

WARREN COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
MEETING MINUTES
MONDAY, MAY 13, 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 7:03 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

Roll Call

Present:

Mr. Thomas Knapp
Ms. Mary Anne Paris
Mrs. Marcy Morgan
Mr. Arthur Stewart

Mr. John Werner
Dr. Paul Yourchisin
Mr. Michael Zamborik
Mrs. Donna Zariczny

Absent:

Mr. John Grant

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; Mr. Chris Byham, Solicitor; Mrs. Ruth Huck, Board Secretary; Mr. Eugene Casasanta, Hearing Officer; 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. Philip Knapp, Assistant Principal; Mrs. Ruth Nelson, Principal; Ms. Maryann Mead, Assistant Principal; Ms. Ryan, Assistant Principal; Mrs. Misty Weber, Principal; Mr. Jeff Flickner, Principal; Ms. Sandy Wilks, Special Education Supervisor; Mrs. Shelly Wagner, Assistant Principal; Ms. Claudia Solinko,

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.

WCEA President; and approximately 15 members of the public in the audience.

1.4 Reading of the Mission Statement – Ms. Mary Anne Paris

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 the WCSD/PSBA Standards for Effective School Governance and Code of Conduct – Mrs. Donna Zariczny

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

Models responsible governance and leadership by: Staying current with changing needs and requirements by reviewing educational literature, attending professional development opportunities prior to board service and continuously during board service and preparing to make informed decisions.

1.6 Recognitions & Presentations

1. Skills USA Recognition

Mr. Miller introduced the advisors of Skills USA, Mrs. Sara Schrecengost and Mr. Dan Passmore.

Mr. Passmore introduced the students and stated how they finished at the local and state level – Ryan McShane, Power Equipment Technology – Marine Service placed 1st at the District level and 3rd in the State; Emily Raybuck, Restaurant Service placed 1st at the District level and 4th in the State; Daniel Henry, Auto Service Specialization, placed 1st at the District level and earned a Bronze Medal at the State level; Paul York, Motorcycle Service Technology, placed 1st at the District level and received a Silver Medal at the State level; Ronald Kepple, Power Equipment Technology place 1st at the District level and place 4th at the State level; Charleigh Smith, Pre-Engineering, Architectural Drafting placed 1st at the District level and 6th in the State; Calvin Sutton, Electrical Construction Wiring, placed 1st at the District level and 4th at the State level; Jacob Devereau, Electronics Technology placed 1st at both the District and State level receiving a Gold Medal and will be going to Kansas City, MO, along with Jason Clever, Carpentry who placed 1st at both the District and State level.

2. Outstanding Band Master Award – Phi Beta Mu

Dr. Jaskolka introduced Mrs. Cindy Scheid as a dedicated, determined professional who has served as the band director at Youngsville High School for the past 22 years. She was a 1981 graduate of Eisenhower High School; she received her bachelor degree in music education from Westminster College and earned a graduate assistantship at Mansfield University. At Mansfield University she served as an assistant director of the concert and marching bands. In 1986 she received her Master of Science in Music degree from Mansfield, and she was the first woman inducted into the Phi Beta Mu Chapter, the International Band Masters Association. In 2006 she was named Walmart Teacher of the Year. She has traveled extensively with the Youngsville Marching Eagles with

performances at Disney World; Washington, DC, for the National Memorial Day Parade; the Veterans Day Parade in New York City; and has traveled to Ireland three times. In 2011 the band was invited to compete at the USSVA Nationals in Annapolis, Maryland, where the band placed fourth in the nation. This past fall the Youngsville Marching Band completed its season undefeated. The band advanced to the Atlantic Coast Championships, which takes only the top 20 bands in a nine state region where it placed second. Last month Mrs. Scheid was recognized as the Pennsylvania Band Master of the Year by Phi Beta Mu, Pennsylvania Chapter, and she is the only woman to have received this honor.

3. National Board Certification - Gannon University

Mr. Weber explained that National Board Certification is a voluntary assessment program designed to recognize and reward great teachers and advance their teaching skills. The state licensing system sets the basic requirements for teachers in each state, while those who have received National Board certification, have successfully demonstrated knowledge, skills and practices through a rigorous performance based assessment that typically takes one to three years to complete. Only about 65% pass the assessment for certification. Mrs. Amy Kuppertz was introduced as having received the National Board Certification. Ms. Maryann Mead, assistant principal, stated that Mrs. Kuppertz is an exceptional teacher and she loves the art of teaching. Mrs. Mead stated she is very proud to have her as part of the staff at Beaty-Warren Middle School.

1.7 Public Comment

There was no public comment.

1.8 Agenda Adoption

MOTION: It was moved by Mrs. Zariczny and seconded by Mr. Knapp that the Board of School Directors adopts the agenda dated May 13, 2013.

The result of the vote: passed unanimously.

Agenda
Adoption
Approved
8-0-0

1.9 Approval of the Minutes dated April 8, 2013

MOTION: It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors approves the meeting minutes of April 8, 2013.

The result of the vote: passed unanimously.

Minutes of
April 8, 2013
Approved
8-0-0

1.10 Approval of the Special Meeting Minutes dated April, 8, 2013, April 29, 2013 and May 6, 2013

MOTION: It was moved by Ms. Paris and seconded by Mr. Zamborik that the Board of School Directors approves the special meeting minutes of April 8, 2013, April 29, 2013, and May 6, 2013.

The result of the vote: passed unanimously.

Special Meeting
Minutes of
April 8, 2013,
April 29, 2013,
and May 6, 2013
Approved
8-0-0

1.11 Approval of Amended Minutes dated March 11, 2013

Amended Minutes of
May 13, 2013
Approved
8-0-0

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

The result of the vote: passed unanimously.

1.12 Financial Reports

Financial Reports
Approved
8-0-0

MOTION: It was moved by Ms. Paris and seconded by Mr. Knapp 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 unanimously.

1.13 Hearing Officer Report

Hearing Officer's
Report
Approved
8-0-0

MOTION: It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors approves the Hearing Officer Report dated May 13, 2013 Case Letters J, K, L, M, N, O and P.

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 - Mr. John Grant

There was no report.

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

Mr. Zamborik reported that there was a machine added to the WCCC last year and he referenced an article in a trade magazine telling of the potential of the machine and the great opportunity it is for students to use it.

2.2 Important Dates

BOARD/COMMITTEE MEETING DATES				
1.	May 28, 2013	6:00 p.m.	Special Board Meeting – Tom Templeton will Review Superintendent Candidate Packets	WCCC
2.	May 28, 2013	Following the Special Meeting	Physical Plant & Facilities Committee Personnel/Athletics Co-Curricular Activities Committee Curriculum, Instruction & Technology Committee Finance Committee	WCCC

3.	June 10, 2013	7:00 p.m.	Regular Board Meeting	WCCC
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Mr. Stewart reported that Tom Templeton from PSBA would be presenting superintendent candidate packets at a special meeting on May 28th. The Board will then decide how it will proceed with interviews.

Mr. Stewart stated the Eisenhower visit will be rescheduled for next fall when school is in session so the Board members can visit with the students in the cafeteria.

2.3 I.U.5 Representative Appointment

MOTION: It was moved by Mr. Werner and seconded by Mr. Zamborik that the Board of School Directors appoints Donna Zariczny to serve as the Warren County School District representative on the Northwest Tri-County Intermediate Unit Board of Directors for the term beginning July 1, 2013, and ending June 30, 2016.

IU5
Representative
Appointment
Approved
8-0-0

The result of the vote: passed unanimously.

2.4 Announcements

Mr. Stewart reminded the Board that the Hi-Ed Diploma Program graduation ceremony would take place May 14th at the Inter-Faith Chapel at 6:00 p.m. and invited any Board members who were interested to attend. He and Mr. Zamborik would be there to present diplomas.

2.5 Other

The Graduation Participation sign-up sheet was circulated for Board members to choose where they would attend graduation on June 7th.

3.0 Superintendent's Reports and Recommendations

3.1 General Comments - Mrs. Amy Stewart, Acting Superintendent

There was no report.

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:

4.13 New Position Requests - Mr. Knapp

4.24 FrontRow - Juno Ms. Paris

MOTION: It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors approves the consent agenda with the exception of items 4.13 and 4.24.

Consent Agenda
Approved
8-0-0

The result of the vote: passed unanimously.

4.2 Letter of Engagement - Felix & Gloekler, P.C. - Single Auditor for the year ended 2013 - FIN - Mr. John Grant

Felix & Gloekler
WCSD Letter of
Engagement
Approved
8-0-0

MOTION: That the Board of School Directors approves the fees and conditions for professional services as set forth in the Letter of Engagement from Felix & Gloekler, P.C. for the single audit for the fiscal year ended June 30, 2013.

The result of the vote: passed unanimously under the Consent Agenda.

4.3 Letter of Engagement: Felix & Gloekler, P.C. - Warren County Earned Income Tax Audit - FIN - Mr. John Grant

Felix & Gloekler
EIT Letter of
Engagement
Approved
8-0-0

MOTION: That the Board of School Directors approves the fees and conditions for professional services as set forth in the Letter of Engagement from Felix & Gloekler, P.C. for the Warren County Earned Income Tax Office audit for the fiscal year ended June 30, 2013.

The result of the vote: passed unanimously under the Consent Agenda.

4.4 IEP+ License & Maintenance Renewal- FIN- Mr. John Grant

IEP+ License
Renewal
Approved
8-0-0

MOTION: That the Board of School Directors approves the quote from Sungard for IEP+ software license and maintenance renewal for the amount of \$11,093.90 for the 2013-2014 school year.

The result of the vote: passed unanimously under the Consent Agenda.

4.5 Depositories for Fiscal Year 2013/2014 - FIN - Mr. John Grant

Depositories
Approved
8-0-0

MOTION: That the Board of School Directors approve the depositories for fiscal year 2013-2014 as follows: Northwest Savings Bank, PNC Bank, First Niagara Bank, PLGIT (Pennsylvania Local Government Investment Trust), PSDLAF (Pennsylvania School District Liquid Assets Fund).

The result of the vote: passed unanimously under the Consent Agenda.

4.6 Delta Dental Deposit Agreement - FIN - Mr. John Grant

Delta Dental
Deposit Agreement
Approve
8-0-0

MOTION: That the Board of School Directors approve the attached agreement with Delta Dental for the period of July 1, 2013 through June 30, 2014.

The result of the vote: passed unanimously under the Consent Agenda.

4.7 Electronic School Board License Renewal - FIN - Mr. John Grant

Electronic School
Board Renewal
Approved
8-0-0

MOTION: That the Board of School Directors approves the yearly renewal cost of \$10,900 for the use of Electronic School Board from InterCom Network.

The result of the vote: passed unanimously under the Consent Agenda.

4.8 Certificated Personnel Report - PACCA - Mr. Jack Werner

Certificated
Personnel Report
Approved
8-0-0

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

The result of the vote: passed unanimously under the Consent Agenda.

4.9 Support Personnel Report - PACCA - Mr. Jack Werner

MOTION: 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

4.10 Athletic Supplemental Contracts - PACCA - Mr. Jack Werner

MOTION: That the Board of School Directors approves the Athletic Supplemental contracts and volunteers as listed on the PACCA Fall 13-14 Coach - Volunteer listing.

The result of the vote: passed unanimously under the Consent Agenda.

Athletic
Supplemental
Contracts
Approved
8-0-0

4.11 Co-Curricular/Instructional Supplemental Contracts - PACCA - Mr. Jack Werner

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

The result of the vote: passed unanimously under the Consent Agenda.

Co-Curricular
Contracts
Approved
8-0-0

4.12 New Bus Drivers - PACCA - Mr. Jack Werner

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

The result of the vote: passed unanimously under the Consent Agenda.

New Bus
Drivers
Approved
8-0-0

4.13 New Position Requests - PACCA - Mr. Jack Werner

Removed for separate action.

Appointment of
the Board
Secretary
Approved
8-0-0

4.14 Appointment of Board Secretary - PACCA - Mr. Jack Werner

MOTION: That the Board of School Directors approves the appointment of Ruth A. Huck as Board Secretary for the Warren County School District for a term of four (4) years beginning on July 1, 2013 with a supplemental salary of \$6,523.90 for the 2013/2014 school year. A salary increase of 3% will be given in each of the following three (3) years of the term and that the Board of School Directors further approves the bond amount of \$25,000 for the Board Secretary.

The result of the vote: passed unanimously under the Consent Agenda.

Appointment
of the Board
Treasurer
Approved
8-0-0

4.15 Appointment of Board Treasurer - PACCA - Mr. Jack Werner

MOTION: That the Board of School Directors approves the appointment of Norbert J. Kennerknecht as Board Treasurer for the Warren County School District for a term of one (1) year beginning on July 1, 2013 with a supplemental salary of \$2,600.00 for the 2013/2014 school year and that the Board of School Directors further approves the bond amount of \$100,000 for the Board Treasurer.

The result of the vote: passed unanimously under the Consent Agenda.

4.16 Penelec Easement Agreement for Eisenhower - PPF - Mrs. Donna Zariczny

Penelec Easement
Agreement for EMHS
Approved
8-0-0

MOTION: That the Board of School Directors, pending solicitor's review, approves the Easement Agreement with Penelec for Eisenhower.

The result of the vote: passed unanimously under the Consent Agenda.

4.17 PlanCon Funding Resolution - PPF - Mrs. Donna Zariczny

PlanCon Funding
Resolution
Approved
8-0-0

MOTION: That the Board of School Directors adopts the resolution titled "Resolution Urging Increased State Funding for School District Construction and Renovation Projects" as presented.

The result of the vote: passed unanimously under the Consent Agenda.

4.18 GRANT: Skills USA Recognition Award for WCCC - CIT - Dr. Paul Yourchisin

Submission of Grant
Application to
Community
Foundation
Approved
8-0-0

MOTION: That the Board of School Directors authorizes the administration to submit a grant application in the amount of \$5,000 to the Community Foundation of Warren County for equipment and/or other items that will benefit the students at the Warren County Career Center.

The result of the vote: passed unanimously under the Consent Agenda.

4.19 GRANT: Tom Ridge Environmental Center (TREC) Transportation Grants - CIT - Dr. Paul Yourchisin

Submission of Grant
Application to Tom
Ridge Environmental
Center
Approved
8-0-0

MOTION: That the Board of School Directors authorizes the administration to work with interested teachers to submit Tom Ridge Environmental Center grants for qualified field trip proposals.

The result of the vote: passed unanimously under the Consent Agenda.

4.20 GRANT: Knox Harper Grants - CIT - Dr. Paul Yourchisin

Submission of Grant
to Knox Harper
Approved
8-0-0

MOTION: That the Board of School Directors instructs the administration to work with interested WCSD teachers to submit applications to the S. Knox Harper grant program.

The result of the vote: passed unanimously under the Consent Agenda.

4.21 Project PAS (Promoting Academic Success)- CIT - Dr. Paul Yourchisin

Project PAS
Approved
8-0-0

MOTION: That the Board of School Directors approves the agreement with Jamestown Community College and the Office of Vocational Rehabilitation.

The result of the vote: passed unanimously under the Consent Agenda.

4.22 Barber National Institute Agreement - CIT - Dr. Paul Yourchisin

Barber National
Institute Agreement
Approved
8-0-0

MOTION: The Board of School Directors approves the agreement between Warren County School District and the Barber National Institute for the 2013-2014 school year.

The result of the vote: passed unanimously under the Consent Agenda.

- 4.23 Barber National Institute - Extended School Year - CIT - Dr. Paul Yourchisin

MOTION: The Board of School Directors approves the agreement between the Warren County School District and the Barber National Institute for July 8, 2013 - July 26, 2013.

The result of the vote: passed unanimously under the Consent Agenda.

Barber National
Institute Extended
School Year
Agreement
Approved
8-0-0

- 4.24 FrontRow - Juno - CIT - Dr. Paul Yourchisin

Removed for separate action.

5.0 Items Removed for Separate Action

- 5.1 (4.13) New Position Requests - PACCA - Mr. Jack Werner

MOTION: It was moved by Mr. Werner and seconded by Ms. Paris that the Board of School Directors approves the new position requests. These positions will be effective at the beginning of the 2013/2014 school year.

The result of the vote: passed unanimously.

New Position
Requests
Approved
8-0-0

- 5.2 (4.24) FrontRow - Juno - CIT - Dr. Paul Yourchisin

MOTION: It was moved by Mrs. Zariczny and seconded by Mr. Knapp that the Board of School Directors approves the purchase of 120 JUNO amplification systems at a total cost of \$114,000.

The result of the vote: passed unanimously.

FrontRow Juno
Purchase
Approved
8-0-0

6.0 Future Business for Committee Review

There was no business for future committee review.

7.0 Other

- 7.1 Policy 10102 - Assignment of Students to School - CIT - Dr. Paul Yourchisin

MOTION: It was moved by Mr. Werner and seconded by Mr. Knapp that the Board of School Directors approves the revisions to "Policy 10102 - Assignment of Students to School" on first reading as presented.

Mr. Stewart stated that in past conversation it was the desire of the Board that when it comes to the discretionary transfers the final decision would be made by the Board rather than the Superintendent. Administration will make appropriate changes for second reading.

The result of the vote: passed unanimously.

Policy #10102
Assignment of
Students
First Reading
Approved
8-0-0

- 7.2 Policy 10520 - Alternative Education - CIT - Dr. Paul Yourchisin

MOTION: It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors approves the revisions to "Policy 10520 - Alternative Education" on first reading as presented.

Mr. Byham requested that on page 3, lines 26-29 remain intact because it comes directly from the statute. It was decided that on Page 2 lines 5-7 the 45 day review will be added for clarity.

The result of the vote: passed unanimously.

Policy #10520
Alternative
Education
First Reading
Approved
8-0-0

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

Policy #7202 Accident
Prevention & Safety
Procedures
Second Reading
Approved
8-0-0

MOTION: It was moved by Mr. Werner and seconded by Mrs. Zariczny that the Board of School Directors approves on second reading Policy Number 7202, titled - Accident Prevention and Safety Procedures.

The result of the vote: passed unanimously.

7.4 I.U.5 Budget Adoption

IU5 Budget Resolution
Adopted
8-0-0

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors adopts the IU5 Budget Resolution as presented.

The result of the vote: passed unanimously.

7.5 Budget Transfer Request 1

Budget Transfer
Request
Approved
8-0-0

MOTION: It was moved Mrs. Zariczny and seconded by Mr. Knapp that the Board of Directors approves the resolution and budget transfer in the amount of \$6,000.

The result of the vote: passed unanimously.

7.6 Budget Transfer Request 2

Budget Transfer
Request
Approved
8-0-0

MOTION: It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of Directors approves the resolution and budget transfer in the amount of \$4,000.

The result of the vote: passed unanimously.

7.7 PlanCon Part D Approval Sheffield K-12 Additions/ Alterations Project Number #3753

PlanCon D Approval
Sheffield K-12 Project
#3753
Acknowledged
8-0-0

MOTION: It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors acknowledges the receipt of PlanCon D approval from the Pennsylvania Department of Education for the project known as the Sheffield K-12 Additions/ Alteration (PDE #3753, WCSD #1204) and enters them into the minutes.

The result of the vote: passed unanimously.

7.8 Proposed Final Budget

Administration made a presentation with different scenarios for the Board's consideration for establishing a proposed final budget.

Proposed Final Budget
Approved
5-3-0

MOTION: It was moved by Mr. Werner and seconded by Dr. Yourchisin that the Board of School Directors adopts the proposed final budget for the 2013-2014 fiscal year reflecting sheet three including the PSERS exception and the allowable index increase for the 2013-2014 Budget.; authorizes the proposed final budget to be made available for public inspection at each school within the District, at Central Office, and on the District's website; and authorizes the publication of the Board's intent to adopt the final budget at least 10 days prior to the adoption of the final budget.

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

Voting No: Mr. Knapp, Mrs. Morgan, Mr. Stewart

The result of the vote: passed.

7.9 South Street Closure

MOTION: It was moved by Ms. Paris and seconded by Mrs. Donna Zariczny that the Board of School Directors hereby modifies the effective date for the closure of the South Street Early Learning Center from June 10, 2013, to July 31, 2013.

South Street Closure Date Modification Approved 8-0-0

The result of the vote: passed unanimously.

7.10 Sale of Starbrick Playground

MOTION: It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors hereby approves the sale of the Starbrick Playground pursuant to the sealed bids procedure outlined in Section 707 of the School Code and authorizes the advertising and posting of handbills required by Section 707. I further move that the Board approves the attached Bid Package, which contains the terms and conditions of the sale and is hereby incorporated by reference as a part of this motion, with the understanding that the successful bid will be presented to the Board for approval at a later date.

Bid Package - Sale of Starbrick Playground Approved 8-0-0

The result of the vote: passed unanimously.

8.0 Closing Activities

8.1 Public Comment

8.2 Executive Session

Mr. Stewart announced an executive session to discuss personnel issues and to receive a legal update from the Solicitor with no action to follow.

8.3 Adjournment

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

The meeting adjourned at 9:50 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary