**WARREN COUNTY SCHOOL DISTRICT**

**BOARD OF SCHOOL DIRECTORS**

**MEETING MINUTES**

**MONDAY, NOVEMBER 4, 2019**

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 6:00 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 Mrs. Mary Passinger

Mrs. Elizabeth Huffman Mr. Arthur Stewart

Mrs. Marcy Morgan Mrs. Donna Zariczny

Mr. Paul Mangione

Absent:

Mr. Michael Zamborik Jeffrey Labesky

Others Present:

Mrs. Amy Stewart, Superintendent; Mr. Gary Weber, Director of Administrative Support Services; Dr. Norbert Kennerknecht, Director of Buildings & Grounds Services; Dr. Patricia Hawley, Director of Pupil Services; Mr. James Grosch, Director of Business Services; Mr. Eric Mineweaser, Director of Curriculum, Instruction and Assessments; Mr. Chris Byham, Solicitor; Mrs. Ruth Huck, Board Secretary;   
Mr. Brian Ferry, Times Observer; Ms. Lynn Shultz, Supervisor of Elementary Education; Mr. Michael Kiehl, Transportation/Purchasing Manager; Mr. Matt Jones, Coordinator of Grants and Education Foundation; Mrs. Suzanne Turner, Human Resource Supervisor; Mr. James Hazelett, Vartek; Mr. Richard Gignac, Supervisor of District-wide Athletics & Co-Curricular Activities; and approximately eight members of the public in the audience.

1.4 Reading of the Mission Statement - Mrs. Elizabeth Huffman

***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 & 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...***

***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

|  |  |  |
| --- | --- | --- |
| Terry & Jodi Papalia | Warren, PA | The Papalia’s grandson attends school in Sheffield, and he is wondering what the District is doing about bullying. They tried to speak to the principal, but he would not meet with them, because they are not on the contact list for the student. |
| Tom Holden | Sheffield, PA | Mr. Holden addressed the Board concerning Jr. High wrestling at Sheffield Area Middle/High School. He would like to retain the program. The AD misled the coaches as to how many athletes they would need to retain the program, and he asked that information be given to coaches directly in the future.  He is also concerned when music programs are taken away. The choir had 10 students instead of 12 and there is no choir as a result.  He asked everyone to join the Sheffield Wrestling Facebook page to see what the students have done. |

1.7 Agenda Adoption

Agenda Adoption

Approved

7-0-0

**MOTION**: That the Board of School Directors adopts the agenda dated November 4, 2019, as presented.

Motion by Mary Passinger, second by Marcy Morgan.

Final Resolution: Motion Passed

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

1.8 Resolution Recognizing School Board Member Service

Resolution Recognizing School Board Member Service

Adopted

7-0-0

**MOTION**: That the Board of School Directors adopts the resolution in appreciation and thanks to retiring board member Michael Zamborik for his service to the Warren County School District, its communities, and the students and families whom he served.

Motion by Joseph Colosimo, second by Mary Passinger.

Final Resolution: Motion Passed

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

October 7, 2019, Minutes

Approved

7-0-0

1.9 Approval of Minutes - October 7, 2019

**MOTION**: That the Board of School Directors approves the regular meeting minutes dated October 7, 2019, as presented.

Motion by Elizabeth Huffman, second by Mary Passinger.

Final Resolution: Motion Passed

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

October 21, 2019, Special Meeting Minutes

Approved

7-0-0

1.10 Approval of Special Meeting Minutes - October 21, 2019

**MOTION**: That the Board of School Directors approves the special meeting minutes dated October 21, 2019, as presented.

Motion by Arthur Stewart, second by Elizabeth Huffman.

Final Resolution: Motion Passed

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

Financial Reports

Approved

7-0-0

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 Paul Mangione, second by Elizabeth Huffman.

Final Resolution: Motion Passed

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

2. President's Statement

2.1 Reports & Information

1. IU5 - Mr. Paul Mangione

Mr. Mangione reported that sub shortages and a state-wide teacher shortage is hitting the IU hard. Dr. Maynard reported by 2025 there will be 330,000 teaching jobs available and only 190,000 certified teachers available to fill them. That issue needs to be addressed now for the future of the District. Mr. Mangione commented the District has a very tenured staff who will be retiring in the next few years, and it will hit the district hard.

2. PSBA Liaison - Mrs. Marcy Morgan

Mrs. Morgan reported the trend is for states to raise the minimum wage to $15 per hour and one of the unintended consequences is that it is wreaking havoc with school district budgets. Districts are finding they must raise taxes or cut staff because of it. Currently, Pennsylvania is not doing it that way, but it will still have an impact as the minimum wage is raised.

3. Career Center Advisory - Mrs. Elizabeth Huffman, Mr. Michael Zamborik

Mrs. Huffman reported, on November 8th there will be County-wide Career Day for all 8th grade students who will be invited to all of the programs offered at the Warren County Career Center.

Also later in the agenda the Board will be voting on a competitive equipment grant for the Warren County Career Center.

2.2 Important Dates

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| BOARD/COMMITTEE MEETING DATES | | | | |
| 1. | November 18, 2019 | 6:00 p.m. | Finance Committee  Personnel/Athletics & Co-Curricular Activities Committee  Curriculum, Instruction, & Technology Committee  Physical Plant & Facilities Committee | Central Office |
| 5. | Wednesday, December 4, 2019 | 6:00 p.m. | Organization Meeting  Regular Board Meeting | Central Office |

2.3 Announcements

2.4 Other

3. Superintendent's Reports and Recommendations

3.1 General Comments - Mrs. Amy Stewart

Mrs. Stewart presented certificates from PSBA to board members for their years - Mr. Zamborik for eight years of service; and Mrs. Zariczny and Mr. Stewart, each for twelve years of service.

3.2 Committee Reports

3.3 Other

4. New Business - Consent Agenda

4.1 Consent Agenda

Consent Agenda Approved

7-0-0

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

Motion by Joseph Colosimo, second by Elizabeth Huffman.

Final Resolution: Motion Passed

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

4.2 Signature Authorization WCCC Computer Main/Admin Account - FIN - Mr. Arthur Stewart

Signature Authorization WCCC Computer Main/Admin Account

Approved

7-0-0

**MOTION**: That the Board of School Directors authorizes James Evers, Tammy Swanson and Scott Burroughs as signatories for the Warren County Career Center Computer Main/Admin Account, as presented.

Motion by Joseph Colosimo, second by Elizabeth Huffman.

Final Resolution: Motion Passed

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

Signature Authorization WCCC Machine Technology Account

Approved

7-0-0

4.3 Signature Authorization WCCC Machine Technology Account - FIN - Mr. Arthur Stewart

**MOTION**: That the Board of School Directors authorizes James Evers, Tammy Swanson and Colton Black as signatories for the Warren County Career Center Machine Technology Account, as presented.

Motion by Joseph Colosimo, second by Elizabeth Huffman.

Final Resolution: Motion Passed

2019-2020 Annual Support Renewal for IP Phone System Quote from OA Systems, LLC

Approved

7-0-0

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

4.4 2019-2020 Annual Support Renewal for IP Phone System Quote from OA Systems, LLC - CIT - Mr. Joseph Colosimo

**MOTION**: That the Board of School Directors approves the 2019-2020 Annual Support Renewal for IP Phone System Quote from OA Systems, LLC in the amount of $22,800, as presented.

Motion by Joseph Colosimo, second by Elizabeth Huffman.

Final Resolution: Motion Passed

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

Blackboard Upgrade Adding Ally Compliance Products

Approved

7-0-0

4.5 Blackboard Upgrade Adding Ally Compliance Products - CIT - Mr. Joseph Colosimo

**MOTION**: The Board of Directors approves the attached quote from Blackboard in the amount of $14,458.23 adding ADA Compliance Assessment & remediation coverage to our existing website, as presented.

Motion by Joseph Colosimo, second by Elizabeth Huffman.

Final Resolution: Motion Passed

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

Citrix License & Maintenance Renewal

Approved

7-0-0

4.6 Citrix License & Maintenance Renewal - CIT - Mr. Joseph Colosimo

**MOTION**: That the Board of School Directors approves the attached quote from Citrix for the amount of $12,536.88 to renew yearly licensing and maintenance, as presented.

Motion by Joseph Colosimo, second by Elizabeth Huffman.

Final Resolution: Motion Passed

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

4.7 Accelerate Education Second Amendment to Master Services and License Agreement - CIT - Mr. Joseph Colosimo

Accelerate Education Second Amendment to Master Services and License Agreement

Approved

7-0-0

**MOTION**: That the Board of School Directors approves the Second Amendment to Master Services and License Agreement between Accelerate Education Incorporated and the Warren County School District, as presented.

Motion by Joseph Colosimo, second by Elizabeth Huffman.

Final Resolution: Motion Passed

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

4.8 Virtual Planned Instruction - CIT - Mr. Joseph Colosimo

**MOTION**: That the Board of School Directors approves the Virtual Planned Instruction, as presented.

Virtual Planned Instruction

Approved

7-0-0

Motion by Joseph Colosimo, second by Elizabeth Huffman.

Final Resolution: Motion Passed

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

4.9 GRANT: Knox Harper Grant 2019-20

**MOTION**: That the Board of School Directors instructs the administration to work with interested WCSD teachers to submit applications to the S. Knox Harper grant program.

Submission of the Knox Harper Grant 2019-20

Approved

7-0-0

Motion by Joseph Colosimo, second by Elizabeth Huffman.

Final Resolution: Motion Passed

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

4.10 GRANT: Competitive Equipment Grant 2019-20

Submission of Competitive Equipment Grant 2019-20

Approved

7-0-0

**MOTION**: That the Board of School Directors instructs the administration to submit an application for $14,000 in funding to the Career & Technical Education Competitive Equipment Grant for a mobile welding system for student instruction at the Warren County Career Center and will commit up to an additional $14,000 in matching funds if the grant is awarded.

Motion by Joseph Colosimo, second by Elizabeth Huffman.

Final Resolution: Motion Passed

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

4.11 Certificated Personnel Report - PACCA - Mr. Paul Mangione

Certificated Personnel Report

Approved

7-0-0

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

Motion by Joseph Colosimo, second by Elizabeth Huffman.

Final Resolution: Motion Passed

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

4.12 Support Personnel Report - PACCA - Mr. Paul Mangione

Support Personnel Report

Approved

7-0-0

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

Motion by Joseph Colosimo, second by Elizabeth Huffman.

Final Resolution: Motion Passed

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

Informational Report

Approved

7-0-0

4.13 Informational Report - PACCA - Mr. Paul Mangione

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

Motion by Joseph Colosimo, second by Elizabeth Huffman.

Final Resolution: Motion Passed

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

4.14 Volunteer Report - PACCA - Mr. Paul Mangione

Volunteer Report

Approved

7-0-0

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

Motion by Joseph Colosimo, second by Elizabeth Huffman.

Final Resolution: Motion Passed

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

New Bus Drivers

Approved

7-0-0

4.15 New Bus Drivers - PACCA - Mr. Paul Mangione

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

Motion by Joseph Colosimo, second by Elizabeth Huffman.

Final Resolution: Motion Passed

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

Athletic Supplemental Contracts

Approved

7-0-0

4.16 Athletic Supplemental Contracts - PACCA - Mr. Paul Mangione

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

Motion by Joseph Colosimo, second by Elizabeth Huffman.

Final Resolution: Motion Passed

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

Co-Curricular Supplemental Contracts

Approved

7-0-0

4.17 Co-Curricular Supplemental Contracts - PACCA - Mr. Paul Mangione

**MOTION**: That the Board of School Directors approves the Co-Curricular Supplemental Contracts, as presented.

Motion by Joseph Colosimo, second by Elizabeth Huffman.

Final Resolution: Motion Passed

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

5. Items Removed for Separate Action

6. Future Business for Committee Review

There was no future business for committee review.

7. Other

7.1 Policy Number 10495, titled - Co-Curricular Activities - Second Reading

Policy # 10495, titled - Co-Curricular Activities

Second Reading

Approved

7-0-0

**MOTION**: That the Board of School Directors approves on second reading changes to Policy Number 10495, titled - Co-Curricular Activities, as presented.

Motion by Joseph Colosimo, second by Marcy Morgan.

Final Resolution: Motion Passed

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

7.2 WCESPA Memorandum of Agreement - Article VIII, Section14 (D.1) (Teacher Aide Department Levels - Support Nurse)

WCESPA Memorandum of Agreement - Article VIII, Section14 (D.1) (Teacher Aide Department Levels - Support Nurse)

Approved

7-0-0

**MOTION**: That the Board of School Directors approves the Memorandum of Agreement between the Warren County Educational Support Personnel Association and the District regarding Article VIII, Section 14 (D.1) (Teacher Aide Department Levels - Support Nurse), as presented.

Motion by Joseph Colosimo, second by Mary Passinger.

Final Resolution: Motion Passed

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

7.3 Affiliation Agreement - Messiah College

Affiliation Agreement - Messiah College

Approved

7-0-0

**MOTION**: That the Board of School Directors approves the Affiliation Agreement between Messiah College and the District, as presented.

Motion by Mary Passinger, second by Joseph Colosimo.

Final Resolution: Motion Passed

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

7.4 Stipulation of Discipline – Student #23

Stipulation of Discipline – Student #23

Approved

7-0-0

**MOTION**: That the Board of School Directors approves the Stipulation of Discipline for Student #23, as presented.

Motion by Mary Passinger, second by Marcy Morgan.

Final Resolution: Motion Passed

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

7.5 Budget Transfer

Budget Transfer

$899,000.00

Approved

7-0-0

**MOTION**: That the Board of School Directors approve the Resolution and Budget Transfer in the amount of $899,000.00.

Motion by Joseph Colosimo, second by Elizabeth Huffman.

Final Resolution: Motion Passed

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

7.6 Sheffield Jr. High Wrestling

Sheffield Jr. High Wrestling Continuation

Failed

3-4-0

**MOTION**: That the Board of School Directors authorizes the Sheffield Jr. High Wrestling program to continue for the upcoming season.

Motion by Arthur Stewart, second by Marcy Morgan.

**Public Comment**

Mr. Holden pleaded with the Board not to take away opportunities for kids. Wrestling provides year round activity for the students.

The motion was amended by Arthur Stewart and agreed to by Marcy Morgan.

**AMENDED MOTION**: That the Board of School Directors authorizes the Sheffield Jr. High Wrestling program to continue for the upcoming season at no cost to the District with the Boosters picking up any costs incurred.

Final Resolution: Motion failed

Yes: Marcy Morgan, Mary Passinger, Arthur Stewart

No: Joseph Colosimo, Elizabeth Huffman, Paul Mangione, Donna Zariczny

8. Closing Activities

8.1 Public Comment

Mr. Holden was sorry and sad the Board came to the decision it did. They will have club wrestling. He asked that administration includes staff, coaches and others before policies are put into place.

8.2 Executive Session

There was no executive session.

8.3 Adjournment

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

The meeting adjourned at 6:45 p.m.

Respectfully Submitted,

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Ruth A. Huck, Board Secretary