

WARREN COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
MEETING MINUTES
MONDAY, SEPTEMBER 9, 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 7:00 p.m. in the Board Room of the Warren County Career Center, 347 East Fifth Avenue, Warren, Pennsylvania.

1.2 Pledge of Allegiance

Mrs. Shelly Wagner introduced Cricket Branstrom, the 2013 Pennsylvania 1st place winner of the WQLN PBS Kids Go! Writers contest as well as the 3rd place winner of the National PBS Kids Go! Writers Contest. She competed against 1700 other first graders on the national level.

Cricket let the Pledge of Allegiance.

1.3 Roll Call

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:

Dr. William Clark, Superintendent; Mrs. Amy Stewart, Director of Administrative Support Services; 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. Ruth Nelson, Interim Director; Mr. Chris Byham, Solicitor; Mrs. Ruth Huck, Board Secretary; Mr. Josh Cotton, Times Observer; Mr. Michael Kiehl, Transportation/Purchasing Manager; Mr. Roger Tubbs, Technology Specialist; Mr. Philip Knapp, Supervisor of District-wide Athletics & Co-Curricular Activities; Mrs. Suzanne Turner, Human Resource Supervisor; Mr. Matt Jones, Coordinator of Grants & Foundation Development; Dr. Darrell Jaskolka, Principal; Mrs. Shelly Wagner, Assistant Principal; Ms. Kimberly Yourchisin, Assistant Principal/Special Education Supervisor; Mr. Kelly Martin, Principal; Ms. Sandra Wilks, Lead Special Education Supervisor, and approximately 5 members of the public in the audience.

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.

1.4 Reading of the Mission Statement - Mr. Jack Werner

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 . . . ensures effective planning occurs by: Adopting and implementing a collaborative strategic planning process; setting annual goals that are aligned with the strategic plan; linking board actions to the strategic plan; adopting a financial plan that considers short-term and long-term needs; adopting professional development plans for board and staff; adopting a plan to ensure evaluation of student growth and achievement using relevant data; adopting a master facilities plan conducive to teaching and learning; and adopting a plan for curriculum review and development.

1.6 Public Comment

There was no public comment.

1.7 Agenda Adoption

Agenda Adoption
Approved
9-0-0

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors approves the agenda dated September 9, 2013.

The result of the vote: passed unanimously.

1.8 Approval of the Minutes - August 12, 2013

August 12, 2013
Minutes
Approved
9-0-0

MOTION: It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors approves the minutes dated August 12, 2013.

The result of the vote: passed unanimously.

1.9 Approval of the Special Meeting Minutes - August 26, 2013

August 26, 2013
Special Meeting
Minutes
Approved
9-0-0

MOTION: It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors approves the special meeting minutes dated August 26, 2013.

The result of the vote: passed unanimously.

1.10 Financial Reports

Financial Reports
Approved
8-0-1

MOTION: It was moved by Ms. Paris and seconded by Mrs. Morgan 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.

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

Abstaining: Mr. Werner

The result of the vote: passed.

2.0 President's Statement

2.1 Reports & Information

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

Two instructors received awards for their inclusive speech instruction. Voting for PSBA will take place for school boards, and the I.U. will also cast a ballot. Once all of the member districts vote, the I.U. board will cast a vote according to how the majority of the member boards vote.

The I.U. Board has changed its board meeting to every month instead of every other month. They will not meet in November.

As part of the audit process, Phase II, the I.U. will be liquidating the COLI fund which is an investment fund. An action Plan checklist for the audit is being completed and is available for member districts. Phase II distributions were completed this month. Warren County School District received a check in the amount of \$99,804.03. It is being recommended that these funds be put into PLIGIT until the Board decides what it wants to do with it.

2. PSBA Liaison - Mr. John Grant

He asked members to keep up on the reading for PSBA. The PSBA officer elections are coming up.

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

Dr. Yourchisin reported that enrollment is up at the WCCC with 332 students as compared to 303 students last year. Some shops are at capacity.

2.2 Important Dates

BOARD/COMMITTEE MEETING DATES				
1.	September 26, 2013	12:30 – 3:00 p.m.	Board Visitation – Eisenhower Middle/High School	EMHS
2.	September 30, 2013	6:00 p.m.	Personnel/Athletics & Co-Curricular Activities Committee Curriculum, Instruction, & Technology Committee Physical Plant & Facilities Committee Finance Committee	WCCC
3.	October 14, 2013	6:00 p.m.	Board Meeting	WCCC
4..	November 21, 2013	12:30 – 3:00 p.m.	Board Visitation – Sheffield Area Middle High School	SAMHS

2.3 PSBA Slate of Candidates

PSBA Slate of
Candidates
Approved
9-0-0

MOTION: That the Board of School Directors adopts the slate of PSBA officer candidates and regional representatives as listed and authorizes the Board Secretary to cast its votes as follows:

President-elect: William S. LaCoff
Vice President: Charles H. Ballard
Treasurer: Norman G. Hasbrouck
At Large Representative (west): Daniel J. O'Keefe

The result of the vote: passed unanimously.

2.4 Announcements

2.5 Other

3.0 Superintendent's Reports and Recommendations

3.1 General Comments - Dr. William A. Clark

Dr. Clark thanked the entire community for a great opening day of school.

The Entry Plan is moving along. Board members have completed their interviews and will need to gather as a group to review those responses and come to a consensus regarding the conclusions.

Dr. Clark received a request for the District to participate in a research project from Dr. Karen Dickenson and Dr. Richard Parsons, West Chester University, who will be doing research with the guidance counselors, identifying the roles served by them in Pennsylvania. The information will be used for training counselors with appropriate skills in areas in which they will be working and advocating for what counselors should be doing. It is an opt-in survey, and data from the survey will help them to identify what counselors are being asked to do. The school district will be able to obtain the data when it is completed.

Karen Donovall, WCSD teacher and graduate student at Gannon University, will be conducting research for her dissertation. Her topic is an exploratory case study of how principals gain knowledge and skills sets to effectively lead special education programs in the various school buildings in the same district. She will be sharing her data also.

Administration is monitoring classroom size to determine if an aide or reading specialist is needed at Warren Area Elementary Center.

3.2 Informational Report

3.3 Committee Reports

3.4 Other

4.0 New Business - Consent Agenda

Items removed for separate action:

4.12 Resolution for Eisenhower Middle/High School to move from District X to District IX - Marcy Morgan

4.1 Consent Agenda

Consent Agenda
Approved
9-0-0

MOTION: It was moved by Mr. Zamborik and seconded by Ms. Paris that the Board of School Directors approves the consent agenda with the exception of item 4.12.

The result of the vote: passed unanimously.

- 4.2 Contract with Struthers Library Theatre for Eisenhower Play - CIT - Dr. Paul Yourchisin

MOTION: That the Board of School Directors approves the contract with Struthers Library Theatre as presented.

Struthers Library
Theatre Contract
Approved
9-0-0

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

- 4.3 Gannon University Dual Enrollment Agreement - CIT- Dr. Paul Yourchisin

MOTION: That the Board of School Directors approves the 2013-2014 Dual Enrollment Agreement with Gannon University.

Gannon
University Dual
Enrollment
Agreement
Approved
9-0-0

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

- 4.4 GRANT: Pennsylvania Association of School Retirees (PASR) Grant for Schools - CIT - Dr. Paul Yourchisin

MOTION: That the Board of School Directors instructs the administration to assist interested district teachers with the completion and submission of a PASR grant, in support of allowable projects, for the 2013-14 school year.

Submission of
PASR Grant for
Schools
Approved
9-0-0

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

- 4.5 GRANT: Pennsylvania Accountability Block Grant - CIT - Dr. Paul Yourchisin

MOTION: That the Board of School Directors instructs the administration to submit an Accountability Block Grant application to the PA Department of Education in the amount of \$498,547, with funds being used to provide full day kindergarten teachers for the 2013-14 school year.

Submission of
ABG Application
Approved
9-0-0

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

- 4.6 Certificated Personnel Report

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

Certificated
Personnel Report
Approved
9-0-0

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

- 4.7 Support Personnel Report

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

Support Personnel
Report
Approved
9-0-0

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

- 4.8 Athletic Supplemental Contracts - PACCA - Mr. Jack Werner

MOTION: That the Board of School Directors approves the Athletic Supplemental Contracts as presented.

Athletic
Supplemental
Contracts
Approved
9-0-0

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

4.9 Co-Curricular Supplemental Contracts - PACCA - Mr. Jack Werner

Co-Curricular
Supplemental
Contracts
Approved
9-0-0

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

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

4.10 Volunteer Report

Volunteer Report
Approved
9-0-0

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

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

4.11 New Bus Drivers

New Bus Drivers
Approved
9-0-0

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.

4.12 Resolution for Eisenhower Middle/High School to move from District X to District IX

Removed for separate action.

5.0 Items Removed for Separate Action

5.1 (4.12) Resolution for Study of Eisenhower Middle/High School to move from District X to District IX

Resolution for Study
of EMHS to Move
From District X to
District IX
Approved
9-0-0

MOTION: It was moved by Mr. Werner and seconded by Mr. Knapp that the Board of School Directors adopts the resolution regarding Eisenhower Middle/High School's request for athletic programs to move from District X to District IX.

The result of the vote: passed unanimously.

6.0 Future Business for Committee Review

There was no business for committee review.

7.0 Other

7.1 Policy 9741, titled Class Rank/Honors Credits - Class of 2014 and Beyond

Policy #9741 - Class
Rank/Honors Credits
2014 & Beyond
Second Reading
Approved
9-0-0

MOTION: It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors approves on second reading the title change for Policy 9741, to be titled "Class Rank/Honors Credits - Class of 2014 through 2016."

The result of the vote: passed unanimously.

7.2 Policy 10613, titled - Administration of Medications - CIT - Dr. Paul Yourchisin

Policy #10613 -
Administration of
Medications
First Reading
Approved
9-0-0

MOTION: It was moved by Mr. Knapp and seconded by Ms. Morgan that the Board of School Directors approves the revisions to Policy 10613, titled "Administration of Medications", on first reading.

The result of the vote: passed unanimously.

7.3 Policy 9645, titled – Volunteer Policy (Rescind)

MOTION: It was moved by Mr. Paris and seconded by Mr. Knapp that the Board of School Directors, due to the implementation of Policy 9646 at the commencement of the 2013/2014 school year, rescinds Policy 9645.

The result of the vote: passed unanimously.

Rescission of
Policy #9745 –
Volunteer Policy
Approved
9-0-0

7.4 Director of Business Services Contract Correction

MOTION: It was moved by Ms. Paris and seconded by Mr. Zamborik that the Board of School Directors approves the addendum correcting the Director of Business Services contract.

The result of the vote: passed unanimously.

Director of
Business Services
Contract
Correction
Approved
9-0-0

7.5 PDE Approval of PlanCon G for BWMS Renovations (WCSD #1103)

MOTION: It was moved by Ms. Paris and seconded by Mr. Zamborik that the Board of School Directors acknowledges the receipt of PlanCon G approval from the Pennsylvania Department of Education for the project known as the Beaty-Warren Middle School Renovations (WCSD #1103) and enters them into the minutes.

The result of the vote: passed unanimously.

PlanCon G for
BWMS
Renovations
Acknowledged
9-0-0

7.6 Depository for Shop/Student Activity Accounts

MOTION: It was moved by Ms. Paris and seconded by Mr. Zamborik that the Board of School Directors adopts the resolution authorizing a change in depositories from First Niagara to Northwest Savings Bank for Shop/Student Activity Accounts.

The result of the vote: passed unanimously.

Depository for
Shop/Student
Activity Accounts
Approved
9-0-0

7.7 Repository Sale

MOTION: It was moved by Ms. Paris and seconded by Mr. Zamborik that the Board of School Directors approves the repository sale in Cherry Grove Township for parcel #SH-001-945000-038 per the attached documents.

The result of the vote: passed unanimously.

Repository Sale
Approved
9-0-0

7.8 Northwest Tri-County I.U.5 Refund

MOTION: It was moved by Ms. Zariczny and seconded by Ms. Paris that the Board of School Directors directs that the funds received from the Northwest Tri-County I.U.5 in the amount of \$99,804.03 relative to Technology Support & Service and special education be transferred from the District's operating account with Northwest Savings Bank into the District's general fund account with PLGIT and further directs that the funds remain in said account pending further action of the Board.

Public Comment:

There was no public comment.

The result of the vote: passed unanimously.

I.U.5 Refund
Depository
Approved
9-0-0

7.9 Additional Building Aide

Additional
Building Aide
Approved
9-0-0

MOTION: It was moved by Mr. Werner and seconded by Ms. Paris that the Board of School Directors approves the addition of a seven hour building aide position at Allegheny Valley Elementary School and funded through contingency.

Public Comment:

There was no public comment.

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.

8.0 Closing Activities

8.1 Public Comment

There was no public comment.

8.2 Executive Session

Mr. Stewart announced an executive session at 7:50 p.m. to discuss labor and negotiations and consultation with the solicitor on litigation with possible action to follow.

The meeting reconvened at 10:10 p.m.

8.3 WCEA Memorandum of Understanding – On-Line Learning Supplemental Positions

WCEA
Memorandum of
Understanding
Approved
9-0-0

MOTION: It was moved by Mr. Werner and seconded by Mr. Knapp that the Board of School Directors adopts the Memorandum of Understanding between the Warren County School District and Warren County Education Association replacing the NovaNet Coordinator and Cyber School Program Student Liaison positions with On-line Learning Building Mentors and creating new supplemental positions for the On-line Instructors with supplemental salaries as presented.

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.

8.4 Tax Exemption Non-Appeal

Tax Exemption
Non-Appeal
Approved
9-0-0

MOTION: It was moved by Mrs. Morgan and seconded by Mr. Knapp that the Board of School Directors directs that the District's appeal not be entered on any tax appeal involving tax exemption until such time as the Board's previous Resolution for a summit is implemented.

Public Comment

There was no public comment.

The result of the vote: passed unanimously.

8.5 Other

- Mrs. Zariczny requested feedback and updates on the transition of South Street Early Learning Center students to Warren Area Elementary Center and how it is working. She asked if there is a need for additional administrative support to accommodate the additional students and requested a report at the CIT Committee meeting in November.
- Dr. Clark announced that on September 27th he will be signing papers and purchasing a home in Russell.

8.5 Adjournment

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

The meeting adjourned at 10:10 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary