

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

MONDAY, MAY 23, 2011

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 7:03 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

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 Curriculum, Instruction & Learning; Mrs. Rosemarie Green, Director of State & Federal Programs; Dr. Norbert Kennerknecht, Director of Buildings & Grounds Services; Mrs. Amy Stewart, Director of Administrative Support Services; 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. Michael Kiehl, Transportation/Purchasing Manager; Mr. Paul Giannini, Technology/Information Systems Specialist; Mr. James Miller, Supervisor of District-Wide Athletics & Co-Curricular Activities; Mr. Matt Jones, Coordinator of Grants & Foundation Development; Mrs. Suzanne Turner, Human Resource Supervisor and approximately 100 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 Reading of the WCSD/PSBA Standards for Effective School Governance and Code of Conduct - Mrs. Angove

To promote student growth and achievement, an effective school board...
1. Advocates for a thorough and efficient system of public education by promoting public education as a keystone of democracy

2. Models responsible governance and leadership by staying current with changing needs and requirements by reviewing educational literature, attending professional development opportunities prior to board service and continuously during board service, and preparing to make informed decisions.

1.6 Public Comment

Mr. George LeMeur	Warren, PA	Mr. LeMeur addressed possible budget cuts affecting AP Classes and lost opportunities for students.
Ms. Susan Kightlinger	Warren, PA	Ms. Kightlinger is a proponent of keeping Kelly Services and All-Clean in the school district.
Mr. Doug Foster	Pittsfield, PA	Mr. Foster spoke regarding class rank and his dissatisfaction with the changes to calculations for class rank twenty-two days prior to graduation.
Mr. Lou Kotzman	Edinboro, PA	Mr. Kotzman, along with Clara McKotch, presented to the Board a document to assist them in balancing the budget. The document is a plan to eliminate All-Clean as a contracted service in the district.
Mr. Aaron Borger	Warren, PA	Mr. Borger addressed two items that he did not feel were viable options for reducing expenditures. The first being the four day school week because longer days will make it harder to concentrate, and it will impact the athletic programs. Secondly, he stated that the master facility plan needs revised because the district cannot support four high schools.
Ms. Patti Seth	Warren, PA	Ms. Seth stated the number one priority is the students, they are our future. She is concerned about the class sizes, the impact of the elimination of teachers and aides, having the months of January and February off, and the four day school week. Eliminating full-day kindergarten should not be an option. She would rather pay more in taxes than see the current proposed cuts.

Mr. Stewart thanked each member of the audience for their concern and reminded them that the budget crisis is not just the Board's problem, but that it belongs to everyone.

2.0 New Business

2.1 Negotiations Update - Mr. Arthur Stewart and Mr. Thomas Knapp

Mr. Stewart reported the board has targeted a salary and benefit freeze for employees, and should that come to fruition, it would yield an additional \$1.4 million back into the budget to offset the shortfall that is projected.

He reminded the Board the largest contract is with the teaching professionals. Mr. Stewart, Mr. Knapp, Mr. Grosch, and Mr. Conrad met with Claudia Solinko and Louise Tharp. The union leadership gave a two page document to the Mr. Stewart outlining their recommendations on reducing the budget deficit. Mr. Grosch and Mr. Conrad analyzed some of the figures and found that they were inconsistent with budget estimates and were not viable for reducing the deficit. Mr. Stewart stated that the bargaining unit is not in a position to make wage concessions. Mr. Stewart reported that only 33 out of 500 districts across the State have thus far made concessions. Ms. Solinko and Ms. Tharpe stated they will be taking this up with their group.

It is estimated that a benefit concession would yield an additional \$280,000 from the teaching professionals.

Other items discussed were:

- additional cuts in staffing;
- ratio of administrative cuts to teacher cuts;
- master facilities plan was discussed even though the impact would not occur in the 2011-2012 school year;
- extra-curricular contracts were discussed, and Ms. Solinko suggested that teachers may be willing to take those positions without additional pay, e.g., yearbook advisor, which could mean an estimated reduction in expenditures of approximately \$250,000. Mr. Grosch and Mr. Conrad will review this information.

Dr. Terrill and Mr. Werner met with the non-union representatives to discuss budget issues and the possibility of salary freezes and/or contributions to the health insurance premiums. All of the representatives were very receptive and willing to work with administration.

2.2 Review Board's Prioritization of Targeted Expenditure Reductions with Necessary Corrections

Mr. Stewart stated that after reviewing the document with the prioritized reductions, it is apparent, with the Board's rankings in place, that there is a shortfall in coming up with \$7.2 million in expenditure reductions.

He also said that two options will be considered and additional items can be added or deleted from the list to get to the desired reductions.

Mr. Grosch reviewed the rankings made by the Board. He stated that figures in the proposed budget were aggressively tight, they were estimates, and were mutually exclusive of each other when first calculated. The spreadsheet presented shored up the numbers, eliminated savings that cannot be realized, and it removed the concessions by labor groups.

2.3 Preliminary Budget

Dr. Terrill gave an overview of the two options available.

- Option one impacts the least number of instructional programs. It does not factor in any salary or health insurance concessions from the two union groups but does factor in health and salary concessions from the non-union groups.
- Option two impacts a number of instructional programs. It does not factor in any salary or health insurance concessions from the two union groups but does factor in health and salary concessions from the non-union groups.

Option One as the
Preliminary Working
Budget
Fails
2-7-0

MOTION: It was moved by Mrs. Angove and seconded by Mr. Knapp that the Board of School Directors adopts Option one as a working document for the preliminary budget, which includes the targeted expenditure reductions as set forth on the Board Ranking document attached with Option one.

The result of the vote: failed with Mrs. Angove and Mr. Lockett voting yes.

Option Two as the
Preliminary Working
Budget
Approved
9-0-0

MOTION: It was moved by Ms. Paris and seconded by Dr. Yourchisin that the Board of School Directors adopts option two as a working document for the preliminary budget, which includes the targeted expenditure reductions as set forth on the Board Ranking document attached with Option two.

The result of the vote: passed unanimously.

Mr. Stewart recessed the meeting at 8:50 p.m. for a short break and the meeting reconvened at 9:05 p.m.

MOTION: It was moved by Mr. Knapp and seconded by Mr. Grant that dual enrollment reimbursement and St. Bonaventure transportation be removed from consideration in the 2011-2012 Warren County School District budget working document, items 26 and 27.

MOTION WITHDRAWN: Mr. Knapp withdrew his motion and Mr. Grant agreed.

MOTION: It was moved by Dr. Yourchisin and seconded by Mr. Werner that the Board of School Directors reinstates all-day kindergarten into the working document item #43.

The result of the vote: passed unanimously.

MOTION: It was moved by Mrs. Zariczny and seconded by Mrs. Angove that the participation fees be increased to arrive at the \$75,000 for the 2011-12 budget year, item #49.

The result of the vote: passed unanimously.

MOTION: It was moved by Dr. Yourchisin and seconded by Mrs. Angove that the Board of School Directors reinstates the student parking fees #47.

The result of the vote: passed unanimously.

Mr. Stewart turned the chairmanship of the meeting of to Mrs. Zariczny.

All-Day
Kindergarten Added
Back into the Budget
Approved
9-0-0

Increase
Participation Fees
Approved
9-0-0

Parking Fees
Implemented
Approved
9-0-0

MOTION: It was moved by Mr. Stewart and seconded by Mr. Grant that the in house Alternative Education be reinstated and Beacon Light Alternative Education be eliminated.

MOTION WITHDRAWN: Mr. Stewart withdrew his motion and Mr. Grant agreed.

Mr. Stewart took the chairmanship of the meeting back.

MOTION: It was moved by Mrs. Angove and seconded by Mrs. Zariczny to consolidate to two athletic teams Item #57.

The result of the vote: passed with Ms. Paris, Mr. Knapp, and Mr. Lockett voting no.

MOTION: It was moved by Mr. Werner and seconded by Mrs. Angove to consolidate to two marching bands.

The result of the vote: passed with Ms. Paris and Mr. Knapp voting no.

MOTION: It was moved by Mr. Lockett and seconded by Mrs. Angove that schools not be closed in January and February.

AMENDED MOTION: Mr. Lockett amended his motions that schools not be closed in February. Mrs. Angove agreed.

The result of the vote: passed unanimously.

MOTION: It was moved by Mrs. Angove and seconded by Mr. Lockett to reinstate dual enrollment reimbursement Item #26.

The result of the vote: failed with Mrs. Angove and Mr. Lockett voting yes.

Mr. Byham will research the code to make sure that district can claim the dual enrollment students for reimbursement if the district is not paying part of the tuition fees.

Roll Call Vote:

Voting Yes: Mrs. Angove, Mr. Lockett

Voting No: Mrs. Zariczny, Mr. Grant, Mr. Knapp, Ms. Paris, Mr. Werner, Mr. Stewart

Abstaining: Dr. Yourchisin

MOTION: It was moved by Mr. Lockett and seconded by Mrs. Angove that the administration analyzes the document presented tonight regarding the elimination of All-Clean and determine any potential cost savings by going in house.

Roll Call Vote:

Voting Yes: Mrs. Angove, Mr. Grant, Mr. Knapp, Mr. Lockett, Mr. Werner

Voting No: Dr. Yourchisin, Mrs. Zariczny, Ms. Paris, Mr. Stewart

The result of the vote: passed

Consolidate to
Two Athletic
Teams
Approved
6-3-0

Consolidate to
Two Marching
Bands
7-2-0

School
Closure in
January
Approved
9-0-0

Reinstate Dual
Enrollment
Reimbursement
Failed
2-6-1

Directive to
Analyze Cost
of All-Clean
Elimination
Approved
5-4-0

Review Tuition
Reimbursement
for Elimination
Fails
4-5-0

MOTION: It was moved by Mrs. Angove and seconded by Mr. Lockett directing administration to look at the cost benefit of elimination of tuition reimbursement for school district employees.

AMENDED MOTION: Mrs. Angove amended her motion directing administration to look at the cost benefit of elimination of tuition reimbursement for school district employees to include this as a cost savings to the 2011-12 budget for the three groups whose contracts are up for negotiations and study the other two.

Roll Call Vote:

Voting Yes: Mrs. Angove, Mr. Lockett, Mr. Stewart, Mr. Werner

Voting No: Mrs. Zariczny, Dr. Yourchisin, Mr. Grant, Mr. Knapp,
Ms. Paris

The result of the vote: failed.

MOTION: It was moved by Mr. Grant and seconded by Mr. Knapp that administration be asked to study whether there is any cost to the District to allow employees non-resident tuition during the course of the school year, and if so, how does that affect state aide to the district for having non-resident students.

The result of the vote: passed unanimously.

MOTION: It was moved by Mr. Lockett and seconded by Mr. Werner to remove the phone blast program from the budget.

Public Comment

Katrina Leamon		She stated that if the phone blast is eliminated, the cost of paper copies going home would need to be considered as an additional cost.
Marcia Hoffman	Clarendon, PA	She stated she would rather check her email than get a phone call.
Joe McClellan	Clarendon, PA	He stated he would rather look at the internet.

Call Blast
Eliminated
from Budget
Approved
9-0-0

Roll Call Vote:

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

The result of the vote: passed unanimously.

Preliminary
Budget
Approved
8-1-0

MOTION: It was moved by Dr. Yourchisin and seconded by Mr. Knapp that the Board of School Directors adopts option two as the preliminary budget, which includes the targeted expenditure reductions as set forth on the Board Ranking document attached with Option two; authorizes the preliminary budget to be made available for public inspection at each school within the District, at Central Office, and on the district's website at least 20 days prior to the adoption of the final budget; and authorizes the publication of the Board's intent to adopt the final budget at least 10 days prior to the adoption of the final budget.

Roll Call Vote:

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

Voting No: Mr. Lockett

The result of the vote: passed.

2.4 Discussion of Restoration of Priorities

Mr. Stewart stated given the hour, he suggests the Finance Committee take up the restoration of priorities at its meeting next week.

Mr. Grant asked the administration to make a list of priorities, putting academics and teachers at the forefront, should monies come back into the budget.

2.5 Executive Session

Mr. Stewart announced an executive session at 11:00 p.m. to discuss personnel issues with action to follow.

Mr. Stewart reconvened the meeting at 11:21 p.m.

2.6 Furlough Notification

MOTION: It was moved by Mrs. Zariczny and seconded by Mr. Knapp that the Board of School Directors directs administration to issue a letter of intent to furlough to all WCESPA union employees who may be impacted by furloughs necessitated by the decline in student enrollment; and that the Board of School Directors directs administration to issue a letter of intent to furlough to all WCEA professional employees who may be impacted by furloughs necessitated by the decline in student enrollment; and that the Board of School Directors directs administration to prepare furlough letters to be issued to all temporary professional employees based on approval of individual employee names at a special board meeting on May 31, 2011.

Public Comment

Brian Ferry	Warren, PA	Mr. Ferry asked how furlough notification qualified to be discussed under executive session.
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In answer to Mr. Ferry, Solicitor Byham stated that discussion surrounded specifically identified employees dealing with the terms and conditions of their employment which can occur in executive session.

Furlough
Notification
Approved
9-0-0

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.

2.7

Budget
Communication
Approved
9-0-0

Budget Communication

MOTION: It was moved by Mrs. Zariczny and seconded by Mr. Knapp that the Board of School Directors directs the superintendent to communicate to the citizens of Warren County and the staff of the Warren County School District the details of the preliminary budget and an explanation of the options considered, rejected, and adopted.

The result of the vote: passed unanimously.

2.8

Final Budget Adoption Date

Board Meeting
Date for Budget
Adoption
Approved
8-1-0

MOTION: It was moved by Mr. Lockett and seconded by Mrs. Zariczny that the Board of School Directors schedules a special meeting for May 31, 2011, at 6:00 p.m. at the WCCC with committee meetings following and change the meeting scheduled on June 20, 2011 to June 27, 2011, at 6:00 p.m. at WCCC with committee meetings following.

Public Comment

There was no public comment.

The result of the vote: passed with Ms. Paris voting no.

MOTION: It was moved by Mr. Lockett and seconded by Mr. Grant that the Board of School Directors dispenses with the regular July meeting.

AMENDED MOTION: Mr. Lockett amended his motion that the Board holds its July meeting on July 18, 2011, at 7:00 p.m. at the Warren County Career Center. Mr. Grant agreed.

Public Comment

There was no public comment.

The result of the vote: passed unanimously.

3.0 Closing Activities

3.1

Adjournment

It was moved by Mr. Lockett and seconded by Mrs. Angove that the meeting be adjourned.

The meeting adjourned at 11:40 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary