

WARREN COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
SPECIAL MEETING MINUTES
MONDAY, APRIL 29, 2013

1.0 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 6:03 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. John Werner

Mr. Thomas Knapp

Dr. Paul Yourchisin

Ms. Mary Anne Paris

Mr. Michael Zamborik

Mrs. Marcy Morgan

Mrs. Donna Zariczny

Mr. Arthur Stewart

Others Present:

Mrs. Amy Stewart, Acting Superintendent/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; 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. Phil Knapp, Assistant Principal; Ms. Ann Buerkle, Principal; Mrs. Melissa McLean, Administrative Assistant approximately 20 members of the public in the audience.

1.4 Mission Statement - Mr. Thomas Knapp

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 WCSD/PSBA Standards for Effective School Governance and Code of Conduct - Mr. Michael Zamborik

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

Boards of school directors share responsibility for ensuring a "thorough and efficient system of public education" as required by the Pennsylvania Constitution. Accordingly, school boards must balance their responsibility to provide educational programs with the need to be effective stewards of public resources.

1.6 Public Comment

| | | |
|--------------------|-----------------|---|
| Kimberly Angove | Russell, PA | Mrs. Angove stated that she needed to correct information she had shared before the meeting began. She had told the residents from Youngsville, who were speaking on the soccer issue, that the special meeting started at 7:00 p.m. rather than 6:00 p.m. Because of timing issues, they had hoped to get the Board to move on the soccer issue at the special board meeting. |
| Deanne Hendrickson | Youngsville, PA | Ms. Hendrickson stated she was on the committee regarding the soccer co-op between Youngsville High School and Eisenhower Middle/High School. Because of the paperwork and timeframe to get the co-op established before the start of the next school year, she requested that the Board make a decision tonight. |
| Judy Baker | Bear Lake, PA | Ms. Baker was concerned that the Board members had not received an email that she had sent to them regarding the common core and the money that the Board voted to allocate for the training that is being brought to the district. She stated that currently PDE is aligning the PA Common Core to the Keystone exams. She feels it will be a waste of taxpayer dollars to move forward with the training. She asked that the Board make sure that the training relates to the PA Common Core and Keystone Exams before the money is spent. Representative Rapp shared with her that free training will be offered to all school districts by the State. |

Several suggestions were made as to how to address this issue. Mr. Stewart proposed, in order to accommodate the discussion of the soccer co-op and to allow for committee discussion, at the conclusion of the special meeting, the Board could

recess rather than adjourn. Then following the committee discussion, the special meeting could reconvene, and the Board could take action at the reconvened special meeting.

2.0 New Business

2.1 Budget

Mrs. Stewart and administration presented factors impacting the preliminary budget for discussion.

- Possible preliminary budget reductions in the amount of \$2.5 million dollars (attachment p. 2)
- Possible preliminary budget additional expenditure additions (attachment p. 3)
- Adjustments to the Preliminary Budget
- Analysis of Labor/PSERS/FICA/Medical Expenditures vs. Property Tax Revenue (attachment p. 4)

Mr. Stewart asked for additional information detailing the elements impacting the budget.

- Computers – report a brief history of the program that would have put the district on the path of replacing computers systematically and how was it derailed two years ago.
- Textbooks – purchases have been put off for two years, please list which textbooks purchases have been delayed and what is that cost.
- SmartBoards – what is the cost to purchase what is needed (ratio of SmartBoards to students or ratio of classrooms with and without)?
- Band Uniforms – how badly worn are the current uniforms or is it that the district does not have enough to outfit everyone who would like to participate?
- Tutoring – district had it in place two years ago and there were tangible benefits and it was positive and valuable; what would it cost to develop a tutoring program that would touch a meaningful number of students?
- Keystone exams – with the unknown of what PDE is going to require in the form of alternative assessments and remediation and the costs associated.
- Capital Projects – it is known that more borrowing is needed to complete the current projects, and Warren Area High School needs to be looked at as the last facility to be upgraded; should dollars be infused for a capital reserve for future facility needs?

It was noted that even with the massive reductions of the past several years, a tax increase, and the recommended cuts, the District is still looking at a \$500,000 deficit in the 2013-2014 proposed budget.

Mr. Knapp requested that the administration provide the amount of money in the ending fund balance and the recommended percentage that the district should have

in the fund to help the Board determine if any of the money can be used to balance next year's budget.

Mr. Stewart asked Dr. Kennerknecht for an update on where construction projects stand and what technology components will need to be purchased for wireless capability.

Mrs. Zariczny suggested that the IU monies could be used for the purchase of technology rather than yearly recurring costs.

Mr. Stewart asked that the list from previous years be used to help determine additional proposed cuts.

Mrs. Stewart stated that deeper cuts would affect and drastically change programming as the district currently knows it, particularly at the middle and high school levels.

Mr. Stewart asked that the information requested be ready for presentation at a special board meeting to be held on Monday, May 6, 2013, at 7:00 p.m., and he asked Mrs. Huck to advertise the meeting for budget deliberations and any other matters that may come before the Board.

Mr. Stewart reminded the Board that there are savings still to be realized with the Sheffield Shuffle, the closing of South Street Early Learning Center and the Eisenhower addition and reconfiguration.

2.2 Bid Results and Approvals for the Sheffield K-12 School Additions / Alterations Project (WCSD #1204, PDE #3753)

Bid Results Sheffield
K-12
Additions/Alterations
Approved
9-0-0

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that contingent upon the Pennsylvania Department of Education's approval of PlanCon Part F and PlanCon Part G for PDE Project #3753, the Board of School Directors approves a General Construction Contract #1204.1 to Hudson Construction, Inc. in the amount of \$2,935,000 for the base bid; a HVAC/Mechanical Contract #1204.2 to Sobell Company, Inc. in the amount of \$1,153,760 for the base bid and alternate HC-4; a Plumbing Construction Contract #1204.3 to Wm. T. Spaeder Co., Inc. in the amount of \$467,000 for the base bid and alternates PC-1 and PC-2; an Electrical Construction Contract #1204.4 to Blackhawk Neff, Inc. in the amount of \$543,000 for the base bid; and a Fire Protection Construction Contract #1204.5 to Wm. T. Spaeder Co., Inc. in the amount of \$73,589 for the base bid for the project known as the Sheffield K-12 School Additions/Alterations Project, WCSD #1204, PDE #3753.

Roll Call Vote:

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

The result of the vote: passed unanimously.

2.3 Approval of PlanCon F, Attachment C, for the Sheffield K-12 School Additions/Alterations Project (WCSD #1204, PDE #3753)

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board certifies that the information provided above

accurately describes the actions taken by the school district / CTC prior to contract execution on the above-referenced PlanCon project. Failure to fully disclose any information pertinent to the following may result in the denial of reimbursement for this project: award to the lowest responsible bidder for any prime contract; issuance of permits and approvals by local, state and other governmental agencies; computation of reimbursable capacity, architectural area and scheduled area; and compliance with Act 34 of 1973, the 20 year rule and the 20% Rule of Alteration Costs used in determining the eligibility of building renovations for reimbursement.

PlanCon F
Sheffield K-12
Additions
/Alterations
Certification
Approved
9-0-0

The result of the vote: passed unanimously.

- 2.4 PlanCon G Submission to PDE - Sheffield K-12 School Additions/Alteration (WCSD #1204, PDE #3753)

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors approves PlanCon Part G, Project Accounting Based on Bids (bids received April 24, 2013), for submission to PDE for the project known as the Sheffield K-12 Additions/Alterations, WCSD #1204, PDE #3753.

PlanCon G
Submission of
Project
Accounting
Based on Bids
Approved
9-0-0

The result of the vote: passed unanimously.

- 2.5 Diploma Program Graduation - May 14, 2013

Mr. Stewart invited board members to attend the Diploma Program Graduation Ceremony and that they would like two Board representatives to attend to present certificates. Mr. Stewart and Mr. Zamborik will attend.

- 2.6 Meeting Recess

MOTION: It was moved by Ms. Paris and seconded by Mrs. Zariczny to recess the meeting until after the Personnel/Athletics and Co-Curricular Activities Committee.

The result of the vote: passed unanimously.

The meeting recessed at 7:35 p.m.

The meeting reconvened at 8:20 p.m.

- 2.7 Cooperative Agreement Between Eisenhower Middle/High School and Youngsville High School

MOTION: It was moved by Mr. Werner and seconded by Ms. Paris that the Board of School Directors approves the submission of an application for a Cooperative Agreement between Eisenhower Middle/High School and Youngsville High for Boys Soccer.

Soccer Co-op
Application
Between EMHS
and YHS
Approved
9-0-0

Public Comment

There was no public comment.

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

The result of the vote: passed unanimously.

2.8 PlanCon H Submission to PDE - Beaty Warren Middle School Renovations (WCSD #1103)

PlanCon H
Submission of
Addition to
BWMS Project
Financing
Approved
9-0-0

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors approves the addition to PlanCon H, Project Financing, for submission to PDE for the project known as the Beaty-Warren Middle School Renovations, WCSD Project No. 1103, PDE Project No. 3639.

Public Comment

There was no public comment.

Roll Call Vote:

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

The result of the vote: passed unanimously.

2.8 PlanCon H Submission to PDE - Eisenhower Middle/High School Renovations and Additions (K-12) (WCSD #1002 & #1203)

PlanCon H
Submission
Eisenhower
Addition to
Project Financing
Approved
9-0-0

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors approves the addition to PlanCon H, Project Financing, for submission to PDE for the project known as the Eisenhower Middle/High School Renovations and Additions (K-12), WCSD Project Nos. 1002 & 1203, PDE Project No. 3640.

Public Comment

There was no public comment.

Roll Call Vote:

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

The result of the vote: passed unanimously.

3.0 Closing Activities

3.1 Adjournment

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

The meeting adjourned at 8:25 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary