

WARREN COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
SPECIAL MEETING MINUTES
TUESDAY, MAY 28, 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.

Roll Call

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:

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. 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. Boyd Freeborough, Quality Assurance Manager; Mr. Erik Leamon, Principal; and approximately 5 members of the public in the audience.

1.4 Reading of the Mission Statement - Dr. Paul Yourchisin

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

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.

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 - Mr. John Grant

To promote student growth and achievement, an effective school board models responsible governance and leadership by: (1) interacting with school officials in other districts and using resources provided by organizations and agencies committed to effective governance and management of public schools, and (2) complying with board policy and all applicable local, state and federal laws and regulations, and an effective School Board advocates for a thorough and efficient system of public education by maintaining legislative awareness and communicating with members of local, state and federal legislative bodies.

- 1.6 Public Comment

There was no public comment.

2.0 New Business

- 2.1 Superintendent Search

Mr. Stewart announced an executive session at 6:05 p.m. to review with PSBA superintendent candidate packets, personnel issues and legal updates.

During executive session a tornado warning was issued, and the meeting was moved to the basement of Warren Area High School.

The meeting reconvened at 10:10 p.m.

- 2.2 Sheffield Elementary School/ Allegheny Valley

Mrs. Stewart reported to the Board, at the Solicitors' recommendation, in regards to the closing of Sheffield Elementary, some further information should be provided in addition to the information heard at the Closing Hearing held on June 4, 2012, in order for the Board to see the feasibility and dollar figures to combine Allegheny Valley and Sheffield Elementary for the 2013-2014 school year.

- There are 19 plus classrooms at Allegheny Valley.
- Next year to house all students from AV and SES would require 10 regular education classrooms, one special education classroom, one Title classroom and one computer lab. Additionally, there is room to spare with a great deal of extra storage.
- The LEC could be a good fit with the space available.
- The potential savings would include the elimination of half of an administrator position, half a teacher position, one aide position, one custodial position, one secretarial position, and partial utilities savings.

All of these together add up to a potential savings of \$200,000. There is about \$5,000 increase in transportation. The relocation of the LEC still needs to be discussed.

One classroom space is leased to HeadStart and a letter was received from that agency, and it is still interested in leasing space somewhere in the district if the current spaced is used to accommodate the move.

There needs to be a lot of communication in a hurry with stakeholders. Ruth Nelson is ready to work with the principals at the schools for a smooth transition.

The teacher and staff reassignment would have to be completed following the contract.

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that Based on the information presented to the Board as part of the June 4, 2012, public hearing, based on the information presented this evening, based on the administration's revised recommendation to close the school prior the next school term, and in accordance with Section 1311 of the School Code, the Board of School Directors hereby orders the closure of Sheffield Elementary School due to the declining enrollment within the District, due to the increased budgetary constraints being placed on the District as a result of a decrease in both state funding and local revenue sources, in order to create necessary financial savings, and in order to implement the September 2008 Warren County School District Master Facilities Plan, as amended, which takes into account the preceding factors. I further move that said closure shall be effective on August 23, 2013, and that the Board authorizes the administration to carry out all administrative steps that are necessary to effectuate said closing pursuant to 24 P.S. §5-524, 22 Pa. Code §349.28, 22 Pa Code §4.41, or otherwise.

Closure of
Sheffield
Elementary
Approved
9-0-0

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 Reassignment of Sheffield Elementary Students

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors, due to the closure of the Sheffield Elementary School, approves the Resolution as presented reassigning those students that would have attended the Sheffield Elementary School to Allegheny Valley Elementary School commencing with the 2013-2014 school year and until such time as the Sheffield K-12 Renovations and Additions Project is completed.

Reassignment of
Sheffield
Elementary
Students
Approved
9-0-0

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.

2.4 Temporary Construction Access Easement Agreement with the City of Warren

MOTION: It was moved by Mrs. Zariczny and seconded by Mr. Knapp that the Board of School Directors approves a Temporary Construction Access Easement Agreement with the City of Warren as presented.

Temporary
Construction
Easement
Approved
9-0-0

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.

2.5 Clerk of the Works (D. LaMonica)

Clerk of the Works
Approved
9-0-0

MOTION: It was moved by Mrs. Zariczny and seconded by Mr. Knapp that the Board of School Directors approves a temporary employment agreement between the Warren County School District and Dennis G. LaMonica for Clerk of the Works services per the attached agreement and retroactive to May 23, 2013.

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.

2.6 Clerk of the Works Addendum (H. Myers)

Clerk of the Works
Addendum
Approved
9-0-0

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors approves the Addendum to the Temporary Employment Agreement between the Warren County School District and Harold D. Myers, Jr., for Clerk of the Works services per the attached agreement and retroactive to May 23, 2013.

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.

2.7 Temporary Administrator

Temporary
Administrator
Approved
9-0-0

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors approves the temporary administrative assignment of Ruth Nelson to the position of Interim Director and will be placed at level L of the Act 93 Certificated agreement salary schedule with a pro-rated base salary \$86,609 for the 2012-2013 salary schedule and will move accordingly for the Certificated Act 93 salary schedule for the 2013-2014 school year on July 1, 2013. This will be effective May 29, 2013.

FRIENDLY AMENDMENT: It was moved by Mr. Werner that the Board of Directors additionally approves the creation of a new Temporary Interim Director position. Both Mrs. Zariczny and Ms. Paris agreed to the amendment.

FINAL AMENDED MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors approves the creation of a new Temporary Interim Director position with the assignment of Ruth Nelson to the position as Temporary Interim Director who will be placed at level L of the Act 93 Certificated Staff Agreement salary schedule with a pro-rated base salary \$86,609 for the 2012-2013 salary schedule and will move accordingly for the Act 93 Certificated Staff salary schedule for the 2013-2014 school year on July 1, 2013. This will be effective May 29, 2013.

Public Comment:

There was no public comment.

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

The result of the vote: passed unanimously.

2.7 Discontinuation of Supplementary Salaries

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors approves the discontinuation of Supplemental Salaries of \$1,500, approved February 11, 2013, for the following Directors effective May 28, 2013, Gary Weber, Jim Grosch, Norbert Kennerknecht and Patricia Hawley-Horner.

Discontinuation
of Supplementary
Salaries
Approved
9-0-0

Public Comment:

There was no public comment.

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

The result of the vote: passed unanimously.

Mr. Stewart announced that during a two hour executive session the Board reviewed letters of intent and resumes for the position of Superintendent. With PSBA's assistance the Board gave serious consideration to ten candidates of which seven had experience as superintendent and one is a Warren County applicant. PSBA will be conducting further screening of the candidates, and the Board will begin first round interviews the week of June 3rd. The Board is seeking volunteers to serve on community focus groups and interested citizens should contact Board Secretary Ruth Huck no later than June 7th.

2.8 Time Change for June 10th Board Meeting

MOTION: It was moved by Mrs. Morgan and seconded by Mr. Werner that the Board of School Directors changes the starting time of the June 10, 2013, Board meeting to 6:00 p.m.

Board Meeting
Time Change for
June 10, 2013
Approved
9-0-0

Public Comment:

There was no public comment.

The result of the vote: passed unanimously.

2.9 Acting Superintendent Salary Proration

MOTION: The supplemental salary approved for Mrs. Amy Stewart by the Board of School Directors on February 11, 2013 is modified so that the total of Mrs. Stewart's regular salary and the supplemental salary shall be the total of \$125,000 per year, with said combined salary and supplemental payments

commencing on February 5, 2013, and to be pro-rated based on the period of time that Mrs. Stewart continues to serve as Acting Superintendent; any \$4,000 per month supplemental payments that Mrs. Stewart has already received shall be applied to the aforesaid combined amount of \$125,000. Nothing in this motion or the motion of February 11, 2013 shall affect Mrs. Stewart's Act 93 benefits, and during the time that this motion shall be applicable Mrs. Stewart will continue to receive benefits as provided for in the Act 93 agreement. The preceding is based on the understanding that Mrs. Stewart will automatically return to her position as Director of Administrative Support Services and the associated salary upon the hiring date of a Superintendent or upon further action of the Board.

Acting
Superintendent
Salary Proration
Approved
9-0-0

Public Comment:

There was no public comment.

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

The result of the vote: passed unanimously.

2.10 Computer Purchase – Cyber Program

MOTION: It was moved by Mrs. Zariczny and seconded by Mr. Zamborik that the Board of School Directors approves purchase of 50 laptop computers and computer cases in the amount of \$31,790 for use in the District Cyber Program coming out of the 2013-2014 budget.

Computer Purchase
Approved
9-0-0

Public Comment:

There was no public comment.

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

The result of the vote: passed unanimously.

2.11 Eisenhower Middle High School Request to Opt Out of District X

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors grants permission to Eisenhower Middle/High School to request to be released from District X in order to approach District IX to be admitted to participate in athletics.

EMHS Request to
Opt Out of District X
Withdrawn

MOTION WITHDRAWN: Mrs. Zariczny withdrew her motion and Ms. Paris agreed.

The item will be brought to the June meeting with a presentation.

Mrs. Stewart asked that a Board member volunteer to participate to review the Food Service RFP's. Mr. Knapp volunteered.

3.0 Closing Activities

3.1 Adjournment

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

The meeting adjourned at 10:40 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary