

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

MONDAY, DECEMBER 5, 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 7:30 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:

Mr. John Grant

Mr. Jack Werner

Mr. Thomas Knapp

Dr. Paul Yourchisin

Ms. Nancy McDanel

Mr. Michael Zamborik

Ms. Mary Anne Paris

Mrs. Donna Zariczny

Mr. Arthur Stewart

Others Present:

Mr. Brandon Hufnagel, Superintendent; Dr. Norbert Kennerknecht, Director of Buildings & Grounds 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. Josh Cotton and Robert Patchen, Times Observer; Mr. Brian Collopy, Technology Coordinator; Mr. James Miller, Supervisor of District-wide Athletics & Co-Curricular Activities; Mrs. Suzanne Turner, Human Resource Supervisor; Mr. Matt Jones, Coordinator of Grants & Foundation Development; Mr. Paul Leach, Technology Information Specialist; Mr. Steve Parinella, Principal; Mrs. Deb Doyle, Principal; and approximately 25 unidentified members of the audience.

1.4 Reading of the Mission Statement - Mr. John 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 Reading of the WCSD/PSBA Standards for Effective School Governance and Code of Conduct - Mr. Thomas Knapp

We as members of our local board of education, representing all the residents of our school district, believe that:

Striving toward ideal conditions for effective school board service to our community, in a spirit of teamwork and devotion to public education, is the greatest instrument for preserving and perpetuating our representative democracy.

1. *Accordingly, board members should work together in a spirit of harmony, respect and cooperation, despite differences of opinion.*
2. *Personal decisions should be based upon all sufficient facts, we should vote our honest conviction without partisan bias, and we will abide by and uphold the majority decision of the board.*

1.6 Recognitions & Presentations

1. AYP Presentations – Mr. Brandon Hufnagel

The presentations will be given at the January meeting.

1.7 Public Comment

There was no public comment.

1.8 Agenda Adoption

Agenda Adoption
Approved
9-0-0

MOTION: It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors adopts the agenda dated December 5, 2011.

The result of the vote: passed unanimously.

1.9 Approval of the Minutes – November 14, 2011

November 14, 2011
Minutes
Approved
7-0-2

MOTION: It was moved by Mr. Werner and seconded by Mr. Knapp that the Board of School Directors approves the minutes of November 14, 2011.

The result of the vote: passed with Mr. Zamborik and Ms. McDanel abstaining.

1.10 Financial Reports

Financial Reports
Approved
8-0-1

MOTION: It was moved by Mr. Grant and seconded by Ms. Paris 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 of presented by submitted for audit.

Roll Call Vote:

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

Abstaining: Mr. Werner

1.11 Hearing Officer's Report

Hearing Officer's
Report
Approved
9-0-0

MOTION: It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors approves the Hearing Officer's report dated December 5, 2011. (Cases: E-F)

The result of the vote: passed unanimously.

2.0 President's Statement

2.1 Reports & Information

1. I.U.5 - Mrs. Donna Zariczny
There was no report.
2. PSBA Liaison
There was no report.
3. Career Center Advisory - Dr. Paul Yourchisin
There was no report.

2.2 Important Dates

As approved at the Organization meeting.

2.3 Announcements

There were no announcements.

2.4 Other

3.0 Superintendent's Reports and Recommendations

3.1 General Comments - Mr. Brandon Hufnagel

- The AYP Keystone awards will be presented at the January meeting.
- There is a timeline regarding school closings on ESB. He asked that if any board members have questions they should contact him or Chris Byham.
- The budget timeline is also available on ESB, which includes tax deadlines, referendum deadlines, etc. A meeting will need to be set up in the near future to determine how to meet the deadlines and have a preliminary budget ready for early January.
- A letter was received from PDE stating that the PlanCon funding is limited to about \$5,000,000 of available funds for this current year. Mr. Hufnagel contacted PDE for more clarification to make sure the Beaty project was not in jeopardy. He was told that the \$5,000,000 is the allocation available currently for new projects and the sooner the district gets to PlanCon H, the better chance the district has of securing reimbursement funds. Last year there were some projects that did not get funded in last year's PlanCon reimbursement but were picked up this year to get reimbursed.
- Mr. Hufnagel has discussed possible dates with Dr. Farrell for the charter school hearing. They are working on a waiver to go beyond the 45-day deadline. There is a memorandum of agreement on ESB outlining the possible exception to the deadline. The CSOI is asking that the hearing be held at Eisenhower Middle/High School. The agreed upon date would be January 9, which is a school board meeting date. The CSOI attorney is taking a last look at the agreement before the parties act upon it.
- Mr. Hufnagel has held community forums at Youngsville and Warren over the past couple of weeks. The turnout has been less than expected, and he has two more planned for the coming weeks at Sheffield and Eisenhower.

- Mr. Hufnagel outlined the following dates and actions that will need to be taken by the board:

BUDGET TIMELINES

- January 5, 2012, is the date the preliminary budget is due to be presented for public inspection, or it is the date the Board would have to adopt a resolution indicating it would not raise taxes or intends to raise them within the index.
- January 10th is the deadline to submit a copy of the resolution and proposed tax rate increase within the index to PDE.
- January 15th is the deadline when notice has to be given for the intent to adopt the 2012-2013 preliminary budget unless a resolution was adopted indicating it would not raise taxes above the index.
- January 20th PDE will notify the school district that adopted a resolution whether the 2012-2013 proposed tax rates are equal or less than their indexes.
- January 25th is the deadline to adopt the 2012-2013 preliminary budget unless a resolution was adopted not to raise taxes above the index.
- February 2nd is the deadline to publish notice in the newspaper of the intent to request approval from PDE for a referendum exception.

CHARTER HEARING TIMELINES

- January 9th is the tentative scheduled date for the charter school hearing which will put approval in March.
- There will have to be a special meeting sometime in January for a school closing hearing.

Mr. Stewart asked board members to reflect upon the dates as outlined and under other he would take a motion to secure dates that need to be scheduled.

3.2 Informational Report

3.3 Committee Reports

3.4 Other

4.0 New Business - Consent Agenda

4.1 Consent Agenda

Items removed for separate action:

4.11 Facility Agreement - Warren YMCA - Jack Werner

MOTION: It was moved by Mr. Grant and seconded by Ms. Paris that the Board of School Directors approves the Consent Agenda with the exception of item 4.11.

Consent Agenda Approved 9-0-0

Roll Call Vote:

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

4.2 Project Ignition - CIT - Dr. Paul Yourchisin

MOTION: That the Board of School Directors authorizes the administration to submit an application to Project Ignition on behalf of Youngsville High School to undertake a service learning project related to driver safety.

Project Ignition
Application
Submission
Approved
9-0-0

4.3 Local Competencies for Power Equipment Technology - CIT - Dr. Paul Yourchisin

MOTION: That the Board of School Directors approves the revisions to the planned instruction as presented.

Power
Equipment
Planned
Instruction
Revision
Approved
9-0-0

4.4 Student Representatives - CIT - Dr. Paul Yourchisin

MOTION: That the Board of School Directors authorizes the Administration to develop and administer a procedure for student representation to the School Board Committees. Students who are selected to serve in the role will be eligible for consideration of substituting their time served on the Board for all or a portion of their senior project as determined by the Administration.

Authorization
to Develop
Procedures for
Student
Representatives
to the Board
Approved
9-0-0

4.5 Career & Technical Education Equipment Grant - CIT - Dr. Paul Yourchisin

MOTION: That the Board of School Directors authorizes the administration to apply to the PDE Career & Technical Education Equipment Grant to purchase a mill and turning center to support and expand programming within the Warren County Career Center Machine Technology program of study.

Authorization
to Submit
Career &
Technical
Education
Equipment
Grant
Approved
9-0-0

4.6 Citrix License & Maintenance Renewal - FIN - Mr. John Grant

MOTION: That the Board of School Directors approves the quote from Citrix for the amount of \$122,120.06 to renew yearly licensing and maintenance.

Citrix License
& Maintenance
Renewal
Approved
9-0-0

4.7 Certificated Personnel Report - PACCA - Mr. Jack Werner

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

Certificated
Personnel
Report
Approved
9-0-0

4.8 Support Personnel Report - PACCA - Mr. Jack Werner

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

Support
Personnel
Report
Approved
9-0-0

4.9 Athletic Supplemental Contracts - PACCA - Mr. Jack Werner

MOTION: That the Board of School Directors approves the Athletic Supplemental Contracts.

Athletic
Supplemental
Contracts
Approved
9-0-0

Co-Curr
Supplemental
Contracts
Approved
9-0-0

- 4.10 Co-Curricular Supplemental Contracts - PACCA - Mr. Jack Werner

MOTION: That the Board of School Directors approves the Co-Curricular Supplemental Contracts.

- 4.11 Facility Agreement - Warren YMCA - PACCA - Mr. Jack Werner

Removed for separate action.

- 4.12 Emergency Substitute Consortium - I.U. #5 - PACCA - Mr. Jack Werner

Emergency
Substitute
Consortium
Approved
9-0-0

MOTION: That the Board of School Directors approve participation in the Emergency Substitute Consortium through Northwest Tri-County Intermediate Unit #5 for the remainder of the 2011/2012 school year at a cost of \$1,100.00.

All Clean
Addendum
Approved
9-0-0

- 4.13 Addendum to Custodial Agreement with All Clean - PPF - Mrs. Donna Zariczny

MOTION: That the Board of School Directors approves Addendum 2 to the All Clean Contract as per the attached document.

YEMS PTO
Basketball
Project
Addendum
Approved
9-0-0

- 4.14 Addendum to Lease Agreement for YEMS PTO Basketball Project - PPF - Mrs. Donna Zariczny

MOTION: That the Board of School Directors approves the Addendum to the Lease Agreement for the YEMS PTO Basketball project as per the attached document.

5.0 Items Removed for Separate Action

- 5.1 (4.11) Facility Agreement - Warren YMCA - PACCA - Mr. Jack Werner

MOTION: It was moved by Mr. Knapp and seconded by Mrs. Zariczny that the Board of School Directors approves the Facility Agreement with the Warren YMCA.

WITHDREW MOTION: Mr. Knapp withdrew the motion and Mrs. Zariczny agreed.

6.0 Future Business for Committee Review

There were no matter for committee review.

7.0 Other

- 7.1 Policy Number 4135, titled - Vendors

Policy #4135 –
Vendors
First Reading
Approved
9-0-0

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors approves on first reading Policy Number 4135, titled - Vendors.

The result of the vote: passed unanimously.

- 7.2 Policy Number 11401, titled - Community Use of Facilities

Policy #11401 –
Community Use
of Facilities
First Reading
Approved
9-0-0

MOTION: It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors approves on first reading Policy Number 11401, titled - Community Use of Facilities.

The result of the vote: passed unanimously.

7.3 EMHS Boiler Project, WCSD Project #1107 - PPF - Mrs. Donna Zariczny

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors approves a contract to Scobell Company in the amount of \$101,000 for the project known as the EMHS Boiler Project, WCSD Project #1107.

EMHS Boiler
Project
Scobell
Company
Contract
Approved
9-0-0

Roll Call Vote:

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

The result of the vote: passed unanimously.

7.4 PDE Form 3074(a) for EMHS Boiler Project (WCSD Project #1107) - Mrs. Donna Zariczny

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors approves submission of PDE Form 3074(a) for the project known as the EMHS Boiler Project, WCSD Project No. 1107.

PDE Form
3074(a)
EMHS Boiler
Project
Approved
9-0-0

The result of the vote: passed unanimously.

7.5 Budget Transfer I

MOTION: It was moved by Mr. Werner and seconded by Ms. Paris that the Board of School Directors approves a budget transfer in the amount of \$1,087,430.33 per the attached documents.

Budget
Transfer I
Approved
9-0-0

Roll Call Vote:

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

The result of the vote: passed unanimously.

7.6 Budget Transfer II

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors approves a budget transfer in the amount of \$7,020 per the attached documents.

Budget
Transfer II
Approved
9-0-0

Roll Call Vote:

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

The result of the vote: passed unanimously.

7.7 School Closing Hearing

MOTION: It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors directs the Superintendent to conduct a hearing on the proposed closing of the Eisenhower Middle/High School as a district operated public school on December 22, 2011, at the Eisenhower Middle/High School Building, and the Board further authorizes and directs the Board Secretary to immediately advertise the

school closing hearing in order to meet the advertising requirements of the school closing.

Public Comment

David Bauer	Sugar Grove, PA	Mr. Bauer stated he feels the closing hearing should be held at Eisenhower Middle/High School because those are the people that it will most greatly affect. The CSOI group supports having this hearing as soon as possible because looking at the timelines will make it very challenging to implement the transitioning to a charter school if the hearing is delayed. He further acknowledged that if the date was approved and the Charter hearing was held on January 9 th , the Board could essentially make a decision on both the closing and the charter school at the same meeting. Mr. Bauer pointed out that the Board set a precedent when it made its decision to close Tidioute School and also granted a charter at the same meeting.
Claudia Solinko	WCEA President	Ms. Solinko was concerned that the timing of the hearing at Christmas time would be a burden to the teachers facing the prospect of a school closing. She stated that it would not only affect the teachers at Eisenhower, but it would affect 40 teachers across the district and they have a right to be heard.

Roll Call Vote:

School Closing
Hearing
Failed
4-5-0

Voting Yes: Ms. Paris, Mr. Zamborik, Mr. Knapp, Ms. McDanel,

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

The result of the vote: failed

Mr. Stewart asked that Roberts Rules be suspended to discuss possible dates for meetings needing to be scheduled. The Board agreed by common consent.

7.8 Dates of Future Meetings

MOTION: It was moved by Ms. Paris and seconded by Mrs. Zariczny that the Board of School Directors approves the rescheduling of the January regular board meeting from January 9th to January 4th; that the Board of School Directors approves the memorandum of agreement with CSOI and, in accordance with that agreement, schedules the public hearing relative to the charter school application for January 9th at 7:00 p.m. at Eisenhower Middle/High School; and that the Board of School Directors schedules a special meeting to be held on January 25th for the purpose of addressing any matters that may come before the Board at 7:00 p.m. at the Warren County Career Center.

Dates for
Future
Meetings
Approved
9-0-0

Public Comment

Patrick Farrell	Russell, PA (CSOI)	Dr. Farrell stated that the memorandum of agreement is under review by the CSOI legal team, and he should have an answer very shortly. He commented that he hoped both sides would be collegial and cordial in this matter and respectfully requested that the Board reconsider its decision of holding the closing hearing in December because the timing is critical to this decision and by putting it off, it causes more difficulties down the road for the transition.
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The result of the vote: passed unanimously.

7.9 Alternative Date for Charter Hearing

MOTION: It was moved by Mrs. Zariczny and seconded by Mr. Grant that the Board of School Directors approves Wednesday, December 28, 2011, at 7:00 p.m., at Eisenhower Middle/High School, as an alternate date should the CSOI not sign the memorandum of agreement.

Alternate Date
for Charter
School
Hearing
Approved
9-0-0

Public Comment

There was no public comment.

The result of the vote: passed unanimously.

8.0 Closing Activities

8.1 Public Comment

There was no public comment.

8.2 Executive Session

There was no executive session at this time.

8.3 Adjournment

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

The meeting adjourned at 8:45 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary

DRAFT