

WARREN COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
SPECIAL MEETING MINUTES
TUESDAY, APRIL 18, 2017

1. 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 Mrs. Zariczny, President, at 6:05 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

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

Roll Call

Absent:

Mr. John Anderson
Mrs. Marcy Morgan

Mr. Michael Zamborik

Others Present:

Mrs. Amy Stewart, Superintendent; Mr. Gary Weber, Director of Administrative Support Services; Mr. James Grosch, Director of Business Services; Mrs. Rhonda Decker, Director of Curriculum, Instruction and Assessment; Dr. Patricia Hawley, Director of Pupil Services; Mr. Eric Mineweaser, Supervisor of Elementary Education; Mr. Chris Byham, Solicitor; Mrs. Ruth Huck, Board Secretary; Mr. Brian Ferry, Times Observer; Mr. Michael Kiehl, Transportation/Purchasing Manager; Mr. Matt Jones, Coordinator of Grants and Foundation Development; Mr. Brian Collopy, Technology Coordinator; Mr. Richard Gignac, Supervisor of District-wide Athletics & Co-Curricular Activities; Mrs. Suzanne Turner, Human Resource Supervisor; Ms. Kim Yourchisin, Principal; Mr. Glenn Smith, Assistant Principal; Ms. Ann Ryan, Principal; Ms. Maryanne Mead, Assistant Principal; Mr. Jeff Flickner, Principal; Mr. Kelly Martin, Principal; Ms. Erika Alm, Assistant Principal; Ms. Leslie Collopy, Special Education Supervisor, and approximately 20 members of the public in the audience.

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 Mr. Gary Weber, Title IX/Section 504 Coordinator at 6820 Market Street, Russell, PA 16345 or (814) 723-6900.

1.4 Reading of the Mission Statement - Mr. Arthur Stewart

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 Principles of Governance and Leadership - Mrs. Donna Zarizny

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...

Lead Responsibly

- *Prepare for, attend and actively participate in board meetings*
- *Work together in a spirit of harmony, respect, and cooperation*
- *Participate in professional development, training and board retreats*
- *Collaborate with the Superintendent as the Team of 10*

1.6 Public Comment

Public Comment
Moved to 2.2 on
the Agenda
Approved
6-0-0

MOTION: It was moved by Arthur Stewart and seconded by John Werner that the public comment period be moved to follow 2.1 Budget Discussion on the agenda.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, Arthur Stewart, John Werner, Donna Zariczny

2. New Business

2.1 Budget Discussion

Mr. Grosch reviewed the budget presentation.

- Detailed Timeline
 - Proposed an additional budget work session on May 18th.
 - The deadline for a Proposed final budget is May 31 with the final budget adoption slated for June 26, 2017.
- Five Year Projection
 - The administration is hoping there is not a reduction in subsidies for transportation in the Governor's budget.
 - The administration is looking for reductions in the amount of \$500,000 to \$750,000 by "scrubbing" the accounts.
 - The calculations are assuming a 100% burn rate. If administration can reduce spending it by 2% it would provide about \$2.3 million leaving approximately a deficit of \$2.0 million to \$2.5 million needed to balance the 2017-18 budget either through a tax increase or budgetary reductions.
 - Through changes in bus routes there is a reduction in expenditures from 2016-17 to 2017-18. Depending on gas prices, this line item could change either up or down.
- Valuation of a Mill
 - Should a tax increase be necessary, the chart shows the assessed values and what the maximum 1.92 mill increase would translate to for a home with an assessed value of \$40,000. Meaning the approximate value of the property would be \$80,000; assessed value is 50% of the property value.

- The current county assessed valuation is going from \$456,067,171 in 2016-17 to \$457,987,627 with this increase the current millage will provide a \$102,000 increase in local revenue. If the Board chose to increase the millage by 1.92 mills the total increase would be \$982,015. This amount includes the \$102,000 for increased assessed value. The collection on taxes is never 100%; it is normally around 91% with about 9% of property owners not paying their taxes in a timely fashion. So the collected value of taxes with a tax increase of 1.92 mills (maximum tax increase) would be \$893,634 to contribute to the budgeted deficit.
- On the same \$40,000 assessed value home, the 1.92 increase would be an additional \$76.80 per year of taxes or \$6.40 per month. The chart presented showed assessed valuations starting at \$10,000 and going to \$200,000.
- Public School Employees Retirement System (PSERS)
 - There is currently a \$3.6 million committed fund balance. The salary increase is 2.5% per year and the PSERS rates change every year and are published through 2022 but are not certified and could fluctuate. The PSERS rate of increase from 2010-11 until now using this year's salary figures is \$7,287,000 so in 16 years the rate has gone up 432%.
 - The published rates have been higher than originally forecasted, historically, and continue to increase rather than showing a decrease as was originally indicated by the state.
 - There is a concern if there is a market adjustment, PSERS rates could increase to make-up for the loss in the market.
- Buildings & Grounds Seven Year Plan
 - If all projects were completed in 2017-2018, there would be at a deficit of \$277,010 in the Capital Reserve Fund. Some projects will need to be delayed or put on hold until a later date.
 - It is expected that the Beaty-Warren Middle School Roof project could be completed in part or in whole this summer or by October if there are funds to do so. There are one time monies coming from PlanCon with approximately \$1.2 million which came in during this fiscal year and were not budgeted. So a conversation needs to be had regarding the PlanCon money and decide if it should be used for this project.
- Technology Seven Year Plan
 - By the year 2021 the technology seven-year plan funds will have been spent leaving a deficit of \$164,361. Adjustments will have to be made to this plan.
- Textbook Seven Year Plan
 - Textbook purchases have been listed as Urgent/Critical; Critical/Priority; and Priority, and a decision will have to be made with regard to which purchases the district can afford to make.
- Priority List of Potential Reductions
 - Green identifies the first level of cuts administration would recommend cutting without hurting the education of the students, even though they would prefer not to make the cuts.
 - Blue items are things administration is willing to cut.

- Orange items are things administration does not want to cut but could accept it.
- Purple items are things administration cannot live with cutting.
- Staffing
 - Administration took a different approach to staffing this year. Elementary teachers have classes in the 25 to 30 student range. The middle level teachers have class sizes that are lower in the range of mid 20's. At the high school level class sizes are in the range of mid 20's or lower in the outlying areas.
 - Currently the district is double staffing in the outlying areas to offer the classes students are requesting, and it puts low numbers of students in classes.
 - Administration is looking at it differently this year and asking principals to cut the sections to the proper level and decide what they want to offer given the staffing needed for the appropriate amount of sections. Honors and AP classes rose to the surface. Data was used from 2014-2015; 2015-2016; and 2016-2017 for AP and Honors courses offered in the core areas Science, Math, Social Studies and English in each school by how many students requested the courses and how many students actually completed the course. If the number of students slated to take the class was over 12, approval was given to hold the class and they were indicated on the chart in yellow. Courses indicated in blue, were classes with less than 12, but due to an open period, permission was given to hold the class. For 2017-2018, any classes over 12 and with a green square beside it is being offered with the staff they are allocated, and principals are making the choices how they staff. If principals have extra periods, They were asked not to schedule them at this point until administration knows if they need those teachers for other things.
 - Electives are also being looked at to make sure there are sufficient students taking them.
 - One of the priorities administration has had is to make sure students are reading at grade level by the time they are in third grade. Utilizing staff differently, may allow for lower class sizes at the early grades to facilitate this goal.
 - Administration tries to align cuts where there are retirements. There are two teachers leaving Physics this year and administration is looking at not making Physics mandatory for all students allowing students to take some other course.
 - There is an opportunity to take two positions out of middle level.
 - At the secondary level there is a potential of 7 FTE's being cut.
 - There is one librarian retiring, and the position will not be replaced.
 - Title positions will be cut with a decrease in federal funding.
 - Gifted programming will be scaled back. More will be discussed at the April 24th meeting.
- Additional Cuts (Blue and Orange)
 - Athletic Reductions
 - Field Trip reductions
 - Eliminate first aid certification for students

- Eliminate PSAT Reimbursement
 - Reduce Contingency down to \$250,000
 - Reduce four FTE's at Sheffield
 - Eliminate Academic Competitions
 - Move TAB and Buildings and Grounds
 - Eliminate Dean of Students
 - Eliminate Support Staff (2 FTE's)
 - Special Education population is up by 2% with more significant needs
 - There is a need for a speech pathologist. Pathologists are permitted to case manage 65 students. The District is out of compliance and will need to correct it.
 - There are increased mental health needs in the student population, and a position is needed to service all students with mental health issues within the District.
 - Administration is looking at how transportation could be offered in the middle of the day to bring students into the Central Attendance Area to get the courses they would like to take which are not offered at their schools.
 - Some teachers have many preparations for teaching in the smaller schools making it difficult to have the time to prepare appropriately, and teachers in larger schools have fewer preparations because they teach the same class several times.
 - The School Resource Officer is included in the budget.
- Ranking will take place on April 24th
 - Currently the burn rate is less than 98% and would yield about \$1.2 million toward the ending fund balance.

Mrs. Zariczny requested that on May 18, 2017, the budget meeting be held at 5:00 p.m. instead of 7:00 p.m. The Board members present agreed to start the meeting to 5:00 p.m.

Mr. Stewart left the meeting at 7:50 p.m.

2.2 Public Comment

Sarah Gregerson	Clarendon, PA	Ms. Gregerson was opposed to cutting AP and Honors classes in the outlying areas to balance the budget.
Destiny Wynn	Sheffield, PA	Ms. Wynn is opposed to cutting AP and Honors English classes in the outlying areas.
Kim Angove	Russell, PA	Mrs. Angove asked if the ranking sheets would be completed at the April 24 th committee meetings or if they would be completed prior to that meeting. She stated the class size issue has been going on for decades. Policy needs to be changed to allow students to participate in all activities of the

		<p>school they attend should students be given the opportunity to take AP/Honors courses at a building other than in their home school.</p> <p>She asked the board to survey students and find out why there is a drop in participation at the Learning Enrichment Center.</p> <p>Mrs. Angove asked when the High School Reform meetings will be opened to the public.</p> <p>Mrs. Angove was angry about policy being used to the advantage of the district to save money rather than for the benefit of the students' needs.</p>
Matt Menard	Warren, PA	Mr. Menard requested that when looking at cuts to look at the long term effect five years out. Schools drive people to a community and help the economy.
Barb Smelko	Russell, PA	Did not speak.
Sarah Connolly	Sheffield, PA	Ms. Connolly teaches the Honors class at Sheffield, and she does not understand why the honors class will not be held next year because there are twelve registered. Once the classes are cut they will never come back.
Crystal Howe	Warren, PA	<p>Ms. Howe teaches AP and Honors classes at Eisenhower. She teaches six different classes. Research shows small class sizes are optimal for AP/Honors classes. Please continue to give students the option to take AP/Honors classes either at their home schools or at another school.</p> <p>She is concerned about the furlough of teachers with budget cuts. Typically affects younger teachers who would be getting married, having children, and adding to the student population. The younger teachers are passionate about teaching and bring new ideas to the classroom. Look at what is best in the long term.</p>
Victoria Hollis	Youngsville, PA	<p>Ms. Hollis is happy to hear there are new services to help her son.</p> <p>She spoke about IEP meetings where five staff members are present. She feels this takes away from students learning having teachers out of the classroom. She sees a need for more teachers, not cuts to the teaching staff.</p>

		<p>She would like more transparency so she knows what is going on.</p> <p>She would like to know more about high school reform so she can advocate for her community.</p> <p>She has never been invited to a board meeting. She held up a copy of <u>Your Board and How It Works</u> and said this should be sent home with every student so parents know what is going on.</p>
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2.3 Garrett Lee Smith Youth Suicide Prevention Grant (GLS) - Letter of Cooperation

MOTION: That the Board of School Directors approves the Letter of Cooperation for the Garrett Lee Smith Youth Suicide Prevention Grant as presented.

Motion by Thomas Knapp, second by Joseph Colosimo.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Thomas Knapp, Paul Mangione, John Werner, Donna Zariczny

Not Present at Vote: Arthur Stewart

Garrett Lee Smith Youth Suicide Prevention Grant Letter of Cooperation Approved 5-0-0
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2.3 Other

3. Closing Activities

3.1 Adjournment

MOTION: It was moved by Thomas Knapp and seconded by Joseph Colosimo that the meeting be adjourned.

The meeting adjourned at 8:15 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary