

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

MONDAY, NOVEMBER 8, 2010

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 7:05 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

Absent:

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; Mrs. Diane Martin, Director of Special Education; Mr. Petter Turnquist, Business Administrator; Mr. Chris Byham, Solicitor; Mrs. Ruth Huck, Board Secretary; Mr. Colin Kyler, Times Observer; Mr. Brian Collopy, Technology Coordinator; Mr. Paul Giannini, Technology/Information Systems Specialist; Mr. James Miller, Supervisor of District-wide Athletics & Co-Curricular Activities; Mr. Eugene Casasanta, Hearing Officer; Mrs. Sue Turner, Human Resource Supervisor; Mrs. Amy Stimmell, Principal; Ms. Amy Beers, Principal; Dr. Darrell Jaskolka, Principal; Mr. Gary Weber, Principal; Mr. Steve Parinella, Principal; Mrs. Ruth Nelson, Principal; Mrs. Deb Doyle, Principal; Mr. Eric Leamon, Assistant Principal; Ms. Ann Ryan, Assistant Principal; Ms. Maryann Mead, Assistant Principal; Mr. Philip Knapp, Assistant 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 - Mr. Grant

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 & Presentations

1. DIT Northern Attendance Area

The Northern Attendance Area principals presented their District Improvement Team report to the Board.

- Russell Elementary - Mrs. Doyle expressed their desire to equip teachers to be systems thinkers and to see the bigger picture. The teachers develop data driven action plans to help drive instruction throughout the school year and plans are modified as warranted by subsequent testing and results.
- Sugar Grove Elementary – Mr. Weber reported for Mrs. Madigan. One of the main focuses was to maintain safety in and around the school. Communications with the community was very important and communiqués with soldiers was also a priority. Teachers and students worked collaboratively on several projects. Science Is Elementary is still part of the curriculum.
- Eisenhower Middle/High School – Mr. Weber reported that Mr. Leamon leads the middle school improvement team and Mr. Weber leads the high school improvement team. Breaking Ranks Program and Schools to Watch are being implemented for school improvement. They gather data and determine where improvement needs to take place and then addressing professional development and academic interventions.
- LEC – Mrs. Stimmell shared that an advisory group was established in 2006 to help improve the growth and development of the programs at the LEC. Data analysis is a focus in order to set GIEP goal improvement. Instructional focus has included more competitions for students. Character education was implemented last year. Parent trainings were implemented to help them. Increased parent communication on what other enrichment activities are available outside of the school district. Efforts are tied to the District strategic plans and board goals.

2. Eisenhower Teachers

Mr. Leamon introduced Carol Livingston and Jessica Schoemaker who presented at state-wide conferences this year.

- Ms. Livingston presented with Eric Mineweaser at PCTLA and the title of the presentation was “To Teach and To Test – Conquering the Slings and Arrows of Accountability in an Undiscovered Country of Literacy and Critical Thinking.”
- Jessica Schoemaker presented at the PA Art and Education Association State Conference and the title of her presentation was “Ceramic Storytelling.”

3. Sheffield Area Middle/High School

Ms. Beers introduced a video created through a competition sponsored by WICU TV called 'How Cool Is Your School' highlighting the area and student activities at the school.

1.6 Public Comment

Mrs. Kirsten Turfitt	Warren, PA	She addressed the Act 93 salary adjustments. To make adjustments now would be fiscally irresponsible.
----------------------	------------	---

1.7 Agenda Adoption

MOTION: It was moved by Mrs. Zariczny and seconded by Mrs. Angove that the Board of School Directors approves the agenda dated November 8, 2010.

The result of the vote: Passed unanimously

Agenda
Adoption
Approved
9-0-0

1.8 Approval of the Minutes - October 11, 2010

MOTION: It was moved by Mrs. Angove and seconded by Ms. Paris that the Board of School Directors approves the minutes dated October 11, 2010.

The result of the vote: Passed unanimously

October 11,
2010, Minutes
Approved
9-0-0

1.9 Emergency Meeting Minutes - October 22, 2010, and Special Meeting Minutes - October 25, 2010

MOTION: It was moved by Mrs. Zariczny and seconded by Dr. Yourchisin that the Board of School Directors approves the emergency meeting minutes dated October 22, 2010 and special meeting minutes dated October 25, 2010.

The result of the vote: Passed unanimously

October 22,
2010,
Emergency
Meeting
Minutes and
October 25,
2010, Special
Meeting
Minutes
Approved
9-0-0

1.10 Financial Reports

MOTION: It was moved by Mr. Grant 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.

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

Financial
Reports
Approved
7-1-1

1.11 Hearing Officer's Report

MOTION: It was moved by Mr. Knapp and seconded by Mr. Grant that the Board of School Directors approves the Hearing Officer's Report dated November 8, 2010, (Case: B).

The result of the vote: Passed with Dr. Yourchisin abstaining and Mr. Lockett voting no.

Hearing
Officer's
Report
Approved
7-1-1

2.0 President's Statement

2.1 Reports and Information

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

Mrs. Zariczny reported that IU5 has new video production equipment available which will enable them to do live webcasts. It is portable equipment and can be used by member districts.

Standards Alignment System - IU5 received a grant to train and provide access to important information that will help teachers and parents to move students toward academic success.

2. PSBA Liaison - Mrs. Kimberly Angove

There are some upcoming trainings for new presidents and vice presidents, and there are some video conferences being offered per the emails that have been sent to members.

3. Career Center Advisory - Mr. Jeff Lockett

The Occupational Advisory Committee meetings were held. New instructors had the chance to speak with local industry leaders who shared what the expected skills are for the industry standard.

4. Wellness Committee - Mr. John Grant

Mr. Grant had Mrs. Tharp share that there is a core committee representing all attendance areas and grade levels. They have developed a mission statement and goals for the committee. They will be meeting in the near future to review policy and make recommendations on changes that should be considered.

2.2 Important Dates

BOARD/COMMITTEE MEETING DATES				
	Date	Time	Committee	Location
1.	Nov. 22, 2010	7:00 p.m.	Curriculum, Instruction & Technology Committee	WCCC
2.	Nov. 22, 2010	Following CIT	Physical Plant & Facilities Committee	WCCC
3.	Nov. 23, 2010	7:00 p.m.	Personnel/ Athletics & Co-Curricular Activities Committee	WCCC
4.	Nov. 23, 2010	Following PACCA	Finance Committee	WCCC
5.	Dec. 6, 2010	7:00 p.m.	Organizational Meeting	WCCC
6.	Dec. 6, 2010	Following Organizational Meeting	Regular Board Meeting	WCCC

2.3 Announcements

2.4 PSBA Standards for Effective Governance and Code of Conduct for Pennsylvania School Boards

Mrs. Huck reviewed the history that led to the Pennsylvania School Boards Association instituting Standards for Effective Governance and Code of Conduct. She requested that the Board of Directors consider adopting the tenets of both documents at the organization meeting which will be held December 6.

2.5 League of Women Voters' Forum

Mr. Stewart announced the League of Women Voters is hosting a meeting with Pamela Price from PSBA to discuss the various methods available for electing school board directors.

2.6 Other

Mr. Stewart expressed his concern about two articles that were in the newspaper regarding Act 93 issues even though no action had taken place. He expressed concern that he as Board President had not been contacted prior to the article being published. Mr. Stewart discussed his concerns with Mr. Patchen at Warren Times Observer.

3.0 Superintendent's Reports and Recommendations

3.1 General Comments - Dr. Robert Terrill

Superintendent's report was sent. There is a recommendation for the transportation manager and highlights from the schools.

3.2 Informational Report

3.3 Committee Reports

3.4 Other

4.0 New Business - Consent Agenda

Items removed for separate action:

4.4 Student Assistance Program - Therapist - Mrs. Zariczny

4.9 Support Personnel Report - Mrs. Angove

4.11 Volunteer Reports - Mr. Lockett

4.13 Employment Agreement - Act 93 Non-Certificated - Mrs. Angove

4.14 Employment Agreement - Administrative Support Personnel - Mrs. Angove

4.1 Consent Agenda

MOTION: It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors approves the consent agenda with the exception of items 4.4; 4.9; 4.11; 4.13; and 4.14.

The result of the vote: Passed unanimously

Consent Agenda Approved 9-0-0
--

- 4.2 PDE 3074(a) for BWMS Driveway (WCSD Project #1101) - PPF - Mrs. Donna Zariczny

PDE 3074
BWMS
Driveway
Approved
9-0-0

MOTION: That the Board of School Directors approves and forwards PDE Form 3074(a) for the Beaty Warren Middle School Driveway (WCSD Project #1101) to the Pennsylvania Department of Education for approval.

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

- 4.3 PDE Form 3074(a) for SAMHS Storage Addition (WCSD Project #1102) - PPF - Mrs. Donna Zariczny

PDE
3074(a)
SAMHS
Storage
Addition
Approved
9-0-0

MOTION: That the Board of School Directors approves and forwards PDE Form 3074(a) for the Sheffield Area Middle Senior High School Storage Addition (WCSD Project No. 1102) to the Pennsylvania Department of Education for approval.

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

- 4.4 Student Assistance Program - Therapist - CIT - Mrs. Kimberly Angove

Removed for separate action.

- 4.5 International Field Trip Request - CIT - Mrs. Kimberly Angove

International
Field Trip
Approved
9-0-0

MOTION: That the Board of School Directors approves the field trip to Costa Rica as presented.

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

- 4.6 Pennsylvania Middle School Association, Northwest Region Grant Program - CIT - Mrs. Kimberly Angove

PA Middle
School Assoc.
Grant
Submission
Approved
9-0-0

MOTION: That the Board of School Directors authorizes administration to work with interested WCSD middle schools to submit appropriate applications to the PA Middle School Association, Northwest Chapter Mini-Grant Program.

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

- 4.7 Project Ignition Grant - CIT - Mrs. Kimberly Angove

Project
Ignition Grant
Application
Approved
9-0-0

MOTION: That the Board of School Directors authorizes the administration to develop and submit a Project Ignition Grant application on behalf of Youngsville High School, focusing on a teen driver safety project in partnership with the Youngsville Borough and the Youngsville Police Department.

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

- 4.8 Certificated Personnel Report - PACCA - Mr. Thomas Knapp

Certificated
Personnel
Report
Approved
9-0-0

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

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

- 4.9 Support Personnel Report - PACCA - Mr. Thomas Knapp

Removed for separate action.

- | | |
|--|---|
| 4.10 Athletic Supplemental Contracts PACCA - Mr. Thomas Knapp
<u>MOTION:</u> That the Board of School Directors approves the Athletic Supplemental Contracts.
The result of the vote: Passed unanimously under consent agenda. | Athletic
Supplemental
Contracts
Approved
9-0-0 |
| 4.11 Co-Curricular Supplemental Contracts PACCA - Mr. Thomas Knapp
<i>Removed for separate action.</i> | |
| 4.12 Volunteer Reports - PACCA - Mr. Thomas Knapp
<u>MOTION:</u> That the Board of School Directors approves the Volunteer Reports.
The result of the vote: Passed unanimously under consent agenda. | Volunteer
Report
Approved
9-0-0 |
| 4.13 Employment Agreement - Act 93 Non-Certificated - PACCA - Mr. Thomas Knapp
<i>Removed for separate action.</i> | |
| 4.14 Employment Agreement - Administrative Support Personnel - PACCA - Mr. Thomas Knapp
<i>Removed for separate action.</i> | Budget
Adjustments
& Transfers
Approved
9-0-0 |
| 4.15 Budget Adjustments & Transfers - FIN - Mr. JF Lockett
<u>MOTION:</u> That the Board of School Directors approves Budget Adjustments and Transfers per the attached documentation.
The result of the vote: Passed unanimously under consent agenda. | IU5 Budget
Approved
9-0-0 |
| 4.16 IU 5 Northwest Intermediate Unit - FIN - Mr. JF Lockett
<u>MOTION:</u> That the Board of School Directors Approves the 2011-2012 Budget for the Northwest Intermediate Unit per the attached document.
The result of the vote: Passed unanimously under consent agenda. | Preliminary
Proposed Data
Center
Upgrade AEC
Group
Approved
9-0-0 |
| 4.17 Proposed Data Center Upgrade - Preliminary Proposal - FIN - Mr. JF Lockett
<u>MOTION:</u> That the Board of School Directors approves the professional services agreement submitted by AEC Group for \$8,000 which will allow them to create a formal services proposal, scope of services, and overall project plan for the proposed Data Center Upgrade Project- Phase One.
The result of the vote: Passed unanimously under consent agenda. | Repository
Sales
Approved
9-0-0 |
| 4.18 Repository Sales - FIN - Mr. JF Lockett
<u>MOTION:</u> That the Board of School Directors approves the Repository Sales per the attached document.
The result of the vote: Passed unanimously under consent agenda. | Student
Assistant
Program
Therapist
Approved
8-0-1 |
| 5.0 Items Removed for Separate Action | |
| 5.1 (4.4) Student Assistance Program - Therapist - CIT - Mrs. Kimberly Angove
<u>MOTION:</u> It was moved by Mr. Werner and seconded by Mrs. Angove that the Board of School Directors approves the continuation of the | |

Beacon Light Contract for a School Based Mental Health Therapist to support the Student Assistance Program.

Roll Call Vote:

Voting Yes: Mrs. Angove, Mr. Grant, Mr. Knapp, Mr. Lockett, Ms. Paris, Mr. Stewart, Mr. Werner, Dr. Yourchisin

Abstaining: Mrs. Zariczny

The result of the vote: Passed

5.2 (4.9) Support Personnel Report - PACCA - Mr. Thomas Knapp

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

Withdrew the motion until later in the agenda.

5.3 (4.11) Co-Curricular Supplemental Contracts PACCA - Mr. Thomas Knapp

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

Co-Curricular
Supplemental
Contracts
Approved
7-2-0

Roll Call Vote:

Voting Yes: Dr. Yourchisin, Mrs. Zariczny, Mr. Grant, Mr. Knapp, Ms. Paris, Mr. Stewart, Mr. Werner

Voting No: Mrs. Angove, Mr. Lockett

The result of the vote: Passed

5.4 (4.13) Employment Agreement - Act 93 Non-Certificated - PACCA - Mr. Thomas Knapp

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors approves the Act 93 Non-Certificated Agreement.

Employment
Agreement
Act 93
Approved
7-2-0

Roll Call Vote:

Voting Yes: Mr. Werner, Dr. Yourchisin, Mrs. Zariczny, Mr. Grant, Mr. Knapp, Ms. Paris, Mr. Stewart

Voting No: Mrs. Angove, Mr. Lockett

The result of the vote: Passed

5.6 (4.14) Employment Agreement - Administrative Support Personnel - PACCA - Mr. Thomas Knapp

MOTION: It was moved by Mrs. Zariczny and seconded by Mrs. Paris that the Board of School Directors approves the Administrative Support Personnel Agreement.

Employment
Agreement
Administrative
Support
Approved
7-2-0

Roll Call Vote:

Voting Yes: Mr. Stewart, Mr. Werner, Dr. Yourchisin, Mrs. Zariczny, Mr. Grant, Mr. Knapp, Ms. Paris

Voting No: Mrs. Angove, Mr. Lockett

The result of the vote: Passed

5.7 (4.9) Support Personnel Report - PACCA - Mr. Thomas Knapp

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

Support
Personnel
Report
Approved
9-0-0

Roll Call Vote:

Voting Yes: Ms. Paris, Mr. Stewart, Mr. Werner, Dr. Yourchisin, Mrs. Zariczny, Mrs. Angove, Mr. Grant, Mr. Knapp, Mr. Lockett

The result of the vote: Passed unanimously

6.0 Future Business for Committee Review

There were no items for committee review.

7.0 Executive Session

Mr. Stewart announced an executive session for 9:00 p.m. to discuss items of litigation and personnel items with action following executive session.

The meeting recessed at 8:55 p.m.

8.0 Other

8.1 Approval of Pleasant Township School Education Specifications (WCSD Project #1006) - PPF - Mrs. Donna Zariczny

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors approves the Educational Specifications, for the Pleasant Township Elementary School, as submitted by DeJong-Richter, and dated October 2010, with the exception of the items listed on Exhibit A.

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

Ed Specs
for Pleasant
Twp.
Elementary
Approved
8-1-0

8.2 Policy Number 10950 - Use of Service Animals - Second Reading

MOTION: It was moved by Mrs. Angove and seconded by Ms. Paris that the Board of School Directors approves Policy 10950 - Use of Service Animals on second reading.

The result of the vote: Passed unanimously

Policy
10950 Use
of Service
Animals
Second
Reading
Approved
9-0-0

8.3 Policy Number 7115 - Hiring - Second Reading

MOTION: It was moved by Mrs. Zariczny and seconded by Mr. Knapp that the Board of School Directors approves Policy Number 7115 - Hiring on second reading.

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

Policy 7115
Hiring
Second
Reading
Approved
8-1-0

8.4 Policy Number 10925 - Protection of Rights Relative to Instructional materials, Surveys/Evaluations, and Marketing - Second Reading

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors approves Policy Number 10925 - Protection of Rights Relative to Instructional Materials, Surveys/Evaluations, and Marketing on second reading.

The result of the vote: Passed unanimously

Policy 10925
Protection of
Rights Relative
to Instructional
Materials
Surveys/Evaluati
ons, and
Marketing
Second Reading
Approved
9-0-0

8.5 Policy Number 3145 – Decisions During the Superintendent’s Absence – First Reading

Policy 3145
Decision
During Supt.
Absence
First Reading
Approved
7-2-0

MOTION: It was moved by Mr. Knapp and seconded by Mrs. Zariczny that the Board of School Directors approves Policy Number 3145 - Decisions During the Superintendent's Absence - First Reading.

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

8.6 Policy Number 3221 – Records & Retention – First Reading

Policy 3221
Records &
Retention
First Reading
Approved
9-0-0

MOTION: It was moved by Mrs. Zariczny and seconded by Mr. Werner that the Board of School Directors approves Policy Number 3221 - Records & Retention on first reading

The result of the vote: Passed unanimously

8.7 Human Resource Office Position Changes

Human
Resource
Office
Position
Changes
Approved
8-1-0

MOTION: It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors approves the elimination of the position of Human Resource Information Specialist/Grants Writing Foundation Secretary (Administrative Support Group) and approves the creation of the position of Secretary, Class A, eight (8) hours per day, in the Central Office (WCESPA) effective November 30, 2010. The Warren County Educational Support Personnel Association will withdraw grievance #S-06-09 (WCESPA), 09-C (WCSD).

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

8.8 Act 93 Agreement

Act 93
Adjustments
to Annual
Salaries
Approved
7-2-0

MOTION: It was moved by Ms. Paris and seconded by Mr. Knapp that the Warren County Board of School Directors approves the adjustment of the annual salaries of seven ACT 93 administrators, retroactive to the 2009-10 school year.

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

8.9 Transportation/Purchasing Manager

Transportation/
Purchasing
Manager
Approved
9-0-0

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Warren County School District Board of School Directors approves Michael Kiehl for the position of Transportation/Purchasing Manager for the Warren County School District with a pro-rated salary \$60,495 for the remainder of the 2010-2011 school year. This is an Act 93 non-certificated position and will effective November 23, 2010.

Public Comment

There was no public comment.

Roll Call Vote:

Voting Yes: Mr. Lockett, Ms. Paris, Mr. Stewart, Mr. Werner,
Dr. Yourchisin, Mrs. Zariczny, Mrs. Angove, Mr. Grant,
Mr. Knapp

The result of the vote: Passed unanimously

8.10 Settlement Agreement

MOTION: It was moved by Mr. Knapp and seconded by Mr. Werner that the Board of School Directors approves the agreement proposed by Attorney Devlin in regards to Debra Young.

Public Comment

There was no public comment.

Roll Call Vote:

Voting Yes: Mr. Knapp, Mr. Lockett, Ms. Paris, Mr. Stewart, Mr. Werner,
Dr. Yourchisin, Mrs. Zariczny, Mrs. Angove, Mr. Grant

The result of the vote: Passed unanimously

9.0 Closing Activities

9.1 Public Comment

There was no public comment.

9.2 Executive Session

There was no other executive session.

9.3 Adjournment

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

The meeting adjourned at 11:08 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary

Young Settlement Agreement Approved 9-0-0
