

WARREN COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
MEETING MINUTES
MONDAY, NOVEMBER 10, 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 Pledge of Allegiance

Mr. Stewart led the Pledge of Allegiance.

1.3 Roll Call

Present:

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

Absent:

Mr. John Anderson

Others Present:

Dr. William Clark, Superintendent; Mrs. Amy Stewart, Director of Administrative Support Services; Mr. James Grosch, Director of Business Services; Mr. Gary Weber, Director of Curriculum, Instruction and Assessment; Mrs. Ruth Nelson, Interim Director; Mr. Chris Byham, Solicitor; Mrs. Ruth Huck, Board Secretary; Mr. Josh Cotton, Times Observer; Mr. Michael Kiehl, Transportation/Purchasing Manager; Mr. Brian Collopy, Technology Coordinator; Mr. Richard Gignac, Supervisor of District-wide Athletics & Co-Curricular Activities; Mr. Matt Jones, Coordinator of Grants & Foundation Development; Mrs. Suzanne Turner, Human Resource Supervisor; Mr. Jeffrey Flickner, Principal; Ms. Ann Ryan, Principal; Mrs. Misty Weber, Principal; Mr. Kelly Martin, Principal; Ms. Maryann Mead, Assistant Principal; Mr. Steve Parinella, Principal; Mrs. Liz Kent, Assistant Principal; Mr. Thomas Fadale, Special Education Supervisor; Mrs. Louise Tharp, WCEA President; and approximately 30 members of the public in the audience.

1.4 Reading of the Mission Statement – Mr. Paul Mangione

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 6820 Market Street, Russell, PA 16345-3406 or (814) 723-6900.

- 1.5 Reading of the WCSD/PSBA Standards for Effective School Governance and Code of Conduct – Ms. Mary Anne Paris

In order to maintain a free and strong country, our civic obligation to the community, commonwealth, and nation is to maintain free and strong public schools in the United States of America, without surrendering our responsibilities to any other person, group, or organization. Accordingly, the community should be provided with information about its schools and be engaged by the board and staff to encourage input and support for the school system.

- 1.6 Recognitions & Presentations

1. Drum Major Award – Mr. Kelly Martin

Mr. Martin introduced Mr. Napolitan who in turn introduced Kayla Kuppertz, a junior at Eisenhower Middle/High School, who was the drum major for the 2014 band season. Kayla earned recognition at the Chapter competition in Pittsburgh as the top drum major for the Chapter in Group One competition. She also tied for fourth place overall at the Atlantic Coast Competition in Hershey, PA.

2. PIAA Cross County Medal Winner – Ms. Maryann Mead

Ms. Mead introduced Brook Messinger who participated in the State Cross Country Competition finishing 25th in the state.

3. Youngsville High School Band – Ms. Maryann Mead

Ms. Mead introduced Mrs. Cindy Scheid and the Youngsville High School Marching Band student leadership who worked very hard to make the band a success. The band was undefeated for the season. They also received awards for best drum major, high music, high percussion, high visual, and high auxiliary (color guard). The band placed 8th at the Atlantic Coast Competition competing against forty-eight other bands scoring higher at this competition than at any of the other ACC's in the past.

- 1.7 Public Comment

There was no public comment.

- 1.8 Agenda Adoption

Agenda Adoption
Approved
8-0-0

MOTION: It was moved by Ms. Paris and seconded by Mr. Zamborik that the Board of School Directors adopts the agenda November 10, 2014.

The result of the vote: passed unanimously.

- 1.9 Approval of Minutes - October 13, 2014

October 13, 2014
Minutes
Approved
8-0-0

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

The result of the vote: passed unanimously.

- 1.10 Approval of Special Meeting Minutes - October 27, 2014

October 27, 2014
Minutes
Approved
8-0-0

MOTION: It was moved by Ms. Paris and seconded by Mrs. Morgan that the Board of School Directors approves the special meeting minutes dated October 27, 2014.

The result of the vote: passed unanimously.

1.11 Financial Reports

MOTION: It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors approves the Financial Reports and authorizes the release of funds in payment of the listing of bills; further, that a copy as presented be submitted for audit.

Financial Reports
Approved
7-0-1

Roll Call Vote:

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

Voting No: None

Abstaining: Mr. Werner

Absent: Mr. Anderson

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. Werner shared an overview of the 2014-2015 Pre-NOCTI Assessment results. Seventy-five seniors took the assessment. Based on the 2014 cut scores, 63 percent of the students scored at the advanced level even with six months of instruction still to go. The instructional value is that teachers will review data and identify areas of strengths and weaknesses. The data will be used to guide instruction and planning, and teachers will use it to develop their own professional goals.

2.2 Important Dates

| BOARD/COMMITTEE MEETING DATES | | | | |
|-------------------------------|-------------------|------------|---|---|
| 1. | November 17, 2014 | 6:00 p.m. | Curriculum, Instruction, & Technology Committee Physical Plant & Facilities Committee Personnel/Athletics & Co-Curricular Activities Committee Finance Committee | WCCC |
| 2. | November 18, 2014 | 12:15 p.m. | Board Visitation | Youngsville Elementary/ Middle School |

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|----|---------------------------------|--------------------------------|---|------------------------------------|
| 3. | November 19, 2014 | 7:00 a.m. – 6:00 p.m. | Visitation to a School Facility to Gain Insight for WAHS/WCCC Renovations | Montour SD Bethel Park SD |
| 4. | December 4, 2014 | 7:00 p.m. | Organization Meeting | WCCC |
| 5. | December 4, 2014 | Following Organization Meeting | Regular Board Meeting | WCCC |
| 6. | December 9, 2014 | 8:00 a.m. | Board Visitation | Gas & Oil Program Bradford AVTS |
| 7. | Jan. 15, 22, or 29, 2014 | 12:15 p.m. | Board Visitation | EES & EMHS |
| 8. | TBD | TBD | Basic Education Funding Hearing | Clarion, PA |

The Board members agreed to postpone the visitation on November 18th to Youngsville Elementary/Middle School, and it will be discussed at the next agenda setting meeting to determine an appropriate date to reschedule.

On November 19th the Board will be leaving from the Central Office parking lot in Russell at 7:00 a.m. to travel to and tour Montour and Bethel Park School Districts. Board members attending will be Mr. Stewart, Mrs. Zariczny, Mr. Werner, and Mr. Mangione. Dr. Clark will contact Mr. Anderson to see if he will be attending.

Board members will visit the Gas and Oil program at Bradford AVTS on December 9th. Mr. Stewart, Mrs. Zariczny, Mrs. Morgan and Mr. Mangione will be attending. Dr. Clark will contact Mr. Anderson to see if he can attend.

The Eisenhower visitation date will be determined at agenda setting.

2.3 BoardDocs Discussion

Mr. Stewart requested that Roberts Rules of Order be suspended to discuss BoardDocs. The Board agreed by common consent.

Mr. Stewart shared the information he and Mrs. Zariczny received at the PSBA Conference. BoardDocs is an eGovernance system used by the District in years past, and now it has caught up with voting capabilities and a user interface which allows Board members to simultaneously view the agenda and an agenda without having to toggle between screens. Another exciting feature is the ability to embed video in the system allowing the general public to view what happens at meetings. He asked if anyone would be interested in inviting BoardDocs representatives to a meeting to see the system. He received an affirmative response. Mr. Stewart stated that this topic will be discussed at agenda setting to set a time to have representatives from BoardDocs demonstrate the system as soon as possible.

Mr. Stewart added that it would be great to share superb events like took place earlier in the meeting. While attending the PSBA Conference, Mr. Stewart saw what other districts are doing with social media to highlight student achievements by putting information on Instagram to broadcast the information through Twitter, Facebook and other media outlets showcasing the great things that are happening. He asked if there was interest in pursuing this format. He noted that taking pictures of students coming to the Board for recognition could be posted electronically as a new approach to getting positive Board news out to the public in a variety of ways. He also noted, he would assign this topic to a committee under Item 6.0 later in the agenda.

2.4 Board Room Configuration

Mr. Stewart discussed the move of board meeting to the new central office and the room configuration in January. Several layout drawings were reviewed showing two person tables arranged at angles creating a U-shaped configuration along the wall of the kitchen facilities. The public will enter on the right, and there is good traffic flow. There are eighteen seats at the table in the new configuration including the Board and administration. This arrangement will be used at the first meeting in Russell. If there is difficulty with this set-up, other options will be explored. Dr. Clark suggested if the meetings are going to be videoed, that a banner could be hung behind the Board members for better aesthetics.

