

WARREN COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
MEETING MINUTES
MONDAY, APRIL 8, 2013

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 7:04 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.

1.3 Roll Call

Present:

Mr. John Grant	Mr. Jack Werner
Mr. Thomas Knapp	Dr. Paul Yourchisin
Mrs. Marcy Morgan	Mr. Michael Zamborik
Ms. Mary Anne Paris	Mrs. Donna Zariczny
Mr. Arthur Stewart	

Others Present:

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. Patricia Hawley-Horner, Interim Director; Mr. Chris Byham, Solicitor; Mrs. Ruth Huck, Board Secretary; Mr. Eugene Casasanta, Hearing Officer; Mr. Jake Perryman, Times Observer; Mr. Paul Leach, Data System Specialist; Mr. James Miller, Supervisor of District-wide Athletics & Co-Curricular Activities; Mr. Michael Kiehl, Transportation Manager; Ms. Ann Buerkle, Principal; Dr. Darrell Jaskolka, Principal; Ms. Maryann Mead, Assistant Principal; Mr. Jeff Flickner, Principal; Mrs. Rhonda Decker, Principal; Mrs. Shelly Wagner, Assistant Principal; Mrs. Kristina Bokulich, Special Education Supervisor; Ms. Claudia Solinko, WCEA President and approximately 10 members of the public in the audience.

1.4 Reading of the Mission Statement – Mr. John Grant

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.

The Warren County School District does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs, activities or employment practices and provides equal access to the Boy Scouts and other designated youth groups. Inquiries may be directed to Mrs. Amy Stewart, Title IX/Section 504 Coordinator at 589 Hospital Drive, Suite A, Warren, PA 16365 or (814) 723-6900.

- 1.5 Reading of the WCSD/PSBA Standards for Effective Governance and Code of Conduct – Dr. Paul Yourchisin

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

Our fellow residents have entrusted us with the advocacy for and stewardship of the education of the youth of this community and the public expects that our first and greatest priority is to provide equitable educational opportunities for all youth. Accordingly, we recognize that the primary responsibility of the Board is to adopt policies by which the schools are to be administered.

- 1.6 Recognitions & Presentations

1. Beaty-Warren Middle School Recognition

Mr. Weber announced a letter was received from PDE's Bureau of Special Education regarding the improvement of testing scores on statewide assessments for students with disabilities who demonstrated growth the same as or above their non-disabled peers in the past three years. He congratulated the staff at Beaty-Warren Middle School for their efforts and accomplishments.

Mrs. Decker introduced the staff members who were instrumental in making this possible – Diane Groszek, Sue Baldensperger, Diane Johnson, Maryann Mead, Kristina Bokulich, Nicole Bonnell.

2. California Casualty Award

Mr. Weber introduced Jeff Manelick and Bobbi Jo Steffie, Marketing Manager for California Casualty who presented The Thomas Brown Award to Mr. Manelick. The award is in the amount of \$2000 and designated for athletics at Youngsville High School and will be used for the track programs at the school.

3. School Nurse Excellence Award

Mr. Weber introduced Mr. Jeff Flickner who recognized Mrs. Louise Tharp for receiving the School Nurse Excellence Award for the Northwest Region. Mrs. Tharp is a member of the Pennsylvania Association of School Nurses and is involved at the state level and has been recognized with the award which makes her eligible for the National Association School Nurse of the Year Award.

- 1.7 Public Comment

Nicole Peterson	Warren, PA	Mrs. Peterson commented there was public comment missing from the minutes of the last board meeting and asked that it be reflected in the minutes.
Chris Myers	Youngsville, PA	Ms. Myers is concerned about the emotional support and autistic students being moved to Youngsville Elementary Middle School. Her issue is that parents do not find these things out until after the decisions have been made. Her second concern is, if the Board does not answer questions, how is the public to know if

		the Board hears them and where do they go for the answers? How is their input validated?
Mike Hampsey	Warren, PA	Mr. Hampsey presented to the Board the State plan for Career and Technical education. He pointed out how many of the elements of the plan are already in place at the Career Center and have been for years. Mr. Hampsey gave Mr. Stewart his contact information in case anyone would be interested in including him on the interview team for hiring the Director of Vocational Education.
Betsey Sobkowski	Warren, PA	<p>Mrs. Sobkowski commented that Mr. Weber and Mrs. Horner have really shown transparency in their work, and thanked them for working with the counselors.</p> <p>She would like to do what has been done at Beaty at the high school level for the freshman as they transition from middle school as part of the high school reform.</p> <p>As a taxpayer, she requested that the Board look at hiring a home town person for the superintendent and suggested Dr. Jaskolka rather than spending money looking outside the district.</p>

1.8 Agenda Adoption

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors adopts the agenda dated April 8, 2013.

Agenda Adoption
Approved
9-0-0

The result of the vote: passed unanimously.

1.9 Approval of the Minutes - March 11, 2013

MOTION: It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors approves the meeting minutes of March 11, 2013.

March 11, 2013,
Minutes
Approved
8-0-1

The result of the vote: passed with Mrs. Morgan abstaining.

1.10 Approval of the Special Meeting Minutes - March 25, 2013

MOTION: It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors approves the special meeting minutes of March 25, 2013.

March 25, 2013,
Special Meeting
Minutes
Approved
7-0-2

The result of the vote: passed with Mrs. Morgan and Mr. Werner abstaining.

1.11 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 as presented be submitted for audit.

The result of the vote: passed with Mrs. Morgan abstaining.

1.12 Hearing Officer Report

Hearing Officer
Report
Approved
9-0-0

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors approves the Hearing Officer Report dated April 8, 2013, (Case: Letter I).

The result of the vote: passed unanimously.

2.0 President's Statement

2.1 Reports & Information

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

Mrs. Zariczny reported that a new executive director was appointed at the last meeting of the I.U. Board. He will be starting in July.

The I.U.5 budget will need to be reviewed and approved by the WCSD Board of Directors in the near future. She reported that representatives will come to the district to answer questions regarding the budget if the Board so desires. There is an informational document for Board members regarding the I.U. budget. The Board will be approving the general operating budget. The I.U. budget will need passed by May 31.

Mrs. Zariczny shared with Mrs. Morgan why I.U.5 exists, what its role is with school districts, and why she sits on the Board of Directors for the I.U.

Mr. Stewart asked that this be sent to the Finance Committee for review and recommendation.

2. PSBA Liaison - Mr. John Grant

There was no report.

3. Career Center Advisory - Dr. Paul Yourchisin and Mr. Michael Zamborik

Dr. Yourchisin reported that the nine students from the Warren County Career Center participated in the Skills USA Competition – four students finished but did not place – Ronald Kepple, Power Equipment Technology; Charleigh Smith, Architectural Drafting; Calvin Sutton, Electrical Construction Wiring; and Emily Raybuck – Restaurant Service. Two students received Bronze Medal status – Daniel Henry, Auto Service Specialization; Ryan McShane, Marine Service Technology. Paul York, Motorcycle Service Technology received Silver Medal status and Jason Clever, Carpentry and Jacob Devereau, Electronics received Gold Medal status.

The Gold Medal winners will compete in the National Skills USA competition in Kansas City, Missouri, June 24-29.

2.2 Important Dates

BOARD/COMMITTEE MEETING DATES				
1.	April 29, 2013	6:00 p.m.	Special Meeting - Budget Development	WCCC
2.	April 29, 2013	Following Special Meeting	Curriculum, Instruction & Technology Committee Physical Plant & Facilities Committee Personnel/ Athletics Co-Curricular Activities Committee Finance Committee	WCCC
3.	May 6, 2013	7:00 p.m.	Special Meeting - Budget Development	WCCC
4.	May 13, 2013	7:00 p.m.	Regular Board Meeting	WCCC

2.3 Announcements

1. Appoint Chairperson - Personnel/ Athletics & Co-Curricular Activities Committee

Mr. Stewart appointed Mr. Jack Werner to serve as the chair of the Personnel/ Athletics & Co-Curricular Activities Committee, and Mr. Werner agreed.

2. Appoint New Board Member to Committees

Mr. Stewart appointed Mrs. Morgan to sit on the Personnel/ Athletics & Co-Curricular Activities Committee and the Finance Committee to which she agreed.

2.4 Other

3.0 Superintendent's Reports and Recommendations

3.1 General Comments - Amy Stewart - Acting Superintendent

Mrs. Stewart reported that Mr. Weber and Mrs. Horner are busy staffing for next year. The first round of information gathering is complete, and they are getting ready to make some recommendations.

3.2 Committee Reports

3.3 Budget

Mrs. Stewart stated that the budget is being prepared and a document was posted for the Board's review. The Board needs to make some decisions as to how they are going to make cuts or bring items back and balance the budget.

Mr. Grosch walked the Board through the budget documents. He reported that PDE did approve the referendum exceptions for which the District applied.

3.4 State Audit

Mrs. Stewart shared that the State Auditors will be arriving this week. She also explained to Mrs. Morgan the number of auditors who visit the school district including the local auditors, special program auditors, etc., adding the Pennsylvania Auditor General's auditors will be starting their regularly scheduled audit this week.

3.5 Other

4.0 New Business - Consent Agenda

4.1 Consent Agenda

Items removed for separate action

4.8 Planned Instruction Changes - Mr. Werner

4.12 Athletic Supplemental Contracts - Mr. Werner

Consent Agenda
Approved
8-0-1

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors approves the consent agenda with the exception of Items 4.8 and 4.12

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

Abstaining: Mrs. Morgan

The result of the vote: passed.

4.2 American Honda Foundation STEM Grant - CIT - Dr. Paul Yourchisin

Submission of
Application for
American Honda
STEM Grant
Approved
8-0-1

MOTION: That the Board of School Directors instructs the administration to assist in the exploration and development of an application to the American Honda Foundation with the intent of providing additional STEM opportunities within existing technology education curricula.

The result of the vote: passed under the Consent Agenda with Mrs. Morgan abstaining.

4.3 Community Foundation of Warren County Request for Replacement Aquarium Chiller - CIT - Dr. Paul Yourchisin

Submission of Grant
to Warren
Community
Foundation for
Aquarium Chiller
Approved
8-0-1

MOTION: That the Board of School Directors instructs the administration to assist the LEC in writing a grant to the Community Foundation of Warren County for the funds necessary to replace an aquarium chiller.

The result of the vote: passed under the Consent Agenda with Mrs. Morgan abstaining.

4.4 Crayola "Champion Creatively Alive Children" Grant - CIT - Dr. Paul Yourchisin

Submission of Grant
Application to
Crayola
Approved
8-0-1

MOTION: That the Board of School Directors instructs the administration to assist in the submission of a grant application to the Crayola Champion Creatively Alive Children competition to foster creative and innovative team building in Sugar Grove Elementary School.

The result of the vote: passed under the Consent Agenda with Mrs. Morgan abstaining.

- 4.5 Walmart Foundation Grant to support YHS Business Week - CIT - Dr. Paul Yourchisin

Submission of
Grant Application
to Walmart
Foundation
Approved
8-0-1

MOTION: That the Board of School Directors instructs the administration to submit an application to the Walmart Local Giving program of up to \$2,500 to support YHS Business Week activities.

The result of the vote: passed under the Consent Agenda with Mrs. Morgan abstaining.

- 4.6 School to Work Grant for Warren Area Elementary Center - CIT - Dr. Paul Yourchisin

Submission of
School To Work
Grant
Approved
8-0-1

MOTION: That the Board of School Directors instructs the administration to assist in the submission of a School to Work grant to support career exploration activities at Warren Area Elementary Center.

The result of the vote: passed under the Consent Agenda with Mrs. Morgan abstaining.

- 4.7 National Archery in Schools at Sheffield Elementary - CIT - Dr. Paul Yourchisin

Submission of
National Archery
Grant
Approved
8-0-1

MOTION: That the Board of School Directors instructs the administration to assist Sheffield Elementary School in pursuing grants funds to establish a National Archery in Schools Program.

The result of the vote: passed under the Consent Agenda with Mrs. Morgan abstaining.

- 4.8 Planned Instruction Changes - CIT - Dr. Paul Yourchisin

Removed for Separate Action

- 4.9 Sugar Grove Elementary / Russell Elementary School Grade Configuration - CIT - Dr. Paul Yourchisin

MOTION: That the Board of School Directors, due to the renovation project at Eisenhower Middle/High School, approves the Resolution reassigning 6th grade, Northern Attendance Area students to Russell Elementary School and Sugar Grove Elementary School for the 2013-2014 school year, as presented.

Sugar
Grove/Russell
Grade
Reconfiguration
Approved
8-0-1

The result of the vote: passed under the Consent Agenda with Mrs. Morgan abstaining.

- 4.10 Certificated Personnel Report – PACCA

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

Certificated
Personnel Report
Approved
8-0-1

The result of the vote: passed under the Consent Agenda with Mrs. Morgan abstaining.

4.11 Support Personnel Report - PACCA

Support Personnel
Report
Approved
8-0-1

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

The result of the vote: passed under the Consent Agenda with Mrs. Morgan abstaining.

4.12 Athletic Supplemental Contracts - PACCA

Removed for Separate Action

4.13 Co-Curricular Supplemental Contracts - PACCA

Co-Curricular
Supplemental
Contracts
Approved
8-0-1

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

The result of the vote: passed under the Consent Agenda with Mrs. Morgan abstaining.

4.14 Volunteer Report - PACCA

Volunteer Report
Approved
8-0-1

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

The result of the vote: passed under the Consent Agenda with Mrs. Morgan abstaining.

4.15 Budget Transfer 1 - FIN - Mr. John Grant

Budget Transfer
Approved
8-0-1

MOTION: That the Board of Directors approve the resolution and budget transfer in the amount of \$15,000.

The result of the vote: passed under the Consent Agenda with Mrs. Morgan abstaining.

4.16 Earned Income Tax Audit Report - FIN - Mr. John Grant

Earned Income Tax
Audit Report
Accepted
8-0-1

MOTION: That the Board of School Directors accepts the Audit Report as submitted by Felix and Gloekler, P.C. for the Earned Income Tax Office of Warren County for the years ended June 30, 2012 and 2011.

The result of the vote: passed under the Consent Agenda with Mrs. Morgan abstaining.

4.17 Repository Sale 1 - FIN - Mr. John Grant

Repository Sale 1
Approved
8-0-1

MOTION: That the Board of School Directors approves the repository sale per the attached document.

The result of the vote: passed under the Consent Agenda with Mrs. Morgan abstaining.

4.18 Repository Sale 2 - FIN - Mr. John Grant

Repository Sale 2
Approved
8-0-1

MOTION: That the Board of School Directors approves the repository sale per the attached document.

The result of the vote: passed under the Consent Agenda with Mrs. Morgan abstaining.

4.19 District Website Renewal- FIN- Mr. John Grant

MOTION: That the Board of School Directors approves the quote and contract from Blackboard Engage for the amount of \$6,297.07 to continue as the district's web site provider for a term of one year.

District Website
Renewal
Approved
8-0-1

The result of the vote: passed under the Consent Agenda with Mrs. Morgan abstaining.

5.0 Items Removed for Separate Action

5.1 (4.8) Planned Instruction Changes - CIT - Dr. Paul Yourchisin

MOTION: It was moved by Mr. Werner and seconded by Mrs. Zariczny that the Board of School Directors approves the title changes and updates reflecting common language, credit, and grade level configuration to the planned instruction as presented.

Planned
Instruction –
Updated to
Reflect Common
Language, Credit
& Grade Level
Configuration
Approved
8-0-1

Mr. Werner reminded administration that NCAA Clearinghouse form-48H, which deals with freshman eligibility, will need to be updated with these changes. Athletes' coursework needs to conform to the guidelines and requirements of the NCAA.

The result of the vote: passed with Mrs. Morgan abstaining.

5.2 (4.12) Athletic Supplemental Contracts - PACCA

MOTION: It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors approves the Athletic Supplemental Contracts.

Mr. Werner pointed out that there was an error pertaining to a resignation at Sheffield Area Middle/High School. David Fitch is reported as resigning for the Boys Head Basketball Coach position. There are two coaches with the last name of Fitch, one in football and one in basketball. David is not the basketball coach.

Mr. Miller confirmed that Todd Fitch is the Basketball coach and the person resigning.

AMENDED MOTION: That the Board of School Directors approved the Athletic Supplemental Contracts with the correction to the resignation of the Boys Head Basketball coach being Todd Fitch.

Athletic
Supplemental
Contracts
Approved
8-0-1

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

The result of the vote: passed unanimously.

6.0 Future Business for Committee Review

- 6.1 Charge to Policy Team - develop policy to articulate how requests for cooperative athletic programs are submitted and reviewed, with a means for appeal to the Board.

7.0 Other

7.1 Policy Number 7202, titled - Accident Prevention and Safety Procedures

MOTION: It was moved by Mr. Knapp and seconded by Mrs. Zariczny that the Board of School Directors approves on first reading the revisions to Policy Number 7202, titled – Accident Prevention and Safety Procedures.

Solicitor Byham requested that the sentence beginning on Line 27 and continuing to Line 29 be removed.

