and seconded by Mrs. Turfitt that the Board of School Directors approves the Special Meeting Minutes of September 28, 2009.

Special  
Meeting  
Minutes of  
Sept. 28, 2009  
Approved  
8-0-0

The result of the motion: Passed unanimously.

1.10 Financial Reports

**MOTION:** It was moved by Mr. Lockett and seconded by Mr. Knapp 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

The result of the motion: Passed unanimously.

2.0 President's Statement

2.1 Reports and Information

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

Mrs. Zariczny reported that at the last meeting Mr. Gentzel, PSBA Executive Director, gave a report on the state of education in Pennsylvania. The main concern currently is the budget, the Free Initiative getting unfunded mandates under control. He also encouraged districts to participate in the educational conferences across the Commonwealth and use the Focus videos at board meetings.

2. PSBA - Mr. Thomas Knapp

Mr. Knapp reported that three members of the Board will be attending the PSBA conference in Hershey and participating in the Legislative Platform voting.

3. Career Center Advisory - Mr. Jeff Lockett

Warren County Career Center's General Advisory meeting was held on September 30th.

The Warren County Career Center's annual Occupational Advisory Committee meeting will be held on Thursday, October 22, 2009. The main purpose of local advisory committees is to ask local industry professionals to provide advice to the programs, plans, implements, or support activities to aid the programs and help promote the Career and Technical Education in the community.

The district has received official notification of the \$190,000 grant award from the US Department of Education for the WCCC's automotive technology program. More information about this grant will be presented by the Superintendent in his report.

## 2.2 Important Dates

BOARD/COMMITTEE MEETING DATES				
	Date	Time	Committee	Location
1.	Oct. 26, 2009	6:00 p.m.	Physical Plant & Facilities Committee	WCCC
2.	Oct. 26, 2009	Following PPF	Curriculum, Instruction & Technology Committee	WCCC
3.	Oct. 27, 2009	5:30 p.m.	Policy Committee	WCCC
4.	Oct. 27, 2009	Following POL	Finance Committee	WCCC
5.	Oct. 27, 2009	Following FIN	Personnel/ Athletics & Co-Curricular Activities Committee	WCCC
6.	Nov. 9, 2009	6:00 p.m.	Regular Board Meeting	WCCC

Mrs. Zariczny reminded the board members that the community dialogue will take place on November 10, 2009, the tentative time is 6:30 p.m., and the location will be announced.

Mr. Stewart reported that on November 23 there will be a report from the administration on technology at the CIT meeting on the various ways it is employed and can be employed and it may have some bearing on the discussions underway.

## 2.3 Announcements

Mrs. Angove announced an executive session was held on September 29 to discuss the hiring of an employee; an executive session was held on September 30 to discuss the terms and conditions of an employee contract and evaluation; and an executive session was held prior to the meeting tonight to consult with the district solicitor.

## 3.0 Superintendent's Reports and Recommendations

### 3.1 General Comments - Dr. Robert Terrill

Dr. Terrill stated that the superintendent's report was emailed to the board members on Friday and an update was sent today. Highlights from the schools are included and a schedule of his visits to the schools is also there. He has prepared a PowerPoint presentation and will verify with parents that students' pictures can be published before he makes the presentation public.

He attended Festival of the Bands where Eisenhower, Sheffield and Youngsville all participated. It was exceptional.

He reported on the professional day presentations including SmartBoards, technology presentation in language arts, and special education professional development.

3.2 Warren County Career Center Automotive Program Grant Update

Dr. Terrill stated the District received word from US Representative Thompson announcing the Warren County Career Center will receive \$190,000 grant.

3.3 Informational Report

3.4 Committee Reports

3.5 Other

4.0 New Business - Consent Agenda

4.1 Consent Agenda

Items removed for separate action:

4.5 - Bond Refunding Parameters Resolution - Dr. Martin

4.10 - Substitute Administrators - Mr. Stewart

**MOTION:** It was moved by Mr. Lockett and seconded by Mrs. Zariczny that the Board of School Directors approves the Consent Agenda with the exception of items 4.5 and 4.10.

Roll Call:

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

Passed: Unanimously

4.2 Repository Sale - FIN - Mr. Jeff Lockett

**MOTION:** That the Board of School Directors approves the Repository Sale per the attached document.

4.3 Purchase of K-5 language arts consumables for 2010-2011 - FIN - Mr. Jeff Lockett

**MOTION:** That the Warren County School District Board of Directors approves the purchase of consumable language arts materials for grades K-5 for the 2010 - 2011 school year in an amount not to exceed \$25,035.00

4.4 Purchase of RedCat systems - FIN - Mr. Jeff Lockett

**MOTION:** That the Warren County School District Board of Directors approves the purchase from stimulus grant funds of 36 RedCat systems at an amount not to exceed \$29,412.

4.5 Bond Refunding Parameters Resolution - FIN - Mr. J.F Lockett

*Removed for separate action.*

Consent  
Agenda  
Approved  
8-0-0

Repository  
Sale  
Approved  
8-0-0

Purchase of  
K-5  
Consumables  
Approved  
8-0-0

Purchase of  
RedCat  
Systems  
Approved  
8-0-0

Certificated Report Approved 8-0-0	4.6	Certificated Personnel Report - PACCA - Mrs. Kirsten Turfitt <b><u>MOTION:</u></b> That the Board of School Directors approves the Certificated Personnel Report.
Support Personnel Report Approved 8-0-0	4.7	Support Personnel Report - PACCA - Mrs. Kirsten Turfitt <b><u>MOTION:</u></b> That the Board of School Directors approves the Support Personnel Report.
Athletic Supplemental Contracts Approved 8-0-0	4.8	Athletic Supplemental Contracts PACCA - Mrs. Turfitt <b><u>MOTION:</u></b> That the Board of School Directors approves the Athletic Supplemental Contracts.
Co-Curricular Supplemental Contracts Approved 8-0-0	4.9	Co-Curricular Supplemental Contracts PACCA - Mrs. Turfitt <b><u>MOTION:</u></b> That the Board of School Directors approves the Co-Curricular Supplemental Contracts
	4.10	Substitute Administrators - PACCA - Mrs. Kirsten Turfitt <i>Removed for separate action.</i>
Volunteer Report Approved 8-0-0	4.11	Volunteer Report - PACCA - Mrs. Kirsten Turfitt <b><u>MOTION:</u></b> That the Board of School Directors approves the Volunteer Report.
EHS/YHS Track Stabilization Work Approved 8-0-0	4.12	Eisenhower MHS & Youngsville HS Track - PPF - Mrs. Donna Zariczny <b><u>MOTION I:</u></b> That the Board of School Directors approves a contract to Playing Surface Solutions per the Co-Stars Contract #014-104 in an amount not to exceed \$24,500 for track stabilization at Youngsville High School. <b><u>MOTION II:</u></b> That the Board of School Directors approves a contract to Playing Surface Solutions per the Co-Stars Contract #014-104 in an amount not to exceed \$22,500 for track stabilization at Eisenhower Middle/High School.
Snowplow Bids Approved 8-0-0	4.13	Snowplow Bid Results - PPF - Mrs. Donna Zariczny <b><u>MOTION:</u></b> That the Board of School Directors approves a contract to the following for snow removal and anti-skid application for the 2009-10 season: Tome Enterprises for snowplowing and anti-skid application at Beaty-Warren Middle School at the rates of \$90.00 per snow plow trip and \$35.00 per anti-skid application; Jack Black Excavating for snowplowing at South Street Early Learning Center at the rate of \$40.00 per snowplow trip; Jack Black Excavating for snowplowing and anti-skid application at Sheffield Area Middle High School at the rates of \$200.00 per snowplow trip and \$150.00 per anti-skid application; Jack Black Excavating for snowplowing at Sheffield Elementary School at the rate of \$75.00 per snowplow trip; Tome Enterprises for snowplowing and anti-skid application at Allegheny Valley Elementary School at the rates of \$80.00 per snowplow trip and \$40.00 per anti-skid application; Tome

Enterprises for snowplowing at Youngsville High School at the rate of \$90.00 per snowplow trip; Tome Enterprises for snowplowing at Youngsville Elementary Middle School at the rate of \$110.00 per snowplow trip; Tome Enterprises for snowplowing and anti-skid application at Eisenhower Middle Senior High School at the rates of \$110.00 per snowplow trip and \$50.00 per anti-skid application; Tome Enterprises for snowplowing at Russell Elementary School at the rate of \$100.00 per snowplow trip; Jack Black Excavating for snowplowing at Sugar Grove Elementary School at the rate of \$50.00 per snowplow trip.

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

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

Policy 2325 -  
Regular  
Meetings  
Second  
Reading  
Approved  
8-0-0

- 4.15 Policy Number 7610, titled - Personnel Records - POL - Mrs. Kimberly Angove

**MOTION:** That the Board of School Directors approves on first reading Policy Number 7610, titled - Personnel Records.

Policy 7610 -  
Personnel  
Records  
First Reading  
Approved  
8-0-0

- 4.16 Field Trip to Mexico - CIT - Dr. Jack Martin

**MOTION:** That the Board of School Directors approves the field trip request for the trip to Mexico as presented.

Field Trip to  
Mexico  
Approved  
8-0-0

- 4.17 CVS Public School Inclusion Grant - CIT - Dr. Jack Martin

**MOTION:** The Board of Directors authorizes the district administration to apply to the CVS Inclusion Grant for \$5,000 in funding to purchase classroom amplification equipment for a district school or schools to be identified by the WCSD Special Education department.

CVS Inclusion  
Grant  
Authorization  
to Apply  
Approved  
8-0-0

- 4.18 Target Field Trip Grant - CIT - Dr. Jack Martin

**MOTION:** The Board of Directors authorizes the administration to work with any building administrator and/or teacher interested in submitting a Target Field Trip Grant, with the understanding that any trip so proposed must follow established district policy and procedure.

Target Field  
Trip Grant  
Authorization  
To Apply  
Approved  
8-0-0

- 4.19 Pennsylvania Business Week Grant - CIT - Dr. Jack Martin

**MOTION:** That the Board of Directors authorizes the administration to apply to the Community Foundation of Warren County - and other local foundations as necessary - for funding necessary to offer the Pennsylvania Business Week program at Youngsville High School in January 2010.

PA Business  
Week Grant  
Authorization  
to Apply  
Approved  
8-0-0

## 5.0 Items Removed for Separate Action

- 5.1(4.5) Bond Refunding Parameters Resolution - FIN - Mr. J.F Lockett

**MOTION:** It was moved by Dr. Martin and seconded by Mr. Lockett that the Board of School Directors approves the Bond Refunding Parameters Resolution per the attached

Bond  
Refunding  
Parameters  
Approved  
8-0-0

document.

**Friendly Amendment:** It was moved by Mrs. Zariczny that the Board of School Directors approves the Bond Refunding Parameters Resolution per the attached document and to see the savings front loaded.

Both Dr. Martin and Mr. Lockett agreed to the friendly amendment.

Substitute  
Administrators  
Referred Back  
to  
Administration  
for Report at  
the Nov. 9,  
2009, Board  
Meeting  
8-0-0

Roll Call:

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

Passed: Unanimously

5.2(4.10) Substitute Administrators - PACCA - Mrs. Kirsten Turfitt

**MOTION:** It was moved by Mr. Stewart and seconded by Mrs. Zariczny that the Board of School Directors authorizes the Superintendent to appoint certificated staff, administrative interns and retired administrators to fill administrative vacancies.

**Friendly Amendment:** It was moved by Mr. Stewart that this motion be sent back to the Personnel/ Athletics and Co-Curricular Committee to review the motion as currently stated and additionally review using Kelly Services for hiring retired administrators to fill vacancies. The administration will report back with a recommendation at the next regularly scheduled board meeting.

6.0 Future Business for Committee Review

There were no items for future review.

7.0 Other

Payment to  
TCCS  
Approved  
8-0-0

7.1 Payment to Tidioute Community Charter School

**MOTION:** It was moved by Mrs. Zariczny and seconded by Dr. Martin that the Board of School Directors approves the payment to the Tidioute Community Charter School in the amount of \$212,546.65.

**Public Comment:**

There was no public comment.

Roll Call:

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

Passed: Unanimously

8.0 Closing Activities

8.1 Public Comment

There was no public comment.



8.2 Executive Session

There was no executive session.

8.3 Adjournment

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

The meeting adjourned at 7:20 p.m.

Respectfully Submitted,

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Ruth A. Huck, Board Secretary

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Kimberly J. Angove, Board President