

**WARREN COUNTY SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
MEETING MINUTES**

**MONDAY, DECEMBER 4, 2023**

**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 Mr. Mangione, President, at 6:20 p.m. in the Central Office Boardroom, 6820 Market Street, Russell, PA and via Zoom meeting.

**1.2 Pledge of Allegiance**

Mr. Mangione led the Pledge of Allegiance.

**1.3 Roll Call**

Present:

Mr. Cody Brown	Mrs. Mary Passinger
Ms. Savanna Cochran	Mrs. Stephanie Snell
Mrs. Tammi Holden	Mr. Daniel Sullivan
Mr. Kevin Lindvay	Mr. John Wortman
Mr. Paul Mangione	

Others Present:

Mrs. Amy Stewart, Superintendent; Dr. Patricia Mead, Director of Pupil Services; Mr. James Grosch, Director of Business Services; Mr. Eric Mineweaser, Director of Curriculum, Instruction and Assessment; Mr. Gary Weber, Director of Administrative Support Services; Mr. Chris Byham, Solicitor; Mrs. Ruth Huck, Board Secretary; Mrs. Taylor Trisket, Assistant Board Secretary; Mr. Brian Ferry; Mr. Rick Gignac, Supervisor of District-wide Athletics & Co-Curricular Activities; Mr. Mike Kiehl, Transportation Manager and Purchasing; Mrs. Jennifer Dilks, Coordinator of Technology; Mr. Brandon Deppen, Safety and Security Coordinator; Mr. David Undercoffer, Operations Manager; Ms. Nova Holeva, Assistant Principal; Mr. Joshua Vincent, Principal; Mr. Adam VanOrd, Special Education Supervisor; Ms. Lisa Smith, Special Education Supervisor; Ms. Lynette Swab, Special Education Supervisor; Mr. Jacob Perryman, Times Observer, Brian Hagberg, Your Daily Local; and approximately 7 members of the public in attendance.

**1.4 Reading of the Mission Statement - Mr. Cody Brown**

***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 & Leadership - Mr. Paul Mangione**

***Pennsylvania school boards are committed to providing every student the opportunity to grow and achieve. Our actions, as elected and appointed board members, ultimately have both short- and long-term impact in the classroom. Therefore, we pledge that we will...***

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.

*Lead Responsibly*

- *Prepare for, attend and actively participate in board meetings*
- *Work together with civility and cooperation, respecting that individuals hold differing opinions and ideas*
- *Participate in professional development, training and board retreats*
- *Collaborate with the Superintendent, acknowledging their role as the 10th member of the board and commissioned officer of the commonwealth*

1.6 Public Comment

There was no public comment.

Mr. Paul Mangione announced there would be a brief executive session at 6:22 p.m. to discuss a confidential student matter.

Mrs. Mary Passinger left the meeting at 6:41 p.m.

The meeting reconvened at 6:44 p.m.

1.7 Agenda Adoption

**MOTION:** That the Board of School Directors adopts the agenda dated December 4, 2023.

Motion by John Wortman, second by Cody Brown.

Final Resolution: Motion Passed

Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione, Stephanie Snell, Daniel Sullivan, John Wortman

Not Present at Vote: Mary Passinger

Agenda  
Adoption  
Approved  
8-0-0

1.8 Approval of Minutes - November 6, 2023

**MOTION:** That the Board of School Directors approves the regular meeting minutes dated November 6, 2023, as presented.

Motion by Cody Brown, second by Kevin Lindvay.

Final Resolution: Motion Passed

Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione, Stephanie Snell, Daniel Sullivan, John Wortman

Not Present at Vote: Mary Passinger

Approval of  
Minutes –  
November 6, 2023  
Approved  
8-0-0

1.9 Approval of Special Meeting Minutes - November 20, 2023

**MOTION:** That the Board of School Directors approves the special meeting minutes dated November 20, 2023, as presented.

Motion by Cody Brown, second by John Wortman.

Final Resolution: Motion Passed

Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione, Stephanie Snell, Daniel Sullivan, John Wortman

Not Present at Vote: Mary Passinger

Approval of  
Special Meeting  
Minutes –  
November 20, 2023  
Approved  
8-0-0

1.10 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 Cody Brown, second by Kevin Lindvay.

Final Resolution: Motion Passed

Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione, Stephanie Snell, Daniel Sullivan

Abstain: John Wortman

Not Present at Vote: Mary Passinger

Financial Reports Approved 7-0-1
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1.11 Hearing Officer Report

**MOTION:** That the Board of School Directors approves the Hearing Officer Reports for Case A 23/24 and Case C 23/24 with a modification to amend Case A 23/24 and Case C 23/24 to end at the conclusion of the second marking period.

Hearing Officer Report Approved 7-0-1
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Motion by Kevin Lindvay, second by John Wortman.

Final Resolution: Motion Passed

Yes: Cody Brown, Tammi Holden, Kevin Lindvay, Paul Mangione, Stephanie Snell, Daniel Sullivan, John Wortman

Abstain: Savanna Cochran

Not Present at Vote: Mary Passinger

**2. President's Statement**

2.1 Reports & Information

1. IU5 - Mr. Paul Mangione

Mr. Mangione stated there was no meeting with the IU5 last month so there is no report.

2. PSBA Liaison

There is no information to report.

3. Career Center Advisory

There is no information to report.

2.2 Important Dates

As approved at the Organization Meeting. Mr. Mangione reminded the board of additional important dates.

1. December 18th – Committee of the Whole Meeting
2. January 15th – Board Meeting
3. January 22nd – PSBA Selection Meeting
4. January 29th – Committee of the Whole Meeting
5. February 5th & 6th – First Round Interviews for Superintendent
6. February 12th – Board Meeting
7. February 19th – Second Round Interviews for Superintendent

2.3 Announcements

2.4 Other

**3. Superintendent's Reports and Recommendations**

3.1 General Comments - Mrs. Amy Stewart

Mrs. Amy Stewart welcomed and congratulated all the new board members. She explained she had received some requests from new board members to meet the administrative team.

Board Members will meet with Secondary Principals on December 18<sup>th</sup> at 5:00 p.m. and Elementary Principals on January 29<sup>th</sup> at 5:00 p.m. Mrs. Stewart explained she will ask them standard questions and board members will also be able to ask questions to help them get to know the administrative team better. She mentioned she had also received requests for building tours and will get times scheduled for board members to meet in the evening or during the day.

3.2 Committee Reports

3.3 Other

#### 4. New Business - Consent Agenda

4.1 Consent Agenda

Items Removed for Separate Action:

Item 4.7 – Affiliation Agreement – University of Pittsburgh at Bradford – PACCA – Mr. Kevin Lindvay

Consent Agenda  
Approved  
8-0-0

**MOTION:** That the Board of School Directors approves the consent agenda with the exception of item 4.7.

Motion by John Wortman, second by Kevin Lindvay.

Final Resolution: Motion Passed

Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione, Stephanie Snell, Daniel Sullivan, John Wortman

Not Present at Vote: Mary Passinger

4.2 Certificated Personnel Report - PACCA - Mr. Kevin Lindvay

Certificated  
Personnel Report  
Approved  
8-0-0

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

Motion by John Wortman, second by Kevin Lindvay.

Final Resolution: Motion Passed

Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione, Stephanie Snell, Daniel Sullivan, John Wortman

Not Present at Vote: Mary Passinger

4.3 Support Personnel Report - PACCA - Mr. Kevin Lindvay

Support  
Personnel Report  
Approved  
8-0-0

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

Motion by John Wortman, second by Kevin Lindvay.

Final Resolution: Motion Passed

Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione, Stephanie Snell, Daniel Sullivan, John Wortman

Not Present at Vote: Mary Passinger

4.4 Volunteer Report - PACCA - Mr. Kevin Lindvay

Volunteer Report  
Approved  
8-0-0

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

Motion by John Wortman, second by Kevin Lindvay.

Final Resolution: Motion Passed

Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione, Stephanie Snell, Daniel Sullivan, John Wortman

Not Present at Vote: Mary Passinger

4.5 New Bus Drivers - PACCA - Mr. Kevin Lindvay

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

Motion by John Wortman, second by Kevin Lindvay.

Final Resolution: Motion Passed

Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione, Stephanie Snell, Daniel Sullivan, John Wortman

Not Present at Vote: Mary Passinger

New Bus Drivers  
Approved  
8-0-0

4.6 Kelly Education Staffing Exhibit A Revision - PACCA - Mr. Kevin Lindvay

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

Motion by John Wortman, second by Kevin Lindvay.

Final Resolution: Motion Passed

Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione, Stephanie Snell, Daniel Sullivan, John Wortman

Not Present at Vote: Mary Passinger

Kelly Education  
Staffing Exhibit A  
Revision  
Approved  
8-0-0

4.7 Affiliation Agreement – University of Pittsburgh at Bradford – PACCA – Mr. Kevin Lindvay

*Removed for separate action.*

4.8 New Position Request - Secretary to Director - WCESPA - PACCA - Mr. Kevin Lindvay

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

Motion by John Wortman, second by Kevin Lindvay.

Final Resolution: Motion Passed

Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione, Stephanie Snell, Daniel Sullivan, John Wortman

Not Present at Vote: Mary Passinger

New Position  
Request –  
Secretary to  
Director  
Approved  
8-0-0

4.9 Tax Resolution - 2024-2025 - Stay Within the Index - FIN - Mr. Arthur Stewart

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

Motion by John Wortman, second by Kevin Lindvay.

Final Resolution: Motion Passed

Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione, Stephanie Snell, Daniel Sullivan, John Wortman

Not Present at Vote: Mary Passinger

Tax Resolution –  
2024-2025 – Stay  
Within the Index  
Approved  
8-0-0

4.10 Brainfuse Online Tutoring Agreement for 2023-2024 School Year - CIT - Mr. Joseph Colosimo

Brainfuse Online  
Tutoring  
Agreement for  
2023-2024 School  
Year  
Approved  
8-0-0

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

Motion by John Wortman, second by Kevin Lindvay.

Final Resolution: Motion Passed

Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione,  
Stephanie Snell, Daniel Sullivan, John Wortman

Not Present at Vote: Mary Passinger

4.11 National Student Clearinghouse - CIT - Mr. Joseph Colosimo

National Student  
Clearinghouse  
Approved  
8-0-0

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

Motion by John Wortman, second by Kevin Lindvay.

Final Resolution: Motion Passed

Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione,  
Stephanie Snell, Daniel Sullivan, John Wortman

Not Present at Vote: Mary Passinger

4.12 Change in WCCC Computer Technology/Information Technology CIP Code - CIT - Mr. Joseph Colosimo

Change in WCCC  
Computer  
Technology/  
Information  
Technology CIP  
Code  
Approved  
8-0-0

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

Motion by John Wortman, second by Kevin Lindvay.

Final Resolution: Motion Passed

Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione,  
Stephanie Snell, Daniel Sullivan, John Wortman

Not Present at Vote: Mary Passinger

4.13 Elementary and Grade 8 Computer Courses Planned Instructions - CIT - Mr. Joseph Colosimo

Elementary and  
Grade 8  
Computer  
Courses Planned  
Instructions  
Approved  
8-0-0

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

Motion by John Wortman, second by Kevin Lindvay.

Final Resolution: Motion Passed

Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione,  
Stephanie Snell, Daniel Sullivan, John Wortman

Not Present at Vote: Mary Passinger

4.14 Acellus Educational Services LLC/Roger Billings Rescue Grant - CIT - Mr. Joseph Colosimo

Acellus  
Educational  
Services  
LLC/Roger  
Billings Rescue  
Grant  
Approved  
8-0-0

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

Motion by John Wortman, second by Kevin Lindvay.

Final Resolution: Motion Passed

Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione,  
Stephanie Snell, Daniel Sullivan, John Wortman

Not Present at Vote: Mary Passinger

4.15 Lifetouch Agreements - CIT - Mr. Joseph Colosimo

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

Motion by John Wortman, second by Kevin Lindvay.

Final Resolution: Motion Passed

Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay,  
Paul Mangione, Stephanie Snell, Daniel Sullivan, John Wortman

Not Present at Vote: Mary Passinger

Lifetouch  
Agreements  
Approved  
8-0-0

4.16 PowerSchool Sale Quote #Q-856568 Annual License and Subscription Fees

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

Motion by John Wortman, second by Kevin Lindvay.

Final Resolution: Motion Passed

Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay,  
Paul Mangione, Stephanie Snell, Daniel Sullivan, John Wortman

Not Present at Vote: Mary Passinger

PowerSchool Sale  
Quote #Q-856568  
Annual License  
and Subscription  
Fees  
Approved  
8-0-0

4.17 IBM Software Quotation and Firm Order Letter Quote #19688951

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

Motion by John Wortman, second by Kevin Lindvay.

Final Resolution: Motion Passed

Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay,  
Paul Mangione, Stephanie Snell, Daniel Sullivan, John Wortman

Not Present at Vote: Mary Passinger

IBM Software  
Quotation and  
Firm Order Letter  
Quote #19688951  
Approved  
8-0-0

4.18 GRANT: Society for Analytical Chemists of Pittsburgh 2023 Elementary/Middle School Equipment Grant

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

Motion by John Wortman, second by Kevin Lindvay.

Final Resolution: Motion Passed

Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay,  
Paul Mangione, Stephanie Snell, Daniel Sullivan, John Wortman

Not Present at Vote: Mary Passinger

GRANT: Society  
for Analytical  
Chemists of  
Pittsburgh 2023  
Elementary/  
Middle School  
Equipment Grant  
Approved  
8-0-0

**5. Items Removed for Separate Action**

5.1 (4.7) Affiliation Agreement - University of Pittsburgh at Bradford - PACCA - Mr. Kevin Lindvay

**MOTION:** That the Board of School Directors approves the affiliation agreement between the University of Pittsburgh at Bradford and the Warren County School District, as presented.

Motion by Kevin Lindvay, second by Cody Brown.

Final Resolution: Motion Passed

Affiliation  
Agreement -  
University of  
Pittsburgh at  
Bradford  
Approved  
7-0-1



Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione, Stephanie Snell, Daniel Sullivan

Abstain: John Wortman

Not Present at Vote: Mary Passinger

## 6. Future Business for Committee Review

Mr. John Wortman asked administration to provide more detailed information about the certification percentage within each school and the virtual academy as well as a more detailed breakdown of virtual academy student population.

Mrs. Amy Stewart commented the information is available and will be provided at the December Committee of the Whole meeting.

Mr. John Wortman also recognized administration on their work with the elementary and Grade 8 planned instruction as he used one of the programs in his Civics class and feels it is an incredible resource.

## 7. Other

### 7.1 Food Service Equipment

Food Service  
Equipment  
Approved  
8-0-0

**MOTION:** That the Board of School Directors approves the kitchen equipment bids submitted by Birmingham Restaurant Supply, Singer Equipment Company, and TriMark SS Kemp, as presented, and as the lowest responsible bidders that complied with all bid specifications and requirements.

Motion by Tammi Holden, second by Kevin Lindvay.

Final Resolution: Motion Passed

Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione, Stephanie Snell, Daniel Sullivan, John Wortman

Not Present at Vote: Mary Passinger

### 7.2 PowerSchool Customization Contract - Signature Change to Payroll and Vendor Checks

PowerSchool  
Customization  
Contract -  
Signature Change  
to Payroll and  
Vendor Checks  
Approved  
8-0-0

**MOTION:** That the Board of School Directors approves the PowerSchool LLC quotes Q-870250-1 and Q-870197-1 to update the accounts payable, and payroll checks with the board president's and board secretary's signature, as presented.

Motion by Cody Brown, second by John Wortman.

Final Resolution: Motion Passed

Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione, Stephanie Snell, Daniel Sullivan, John Wortman

Not Present at Vote: Mary Passinger

## 8. Closing Activities

### 8.1 Public Comment

Jeffery Dougherty	Warren	Mr. Jeffery Dougherty thanked the board for their time and congratulated new board members. He explained his goal is to provide education to new board members and he is still gathering more information, specifically court documents, in order to present facts at future meetings. He explained he will be speaking to the "Master of Puppets" at future board meetings, not necessarily all the new board members. Mr. Dougherty commented things said by individuals outside of the boardroom are said with
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		a motive and is self-filling for the individual. He explained his opinion is if someone files a Right-to-know request following a primary election requesting documents for two district position, that person has a self-filling agenda.
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8.2 Executive Session

There was no executive session at this time.

8.3 Adjournment

**MOTION:** It was moved by Kevin Lindvay and seconded by John Wortman that the meeting be adjourned.

The meeting adjourned at 7:02 p.m.

Respectfully submitted,

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Taylor M. Trisket, Assistant Board Secretary