

**WARREN COUNTY SCHOOL DISTRICT**  
**BOARD OF SCHOOL DIRECTORS**  
**SPECIAL MEETING MINUTES**  
**MONDAY, NOVEMBER 20, 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 7:09 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. Arthur Stewart  
Mr. John Werner  
Mr. Michael Zamborik  
Mrs. Donna Zariczny

Roll Call

Absent:

Mr. John Anderson

Others Present:

Mrs. Amy Stewart, Superintendent; Mr. Gary Weber, Director of Administrative Support Services; Dr. Norbert Kennerknecht, Director of Buildings & Grounds 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 Secondary Education; 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; Mrs. Melissa McLean, Information Specialist; Mr. Shannon Yeager, Principal; Mr. Kelly Martin, Principal; Mrs. Marcia Madigan, Principal; Mr. Glenn Smith, Assistant Principal; Ms. Jennifer Hobbs, Principal; Mrs. Amy Beers, Principal; Mr. Jeff Flickner, Principal; Mr. Jim Evers, Principal; Mrs. Shelly Wagner, Assistant Principal; Ms. Maryann Mead, Assistant Principal; Mr. Brian Reynolds, Assistant Principal; Mrs. Liz Kent, Principal; Mrs. Misty Weber, Principal; Mr. James Case Assistant Principal; and approximately twelve 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 - 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

- Adhere to an established set of rules and procedures for board operations
- Develop, adopt, revise and review policy
- Align decisions to policy
- Differentiate between governance and management, delegating management tasks to administration
- Allocate finances and resources
- Ensure compliance with local, state and federal laws

1.6 Public Comment

There was no public comment.

**2. New Business**

2.1 Board Goals 2017-2018

Board Goals  
2017-2018  
Approved  
8-0-0

**MOTION:** That the Board of School Directors approves the proposed 2017-2018 Board Goals as presented.

Motion by Marcy Morgan, second by Michael Zamborik.

Final Resolution: Motion Passed

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

2.2 Compensation - Board Secretary

Compensation –  
Board Secretary  
Approved  
8-0-0

**MOTION:** That the Board of School Directors modifies the compensation for Ruth A. Huck, as Board Secretary for the Warren County School District for the term of four (4) years that began on July 1, 2017, as follows: a supplemental salary of \$7750 for the 2017/2018 school year; a salary increase of 2% in each of the following three (3) years of the term.

Motion by Arthur Stewart, second by Thomas Knapp.

Final Resolution: Motion Passed

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

2.3 WCCC Renovations - PPF - Mr. Arthur Stewart

WCCC Renovations  
Work Oder to Eckles  
Engineering  
Approved  
8-0-0

**MOTION:** That the Board of School Directors approves a work order to Eckles Engineering in an amount not to exceed the DGS fee schedule for design and construction supervision for the project known as the Warren County Career Center Renovations (WCSD #1801).

Motion by Arthur Stewart, second by John Werner.

Final Resolution: Motion Passed

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

2.4 WCCC Design Authorization - PPF - Mr. Arthur Stewart

**MOTION:** That the Board of School Directors grants design authority to the Superintendent or their designee for the project known as the Warren County Career Center Renovations, WCSD #1801.

WCCC Design  
Authorization  
Approved  
8-0-0

Motion by Arthur Stewart, second by Michael Zamborik.

Final Resolution: Motion Passed

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

2.5 Letter of Engagement - PlanCon J Preparation - PPF - Mr. Arthur Stewart

**MOTION:** That the Board of School Directors approves the fees and conditions for professional services as set forth in the Letter of Engagement from John Casey to prepare the PlanCon J submission for the project known as the Warren Area High School Alterations and Additions project (WCSD #1301 / PDE #3811).

Letter of  
Engagement  
PlanCon J  
Preparation  
John Casey  
Approved  
8-0-0

Motion by Arthur Stewart, second by Michael Zamborik.

Final Resolution: Motion Passed

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

2.6 Letter of Engagement - Felix & Gloekler, P.C. - PlanCon J Audit for Warren Area High School Project - PPF - Mr. Arthur Stewart

**MOTION:** That the Board of School Directors approves the fees and conditions for professional services as set forth in the Letter of Engagement from Felix & Gloekler, P.C. to audit schedules for Project Accounting Based on Final Costs (J02 and J03) and the Financial Reports (J04) for the project known as the Warren Area High School Alterations and Additions project.

Letter of  
Engagement –  
Felix & Gloekler  
PC – PlanCon J  
Audit  
Approved  
8-0-0

Motion by Michael Zamborik, second by Thomas Knapp.

Final Resolution: Motion Passed

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

2.7 Memorandum of Understanding – Per Diem Certified Special Education Instructor

**MOTION:** That the Board of School Directors approves the Memorandum of Understanding between the Warren County School District and the Warren County Education Association as presented.

MOU – Per Diem  
Certified Special  
Education  
Instructor  
Approved  
8-0-0

Motion by Thomas Knapp, second by Michael Zamborik.

Final Resolution: Motion Passed

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

2.8 Request for a New Position – Special Education Instructor

**MOTION:** That the Board of School Directors approves the new position of Per Diem Special Education Instructor for the Warren County School District per the Memorandum of Understanding.

Request for a New  
Position – Special  
Education  
Instructor  
Approved  
8-0-0

Motion by Michael Zamborik, second by Marcy Morgan.

Final Resolution: Motion Passed

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

2.9 Other

**3. Closing Activities**

3.1 Executive Session

Mrs. Zariczny announced an executive session was held prior to the special meeting to discuss personnel and legal matters.

3.2 Adjournment

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

The meeting adjourned at 7:15 p.m.

Respectfully Submitted,

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Ruth A. Huck, Board Secretary