

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

**MONDAY, DECEMBER 18, 2023**

**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 Mr. Mangione, President, at 7:26 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; Mrs. Lynn Shultz, Supervisor of Elementary Education; Mr. Chris Byham, Solicitor; 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; Mr. Joshua Vincent, Principal; Mrs. Lisa Franklin, Assistant Principal; Brian Hagberg, Your Daily Local; and approximately 11 members of the public in attendance.

**1.4 Reading of the Mission Statement - Mrs. Mary Passinger**

*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. Kevin Lindvay**

*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...*

*Act Ethically*

- *Never use the position for improper benefit to self or others*

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.

- *Avoid actual or perceived conflicts of interest*
- *Recognize school directors do not possess any authority outside of the collective board*
- *Accept that when a board has made a decision, it is time to move forward collectively and constructively*

1.6 Public Comment

There was no public comment.

1.7 Financial Reports

Financial  
Reports  
Approved  
8-0-1

**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, Mary Passinger, Stephanie Snell, Daniel Sullivan

Abstain: John Wortman

**2. New Business**

2.1 Policy Number 2310, titled - Meeting Notice, Posting of Meeting Agenda, & Official Action on Additions Made to the Meeting Agenda After it is Posted - First Reading

Policy Number 2310,  
titled - Meeting  
Notice, Posting of  
Meeting Agenda, &  
Official Action on  
Additions Made to  
the Meeting Agenda  
After it is Posted -  
First Reading  
Approved  
9-0-0

**MOTION:** That the Board of School Directors approves changes on first reading to Policy Number 2310, titled -Meeting Notice, Posting of Meeting Agenda, & Official Action on Additions Made to the Meeting Agenda After it is Posted, as presented.

Motion by John Wortman, second by Cody Brown.

Final Resolution: Motion Passed

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

2.2 Policy Number 9310, titled - Gifted Education - Second Reading

Policy Number  
9310, titled - Gifted  
Education -  
Second Reading  
Approved  
9-0-0

**MOTION:** That the Board of School Directors approves on second reading Policy Number 9310, titled - Gifted Education, as presented.

Motion by Mary Passinger, second by Cody Brown.

Final Resolution: Motion Passed

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

2.3 Policy Number 10110, titled - Student Attendance - Second Reading

Policy Number  
10110, titled -  
Student  
Attendance -  
Second Reading  
Approved  
9-0-0

**MOTION:** That the Board of School Directors approves on second reading changes to Policy Number 10110, titled - Student Attendance, as presented.

Motion by Mary Passinger, second by Stephanie Snell.

Final Resolution: Motion Passed

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

2.4 Policy Number 5505, titled - Furnishing Food to School Children - Second Reading

- MOTION:** That the Board of School Directors approves changes on second reading to Policy Number 5505, titled - Furnishing Food to School Children, as presented.
- Motion by Mary Passinger, second by John Wortman.
- Final Resolution: Motion Passed
- Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione, Mary Passinger, Stephanie Snell, Daniel Sullivan, John Wortman
- 2.5 Policy Number 5515, titled - Competitive Food Sales/Vending Machines - Second Reading
- MOTION:** That the Board of School Directors approves changes on second reading to Policy Number 5515, titled - Competitive Food Sales/Vending Machines, as presented.
- Motion by Cody Brown, second by Mary Passinger.
- Final Resolution: Motion Passed
- Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione, Mary Passinger, Stephanie Snell, Daniel Sullivan, John Wortman
- 2.6 Letters of Engagement for Tax Appeals
- MOTION:** That the Board of School Directors approves letters of engagement for the Aldi, Lowes, Whirley, and Ellwood tax appeals and a consent and waiver of conflict of interest for the Whirley tax appeal.
- Motion by Mary Passinger, second by Cody Brown.
- Final Resolution: Motion Passed
- Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione, Mary Passinger, Stephanie Snell, Daniel Sullivan, John Wortman
- 2.7 Acting Superintendent Appointment
- MOTION:** That the Board of School Directors appoints Gary Weber as acting superintendent effective March 2, 2024.
- Motion by Kevin Lindvay, second by John Wortman.
- Final Resolution: Motion Passed
- Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione, Mary Passinger, Stephanie Snell, Daniel Sullivan, John Wortman
- 2.8 Acellus Educational Services LLC/Roger Billings Rescue Grant Standard Purchase and License Terms - CIT
- MOTION:** That the Board of School Directors approves the Acellus Educational Services LLC/Roger Billings Rescue Grant Standard Purchase and License Terms, as presented.
- Motion by Mary Passinger, second by Cody Brown.
- Final Resolution: Motion Passed
- Yes: Cody Brown, Savanna Cochran, Tammi Holden, Kevin Lindvay, Paul Mangione, Mary Passinger, Stephanie Snell, Daniel Sullivan, John Wortman
- 2.9 PowerSchool License and Subscription Fees Staff Development Quote Q-812533-1 - CIT

Policy Number  
5505, titled -  
Furnishing Food to  
Children - Second  
Reading  
Approved  
9-0-0

Policy Number  
5515, titled -  
Competitive Food  
Sales/Vending  
Machines - Second  
Reading  
Approved  
9-0-0

Letters of  
Engagement for  
Tax Appeals  
Approved  
9-0-0

Acting  
Superintendent  
Appointment  
Approved  
9-0-0

Acellus  
Educational  
Services  
LLC/Roger  
Billings Rescue  
Grant Standard  
Purchase and  
License Terms  
Approved  
9-0-0

PowerSchool  
License &  
Subscription Fees  
Staff Development  
Quote  
#Q-812533-1  
Approved  
9-0-0

**MOTION:** That the Board of School Directors approves PowerSchool License & Subscription Quote #Q-812533-1, as presented.

Motion by John Wortman, second by Tammi Holden.

Final Resolution: Motion Passed

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

2.10 Budget Transfer- \$1,372.64 -FIN

Budget Transfer -  
\$1,372.64  
Approved  
9-0-0

**MOTION:** That the Board of School Directors approves the Resolution and Budget Transfer in the amount of \$1,372.64.

Motion by Mary Passinger, second by Cody Brown.

Final Resolution: Motion Passed

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

2.11 Budget Transfer - \$6,400.00 - FIN

Budget Transfer -  
\$6,400.00  
Approved  
9-0-0

**MOTION:** That the Board of School Directors approves the Resolution and Budget Transfer in the amount of \$6,400.00

Motion by Mary Passinger, second by Cody Brown.

Final Resolution: Motion Passed

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

2.12 Budget Transfer - \$8,202.14 - FIN

Budget Transfer -  
\$8,202.14  
Approved  
9-0-0

**MOTION:** That the Board of School Directors approves the Resolution and Budget Transfer in the amount of \$8,202.14.

Motion by Cody Brown, second by Mary Passinger.

Final Resolution: Motion Passed

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

2.13 Budget Transfer - \$16,145.00 - FIN

Budget Transfer -  
\$16,145.00  
Approved  
9-0-0

**MOTION:** That the Board of School Directors approves the Resolution and Budget Transfer in the amount of \$16,145.00.

Motion by John Wortman, second by Mary Passinger.

Final Resolution: Motion Passed

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

2.14 Budget Transfer - \$1,957,432.88- FIN

Budget Transfer -  
\$1,957,432.88  
Approved  
9-0-0

**MOTION:** That the Board of School Directors approves the Resolution and Budget Transfer in the amount of \$1,957,432.88.

Motion by Mary Passinger, second by Kevin Lindvay.

Final Resolution: Motion Passed

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

2.15 Budget Transfer - \$74,300.00 - FIN

**MOTION:** That the Board of School Directors approves the Resolution  
and Budget Transfer in the amount of \$74,300.00

Motion by John Wortman, second by Mary Passinger.

Final Resolution: Motion Passed

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

Budget Transfer - \$74,300.00 Approved 9-0-0
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2.16 Other

3. Closing Activities

3.1 Adjournment

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

The meeting adjourned at 7:44 p.m.

Respectfully submitted,

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Taylor M. Trisket, Assistant Board Secretary