

**WARREN COUNTY SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
ORGANIZATIONAL MEETING MINUTES  
MONDAY, DECEMBER 5, 2013**

1. Opening Activities

1.01 Call to Order – Mrs. Donna Zariczny (Sr. Holdover Member)

The organizational meeting of the Warren County School District Board of School Directors was called to order by Mrs. Zariczny, senior holdover member, at 7:10 p.m. in the Board Room of the Warren County Career Center, 347 East Fifth Avenue, Warren, Pennsylvania.

1.02 Pledge of Allegiance

Mrs. Zariczny led the Pledge of Allegiance.

1.03 Introduction of Holdover Board Members, Superintendent, Solicitor, Board Secretary, and Treasurer – Mrs. Donna Zariczny

Holdover members:

Mr. Arthur Stewart                      Mrs. Donna Zariczny  
Mr. Michael Zamborik

Dr. William A. Clark - Superintendent  
Mr. Christopher Byham – Solicitor (Absent)  
Dr. Norbert Kennerknecht – Treasurer (Absent)  
Mrs. Ruth Huck - Board Secretary

1.04 Elect Temporary President

A. Nominations are taken for temporary president.

**MOTION:** It was moved by Mr. Stewart and seconded by Mr. Zamborik that Mrs. Zariczny be elected as the temporary president.

**MOTION:** It was moved by Mr. Zamborik and seconded by Mr. Stewart that the nominations be closed.

The result of the vote to close the nominations: passed unanimously.

The result of the vote to elect Mrs. Zariczny as temporary president: passed unanimously.

B. Secretary of the Board serves as the Secretary

1.05 Oath of Office

Election of  
Temporary  
President  
Approved  
8-0-0

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.

A. Secretary reads list of legally elected and qualified board members

Region I

Paul J. Mangione	1331	votes
Patricia Rosenstein	1072	votes
Write-in (assorted)	26	votes

Region II

John (Jack) Werner	1558	votes
Write-in (assorted)	18	votes

Region III

Thomas K. Knapp	1305	votes
Write-in (assorted)	19	votes
Marcy A. Morgan	1176	votes (two-year term)
Write-in (assorted)	17	votes

B. The Oaths of Office were administered by Mrs. Donna Zariczny, temporary president

C. The Oaths were signed and presented to the board secretary.

D. New and re-elected members are seated at the board table.

1.06 Roll Call

Present:

Mr. Thomas Knapp	Mr. Arthur Stewart
Mr. Paul Mangione	Mr. John Werner
Mrs. Marcy Morgan	Mr. Michael Zamborik
Mrs. Patricia Rosentein	Mrs. Donna Zariczny

Absent:

Ms. Mary Anne Paris

Others Present:

Dr. William Clark, Superintendent; Mrs. Amy Stewart, 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. Ruth Nelson, Interim Director; Mrs. Ruth Huck, Board Secretary; Mr. Jacob Perryman, Times Observer; Mr. Paul Leach, 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; Mr. Kelly Martin, Principal; Mrs. Amy Stimmell, Assistant Principal; and approximately 10 members of the public in the audience.

1.07 Public Comment

There was no public comment.

2. New Business

2.01 Election of President

Election of  
President  
Approved  
8-0-0

1. Nominations are taken from the floor and may be seconded but will not fail for lack of a second.

**MOTION:** It was moved by Mr. Zamborik and seconded by Mr. Knapp that Arthur Stewart is nominated for the office of president.

**MOTION:** It was moved by Mr. Knapp and seconded by Mr. Zamborik that the nominations be closed.

The result of the vote to close the nominations: passed  
unanimously.

The result of the vote to elect Mr. Stewart as president: passed  
unanimously.

2.02 Newly Elected President Takes Seat and Presides Over Meeting

2.03 Election of Vice President

Election of the  
Vice President  
Approved  
8-0-0

1. Nominations are taken from the floor and may be seconded but will not fail for lack of a second.

**MOTION:** It was moved by Mr. Knapp and seconded by Mr. Zamborik that Mrs. Zariczny is nominated for the office of vice president.

**MOTION:** It was moved by Mr. Werner and seconded by Mrs. Rosenstein that the nominations be closed.

The result of the vote to close the nominations: passed  
unanimously.

The result of the vote to elect Mrs. Zariczny as vice president: passed  
unanimously.

