

PERSONNEL/ATHLETICS AND CO-CURRICULAR ACTIVITIES COMMITTEE

October 28, 2013

Following the Physical Plant & Facilities Committee Meeting

WARREN COUNTY CAREER CENTER

COMMITTEE MEMBERS PRESENT:

Jack Werner  
Thomas Knapp  
Marcy Morgan

COMMITTEE MEMBERS ABSENT:

OTHERS PRESENT:

Arthur Stewart	John Grant
Mike Zamborik	Mary Anne Paris
Paul Yourchisin	William Clark
Donna Zariczny	Amy Stewart
Jim Grosch	Norbert Kennerknecht
Ruth Nelson	Gary Weber
Phil Knapp	Brian Collopy
Ruth Huck	Sue Turner
Melissa McLean	Jen Dilks
Matt Jones	Louise Tharp
Mike Kiehl	Josh Cotton (WTO)

**1.0 Opening Activities**

- 1.1 Call to Order  
Jack Werner called the meeting to order at 7:56 p.m.
- 1.2 Public Comment
- 1.3 Other

**2.0 Old Business**

- 2.1 Other

### 3.0 New Business

#### 3.1 Certificated Personnel Report

**Discussion:** None.

**Action:** The Committee agreed to forward the Certificated Personnel Report onto the full Board at the November 11, 2013, Board meeting.

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

**Attachments:**

3.1a – Certificated Personnel Report (Public and Board)

#### 3.2 Support Personnel Report

**Discussion:** Donna Zariczny asked how it affects the district's budget when hours are added to a cafeteria position. Jim Grosch responded that the cafeteria budget is a separate fund as opposed to our general fund.

**Action:** The Committee agreed to forward the Support Personnel Report onto the full Board at the November 11, 2013, Board meeting.

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

**Attachments:**

3.2a – Support Personnel Report (Public and Board)

#### 3.3 Volunteer Report

**Discussion:** Paul Yourchisin asked if requiring a TB test for volunteers has cut into the number of volunteers. Sue Turner said the volunteers are not happy about having to obtain a TB test but the numbers are the same. One result has been that it has cost the administration more time to follow-up on volunteer paperwork.

**Action:** The Committee agreed to forward the Volunteer Report onto the full Board at the November 11, 2013, Board meeting.

**Motion:** That the Board of School Directors approves the Volunteer Report.

**Attachments:**

3.3a – Volunteer Report (Public and Board)

3.3b – Volunteer Report – No TB (Public and Board)

### 3.4 New Bus Drivers

**Discussion:** None.

**Action:** The Committee agreed to forward the New Bus Drivers List onto the full Board at the November 11, 2013, Board meeting.

**Motion:** That the Board of School Directors approves the New Bus Drivers List.

**Attachments:**

3.4a – New Bus Drivers (Public and Board)

### 3.5 New Position Request

**Discussion:** The request for a new position is due to an increase in meal volume as a result of Sheffield Elementary students moving to Allegheny Valley School.

**Action:** The Committee agreed to forward the New Position Request onto the full Board at the November 11, 2013, Board meeting

**Motion:** That the Board of School Directors approves the New Position Request.

**Attachments:**

3.5a – New Position-Grade IV Cafeteria Helper - AV (Public and Board)

### 3.6 Compensation Study – PSBA

**Discussion:** The study was requested by the individuals working on the Act 93 Agreement. The study will be used to make a determination for equity of the salary ranges.

**Action:** The Committee agreed to forward the Act 93 Compensation Study Bid Proposal onto the full Board at the November 11, 2013, Board meeting.

**Motion:** That the Board of School Directors approves the Act 93 Compensation Study Bid Proposal.

**Attachments:**

3.6a – Act 93 Compensation Study Bid Proposal (Public and Board)

### 3.7 Athletic Supplemental Contracts – PACCA – Mr. Jack Werner

**Discussion:** There will be some additions since positions have been posted that have not yet been filled.

**Action:** The Committee agreed to forward the Athletic Supplemental Contracts onto the full Board at the November 11, 2013, Board meeting.

**Motion:** That the Board of School Directors approves the Athletic Supplemental Contracts.

**Attachments:**

- 3.7a – PACCA Winter List (Public and Board)
- 3.7b – Athletic Supplementals (Public and Board)

3.8 Co-Curricular Supplemental Contracts – PACCA - Mr. Jack Werner

**Discussion:** There are two positions.

**Action:** The Committee agreed to forward the Co-Curricular Supplemental Contracts onto the full Board at the November 11, 2013, Board meeting.

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

**Attachments:**

- 3.8a – Co-Curricular Supplementals (Public and Board)

3.9 Other

Permission was granted to add items to the reports between Committee and the publishing of the agenda for the November 11, 2013, Board meeting.

**4.0 Informational Items**

4.1 Informational Report

**Discussion:** No report at this time.

**Action:**

**Motion:**

**Attachments:**

4.2 Organizational Chart

**Discussion:** Dr. Clark is accustomed to working with a chart and job descriptions. Amy Stewart is working on job descriptions to bring to the Board.

**Action:** None.

**Motion:** Informational only. No recommended motion.

**Attachments:**

- 4.2a – Organizational Chart (Public and Board)

4.3 Other

**5.0 Other**

**6.0 Closing Activities**

- 6.1 Next Meeting Date – Monday, November 25, 2013, following the Physical, Plants and Facilities Committee Meeting at the Warren County Career Center.
- 6.2 Executive Session – None.
- 6.3 Adjournment at 8:07 p.m.

Respectfully Submitted,

Louann English, Human Resource Administrative Assistant  
Personnel/Athletics and Co-Curricular Activities Committee