

**WARREN COUNTY SCHOOL DISTRICT**  
**BOARD OF SCHOOL DIRECTORS**  
**MEETING MINUTES**  
**MONDAY, JANUARY 11, 2016**

**1. 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 Mrs. Zariczny, President, at 7:00 p.m. in the Board Room of Central Office, 6820 Market Street, Russell, Pennsylvania.

**1.2 Pledge of Allegiance**

Mrs. Zariczny led the Pledge of Allegiance.

**1.3 Roll Call**

Present:

Mr. Joseph Colosimo  
Mr. Thomas Knapp  
Mr. Paul Mangione  
Mrs. Marcy Morgan

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

Roll Call

Absent:

Mr. John Anderson

Mr. Arthur Stewart

Others Present:

Dr. William Clark, Superintendent; Mrs. Amy Stewart, Executive Director; Dr. Norbert Kennerknecht, Director of Buildings & Grounds Services; Mr. James Grosch, Director of Business Services; Mr. Gary Weber, Director of Curriculum, Instruction and Assessment; Ms. Patricia Hawley, Director of Pupil Services; Mrs. Rhonda Decker, Supervisor of Elementary Education; Mr. Chris Byham, Solicitor; Mrs. Ruth Huck, Board Secretary; Mr. Josh Cotton, Times Observer; Mr. Matt Jones, Coordinator of Grants and Foundation Development; Mr. Paul Leach, Technology Specialist; Mr. Richard Gignac, Supervisor of District-wide Athletics & Co-Curricular Activities; Mrs. Suzanne Turner, Human Resource Supervisor; Mrs. Amy Stimmell, Principal; Mr. Jeff Flickner, Principal; Mr. Eric Mineweaser, Principal; Ms. Kimberly Yourchisin, Principal; Mr. Shannon Yeager, Principal; Mr. Brian Reynolds, Assistant Principal; Mr. James Case, Assistant Principal; Mrs. Louise Tharp, WCEA President; and approximately 30 members of the public in the audience.

**1.4 Reading of the Mission Statement - Mr. Thomas Knapp**

*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 or (814) 723-6900.

- 1.5 Reading of the WCSD/PSBA Principles of Governance & Leadership - Mr. Paul Mangione  
*Pennsylvania school boards are committed to providing every student the opportunity to grow and achieve. The actions taken by the Board ultimately have both short and long-term impact in the classroom. Therefore, school directors collectively and individually will...*

*Govern Effectively*

- *By developing, adopting, revising, and reviewing policy*
- *By aligning decisions to policy*
- *By differentiating between governance and management, delegating management tasks to administration*
- *By abiding by the majority decision*

- 1.6 Recognitions & Presentations

1. Board Member Recognition

Elementary students presented various items of appreciation to the board members.

Anthony Piscioneri from PSBA presented certificates to Mrs. Zariczny and Mr. Stewart for eight years of service as board members.

- 1.7 Public Comment

There was no public comment.

- 1.8 Agenda Adoption

Agenda  
Adoption  
Approved  
7-0-0

**MOTION:** That the Board of School Directors adopts the agenda dated January 11, 2016.

Motion by John Werner, second by Thomas Knapp.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Marcy Morgan, John Werner,  
Michael Zamborik, Donna Zariczny

- 1.9 Approval of Minutes – December 7, 2015

December 7,  
2015 Minutes  
Approved  
7-0-0

**MOTION:** That the Board of School Directors approves the organization meeting minutes and the regular meeting minutes dated December 7, 2015.

Motion by Thomas Knapp, second by Joseph Colosimo.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Marcy Morgan, John Werner,  
Michael Zamborik, Donna Zariczny

- 1.10 Approval of Special Meeting Minutes – December 16, 2015

December 16,  
2015 Special  
Meeting  
Minutes  
Approved  
7-0-0

**MOTION:** That the Board of School Directors approves the special meeting minutes dated December 16, 2015.

Motion by Thomas Knapp, second by Joseph Colosimo.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Marcy Morgan, John Werner,  
Michael Zamborik, Donna Zariczny

1.11 Financial Reports

**MOTION:** 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.

Motion by Michael Zamborik, second by Marcy Morgan.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Marcy Morgan,  
John Werner, Michael Zamborik, Donna Zariczny

Financial  
Reports  
Approved  
7-0-0

1.12 Transfer Request 110

**MOTION:** That the Board of School Directors approves Transfer Request 110 as presented.

Motion by John Werner, second by Marcy Morgan.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Marcy Morgan,  
John Werner, Michael Zamborik, Donna Zariczny

Transfer  
Request 110  
Approved  
7-0-0

Mrs. Zariczny announced there would be an executive session at 7:20 p.m. to discuss legal and personnel matters.

The meeting reconvened at 7:40 p.m.

2. **President's Statement**

2.1 Reports & Information

1. IU5 - Mr. Paul Mangione

Mr. Mangione reported that the Intermediate Unit did not have to take a Tax Anticipation Note and its Single Audit for last fiscal year went well.

2. PSBA Liaison - Mr. Joseph Colosimo

There was no report.

3. Career Center Advisory - Mr. Marcy Morgan, Mr. Michael Zamborik

Mr. Zamborik reported that things at the Career Center are going well.

2.2 Important Dates

BOARD/COMMITTEE MEETING DATES				
1.	January 25, 2016	6:00 p.m.	Curriculum, Instruction, & Technology Committee  Physical Plant & Facilities Committee  Personnel/Athletics & Co- Curricular Activities Committee  Finance Committee	Central Office - Russell

2.	January 27, 2016	9:30 a.m.	Board Visitation	Youngsville HS & Youngsville Elementary/ Middle School
3.	February 8, 2016	7:00 p.m.	Board Meeting	Central Office - Russell

### 2.3 Announcements

Mrs. Zariczny discussed filling the superintendent's position. In the past the board has sought candidates for the position both internally and externally through the use of consultants. Recently, Mrs. Zariczny and Mr. Stewart made informal inquiries to determine the interest level of qualified district administrators, and she was happy to report that Mrs. Stewart is interested in the position and willing to step forward. She has been with the district since 1991 and served in a variety of roles including elementary instructor and instructor integrating technology in the classroom. In 2002 she moved to central office as an administrator and then director overseeing technology, information management, curriculum and instruction, support services, human resources, and other short term assignments. In 2013 she served as the acting superintendent during the search for a new superintendent. She holds certifications as an elementary instructor, instructional technology specialist, K-12 principal, and a superintendent letter of eligibility. One of the board goals is to keep continuity in the district, and Mrs. Stewart's interest in the position helps to achieve that goal. Mrs. Zariczny asked the board members if there were any objections to the Board officers negotiating a contract with Mrs. Stewart to bring back to the Board for consideration.

Mrs. Morgan stated she was glad to hear this because she has heard from her constituents they would like to see someone from the district take this position.

### 2.4 Superintendent Contract Negotiations

**MOTION:** That the Board of School Directors authorizes and directs the Board President and Vice President to enter into negotiations with Amy Stewart with the intention of developing a proposed superintendent employment agreement that can be brought back to the Board for consideration.

#### **Public Comment**

There was no public comment.

Motion by Marcy Morgan, second by John Werner.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Marcy Morgan, John Werner, Michael Zamborik, Donna Zariczny

### 2.5 Other

## 3. Superintendent's Reports and Recommendations

### 3.1 General Comments - Dr. William Clark/Mrs. Amy Stewart

- Dr. Clark congratulated Mrs. Stewart for this vote of confidence and wished her and the Board well as they move forward.
- Dr. Clark updated the Board on the Backpack Program stating that some of the excess food that could not be utilized was sent to the Sheffield Food Pantry for distribution. There were seventeen boxes in all.

Superintendent  
Contract  
Negotiations  
Approved  
7-0-0

- Mrs. Stewart reported there are two items of information which administration owes the Board from committee meetings, and one is the junior high wrestling numbers and recommendations for the program. She clarified that the funding for the programs is very minimal. Administration recommends the Board consider two things, 1) allow the programs to continue because of the minimal funding, and 2) allow the administration to explore the possibility of a co-op for the programs as an option for the future.
- The second item is that the District has been awarded the 21<sup>st</sup> Century Cohort 8 funding in the amount of \$193,400 per year to provide tutors to middle level students. This is a potential three year award provided the program reaches established benchmarks in performance. It is called Team STEAM and provides after school programming for grades 6-8 in science, technology, engineering, art, and math. Non-STEAM activities will include homework completion, academic enrichment, and physical activities. The program will be hosted at Eisenhower Middle/High School, Beaty-Warren Middle School, Youngsville Elementary/Middle School and Sheffield Area Middle/High School. A program will also be placed at Tidioute Community Charter School which is a partner for the grant.

Because the funding is January to December of this year, there will be some superintendent approvals for hiring so the program can get underway as soon as possible. The target is to implement the program at the start of second semester.

3.2 Committee Reports

3.3 Other

**4. New Business - Consent Agenda**

4.1 Consent Agenda

**MOTION:** That the Board of School Directors approves the consent agenda.

Motion by Michael Zamborik, second by Marcy Morgan.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Marcy Morgan, John Werner,  
Michael Zamborik, Donna Zariczny

Consent Agenda Approved 7-0-0
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4.2 School-to-Work Contract Agreement - CIT - Mr. John Werner

**MOTION:** That the Board of School Directors approves the attached three year agreement between the Warren/Forest Higher Education Council and the Warren County School District for School to Work services, pending designated funds being made available in the approved final budget for the 2016-2017 school year.

Motion by Michael Zamborik, second by Marcy Morgan.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Marcy Morgan, John Werner,  
Michael Zamborik, Donna Zariczny

School-to-Work Contract Agreement Approved 7-0-0
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4.3 Adult Education Agreement - CIT - Mr. John Werner

Adult Education  
Agreement  
Approved  
7-0-0

**MOTION:** That the Board of School Directors approves the agreement between the Warren County School District and Warren/Forest Higher Education Council for Adult Education Services.

Motion by Michael Zamborik, second by Marcy Morgan.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Marcy Morgan, John Werner, Michael Zamborik, Donna Zariczny

4.4 Language Arts Planned Instructions - Grades 6, 7, 8 - CIT - Mr. John Werner

Language Arts  
Planned  
Instruction  
Approved  
7-0-0

**MOTION:** That the Board of School Directors approves the revised planned instructions for English Language Arts for Grades 6, 7, and 8, per the attached documents.

Motion by Michael Zamborik, second by Marcy Morgan.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Marcy Morgan, John Werner, Michael Zamborik, Donna Zariczny

4.5 Elementary Language Arts Purchase Requests - FIN - Mr. Paul Mangione

Elementary  
Language Arts  
Purchase Requests  
Approved  
7-0-0

**MOTION:** That the Board of School Directors approves the purchase requests for Elementary Language Arts material from McGraw Hill in the amount of \$79,879.69, and \$43,587.81; and Wilson Language Training Corp. in the amount of \$28,027.46 as presented.

Motion by Michael Zamborik, second by Marcy Morgan.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Marcy Morgan, John Werner, Michael Zamborik, Donna Zariczny

4.6 Certificated Personnel Report - PACCA - Mr. Thomas Knapp

Certificated  
Personnel Report  
Approved  
7-0-0

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

Motion by Michael Zamborik, second by Marcy Morgan.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Marcy Morgan, John Werner, Michael Zamborik, Donna Zariczny

4.7 Support Personnel Report - PACCA - Mr. Thomas Knapp

Support Personnel  
Report  
Approved  
7-0-0

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

Motion by Michael Zamborik, second by Marcy Morgan.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Marcy Morgan, John Werner, Michael Zamborik, Donna Zariczny

4.8 Athletic Supplemental Contracts – PACCA – Mr. Thomas Knapp

Athletic  
Supplemental  
Contracts  
Approved  
7-0-0

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

Motion by Michael Zamborik, second by Marcy Morgan.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Marcy Morgan, John Werner,  
Michael Zamborik, Donna Zariczny

4.9 Co-Curricular Supplemental Contracts – PACCA – Mr. Thomas Knapp

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

Motion by Michael Zamborik, second by Marcy Morgan.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Marcy Morgan, John Werner,  
Michael Zamborik, Donna Zariczny

Co-Curricular  
Supplemental  
Contracts  
Approved  
7-0-0

4.10 Informational Report - PACCA - Mr. Thomas Knapp

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

Motion by Michael Zamborik, second by Marcy Morgan.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Marcy Morgan, John Werner,  
Michael Zamborik, Donna Zariczny

Informational  
Report  
Approved  
7-0-0

4.11 Volunteer Report - PACCA - Mr. Thomas Knapp

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

Motion by Michael Zamborik, second by Marcy Morgan.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Marcy Morgan, John Werner,  
Michael Zamborik, Donna Zariczny

Volunteer Report  
Approved  
7-0-0

4.12 New Bus Drivers - PACCA - Mr. Thomas Knapp

**MOTION:** That the Board of School Directors approves the list of new bus drivers.

Motion by Michael Zamborik, second by Marcy Morgan.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Marcy Morgan, John Werner,  
Michael Zamborik, Donna Zariczny

New Bus  
Drivers  
Approved  
7-0-0

**5. Items Removed for Separate Action**

There were no items removed for separate action.

**6. Future Business for Committee Review**

There were no items for committee review.

**7. Other**

7.1 WCCBI Community Profile Directory - FIN - Mr. Paul Mangione

**MOTION:** That the Board of School Directors approves the contract for an half-page ad for inclusion in the WCCBI Community Directory as presented.

Motion by Thomas Knapp, second by Marcy Morgan.

Final Resolution: Motion Passed

WCCBI  
Community  
Profile  
7-0-0



Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Marcy Morgan, John Werner, Michael Zamborik, Donna Zariczny

7.2 Repository Sales

Repository Sales  
Approved  
7-0-0

**MOTION:** That the Board of School Directors approves the repository sales for tax parcels YV-675-221600-000; WN-574-726200-000; and WN-574-722900-000 as presented.

Motion by John Werner, second by Michael Zamborik.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Marcy Morgan, John Werner, Michael Zamborik, Donna Zariczny

7.3 Bid Results for General and Food Service Contracts and Approvals for Phase II of Warren Area High School Alterations and Additions (WCSD #1301, PDE #3811)

Bid Results for  
General & Food  
Service Contracts &  
Approvals for Phase  
II of WAHS  
Alterations &  
Additions  
Approved  
7-0-0

**MOTION:** That the Board of School Directors approves the following contractor's bid for the project known as the Warren Area High School Alterations and Additions (PDE #3811, WCSD #1301): Hudson Construction Inc. for the General Construction Contract (1301.1) in the amount of \$15,385,925.00 for base bid #1 and alternates 3,11, 14, 15, 17, 18, 20 and 25. Contingent upon receipt of approval of PlanCon G from the PA Department of Education, the Board directs administration to enter into contracts for the aforementioned. Furthermore, the Board approves the purchasing of the Food Service equipment for the project through FF&E.

Motion by Thomas Knapp, second by Michael Zamborik.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Marcy Morgan, John Werner, Michael Zamborik, Donna Zariczny

7.4 Policy Number 10110, titled – Student Attendance Policy

Policy #10110 –  
Student Attendance  
First & Second  
Reading  
Approved  
7-0-0

**MOTION:** That the Board of School Directors approves on first and second reading Policy Number 10110, titled – Student Attendance.

Motion by Thomas Knapp, second by Marcy Morgan.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Marcy Morgan, John Werner, Michael Zamborik, Donna Zariczny

7.5 Annual Cisco Lease Payment

Annual Cisco  
Lease Payment  
Approved  
7-0-0

**MOTION:** That the Board of School Directors approves the first contractual payment to Bank of America for \$74,897.96.

Motion by Marcy Morgan, second by Michael Zamborik.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Marcy Morgan, John Werner, Michael Zamborik, Donna Zariczny



7.6 PlanConF, Attachment C for Re-bids of Phase II of Warren Area High School Alterations & Additions (WCSD #1301, PDE #3811)

PlanCon F Attachment C for Re-Bids of Phase II – WAHS Approved 7-0-0
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**MOTION:** That the Board of School Directors certifies that the information provided above accurately describes the actions taken by the school district/CTC prior to contract execution on the above-referenced PlanCon project. Failure to fully disclose any information pertinent to the following may result in the denial of reimbursement for this project: award to the lowest responsible bidder for any prime contract; issuance of permits and approvals by local, state and other governmental agencies; computation of reimbursable capacity, architectural area and scheduled area; and compliance with Act 34 of 1973, the 20 year rule and the 20% Rule for Alteration Costs used in determining the eligibility of building renovations for reimbursement.

Motion by Michael Zamborik, second by Thomas Knapp.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Marcy Morgan, John Werner, Michael Zamborik, Donna Zariczny

Mr. Mangione asked about the heat at Warren Area High School. It has been very cold due to the construction and the building being closed during the holiday season. Administration is aware of the heat issues and is working with contractors to get more heat in the building.

Mr. Knapp asked if the District will be getting reimbursed for all of the PlanCon submissions sent PDE. Dr. Kennerknecht stated the District is in the queue at number 54 to get reimbursement once the State begins releasing funding again.

**8. Closing Activities**

8.1 Public Comment

There was no public comment.

8.2 Executive Session

There were no items for executive session.

8.3 Adjournment

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

The meeting adjourned at 8:07 p.m.

Respectfully Submitted,

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Ruth A. Huck, Board Secretary