2.5 Announcements

2.6 Other

3.0 Superintendent's Reports and Recommendations

3.1 General Comments - Dr. William Clark

Dr. Clark recognized several students who were in attendance for a government class from Warren Area High School. He encouraged them to talk to the Board members and ask questions about what they do and why they serve.

There was a good headline regarding the school district and the grades received on the School Performance Profile. The scores are a reflection of a lot of individuals working hard. The District will continue to look for ways to improve, and he thanked everyone for their part.

3.2 Committee Reports

3.3 Other

4.0 New Business - Consent Agenda

4.1 Consent Agenda

Items removed for separate action:

4.10 YEMS PTO Playground Proposal/Donation – Mr. Knapp

MOTION: It was moved by Ms. Paris and seconded by Mrs. Morgan that the Board of School Directors approves the consent agenda with the exception of item 4.10.

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

4.2 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.

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| Consent Agenda Approved 8-0-0 |
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| Certificated Personnel Report Approved 8-0-0 |
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4.3 Support Personnel Report - PACCA - Mrs. Marcy Morgan

Support Personnel
Report
Approved
8-0-0

MOTION: That the Board of School Directors approves the Support Personnel Report.
The result of the vote: passed unanimously under the consent agenda.

4.4 Informational Report - PACCA - Mrs. Marcy Morgan

Informational Report
Approved
8-0-0

MOTION: That the Board of School Directors approves the Informational Report.
The result of the vote: passed unanimously under the consent agenda.

4.5 Athletic Supplemental Contracts - PACCA - Mrs. Marcy Morgan

Athletic Supplemental
Contracts
8-0-0

MOTION: That the Board of School Directors approves the Athletic Supplemental
Contracts.
The result of the vote: passed unanimously under the consent agenda.

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

Co-Curr Supplemental
Contracts
Approved
8-0-0

MOTION: That the Board of School Directors approves the Co-Curricular Supplemental
Contracts.
The result of the vote: passed unanimously under the consent agenda.

4.7 New Bus Drivers - PACCA - Mrs. Marcy Morgan

New Bus Drivers
Approved
8-0-0

MOTION: That the Board of School Directors approves the list of new bus drivers.
The result of the vote: passed unanimously under the consent agenda.

4.8 Volunteer Report - PACCA - Mrs. Marcy Morgan

Volunteer Report
8-0-0

MOTION: That the Board of School Directors approves the Volunteer Report.
The result of the vote: passed unanimously under the consent agenda.

4.9 Affiliation Agreement - University of Phoenix - PACCA - Mrs. Marcy Morgan

Affiliation Agreement
University of Phoenix
Approved
8-0-0

MOTION: That the Board of School Directors approves the revised affiliation agreement
with the University of Phoenix.
The result of the vote: passed unanimously under the consent agenda.

4.10 YEMS PTO Playground Proposal/Donation - PPF - Mrs. Donna Zariczny

Removed for separate action.

4.11 Sungard- eSchool+ & Finance+ Renewal - FIN - Ms. Mary Anne Paris

Sungard-eSchool+
and Finance+
Renewal
Approved
8-0-0

MOTION: That the Board of School Directors approves the quote from Sungard to
renew licensing and maintenance contracts for one year at the amount of \$69,227.81
for Eschool+ and Finance+ software.
The result of the vote: passed unanimously under the consent agenda.

4.12 Citrix Campus Agreement Renewal - FIN - Ms. Mary Anne Paris

MOTION: That the Board of School Directors approves the quote from Applications2U for the amount of \$87,000 to renew the Citrix Campus Agreement Licensing Program.

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

Citrix Campus
Agreement
Renewal
Approved
8-0-0

4.13 AppSense Environment Manager Renewal - FIN - Ms. Mary Anne Paris

MOTION: That the Board of School Directors approves the quote for AppSense Environment Manager for the term of one year at the amount of \$28,140.00.

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

AppSense
Environment
Manager Renewal
Approved
8-0-0

4.14 Proposed Preliminary Budget - FIN - Ms. Mary Anne Paris

MOTION: That the Board of School Directors directs Administration to prepare a Proposed Preliminary Budget for the January 2015 Board Meeting.

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

Proposed
Preliminary Budget
Preparation
Approved
8-0-0

5.0 Items Removed for Separate Action

5.1 (4.10) YEMS PTO Playground Proposal/Donation - PPF - Mrs. Donna Zariczny

MOTION: It was moved by Mr. Werner and seconded by Ms. Paris that the Board of School Directors approves the donation of pea gravel for the playgrounds at Youngsville Elementary Middle School from the Youngsville Elementary Middle PTO as per the attached.

MOTION WITHDRAWN: Mr. Werner withdrew the motion and Ms. Paris agreed.

YEMS Playground
Proposal
Withdrawn

6.0 Future Business for Committee Review

6.1 Schedule for Future Presentations/Reviews

Instead of creating a calendar, an Excel spreadsheet will be used to track future items for review or presentation and will be attached for each meeting.

Mrs. Zariczny stated that the Board has received a couple of emails regarding student numbers at Warren Area Elementary Center with higher class sizes and wondered if there is a need for aides or if there are other issues that may need addressed. Dr. Clark stated that administration is aware and is looking into it.

Secondly, Mrs. Zariczny stated that with the consolidation of AVES to Sheffield, the community has made inquiry as to the possibility of a consolidated bus stop. Dr. Clark will review this with the transportation department for their consideration. This will be sent to committee should there be interest.

Mr. Stewart asked that administration take under consideration using the district website as a way of more effectively telling the story of successes in the District like were spoken of earlier under the recognitions and presentations portion of the agenda. There are many interesting things happening in the classrooms, and Mr. Stewart asked if the District could use pictures and other media to tell the stories electronically. Observing that the Board newsletter tells of the Board's activities, he questioned if those resources could be plunged into something that is electronic to tell of those stories, and the Board president could write a story once in a while to make it a very accurate and up-to-date story of who we are as a district and the great things that are happening here. This will come through committee, and it will be discussed at agenda setting.

7.0 Other

7.1 Policy Number 9646, titled - School Volunteers 2013/2014 School Year and Beyond

Policy 9646 – School
Volunteers
First Reading
Approved
8-0-0

MOTION: It was moved by Mr. Werner and seconded by Mrs. Morgan that the Board of School Directors approves on first reading changes made to Policy 9646, titled - School Volunteers - 2013/2014 School Year and Beyond.

The result of the vote: passed unanimously.

7.2 New Position - Special Education

New Position – Special
Education
Approved
8-0-0

MOTION: It was moved by Ms. Paris and seconded by Mr. Zamborik that the Board of School Directors approves the new position of Itinerant Special Education teacher utilizing staffing contingency funds.

The result of the vote: passed unanimously.

7.3 PlanCon F Correction and Approval - Beaty-Warren Middle School Project

PlanCon F – BWMS
Project Correction
Acknowledged
8-0-0

MOTION: It was moved by was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors acknowledges receipt of the PlanCon Part F correction and approval from PDE relative to the Beaty-Warren Middle School renovation and directs that the attached documents, which evidence said approval, be entered into the Minutes of this meeting.

The result of the vote: passed unanimously.

7.4 PlanCon F Correction and Approval - Eisenhower K-12 Project

PlanCon F – Eisenhower
K-12 Project
Correction
Acknowledged
8-0-0

MOTION: It was moved by Mr. Knapp and seconded by Mrs. Morgan that the Board of School Directors acknowledges receipt of the PlanCon Part F correction and approval from PDE relative to the Eisenhower K-12 renovation and directs that the attached documents, which evidence said approval, be entered into the Minutes of this meeting.

The result of the vote: passed unanimously.

7.5 PlanCon F Correction and Approval - Sheffield K-12 Project

PlanCon F - Sheffield
K-12 Project
Correction
Acknowledged
8-0-0

MOTION: It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors acknowledges receipt of the PlanCon Part F correction and approval from PDE relative to the Sheffield K-12 renovation and directs that the attached documents, which evidence said approval, be entered into the Minutes of this meeting.

The result of the vote: passed unanimously.

7.06 Budget Transfer - FIN - Ms. Mary Anne Paris

Budget Transfer
Approved
8-0-0

MOTION: It was moved by Ms. Paris and seconded by Mr. Knapp that the Board of School Directors approves the Resolution and Budget Transfer in the amount of \$143,382.54.

The result of the vote: passed unanimously.

8.0 Closing Activities

8.1 Public Comment

There was no public comment.

8.2 Executive Session

Mr. Stewart announced an executive session at 7:58 p.m. to discuss personnel and legal matters from the solicitor with possible action to follow.

The meeting reconvened at 10:03 p.m.

8.3 Adjournment

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

The meeting adjourned at 10:04 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary