

WARREN COUNTY SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
SPECIAL MEETING MINUTES
MONDAY, MAY 24, 2021

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 8:36 p.m. via Zoom meeting.

1.2 Pledge of Allegiance

Mrs. Zariczny led the Pledge of Allegiance.

1.3 Roll Call

Present:

Mrs. Elizabeth Huffman
Mr. Jeffrey Labesky
Mr. Kevin Lindvay
Mr. Paul Mangione

Mrs. Marcy Morgan
Mrs. Mary Passinger
Mr. Arthur Stewart
Mrs. Donna Zariczny

Absent:

Mr. Joseph Colosimo

Others Present:

Mrs. Amy Stewart, Superintendent; Dr. Norbert Kennerknecht, Director of Operations; Mr. Gary Weber, Director of Administrative Support Services; Dr. Patricia Hawley, Director of Pupil Services; Mr. James Grosch, Director of Business Services; Mrs. Lynn Shultz, Supervisor of Elementary Education; Mrs. Ruth Huck, Board Secretary; Mr. Rick Gignac, Supervisor of District-wide Athletics & Co-Curricular Activities; Mr. Michael Kiehl, Transportation and Purchasing Manager; Mr. Matt Jones, Coordinator of Grants and Foundation Development; Brian Ferry, Times Observer; and approximately eight members of the public in attendance.

1.4 Reading of the Mission Statement - Mr. Paul Mangione

The mission of the Warren County School District is to support the personal and intellectual success and wellness of every student, every day.

1.5 Reading of the WCSD/PSBA Principles of Governance and Leadership - Mr. Arthur Stewart

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*

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.

- *Participate in professional development, training and board retreats*
- *Collaborate with the Superintendent as the Team of 10*

1.6 Public Comment

There was no public comment.

2. New Business

2.0 Consent

Consent Items 2.1
through 2.17 under
one motion.
Approved
8-0-0

MOTION: That the Board of School Directors approves items 2.1 through 2.17 under one motion.

Motion by Arthur Stewart, second by Mary Passinger.

Final Resolution: Motion Passed

Yes: Elizabeth Huffman, Jeffrey Labesky, Paul Mangione, Marcy Morgan, Mary Passinger, Arthur Stewart, Donna Zariczny, Kevin Lindvay

2.1 School Supply Bid

School Supply Bid
Approved
8-0-0

MOTION: That the Board of School Directors approves the school supply bid as presented.

Motion by Arthur Stewart, second by Mary Passinger.

Final Resolution: Motion Passed

Yes: Elizabeth Huffman, Jeffrey Labesky, Paul Mangione, Marcy Morgan, Mary Passinger, Arthur Stewart, Donna Zariczny, Kevin Lindvay

2.2 WCCC Kitchen Equipment Bid

WCCC Kitchen
Equipment Bid
Approved
8-0-0

MOTION: That the Board of School Directors approves the Kitchen Equipment Bid for the Warren County Career Center, as presented.

Motion by Arthur Stewart, second by Mary Passinger.

Final Resolution: Motion Passed

Yes: Elizabeth Huffman, Jeffrey Labesky, Paul Mangione, Marcy Morgan, Mary Passinger, Arthur Stewart, Donna Zariczny, Kevin Lindvay

2.3 Commercial Package Insurance Renewal

Commercial Package
Insurance Renewal
Approved
8-0-0

MOTION: That the Board of School Directors approves the attached insurance renewal coverage types, coverage limits, and premium amounts to be provided by Calvert Pearson Insurance Group, Inc. (Keystone Insurers Group), and authorizes the Board President, the Board Secretary, and the administration to execute the associated policies and any other documentation required to implement the policies.

Motion by Arthur Stewart, second by Mary Passinger.

Final Resolution: Motion Passed

Yes: Elizabeth Huffman, Jeffrey Labesky, Paul Mangione, Marcy Morgan, Mary Passinger, Arthur Stewart, Donna Zariczny, Kevin Lindvay

2.4 Workers Comp Insurance Renewal

Workers Comp
Insurance Renewal
Approved
8-0-0

MOTION: That the Board of School Directors approves the Worker's Comp renewal with Eastern Alliance and authorizes the Board President, the Board Secretary, and the administration to execute the associated policy and any other documentation required to implement the policy.

Motion by Arthur Stewart, second by Mary Passinger.

Final Resolution: Motion Passed

Yes: Elizabeth Huffman, Jeffrey Labesky, Paul Mangione, Marcy Morgan, Mary Passinger, Arthur Stewart, Donna Zariczny, Kevin Lindvay

Other Post-
Employment
Benefits
(OPEB)
Approved
8-0-0

2.5 Other Post-Employment Benefits (OPEB)

MOTION: That the Board of School Directors approves Mockenhaupt Benefits Group to calculate the Post-Employment Benefits Liability per the Governmental Accounting Standards Board (GASB) requirements for the period ending June 30, 2020.

Motion by Arthur Stewart, second by Mary Passinger.

Final Resolution: Motion Passed

Yes: Elizabeth Huffman, Jeffrey Labesky, Paul Mangione, Marcy Morgan, Mary Passinger, Arthur Stewart, Donna Zariczny, Kevin Lindvay

2.6 Letter of Engagement - Felix & Gloekler, P.C. - Single Audit for the year ended 2021

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. for the year end and single audit for the fiscal year ended June 30, 2021.

Motion by Arthur Stewart, second by Mary Passinger.

Final Resolution: Motion Passed

Yes: Elizabeth Huffman, Jeffrey Labesky, Paul Mangione, Marcy Morgan, Mary Passinger, Arthur Stewart, Donna Zariczny, Kevin Lindvay

Letter of
Engagement -
Felix &
Gloekler, P.C. -
Single Audit for
the year ended
2021
8-0-0

2.7 Letter of Engagement - Stapleford & Byham, LLC

MOTION: That the Board of School Directors approves the fees and conditions for professional services as set forth in the Letter of Engagement from Stapleford & Byham, LLC.

Motion by Arthur Stewart, second by Mary Passinger.

Final Resolution: Motion Passed

Yes: Elizabeth Huffman, Jeffrey Labesky, Paul Mangione, Marcy Morgan, Mary Passinger, Arthur Stewart, Donna Zariczny, Kevin Lindvay

Letter of
Engagement -
Stapleford &
Byham, LLC
8-0-0

2.8 Proposed Final Budget 2021-2022

MOTION: That the Board of School Directors adopts the proposed final budget for the 2021-2022 fiscal year as presented; directs the proposed final budget to be made available for public inspection at each school within the District, at Central Office, and on the District's website at least 20 days prior to the adoption of the final budget; and directs the publication of the Board's intent to adopt the final budget at least 10 days prior to the adoption of the final budget.

Motion by Arthur Stewart, second by Mary Passinger.

Final Resolution: Motion Passed

Yes: Elizabeth Huffman, Jeffrey Labesky, Paul Mangione, Marcy Morgan, Mary Passinger, Arthur Stewart, Donna Zariczny, Kevin Lindvay

Proposed Final
Budget 2021-
2022
Approved
8-0-0

2.09 Capital Reserve Funds Transfer

Capital Reserve
Funds Transfer
Approved
8-0-0

MOTION: That the Board of School Directors directs Administration to transfer from the General Fund to Capital Reserve the amount of \$2,026,000 for various projects throughout the district.

Motion by Arthur Stewart, second by Mary Passinger.

Final Resolution: Motion Passed

Yes: Elizabeth Huffman, Jeffrey Labesky, Paul Mangione, Marcy Morgan, Mary Passinger, Arthur Stewart, Donna Zariczny, Kevin Lindvay

2.10 Warren-Forest Counties EOC Head Start Food Service Agreement 2021-2022

Warren-Forest
Counties EOC Head
Start Food Service
Agreement 2021-
2022
Approved
8-0-0

MOTION: That the Board of School Directors approves the Warren-Forest Counties EOC Head Start Food Service Agreement for a period of one (1) year as presented.

Motion by Arthur Stewart, second by Mary Passinger.

Final Resolution: Motion Passed

Yes: Elizabeth Huffman, Jeffrey Labesky, Paul Mangione, Marcy Morgan, Mary Passinger, Arthur Stewart, Donna Zariczny, Kevin Lindvay

2.11 Certificated Personnel Report - PACCA - Mr. Paul Mangione

Certificated
Personnel Report -
PACCA - Mr. Paul
Mangione
Approved
8-0-0

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

Motion by Arthur Stewart, second by Mary Passinger.

Final Resolution: Motion Passed

Yes: Elizabeth Huffman, Jeffrey Labesky, Paul Mangione, Marcy Morgan, Mary Passinger, Arthur Stewart, Donna Zariczny, Kevin Lindvay

2.12 Support Personnel Report - PACCA - Mr. Paul Mangione

Support Personnel
Report - PACCA -
Mr. Paul Mangione
Approved
8-0-0

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

Motion by Arthur Stewart, second by Mary Passinger.

Final Resolution: Motion Passed

Yes: Elizabeth Huffman, Jeffrey Labesky, Paul Mangione, Marcy Morgan, Mary Passinger, Arthur Stewart, Donna Zariczny, Kevin Lindvay

2.13 Informational Report - PACCA - Mr. Paul Mangione

Informational Report
- PACCA - Mr. Paul
Mangione
Approved
8-0-0

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

Motion by Arthur Stewart, second by Mary Passinger.

Final Resolution: Motion Passed

Yes: Elizabeth Huffman, Jeffrey Labesky, Paul Mangione, Marcy Morgan, Mary Passinger, Arthur Stewart, Donna Zariczny, Kevin Lindvay

2.14 New Bus Drivers - PACCA - Mr. Paul Mangione

New Bus Drivers -
PACCA - Mr. Paul
Mangione
Approved
8-0-0

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

Motion by Arthur Stewart, second by Mary Passinger.

Final Resolution: Motion Passed

Yes: Elizabeth Huffman, Jeffrey Labesky, Paul Mangione, Marcy Morgan, Mary Passinger, Arthur Stewart, Donna Zariczny, Kevin Lindvay

2.15 New Position Request - Board-Certified Behavior Analyst (BCBA)

MOTION: That the Board of School Directors approves the new position of Board-Certified Behavior Analyst (BCBA), as presented.

Motion by Arthur Stewart, second by Mary Passinger.

Final Resolution: Motion Passed

Yes: Elizabeth Huffman, Jeffrey Labesky, Paul Mangione, Marcy Morgan, Mary Passinger, Arthur Stewart, Donna Zariczny, Kevin Lindvay

New Position
Request - Board-
Certified
Behavior Analyst
(BCBA)
Approved
8-0-0

2.16 New Position Requests - 2021/2022 School Year

MOTION: That the Board of School Directors approves the following new positions beginning with the 2021/2022 school year, as presented:

1. Social Studies Curriculum Development Specialist
2. English Language Arts Curriculum Development Specialist
3. Maintenance Trades Worker - Electrician
4. Maintenance Trades Worker - Technology Technician
5. Network/Technology & Systems Administrator
6. Data Systems Specialist
7. Coordinator of Technology

Motion by Arthur Stewart, second by Mary Passinger.

Final Resolution: Motion Passed

Yes: Elizabeth Huffman, Jeffrey Labesky, Paul Mangione, Marcy Morgan, Mary Passinger, Arthur Stewart, Donna Zariczny, Kevin Lindvay

New Position
Requests -
2021/2022
School Year
Approved
8-0-0

2.17 Tax Collection Agreement - Youngsville Borough

MOTION: That the Board of School Directors approves the Tax Collection Agreement with Youngsville Borough, as presented.

Motion by Arthur Stewart, second by Mary Passinger.

Final Resolution: Motion Passed

Yes: Elizabeth Huffman, Jeffrey Labesky, Paul Mangione, Marcy Morgan, Mary Passinger, Arthur Stewart, Donna Zariczny, Kevin Lindvay

Tax Collection
Agreement -
Youngsville
Borough
Approved
8-0-0

2.18 Act 93 Certificated Employees - Vacation Carryover & Wage Increase

MOTION: That the Board of School Directors permits employees in the Act 93 Certificated group to carry over any or all unused vacation days from the 2020-2021 work year. Any vacation days in excess of what is currently permitted to be carried over into the 2021-2022 work year must be used no later than December 1, 2021, and the Board of School Directors approves an extension of the Act 93 Certificated Agreement and that they receive a percentage raise consistent with the WCEA contract raise (2.49%) for the 2021-2022 school year.

PUBLIC COMMENT

There was no public comment.

Motion by Marcy Morgan, second by Arthur Stewart.

Final Resolution: Motion Passed

Act 93 Certificated
Employees -
Vacation Carryover
& Wage Increase
Approved
6-1-1

Yes: Elizabeth Huffman, Paul Mangione, Marcy Morgan, Arthur Stewart, Donna Zariczny,
Kevin Lindvay

No: Mary Passinger

Abstain: Jeffrey Labesky

3. Closing Activities

3.1 Adjournment

MOTION: It was moved by Arthur Stewart and seconded by Marcy Morgan that the
meeting be adjourned.

The meeting adjourned at 8:46 p.m.

Respectfully Submitted,

Ruth A. Huck, Board Secretary

Endorsement