

OFFICIAL MINUTES  
WEST BRANCH AREA SCHOOL  
DISTRICT  
MORRISDALE, PA

DATE: September 25, 2012

The regular meeting of the West Branch Area School District Board of Directors was held September 24, 2012 at 7:18 p.m.

**MBRS  
PRESENT**

Joe Kovalcin, Don Yontosh, Melvin Smeal, Tim Kephart, Robert Seprish, Gary Miller, Chad Diviney, Larry Allen, Gerald Coble

**MBRS  
ABSENT**

**OTHERS  
PRESENT**

Michael Panek, Superintendent; Kasi Woodring, Board Secretary; Jason McMillen, Business Manager; J.R. Holenchik, Senior High Principal; Wendy Fernburg, Supervisor of Special Education; Joanna Santilli, Elementary Principal; Dave Nelson, Maintenance Supervisor; David Williamson, Athletic Director; Holly Petriskey, Tyler Kolesar, Aaron Cowder, Phyllis Gable, Stephanie MacTavish, Shari Buck, Sharon Michaels, Rick Michaels, Cathy Conklin, Lester Smeal, Dan Stilson, Bernie O'Hare, Jaime Hall

**MEETING  
MINUTES**

Mel Smeal motioned, Tim Kephart seconded, to approve the meeting minutes from August 20 2012. Motion carried.

**VISITORS**

**EXECUTIVE  
SESSION**

An executive session was held from 6:00 p.m. – 7:00 p.m. for personnel and contractual reasons.

**ADMINISTRATIVE  
REPORTS**

Joanna Santilli, Elementary Principal—  
The faculty and staff preparation for the upcoming school year ran smoothly. Thanked the custodial staff and all employees. PBS team is doing very well and has new ideas for the school year.

David Williamson, Coordinator of Student Services—  
Trying to make sure all kids that are attending cyber placement are in the right district.

Jason McMillen, Business Manager—  
The audit for the 2011-2012 school year has begun. The budget meeting went very well and the next meeting is October 9, 2012 at 7:00 p.m.

Dave Nelson, Maintenance Supervisor—  
A few letters are missing from the front of the school, ordered new ones to be replaced

Nik Bisko, Technology Administrator—  
Looking into getting Office 365 so students are able to use Microsoft Word at home.

Michael Panek, Superintendent—  
Discussed Pension Reform Act. The transition from summer to the school year

went smoothly. Open house was well attended and many parents and students were there.

**CIU #10**

No report.

**CCCTC**

There is money at the vo-tech and they are not sure where it came from. There was an audit done. The vo-tech is going to use the money as a buffer. Some superintendent's would like the money back. A vote will be done to see what will be done.

**PERSONNEL**

Gary Miller motioned, Don Yontosh seconded to approve the following motions:

Approve Kelly Thomas and Patti Wood to the substitute teacher list, all paperwork has been received.

Grant tenure to Danielle Gregory, Speech Therapist.

Approve the resignation of Cheryl Green, Student Government Advisor.

Motions carried.

Don Yontosh motioned, Larry Allen seconded, to approve the following conferences:

Kasi Woodring and Stacey Guenot to attend the Child Accounting Fall Meeting on November 8, 2012 at the Hershey Lodge. Motel cost is \$209; mileage cost is \$144.30; meal cost is \$30.

Brenda Fye, Michelle Guerra and Connie Shimmel to attend the Environmental Tools for Managing Behavior on October 17, 2012 at the CIU #10. Registration cost is \$40 each and sub cost is \$80 each. Total cost is \$120 each paid for by ACCESS funds.

Amanda Harris and Danielle Gregory to attend the iPad Innovations for Special Education on October 18, 2012 in Pittsburgh. Registration cost is \$189 each and Mileage is \$136.53. Total cost for Amanda is \$355.53 and total cost for Danielle is \$189. Paid for by ACCESS funds.

Erica Culler to attend the ASPP Fall Conference on October 18 and 19, 2012 in State College. Registration cost is \$200 paid for by TITLE II funds.

Bethany Hudish and Matthew Hauck to attend the Keystone Exam writing session on September 20, 2012 at the CIU #10. Sub cost is \$85 each paid for by ACCESS funds.

Sarah Ewing and Amanda Harris to attend the Assistive Technology Roundtable on October 24, 2012 at the CIU #10 and April 25, 2013 at the Bald Eagle SD. Registration cost is \$10 each and sub cost for Sarah is \$170. Total cost is \$180 paid for by ACCESS funds.

Michael Panek to attend the PSBA School Leadership Conference on October 16-18, 2012 at the Hershey Lodge. Registration is \$467; mileage cost is \$144.30.

Total cost is \$611.30 paid for by the Superintendent's Fund.

Motion carried.

Mel Smeal motioned, Robert Seprish seconded, to approve the following motions:

Approve Valerie Kovalick and Cheryl Mertz as volunteers to the district, all paperwork has been received.

Amend the hours for the position of Elementary Café Monitor from 10:30 a.m.—2:30 p.m. to 9:30 a.m. to 1:30 p.m. as per request of the Elementary Principal.

Acknowledge the administration advertisement for the vacancy of secondary mathematics teacher.

Approve the removal of employee #260 from the professional staff as per chapter 49 -49.82 through 49.84 per 22 code, effective immediately.

Acknowledge the voluntary severance of ties for Jason Hoffman, Secondary Science Teacher, effective August 27, 2012.

Approve Samantha Lannen as Elementary Café Monitor. Hours will be from 9:30 a.m. to 1:30 p.m., Monday thru Friday at the rate of \$8.88/hr.

Motions carried.

Gerald Coble motioned, Melvin Smeal seconded, to approve Laurie Hoffman as elementary/high school custodian. Hours are from 10:30 p.m. to 7:00 a.m., Monday thru Friday at the rate of \$16.20/hr. Motion carried.

Gary Miller motioned, Melvin Smeal seconded, to approve Teresa Gallaher as Cafeteria Kitchen Worker. Hours are from 10:15 a.m. to 2:00 p.m., Monday thru Friday at the rate of \$9.66/hr. Motion carried.

Gary Miller motioned, Chad Diviney seconded, to approve Aaron Prisk as Technology Administrative Assistant at the salary of \$39,544. Mr. Prisk will follow the ACT 93 contract. Motion carried.

Melvin Smeal motioned, Gerald Coble seconded, to approve Greg Hubler as Secondary Mathematics Teacher. Mr. Hubler will start on step 13 at the current salary of \$55,850, pro-rated for the 2012-2013 school year and will abide by any stipulations put forth by the administration. Motion carried.

Tim Kephart motioned, Melvin Smeal seconded, to advertise for the position of Elementary Grade Level Heads as recommended by administration and according to the CBA. Motion carried.

## **EDUCATION**

Don Yontosh motioned, Gary Miller seconded, to approve the Junior Class to go to the College Fair at the Clearfield Fairground on October 4, 2012.

Approximately 78 students will be attending the trip. There is no cost to the student and cost to the district is \$85 for subs and \$213.80 for the use of buses. Chaperones are Andrea Walkowiak, Scott McCamley, Dave Learish and Mike Hughes. Motion carried.

## **TRANSPORTATION AND ATHLETICS**

Don Yontosh motioned, Gary Miller seconded, to approve the following motions:  
Approve the resignation of Curtis Quick from the position of Jr. High Assistant Football Coach effective August 21, 2012.

Approve Terry Williams to fill the position of Jr. High Assistant Football Coach left vacant following the previously mentioned resignation.

Motions carried.

Don Yontosh motioned, Gary Miller seconded, to approve the following motions:  
Approve the resignation of JR Holenchik as Head Jr. High Wrestling Coach.

Approve posting the position of Head Jr. High Wrestling Coach

Motions carried.

## **FINANCE AND PURCHASE**

Don Yontosh motioned, Melvin Smeal seconded, to approve the following motions:

Approve the Treasurer's Report for July and August.

Approve the following Disbursements from August / September.

\$ <u>12,023.14</u>	Athletic Account	(checks <u>10997</u> through <u>11021</u> )
\$ <u>30,582.66</u>	Cafeteria Account	(checks <u>3634</u> through <u>3645</u> )
\$ _____	Construction Account	(checks _____ through _____)
\$ <u>600,882.37</u>	General Account	(checks <u>41679</u> through <u>41698</u> )
\$ <u>643,488.17</u>	<b>GRAND TOTAL</b>	

Approve the activity account for August.

Motions carried.

Tim Kephart motioned, Chad Diviney seconded, to approve the resolution urging pension reform by the board of the West Branch Area School District, as presented. Motion carried.

## **OLD BUSINESS**

Gerald Coble motioned, Gary Miller seconded, to approve the reinstatement of the three reading aides that were cut. Voice Roll Call: Mr. Kephart—yes; Mr. Smeal—yes; Mr. Diviney—yes; Mr. Yontosh—yes; Mr. Allen—yes; Mr. Seprish—no; Mr. Miller—yes; Mr. Coble—yes; Mr. Kovalcin—no. 2—no; 7—yes. Motion carried.

## **NEW BUSINESS**

Don Yontosh motioned, Melvin Smeal seconded, to approve Chris Marsh, Shari Buck, Erica Culler, Joanna Santilli and Holly Walker to attend the PBS Meeting at the CIU #10 on October 15, 2012. Registration cost is \$10 each and sub cost is \$170. Total cost is \$220. Motion carried.

Don Yontosh motioned, Chad Diviney seconded, to advertise for a guidance counselor. Motion carried.

Don Yontosh motioned, Chad Diviney seconded, to approve the Secondary

Learning Support class to go on a field trip to PSU DuBois on October 10, 2012. Cost to the district is \$347.21 for subs and buses and there is no cost to the student. Chaperones are Nicole Petriskey and Deb Moriarity. Motion carried.

**ADJOURN**

Don Yontosh motioned, Larry Allen seconded to adjourn the meeting at 8:50 p.m.

Kasi Woodring

Board Secretary