

**WARREN COUNTY SCHOOL DISTRICT**  
**BOARD OF SCHOOL DIRECTORS**  
**MEETING MINUTES**  
**MONDAY, AUGUST 11, 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 6:00 p.m. in the Board Room of the Warren County Career Center, 347 East Fifth Avenue, Warren, Pennsylvania.

1.2 Pledge of Allegiance

Mr. Stewart led the Pledge of Allegiance.

1.3 Oath of Office - John D. Anderson

Newly appointed board member for Region I, Mr. John D. Anderson, was administered the oath of office by Warren County Magisterial District Judge, Mr. Glenn Carlson.

1.4 Roll Call

Present:

Mr. John Anderson  
Mr. Thomas Knapp  
Mr. Paul Mangione  
Mrs. Marcy Morgan  
Ms. Mary Anne Paris

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

Roll Call
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Others Present:

Dr. William Clark, Superintendent; 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. Ben Klein, Times Observer; Mr. Michael Kiehl, Transportation/Purchasing Manager; Mr. Brian Collopy, Technology Coordinator; Mr. Paul Leach, Technology Specialist; Mrs. Suzanne Turner, Human Resource Supervisor; Mr. Matt Jones, Coordinator of Grants & Foundation Development; Mr. Rick Gignac, Coordinator of District-wide Athletics & Co-Curricular Activities; Mrs. Marcia Madigan, Principal; Mrs. Louise Tharp, WCEA President, and approximately 15 members of the public in the audience.

1.5 Reading of the Mission Statement - Mr. Mike Zamborik

*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.*

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.

- 1.6 Reading of the WCSD/PSBA Standards for Effective School Governance and Code of Conduct - Mr. Paul Mangione

***TO PROMOTE STUDENT GROWTH AND ACHIEVEMENT, AN EFFECTIVE SCHOOL BOARD . . . ensures effective planning occurs by: Adopting and implementing a collaborate strategic planning process; setting annual goals that are aligned with the strategic plan; linking board actions to the strategic plan; adopting a financial plan that considers short-term and long-term needs; adopting professional development plans for board and staff; adopting a plan to ensure evaluation of student growth and achievement using relevant data; adopting a master facilities plan conducive to teaching and learning; and adopting a plan for curriculum review and development.***

- 1.7 Recognitions & Presentations

1. Loretta Woodson Award

Mr. Gary Weber introduced Mr. John Werner, Board member and President of the Forest-Warren Chapter of School Retirees. He explained that the purpose of the Loretta Woodson Award is to recognize educators and support professionals who have exhibited creativity, initiative, and productivity relevant to the learning process and growth in children.

Mr. Werner presented the Loretta Woodson Award to Mr. Clay Hayes who is a sixth grade math instructor at Youngsville Elementary/Middle School. His classroom is welcoming to students and provides an environment where children are eager to learn. Since Mr. Hayes has been teaching sixth grade math, the standardized test scores have improved dramatically, showing a 34.5% growth in the proficiency rate between the 2012 and 2013 PSSA scores. His creative teaching style and the way he differentiates are a testament that all students can learn.

Mrs. Marcia Madigan, Principal at the new Eisenhower Elementary School, introduced Mrs. Sherry Hagberg, a twenty-nine year veteran employee of the district. She was given the Loretta Woodson Award for her professionalism as an educational aide who is a well respected, dedicated, and flexible professional who works to support educational opportunities for students. She stays late when needed, and she steps in to cover where needed at a moment's notice. She goes above and beyond what is expected of an educational aide. She volunteers her time and attends teacher professional development so she can remain current on programming changes. Continuing education is important for the student's sake as well as her own. She is an excellent role model for students and staff, and she participates in afterschool activities and interacts with the whole learning community.

- 1.8 Public Comment

There was no public comment.

- 1.9 Agenda Adoption

Agenda Adoption  
Approved  
9-0-0

**MOTION:** It was moved by Mr. Knapp and seconded by Mr. Zamborik that the Board of School Directors adopts the agenda dated August 11, 2014.

The result of the vote: passed unanimously.

- 1.10 Approval of Minutes - June 9, 2014

June 9, 2014,  
Minutes  
Approved  
9-0-0

**MOTION:** It was moved by Ms. Paris and seconded by Mrs. Zariczny that the Board of School Directors approves the regular meeting minutes dated June 9, 2014.

The result of the vote: passed unanimously.

1.11 Approval of Special Meeting Minutes - June 30, 2014 and July 31, 2014

**MOTION:** It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors approves the special meeting minutes dated June 30, 2014 and July 31, 2014.

The result of the vote: passed unanimously.

Special Meeting  
Minutes –  
June 30, 2014  
and  
July 31, 2014  
Approved  
9-0-0

1.12 Financial Reports

**MOTION:** It was moved by Ms. Paris and seconded by Mrs. Zariczny 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  
8-0-1

Roll Call Vote:

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

Voting No: None

Abstaining: Mr. Werner (Mr. Werner was in the hall for pictures with the Loretta Woodson award winners)

Absent: None

The result of the vote: passed with Mr. Werner abstaining.

Hearing Officer  
Report  
Approved  
9-0-0

1.13 Hearing Officer Report

**MOTION:** It was moved by Ms. Paris and seconded by Mrs. Morgan that the Board of School Directors approves the Hearing Officer Report dated August 11, 2014, Case Letter "A."

The result of the vote: passed unanimously.

**2.0 President's Statement**

2.1 Reports & Information

1. IU5 - Mr. Paul Mangione

There was no report.

2. PSBA Liaison - Mr. Thomas Knapp

There was no report.

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

Mr. Zamborik stated that enrollment is up at the WCCC and asked Dr. Clark to distribute information to the guidance office.

2.2 Important Dates

BOARD/COMMITTEE MEETING DATES				
1.	August 25, 2014	6:00 p.m.	Physical Plant & Facilities Committee Personnel/ Athletics & Co-Curricular Activities Committee Curriculum,	WCCC

			Instruction, & Technology Committee Finance Committee	
2.	August 27, 2014		First Day for Professional Staff	
3.	August 28, 2014		Breakfast with Staff	WAHS
4.	September 3, 2014		First Day for Students	
5.	September 8, 2014	7:00 p.m.	Regular Board Meeting	WCCC
6.	September 17, 2014	10:30 a.m.	Board Visitation	Sheffield Area Middle/High School
7.	November 18, 2014	10:30 a.m.	Board Visitation	Youngsville Elementary/ Middle School

By common consent the Board Members asked that the times for the Board visitation at Sheffield Area Middle/High School and Youngsville Elementary/Middle be changed to 12:15 p.m.

### 2.3 Goals Review

Goals are reviewed annually, and this year the adoption of the goals was delayed until early spring because of the hiring of a new superintendent. The goals are to be used to help drive the budget process, thus the reason for reviewing them now and continually as the budget process progresses.

Dr. Clark gave an overview of the process and stated that some of the verbiage was updated to reflect the wording in the Comprehensive Plan as the administration ties the two together.

The goals are not in sequential order of importance, but Dr. Clark stated there have been comments that goal number four should be goal number one, because it addresses students and academics. He asked the Board members to consider making the change to reflect the same.

Each Director reviewed with the Board members the goals and the strategies they recommend for implementation to accomplish the goals. In goal number one, the board requested that the technology goals not be repeated in goal two.

Mr. Stewart commented there is a need to have an additional objective under goal number four to regularly review and have updates on new initiatives and programs the Board approves and implements to evaluate the effectiveness and value of maintaining such programs. It was suggested a list of initiatives be kept on ESB for future reference and review.

Mr. Stewart asked the Board members if there might be interest in the possibility of putting a gas well on the Warren Area High School property to enhance the Vo-tech program as a laboratory and to bring in additional revenues for the district. Bradford School District already has such a well and runs a similar program. The District did a similar study with the Eisenhower campus several years ago and will have to revisit those findings and do an additional analysis if the Board is so inclined. Mr. Stewart is willing to act as a liaison with the oil and gas industry if the Board so desires.

The Board gave a favorable nod to the idea of a gas well. Administration will set up a trip to the Bradford Area School District.

The Board will review goals at the start of the budget process in January. Mrs. Huck will have this on the agenda in January.

The suggested modifications will be brought to the September Board meeting for formal ratification moving goal number one to goal number four and goal number four to goal number one. Mr. Stewart requested the goals be presented without the objectives listed, because the Board does not have to ratify the objectives.

2.4 Announcements

2.5 Other

### 3.0 Superintendent's Reports and Recommendations

3.1 General Comments - Dr. William Clark

- Dr. Clark presented an idea for a senior citizen tax incentive program where seniors would volunteer and receive a property tax voucher for \$300 for qualified individuals in exchange for 40 hours of service in the Warren County School District. For those who could not physically do it themselves, they could have family members do it for them with the proper paperwork. The budget will have to be taken into consideration along with other factors. Dr. Clark will do some further investigation and get back to the Board.
- Dr. Clark stated there is a need for an additional teacher for the Virtual Academy and Special Education to expand the program. There has been a large increase in elementary students going from two to twenty-three.
- Dr. Clark shared that St. Bonaventure administration has mentioned that some of its students would like to utilize district transportation to the St. Bonaventure facility since busses are going to the LEC in Russell. Mr. Kiehl reported that the additional cost to the district would be approximately \$17,000.

3.2 Committee Reports

3.3 Other

### 4.0 New Business - Consent Agenda

4.1 Consent Agenda

Items removed for separate action:

4.3 Bollinger Enterprises, Inc. - Mrs. Zariczny

4.4 Beacon Light Educational Services Agreement for 2014-15 - Mrs. Zariczny

**MOTION:** It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors approves the consent agenda with the exception of items 4.3 and 4.4.

The result of the vote: passed unanimously.

4.2 Mental Health Aide Agreement

**MOTION:** That the Board of Directors approves the agreement with Beacon Light to provide Mental Health support to the newly created Transitional Emotional Support Classroom at YEMS.

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

4.3 Bollinger Enterprises, Inc.

Consent  
Agenda  
Approved  
9-0-0

Beacon Light  
Mental Health  
Support  
Agreement  
Approved  
9-0-0

*Removed for Separate*

- 4.4 Beacon Light Educational Services Agreement for 2014-15 - CIT - Mr. Jack Werner

*Removed for Separate*

- 4.5 Certificated Personnel Report

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 the consent agenda.

- 4.6 Support Personnel Report

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 the consent agenda.

- 4.7 Volunteer Report

Volunteer Report  
Approved  
9-0-0

**MOTION:** That the Board of School Directors approves the Volunteer Report.

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

- 4.8 Informational Report

Informational Report  
Approved  
9-0-0

**MOTION:** That the Board of School Directors approves the Informational Report.

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

- 4.9 Athletic Supplemental Contracts - PACCA - Mrs. Marcy Morgan

Athletic Supplemental  
Contracts  
Approved  
9-0-0

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

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

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

Co-Curricular  
Supplemental  
Contracts  
Approved  
9-0-0

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

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

- 4.11 Pupil Transportation for 2014-2015

Pupil Transportation  
for 2014-2015  
Approved  
9-0-0

**MOTION:** That the Board of School Directors approves the Pupil Transportation Program including Routes, Rosters, and Drivers per the attached documents.

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

- 4.12 Kelly Education Staffing Agreement Addendum

Kelly Staffing  
Agreement  
Addendum  
Approved  
9-0-0

**MOTION:** That the Board of School Directors approves the addendum to the Kelly Educational Staffing agreement.

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

**5.0 Items Removed for Separate Action**

- 5.1 (4.3) Bollinger Enterprises, Inc.

**MOTION:** It was moved by Ms. Paris and seconded by Mr. Werner that the Board of Directors approves the agreement with Bollinger Enterprises for community based instruction and vocational evaluation services during the 2014 - 2015 school year.

Bollinger  
Enterprises  
Agreement  
Approved  
8-0-1

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

- 5.2 (4.4) Beacon Light Educational Services Agreement for 2014-15 - CIT - Mr. Jack Werner

**MOTION:** It was moved by Ms. Paris and seconded by Mrs. Morgan that the Board of School Directors approves the Education Services Purchase of Service Agreement between the WCSD and the Children's Center for Treatment and Education d/b/a Beacon Light Behavioral Health Systems for the 2014-15 school year.

Beacon Light  
Education Services  
Agreement  
Approved  
8-0-1

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

## 6.0 Future Business for Committee Review

There were no items presented.

## 7.0 Other

- 7.1 Resolution to amend Resolution No. 14-03-01 and Resolution No. 14-03-02 to reflect the name change from Eisenhower K-12 School to Eisenhower Elementary School

**MOTION:** It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors approves the Resolution amending Resolution No. 14-03-01 and Resolution No. 14-03-02, as presented.

Resolution to  
Reflect Name  
Change for  
Eisenhower  
Approved  
9-0-0

The result of the vote: passed unanimously.

- 7.2 Resolution to amend Resolution No. 14-06-08 reflect the name change from Sheffield Area K-12 School to Sheffield Area Elementary School

**MOTION:** It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors approves the Resolution amending Resolution No. 14-06-08, as presented.

Resolution to  
Reflect Name  
Change for Sheffield  
Approved  
9-0-0

The result of the vote: passed unanimously.

- 7.3 Resolution Reassigning Sixth Grade Students from Eisenhower Elementary School to Eisenhower Middle/High School

**MOTION:** It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors approves the Resolution reassigning all 6th Grade students that otherwise would have attended Eisenhower Elementary School to Eisenhower Middle/High School, as presented.

Resolution  
Reassigning Sixth  
Grade Students from  
EES to EMHS  
Approved  
9-0-0

The result of the vote: passed unanimously.

- 7.4 Tidioute Community Charter School K-4 Payments

**MOTION:** It was moved by Ms. Paris and seconded by Mr. Zamborik that the Board of School Directors authorizes and directs that a Praecipe for a Writ of Summons be filed against the Tidioute Community Charter School relative to the reimbursement of payments that were made by the District to the Charter School relative to K-4 students that attended the Charter School prior to November 23, 2011.

Praecipe for Writ of  
Summons Re:  
Tidioute Charter K-4  
Payments  
Approved  
9-0-0

The result of the vote: passed unanimously.



7.5 Head Start Contract to Purchase Meals

Head Start Contract  
to Purchase Meals  
Approved  
8-0-1

**MOTION:** It was moved by Ms. Paris and seconded by Mr. Zamborik that the Board of School Directors approves the contract between the Warren County School District and the Warren-Forest Economic Opportunity Council Head Start for meals for Head Start students.

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

7.6 Jefferson DeFrees Family Center Food Service Contract

Jefferson DeFrees  
Food Service  
Contract  
9-0-0

**MOTION:** It was moved by Ms. Paris and seconded by Mr. Zamborik that the Board of School Directors approves the Jefferson DeFrees Family Center Food Service Contract for a period of one year as presented.

The result of the vote: passed unanimously.

7.7 Copier Contracts- Non Appropriations Amendment

Rescission of Non-  
Appropriations  
Addendum –  
Usherwood Office  
Technology  
Agreement  
#1868504  
9-0-0

**MOTION:** It was moved by Ms. Paris and seconded by Mr. Zamborik that the Board of School Directors approves the addendum to the Usherwood Office Technology Agreement #1868504 as presented.

The result of the vote: passed unanimously.

**RESCINDS APPROVAL:** It was moved by Mrs. Zariczny and seconded by Mrs. Morgan that the Board of School Directors rescinds the Copier Contracts-Non-Appropriations Amendment vote and approval nunc pro tunc.

**Public Comment**

There was no public comment.

Roll Call Vote:

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

Voting No: None

Abstaining: None

Absent: None

The result of the vote: passed unanimously.

7.8 Head Start Lease Agreement Addendum - Allegheny Valley Elementary

Head Start Lease  
Agreement  
Addendum – AVES  
Approved  
8-0-1

**MOTION:** It was moved by Ms. Paris and seconded by Mrs. Morgan that the Board of School Directors approves the Head Start Lease Agreement relative to Allegheny Valley Elementary School as presented and rescinds the Head Start Lease Agreement relative to Allegheny Valley Elementary School that was previously approved by the Board on June 30, 2014.

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

7.9 Budget Transfers

Budget Transfers  
\$46,694.12  
Approved  
9-0-0

**MOTION:** It was moved by Mrs. Paris and seconded by Mr. Knapp that the Board of School Directors approves the Resolution and Budget Transfer in the amount of \$46,694.12 for the 2013-2014 school year.

The result of the vote: passed unanimously.



7.10 Budget Adjustment

**MOTION:** It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors approves the Resolution and Budget Adjustment in the amount of \$45,802.00 for the 2013-2014 school year.

Budget  
Adjustment  
\$45,802.00  
Approved  
9-0-0

The result of the vote: passed unanimously.

7.11 Policy Number 3121, titled – Superintendent’s Performance Evaluation

**MOTION:** It was moved by Mr. Knapp and seconded by Ms. Paris that the Board of School Directors approves on first reading the recommended changes to Policy Number 3121, titled - Superintendent's Performance Evaluation.

Policy #3121 –  
Superintendent’s  
Performance  
Evaluation  
Withdrawn

**MOTION WITHDRAWN:** It was moved by Ms. Paris that the motion be withdrawn, and Mr. Knapp agreed.

7.12 Policy Number 10102 – Assignment of Student to School

**MOTION:** It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors, in order to remedy inconsistent terminology, to address administrative concerns and to ensure that the revised policy is in effect prior to the commencement of the 2014/2015 school, hereby waives the requirements of Policy 2510 and approves the revisions to Policy 10102 as presented on first and second reading.

Policy #10102 –  
Assignment of  
Student to  
School  
First & Second  
Reading  
Approved  
6-2-1

The result of the vote: passed with Mr. Mangione and Mrs. Morgan voting no and Mr. Stewart abstaining.

7.13 District Moving Services

**MOTION:** It was moved by Ms. Paris and seconded by Mrs. Morgan that the Board of School Directors approves the Independent Contractor Agreement, as presented, authorizing John Gregory, a sole proprietor, to perform moving services for the District at the hourly rate of \$20 per hour and subject to the restriction that the total amount paid to Mr. Gregory shall not exceed \$64,000.

District Moving  
Services  
Approved  
9-0-0

The result of the vote: passed unanimously.

7.14 Hearing Officers

**MOTION:** It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors approves the list of Hearing Officers for the 2014/2015 school year.

Hearing Officers  
Approved  
9-0-0

The result of the vote: passed unanimously.

8.0 Closing Activities

8.1 Public Comment

Louse Tharp	WCEA President	Mrs. Tharp commented on Goal #3 regarding “closing the revolving door” and why staff members want changes and bid out of positions. They may want to teach a different grade level, there may be personal reasons like driving time to different locations, or it may be personality differences. Special Education teachers often bid out of positions due to amount of paperwork and time constraints of so many meetings. Change is
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		good, and it rejuvenates teachers.
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8.2 Executive Session

Mr. Stewart announced there would be an executive session at 9:20 p.m. to discuss matters of personnel with no action to follow.

8.3 Adjournment

**MOTION:** It was moved by Ms. Paris and seconded by Mr. Knapp that the meeting be adjourned.

The meeting adjourned at 9:15 p.m.

Respectfully Submitted,

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Ruth A. Huck, Board Secretary