

WARREN COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
MEETING MINUTES

MONDAY, DECEMBER 3, 2012

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 Mrs. Zariczny, Vice President, at 7:35 p.m. in the Board Room of the Warren County Career Center, 347 East Fifth Avenue, Warren, Pennsylvania.

1.2 Pledge of Allegiance

Mrs. Zariczny 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

Absent:

Mr. Arthur Stewart

Others:

Mr. Brandon Hufnagel, Superintendent; Mrs. Amy Stewart, Director of Instructional Technology/Communications; Dr. Norbert Kennerknecht, Director of Buildings & Grounds Services; Mr. James Grosch, Director of Business Services; Mr. Gary Weber, Director of Curriculum, Instruction and Assessment; Mrs. Patty Horner, Interim Director; Mr. Chris Byham, Solicitor; Mrs. Ruth Huck, Board Secretary; Mr. Josh Cotton, Times Observer; Mr. Michael Kiehl, Transportation/Purchasing Manager; 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, Information Management; Dr. Darrell Jaskolka, Principal; Mrs. Ruth Nelson, Principal; Mr. Jeff Flickner, Principal; Ms. Maryann Mead, Assistant Principal; Ms. Claudia Solinko, WCEA President and approximately 4 members of the public in the audience.

1.4 Reading of the Mission Statement – Mr. Michael Zamborik

The mission of the Warren County School District is to educationally empower all students to think critically and solve problems through a rigorous curriculum that will provide them with the skills necessary to graduate and pursue a career of their interest.

1.5 Reading of WCSD/PSBA Standards for Effective School Governance and Code of Conduct – Ms. Mary Anne Paris

TO PROMOTE STUDENT GROWTH AND ACHIEVEMENT, AN EFFECTIVE BOARD. . .

Ensures that effective planning occurs by:

- 1) adopting a master facilities plan conducive to teaching and learning;*
- 2) adopting a plan for curriculum review and development; and*
- 3) adopting a plan to ensure evaluation of student growth and achievement using relevant data.*

Monitors results by:

- 1) evaluating its own performance;*
- 2) assessing student growth and achievement; and*
- 3) using data appropriately to make informed decisions.*

1.6 Recognitions & Presentations

1. Youngsville High School Band – Atlantic Coast Conference
2. Eisenhower Middle High School Drum Major - Atlantic Coast Conference

Recognition took place at the organizational meeting.

1.7 Public Comment

There was no public comment.

1.8 Agenda Adoption

Agenda Adoption
Approved
8-0-0

MOTION: It was moved by Ms. Paris and seconded by Mr. Zamborik that the Board of School Directors adopts the agenda dated December 3, 2012, and moves item 7.3 to be addressed at 8:00 p.m. for a conference call with bond counsel.

The result of the vote: passed unanimously.

1.9 Approval of the Minutes - November 12, 2012

November 12, 2012
Minutes
Approved
8-0-0

MOTION: It was moved by Ms. Paris and seconded by Mr. Zamborik that the Board of School Directors approves the minutes dated November 12, 2012.

The result of the vote: passed unanimously.

1.10 Approval of the Special Meeting Minutes - November 19 2012

November 19, 2012
Special Meeting
Minutes
Approved
8-0-0

MOTION: It was moved by Ms. Paris and seconded by Mr. Zamborik that the Board of School Directors approves the special meeting minutes dated November 19, 2012.

The result of the vote: passed unanimously.

1.11 Financial Reports

MOTION: It was moved by Ms. Paris and seconded by Mr. Werner 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 as presented be submitted for audit.

Financial Reports Approved 8-0-0
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The result of the vote: passed unanimously.

1.12 Hearing Officer's Report

MOTION: It was moved by Mr. Werner and seconded by Ms. Paris that the Board of School Directors approves the Hearing Officer's Report dated December 3, 2012.

Hearing Officer's Report Approved 7-0-1
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The result of the vote: passed with Dr. Yourchisin abstaining.

2. President's Statement

2.1 Reports & Information

1. I.U.5 - Mrs. Donna Zariczny

There was no report. The letter and resolution passed by the WCSD Board of Directors was sent to the I.U., and Mrs. Zariczny also emailed it to the I.U. Board members.

2. PSBA Liaison - Mr. John Grant

Mr. Grant reported that there is a report out on the Task Force on Child Protection and Recommendations stemming from the Penn State incident. There will most probably be legislative action regarding the recommendations with a cost impact. Confidential agreements will be banned when an educator leaves employment due to misconduct.

- There is a movement by juvenile courts for school districts to become more aggressive in reducing truancy and keeping juveniles in the classroom.
- Mandated reporting for possible child abuse will extend beyond educators to volunteers in the schools; increased training will be expected and employees will have to take oaths regarding their behavior before they are employed.
- School districts will be asked to oversee homeschoolers and cyber students for possible abuse.
- Violations for not reporting abuse becomes a second degree misdemeanor. Violations become a felony if there is willful failure to report an incident for any reason. It is an individual's responsibility to report directly to police agencies any abuse and is no longer through the administrative hierarchy of the institution.

3. Career Center Advisory - Dr. Paul Yourchisin

There was no report.

2.2 Important Dates

As approved at the organization meeting.

2.3 Announcements

2.4 Other

3. Superintendent's Reports and Recommendations

3.1 General Comments - Mr. Brandon Hufnagel

- Mr. Hufnagel reported that there is \$55,840.20 in checks for redemption of salvage materials from the Beaty-Warren Middle School project. At the next committee meetings, administration will be bringing a proposal to provide mini-grants for teachers to use these funds.
- Mrs. Horner's salary will be addressed later in the agenda.
- Currently, per their agreement, Act 93 administrators who do not take the district insurance get reimbursed \$1,000 on a one time basis. The insurance renews annually, and this should be an annual reimbursement to those who opt out of the district insurance. A Memorandum of Understanding is presented on the agenda for your consideration.

3.2 Informational Report

3.3 Committee Reports

3.4 Other

4. New Business - Consent Agenda

Items removed for separate action:

4.6 AP and Advanced Biology Honors Planned Instructions – Mr. Grant

4.1 Consent Agenda

Consent Agenda
Approved
8-0-0

MOTION: It was moved by Mr. Knapp and seconded by Mr. Zamborik that the Board of School Directors approves the consent agenda with the exception of item 4.6.

The result of the vote: passed unanimously.

4.2 Mobile Ag Ed Science Lab Agreement - CIT - Dr. Paul Yourchisin

Mobile Ag Ed Lab
Agreement
Approved
8-0-0

MOTION: That the Board of School Directors approves the agreement for the Mobile Agricultural Education Science Lab as presented.

The result of the vote: passed unanimously under the consent agenda.

4.3 Dental Services Agreement - CIT - Dr. Paul Yourchisin

Dental Services
Agreement
Approved
8-0-0

MOTION: That the Board of School Directors approves the Dental Services Agreements as presented.

The result of the vote: passed unanimously under the consent agenda.

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| 4.4 | Title I Services for St. Joseph School - CIT - Dr. Paul Yourchisin
<u>MOTION:</u> That the Board of School Directors approves the Title I Agreement as presented.

The result of the vote: passed unanimously under the consent agenda. | Title I Services
St. Joseph School
Approved
8-0-0 |
| 4.5 | Advanced Mathematics Grade 6 Planned Instruction - CIT - Dr. Paul Yourchisin
<u>MOTION:</u> That the Board of School Directors approves the Advanced Mathematics Grade 6 Planned Instruction as presented.

The result of the vote: passed unanimously under the consent agenda. | Advanced
Mathematics
Grade 6 Planned
Instruction
Approved
8-0-0 |
| 4.6 | AP and Advanced Biology Honors Planned Instructions - CIT - Dr. Paul Yourchisin

<i>Removed for separate action.</i> | |
| 4.7 | AppSense Licensing & Support Renewal- FIN- Mr. John Grant
<u>MOTION:</u> That the Board of School Directors approves the quote from the AEC Group for AppSense Environment Manager for the amount of \$28,140.00.

The result of the vote: passed unanimously under the consent agenda. | AppSense
Licensing &
Support
Renewal
Approved
8-0-0 |
| 4.8 | Sungard - Eschool+ & Finance+ Licensing & Maintenance Renewals- FIN- Mr. John Grant
<u>MOTION:</u> That the Board of School Directors approves the quote from Sungard to renew licensing and maintenance contracts for the amount of \$71,903.70 for Eschool+ and for \$16,535.67 for Finance+ software.

The result of the vote: passed unanimously under the consent agenda. | Sungard
Licensing &
Maintenance
Renewals
8-0-0 |
| 4.9 | Certificated Personnel Report - PACCA - Mr. Jack Werner
<u>MOTION:</u> That the Board of School Directors approve the Certificated Personnel Report.

The result of the vote: passed unanimously under the consent agenda. | Certificated
Personnel
Report
Approved
8-0-0 |
| 4.10 | Support Personnel Report - PACCA - Mr. Jack Werner
<u>MOTION:</u> That the Board of School Directors approve the Support Personnel Report.

The result of the vote: passed unanimously under the consent agenda. | Support
Personnel
Report
Approved
8-0-0 |
| 4.11 | Athletic Supplemental Contracts - PACCA - Mr. Jack Werner
<u>MOTION:</u> That the Board of School Directors approve the Athletic Supplemental Contracts.

The result of the vote: passed unanimously under the consent agenda. | Athletic
Supplemental
Contracts
Approved
8-0-0 |

4.12 Volunteer Report - PACCA - Mr. Jack Werner

Volunteer Report
Approved
8-0-0

MOTION: That the Board of School Directors approve the Volunteer Report.

The result of the vote: passed unanimously under the consent agenda.

4.13 New Bus Drivers - PACCA - Mr. Jack Werner

Bus Drivers
Approved
8-0-0

MOTION: That the Board of School Directors approve the list of new bus drivers.

The result of the vote: passed unanimously under the consent agenda.

4.14 RediCheck Review for SAMHS Elementary Addition (WCSD #1204) - PPF - Mrs. Donna Zariczny

RediCheck Review
SAMHS Addition
Approved
8-0-0

MOTION: That the Board of Directors approves a contract to Redi-Check International in the amount not to exceed \$20,050.00 for a inter-disciplinary review of the architectural, structural, demo, electrical, HVAC, plumbing, technology, life safety and food services drawings and specifications, for the project known as the SAMHS Elementary Addition (WCSD #1204).

The result of the vote: passed unanimously under the consent agenda.

4.15 Elementary Reading Consumable Materials

Elementary Reading
Consumables
Approved
8-0-0

MOTION: That the Board of School Directors approves the purchase of the attached textbooks proposal for the 2013-2014 school year from Houghton Mifflin Harcourt in the amount of \$22,783.32.

The result of the vote: passed unanimously under the consent agenda.

4.16 20% Rule Variance Request for Sheffield Area Elementary Addition Project (#1204) - PPF - Mrs. Donna Zariczny

20% Rule Variance
SAMHS Addition
Approved
8-0-0

MOTION: That the Board of School Directors approves the attached resolution relative to the project known as the Sheffield Area Middle/High School Elementary Addition (WCSD #1204).

The result of the vote: passed unanimously under the consent agenda.

5. Items Removed for Separate Action

5.1 (4.6) AP and Advanced Biology Honors Planned Instructions - CIT - Dr. Paul Yourchisin

AP & Advance
Biology Honors
Planned Instruction
Tabled
8-0-0

MOTION: It was moved by Mr. Werner and seconded by Ms. Paris that the Board of School Directors approves the planned instructions for biology as presented.

Administration requested that the item be tabled to correct an error.

MOTION: It was moved by Mr. Werner and seconded by Ms. Paris to table the item.

The result of the vote: passed unanimously.

6. Future Business for Committee Review

There were no items for committee review.

7. Other

- 7.1 Policy Number 4215, titled - Electronic Records and Signatures

MOTION: It was moved by Ms. Paris and seconded by Ms. McDanel that the Board of School Directors approves on second reading Policy Number 4215, titled - Electronic Records and Signatures.

The result of the vote: passed unanimously.

Policy #4215
Electronic
Records &
Signatures
Second
Reading
Approved
8-0-0

- 7.2 PlanCon E Sheffield Area Middle/High School Elementary Addition (WCSD #1204) - PPF - Mrs. Donna Zariczny

MOTION: It was moved by Mr. Werner and seconded by Ms. Paris that the Board of School Directors approves for submission to the PA Department of Education, PlanCon Part E for the project known as the SAMHS Elementary Addition, WCSD Project #1204. The Board acknowledges that this project will not be eligible for reimbursement until bids are opened for the final construction phase and PlanCon Part G for the entire project building is approved by PDE.

The result of the vote: passed unanimously.

Submission of
PlanCon E
SAMHS
Approved
8-0-0

- 7.3 Bond Resolution for EMHS and SAMHS Elementary Addition Projects (WCSD #1203 & #1204) - PPF - Mrs. Donna Zariczny

MOTION: It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors approves the bond resolution for the projects known as the EMHS Elementary Addition (#1203) and the SAMHS Elementary Addition (#1204) as per the attached document.

The result of the vote: passed unanimously.

Bond Resolution
EMHS &
SAMHS
Approved
8-0-0

- 7.4 PlanCon F for Eisenhower Middle/Senior High School Renovation and Addition (K-12) (WCSD #1002 & #1203)

MOTION: It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors certifies for submission to the Pennsylvania Department of Education PlanCon Part F and F20 for the project known as the Eisenhower Middle/High School Renovations and Elementary Addition (K-12), WCSD #1002 & #1203. This motion also certifies that the architect has been directed to insure that all plans related to this project conform to generally accepted codes or guidelines as set forth in Section 349.16 of the Department of Education Standards.

The result of the vote: passed unanimously.

Submission of
PlanCon F
EMHS &
SAMHS
Approved
8-0-0

7.5 Computer Purchase for WCCC Pre-Engineering Program

Computer Purchase
WCCC Pre-
Engineering
Program
Approved
8-0-0

MOTION: It was moved by Mr. Grant and seconded by Mr. Werner that the Board of School Directors approves the quote from GovConnection for \$17,088.00 to purchase 12 computers, 12 monitors and associated computer accessories necessary to meet specifications for the Pre-Engineering curriculum at WCCC.

The result of the vote: passed unanimously.

7.6 Repository Sales

Repository Sales
Approved
8-0-0

MOTION: It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors approves the Repository Sales per the attached documents.

The result of the vote: passed unanimously.

7.7 Agreement with Farmington Township – PPF – Mrs. Donna Zariczny

Farmington Twp.
Agreement
Approved
8-0-0

MOTION: It was moved by Mr. Knapp and seconded by Mr. Werner that the Board of School Directors approves an agreement with Farmington Township.

The result of the vote: passed unanimously.

7.8 Facility Rental Fees

Facility Rental Fees
Approved
8-0-0

MOTION: It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors approves the attached facility rental fee schedule for the 2013 year.

The result of the vote: passed unanimously.

7.9 Act 93 Certificated and Non-Certificated Memorandums of Understanding

Act 93 Certificated
& Non-Certificated
MOU's
Approved
8-0-0

MOTION: It was moved by Mr. Grant and seconded by Mr. Zamborik that the Board of School Directors approves the Act 93 Certificated and Non-Certificated Memorandums of Agreement.

Public Comment

There was no public comment.

The result of the vote: passed unanimously.

8. Closing Activities

8.1 Public Comment

John Mortensen	Sugar Grove, PA	He reminded the Board that Youngsville High School is a community school and each community deserves to have its own opportunities and not shared opportunities with other communities.
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8.2 Executive Session

Mrs. Zariczny announced there would be an executive session at 8:20 p.m. with possible action to follow.

The meeting reconvened at 8:45 p.m.

8.3 Rescinds Motion

MOTION: It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors rescinds the motion passed at the November 19, 2012, special meeting associated with item 2.2 approving a professional services contract to Jerry Martin, 513 Colorado Drive, Erie, PA for Clerk of the Works services for Beaty-Warren Middle School renovation project per the attached agreement.

Rescission of Motion Approved 8-0-0
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Public Comment

There was no public comment.

The result of the vote: passed unanimously.

8.4 Clerk of the Works

MOTION: It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors approves a temporary employment agreement for Clerk of the Works services for the Beaty-Warren Middle School renovation project per the attached agreement and authorizes the superintendent to fill the position contingent upon Board ratification at a public meeting for the employee selected by the superintendent.

Friendly Amendment: It was moved by Mr. Grant that the reference to Beaty-Warren Middle School be removed and allow this person to work with multiple renovation projects with the termination at the conclusion of the projects.

Both Mr. Knapp and Ms. Paris agreed to the amendment.

FINAL MOTION: It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors approves a temporary employment agreement for Clerk of the Works services for multiple renovation projects per the revised agreement with termination at the conclusion of the projects and authorizes the superintendent to fill the position contingent upon Board ratification at a public meeting for the employee selected by the superintendent.

Clerk of the Works Position Approved 8-0-0

Roll Call Vote:

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

The result of the vote: passed unanimously.

8.5 Adjournment

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

The meeting adjourned at 8:55 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary