

**WARREN COUNTY SCHOOL DISTRICT**  
**BOARD OF SCHOOL DIRECTORS**  
**SPECIAL MEETING MINUTES**  
**MONDAY, DECEMBER 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 7:20 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.

Roll Call

1.3 Roll Call

Present:

Mr. Joseph Colosimo  
Mrs. Elizabeth Huffman  
Mr. Jeffrey Labesky  
Mr. Paul Mangione  
Mrs. Marcy Morgan

Mrs. Mary Passinger  
Mr. Arthur Stewart  
Mr. Michael Zamborik  
Mrs. Donna Zariczny

Others Present:

Mrs. Amy Stewart, Superintendent; Mr. Gary Weber, Director of Administrative Support Services; Mr. James Grosch, Director of Business Services; 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. Paul Leach, Technology Specialist; Mr. Richard Gignac, Supervisor of District-wide Athletics & Co-Curricular Activities; Mrs. Suzanne Turner, Human Resource Supervisor; Mrs. Ericka Alm, Assistant Principal; Brian Reynolds, Principal; Marcia Madigan, Principal, Kimberly Yourchisin, Principal; Glenn Smith, Assistant Principal; Shannon Yeager, Principal; Jeff Flickner, Principal; Amy Stimmell, Assistant Principal; Liz Kent, Principal; Shelly Wagner, Assistant Principal; Amy Beers, Principal; James Evers, Principal; Misty Weber, Principal; Louise Tharp, WCEA President; Heather Bunk, WCEA Representative, and approximately five members of the public in the audience.

1.4 Reading of the Mission Statement - Mr. Michael Zamborik

*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 Mr. Gary Weber, 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 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...

Evaluate Continuously

- Utilize appropriate data to make informed decisions
- Use effective practices for the evaluation of the superintendent
- Assess student growth and achievement
- Review effectiveness of the comprehensive plan

- 1.6 Public Comment

There was no public comment.

## 2. New Business

- 2.1 PowerSchool License/Subscription, Training Services & Ongoing Annual Fees

PowerSchool  
License/Subscription,  
Training Services &  
Ongoing Annual Fees  
Approved  
9-0-0

**MOTION** That the Board of School Directors approves the PowerSchool Quote for license and subscription fees; professional services and setup fees; training services; and ongoing annual fees as presented.

Motion by Arthur Stewart, second by Michael Zamborik.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Elizabeth Huffman, Jeffrey Labesky, Paul Mangione, Marcy Morgan, Mary Passinger, Arthur Stewart, Michael Zamborik, Donna Zariczny

- 2.2 PowerSchool Scope of Work - Migration Services

PowerSchool Scope  
of Work - Migration  
Services  
Approved  
9-0-0

**MOTION** That the Board of School Directors approves the PowerSchool Special Education System quote for the scope of work for form migration as presented.

Motion by Arthur Stewart, second by Michael Zamborik.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Elizabeth Huffman, Jeffrey Labesky, Paul Mangione, Marcy Morgan, Mary Passinger, Arthur Stewart, Michael Zamborik, Donna Zariczny

- 2.3 Signature Authorization

Signature  
Authorization  
Eisenhower Activity  
Account  
Approved  
9-0-0

**MOTION** That the Board of School Directors authorizes signatories for the Eisenhower Activity Account as presented.

Motion by Marcy Morgan, second by Michael Zamborik.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Elizabeth Huffman, Jeffrey Labesky, Paul Mangione, Marcy Morgan, Mary Passinger, Arthur Stewart, Michael Zamborik, Donna Zariczny

- 2.4 Morpho Trust USA, LLC Service Agreement

Morpho Trust US, LLC  
Service Agreement  
Approved  
9-0-0

**MOTION** That the Board of School Directors approves the Service Agreement, Statement of Work, and associated Schedules with Morpho Trust USA, LLC, as presented, and further approves the Memorandum of Understanding (MOU), as presented, for the utilization of the E-Verify System as required by the Service Agreement.

Motion by Michael Zamborik, second by Marcy Morgan.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Elizabeth Huffman, Jeffrey Labesky, Paul Mangione,  
Marcy Morgan, Mary Passinger, Arthur Stewart, Michael Zamborik,  
Donna Zariczny

2.5 Professional Services - VARtek

**MOTION:** That the Board of Directors approves the attached services agreement  
with VARtek for IT consulting services.

Motion by Joseph Colosimo, second by Mary Passinger.

Final Resolution: Motion Passed

Yes: Joseph Colosimo, Elizabeth Huffman, Jeffrey Labesky, Paul Mangione,  
Marcy Morgan, Mary Passinger, Arthur Stewart, Michael Zamborik,  
Donna Zariczny

Professional Services = VARtek Approved 9-0-0
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2.6 Other

Mrs. Zariczny announced an executive session was held at 6:45 p.m. to discuss legal and  
personnel matters.

**3. Closing Activities**

3.1 Adjournment

It was moved by Marcy Morgan and seconded by Michael Zamborik that the meeting be  
adjourned.

The meeting adjourned at 7:27 p.m.

Respectfully Submitted,

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Ruth A. Huck, Board Secretary