

The regular meeting of the West Branch Area School District Board of Directors was held July 28, 2009, at 7:55 p.m. in the high school library. The board had an executive session for personnel before the meeting.

**MBRS PRESENT** Joe Kovalcin, Donald Murray Sr., Gerald Coble, Ron Mollura, Don Yontosh, Tom Veres, Mary Ann Couteret, Larry Allen

**MBRS ABSENT** Tim Eyerly

**OTHERS PRESENT** Sandra Craft, Superintendent; Kasi Jackson, Board Secretary; Allen Levin, Solicitor; Sean Wechtenhiser, Elementary Principal; Annie Lynn, Progress Representative; Jason McMillen; Business Manager, J.R. Holenchik; Secondary Principal, Wendy Fernburg; Supervisor of Special Education, Dave Nelson; Maintenance Supervisor, Holly Petriskey, Cindy Gormont, Lester Smeal, Melvin Smeal, Phyllis Gable, Adam Gable, Shelia Kovalcin, Michael, Panek, Holly Michael, Lynn Brewer,

**ADMIN REPORTS** Mrs. Fernburg:

- Extended School Year began on July 6<sup>th</sup> and will be finishing up this Wednesday; a total of 45 students K- 11 attended. The learning support classes are being held in the elementary while the life skills classes are using the apartment in Clearfield as well as their rooms in the high school. This program is funded by Access monies held at the Intermediate Unit.
- We received notice from the Department of Education that they have reviewed the Contingency Fund applications I submitted and based on the guidelines for Extraordinary Special Education Program Expenses West Branch will be receiving \$75,261.55 of reimbursement.
- Leader Services has notified us that we will be receiving two checks in the near future in the amounts of \$3,178.02 and \$4,287.54 as reimbursement for Medicaid outreach and other medical assistance health-related activities performed by school staff.
- Our June child count has been submitted to the IU – at the time of submission the total number of special education and gifted students was 286. Since then we have had 1 student re-enroll and 1 student move into the district.

Mr. Wechtenhiser:

- Thanked the custodial staff for all their hard work thus far this summer.
- Held meetings this summer in preparation for rolling out the new behavior support program at the start of the school year. Information about the program is in the student handbook. Teachers will be trained about the program during an in-service day.
- Discussed the attendance concerns from the previous year and the elementary will be implementing a 27 Day Rule, in line with the high school, for the upcoming school year.
- Discussed elementary student handbook.

Mrs. Craft:

- Thanked everyone for their support for the year that she was here and hopes that everyone continues to succeed in everything they do.

**CIU** Held their re-organization meeting. Everyone that held a position kept that position and they discussed the budget issues.

**MINUTES APPROVED** Ron Mollura motioned, Mary Ann Couteret seconded to approve the minutes from the meetings held on June 22, 2009 and July 16, 2009. Motion carried.

**PERSONNEL** Ron Mollura motioned, Mary Ann Couteret seconded, to approve Robert Callahan and James Redmond as volleyball volunteers. All paperwork has been received. Motion carried.

Ron Mollura motioned, Mary Ann Couteret seconded, to approve the job description of stage manager. Motion carried.

Ron Mollura motioned, Tom Veres seconded, to reject Bea Krieger to be paid \$145 a day to assist Denise Cherry with bookkeeping. Voice Roll Call: Mr. Veres—no; Mr. Murray—no; Mrs. Couteret—no; Mr. Kovalcin—no; Mr. Yontosh—no; Mr. Mollura—no; Mr. Coble—yes; Mr. Allen—no. Motion carries with a vote of 7—no; 1—yes.

Don Yontosh motioned, Ron Mollura seconded to approve the following conferences:

- Kasi Jackson to attend the New Board Secretary Training held at the Hilton Garden on August 21, 2009. Cost to the district is \$114 for registration.
- Michele Koleno to attend the Working with Literacy Devices training held at the CIU # 10 on August 20, 2009. The cost to the district is \$40 for registration.
- Laurie Josephson to attend Cyber Smart Workshop held at the CIU # 10 on August 6, 2009. The cost to the district is \$375 for registration and \$5.85 for mileage.
- Sean Wechtenhiser to attend the PAESSP State Conference held at State College on October 4-6, 2009. Cost to the district is \$275 for registration.

Motion carried.

Gerald Coble motioned, Ron Mollura seconded, to approve Vicki Beveridge as custodian to work second shift, 2:30 p.m.—11:00 p.m., Monday thru Friday, at the current contractual rate. Voice Roll Call: Mr. Veres—yes; Mr. Murray—yes; Mrs. Couteret—yes; Mr. Kovalcin—yes; Mr. Yontosh—no; Mr. Mollura—yes; Mr. Coble—yes; Mr. Allen—yes. Motion carries with a vote of 1—no; 7—yes. Motion carried.

Larry Allen motioned, Tom Veres seconded, to approve Jessica Bisko as attendance secretary. This is a ten-month position, Monday thru Friday, 7:15 a.m.—1:30 p.m., at the starting rate of \$8.36 per hour. She will begin the start of the 2009-2010 school year. Motion carried.

Larry Allen motioned, Ron Mollura seconded, to approve Adam Gable as secondary mathematics teacher at the starting salary of \$39,544, beginning on step three, and will begin the start of the 2009-2010 school year. Motion carried.

Ron Mollura motioned, Mary Ann Couteret seconded, to approve the reappointment of Rose Shaner, a furloughed paraprofessional, for a personal care aide position, effective beginning of the 2009-2010 school year at her current contractual rate. Motion carried.

Tom Veres motioned, Ron Mollura seconded, to approve Carrie Peterson as secondary social studies teacher at the starting salary of \$41,989, B+24, and will begin the start of the 2009-2010 school year. Voice Roll Call: Mr. Veres—yes; Mr. Murray—yes; Mrs. Couteret—yes; Mr. Kovalcin—yes; Mr. Yontosh—no; Mr. Mollura—yes; Mr. Coble—yes; Mr. Allen—yes. Motion carries with a vote of 1—no; 7—yes. Motion carried.

Tom Veres motioned, Don Murray seconded, to approve the following advisor positions:

- Senior Class Advisor—Jennifer Brickley
- Saturday School Monitor—Jennifer Brickley
- After-School Detention—Jennifer Brickley & Colleen Viedorfer
- Mathematics Department Chair—Chris Mason
- Junior Class Advisor—Susan Betts
- Yearbook Advisor—Jessica Frank
- Auditorium Manager—Dan Stilson
- Band Director / Football Band—Jennifer Sproull
- Band Front Advisor—Melody McCartney
- Elementary Audio Visual Director—Holly Michael
- Drama Director—Deb Moriarity
- Science Department Chair—Dana Swisher
- High School Audio Visual Director—Lisa Shaffer
- Social Studies Department Chair—Jennifer Brickley

Motion carried.

Ron Mollura motioned, Gerald Coble seconded, to approve the 2009-2010 student handbook with the change that the elementary completely removes the ability for parents to be able to request teachers for their children. After the school year starts there will need to be actual proof that a student needs to be changed to a different teacher. Motion carried.

Tom Veres motioned, Ron Mollura seconded, to approve the dismissal of employee #208 for failure to provide adequate explanation of absences. Motion carried.

Don Yontosh motioned, Don Murray seconded, to approve Kristi Gibson as secondary special education teacher at the rate of \$44,061, B+M, beginning the start of the 2009-2010 school year. Motion carried.

**TRANSPORTATION  
& ATHLETICS**

Ron Mollura motioned, Mary Ann Couteret seconded, to approve Jon Wooster as Junior High Assistant Football Coach. Motion carried.

Ron Mollura motioned, Gerald Coble seconded, to approve the coaches handbook for the 2009-2010 school year. Motion carried.

Dom Murray motioned, Ron Mollura seconded, to approve the student handbook for the 2009-2010 school year. Motion carried.

Don Yontosh motioned, Mary Ann Couteret seconded, to approve Jerry White as Varsity Assistant Football Coach. Motion carried.

Ron Mollura motioned, Don Murray seconded, to approve the following volunteers for the fall athletic season:

- I. Football: , Curtis Quick, Charles Howe (Equipment)  
Jr. High: Kevin Hubler, Chris Mason
- II. Volleyball: Sean Quick, Rhonda Trude, Dave Kindelberger
- III. Girls Soccer: Kevin Myers, Clark Dale, Ted Crowell, Kristen Lefebvre
- IV. Cross Country: Dave Catanzaro

Motion carried.

Ron Mollura motioned, Mary Ann Couteret seconded, to approve the resignation of Jack Kephart as assistant varsity football coach. Motion carried.

**POLICY**

Ron Mollura motioned, Tom Veres seconded, to approve the first readings of the following policies:

1. Policy # 335—Family Medical Leave / Administrative Employees
2. Policy # 435—Family Medical Leave / Professional Employees
3. Policy # 535—Family Medical Leave / Classified Employees
4. Policy # 707—Use of School Facilities

Motion carried.

Tom Veres motioned, Ron Mollura seconded, to approve and accept the third readings of the following policies:

1. Policy # 246—Student Wellness
2. Policy # 404—Employment of Professional Employees
3. Policy # 434.2—Sick Leave Donation
4. Policy # 504—Employment of Classified Employees
5. Policy # 539—Uncompensated Leave
6. Policy # 541—Benefits for regularly Employed Part-time Personnel
7. Policy # 930—Student School Board Representative

Motion carried.

**FINANCE &  
PURCHASE**

Don Murray motioned, Ron Mollura seconded, to approve the payment of bills for June/July:

- a. General Fund—\$521,967.77
- b. Athletic Fund—\$3,682.15
- c. Cafeteria Fund—\$69,355.19
- d. Construction Fund—No invoices submitted for payment.

Motion carried.

Tom Veres motioned, Mary Ann Couteret seconded, to approve the Treasurers report for June. Motion carried.

Ron Mollura motioned, Gerald Coble seconded, to approve the activities account for June. Motion carried.

**OLD BUSINESS**

Ron Mollura motioned, Gerald Coble seconded, to approve the healthcare rates for two persons to be \$1,245.41 per month and not \$1,113.43 per month as noted in the previous month's meeting. Motion carried.

**ADJOURN**  
Kasi Jackson

Mary Ann Couteret motioned, Larry Allen seconded, to adjourn the meeting at 8:31 p.m.

Board Secretary