WARREN COUNTY SCHOOL DISTRICT BOARD OF SCHOOL DIRECTORS MEETING MINUTES

MONDAY, APRIL 14, 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 7:05 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. Arthur Stewart	Roll Call
Mr. Paul Mangione	Mr. John Werner	
Mrs. Marcy Morgan	Mr. Michael Zamborik	
Ms. Mary Anne Paris	Mrs. Donna Zariczny	
Ms. Patricia Rosenstein		

Others Present:

Dr. William Clark, Superintendent; Mrs. Amy Stewart, Director of Instructional Technology/Communications; Dr. Norbert Kennerknecht, Director of Buildings & Grounds; 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; Mrs. Suzanne Turner, Human Resource Supervisor; Mr. Matt Jones, Coordinator of Grants & Foundation Development; Mr. Jeff Flickner, Principal; Mrs. Misty Weber, Principal; Ms. Leslie Collopy, Assistant Principal; Mr. Kelly Martin, Principal; Dr. Darrell Jaskolka, Principal; Mr. James Evers, Assistant Principal; Mrs. Misty Weber, Principal; Ms. Maryann Mead, Assistant Principal; Mrs. Louise Tharp, WCEA President, and approximately 40 members of the public in the audience.

1.3 Recognitions & Presentations

1. National Merit Scholarship Finalist - WAHS

Mr. Jeff Flickner, principal at Warren Area High School, introduced Aaron Borger who was named a National Merit Scholarship Finalist.

2. Journalism Video Competition - EMHS

Mr. Kelly Martin, principal at Eisenhower Middle/High School, introduced Crystal Howe who introduced Shelby Willis, Allie Shoutt, and Daymara Haskins who created a video for the Follett Challenge. The video was rated in the top 10 most viewed videos, and the school library will receive \$5,000. They finally placed 4th in the competition.

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.

3. Weld Off Competition - WCCC

Dr. Jaskolka, principal at Warren County Career Center, introduced Travis Peterson and Charles Morris who participated in the 33rd Annual "Weld Off" Competition. They competed against 33 other high school and college students. Charles Morris earned his vertical welding certificate. Travis Peterson won the event by placing first in the vertical and stick welding competitions. He earned a two week free training session at Lincoln Electric School of Welding which is valued at over \$4,000.

4. NOCTI - Certificate of Achievement - WCCC

Dr. Jaskolka announced that the Warren County Career Center was awarded the PDE Certificate of Achievement for attaining a school-wide performance of 80 percent or more at the competent and advanced levels on the NOCTI assessments in 2011-2012. He thanked the staff and student body for their achievements.

5. State PMEA Competition Finalist - EMHS/YHS

Ms. Mead, assistant principal from Youngsville High School, introduced Angela Renninger who placed second chair in the state competition for alto sax. Mrs. Scheid explained the steps to participate in the state event.

6. PMEA Citation of Excellence - YHS

Ms. Mead also recognized Mrs. Scheid for being awarded the Pennsylvania Music Educators Association District 2 Citation of Excellence.

7. Battle of the Books – YHS

Mrs. Nicols, Mrs. Tome, and Mrs. Eggleston recruited students to participate in teams to read 24 different books in four months. Each student read a book and taught it to the other students. The "Book Bangers" took second place, and team members included Kutler Butler, Bobby Bower, Ethan Dyer, Bree Jewell, Alex Johnson, Christopher Johnson, Shyanna Massa, Tobi Robinault, Abby Stanton, Alivia Perrin, and Jacob Stover. Taking third place was the team of "Spine Breakers" including, Jorie Clark, Katie Gustafson, Jessica Jameson, Morgan Josephson, Andy Lalwani, Tyler Lehman, Michaela Ling, Sarah Marino, Hannah Morris, Kenzie Rugar, Samantha Tome, and Cameron Westover. This was the first year for Youngsville High School to compete.

1.4 Pledge of Allegiance – Elizabeth Solberg

Ms. Collopy, assistant principal at Warren Area Elementary Center, introduced Ella Solberg who had a poem published in <u>Spider Magazine</u>. She read her poem to the Board and led the Pledge of Allegiance.

1.5 Reading of the Mission Statement - Ms. Mary Anne Paris

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 - Mr. Paul Mangione

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

Our fellow residents have entrusted us with the advocacy for and stewardship of the education of the youth of this community, and 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.

1.7 Public Comment

There was no public comment.

1.8 Agenda Adoption

MOTION: It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors adopts the agenda dated April 14, 2014.

The result of the vote: passed unanimously.

1.9 Approval of Minutes - March 10, 2014

MOTION: It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors approves the regular meeting minutes dated March 10, 2014.

The result of the vote: passed unanimously.

1.10 Financial Reports

<u>MOTION</u>: It was moved by Ms. Paris and seconded by Mrs. Rosenstein 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.

Roll Call Vote:

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

The result of the vote: passed unanimously.

1.11 Hearing Officer Report

<u>MOTION</u>: It was moved by Mr. Werner and seconded by Ms. Paris that the Board of School Directors approves the Hearing Officer Report dated April 14, 2014, (Case: J).

The result of the vote: passed unanimously.

2.0 President's Statement

- 2.1 Reports & Information
 - 1. IU5 Mr. Paul Mangione

Mr. Mangione reported that the IU Budget did pass.

2. PSBA Liaison - Mr. Thomas Knapp

Mr. Knapp asked that the Board look at moving a resolution opposing legislation 1085 regarding the charter school funding formula.

Mr. Knapp will be attending the Spring Legislative meeting next week.

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

Mr. Zamborik asked that information be given to the guidance office regarding technical education.

Agenda Adoption Approved 9-0-0

March 10, 2014 Minutes Approved 9-0-0

Financial Reports Approved 9-0-0

Hearing Officer's Report Approved 9-0-0

2.2 Important Dates

BOARD/COMMITTEE MEETING DATES						
1.	April 16, 2014	12:00 p.m.	Building/Program Tour	WAEC/BWMS		
2.	April 28, 2014	6:00 p.m.	Curriculum, Instruction, & Technology Committee	WCCC		
			Physical Plant & Facilities Committee			
			Personnel/Athletics & Co-Curricular Activities Committee			
			Finance Committee Regular Board Meeting			
3.	May 12, 2014	7:00 p.m.	Regular Board Meeting	WCCC		
4.	May 15, 2014	6:00 p.m.	Diploma Program Graduation	WSH Interfaith Chapel		

Mr. Stewart asked for Board members to participate in the Diploma Program Graduation ceremony. Mr. Zamborik and Mrs. Morgan volunteered to participate.

2.3 Announcements

There were no announcements.

2.4 Other

3.0 Superintendent's Reports and Recommendations

- 3.1 General Comments Dr. William Clark
 - Dr. Clark reminded the Board members of the Legislative meeting on April 16th and suggested if anyone else was attending that they carpool to the event.
 - Dr. Clark asked the Board members to fill out the Graduation Participation form indicating where they would like to attend graduation ceremonies this year. The form is to be returned to Mrs. Huck.
- 3.2 Informational Report
- 3.3 Committee Reports
- 3.4 Other

4.0 New Business - Consent Agenda

4.1 Consent Agenda

Consent Agenda Approved 9-0-0 Items removed for separate action:

4.2 Sale of South Street Early Learning Center - Mrs. Rosenstein

4.5 Mrs. Morgan

<u>MOTION</u>: It was moved by Mrs. Morgan and seconded by Ms. Paris that the Board of School Directors approves the consent agenda with the exception of items 4.2 and 4.5.

The result of the vote: passed unanimously.

4.2 Sale of South Street Early Learning Center - PPF - Mrs. Donna Zariczny

Removed for separate action.

4.3 Change Order for SAMHS Additions and Improvements (WCSD #1204) - PPF - Mrs. Donna Zariczny

<u>MOTION</u>: That the Board of School Directors approves change order No. 4 to Scobell, Inc. for the project known as the "SAMHS Additions and Improvements" (WCSD #1204), in the amount of \$150,000 for replacement of existing windows.

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

4.4 Addition to PlanCon H Submission to PDE - Sheffield Renovations and Additions (K-12) (WCSD #1204) - PPF - Mrs. Donna Zariczny

MOTION: That the Board of School Directors approves the addition to PlanCon H, Project Financing, for submission to PDE for the project known as the Sheffield Renovations and Additions (K-12), WCSD Project #1204, PDE Project #3753.

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

4.5 School Wide Positive Behavior Support - CIT- Mr. John Werner

Removed for separate action.

4.6 Equipment for the Career Center - CIT - Mr. John Werner

MOTION: That the Board of School Directors approves the bid from R. N. Goss Gas Products for a robotic welder in the amount of \$73,961.12, and the bid from Barnhart-Davis for a tire changer, a wheel balancer, and air lifts in the amount of \$18,535.00 as presented.

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

4.7 Snapdragon Book Foundation Grant - CIT - Mr. John Werner

<u>MOTION</u>: That the Board of School Directors authorizes the administration to submit an application to the Snapdragon Book Foundation for new books from any interested district library.

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

- 4.8 CASE Study CIT Mr. John Werner
 - **MOTION**: That the Board of School Directors approves the utilization of the CASE Survey for the Warren County School District during the 2014-2015 school year at the cost of \$4250 for five schools participating.

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

SAMHS Change Order Approved 9-0-0

> Addition to PlanCon H Submission Approved 9-0-0

Equipment for WCCC Robotic Welder Bid Approved 9-0-0

Submission of Snapdragon Book Foundation Grant Approved 9-0-0

> CASE Study Survey Approved 9-0-0

Pennsylvania Department of Education, Bureau of Career and Technical Education E-Signature Resolution for Use with eGrant Submissions - CIT - Mr. John Werner **MOTION**: That the Board of School Directors approves a resolution identifying Dr. William A. Clark, Superintendent of the Warren County School District, 9-0-0 as the authorized individual for e-signature of electronic agreements with the Pennsylvania Department of Education's Bureau of Career and Technical Education. The result of the vote: passed unanimously under the consent agenda. Trout in the Classroom - CIT - Mr. John Werner 4.10**MOTION**: That the Board of School Directors authorizes the administration to submit an application to the Pennsylvania Council of Trout Unlimited under the Existing Program format for a program at the Learning Enrichment Center. 9-0-0 The result of the vote: passed unanimously under the consent agenda. S. Knox Harper Environmental Education Grants - CIT - Mr. John Werner 4.11**MOTION**: That the Board of School Directors authorizes the administration to work with interested WCSD teachers to submit applications to the S. Knox Harper grant Grants program. 9-0-0 The result of the vote: passed unanimously under the consent agenda. 4.12Target Arts, Culture & Design in Schools Grant - CIT - Mr. John Werner MOTION: That the Board of School Directors authorizes the administration to work with interested WCSD classroom teachers to submit applications to the Target Arts & Culture grant competition. 9-0-0 The result of the vote: passed unanimously under the consent agenda. 4.13 Highmark Creating Healthy School Environments - CIT - Mr. John Werner Submission of MOTION: That the Board of School Directors authorizes the administration to work with interested parties to develop an application to the Highmark Creating a Healthy School School Environment grant benefiting the Warren County School District. Grant The result of the vote: passed unanimously under the consent agenda. 9-0-0 4.14Team Nutrition Mini-Grants - CIT - Mr. John Werner **MOTION**: That the Board of School Directors authorizes the administration to work with interested buildings and staff to submit an application to the Team Nutrition Mini-Grant. 9-0-0 The result of the vote: passed unanimously under the consent agenda. 4.15Tom Ridge Environmental Center (TREC) Transportation Grant - CIT - Mr. J John Werner MOTION: That the Board of School Directors authorizes the administration to work with interested teachers to submit Tom Ridge Environmental Center grant appropriations for qualified field trip proposals. 9-0-0 The result of the vote: passed unanimously under the consent agenda. 4.16Budget Transfer #1 - FIN - Ms. Mary Anne Paris MOTION: That the Board of School Directors approves the Resolution and

Budget Transfer in the amount of \$4,000.00.

4.9

PDE e-Signature Resolution Approved

> Submission of Trout in the Classroom Program Approved

Submission of S. Knox Harper Approved

Submission of Target Arts & Culture Grant Approved

Highmark Healthy Environments Approved

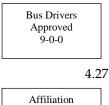
Submission of Team Nutrition Mini-Grants Approved

Submission of TREC Grant Approved

Budget Transfer #1 \$4,000 Approved 9-0-0

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MOTION: That the Board of School Directors approves the Resolution and Budget Transfer in the amount of \$2,500.00. Approve 9-00 The result of the vote: passed unanimously under the consent agenda. Image: Construction of the second of the secon	aw ent xd ndent n ement red	
 4.18 Memorandum of Understanding between the Warren County School District and Law Enforcement - FIN - Ms. Mary Anne Paris MOTION: That the Board of School Directors approves the Memorandum of Understanding between Law Enforcement and the Warren County School District. The result of the vote: passed unanimously under the consent agenda. Superintendent Professional Development Tuition Reimbursement - FIN - Ms. Mary Anne Paris MOTION: That the Board of School Directors approves the additional tuition reimbursement for the superintendent in the amount of \$766.00 for the three credit course, titled "Introduction to Autism Spectrum Disorders," offered by Mercyhurst College. 	ent ed ndent n ement red	
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4.23 Athletic Supplemental Contracts - PACCA - Mrs. Marcy Morgan Contract Approved	ts	
	9-0-0	
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4.24 Co-Curricular Supplemental Contracts - PACCA - Mrs. Marcy Morgan		
	9-0-0	
The result of the vote: passed unanimously under the consent agenda.		
4.25 Volunteer Reports - PACCA - Mrs. Marcy Morgan		
MOTION: That the Board of School Directors approves the Volunteer Reports.	eports	
The result of the vote: passed unanimously under the consent agenda.	ed	

4.26 Bus Drivers - PACCA - Mrs. Marcy Morgan



Agreement Approved 9-0-0

4.28

Smile Program Approved 9-0-0 **MOTION**: That the Board of School Directors approves the list of bus drivers for removal.

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

Affiliation Agreement - PACCA - Mrs. Marcy Morgan

<u>MOTION</u>: That the Board of School Directors approves the Affiliation Agreement with Edinboro University.

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

"Smile" Program - CIT - Mr. John Werner

MOTION: That the Board of Directors authorizes our Nursing Department to schedule the Smile Program for each of our attendance areas.

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

5.0 Items Removed for Separate Action

5.1 (4.2) Sale of South Street Early Learning Center - PPF - Mrs. Donna Zariczny

Sale of South Street Early Learning Center Approved 9-0-0 **MOTION**: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors accepts the bid from the United Refining Company to purchase the property known as the South Street Early Learning Center (parcels WN-587-289; WN-587-2955; WN-587-2953; and WN-587-2962), for the sum of \$129,962.52 and as per the terms as set forth in the bid package authorized by the Board of School Directors on December 5, 2013; authorizes the Solicitor to complete the closing for the sale of the property; and authorizes the Board President, Board Secretary, and other officers to execute the Sales Agreement, Deed, and any other documents relative to the sale of the property to United Refining Company.

The result of the vote: passed with Mrs. Rosenstein abstaining.

5.2 (4.5)

School-Wide Positive Behavior Fidelity Assurance Document Approved 9-0-0 School Wide Positive Behavior Support - CIT- Mr. John Werner

MOTION: It was moved by Ms. Paris and seconded by Mr. Werner that the Board of School Directors approves the fidelity assurance documentation with PAPBS Network.

The result of the vote: passed unanimously.

6.0 Future Business for Committee Review

- The administration and solicitor are looking at policy regarding discipline and graduation participation.
- CIT Committee is looking into how to fund/support a tutoring program. Information on the continuation of 21st Century Grant is a real possibility and could be used to fund tutoring. The information will be released in August or September.
- The possibility of providing Athletic Trainers has been discussed with the hospital, and the dialogue is continuing.
- PPF Committee Mrs. Zariczny requested that after having seen preliminary information on the Russell Elementary layout, she would like administration to come back to PPF with an analysis regarding space usage and planning. There needs to be a big picture look at space analysis and financial impact regarding LEC and Central Office. There will have to be an occupancy and code review by an architect to change the use of the building from

educational usage to office space. Monies have not been assigned yet for Dr. Kennerknecht to work with an architect and will need to be.

- With Warren Area High School renovation is coming down the road and Ed spec meetings are underway, there is a need to start a phasing plan to facilitate construction. Space analysis should be done before any final long-term decisions are made with respect to Allegheny Valley; it still houses the server farm. The technology plan is currently underway, and recommendations will affect how things should proceed.
- The Board would like to visit Russell Elementary School to look at the facility. With regard to the boardroom, if it is going to be located somewhere besides the Career Center, they would like an area that facilitates good communication with the public.

7.0 Other

7.1 Policy Number 9355, titled - Students Study Abroad - Second Reading - CIT - Mr. John Werner

> <u>MOTION</u>: It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors approves on second reading the proposed changes to Policy 9355, titled "Students Study Abroad," Draft B, as presented.

The result of the vote: passed unanimously.

7.2 Backpack Program

<u>MOTION</u>: It was moved by Ms. Paris and seconded by Mr. Zamborik that the Board of School Directors approves for signature the contracts related to the Backpack programs conducted in the district.

The result of the vote: passed unanimously.

7.3 Kelly Educational Staffing Proposal

MOTION: It was moved by Mr. Zamborik and seconded by Mrs. Zariczny that the Board of School Directors approves the use of Kelly Educational Staffing to provide substitutes in all areas for the Warren County School District in accordance with the attachments subject to solicitor approval.

The result of the vote: passed unanimously.

7.4 Resolution to Establish A New Funding Formula for Basic Education

<u>MOTION</u>: It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors adopts the resolution asking the State Assembly to establish a new, fair, and equitable public school funding formula.

The result of the vote: passed unanimously.

7.5 Repository Sale

<u>MOTION</u>: It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors approves the Repository Sale for Tax Parcel #WN-874-33300-000 as presented.

The result of the vote: passed unanimously.

7.6 Dellicker Strategies Hybrid Learning Agreement

MOTION: It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors approves a contract with Dellicker Strategies for Hybrid Learning in the amount of \$30,000.

The result of the vote: passed unanimously.

Policy #9355 Students Study Abroad Second Reading Approved 9-0-0

> Backpack Program Approved 9-0-0

Kelly Educational Staffing Proposal Approved 9-0-0

Resolution to Establish a New Funding Formula for Basic Education Approved 9-0-0

> Repository Sale Approved 9-0-0

Hybrid Learning Agreement Approved 9-0-0

- Create Co-Op for Boys' and Girls' Soccer between Warren Area High School and Sheffield Area Middle High School
 - **MOTION:** It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors approves the Co-op for Boys' and Girls' Soccer between Warren Area High School and Sheffield Area Middle High School.
 - The result of the vote: passed unanimously.
 - Pittsfield Property Agreement

MOTION: It was moved by Ms. Paris and seconded by Mrs. Zariczny that the Board of School Directors accepts the financial accounting prepared by the Warren County Development Association relative to the direct and indirect costs incurred by the Warren County Development Association for the Pittsfield Elementary School; acknowledges the Warren County Development Association's compliance with the Agreement between the District and the Warren County Development Association dated October 13, 2003; and authorizes the President and Board Secretary to sign the Deed conveying the property from the Warren County Development Association to the Pittsfield Professional Karting Association, LLC and to sign a Mortgage Satisfaction to satisfy the Mortgage between the Warren County Redevelopment Association and the Warren County School District recorded at Warren County Record Book 1330, Page 319, with said signatures being for the limited purpose of evidencing the Warren County Development Association's fulfillment of the Agreement.

Roll Call Vote:

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

The result of the vote: passed unanimously.

7.9 Entry Plan

Entry Plan Accepted 9-0-0

MOTION: It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors accepts the Superintendent's Entry Plan Journal as presented.

The result of the vote: passed unanimously.

8.0 Closing Activities

8.1 Public Comment

Julie Eckstrom	School Nurse	Ms. Eckstrom thanked the Board for approving the Smile Program for students.
Patricia Bova	Kelly Services	Ms. Bova thanked the board for the opportunity to work with the Warren County School District again.

8.2 **Executive Session**

Mr. Stewart announced an executive session at 8:44 p.m. to discuss matters of personnel and to consult with the solicitor on legal matters with no action to follow.

7.7

Co-op for Boys' & Girls' Soccer between WAHS & SAMHS Approved 9-0-0

7.8

Pittsfield Property Agreement Approved 9-0-0

8.3 Adjournment

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

The meeting adjourned at 8:54 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary