

WARREN COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
SPECIAL MEETING MINUTES
MONDAY, JUNE 30, 2014

1.0 Opening Activities

1.1 Call to Order

The special meeting of the Warren County School District Board of School Directors was called to order by Mr. Stewart, President, at 10:10 p.m. in the Board Room of the Warren County Career Center, 347 East Fifth Avenue, Warren, Pennsylvania.

1.2 Pledge of Allegiance

1.3 Roll Call

Present:

Mr. Thomas Knapp
Mr. Paul Mangione
Mrs. Marcy Morgan
Mr. Arthur Stewart

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

Roll Call

Absent:

Ms. Mary Anne Paris
Ms. Patricia Rosenstein

Others Present:

Dr. William Clark, Superintendent; Mrs. Amy Stewart, Director of Administrative Support Services; 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. Philip Knapp, Coordinator of District-wide Athletics & Co-Curricular Activities; Mr. Brian Collopy, Technology Coordinator; Mrs. Suzanne Turner, Human Resource Supervisor; Mr. Matt Jones, Coordinator of Grants & Foundation Development; Mr. Michael Kiehl, Transportation Manager/Purchasing; Mrs. Misty Weber, Principal; Ms. Leslie Collopy, Assistant Principal; Mrs. Rhonda Decker, Principal;; Mr. Eric Mineweaser, Principal; Ms. Maryann Mead, Assistant Principal; Ms. Sandy Wilks, Special Education Supervisor; Mrs. Melissa McLean, Administrative Assistant and approximately 15 members of the public in the audience.

Mr. Stewart announced an executive session at 10:12 p.m. to discuss personnel issues. The meeting reconvened at 10:30 p.m.

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.

1.4 Reading of the Mission Statement - Mrs. Donna Zariczny

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.

1.5 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:

Boards of school directors share responsibility for ensuring a "thorough and efficient system of public education" as required by the Pennsylvania Constitution. Accordingly, school boards must balance their responsibility to provide educational programs with the need to be effective stewards of public resources.

1.6 Public Comment

There was no public comment.

2.0 New Business

2.1 President's Report - Letter

Mr. Stewart read a resignation letter from Mrs. Trish Rosenstein resigning her position as Region I board member.

MOTION: It was moved by Mrs. Zariczny and seconded by Mrs. Marcy Morgan that the Board of School Directors accepts the letter of resignation from Patricia Rosenstein, Region 1 Board member, effective July 5, 2014, and directs the Board Secretary to advertise the vacancy with an application deadline of July 25, 2014. The Board further calls a special meeting on July 28, 2014, at 6:00 p.m. to interview the candidates, appoint a new Board member representing Region 1 and to act on any other items that may come before the Board.

FRIENDLY AMENDMENT: Mr. Stewart made a friendly amendment that the Board Secretary send a letter to Mrs. Rosenstein expressing its thanks and appreciation for her service on the Board of Directors. Mrs. Zariczny and Mrs. Morgan agreed to the amendment.

FINAL MOTION: It was moved by Mrs. Zariczny and seconded by Mrs. Marcy Morgan that the Board of School Directors accepts the letter of resignation from Patricia Rosenstein, Region 1 Board member, effective July 5, 2014, and directs the Board Secretary to advertise the vacancy with an application deadline of July 25, 2014. The Board further calls a special meeting on July 28, 2014, at 6:00 p.m. to interview the candidates, appoint a new Board member representing Region 1 and to act on any other items that may come before the Board. In addition, the Board of School Directors directs the Board Secretary to send a letter to Mrs. Rosenstein expressing its thanks and appreciation for her service on the Board of Directors.

Public Comment

There was no public comment.

The result of the vote: passed unanimously.

Acceptance of Patricia
Rosenstein's Letter of
Resignation as a
Region 1 Board
Member
Approved
7-0-0

2.2 Financial Reports - FIN - Ms. Mary Anne Paris

MOTION: It was moved by Mrs. Zariczny 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
7-0-0

Roll Call Vote:

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

Voting No: None

Abstaining: None

Absent: Ms. Paris and Mrs. Rosenstein

The result of the vote: passed unanimously.

2.3 Budget Transfer - FIN - Ms. Mary Anne Paris

MOTION: It was moved by Mr. Knapp and seconded by Mr. Zamborik that the Board of School Directors approves the Resolution and Budget Transfer in the amount of \$4,020.00.

Budget Transfer –
\$4020.00
Approved
7-0-0

Roll Call Vote:

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

Voting No: None

Abstaining: None

Absent: Ms. Paris and Mrs. Rosenstein

The result of the vote: passed unanimously.

2.4 Budget Transfers in Preparation of 2013-2014 Audit - FIN - Ms. Mary Anne Paris

MOTION: It was moved by Mr. Knapp and seconded by Mr. Zamborik that the Board of School Directors directs and authorizes the Director of Business Services, after June 30, 2014, to make budget transfers applicable to the 2013-2014 fiscal year, as necessary, in preparation of the 2013-2014 annual audit, with the understanding that all such transfers shall be presented to the Board for approval/ratification at a subsequent meeting.

Budget Transfers
for Audit
Approved
7-0-0

Roll Call Vote:

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

Voting No: None

Abstaining: None

Absent: Ms. Paris and Mrs. Rosenstein

The result of the vote: passed unanimously.

2.5 Insurance Renewals - FIN - Ms. Mary Anne Paris

Insurance Renewals
Approved
7-0-0

MOTION: It was moved by Mr. Knapp and seconded by Mr. Zamborik that the Board of School Directors approves the attached insurance renewal coverage types, coverage limits, and premium amounts to be provided by Calvert Pearson Insurance Group, Inc. (Keystone Insurers Group) and Sundahl & Co., Inc., and authorizes the Board President, the Board Secretary, and the administration to execute the associated policies and any other documentation required to implement the policies.

Roll Call Vote:

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

Voting No: None

Abstaining: None

Absent: Ms. Paris and Mrs. Rosenstein

The result of the vote: passed unanimously.

2.6 GRANT: Direct Certification Technology Upgrade Incentive - FIN - Ms. Mary Ann Paris

Submission of Direct
Certification
Technology Upgrade
Incentive
Approved
7-0-0

MOTION: It was moved by Mr. Knapp and seconded by Mr. Zamborik that the Board of School Directors instructs the administration to submit an application to the Center for Schools and Communities for Direct Certification Technology Upgrade Incentive funds related to the Direct Certification process.

The result of the vote: passed unanimously.

2.7 2014-2015 Final Budget

2014-2015 Final
Budget
Approved
7-0-0

MOTION: It was moved by Mr. Knapp and seconded by Mr. Werner that the Board of School Directors approves the attached Final Budget Option 2 for the 2014-2015 fiscal year and the attached Tax Structure and Resource Allocation Resolution.

Roll Call Vote:

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

Voting No: None

Abstaining: None

Absent: Ms. Paris and Mrs. Rosenstein

The result of the vote: passed unanimously.

2.8 Homestead/Farmstead Resolution

Homestead/Farmstead
Resolution
Approved
7-0-0

MOTION: It was moved by Mrs. Zariczny and seconded by Mr. Zamborik that the Board of School Directors adopts the Homestead and Farmstead Exclusion Resolution with a 1 mill increase to the budget.

The result of the vote: passed unanimously.

2.9 Proposed Act 93 Certificated Plan

MOTION: It was moved by Mr. Knapp and seconded by Mrs. Morgan that the Board of School Directors approves the Act 93 Certificated Plan as presented and based on PSBA's compensation services analysis.

Act 93
Certificated Plan
Approved
7-0-0

Roll Call Vote:

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

Voting No: None

Abstaining: None

Absent: Ms. Paris and Mrs. Rosenstein

The result of the vote: passed unanimously.

2.10 Proposed Act 93 Non-Certificated Plan

MOTION: It was moved by Mrs. Zariczny and seconded by Mrs. Morgan that the Board of School Directors approves the Act 93 Non-Certificated Plan as presented and based on PSBA's compensation services analysis.

Act 93 Non-
Certificated Plan
Approved
7-0-0

Roll Call Vote:

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

Voting No: None

Abstaining: None

Absent: Ms. Paris and Mrs. Rosenstein

The result of the vote: passed unanimously.

MOTION: It was moved by Mrs. Zariczny and seconded by Mrs. Morgan that the Board of School Directors approves agenda items 2.11, 2.12, 2.13 and 2.15 as presented.

Items 2.11; 2.12;
2.13; and 2.15
Approved
7-0-0

Roll Call Vote:

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

Voting No: None

Abstaining: None

Absent: Ms. Paris and Mrs. Rosenstein

The result of the vote: passed unanimously.

2.11 Certificated Personnel Report - PACCA - Mrs. Marcy Morgan

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

Certificated
Personnel Report
Approved
7-0-0

The result of the vote: passed unanimously (see above)

Support
Personnel
Report
Approved
7-0-0

- 2.12 Support Personnel Report - PACCA - Ms. Marcy Morgan

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

The result of the vote: passed unanimously (see above)

Athletic
Supplemental
Contracts
Approved
7-0-0

- 2.13 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 (see above)

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

There were no contracts presented.

Volunteer
Report
Approved
7-0-0

- 2.15 Volunteer Reports - PACCA - Mrs. Marcy Morgan

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

The result of the vote: passed unanimously (see above)

Teachscape
License
Renewal
Approved
7-0-0

- 2.16 Renewal of Teachscape License - CIT - Mr. Jack Werner

MOTION: It was moved by Mrs. Zariczny and seconded by Mr. Knapp that the Board of School Directors approves the renewal of the Teachscape licensing for the 2014-2015 school year at the cost of \$13,050 as indicated in the attached quote.

Roll Call Vote:

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

Voting No: None

Abstaining: None

Absent: Ms. Paris and Mrs. Rosenstein

The result of the vote: passed unanimously.

- 2.17 2014-15 Math Grades 3-5 Purchase Requests - CIT - Mr. Jack Werner

Math Materials
Purchase
Approved
7-0-0

MOTION: That the Board of School Directors approves the purchase of McGraw Hill School Education Math materials for grade 3 in the amount of \$27,354 and grades 4-5 in the amount of \$53,542.05.

Roll Call Vote:

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

Voting No: None

Abstaining: None

Absent: Ms. Paris and Mrs. Rosenstein

The result of the vote: passed unanimously.

2.18 Barber National Institute Contract - CIT- John Werner

MOTION: It was moved by Mrs. Zariczny and seconded by Mr. Zamborik that the Board of School Directors approves the contract with the Barber National Institute for school year 2014 - 2015.

Barber National
Institute Contract
Approved
7-0-0

Roll Call Vote:

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

Voting No: None

Abstaining: None

Absent: Ms. Paris and Mrs. Rosenstein

The result of the vote: passed unanimously.

2.19 IU5 Contract - CIT - John Werner

MOTION: It was moved by Mr. Knapp and seconded by Mrs. Morgan that the Board of School Directors approves the contract with IU5 for the 2014-2015 school year.

IU5 Contracts
Approved
7-0-0

Roll Call Vote:

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

Voting No: None

Abstaining: None

Absent: Ms. Paris and Mrs. Rosenstein

The result of the vote: passed unanimously.

2.20 Highly Gifted Pilot Proposal - CIT - Mr. Jack Werner

MOTION: It was moved by Mrs. Zariczny and seconded by Mrs. Morgan that the Board of School Directors approves the proposal for a pilot program during school year 2014 - 2015 for students in grades 3 - 5 who qualify as highly gifted.

Highly Gifted Pilot
Proposal
Approved
7-0-0

MOTION MODIFIED: Mrs. Zariczny modified her motion to include that the additional transportation costs come out of the Board contingency fund and that administration makes quarterly reports to the Board on the program helping to provide the Board with information to determine if the program will become permanent and to determine future funding if warranted. Mrs. Morgan agreed to the modification.

Roll Call Vote:

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

Voting No: None

Abstaining: None

Absent: Ms. Paris and Mrs. Rosenstein

The result of the vote: passed unanimously.

2.21 Carl D. Perkins Secondary Local Plan 2014-15 - CIT - Mr. Jack Werner

Submission of the
Carl D. Perkins
Grant
Approved
7-0-0

MOTION: It was moved by Mrs. Zariczny and seconded by Mr. Zamborik that the Board of School Directors authorizes the administration to submit a Perkins Local Secondary Plan Grant application to support academic, career, and technical programming at the Warren County Career Center in the 2014-2015 school year.

The result of the vote: passed unanimously.

2.22 Planned Instruction for Pre-Algebra 8 - CIT - Mr. Jack Werner

Pre-Algebra 8
Planned Instruction
Approved
7-0-0

MOTION: It was moved by Mrs. Zariczny and seconded by Mrs. Morgan that the Board of School Directors approves the revisions to the Pre-Algebra 8 planned instructions as presented.

The result of the vote: passed unanimously.

2.23 Allegheny Valley Closure - PPF - Mrs. Donna Zariczny

Allegheny Valley
Closure
Approved
7-0-0

MOTION: It was moved by Mr. Knapp and seconded by Mr. Zamborik that Based on the information presented to the Board as part of the June 4, 2012, public hearing, the additional information provided to the Board since the public hearing, and in accordance with Sections 1311 and 502 of the School Code, the Board of School Directors, contingent upon PDE approval, hereby orders the closure of Allegheny Valley Elementary School due to the declining enrollment within the District and in order to implement the September 2008 Warren County School District Master Facilities Plan, as amended. I further move that said closure shall be effective on January 27, 2015, and that the Board authorizes the administration to carry out all administrative steps that are necessary to effectuate said closing pursuant to 24 P.S. §5-502, 24 P.S. §5-524, 22 Pa. Code §349.28, 22 Pa Code §4.41, or otherwise.

The result of the vote: passed unanimously.

2.24 Reassignment of Students - Eastern Attendance Area - PPF - Mrs. Donna Zariczny

Reassignment of
Students in Eastern
Attendance Area
Approved
7-0-0

MOTION: It was moved by Mrs. Zariczny and seconded by Mr. Knapp that the Board of School Directors, due to the closure of the Allegheny Valley Elementary School, approves the Resolution as presented reassigning those students that would have otherwise attended the Allegheny Valley Elementary School to the Sheffield K-12 School commencing on January 27, 2015 and continuing thereafter.

The result of the vote: passed unanimously.

2.25 Eisenhower ADA Ramp (WCSD #1401) - PPF - Mrs. Donna Zariczny

Eisenhower ADA
Ramp
Approved
7-0-0

MOTION: It was moved by Mr. Knapp and seconded by Mrs. Zariczny that the Board of School Directors approves the construction of the ADA Ramp at Eisenhower to be constructed by E.E. Austin & Son, Inc. according to plans and specifications for the sum of \$75,562.00.

Roll Call Vote:

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

Voting No: None

Abstaining: None

Absent: Ms. Paris and Mrs. Rosenstein

The result of the vote: passed unanimously.

Items 2.26 and 2.27

MOTION: It was moved by Mrs. Zariczny and seconded by Mrs. Morgan that the Board of School Directors approves items 2.26 and 2.27 as presented.

Items 2.26 and 2.27
Approved
7-0-0

Roll Call Vote:

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

Voting No: None

Abstaining: None

Absent: Ms. Paris and Mrs. Rosenstein

The result of the vote: passed unanimously.

- 2.26 Headstart Lease Agreement - Allegheny Valley Elementary - PPF - Mrs. Donna Zariczny

Headstart Lease
Agreement AVES
Approved
7-0-0

MOTION: That the Board of School Directors approves the Headstart Lease Agreement for space usage at Allegheny Valley Elementary as presented.

The result of the vote: passed unanimously (see above)

- 2.27 Headstart Lease Agreement - Youngsville High School - PPF - Mrs. Donna Zariczny

Headstart Lease
Agreement YHS
Approved
7-0-0

MOTION: That the Board of School Directors approves the Headstart Lease Agreement for space usage at Youngsville High School as presented.

The result of the vote: passed unanimously (see above)

- 2.28 Policy 1017 School Building Names - Second Reading - PPF - Mrs. Donna Zariczny

MOTION: It was moved by Mrs. Zariczny and seconded by Mr. Knapp that the Board of School Directors approves on second reading the proposed changes to Policy 1017, titled "School Building Names," as presented.

Policy 1017 School
Building Names
Second Reading
Approved
7-0-0

The result of the vote: passed unanimously.

- 2.29 QZAB Grant Application for WAHS Renovations - PPF - Mrs. Donna Zariczny

MOTION: It was moved by Mrs. Knapp and seconded by Mrs. Morgan that if the administration successfully submits paperwork for QZAB funding, the Board hereby certifies that 100 percent of the available project proceeds of the QZAB issue will be used for the renovation, repair or rehabilitation of a public school facility or for equipment to be used at the academy, which support the academic program being proposed, or for up-to-date technology or instructional materials if the intended use can be classified as a capital asset under the Local Government Unit Debt Act (LGUDA). The Board certifies that the information in this application and the attached documentation are true and correct, and that the Board of School Directors authorizes the administration to submit the appropriate paperwork.

QZAB Grant
Application for
WAHS
Renovations
Approved
7-0-0

The result of the vote: passed unanimously.

2.30 Ratification of Signature

Ratification of
Signature
Approved
7-0-0

MOTION: It was moved by Mrs. Zariczny and seconded by Mr. Zamborik that the Board of School Directors ratifies the signature of the QZAB CyberLearning Solutions Site License Letter and indicates its intent to proceed pursuant to said letter, but only if the District receives QZAB funding for a project at Warren Area High School.

The result of the vote: passed unanimously.

2.31

Policy #10410
Students Enrolled in
Private, Parochial,
Cyber Schools
Participation in Co-
Curr. Activities
First Reading
Approved
7-0-0

Policy 10410, titled "Students Enrolled in Private/Parochial Schools, Cyber Schools, and Charter Schools Participation in Co-Curricular Activities

MOTION: It was moved by Mr. Knapp and seconded by Mrs. Zariczny that the Board of School Directors approves on first reading the revisions to Policy 10410, to be titled "Students Enrolled in Cyber Schools, Charter Schools, and Home School Programs Participation in Co-Curricular Activities," as presented.

The result of the vote: passed unanimously.

2.32 Informational Report - PACCA - Mrs. Marcy Morgan

Informational Report
Approved
7-0-0

MOTION: It was moved by Mrs. Zariczny and seconded by Mr. Knapp that the Board of School Directors approves the Informational Report.

Roll Call Vote:

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

Voting No: None

Abstaining: None

Absent: Ms. Paris and Mrs. Rosenstein

The result of the vote: passed unanimously.

2.33 Superintendent's Contract

Superintendent's
Salary Increase
Approved
7-0-0

MOTION: It was moved by Mr. Knapp and seconded by Mr. Zamborik that the Board of School Directors approves the increase to the Superintendent's salary by 2%, effective July 1, 2014, based on a preliminary assessment of performance, with the understanding that the formal evaluation still will occur pursuant to the Superintendent's contract.

Roll Call Vote:

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

Voting No: None

Abstaining: None

Absent: Ms. Paris and Mrs. Rosenstein

The result of the vote: passed unanimously.

2.34 Board Meeting Cancelled

MOTION: It was moved by Mrs. Zariczny and seconded by Mrs. Morgan that the Board of School Directors cancels the July Board meeting scheduled for July 14, 2014.

Cancellation of July Board Meeting Approved 6-1+-0

The result of the vote: passed with Mr. Knapp voting no.

2.35 Other

Dr. Clark announced the Second Harvest Golf Fundraiser scheduled on August 17, 2014, at the Cable Hollow golf course.

Dr. Clark also announced that he, Mrs. Morgan and Mr. Stewart and Mrs. Huck met with the PSBA Representative for the western region. The group shared concerns with the changes in leadership in the organization, and they were assured the message would get to Nathan Mains.

3.0 Closing Activities

3.1 Executive Session

No executive session was held at this time.

3.2 Adjournment

It was moved by Mrs. Zariczny and seconded by Mr. Knapp that the meeting be adjourned.

The meeting adjourned at 11:08 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary