

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

**MONDAY, DECEMBER 7, 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 Mr. Stewart, President, at 7:50 p.m. in the Board Room of the Warren County Career Center, 347 East Fifth Avenue, Warren, Pennsylvania.

1.2 Pledge of Allegiance

Mr. Stewart 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  
Ms. Mary Anne Paris

Mr. Arthur Stewart  
Mr. John Werner  
Dr. Paul Yourchisin  
Mrs. Donna Zariczny

Others Present:

Dr. Robert Terrill, Superintendent; Mrs. Amanda Hetrick, Director of Secondary Education; Mrs. Rosemarie Green, Director of State & Federal Programs; 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 Coordinator; Mr. Paul Giannini, Technology/Information Systems Specialist; Mr. Jeff Flickner, Supervisor of District-wide Athletics & Co-Curricular Activities; Mrs. Patricia Horner, Assistant Principal; Dr. Darrell Jaskolka, Principal; Mrs. Marcia Madigan, Principal; Ms. Sandra Wilks, Special Education Supervisor; Ms. Claudia Solinko, WCEA President; and approximately 15 unidentified members of the audience.

1.4 Reading of the Mission Statement – Mrs. Donna 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. Youngsville High School Seminar Days – Dr. Jaskolka

Dr. Jaskolka recognized the organizers of the first annual Seminar Days at Youngsville High School. The day provided fifty speakers with a wide range of occupations including morticians, massage therapists, artists, veterinarian, architect, teacher, and members of the law enforcement community. A learning lunch was held with the theme of “Eat Lunch With Your Boss.” Justin Tech did a presentation on dining etiquette before the meal. The organizing committee consisted of Mrs. Rebecca Yeager who envisioned “Seminar Days” wanting students to learn about the real world of work; Mrs. Martha Dyke, who was instrumental in bringing in Mr. John Papalia, keynote speaker; Mrs. Susan Hornick who created a master schedule and a schedule for each student; Mrs. Melissa Bullock who dealt with all of the details of the event; and Mrs. Amy Beers who gave her administrative viewpoint to everything and made this idea a functioning reality. Dr. Jaskolka thanked the committee and presenters for making the event a profound success.

2. Retirement

Francis Stuart was presented a plaque for her 32 years of service to the Warren County School District in the Building and Grounds department. She will officially retire January 4, 2010.

1.6 Public Comment

Marcia Madigan, Principal	Sugar Grove Elementary	She thanked the School Board members for the window replacement at Sugar Grove Elementary school. The children sent thank you notes to the Board. Mrs. Madigan invited the Board members to the outdoor Christmas concert to be held at the school on December 11.
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1.7 Agenda Adoption

Agenda  
Adoption  
Approved  
9-0-0

**MOTION:** It was moved by Mrs. Zariczny and seconded by Mr. Lockett that the Board of School Directors approves the agenda dated December 7, 2009.

The result of the vote: Passed unanimously

1.8 Approval of the Minutes - November 9, 2009

Minutes  
Nov. 9, 2009  
Approved  
8-0-1

**MOTION:** It was moved by Mr. Knapp and seconded by Mrs. Zariczny that the Board of School Directors approves the regular meeting minutes of November 9, 2009.

The result of the vote: Passed with Ms. Paris abstaining.

1.9 Approval of the Special Meeting Minutes - December 4, 2009

**MOTION:** It was moved by Mrs. Zariczny and seconded by Mr. Knapp that the Board of School Directors approves the special meeting minutes of December 4, 2009.

The result of the vote: Passed with Mr. Werner and Ms. Paris abstaining.

Special Meeting Minutes Dec. 4, 2009 Approved 7-0-2
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1.10 Financial Reports

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

Financial Reports Approved 9-0-0
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2.0 President's Statement

2.1 Reports and Information

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

There was no report because the IU Board of Directors did not meet.

2. PSBA Liaison - Mr. Thomas Knapp

Mr. Knapp shared the Focus video from PSBA acquainting new board members with the work that PSBA does for local school boards in helping them to become more effective.

3. Career Center Advisory - Mr. Jeff Lockett

The Career Center Advisory Report is contained within the Superintendent's report.

2.2 Important Dates

Mr. Stewart announced the next regular board meeting is scheduled for January 11, 2010 at 7:00 p.m. and all of the committee meetings will be held December 21, 2009, starting at 7:00 p.m.

2.3 Announcements

There were no announcements.

3.0 Superintendent's Reports and Recommendations

3.1 General Comments - Dr. Robert Terrill

- Dr. Terrill stated his written report, with all of the school highlights for the past month, was sent to the Board.
- The year-to-date expenditure summary report is available on Electronic School Board.
- Mr. Jones and Mrs. Green will attend a meeting regarding "The Race to the Top" grant and will report back to the Board at a future date.
- The District Improvement Team met on November 18, and Mrs. Stewart gave a very informative technology update to the group. The team will meet again the second week of December.

- The District received notification of the Keystone Achievement Awards that go to schools that have two consecutive years of meeting Adequate Yearly Progress. When the awards are received from IU5, they will be presented at a future Board meeting. The schools receiving the awards are Russell Elementary, Sugar Grove Elementary, Sheffield Elementary, Beaty-Warren Middle School, Warren Area High School, Eisenhower High School, South Street Early Learning Center, and Allegheny Valley Elementary School.
- Dr. Terrill wants to start a team building initiative and asked that a committee be set up to work on team building for the Central Office, Administration, teachers, staff, and the Board. He has worked to secure two consultants for the task and has asked Dr. Kennerknecht and Mrs. Stewart to serve on a committee representing Central Office. Dr. Terrill requested that Mr. Stewart appoint two Board representatives to serve also.

3.2 Informational Report - PACCA - Mrs. Kirsten Turfitt

3.3 Committee Reports

3.4 Affiliation Agreement for an Academic Experience Site – Edinboro University

Affiliation  
Agreement with  
Edinboro  
University  
Approved  
9-0-0

**MOTION:** It was moved by Mr. Lockett and seconded by Mr. Knapp that the Board of School Directors approves the Affiliation Agreement with Edinboro University.

The result of the vote: Passed unanimously

3.5 Appointments

- Mr. Stewart stated that he would serve as one of the members for the team building initiative and asked Mr. Grant to serve also.
- The following appointments were made by Mr. Stewart to an ad hoc committee that will meet with representatives from the Tidioute Community Charter School to discuss charter renewal issues – Mr. Werner, Mr. Grant, and Mr. Knapp.

4.0 New Business - Consent Agenda

4.1 Consent Agenda

Items removed for separate action:

4.2 – Certificated Personnel Report – Mrs. Angove

4.3 – Support Personnel Report - Mrs. Angove

4.9 – Alternative Education in WCSD - Mrs. Angove

Consent  
Agenda  
Approved  
9-0-0

**MOTION:** It was moved by Mrs. Zariczny and seconded by Mr. Knapp that the Board of School Directors approves the Consent Agenda with the exceptions of items 4.2, 4.3, and 4.9.

The result of the vote: Passed unanimously

4.2 Certificated Personnel Report - PACCA - Mrs. Kirsten Turfitt

*Removed for separate action.*

4.3	Support Personnel Report - PACCA - Mrs. Kirsten Turfitt <i>Removed for separate action.</i>	
4.4	Athletic Supplemental Contracts - PACCA - Mrs. Kirsten Turfitt <b>MOTION:</b> That the Board of School Directors approves the Athletic Supplemental Contracts.	Athletic Supplemental Contracts Approved 9-0-0
4.5	Co-Curricular Supplemental Contracts - PACCA - Mrs. Turfitt <b>MOTION:</b> That the Board of School Directors approves the Co-Curricular Supplemental Contracts.	Co-Curricular Supplemental Contracts Approved 9-0-0
4.6	Volunteer Report - PACCA - Mrs. Kirsten Turfitt <b>MOTION:</b> That the Board of School Directors approves the Volunteer Reports.	Volunteer Report Approved 9-0-0
4.7	WCESPA Sick Day Bank - PACCA - Mrs. Kristen Turfitt <b>MOTION:</b> That the Board of School Directors approves the revisions to the Warren County Educational Support Personnel Association Sick Day Bank Guidelines pending the attorney's acceptance of the changes.	WCESPA Sick Day Bank Approved 9-0-0
4.8	FIE Grant Equipment - FIN - Mr. J.F. Lockett <b>MOTION:</b> That the Board of School Directors approves the purchase of equipment and supplies in the amount of \$176,080.07 in connection with the FIE Grant for Auto Tech per the attached documents.	FIE Grant Equipment 9-0-0
4.9	Alternative Education in WCSD - CIT - Arthur Stewart, Acting Chairperson <i>Removed for separate action.</i>	
4.10	Society for Analytical Chemist of Pittsburgh Science Equipment Grant – CIT – Mr. Arthur Stewart, Acting Chair <b>MOTION:</b> That the Board of School Directors authorizes the administration to apply to the Society for Analytical Chemists of Pittsburgh Science Equipment Grant to purchase hip wader boots for use in field experiments and environmental studies conducted by district students.	Science Equipment Grant Application Approved 9-0-0
4.11	PDE Career & Technical Education Equipment Grant – CIT – Mr. Arthur Stewart, Acting Chair <b>MOTION:</b> That the Board of School Directors authorizes the administration to apply to the PDE Career & Technical Education Equipment Grant to purchase a waterborne automotive paint mixing system for use in the Warren County Career Center Collision Repair Program.	Tech Ed Equipment Grant Application Approved 9-0-0
5.0	Items Removed for Separate Action	
5.1 (4.2)	Certificated Personnel Report - PACCA - Mrs. Kirsten Turfitt <b>MOTION:</b> It was moved by Mrs. Zariczny and seconded by Mr. Knapp that the Board of School Directors approves the Certificated Personnel Report.	Certificated Personnel Report Approved 9-0-0
The result of the vote: Passed unanimously		

5.2 (4.3) Support Personnel Report - PACCA - Mrs. Kirsten Turfitt

Support  
Personnel  
Report  
Approved  
9-0-0

**MOTION:** It was moved by Mr. Knapp and seconded by Mrs. Zariczny that the Board of School Directors approves the Support Personnel Report.

The result of the vote: Passed unanimously

5.3 (4.9) Alternative Education in WCSD - CIT - Arthur Stewart, Acting Chairperson

Development  
of Alt Ed  
Contract  
Approved  
7-2-0

**MOTION:** It was moved by Mrs. Zariczny and seconded by Mr. Knapp that the Board of School Directors authorizes the administration to develop a two year contract with Beacon Light to provide a second tier of alternative education for students of the Warren County School District, contingent upon Beacon Light's successful application to the PA Department of Education to be approved as a provider.

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

6.0 Future Business for Committee Review

- Mrs. Zariczny asked for an update from Personnel Committee and administration regarding Kelly Services and how the substitute program is working with regards to the fill rate, how administration views its effectiveness in satisfying the needs in their buildings, and how it ties into the tutoring program. Mrs. Angove would also like feedback from the substitutes on their satisfaction. Mr. Knapp would like to hear how the substitute program is working for cafeteria and custodial staff members as well as the teachers. Mrs. Zariczny requested that the information come back to the Board at the January Personnel Committee meeting.

Mr. Stewart asked if there was any strong desire as to the protocol the Board should use in sending items for future business to the committees; should there be a vote by the membership or just a request by an individual Board member. As long as there is unanimity the process of individual board members making requests works well, but if there is dissension among the members this could create a problem. Mr. Stewart asked if there was any desire to see the requests done by a motion. There was no strong desire either way.

- Mrs. Angove requested that the administration review at CIT regarding using cell phones as possible response units.

Mr. Stewart stated that the communications report will be given at the December committee meetings, and the technology report will be given at the January board meeting and will include cell phones as response units.

- Mr. Grant asked that at some point CIT put together a report for opportunities for dual enrollment to show what the district is presently offering and what the students are presently doing, and show the difference in the concept of the opportunity for college credit while in high school. Mrs. Zariczny would like the report to show the cyber opportunities for students as well.

Mr. Stewart summarized the following to be included in the dual enrollment and cyber report:

- Dual enrollment and cyber opportunities available to students;
- What students are currently doing with those opportunities;
- Costs to students and the district; and
- The concerns addressed by Miranda Miller at the November board meeting.

Dr. Terrill and Mrs. Hetrick stated that the report on dual enrollment and cyber opportunities could be ready for the December CIT meeting and the others will be ready for the January CIT meeting.

Mrs. Angove asked that the JCC/WCCC dual enrollment opportunities also be included with the report from CIT.

- Mr. Stewart thanked Mr. Turnquist for the five-year budget review.

## 7.0 Other

### 7.1 Policy 3140, titled Disciplinary Suspension

**MOTION:** It was moved by Mr. Lockett and seconded by Mr. Knapp that the Board of School Directors approves on second reading Policy Number 3140, titled Disciplinary Suspension.

The result of the vote: Passed unanimously

Policy #3140  
– Disciplinary  
Suspension  
Second  
Reading  
Approved  
9-0-0

### 7.2 Dental Agreement

Dr. Pascale noted that discussions are ongoing with a local dentist, and she is hopeful that there will be an agreement by the January board meeting.

### 7.3 School-to-Work Partnership

**MOTION:** It was moved by Mr. Lockett and seconded by Mrs. Zariczny that the Board of School Directors approves payment for the first half of the district's contribution to the School-to-Work Partnership in the amount of \$22,500.

The result of the vote: Passed unanimously

School-To-  
Work  
Partnership  
First  
Installment  
Payment  
Approved  
9-0-0

### 7.4 Recommendation for Four High Schools

**MOTION:** It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors approves the steering committee's recommendation to maintain four high schools, and that the Board directs the administration to recommend at the next board meeting a schedule for deciding the priority, extent, and funding of the construction projects including a schedule for deciding a resolution of the Warren elementary schools' configuration.

Recommendation  
To Maintain  
Four High  
Schools & A  
Schedule for  
Decisions  
Rendering A  
Resolution for  
Warren  
Elementary  
School Re-  
Configuration  
Approved  
6-3-0

Roll Call Vote:

Voting Yes: Mr. Werner, Mr. Grant, Mr. Knapp, Mr. Lockett, Ms. Paris,  
Mr. Stewart

Voting No: Dr. Yourchisin, Mrs. Zariczny, Mrs. Angove

The result of the vote: Passed

## 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

It was moved by Mr. Lockett and seconded by Mr. Knapp that the meeting be adjourned. The meeting adjourned at 9:40 p.m.

Respectfully Submitted,

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Ruth A. Huck, Board Secretary