

WARREN COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
MEETING MINUTES
MONDAY, JANUARY 13, 2014

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 Roll Call

Present:

Mr. Thomas Knapp
Mr. Paul Mangione
Mrs. Marcy Morgan
Ms. Mary Anne Paris
Ms. Patricia Rosenstein

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

Roll Call

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; Mr. Chris Byham, Solicitor; Mrs. Ruth Huck, Board Secretary; Mr. Josh Cotton, Times Observer; Mr. Michael Kiehl, Transportation/Purchasing Manager; Mr. Roger Tubbs, Network & Systems Administrator; 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; Mrs. Misty Weber, Principal; Ms. Ann Ryan, Principal; Mr. Kelly Martin, Principal; Mrs. Marcia Madigan, Principal; Mrs. Rhonda Decker, Principal; Mr. Jeff Flickner, Principal; Mr. Eric Mineweaser, Principal; Mrs. Shelly Wagner, Assistant Principal; Ms. Leslie Collopy, Assistant Principal; Ms. Sandy Wilks, Lead Special Education Supervisor, Mrs. Louise Tharp, WCEA President; and approximately 40 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.

1.3 Recognitions & Presentations

1. Eisenhower Football Team –

Mr. Kelly Martin introduced the football team and Coach Penley who thanked the school board for its support. He was very proud of the team for winning the regional championship for the second consecutive season.

He was also proud of the fact that the last 10 years the team members have maintained a team GPA of over 84%. This year it was an 86% GPA and even though they had a great season on the field they also had a great year academically.

2. Board Recognition

January is Board Recognition Month and students from each attendance area presented board members with cards, posters, poems, and mementos thanking Board members for all that they do for students.

1.4 Pledge of Allegiance – Hannah Newcamp

Mr. Yeager introduced fourth grade student Hannah Newcamp who was chosen as one of the third to fifth grade students of the week at Youngsville Elementary School. The program recognizes students in grades K-2 and 3-5 each week who represent and display good manners in the classroom, good attendance, make sure their work is done and handed in, and treat others with respect. Hannah met all the criteria and is an excellent student and a positive role model for other students.

Hannah led the Pledge of Allegiance.

1.5 Reading of the Mission Statement - Mr. Thomas Knapp

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.

1.6 Reading of the WCSD/PSBA Standards for Effective School Governance and Code of Conduct - Mrs. Marcy Morgan

We as members of our local board of education, representing all residents of our school district, believe that:

The public expects that our first and greatest priority is to provide equitable educational opportunities for all youth.

Accordingly, school boards must balance their responsibility to provide educational programs with the need to be effective stewards of public resources, and we will not use our positions as school directors to benefit ourselves or any individual or agency.

1.7 Public Comment

There was no public comment.

1.8 Agenda Adoption

MOTION: It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors approves the agenda dated January 13, 2014.

The result of the vote: passed unanimously.

1.9 Approval of the Minutes - December 5, 2013

MOTION: It was moved by Mr. Zamborik and seconded by Mrs. Morgan that the Board of School Directors approves the Organizational Meeting minutes and Regular Meeting minutes dated December 5, 2013.

December 5,
2013, Minutes
Approved
9-0-0

The result of the vote: passed unanimously.

1.10 Financial Reports

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.

Financial
Reports
Approved
9-0-0

The result of the vote: passed unanimously.

1.11 Hearing Officer Report

MOTION: It was moved by Mr. Werner and seconded by Ms. Paris that the Board of School Directors approves the Hearing Officer Report dated January 13, 2014 for Case Letter "F".

Hearing
Officer's Report
Approved
9-0-0

The result of the vote: passed unanimously.

2.0 President's Statement

2.1 Reports & Information

1. IU5 – Mrs. Donna Zariczny/Mr. Paul Mangione

Mr. Mangione reported that all of the audits have wrapped up. Mrs. Zariczny stated that information will be reported to board members first and then will be disseminated to superintendents after that.

2. PSBA Liaison - Mr. Thomas Knapp

Mr. Knapp asked that Board members review information sent online by PSBA. He questioned the accuracy of PSBA reporting that the first consolidation of school districts is taking place in the State. Mr. Knapp was not sure if they were aware of the consolidation that took place in Warren County in the 1960's, but they may need to be informed.

3. Career Center Advisory - Mr. John Werner, Mr. Michael Zamborik

- It was reported that on December 11th members of the Distributive Education Club of America (DECA) competed in the DECA district competition held at Ridgway High School. Twenty-one of twenty-five Warren County Career Center (WCCC) students who participated placed in various competitions. Those students will now advance to the State DECA competition that will be held in Hershey, PA February 26th through 28th.
- On Thursday, December 12th students who achieved honor roll, merit honor roll or perfect attendance during the first nine weeks were recognized which is approximately one-third of the WCCC population.
- Ninth grade visitation will occur on January 14, 15, 16, 2014.

- The WCCC open house will be held Thursday, January 16th from 6:00 p.m. until 8:00 p.m. Parents will have the opportunity to visit shops and classrooms and speak with the teachers about their program of study.
- Friday, January 17, 2014, twenty-four WCCC students will be competing in the SkillsUSA district competition that will be held in New Castle, PA. Students who place first in their area will advance to the State competition.

2.2 Important Dates

BOARD/COMMITTEE MEETING DATES				
1.	January 16, 2013	10:30 a.m.	Building/Program Tour	WAHS/ WCCC
2.	January 27, 2014	6:00 p.m.	Curriculum, Instruction, & Technology Committee Physical Plant & Facilities Committee Personnel/ Athletics & Co-Curricular Activities Committee Finance Committee	WCCC
3.	February 10, 2014	7:00 p.m.	Regular Board Meeting	WCCC
4.	February 20, 2014	10:30 a.m.	Building/Program Tour	YEMS/ YHS

Mr. Stewart announced that there will be an executive session for the full board on Monday, January 27, 2014, at 5:30 p.m. at the WCCC, for the purpose of discussing matters of personnel.

2.3 IU5 Representative Appointment

IU5 Representative
Appointment
Approved
9-0-0

MOTION: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors appoints Paul Mangione to serve as the Warren County School District representative on the Northwest Tri-County Intermediate Unit Board of Directors replacing Donna Zariczny for her unexpired term which began July 1, 2013 and will end June 30, 2016.

The result of the vote: passed unanimously.

2.4 Announcements

- Mr. Stewart shared that he and his fellow board members were very impressed with the students and their presentations to the Board members earlier in the evening.

- Mr. Stewart recapped the goals setting process and those involved.
 - SWOT Analysis (strengths, weaknesses, opportunities, threats) – the group brainstormed and came up with items that fell into these categories. The results were captured and hung on the walls for all to see.
 - The Board worked toward a focus on needs by taking the SWOT information and categorizing it for the present and long-range view of the district.
 - Administration was given the directive to bring back recommended goals for consideration by the Board.
 - The Entry Plan provided some of the conduit for helping to see the needs and providing direction for creating goals.
 - The goals, when finalized, will help drive the budget process.
- Once the goals and actions plans are approved, they will serve as a benchmark for the Board and will be reviewed on a regular basis at Board meetings to make sure the district is moving forward.

2.5 Other

Mr. Stewart announced an executive session was held on December 16, 2013, to discuss personnel matters.

3.0 Superintendent's Reports and Recommendations

3.1 General Comments - Dr. Willam A. Clark

- Dr. Clark pointed out a couple of items of interest from the Bulletin publication from PSBA, including an article on Charter Schools. Also the president of School Board Secretaries and Affiliates took a moment to give a special thanks to Ruth Huck for nine years of leadership with DSBSA. Tom Knapp was included in the Honor Roll for school board service with eight years as a board member.
- There are many buildings that will be vacant and there are several that will be placed on the market. Dr. Kennerknecht and Dr. Clark have been in contact with PDE regarding the facilities. The fifty percent occupancy rate for a building is for any district use and not just student use. The LEC would not necessarily have to move to Russell Elementary but could be housed at Allegheny Valley. The bond issue with regard to Allegheny Valley has been refunded several different times, and if that building was not occupied at a fifty percent capacity, there is potential for penalty from the State. Central Office administration will sit down with LEC administration and teachers and look at the pros and cons and costs involved in moving it to Russell or Allegheny Valley.

3.2 Preliminary Budget

A PowerPoint presentation was reviewed with the Board.

3.3 Informational Report

3.4 Committee Reports

3.5 Other

4.0 New Business - Consent Agenda

4.1 Consent Agenda

Consent
Agenda
Approved
9-0-0

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

The result of the vote: passed unanimously.

4.2 Additional WCSD Cyber Program Planned Instructions - CIT - Mr. John Werner

WCSD Cyber
Program
Planned
Instruction
Approved
9-0-0

MOTION: That the Board of School Directors approves the cyber program planned instructions as presented.

The result of the vote: passed unanimously under consent agenda.

4.3 PlanCon Part K - Project Refinancing Lease Number 131884 - FIN - Ms. Mary Anne Paris

PlanCon K
Recognized
and
Documented in
Minutes
9-0-0

MOTION: That the Board of School Directors recognize and document in the minutes the Project Refinancing documentation, authorizing district to file form PDE-2071, Application for Reimbursement for School Construction Project, Lease # 131884, Reimbursable Percent: 34.48% (Temporary).

The result of the vote: passed unanimously under consent agenda.

4.4 Certificated Personnel Report - PACCA - Mrs. Marcy Morgan

Certificated
Personnel
Report
Approved
9-0-0

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

The result of the vote: passed unanimously under consent agenda.

4.5 Support Personnel Report - PACCA - Mrs. Marcy Morgan

Support
Personnel
Report
Approved
9-0-0

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

The result of the vote: passed unanimously under consent agenda.

4.6 Volunteer Reports - PACCA - Mrs. Marcy Morgan

Volunteer
Reports
Approved
9-0-0

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

The result of the vote: passed unanimously under consent agenda.

4.7 New Bus Drivers - PACCA - Mrs. Marcy Morgan

New Bus
Drivers
Approved
9-0-0

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

The result of the vote: passed unanimously under consent agenda.

4.8 Affiliation Agreement - PACCA - Mrs. Marcy Morgan

Pitt/Bradford
Affiliation
Agreement
Approved
9-0-0

MOTION: That the Board of School Directors approves the Affiliation Agreement with The University of Pittsburgh/Bradford.

The result of the vote: passed unanimously under consent agenda.

4.9 Athletic Supplemental Contracts - PACCA - Mrs. Marcy Morgan

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

The result of the vote: passed unanimously under consent agenda.

Athletic
Supplemental
Contracts
Approved
9-0-0

4.10 Co-Curricular Supplemental Contracts - PACCA - Mrs. Marcy Morgan

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

The result of the vote: passed unanimously under consent agenda.

Co-Curricular
Supplemental
Contracts
Approved
9-0-0

4.11 GRANT: Northern Allegheny Outdoor Women's Association for the Appreciation of the Outdoors – CIT – Mr. John Werner

MOTION: That the Board of School Directors instructs the administration to assist interested teachers in submitting grant applications to the Northern Allegheny Outdoor Women's Association for its Appreciation of the Outdoors grant program.

The result of the vote: passed unanimously under consent agenda.

Submission of
North
Allegheny
Outdoor
Women's
Association
Grant
Approved
9-0-0

5.0 Items Removed for Separate Action

6.0 Future Business for Committee Review

7.0 Other

7.1 Repository Sales

MOTION: It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors approves the Repository Sales as presented.

The result of the vote: passed unanimously.

Repository Sale
Approved
9-0-0

7.2 Budget Adjustment - FIN - Ms. Mary Anne Paris

MOTION: It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors approves the resolution and budget adjustment of \$63,367.18.

The result of the vote: passed unanimously.

Budget
Adjustment
Approved
9-0-0

7.3 Budget Adjustment #2 - FIN - Ms. Mary Anne Paris

MOTION: It was moved by Ms. Paris and seconded by Mrs. Morgan that the Board of School Directors approve the resolution and budget adjustment amount of \$5,040.

The result of the vote: passed unanimously.

Budget
Adjustment #2
Approved
9-0-0

7.4 Preliminary Budget

MOTION: It was moved by Mrs. Zariczny and seconded by Mr. Knapp that the Board of School Directors authorizes administration to make the 2014/2015 proposed preliminary budget available for public inspection, beginning on January 14, 2014, at each school within the District, at Central Office, and on the District's website, and authorizes the Board Secretary to advertise the Board's intent to adopt

Preliminary
Budget
Advertising for
Intent to Adopt
and Public
Inspection
Approved
9-0-0

the 2014/2015 preliminary budget at the Board's meeting to be held on February 10, 2014, with said advertisement to appear in the Warren Times Observer on or before January 28, 2014.

The result of the vote: passed unanimously.

7.5 Budget Resolution

MOTION: That the Board of School Directors approves the attached resolution not to increase taxes for the 2014-2015 fiscal year beyond the District's index of three percent.

This motion was not acted on.

8.0 Closing Activities

8.1 Public Comment

Mark Davis – Assistant Scout Master	Warren, PA	Boy Scouts of America	Mr. Davis informed that Board he had several scouts in attendance working on their merit badge for Citizenship.
---	------------	--------------------------	---

8.2 Executive Session

Mr. Stewart announced an executive session to discuss matters of personnel, consulting the solicitor on legal matters, litigation, contract discussion with no action to follow.

8.3 Adjournment

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

The meeting adjourned at 9:05 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary