

**WARREN COUNTY SCHOOL DISTRICT**  
**BOARD OF SCHOOL DIRECTORS**  
**MEETING MINUTES**  
**MONDAY, JUNE 10, 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 6:03 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. Jeffrey Labesky

Mr. Paul Mangione

Mrs. Mary Passinger

Mr. Arthur Stewart (arrived at 6:05 p.m.)

Mrs. Donna Zariczny

Mr. Michael Zamborik

Absent:

Mr. Joseph Colosimo

Mrs. Elizabeth Huffman

Mrs. Marcy Morgan

Others Present:

Mrs. Amy Stewart, Superintendent; Mr. Gary Weber, Director of Administrative Support Services; Mr. James Grosch, Director of Business Services; Mr. Eric Mineweaser, Director of Curriculum, Instruction, and Assessment; Mr. Chris Byham, Solicitor; Mrs. Ruth Huck, Board Secretary; Mr. Brian Ferry, Times Observer; Mr. Michael Kiehl, Transportation/Purchasing Manager; Mr. Matt Jones, Coordinator of Grants and Foundation Development; Mrs. Suzanne Turner, Human Resource Supervisor; Ms. Lynn Shultz, Interim Director; Mr. Richard Gignac, Supervisor of District-wide Athletics & Co-Curricular Activities; Mr. Paul Leach, Technology Specialist; and approximately five members of the public in the audience.

1.4 Reading of the Mission Statement - Mr. Paul Mangione

*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 & Leadership – Mr. Michael Zamborik

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...

Advocate Earnestly

- Promote public education as the keystone of democracy
- Engage the community by seeking input, building support networks, and generating action
- Champion public education by engaging members of local, state and federal legislative bodies

1.6 Recognitions & Presentations

1. Loretta Woodson Award

Mrs. Werner, on behalf of the Warren-Forest Pennsylvania Association of School Retirees, presented the Loretta Woodson Award to Kim Swedler, an aide at Warren County Career Center, serving in the Culinary Program for 20 years. The award recognizes one teaching professional and one support professional who exhibit creativity, initiative, and productivity relevant to the learning process and growth of children.

1.7 Public Comment

There was no public comment.

1.8 Agenda Adoption

Agenda Adoption  
Approved  
6-0-0

**MOTION:** That the Board of School Directors adopts the agenda dated June 10, 2019, as presented.

Motion by Mary Passinger, second by Paul Mangione.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart, Michael Zamborik, Donna Zariczny

1.9 Approval of Minutes - May 13, 2019

May 13, 2019,  
Minutes  
Approved  
6-0-0

**MOTION:** That the Board of School Directors approves the regular meeting minutes dated May 13, 2019, as presented.

Motion by Paul Mangione, second by Michael Zamborik.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart, Michael Zamborik, Donna Zariczny

1.10 Approval of Special Meeting Minutes - May 28, 2019

May 28, 2019,  
Special Meeting  
Minutes  
Approved  
6-0-0

**MOTION:** That the Board of School Directors approves the special meeting minutes dated May 28, 2019, as presented.

Motion by Mary Passinger, second by Michael Zamborik.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart, Michael Zamborik, Donna Zariczny

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.

Financial  
Reports  
Approved  
6-0-0

Motion by Mary Passinger, second by Paul Mangione.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart,  
Michael Zamborik, Donna Zariczny

1.12 Hearing Officer Report

**MOTION:** That the Board of Directors approves the Hearing Officer Report dated June 10, 2019, Case Letter M.

Hearing Officer  
Report  
Approved  
5-1-0

Motion by Mary Passinger, second by Paul Mangione.

Final Resolution: Motion Passed

Yes: Paul Mangione, Mary Passinger, Arthur Stewart, Michael Zamborik,  
Donna Zariczny

No: Jeffrey Labesky

2. President's Statement

2.1 Reports & Information

1. IU5 - Mr. Paul Mangione

Dr. Maynard shared statistics regarding Safe2Say and the figures were astounding. People at the IU stated that Warren County School District is heads and shoulders above the other districts with its safety processes and readiness. He thanked Mrs. Stewart and the rest of the administration for their fine work and cooperative agreements with law enforcement in New York State.

2. PSBA Liaison - Mrs. Marcy Morgan

There was no report.

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

Mrs. Stewart reported equipment and furniture are being moved out of the WCCC in preparation for construction, and the Culinary Program is moving to the cafeteria at Central Office.

They are also preparing the site with outside work being done prior to construction. Everything is on schedule.

2.2 Important Dates

BOARD/COMMITTEE MEETING DATES				
1.	June 24, 2019	6:00 p.m.	Physical Plant & Facilities Committee Finance Committee Personnel/Athletics & Co-Curricular Activities Committee Curriculum, Instruction, & Technology Committee	Central Office

2.	June 24, 2019	7:00 p.m.	Special Board Meeting – Final Budget Adoption	Central Office
3.	July 8, 2019	6:00 p.m.	Board Meeting - Tentative	Central Office
4.	July 15, 2019	3:00 p.m.	PSBA Customized Workshop	Central Office
5.	July 29, 2019	6:00 p.m.	Finance Committee Personnel/ Athletics & Co-Curricular Activities Committee Curriculum, Instruction, & Technology Committee Physical Plant & Facilities Committee	Central Office
6.	July 29, 2019	7:00 p.m.	Special Board Meeting	Central Office
7.	TBA	6:00 p.m.	Goal Setting	Central Office

2.3 Announcements

2.4 Other

### 3. Superintendent's Reports and Recommendations

3.1 General Comments - Mrs. Amy Stewart

- Mrs. Stewart reported the commencement ceremonies across the county went very well.
- A tactical training was held with Pennsylvania State Police at Youngsville High School.
- First day of programming for Summer Feed started today.
- Summer Music School and 21<sup>st</sup> Century classes were up and running today at Beaty-Warren Middle School.
- The District received news it is being funded for 21<sup>st</sup> Century Cohort 10 and further information will be coming at a later date. It will add Kindergarten and first grade students to the program.

3.2 Committee Reports

3.3 Other

### 4. New Business - Consent Agenda

4.1 Consent Agenda

Consent Agenda  
Approved  
6-0-0

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

Motion by Michael Zamborik, second by Arthur Stewart.

Final Resolution: Motion Passed

- Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart,  
Michael Zamborik, Donna Zariczny
- 4.2 2019 Glenn-Den Enterprises dba Next Step's Child Enrichment Center Agreement -  
Extended School Year - CIT - Mr. Joseph Colosimo
- MOTION:** That the Board of Education approves the 2019 Glenn-Den  
Enterprises dba Next Step's Child Enrichment Center Agreement - Extended  
School Year, as presented.
- Motion by Michael Zamborik, second by Arthur Stewart.
- Final Resolution: Motion Passed
- Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart,  
Michael Zamborik, Donna Zariczny
- 4.3 2019-2020 Grafton (Ukeru) Agreement - CIT - Mr. Joseph Colosimo
- MOTION:** That the Board of Directors approves the 2019-2020 Grafton (Ukeru)  
Agreement, as presented.
- Motion by Michael Zamborik, second by Arthur Stewart.
- Final Resolution: Motion Passed
- Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart,  
Michael Zamborik, Donna Zariczny
- 4.4 2019-2020 Handle With Care Agreement - CIT - Mr. Joseph Colosimo
- MOTION:** That the Board of Directors approves the 2019-2020 Handle With  
Care (HWC) Agreement for Crisis Intervention Instructor Training, as  
presented.
- Motion by Michael Zamborik, second by Arthur Stewart.
- Final Resolution: Motion Passed
- Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart,  
Michael Zamborik, Donna Zariczny
- 4.5 2019-2020 IU5 Special Education Programs and Services Agreement - CIT -  
Mr. Joseph Colosimo
- MOTION:** The Board of Education approves the 2019-2020 IU5 Special  
Education Programs and Services Agreement, as presented.
- Motion by Michael Zamborik, second by Arthur Stewart.
- Final Resolution: Motion Passed
- Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart,  
Michael Zamborik, Donna Zariczny
- 4.6 School-Based ACCESS Medical Authorization Agreement - CIT - Mr. Joseph Colosimo
- MOTION:** That the Board of Education approves the School-Based ACCESS  
Medical Authorization Agreement, as presented.
- Motion by Michael Zamborik, second by Arthur Stewart.
- Final Resolution: Motion Passed
- Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart,  
Michael Zamborik, Donna Zariczny

2019 Glenn-  
Den  
Enterprises  
dba Next  
Step's Child  
Enrichment  
Center  
Agreement -  
Extended  
School Year  
Approved  
6-0-0

2019-2020  
Grafton  
(Ukeru)  
Agreement  
Approved  
6-0-0

2019-2020  
Handle With  
Care  
Agreement  
Approved  
6-0-0

2019-2020 IU5  
Special  
Education  
Programs and  
Services  
Agreement  
Approved  
6-0-0

School-Based  
ACCESS  
Medical  
Authorization  
Agreement  
Approved  
6-0-0

4.7 2019-2021 Meadows Psychiatric Center Agreement - CIT - Mr. Joseph Colosimo

2019-2021  
Meadows  
Psychiatric  
Center  
Agreement  
Approved  
6-0-0

**MOTION:** That the Board of Education approves the 2019-2021 Meadows Psychiatric Center Agreement, as presented.

Motion by Michael Zamborik, second by Arthur Stewart.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart,  
Michael Zamborik, Donna Zariczny

4.8 Letter of Engagement - Felix & Gloekler, P.C. - Single Audit for the year ended 2019 - FIN - Mr. Arthur Stewart

Letter of  
Engagement -  
Felix & Gloekler,  
P.C. - Single  
Audit for the year  
ended 2019  
Approved  
6-0-0

**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, 2019, as presented.

Motion by Michael Zamborik, second by Arthur Stewart.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart, Michael Zamborik,  
Donna Zariczny

4.09 Letter of Engagement - Stapleford & Byham, LLC - FIN - Mr. Arthur Stewart

Letter of  
Engagement -  
Stapleford &  
Byham, LLC  
Approved  
6-0-0

**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, as presented.

Motion by Michael Zamborik, second by Arthur Stewart.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart, Michael Zamborik,  
Donna Zariczny

4.10 Letter of Engagement - Fanelli Willett Law Offices - FIN - Mr. Arthur Stewart

Letter of  
Engagement -  
Fanelli Willett  
Law Offices  
Approved  
6-0-0

**MOTION:** That the Board of School Directors approves the fees and conditions for professional services as set forth in the Letter of Engagement from Famelli Willett Law Offices as presented.

Motion by Michael Zamborik, second by Arthur Stewart.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart, Michael Zamborik,  
Donna Zariczny

4.11 Commercial Package Insurance Renewal - FIN - Mr. Arthur Stewart

Commercial  
Package  
Insurance  
Renewal  
Approved  
6-0-0

**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 as presented.

Motion by Michael Zamborik, second by Arthur Stewart.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart,  
Michael Zamborik, Donna Zariczny

4.12 Certificated Personnel Report - PACCA - Mr. Paul Mangione

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

Motion by Michael Zamborik, second by Arthur Stewart.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart,  
Michael Zamborik, Donna Zariczny

Certificated  
Personnel Report  
Approved  
6-0-0

4.13 Support Personnel Report - PACCA - Mr. Paul Mangione

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

Motion by Michael Zamborik, second by Arthur Stewart.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart,  
Michael Zamborik, Donna Zariczny

Support  
Personnel Report  
Approved  
6-0-0

4.14 Informational Report - PACCA - Mr. Paul Mangione

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

Motion by Michael Zamborik, second by Arthur Stewart.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart,  
Michael Zamborik, Donna Zariczny

Informational  
Report  
Approved  
6-0-0

4.15 Volunteer Report - PACCA - Mr. Paul Mangione

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

Motion by Michael Zamborik, second by Arthur Stewart.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart,  
Michael Zamborik, Donna Zariczny

Volunteer Report  
Approved  
6-0-0

4.16 Unique Need Tuition Reimbursement - Clay Hayes; Laura Demers - PACCA - Mr. Paul Mangione

**MOTION:** That the Board of School Directors approves unique need tuition reimbursement for Clay T. Hayes to obtain his Principal K-12 certification and for Laura B. Demers to obtain her Master's of Education in Curriculum and Instruction as presented.

Motion by Michael Zamborik, second by Arthur Stewart.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart,  
Michael Zamborik, Donna Zariczny

Unique Need  
Tuition  
Reimbursement -  
Clay Hayes;  
Laura Demers  
Approved  
6-0-0



4.17 Athletic Supplemental Contracts - PACCA - Mr. Paul Mangione

Athletic  
Supplemental  
Contracts  
Approved  
6-0-0

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

Motion by Michael Zamborik, second by Arthur Stewart.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart, Michael Zamborik, Donna Zariczny

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

Co-Curricular  
Supplemental  
Contracts  
Approved  
6-0-0

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

Motion by Michael Zamborik, second by Arthur Stewart.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart, Michael Zamborik, Donna Zariczny

4.19 Athletic Trainer Agreement - PACCA - Mr. Paul Mangione

Athletic Trainer  
Agreement  
Approved  
6-0-0

**MOTION:** That the Board of School Directors approves the Athletic Trainer Employment Agreement as presented.

Motion by Michael Zamborik, second by Arthur Stewart.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart, Michael Zamborik, Donna Zariczny

**5. Items Removed for Separate Action**

**6. Future Business for Committee Review**

**7. Other**

7.1 Policy Number 1017, titled - School Building Names – First Reading

Policy # 1017,  
School Building  
Names  
First Reading  
Approved  
6-0-0

**MOTION:** That the Board of School Directors approves on first reading revisions to Policy Number 1017, titled - School Building Names as presented.

Motion by Arthur Stewart, second by Mary Passinger.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart, Michael Zamborik, Donna Zariczny

7.2 School Supply Bid

School Supply Bid  
Approved  
6-0-0

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

Motion by Arthur Stewart, second by Michael Zamborik.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart, Michael Zamborik, Donna Zariczny



7.3 Capital Reserve Funds Transfer

**MOTION:** That the Board of School Directors directs Administration to transfer from the General Fund to Capital Reserve the amount of \$1,541,400 for roofing projects as approved at the May 28, 2019, Special Board Meeting as presented.

Capital Reserve  
Funds Transfer  
Approved  
6-0-0

Motion by Arthur Stewart, second by Mary Passinger.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart,  
Michael Zamborik, Donna Zariczny

7.4 Transportation Contractors 2019-20 Through 2023-24 School Years

**MOTION:** That the Board of School Directors approves D & R Transportation, LLC, Johnson Transportation, LLC, Lewis Busing, Suppa Transportation, Inc., Taraska Bus, LLC, and Warren Bus Lines, Inc. as transportation contractors for the District for the 2019/2020 through 2023/2024 school years and approves the associated contract(s) with each entity, as presented.

Transportation  
Contractors  
2019-20  
Through 2023-  
24 School Years  
Approved  
6-0-0

Motion by Mary Passinger, second by Arthur Stewart.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart,  
Michael Zamborik, Donna Zariczny

7.5 Termination of Employment

**MOTION:** That the Board of School Directors terminates the employment of Matthew R. Kiser, effective immediately, for the reasons outlined in the statement of charges dated, May 14, 2019.

Termination of  
Employment  
Approved  
6-0-0

Motion by Mary Passinger, second by Arthur Stewart.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart,  
Michael Zamborik, Donna Zariczny

7.6 Comments on SR 666 ANF Campsites

**MOTION:** That the Board of School Directors approves sending comments concerning SR 666 campsites near Henry's Mills as presented.

Comments on  
SR 666 ANF  
Campsites  
Approved  
6-0-0

Motion by Mary Passinger, second by Arthur Stewart.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart,  
Michael Zamborik, Donna Zariczny

7.7 Media Transformers Non-Disclosure Agreement - CIT - Mr. Joseph Colosimo

**MOTION:** That the Board of Directors approves the Non-Disclosure Agreement between Media Transformers and the Warren County School District regarding the curriculum purchase from Media Transformers, which was approved at the Special Board Meeting on May 28, 2019, as presented.

Media  
Transformers  
Non-Disclosure  
Agreement  
Approved  
6-0-0

Motion by Arthur Stewart, second by Michael Zamborik.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart,  
Michael Zamborik, Donna Zariczny

7.8 Virtual Academy Planned Instruction

Virtual  
Academy  
Planned  
Instruction  
Approved  
6-0-0

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

Motion by Arthur Stewart, second by Michael Zamborik.

Final Resolution: Motion Passed

Yes: Jeffrey Labesky, Paul Mangione, Mary Passinger, Arthur Stewart, Michael Zamborik, Donna Zariczny

**8. Closing Activities**

8.1 Public Comment

There was no public comment.

8.2 Executive Session - Act 44 Safety Report

Mrs. Zariczny announced there would be an executive session at 6:23 p.m. to receive the Act 44 Safety Report from the Superintendent and to consult with the Solicitor on legal matters with no action to follow.

8.3 Adjournment

**MOTION:** It was moved by Arthur Stewart and seconded by Michael Zamborik that the meeting be adjourned.

The meeting adjourned at 6:23 p.m.

Respectfully Submitted,

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Ruth A. Huck, Board Secretary