2.04 Reaffirmation of the PSBA Standards for Effective School Governance and Code of Conduct

Reaffirmation of  
PSBA Standards  
& Code of  
Conduct  
Approved  
8-0-0

**MOTION:** It was moved by Mrs. Zariczny and seconded by Mr. Knapp that the Board of School Directors does hereby reaffirm its adoption of the resolution and commitment to the Pennsylvania School Boards Association's Standards for Effective School Governance and Code of Conduct for Members of Pennsylvania School Boards, attached hereto as the standards and expectations for the conduct of the business and fulfillment of the public responsibilities of this Board of School Directors, effective immediately.

The result of the vote: passed unanimously.

2.05 Officers' Authorization - Payments

**MOTION:** It was moved by Mr. Knapp and seconded by Mrs. Zariczny that the Board of School Directors authorizes the officers of the board to draw orders for payrolls and for payment of bonds, interest, utilities and other pertinent bills as they come due.

Officers'  
Authorization of  
Payments  
Approved  
8-0-0

Voting Yes: Mr. Knapp, Mr. Mangione, Mrs. Morgan,  
Mrs. Rosenstein, Mr. Stewart, Mr. Werner, Mr.  
Zamborik, Mrs. Zariczny

The result of the vote: passed unanimously.

2.06 Dates and Place of Board Meetings

Date & Places of Board Meetings Approved 8-0-0
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**MOTION:** It was moved by Mrs. Zariczny and seconded by Mr. Werner by that all regular Board meetings be scheduled for 7:00 p.m. at the Warren County Career Center, 347 East Fifth Avenue, Warren, Pennsylvania, on the dates listed.

January 13, 2014	7:00 p.m.
February 10, 2014	7:00 p.m.
March 10, 2014	7:00 p.m.
April 14, 2014	7:00 p.m.
May 12, 2014	7:00 p.m.
June 9, 2014	7:00 p.m.
July 14, 2014 (Tentative)	7:00 p.m.
August 11, 2014	7:00 p.m.
September 8, 2014	7:00 p.m.
October 13, 2014	7:00 p.m.
November 10, 2014	7:00 p.m.
Thursday, December 4, 2014	
(Organizational Meeting precedes regular meeting)	7:00 p.m.

The result of the vote: passed unanimously.

2.07 Dates and Place of Committee Meetings

Dates & Places of Committee Meetings Approved 8-0-0
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**MOTION:** It was moved by Mrs. Zariczny and seconded by Mrs. Rosenstein that all committee meetings be scheduled at the Warren County Career Center, 347 E. Fifth Avenue, Warren, Pennsylvania, on the dates and times as listed.

Monday, December 16, 2013 (PACCA - CIT - PPF - FIN)	6:00 p.m.
Monday, January 27, 2014 (CIT - PPF - PACCA - FIN)	6:00 p.m.
Monday, February 24, 2014 (PPF - PACCA - CIT - FIN)	6:00 p.m.
Monday, March 31, 2014 (PACCA - CIT - PPF - FIN)	6:00 p.m.
Monday, April 28, 2014 (CIT - PPF - PACCA - FIN)	6:00 p.m.
Tuesday, May 27, 2014 (PPF - PACCA - CIT - FIN)	6:00 p.m.
Monday, June 30, 2014 (PACCA - CIT - PPF - FIN)	6:00 p.m.
Monday, July 28, 2014 (CIT - PPF - PACCA - FIN)	6:00 p.m.
Monday, August 25, 2014 (PPF - PACCA - CIT - FIN)	6:00 p.m.
Monday, Sept. 29, 2014 (PACCA - CIT - PPF - FIN)	6:00 p.m.

Monday, October 27, 2014 (CIT – PPF - PACCA – FIN) 6:00 p.m.

Monday, Nov. 17, 2014 (PPF – PACCA – CIT – FIN) 6:00 p.m.

The result of the vote: passed unanimously.

2.08 Tax Collection Committee Delegates

Tax Collection  
Committee  
Delegates  
8-0-0

**MOTION:** It was moved by Mrs. Zariczny and seconded by Mrs. Morgan that the Board of School Directors approves the Director of Business Services as the District's Act 32 Tax Collection Committee Primary Voting Delegate and the Board Treasurer as the Alternate Voting Delegate for the 2014 calendar year.

The result of the vote: passed unanimously.

3. Closing Activities

3.01 Appointment of Committee Members

Board members are to complete the Committee Preference form and return to the Board President as soon as possible after the December 5, 2013, meeting and no later than Dec. 11, 2013.

3.02 Adjournment

Mr. Stewart announced there would be an executive session following adjournment of this meeting for the purpose of discussing personnel matters.

**MOTION:** It was moved by Mrs. Zariczny and seconded by Mr. Zamborik that the meeting be adjourned.

The meeting adjourned at 7:30 p.m.

Respectfully Submitted,

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Ruth A. Huck, Board Secretary