

**WARREN COUNTY SCHOOL DISTRICT**  
**BOARD OF SCHOOL DIRECTORS**  
**ORGANIZATION MEETING MINUTES**  
**THURSDAY, DECEMBER 4, 2014**

**1.0 Opening Activities**

1.1 Call to Order

The organization meeting of the Warren County School District Board of School Directors was called to order by Mr. Stewart at 7:00 p.m. in the Board Room of the Warren County Career Center, 347 East Fifth Avenue, Warren, Pennsylvania.

1.2 Introduction of Board Members, Superintendent, Solicitor, Treasurer, and Board Secretary – Mr. Arthur Stewart

Present:

Mr. John Anderson  
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

Others Present:

Dr. William Clark, Superintendent; Mrs. Amy Stewart, Director of Administrative Support Services; Dr. Norbert Kennerknecht, Director of Buildings & Grounds Services; Mr. James Grosch, Director of Business Services; Mr. Gary Weber, Director of Curriculum, Instruction and Assessment; 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; Mrs. Suzanne Turner, Human Resource Supervisor; Mrs. Misty Weber, Principal; and approximately five members of the public in the audience.

1.4 Elect Temporary President

A. Nominations are taken for temporary president.

**MOTION:** It was moved by Mrs. Zariczny and seconded by Mr. Werner that Mr. Stewart be elected as the Temporary President.

The result of the vote: passed unanimously.

Temporary  
President  
Approved  
8-0-0

**2.0 New Business**

2.1 Election of President

Mr. Stewart asked that Roberts Rules of Order be suspended. The Board agreed by common consent.

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 or (814) 723-6900.

Mr. Stewart remarked that it is healthy for an organization to change leadership from time to time to get new ideas and in the past he advocated for such as the former solicitor of the district. He asked the Board for their consideration in nominating the current vice president for the position of president.

**MOTION:** It was moved by Mr. Knapp and seconded by Mr. Werner that Mrs. Zariczny be elected as the board president.

Board President  
Approved  
8-0-0

The nominations were closed by common consent.

The result of the vote: passed unanimously.

2.2 Newly Elected President Takes Seat and Presides Over the Meeting

Mrs. Zariczny took her seat and presided over the meeting.

2.3 Election of the Vice President

Vice President  
Approved  
8-0-0

**MOTION:** It was moved by Mr. Knapp and seconded by Mr. Zamborik that Mr. Stewart be elected as the vice president.

The nominations were closed by common consent.

The result of the vote: passed unanimously.

2.4 Officers' Authorization – Payments

Officers' Authorization –  
Payments  
Approved  
8-0-0

**MOTION:** It was moved by Mr. Stewart and seconded by Mr. Knapp that the Board of School Directors authorizes the officers of the Board to draw orders for payrolls and for payment of bonds, interest, utilities and other pertinent bills as they come due.

Roll Call Vote:

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

Voting No: None

Abstaining: None

Absent: Ms. Paris

The result of the vote: passed unanimously.

2.5 Dates and Place of Board Meetings

**MOTION:** It was moved by Mr. Knapp and seconded by Mrs. Morgan that the Board of School Directors approves all regular Board meetings be scheduled for 7:00 p.m. at the Central Office, 6820 Market Street, Russell, Pennsylvania, on the dates listed.

Dates and Place of  
Board Meetings  
Approved  
8-0-0

**Board Meetings**

January 12, 2015

February 9, 2015

March 9, 2015

April 13, 2015

May 11, 2015

June 8, 2015

July 13, 2015 (Tentative)

August 10, 2015

September 14, 2015  
October 12, 2015  
November 9, 2015  
December 7, 2015  
(Organizational Meeting  
precedes regular meeting)

The result of the vote: passed unanimously.

2.6 Dates and Place of Committee Meetings

**MOTION:** It was moved by Mr. Knapp and seconded by Mr. Zamborik that the Board of School Directors approves that all committee meetings be scheduled at the Central Office, 6820 Market Street, Russell, Pennsylvania, at 6:00 p.m. on the dates listed.

Dates and Place of Committee Meetings Approved 8-0-0
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**Committee Meetings Dates**

Monday, December 15, 2014 - (PACCA - CIT - PPF - FIN)  
Monday, January 26, 2015 - (CIT - PPF - PACCA - FIN)  
Monday, February 23, 2015 - (PPF - PACCA - CIT - FIN)  
Monday, March 30, 2015 - (PACCA - CIT - PPF - FIN)  
Monday, April 27, 2015 - (CIT - PPF - PACCA - FIN)  
Tuesday, May 26, 2015 - (PPF - PACCA - CIT - FIN)  
Monday, June 29, 2015 - (PACCA - CIT - PPF - FIN)  
Monday, July 27, 2015 - (CIT - PPF - PACCA - FIN)  
Monday, August 31, 2015 - (PPF - PACCA - CIT - FIN)  
Monday, Sept. 28, 2015 - (PACCA - CIT - PPF - FIN)  
Monday, October 26, 2015 - (CIT - PPF - PACCA - FIN)  
Monday, Nov. 16, 2015 - (PPF - PACCA - CIT - FIN)

CIT – Curriculum, Instruction & Technology Committee  
FIN – Finance Committee  
PACCA – Personnel, Athletics & Co-Curricular Activities Committee  
PPF – Physical Plant & Facilities Committee

The result of the vote: passed unanimously.

2.7 Reaffirmation of the PSBA Standards for Effective School Governance and Code of Conduct

**MOTION:** It was moved by Mr. Stewart and seconded by Mrs. Morgan that the Board of School Directors does hereby reaffirm its adoption of the resolution and commitment to the Pennsylvania School Boards Association's Standards for Effective School Governance and Code of Conduct for Members of Pennsylvania School

Reaffirmation of the  
PSBA Standards for  
Effective Governance  
& Code of Conduct  
Approved  
8-0-0

Boards Association, attached hereto as the standards and expectations for the conduct of the business and fulfillment of the public responsibilities of this Board of School Directors, effective immediately.

The result of the vote: passed unanimously.

2.8

Appointment of the Act 32 Tax Collection Committee Primary Voting Delegate and Alternate Voting Delegate

TCC Primary Voting  
Delegate & Alternate  
Voting Delegate  
Approved  
8-0-0

**MOTION:** It was moved by Mr. Knapp and seconded by Mr. Zamborik that the Board of School Directors approves the Director of Business Services as the District's Act 32 Tax Collection Committee Primary Voting Delegate and the Board Treasurer as the Alternate Voting Delegate for the 2015 calendar year.

Roll Call Vote:

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

Voting No: None

Abstaining: None

Absent: Ms. Paris

The result of the vote: passed unanimously.

2.9 Appointment of Committee Members

Please complete the Committee Preference form and return to the Board President no later than Monday, December 8, 2014.

### 3.0 Closing Activities

3.1 Adjournment

**MOTION:** It was moved by Mr. Zamborik and seconded by Mrs. Morgan moved that the meeting be adjourned.

The meeting adjourned at 7: 14 p.m.

Respectfully Submitted,

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Ruth A. Huck, Board Secretary