

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

**MONDAY, AUGUST 8, 2011**

**1. 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 7:00 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

Ms. Mary Anne Paris

Mr. John Grant

Mr. Arthur Stewart

Mr. Thomas Knapp

Mr. John Werner

Mr. Jeff Lockett

Dr. Paul Yourchisin

Absent:

Mrs. Donna Zariczny

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; 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. Brian Collopy, Technology Coordinator; Mr. Paul Leach, Technology/Information Systems Specialist; Mr. James Miller, Supervisor of District-wide Athletics & Co-Curricular Activities; Mrs. Suzanne Turner, Human Resource Supervisor; and approximately 50 unidentified members of the audience.

1.4 Reading of the Mission Statement – Mr. Jack Werner

*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 – Dr. Paul Yourchisin

*To Promote Student growth and achievement, an effective school board . . .*

*Monitors results by:*

- a. Using data appropriately to make informed decisions.*
- b. Ensuring effective practices for evaluation of staff, programs, plans and services.*
- c. Evaluating its own performance.*
- d. Assessing student growth and achievement.*
- e. Evaluating the effectiveness of the strategic plan.*

1.6 Public Comment

Mike Zamborik	Russell, PA	Mr. Zamborik spoke regarding Eisenhower Middle/High School and his tour of the school. He stated the building is sound and needs some updates. The population is stabilized and adding 6 <sup>th</sup> grade to the building was a good idea. He stated there is nothing wrong with graduating a class of 168 students.
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1.7 Agenda Adoption

Agenda  
Adoption  
Approved  
8-0-0

**MOTION:** It was moved by Mr. Werner and seconded by Mr. Knapp that the Board of School Directors approves the agenda dated August 8, 2011.

The result of the vote: passed unanimously.

1.8 Approval of the Minutes - July 18, 2011

Minutes of  
July 18, 2011  
Approved  
8-0-0

**MOTION:** It was moved by Mrs. Angove and seconded by Mr. Knapp that the Board of School Directors approves the regular meeting minutes of July 18, 2011.

The result of the vote: passed unanimously.

1.9 Approval of the Special Meeting Minutes - July 25, 2011.

Special  
Meeting  
Minutes of  
July 25, 2011  
Approved  
7-0-1

**MOTION:** It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors approves the special meeting minutes of July 25, 2011.

The result of the vote: passed with Mr. Lockett abstaining.

1.10 Financial Statements

**MOTION:** It was moved by Mr. Knapp and seconded by Mr. Grant that the Board of 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  
Statement  
Approved  
6-2-0

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

1.11 Student Activity Accounts Quarterly Reports

**MOTION:** It was moved by Mrs. Angove and seconded by Ms. Paris that the Board of School Directors accepts the quarterly School Activity Fund Reports for the quarter ending June 30, 2011.

Student  
Activity  
Quarterly  
Reports  
Accepted  
8-0-0

The result of the vote: passed unanimously.

2. President's Statement

2.1 Reports & Information

1. I.U.5 - Mrs. Donna Zariczny  
There was no report.
2. PSBA Liaison - Mrs. Kimberly Angove  
Mrs. Angove reminded the board members of the October PSBA Conference and there are no voting delegates attending.
3. Career Center Advisory - Dr. Paul Yourchisin  
There was no report.

2.2 Important Dates

BOARD/COMMITTEE MEETING DATES				
	Date	Time	Meeting	Location
1.	August 22, 2011	6:00 p.m.	Physical Plant & Facilities Committee Personnel/ Athletics Co-Curricular Activities Committee Curriculum, Instruction & Technology Committee Finance Committee	WCCC
2.	September 12, 2011	7:00 p.m.	Regular Board Meeting	WCCC

2.3 Announcements

There were no announcements.

2.4 Student Representative Reports

There were no reports.

2.5 Superintendent Second Round Interviews

Mr. Stewart reviewed the interview schedules for the second round of interviews on August 17<sup>th</sup>, 18<sup>th</sup> and 19<sup>th</sup>.

2.6 Process for Master Facilities Plan Review

Mr. Stewart shared a memo he sent to Board members regarding the issues surrounding review of the Master Facilities Plan and the issues regarding the QZAB loan. Key members of the administration are unavailable to gather information because of the issues of starting school on time. Dr. Terrill will continue to gather data regarding the MFP. The transition to a new superintendent also complicates the process. The QZAB deadline also lingers with the prospect of saving millions of dollars in school renovations but the looming deadline does not provide enough time to be able to digest and analyze the information necessary to make an informed decision.

2.7 Other

**3. Superintendent's Reports and Recommendations**

3.1 General Comments - Dr. Robert Terrill

- Dr. Terrill discussed the classes with less than 12 students and he stated there is a motion on the agenda to address that issue.
- There are a number of items on the agenda addressing athletics regarding participation fees, policy and transportation changes.
- The substitute plan is included in the superintendent's report.
- The analysis of the Master Facilities Plan is under way and Dr. Terrill will be working with administration to provide the data needed. It will be available the Thursday before the August 22<sup>nd</sup> committee meetings.
- There is a motion on the agenda regarding restoration of teaching positions and teacher transfers.
- Mrs. Martin provided information regarding expenditure of the Stimulus money.
- Dr. Terrill met with four concerned citizens regarding the Master Facilities Plan and he will put together eight scenarios with and without the prospects of a new charter school.

3.2 Informational Report

3.3 Committee Reports

3.4 Board Goals Update

3.5 Other

- Dr. Kennerknecht outlined the new traffic patterns at Beaty-Warren Middle School that will be in place for the first day of school.

#### 4. New Business - Consent Agenda

##### 4.1 Consent Agenda

Items removed for separate action:

4.3 Athletic Supplemental Contracts - Mr. Werner

4.4 Co-Curricular Supplemental Contracts - Mr. Lockett

4.5 2009-2010 Audit - Mrs. Angove

4.6 2012-2013 Budget Development - Mrs. Angove

4.7 AEC Group Post-Project Help Desk Support Contract - Mrs. Angove

4.8 PlanCon Approvals from PDE - Mrs. Angove

**MOTION:** It was moved by Mr. Lockett and seconded by Mrs. Angove that the Board of School Directors approves the consent agenda with the exception of items 4.3; 4.4; 4.5; 4.6; 4.7; and 4.8.

The result of the vote: passed unanimously.

Consent  
Agenda  
Approved  
8-0-0

##### 4.2 Certificated Personnel Report - PACCA - Mr. Jack Werner

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

The result of the vote: passed unanimously.

Certificated  
Personnel  
Report  
Approved  
8-0-0

##### 4.3 Athletic Supplemental Contracts - PACCA - Mr. Jack Werner

*Removed for separate action.*

##### 4.4 Co-Curricular Supplemental Contracts - PACCA - Mr. Jack Werner

*Removed for separate action.*

##### 4.5 2009-2010 Audit - FIN - Mr. John Grant

*Removed for separate action.*

##### 4.6 2012-2013 Budget Development - FIN - Mr. John Grant

*Removed for separate action.*

##### 4.7 AEC Group Post-Project Help Desk Support Contract - FIN - Mr. John Grant

*Removed for separate action.*

##### 4.8 PlanCon Approvals from PDE - PPF - Mrs. Donna Zariczny

*Removed for separate action.*

##### 4.9 School-Based Behavioral Health Grant - CIT - Dr. Paul Yourchisin

**MOTION:** That the Board of School Directors authorizes the administration to submit an application for up to \$15,000 to the School-Based Behavioral Health Grant to establish a partnership with a local Community Behavioral Health Care Agency that develops and implements a continuum of School-Wide Positive Behavioral Interventions and Supports that address universal prevention, strategic intervention, and/or intensive service delivery or crisis management needs of students in the Warren County School District.

School-Based  
Behavioral  
Health Grant  
Authorized  
8-0-0

The result of the vote: passed unanimously.

Destiny  
Software  
Renewal  
Approved  
8-0-0

4.10 Destiny Software - CIT - Dr. Paul Yourchisin

**MOTION:** That the Board of School Directors approves the renewal of the Destiny Software as presented.

The result of the vote: passed unanimously.

Title I  
Service  
Agreement  
with IU5  
Approved  
8-0-0

4.11 Title I Service Agreement through Intermediate Unit 5 - CIT - Dr. Paul Yourchisin

**MOTION:** That the Board of School Directors approves the renewal of the Destiny Software as presented.

The result of the vote: passed unanimously.

4.12 Planned Instruction Revisions - CIT - Dr. Paul Yourchisin

**MOTION:** That the Board of School Directors approves the revisions as presented for Middle Level Planned Instructions.

The result of the vote: passed unanimously.

**5. Items Removed for Separate Action**

Athletic  
Supplemental  
Contracts  
Approved  
7-1-0

5.1 (4.3) Athletic Supplemental Contracts - PACCA - Mr. Jack Werner

**MOTION:** It was moved by Mr. Knapp and seconded by Mrs. Angove that the Board of School Directors approves the Athletic Supplemental Contract.

**Friendly Amendment:** It was moved by Mr. Werner and agreed to by Mr. Knapp and Mrs. Angove that the Athletic Supplemental Contracts be approved as amended with the rescission of Mr. Miller's resignation from the report.

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

Co-Curricular  
Supplemental  
Contracts  
Approved  
7-1-0

5.2 (4.4) Co-Curricular Supplemental Contracts - PACCA - Mr. Jack Werner

**MOTION:** It was moved by Mr. Werner and seconded by Ms. Paris that the Board of School Directors approves the Co-Curricular Supplemental Contracts.

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

2009-2010  
Annual Audit  
Acknowledged  
8-0-0

5.3 (4.5) 2009-2010 Audit - FIN - Mr. John Grant

**MOTION:** It was moved by Mr. Knapp and seconded by Mr. Werner that the Board of School Directors acknowledges the receipt of the 2009-2010 Annual Audit and places it in the Board minutes.

The result of the vote: passed unanimously.

2012-2013  
Budget  
Development  
Approved  
7-1-0

5.4 (4.6) 2012-2013 Budget Development - FIN - Mr. John Grant

**MOTION:** It was moved by Mr. Grant and seconded by Mr. Werner that the Board of School Directors of the Warren County School District directs Administration to begin the Budget process for the 2012-2013 school year using the work done on the 2011-2012 budget as the foundation.

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

5.5 (4.7) AEC Group Post-Project Help Desk Support Contract – FIN – Mr. John Grant

**MOTION:** It was moved by Mr. Knapp and seconded by Mr. Werner that the Board of School Directors approves a Post-Project Help Desk Support contract with the AEC Group, in the amount of \$4,500.00, to start on September 1, 2011, and conclude on November 30, 2011.

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

AEC Group  
Post Project  
Help Desk  
Approved  
6-2-0

5.6 (4.8) PlanCon Approvals from PDE – PPF – Mrs. Donna Zariczny

**MOTION:** It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors acknowledges the receipt the PDE PlanCon A and PlanCon D approvals for Beaty-Warren Middle School and Eisenhower Middle/High School and enters them into the minutes.

Solicitor Byham stated that the current motion is incorrect and needs modified as follows:

**MODIFIED MOTION:** The Board of School Directors acknowledges the receipt the PDE PlanCon A and approvals for Beaty-Warren Middle School and Eisenhower Middle/High School projects and PlanCon D and approvals for the Eisenhower Middle/High School project and enters them into the minutes. Both Mr. Knapp and Ms. Paris agreed to the modification.

PlanCon A &  
PlanCon D  
Approvals  
Acknowledged  
7-1-0

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

**6. Future Business for Committee Review**

- Mrs. Angove requested that Curriculum, Instruction and Technology Committee reviews what the District is doing with the Keystone Exams. She received an email stating that the Governor's budget does not include funding for administering the exams for the 2011-2012 school year.
- Mr. Grant requested that the Physical Plant and Facilities Committee reviews the OGM properties owned by the District and seeks an appropriate approach for the District to utilize the rights through leasing. If there are revenue opportunities, it is time to seek them out.
- Mrs. Angove requested that Curriculum, Instruction and Technology Committee should look at the need to address class rank in Policy 9742.

**7. Other**

7.1 Beacon Light Contract Student Assistance Mentor - CIT - Dr. Paul Yourchisin

**MOTION:** It was moved by Mr. Lockett and seconded by Mr. Grant that the Board of School Directors approves the Beacon Light Student Assistance Mentor contract for the 2011-2012 school year pending solicitor review.

The result of the vote: passed unanimously.

Beacon Light  
Contract  
Student  
Assistance  
Mentor  
Contract  
Approved  
8-0-0



7.2

Beacon Light  
Contracts ITP &  
Partial  
Hospitalization  
Approved  
8-0-0

Beacon Light Contracts ITP and Student Assistance Partial Hospitalization Program Services

**MOTION:** It was moved by Mr. Lockett and seconded by Mr. Grant that the Board of School Directors approves the contract with Beacon Light to provide the Partial Hospitalization Program services for the 2011-2012 school year.

The result of the vote: passed unanimously.

7.3

Policy #5402  
Transportation of  
Students First &  
Second Reading  
Approved  
7-1-0

Policy Number 5402, titled - Transportation of Students

**MOTION:** It was moved by Mr. Knapp and seconded by Mr. Werner that the Board of School Directors waives the requirements of Policy 2510 and approves on first and second reading the revisions to Policy Number 5402, titled - Transportation of Students.

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

7.4

Policy#5506  
Student Food  
Service Accounts  
Second Reading  
Approved  
5-3-0

Policy Number 5506, titled - Individual Student Food Service Accounts

**MOTION:** It was moved by Ms. Paris and seconded by Mrs. Angove that the Board of School approves on second reading Policy Number 5506, titled - Individual Student Food Service Accounts (version 2).

The result of the vote: passed with Mr. Grant, Mr. Lockett and Mr. Werner voting no.

7.5

Policy #9345  
Home-Education  
Students in Co-  
Curr. Activities  
First & Second  
Reading  
Approved  
8-0-0

Policy Number 9345, titled - Participation of Home-Education Students in Co-Curricular Activities

**MOTION:** It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors waives the requirements of Policy 2510 and approves on first and second reading the revisions to Policy Number 9345, titled - Participation of Home-Education Students in Co-Curricular Activities.

The result of the vote: passed unanimously.

7.6

Policy #10410  
Private/Parochial,  
Cyber, Charter  
Participation in Co-  
Curr. Activities  
First & Second  
Reading  
Approved  
8-0-0

Policy Number 10410, titled - Students Enrolled in Private/Parochial Schools, Cyber Schools, and Charter Schools Participation in Co-Curricular Activities

**MOTION:** It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors waives the requirements of Policy 2510 and approves on first and second reading the revisions to Policy Number 10410, titled - Students Enrolled in Private/Parochial Schools, Cyber Schools, and Charter Schools Participation in Co-Curricular Activities.

The result of the vote: passed unanimously.

7.7

Policy #10450  
Interscholastic  
Athletics  
First & Second  
Reading  
Approved  
8-0-0

Policy Number 10450, titled - Interscholastic Athletics

**MOTION:** It was moved by Mr. Werner and seconded by Ms. Paris that the Board of School Directors waives the requirements of Policy 2510 and approves on first and second reading the revisions to Policy Number 10450, titled - Interscholastic Athletics.

The result of the vote: passed unanimously.



7.8 Policy Number 10465, titled - Student Participation and Coaches Needed

**MOTION:** It was moved by Mr. Knapp and seconded by Mr. Werner that the Board of School Directors waives the requirements of Policy 2510 and approves on first and second reading the revisions to Policy Number 10465, titled - Student Participation and Coaches Needed.

**MOTION:** It was moved by Mr. Lockett and seconded by Mr. Werner to table this motion until the September board meeting.

The result of the vote: passed unanimously.

Policy #10465  
Student  
Participation &  
Coaches  
Needed  
Tabled Until  
the September  
Board Meeting  
Approved  
8-0-0

7.9 Policy Number 10495, titled - Co-Curricular Activities

**MOTION:** It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors waives the requirements of Policy 2510 and approves on first and second reading the revisions to Policy Number 10495, titled - Co-Curricular Activities.

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

Policy #10495  
Co-Curricular  
Activities  
First & Second  
Reading  
Approved  
6-2-0

7.10 Policy Number 10510, titled - Discipline Code

**MOTION:** It was moved by Ms. Paris and seconded by Mr. Werner that the Board of School Directors waives the requirements of Policy 2510 and approves on first and second reading the revisions to Policy Number 10510, titled - Discipline Code.

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

Policy # 10510  
Discipline Code  
First & Second  
Reading  
Approved  
6-2-0

7.11 Policy Number 10515, titled - Student Driving and Parking Privileges

**MOTION:** It was moved by Mr. Werner and seconded by Dr. Yourchisin that the Board of School Directors waives the requirements of Policy 2510 and approves on first and second reading the revisions to Policy Number 10515, titled - Student Driving and Parking Privileges.

**MOTION WITHDRAWN:** Mr. Werner and Dr. Yourchisin withdrew their motion.

7.12 Policy Number 11010, titled - Relations with Parent Organizations/Booster Organizations

**MOTION:** It was moved by Mrs. Angove and seconded by Mr. Werner that the Board of School Directors waives the requirements of Policy 2510 and approves on first and second reading the revisions to Policy Number 11010, titled - Relations with Parent Organizations/Booster Organizations.

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

Policy #11010  
Relations with  
Parent  
Organizations/  
Booster  
Organizations  
First & Second  
Reading  
Approved  
7-1-0

7.13 Policy Number 11501, titled - Gifts and Donations to the Schools

Policy #11501 Gifts  
& Donations  
First & Second  
Reading  
Approved  
5-3-0

**MOTION:** It was moved by Mrs. Angove and seconded by Mr. Knapp that the Board of School Directors waives the requirements of Policy 2510 and approves on first and second reading the revisions to Policy Number 11501, titled - Gifts and Donations to the Schools.

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

7.14 Request to Offer Courses of Fewer Than 12 Students - CIT - Dr. Paul Yourchisin

Courses with Fewer  
than 12 Students  
Approved  
8-0-0

**MOTION:** It was moved by Mrs. Angove and seconded by Mr. Lockett that the Board of School Directors approves the list of Courses of Fewer Than 12 Students to be offered in the 2011-2012 school year.

The result of the vote: passed unanimously.

7.15 Kades-Margolis and CBIZ Benefits & Insurance Services

Kades-Margolis &  
CBIZ Benefits  
Services  
Approved  
8-0-0

**MOTION:** It was moved by Mr. Grant and seconded Mr. Werner that the Board of School Directors approves Kades-Margolis and CBIZ Benefits & Insurance Services, Inc to administer Warren County School District's Medical and Dependent Care IRS Code 125 Flexible Benefit Plan at no cost to the District for a 1-year period commencing October 1, 2011 with optional 12 month renewals upon both the agreement of the Warren County School District, Kades-Margolis and CBIZ. This motion is contingent upon the successful termination of the current agreement with Security Benefit. Notwithstanding the foregoing, the parties agree that this Agreement is contingent upon the District's successful termination of its Agreement with Security Benefits. In the event that the agreement with Security Benefits cannot be terminated for any reason, the parties agree that this Agreement (including all applicable Addenda) shall become null and void at the option of the District.

The result of the vote: passed unanimously.

7.16 Athletic Programming

Athletic  
Programming  
Motion Rescission  
Approved  
7-1-0

**MOTION I:** It was moved by Mr. Knapp and seconded by Mr. Werner that the Board of School Directors rescinds the following motion, which was passed by the Board at its special meeting held on June 27, 2011:

"That the Board of School Directors directs the administration to implement alternative sports savings for consideration in the final 2011-2012 budget as follows: A) continue sports programming in the current configuration with WCSD funding of \$626,137.00 with the balance of the necessary expenditures to be made up of: ii) increase of pay to play fee with sports booster's assistance going directly to students to assist with the pay to play fees."

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

**MOTION II:** It was moved by Mr. Werner and seconded by Ms. Paris that the Board of School Directors approves the following motion, with said approval to be made Nunc Pro Tunc to the Board's special meeting held on June 27, 2011:

"That the Board of School Directors directs the administration to implement alternative sports savings for consideration in the final 2011-2012 budget as

Athletic  
Programming  
Motion  
Approved  
6-2-0

follows: A) continue sports programming in the current configuration with WCSD funding of \$626,137.00 with the balance of the necessary expenditures to be made up of: ii) increase of participation fees with sports boosters' assistance and any assistance from other organizations or individuals going to the District, but not in the name of any particular student or students, to assist with the reduction of participation fees in an equal manner for each participant in a given sport per school."

The result of the vote: passed with Mr. Lockett and Mr. Grant voting no.

7.17 Abraxas Agreements

**MOTION:** It was moved by Mr. Lockett and seconded by Mr. Werner that the Board of School Directors approves the Abraxas agreement addenda as presented.

Abraxas Agreements Approved 8-0-0
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The result of the vote: passed unanimously.

7.18 Other

Mr. Stewart announced that a Special Meeting would be held on August 22, 2011, at the Warren County Career Center to take action on personnel matters, purchasing, policy issues and any other matter that may come before the Board.

**8. Closing Activities**

8.1 Public Comment

There was no public comment.

8.2 Executive Session

Mr. Stewart announced an executive session at 9:37 p.m. to discuss a report on the vetting process from PSBA for the superintendent candidates, an opinion letter from Attorney Wassell, and a legal opinion from Solicitor Byham with no action to follow.

8.3 Adjournment

It was moved by Mr. Lockett and seconded by Mrs. Angove to adjourn the meeting.

The meeting adjourned at 9:38 p.m.

Respectfully Submitted,

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Ruth A. Huck, Board Secretary