WARREN COUNTY SCHOOL DISTRICT BOARD OF SCHOOL DIRECTORS MEETING MINUTES

MONDAY, MAY 12, 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. 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. Brian Ferry, Times Observer; Mr. Philip Knapp, Coordinator of District–wide Athletics & Co-Curricular Activities; 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; Mr. Kelly Martin, Principal; Dr. Darrell Jaskolka, Principal; Mrs. Rhonda Decker, Principal; Mrs. Misty Weber, Principal; Ms. Ann Ryan, Principal; Mr. Eric Mineweaser, Principal; Mr. Eugene Casasanta, Hearing Officer; Ms. Sandy Wilks, Lead Special Education Supervisor; Mrs. Louise Tharp, WCEA President, and approximately 40 members of the public in the audience.

1.3 Recognitions & Presentations

1. State SkillsUSA Competition Winner - Dr. Jaskolka

Dr. Jaskolka introduced Paul York who is a senior and third year student in Power Equipment and Small Engine Technology. Paul has achieved numerous awards and certifications in Power Equipment and Small Engine Technology. He attained certification from the Small Engine Training Council, earned the Briggs and Stratton Industry Certification, he has achieved the highest score ever on the written power equipment technology NOCTI test with a score of 86.3%. Last year he won the State competition and was awarded \$21,000 in scholarship money. This year Paul placed first

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at the State competition in motorcycle service technology and was awarded \$28,000 in scholarship money. Paul qualified for the SKILLS USA National Leadership and SKILLS Conference which will be held in Kansas City, Missouri in June.

2. Equations Math Competition - Mrs. Weber

Mrs. Weber and Mrs. Kelly Blasco introduced students who participated in the Equations Math Competition at Clarion, PA. Mrs. Blasco explained the competition in which the students participated. In October third and fourth grade students participated in the competition and placed first. The team was made up of Jason Bonavita – WAEC; Sean Holmberg – WAEC; Logan Johnson – St. Joseph School; Will Strasberg – RES. The fifth and sixth grade team also placed first and was comprised of Madeline Fadale – BWMS; Wesley Kiehl – St. Joseph School; Megan McGuinnes – St. Joseph; and Gage Hendrickson – YEMS. The seventh and eighth grade first place winners were Nick Lindsey – BWMS; Joshua John, BWMS; Aidan Farrell, EMHS; and Josef Bauer, EMHS. The ninth and tenth grade team consisted of two students, and they were joined by two students from Titusville to make up a team. They won their division also, and they were Rachel Cecco – WAHS and Derek Lipinski -WAHS. The first place senior high team consisted of Eric Cecco – WAHS; Brandon Eschborn - WAHS; Sean McGuinness – WAHS; and Pheobe Nelson – WAHS. Several players received awards for being undefeated, and they were Eric Cecco, Brandon Eschborn, and Joshua John.

3. NW PA Journalism Competition - Mr. Knapp

Mr. Knapp introduced Mrs. Barb Scott who introduced Andy Lalwani, a senior at Youngsville High School. Andy is the editor of <u>The Broadwalk</u>, a newspaper publication at YHS. Andy has been a member of the Journalism Class for the last three years, and he runs the Eagle Eye which are the announcements given before classes in the morning. This year he entered the Northwestern Pennsylvania Journalism competition at Edinboro University. Andy finished in first place for an opinion article on standardized testing; for a news photo taken at the Warren County Fair; for a feature article about SADD; for a feature photo; and he won 'Best in Show' overall. Andy received a \$1,000 scholarship to attend Edinboro University, but has decided to attend American University instead.

4. All State Band – Mr. Martin

Mr. Martin introduced Macy Retterer and Jim Palmer, who attended the State Band Festival, and both placed second chair in the competition.

1.4 Pledge of Allegiance - Anna Courson and Alexis Galloway

Anna Courson, a Russell Elementary student raised \$251 to aid children in Syria through the organization called Save the Children. Alexis Galloway, a Warren Area Elementary student, was named 'Youth Volunteer of the Year' by the YMCA. The girls led the Pledge of Allegiance.

1.5 Reading of the Mission Statement - Mrs. Marcy Morgan

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. Patricia Rosenstein

To promote student growth and achievement, an effective school board models responsible governance and leadership by: (1) interacting with school officials in other districts and using resources provided by organizations and agencies committed to effective governance and management of public schools, and (2) complying with board policy and all applicable local, state and federal laws and regulations, and an effective School Board advocates for a

thorough and efficient system of public education by maintaining legislative awareness and communicating with members of local, state and federal legislative bodies.

1.7 Public Comment

Louise Tharp	WCEA President	Mrs. Tharp stated she is surprised and disappointed that newly hired teachers will be furloughed after having left jobs to come to Warren County, some purchasing homes and will now be out of a job. Teachers are expected to do more with less. There is the proposed addition of an administrator, the addition of a new program at the WCCC and we need to ask if this is the right time to implement this when teachers are being cut and class sizes are being increased. She understands why taxes were not raised last year, the concerns of taxpayers, but it is everyone's responsibility to make sure our children have an education and it should not always fall to the cuts in teaching staff to make up the difference.
Darlene John	Russell, PA	Mrs. John is pleased her son has received this award from the LEC. She represents the parents at the LEC and she has heard that the Board may be considering cutting the funding to LEC. She asked that they reconsider the Master Facilities Plan. She wants the administration to have information that is current and relevant for the Board to make budget decisions.
Kellie Johnson	Youngsville, PA	Mrs. Johnson stated that the job of the board is to make sure Youngsville is staffed appropriately so that students can have their needs met. She addressed the new middle level plan and felt it is going backward. She would like it left as is.
Scott Angove	Russell, PA	Mr. Angove read a letter from his wife Kim Angove, and she addressed the changes in middle level education. There has been improvement since the implementation of the middle level philosophy, and she is concerned that students will be impacted negatively. Do not make decisions based solely on money.

1.8 Agenda Adoption

MOTION: It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors adopts the agenda dated May 12, 2014.

Agenda Adoption Approved 9-0-0

The result of the vote: passed unanimously.

1.9 Approval of Minutes - April 14, 2014

April 14, 2014 Minutes Approved 9-0-0

> 1.10 May 8, 2014

May 8, 2014 Special Meeting Minutes Approved 9-0-0

1.11

Financial Reports Approved 9-0-0 MOTION: It was moved by Ms. Paris and seconded by Mr. Zamborik that the

Board of School Directors approves the regular meeting minutes dated April 14, 2014.

The result of the vote: passed unanimously.

Approval of Special Meeting Minutes - May 8, 2014

MOTION: It was moved by Ms. Paris and seconded by Mr. Zamborik that the Board of School Directors approves the special meeting minutes dated May 8, 2014.

The result of the vote: passed unanimously.

Financial Reports

MOTION: 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.

1.12 Hearing Officer Report

Mr. Stewart announced at 7:55 p.m. there would be an executive session to discuss questions regarding the Hearing Officer's Report and one matter concerning personnel.

The meeting reconvened at 8:20 p.m.

MOTION: It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors approves the Hearing Officer Reports dated May 12, 2014, Case Letters K and L.

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 Dr. Johnson has decided to take a proactive approach with professional development for the board members. Each month he will have one of the IU5 departments present to the board what their duties entail with statistics as to how many of the member districts they are working with, how many students there are, staffing, and an overall picture of their departments. The presentations have been worthwhile, and Mr. Mangione suggested to Dr. Clark that maybe WCSD administration could do the same thing for WCSD Board members.

2. PSBA Liaison - Mr. Thomas Knapp

Mr. Knapp reported on the Spring Legal Round-Up that he attended. Some state representatives from the western part of the region were present. No representatives for Warren County attended. Several topics were discussed including fair funding - Bill 1728; representatives warned nothing much will be getting accomplished because it is an election year. Mr. Knapp handed out materials gathered at the meeting.

Hearing Officer's Report (Case Letters K & L) Approved 3. Career Center Advisory - Mr. John Werner, Mr. Michael Zamborik

Mr. Zamborik had materials for the guidance department to pass along to teachers.

2.2 Important Dates

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	BOARD/COMMITTEE MEETING DATES			
1.	May 15, 2014	6:00 p.m.	Diploma Program Graduation	WSH Interfaith Chapel
2.	May 27, 2014 (Tuesday)	6:00 p.m.	Physical Plant & Facilities Committee Personnel/Athletics & Co-Curricular Activities Committee Curriculum, Instruction, & Technology Committee Finance Committee	WCCC
3.	June 9, 2014	7:00 p.m.	Regular Board Meeting	WCCC
4.	June 13, 2014	TBA	Commencement	EMHS/SAMHS/ WAHS/YHS

Mr. Stewart informed the Board it may be necessary to hold a special meeting on Tuesday, May 27, 2014, to act on a preliminary budget. He will make that call as the time gets closer.

- 2.3 Announcements
- 2.4 Other

3.0 Superintendent's Reports and Recommendations

3.1 General Comments - Dr. William Clark

There were no comments from Dr. Clark.

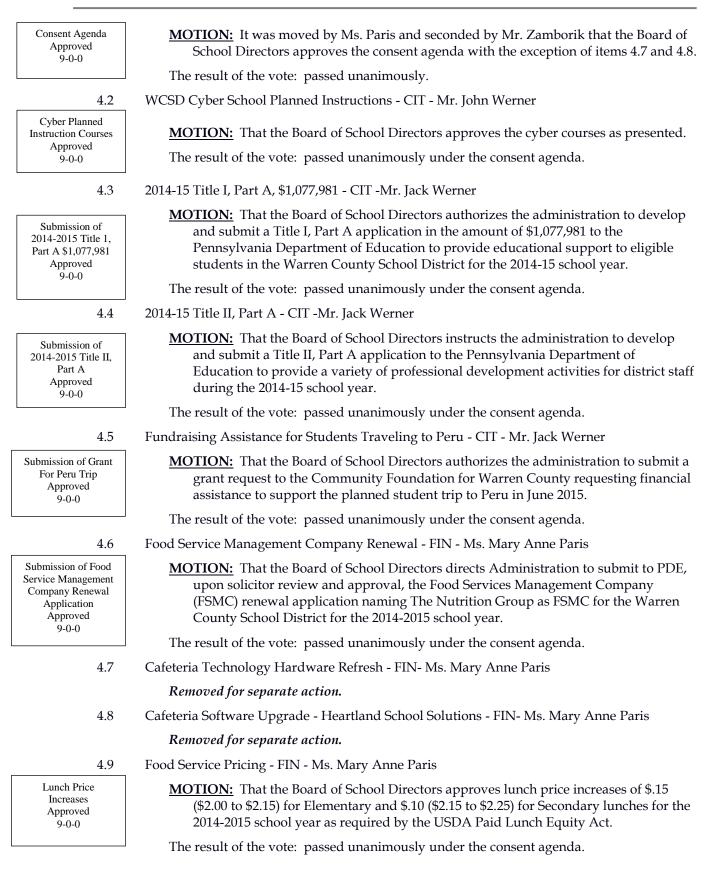
- 3.2 Informational Report
- 3.3 Committee Reports
- 3.4 Other

4.0 New Business - Consent Agenda

4.1 Consent Agenda

Items removed for separate action:

- 4.7 Cafeteria Technology Hardware Refresh Mr. Werner
- 4.8 Cafeteria Software Upgrade- Heartland School Solutions Mr. Werner



- 4.10 Summer Food Service Program, 2014 FIN Mary Anne Paris
 - **<u>MOTION</u>**: That the Board of School Directors authorizes the administration to submit an application to operate the Summer Food Service Program for 2014 at both Warren Area Elementary Center and Youngsville Elementary Middle School.

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

4.11 Transportation Contracts 2014-2019 - FIN - Ms. Mary Ann Paris

<u>MOTION</u>: That the Board of School Directors approves the transportation contracts per the attached agreements.

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

4.12 Student and Athletic Accident Insurance Renewal - Bollinger, Inc. - FIN - Ms. Mary Anne Paris

MOTION: That the Board of the School Directors approves the Student and Athletic Insurance coverage for the 2014-2015 school year.

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

4.13 Depositories for Fiscal Year 2014/2015 - FIN - Ms. Mary Anne Paris

MOTION: That the Board of School Directors approves the depositories for fiscal year 2014-2015 as follows: Northwest Savings Bank, PNC Bank, First Niagara Bank, PLGIT (Pennsylvania Local Government Investment Trust), PSDLAF (Pennsylvania School District Liquid Assets Fund), and Wells Fargo Bank, N.A.

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

4.14 Delta Dental Deposit Agreement - FIN - Ms. Mary Anne Paris

MOTION: That the Board of School Directors approve the attached agreement with Delta Dental for the period of July 1, 2014 through June 30, 2015.

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

4.15 Electronic School Board - Intercom Networks - Renewal - FIN - Ms. Mary Anne Paris

<u>MOTION</u>: That the Board of School Directors approves the yearly renewal cost of \$10,900 for the use of Electronic School Board from InterCom Network.

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

4.16 Certificated Personnel Report - PACCA - Mrs. Marcy Morgan

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

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

4.17 Support Personnel Report - PACCA - Mrs. Marcy Morgan

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

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

4.18 Volunteer Reports - PACCA - Mrs. Marcy Morgan

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

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

Summer Food Service Program Approved 9-0-0

Transportation Contracts 2014-2019 Approved 9-0-0

Student and Athletic Insurance Coverage Approved 9-0-0

Depositories for Fiscal Year 2014-2015 Approved 9-0-0

Delta Dental Deposit Agreement Approved 9-0-0

Electronic School Board Renewal Approved 9-0-0

Certificated Personnel Report Approved 9-0-0

Support Personnel Report Approved 9-0-0

Volunteer Reports Approved 9-0-0

4.19New Bus Drivers - PACCA - Mrs. Marcy Morgan New Bus Drivers **MOTION:** That the Board of School Directors approves the list of new bus Approved drivers. 9-0-0 The result of the vote: passed unanimously under the consent agenda. 4.20Co-Curricular Supplemental Contracts - PACCA - Mrs. Marcy Morgan Co-Curricular **MOTION:** That the Board of School Directors approves the Co-Curricular Supplemental Supplemental Contracts. Contracts Approved The result of the vote: passed unanimously under the consent agenda. 9-0-0 4.21 Athletic Supplemental Contracts - PACCA - Mrs. Marcy Morgan Athletic **MOTION:** That the Board of School Directors approves the Athletic Supplemental Supplemental contracts. Contracts Approved The result of the vote: passed unanimously under the consent agenda. 9-0-0 4.22Final IU5 Agreement for Title I Services – St. Joseph School – FIN – Ms. Mary Anne Paris Final IU5 Agreement for **MOTION:** That the Board of School Directors approves the agreement with IU5 to Title I Services at provide Title I services to qualified students attending St. Joseph School. St. Joseph School Approved The result of the vote: passed unanimously under the consent agenda. 9-0-0 5.0 Items Removed for Separate Action 5.1 (4.7) Cafeteria Technology Hardware Refresh- FIN- Ms. Mary Anne Paris Cafeteria **MOTION:** It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of Technology School Directors approves the quote from GovConnection for \$20,819.80 for Hardware Refresh equipment off of the COSTARS state contract pricing program to be used in the Approved 9-0-0 cafeterias across the district. The result of the vote: passed unanimously. 5.2 (4.8) Cafeteria Software Upgrade - Heartland School Solutions - FIN- Ms. Mary Anne Paris MOTION: It was moved by Ms. Paris and seconded by Mrs. Morgan that the Board Cafeteria Software of School Directors approves the quote and scope of work from Heartland School Upgrade Approved Solutions for \$4,500 for WebSMART Software to be upgraded across all district 9-0-0 cafeteria systems. The result of the vote: passed unanimously.

6.0 Future Business for Committee Review

There were no items for review.

7.0 Other 7.1

Policy #9715 – Nine Week Grading Period/Mid-Point Review First Reading Approved 9-0-0 Policy Number 9715, titled "Nine Week Grading Period/Mid-Point Review" - CIT - Mr. John Werner

MOTION: It was moved by Ms. Paris and seconded by Mr. Zamborik that the Board of School Directors approves on first reading the revisions to Policy 9715, now titled "Nine Week Grading Period/Interim Progress Report (IPR)," as presented.

The result of the vote: passed unanimously.

7.2 Policy Reviews - CIT - Mr. John Werner

MOTION: It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors approves on first and second reading the review of Policy 9362, titled "English As a Second Language/Bilingual Program," Policy 9810, titled "Evaluation of Instructional Programs," and Policy 9910, titled "Teaching about Sensitive or Controversial Issues" with no changes being made.

The result of the vote: passed unanimously.

- 7.3 Policy Number 9710, titled "Grading of Student Progress" CIT Mr. John Werner
 - **MOTION:** It was moved by Ms. Paris and seconded by Zamborik that the Board of School Directors approves on first reading the revisions to Policy 9710, titled "Grading of Student Progress," as presented.

The result of the vote: passed unanimously.

7.4 Athletic Supplemental Contracts - Revised - PACCA Mrs. Marcy Morgan

MOTION: It was moved by Ms. Paris and seconded by Mr. Zamborik that the Board of School Directors approves the revised athletic supplemental contracts.

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.

- 7.5 Appointment of the Board Treasurer
 - **MOTION:** It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors approves the appointment of Norbert J. Kennerknecht as Board Treasurer for the Warren County School District for a term of one (1) year beginning on July 1, 2014 with a supplemental salary of \$2,600.00 for the 2014/2015 school year and that the Board of School Directors further approves the bond amount of \$100,000 for the Board Treasurer.

The result of the vote: passed unanimously.

7.6 Beacon Light Behavioral Health Systems Collaboration

MOTION: It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors approves the Letter of Agreement with Beacon Light Behavioral Health Systems as presented.

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

7.7 Work Order for Change of Use of Occupancy Permit

Mr. Stewart announced that the Board met at Russell Elementary for a tour prior to tonight's meeting to look at the footprint of the building, and how it would be utilized with Central Office and the LEC occupying the facility.

Mrs. Nelson and Dr. Kennerknecht gave a presentation regarding an analysis of use, expenditures and cost avoidance with Central Office and LEC moving to Russell Elementary.

MOTION: It was moved by Ms. Paris and seconded by Mr. Zamborik that the Board of School Directors approves a work order to Buchart Horn, Ins./BASCO Associates in the amount of \$0 for services in the form of a

Policy #9710 – Grading of Student Progress First Reading Approved 9-0-0

Athletic Supplemental Contracts – Revised Approved 9-0-0

Appointment of the Board Treasurer Approved 9-0-0

Beacon Light Behavioral Health Systems Collaboration Agreement Approved 8-0-1

Work Order for Change of Use of Occupancy Permit Approved 9-0-0	presentation floor plan of Russell Elementary for review by Pine Grove Township Code Officials necessary to obtain an occupancy permit due to a change of use for the facility known as the Russell Elementary School.
	The result of the vote: passed unanimously.
7.8	Eisenhower Elementary Kitchen Change Order (WCSD #1203 & #1402)
EMHS Kitchen Change Order Approved 9-0-0	MOTION: It was moved by Ms. Paris and seconded by Mrs. Morgan that the Board of School Directors approves change order No. 14 to E.E. Austin & Son, Inc. for the project known as the Eisenhower Renovations & Additions K-12 (WCSD #1203), in the amount of \$34,135.00 for work required to provide the proposed elementary kitchen (WCSD #1402).
	The result of the vote: passed unanimously.
7.9	Budget Discussion
	The Board of School Directors suspended Roberts Rules of Order by common consent to have a discussion on the budget.

The Board members reviewed the 'Priority List of Potential Additions' and 'Priority List of Potential Reductions' with administration and ranked the items according to the Board members preferences.

The meeting recessed at 10:20 p.m. to calculate the board's preferences on the lists. The meeting reconvened at 11:05 p.m.

Mr. Grosch discussed the ending fund balance including designated and undesignated funds.

Administration was charged with bringing back a preliminary budget per the Board's discussion including a possible 2 mill increase, the cuts that were discussed, the adds that the board discussed, and the set aside of designated funds for capital, technology and for the PSERS increases.

Dr. Clark laid out a caution that the Governor's proposed budget may change, and if that is the case, more cuts may need to be made. The other variable is the ending fund balance which is an estimate until the audit later in the year.

Robert's Rules of Order were reinstated by common consent.

7.10 Hearing Officer's Report

Hearing Officer's Report, Case M with Revisions Approved 9-0-0 **MOTION**: It was moved by Mrs. Zariczny and seconded by Ms. Paris that the Board of School Directors approves Case M of the hearing Officer's Report with the modification that the student be expelled for two marking periods and be permitted to participate in the District's Alternative Education program during the period of the expulsion.

Public Comment:

There was no public comment.

The result of the vote: passed unanimously.

8.0 Closing Activities

8.1 Public Comment

Scott Angove	Russell, PA	Mr. Angove remarked on classes that had 18 or less students. He hopes the board can see the reduction in the number of students and how it relates to the
		small high schools and the question of keeping them open. Some were elected to keep these small schools

	open, and he hopes they see how costly it is educationally and financially to keep these small schools open.
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8.2 Executive Session

There was no executive session at this time.

8.3 Adjournment

<u>MOTION</u>: It was moved by Ms. Paris and seconded by Mr. Knapp that the meeting be adjourned.

The meeting adjourned at 11:55 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary