

**WARREN COUNTY SCHOOL DISTRICT**  
**BOARD OF SCHOOL DIRECTORS**  
**SPECIAL MEETING MINUTES**  
**MONDAY, AUGUST 22, 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 6:01 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

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; 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. Melissa McLean, Secretary pro tempore; Mr. Brian Ferry and Eric Tichy, Times Observer; Mr. Michael Kiehl, Transportation/Purchasing Manager; Mr. Brian Collopy, Technology Coordinator; Mr. Matt Jones, Coordinator of Grants & Foundation Development; Mr. James Miller, Supervisor of District-wide Athletics & Co-Curricular Activities; Dr. Darrell Jaskolka, Principal; Mrs. Marcia Madigan, Principal; Mrs. Ruth Nelson, Principal; Mr. Steve Parinella, Principal; Ms. Ann Buerkle, Principal; Ms. Ann Ryan, Assistant Principal; Ms. Claudia Solinko, WCEA President, and approximately 22 unidentified members of the audience.

1.4 Appoint Secretary Pro-Tempore

**MOTION:** It was moved by Mr. Lockett and seconded by Mr. Knapp that the Board of School Directors appoints Mrs. Melissa McLean as secretary pro-tempore for the August 22, 2011, special meeting.

The result of the vote: passed unanimously.

Secretary Pro-  
Tempore  
Approved  
9-0-0

1.5 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.**

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

**To promote student growth and achievement, an effective school board . . .**

**Models responsible governance and leadership by: engaging all community stakeholders and operating as a collective board in making decisions.**

1.7 Public Comment

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|----------------|------------|--|
| Amber Pascuzzi | Warren, PA | Ms. Pascuzzi is the parent of a first grade student at South Street Early Learning Center and representative of the first grade parents who think the class sizes of 24 are too high and would like the Board to reconsider class sizes. |
|----------------|------------|--|

Mr. Stewart announced executive sessions were held on Wednesday, August 17; Thursday, August 28; and Friday, August 20, 2011, for the purpose of discussing personnel matters.

Mr. Stewart announced an executive session at 6:06 p.m. to discuss personnel matters and a legal opinion from the solicitor.

The meeting reconvened at 6:59 p.m.

Mr. Stewart announced the Board would be adding "Item 4.0 – Other" to the agenda and would move Closing Activities to Item 5.0.

## 2. New Business

2.1 Certificated Personnel Report

Certificated  
Personnel  
Report  
Approved  
9-0-0

**MOTION:** It was moved by Mr. Werner and seconded by Mrs. Angove that the Board of School Directors approves the Certificated Personnel Report.

Roll Call Vote:

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

The result of the vote: passed unanimously.

2.2 Support Personnel Report

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

The result of the vote: passed unanimously.

Support  
Personnel  
Report  
Approved  
9-0-0

2.3 EETT Grant Purchase

**MOTION:** It was moved by Mrs. Angove and seconded by Mr. Knapp that the Board of School Directors instructs the administration to use remaining Enhancing Education Through Technology grant monies to purchase student response systems for each of the WCSD science instructors that participated in the 2009-10 EETT Grant.

Roll Call Vote:

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

The result of the vote: passed unanimously.

EETT Grant  
Purchase  
Approved  
9-0-0

2.4 Federal Stimulus Funding For Education

**MOTION:** It was moved by Mrs. Angove and seconded by Mr. Werner that the Board of School Directors approves the purchase of SuccessMaker software not to exceed \$75,000.

Roll Call Vote:

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

The result of the vote: passed unanimously.

Federal  
Stimulus  
Purchase  
SuccessMaker  
Approved  
9-0-0

2.5 IU 5 Letter of Agreement for Services at St. Joseph's School

**MOTION:** It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors approves the Letter of Agreement with IU 5 to provide Title I services to the students at St. Joseph's School.

**WITHDRAWN:** The motion was withdrawn by Mr. Knapp and Ms. Paris agreed until copies of the Letter of Agreement could be distributed to the Board.

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

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

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

Policy #10465  
Student  
Participation  
Coaches  
Needed  
First Reading  
Approved  
8-1-0

2.7 Pupil Transportation

Pupil Transportation  
Program  
Approved  
8-1-0

**MOTION:** It was moved by Mrs. Angove and seconded by Ms. Paris that the Board of School Directors approves the Pupil Transportation Program including Routes, Contractors, and Drivers, per the attached documents.

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

2.8 Head Start Lease Request

Head Start Lease  
Request  
Approved  
9-0-0

**MOTION:** It was moved by Mrs. Angove and seconded by Mrs. Zariczny that the Board of School Directors approves the Lease Agreement with the Warren-Forest Counties Economic Opportunity Council's Head Start Program, located in Warren, Pennsylvania.

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.

3. Informational Items

3.1 Informational Report – No Discussion

4. Other

4.1 Student Teacher Request

Edinboro University  
Student Teacher  
Request  
Approved  
9-0-0

**MOTION:** It was moved by Mr. Grant and seconded by Mrs. Angove that the following Edinboro University student would like to do his/her student teaching in Warren County School District in the Fall Semester of 2011 in the subject of Biology.

**Public Comment:**

There was no public comment.

The result of the vote: passed unanimously.

4.2 Superintendent Hiring

Superintendent  
Contract  
Negotiations  
Authorized  
9-0-0

**MOTION:** It was moved by Mrs. Zariczny and seconded by Mr. Lockett that the Board authorizes the Board President to negotiate a contract with Brandon Hufnagel for the position of Superintendent.

**Public Comment:**

There was no public comment.

The result of the vote: passed unanimously.

4.3 Creation of a Teaching Position at SSEL

South Street Early  
Learning Center  
Teaching Position  
Approved  
8-0-1

**MOTION:** It was moved by Mrs. Angove and seconded by Mrs. Zariczny that the Warren County School District Board of School Directors approves the creation of one elementary position at South Street Early Learning Center.

**Public Comment:**

There was no public comment.

Roll Call Vote:

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

Abstaining: Dr. Yourchisin

4.5 Approval of Music Instructor

**MOTION:** It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Warren County School District Board of Directors approves CJ Lyon for the position of itinerant music instructor.

**WITHDRAWN:** The motion was withdrawn by Mrs. Zariczny and Ms. Paris agreed.

2.5 IU 5 Letter of Agreement for Services at St. Joseph's School

**MOTION:** It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors approves the Letter of Agreement with IU 5 to provide Title I services to the students at St. Joseph's School.

**MOTION MODIFIED:** It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors approves the Letter of Agreement with IU 5 to provide Title I services to the students at St. Joseph's School subject to solicitor's approval of the administrative fee allocation.

**Public Comment:**

There was no public comment.

Roll Call Vote:

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

Voting No: Mr. Lockett

The result of the vote: passed.

4.6 Act I Discussion

Mr. Stewart discussed the history of Act 1 and the newly enacted changes to the legislation which remove a significant number of referendum exceptions for increasing the millage rate above the index.

He stated the five year budget analysis warns that next year the District will face approximately a 5 mil tax deficit due to inflationary costs (contracts, utilities, etc.) – about 2 million dollars. The index is 1 mil next year which means there will have to be a referendum or otherwise a budget deficit will exist. Capital projects will also have an impact.

Solicitor Byham provided information to the Board that is privileged and allowed by law, but a summary of the document shared will be posted via the website. The Board asked Mr. Byham to limit comments to only what can be known by the public.

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|---|
| IU5 Letter of<br>Agreement for<br>Services at St.<br>Joseph's School<br>Approved<br>8-1-0 |
|---|

Mr. Byham shared the following information regarding the Board's inquiry under what circumstances the District can go above the index for a new building project.

- In 2011 new legislation eliminated a great number of the Act 1 exceptions and now there are only four including 1) grandfathered debt prior to 2004; 2) district PSERS contributions above the index amount; 3) special education costs above the index amount; 4) electoral debt which is a debt of borrowing approved by the electorate via a referendum ballot question. The previous exception for construction has been eliminated.

As it currently stands, there are only two ways to get an increase above the Act 1 index in order to fund a new construction project; 1) go through an electoral debt proceeding, which means that the borrowing itself is approved by the voters via a ballot question at either the primary or general election. If that is approved the district could then apply for the electoral debt referendum exception and, if that is approved by PDE, then PDE would determine what tax increase above the index is permissible; 2) go through a referendum question under Act 1 whereby a question would be placed on the spring ballot which is mandated to occur at the election immediately preceding the fiscal year in which it would be implemented. The referendum question needs to state the amount of the tax increase and the purpose for which it would be used. The voters would be required to approve that in order for the tax increase to go into effect.

Relative to QZAB that leaves the Board with two options: 1) QZAB is not set up as an electoral debt proceeding and the time constraints do not allow it to be an electoral debt proceeding, but there is a provision under the law where it also permits the school district to seek voter approval to attempt to convert a previous non-electoral debt to electoral debt; 2) not transferring the debt to electoral debt and at the spring primary placing a ballot question on the ballot inquiring as to whether the taxpayers would approve the specified increase above the index for the purpose of funding the building project.

Electoral debt has to be approved by the voters for borrowing. Under Act 1 the voters approve the millage or tax increase to fund the budget.

- Other Items to note:

Voter approval is not required to simply undertake or engage in a building project; voter approval is only required when you have to go about the tax index to fund it.

If voters were to approve the funding of a construction project in the spring primary, it does not require the board to do the project, it just authorizes them to do it. If the voters say no to a project the Board would have to wait 155 days to bring the question again. Voter approval only pertains to the tax increase, not to the project itself.

**MOTION:** It was moved by Mr. Grant and seconded by Mr. Lockett that the Board of School Directors, due to the hour and the fact that we have four committee meetings, that we simply take the elements of the committee meetings and move them to the agenda under “Other” for our next Board meeting, and we’re either going to approve them or reject them at that time, as opposed to trying to spend the rest of the night coming up with and discussing agenda items we’re going to pull and reject anyway.

**Public Comment:**

There was no public comment.

The result of the vote: failed with Mr. Knapp, Ms. Paris, Mr. Stewart, Mr. Werner, Mrs. Zariczny, and Dr. Yourchisin voting no.

**5. Closing Activities**

- 5.1 It was moved by Mr. Lockett and seconded by Mrs. Zariczny to adjourn the meeting.  
The meeting adjourned at 8:47 p.m.

Respectfully Submitted,

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Melissa McLean, secretary pro-tempore