AMENDED MOTION: It was moved by Mr. Knapp and seconded by Mrs. Zariczny that the Board of School Directors approves on first reading the revisions to Policy Number 7202, titled – Accident Prevention and Safety Procedures with the removal of the sentence beginning on Line 27 and continuing to Line 29.

The result of the vote: passed unanimously.

7.2 Policy Number 9732, titled - Graduation Requirements - Graduating Class of 2011 & Beyond

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors approves on second reading Policy Number 9732, titled – Graduating Class of 2011 and Beyond.

The result of the vote: passed with Mrs. Morgan abstaining.

7.3 Policy Number 9001, titled - Definition of Instruction

MOTION: It was moved by Ms. Zariczny and seconded by Ms. Paris that the Board of School Directors approves on second reading Policy Number 9001, titled - Definition of Instruction.

The result of the vote: passed with Mrs. Morgan abstaining.

Items 7.4 – 7.7 Acted Upon Under One Motion

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that Items 7.4 through 7.7 be passed under one motion.

The result of the vote: passed with Mrs. Morgan abstaining.

7.4 Policy Number 9005, titled - School Year

MOTION: That the Board of School Directors approves on second reading Policy Number 9005, titled - School Year.

The result of the vote: passed under one motion with Mrs. Morgan abstaining.

7.5 Policy Number 9020, titled - Organizational Level Implementation

MOTION: That the Board of School Directors approves on second reading Policy Number 9020, titled - Organizational Level Implementation.

The result of the vote: passed under one motion with Mrs. Morgan abstaining.

Policy #7202
Accident Prevention
& Safety
First Reading
Approved
9-0-0

Policy #9732
Graduation
Requirements
Second Reading
Approved
8-0-1

Policy #9001
Definition of
Instruction
Second Reading
Approved
8-0-1

Items 7.4-7.7
Approved
8-0-1

Policy #9005
School Year
Second Reading
Approved
8-0-1

Policy #9020
Organizational
Level
Implementation
Second Reading
Approved
8-0-1

7.6 Policy Number 9101, titled - Definition of Curriculum

MOTION: That the Board of School Directors approves on second reading Policy Number 9101, titled - Definition of Curriculum.

The result of the vote: passed under one motion with Mrs. Morgan abstaining.

Policy #9101
Definition of
Curriculum
Second Reading
Approved
8-0-1

7.7 Policy Number 9110, titled - Curriculum Research

MOTION: That the Board of School Directors approves on second reading Policy Number 9110, titled - Curriculum Research.

The result of the vote: passed under one motion with Mrs. Morgan abstaining.

Policy #9110
Curriculum
Research
Second Reading
Approved
8-0-1

7.8 Curriculum Designers, Inc. Contract

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors approves the agreement between the Warren County School District and Curriculum Designers, Inc.

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

Abstaining: Mrs. Morgan

The result of the vote: passed.

Curriculum
Designers Contract
Approved
8-0-1

7.9 PDE Approval of PlanCon G for EMHS Renovations and Additions K-12 (WCSD #1002 & #1203)

MOTION: It was moved by Mrs. Zariczny and seconded by Mr. Knapp that the Board of School Directors acknowledges the receipt of the PlanCon G approval from the Pennsylvania Department of Education for the the project known as the Eisenhower Middle/High School Renovations and Additions K-12 (WCSD #1002 & #1203) and enters them into the minutes.

The result of the vote: passed unanimously.

PlanCon G EMHS
Renovations/
Additions K-12
Acknowledges &
Enters Into
Minutes
8-0-1

7.10 PDE Master Agreement e-Signature Pilot

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors adopts the resolution authorizing e-Signatures for execution of the five-year Master Agreement with Pennsylvania Department of Education.

The result of the vote: passed under one motion with Mrs. Morgan abstaining.

PDE Master
Agreement for
e-Signature Pilot
Approved
8-0-1

7.11 iPad Purchase

iPad Purchase
Approved
8-0-1

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the WCSD Board of School Directors approves the request to purchase 30 iPads and cases for the Special Education Department.

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

Abstaining: Mrs. Morgan

The result of the vote: passed.

8.0 Closing Activities

8.1 Public Comment

Kimberly Angove	Russell, PA	Mrs. Angove addressed a concern with a cancelled field trip due to a medical and legal issue restricting the trip from going across state lines.
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8.2 Executive Session

There was no executive session held at this time.

8.3 Adjournment

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

The meeting adjourned at 8:30 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary