

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

MONDAY, APRIL 20, 2011

1. Opening Activities

1.1 Call to Order

The special meeting of the Warren County School District Board of School Directors was called to order by Mr. Stewart, President, at 12:00 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

Present:

Mrs. Kimberly Angove
Mr. John Grant
Mr. Thomas Knapp
Mr. Jeff Lockett

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

Absent:

Ms. Mary Anne Paris

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; Mrs. Diane Martin, Director of Special Education; Mr. James Grosch, Director of Business Services; Mr. Chris Byham, Solicitor; Mrs. Ruth Huck, Board Secretary; Mr. Brian Ferry, Times Observer; Mr. John Last, WICU News; Mrs. Lisa Moldovan, Administrative Supervisor, Payroll; Mrs. Barbara Cook, Supervisor of Business Information Management; Mr. Gary Weber, Principal; Mrs. Misty Weber, Assistant Principal; Mrs. Marcia Madigan, Principal; Ms. Claudia Solinko, WCEA President; and approximately 10 unidentified members of the audience.

1.4 Reading of the Mission Statement - Mr. Thomas Knapp

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 Reading of the WCSD/PSBA Standards for Effective School Governance and Code of Conduct - Mr. Jack Werner

We, as members of our local board of education, representing all the residents of our school district, believe that: In order to maintain a free and strong country, our civic obligation to the community, commonwealth and nation is to maintain free and strong public schools in the United States of America, without surrendering our responsibilities to any other person, group or organization. Accordingly, school boards must balance their responsibility to provide educational programs with the need to be effective stewards of public resources.

1.6 Public Comment

Jim Decker, WCCBI	123 Redwood Street, Warren, PA	WCCBI strongly supports the continued funding for the St. Bonaventure dual enrollment program. Mr. Decker was concerned about the impact that the four-day school week would have on the community and local workforce. A survey was conducted by the WCCBI and the results will be posted as soon as they are compiled.
John Papalia, Warren General Hospital/WCCBI	11 Willow Wood, Warren, PA	Mr. Papalia discussed the impact the four-day school week would have on the employees at Warren General Hospital. Mr. Papalia requested that educational opportunities be put first in considering the budget.
Gisele Majidi	Warren County	Ms. Madjidi spoke regarding peanut products in the cafeterias. There was a decision that peanut butter sandwiches would be pulled from the menu and she wonders where the school district stands on that issue now.

2.0 New Business

2.1 Budget Discussion

A special committee was formed to bring creative ideas for the Board to entertain. A summary was presented by Dr. Terrill and the team.

Mr. Stewart asked if the agenda was satisfactory to the Board members, and if they would be amiable to discussion without a motion on the floor.

MOTION: It was moved by Mr. Lockett and seconded by Mrs. Angove to suspend Roberts Rules in order to discuss the budget.

The result of the vote: passed unanimously.

Dr. Terrill presented information from the budget team.

- Governor Corbett has made significant cuts in the State budget for education. The Warren County School District faces a decrease in funding of approximately \$4.6 million.
- In December the Board asked administration to look at scenarios with 2%, 4% and 6% reductions in revenue.
- Other areas to consider – federal and local revenues are down about \$300,000 and inflationary costs with salaries, fringe benefits, health insurance, social security, Medicaid, etc. The facilities project at Eisenhower and Beaty-Warren Middle School has been delayed until the fall for a decision so that impact is not included. A 4% fund balance is the standard for a proper cash flow.

With these factors considered, the district needs to find \$7.2 million to balance the budget.

The budget team consists of central office administrators, four citizens from each of the attendance areas, representatives from each of the five employee groups, a student representative from each of the attendance areas, and a board liaison.

The charge to the team was to prioritize budget reductions with implications to maintain a 4% fund balance and compile and factor in a five year budget and to factor in the Master Facilities Plan.

The team is acting in an advisory capacity to the Board and superintendent concerning the budget.

Possible cuts were categorized contracts, food services, facilities, instructional, technology, transportation, wages and benefits, etc.

The team organized and met on March 22, 2011, and compiled an initial list of possible cuts. Small groups analyzed cuts according to categories and reported back to the team.

The list of possible cuts was presented to the full board but was not listed in a prioritized order.

The five year projected budget was reviewed.

MOTION: It was moved by Mr. Lockett that the Warren County School District does not implement the four-day school week for the 2011-2012 school year.

Mrs. Zariczny objected to the consideration of the motion because Roberts Rules were suspended and motions were to be considered under other.

Because the motion was not on the table, Mr. Stewart asked for a second.

Mrs. Angove seconded the motion.

Mr. Lockett withdrew his motion until later in the agenda and Mrs. Angove agreed.

The Board members discussed issues regarding the proposed cuts.

- Insurance deductibles and co-pays will be researched further regarding the WCEA contract and the third year increases. There may be savings realized there.

- Alternative Ed, Beacon Light and in-school suspension will be further investigated to see if the district goes beyond mandates and if savings could be found there.
- It was stated that teachers may be willing to provide tutoring on a volunteer basis or have a volunteer tutoring program using grandparent.
- In addition to teachers, other staffing areas will be reviewed for cuts.
- The definitions of a pay freeze versus a pay rollback were discussed. A pay rollback is more in line with what the Board envisions rather than a pay freeze.

Mr. Werner was charged to contact the labor groups for meet and discuss and to request a rollback rather than a pay freeze.

- Reduction of contingency is a consideration but there may be unexpected increases in fuel, utilities, etc. An historical look will be taken. It was cautioned that if the contingency is reduced, it will directly affect the fund balance.
- The athletic budget will be examined to find a 10% reduction in expenditures.

2.2 Other

Additional Items for Review:

- It was requested that schools give parents an option to receive district information (newsletters, mailings, permission forms, etc.) via email or website for additional savings albeit small.
- Look at maximizing busing by eliminating unnecessary runs or putting more students on busses for increased reimbursement.
- Co-Curricular supplemental contracts should be looked at for a place to reduce costs.

The budget team will have a prioritized list by next week.

Items the Board will need to consider that will affect this and future budgets:

- Five-year plan
- Master Facilities Plan
- Report from the Budget Team
- Input from administration

Mr. Stewart asked Board members to email him other items they feel should be taken into account as the Board deliberates the budget.

Scheduled meetings will not be determined until the budget team has concluded its work.

Mr. Stewart will contact Mrs. Huck to schedule a special meeting and advertise it when the time is appropriate, and she will notify Board members.

Dr. Terrill cautioned that using the fund balance instead of cutting expenditures would create greater deficits next year.

Mr. Stewart thanked the participants who have spent hours and hours in this process bringing information to the Board.

Mrs. Zariczny requested to know the deadlines for having a preliminary and final budget passed. Mr. Grant stated the Finance Committee would have that information at its next meeting.

2.2.1 Four-Day School Week

MOTION: It was moved by Mr. Lockett and seconded by Mrs. Angove that the Warren County School District not implement a four-day school week for the 2011-2012 school year.

Public Comment

(See below)

Roll Call Vote:

Voting Yes: Mrs. Angove, Mr. Lockett

Voting No: Mrs. Zariczny, Mr. Grant, Mr. Knapp, Mr. Stewart,
Mr. Werner, Dr. Yourchisin

The result of the vote: fails.

MOTION: It was moved by Mr. Grant and seconded by Dr. Yourchisin that the four-day school week be removed from consideration for the 2011-2012 school year with an active study by administration to consider for the 2012-2013 school year.

Public Comment

John Wortman	Mr. Wortman stated there are many items under consideration. With an item of this impact to the community and the board has made an indication of what it wants, this item should be taken off the table.
Claudia Solinko	Ms. Solinko stated the four-day school week did not come from the committee but rather from the facilitator. She does not consider this an item from the team. Secondly, none of the items are from the team. The team has not prioritized the items yet. Some items are still being researched. She believes the team is very heavily weighted on the administration side.
Deborah Bosko	Ms. Bosko asked how teachers would prepare for a four-day week at this late date.

Dr. Terrill stated there are six administrators, four community representatives, four students, and a representative from each of the five employee groups.

Removal of
Four-Day
School Week
From
Consideration
for 2011-
2012
Fails
2-6-0

Removal of
Four-Day
School Week
From
Consideration
for 2011-
2012 with a
Study to
Consider for
2012-2013
Fails
4-4-0

Roll Call Vote:

Voting Yes: Dr. Yourchisin, Mrs. Angove, Mr. Grant, Mr.
Lockett

Voting No: Mrs. Zariczny, Mr. Knapp, Mr. Stewart, Mr. Werner

The result of the vote: fails.

3.0 Closing Activities

3.1 Adjournment

It was moved by Mrs. Zariczny and seconded by Mr. Knapp that the meeting be adjourned. The meeting adjourned at 2:20 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary