

OFFICIAL MINUTES
WEST BRANCH AREA SCHOOL
DISTRICT
REGULAR MEETING
MORRISDALE, PA

DATE: February 28, 2012

The regular meeting of the West Branch Area School District Board of Directors was held February 27, 2012 at 8:23 p.m.

**MBRS
PRESENT**

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

**MBRS
ABSENT**

**OTHERS
PRESENT**

Kasi Woodring, Board Secretary; Michael Panek, Superintendent; Stephanie MacTavish, Tyler Kolesar, Sean Wechtenhiser, Elementary Principal; J.R. Holenchik, High School Principal; Jason McMillen, Business Manager; David Williamson, Athletic Director; David Nelson, Maintenance Supervisor; Lester Smeal, Holly Petriskey, Dane Danko, Brandy O'Hare, Shari Buck, Kelly Stilson, Dan Stilson, Bill Woolworth, Sue Betts, Mary Ann Moriarity, Pastor David Hockenburry, Dawn Hockenburry, Crystal Parks

**EXECUTIVE
SESSION**

An executive session was held before the meeting for personnel issues.

**MINS
APPRVD**

Larry Allen motioned, Tim Kephart seconded, to approve the meeting minutes from January 23, 2012. Motion carried.

VISITORS

**ADM
REPORTS**

Sean Wechtenhiser—

TUTORING

Our morning tutoring program is continuing. We will stop the tutoring during the time of PSSA exams. We have had approximately 15 students per day (5th graders) attending tutoring.

PSSA EXAMS

PSSA exams for Reading and Math will take place on March 13, 14, 15, 16, 20, and 21. March 19, 22, and 23 will be make-up days.

2012-13 TENTATIVE MASTER SCHEDULE

It is attached for you to review. Specials will be 35 minutes next year. This will allow for a 35 minute period for tutoring/interventions/PSSA Prep at the end of the day. Currently we are pulling students from class for tutoring/interventions. This will allow us not to do that, and to have a daily time for intensive tutoring/interventions for all students. I ask that you review it, with approval of the schedule coming next month.

KINDERGARTEN REGISTRATION

Student registration (proof of birth, residency, immunizations) – April 16 (NEW)
Student assessments – May 8 and 9

Wendy Fernburg—We will be receiving a check from the Department of Public Welfare in the amount of \$1,431.79 for our participation in the December Administrative Time Study.

Kindergarten Transition meetings were held on February 7th; we will have 10 students entering kindergarten next year with an IEP.

PASA testing, which is the alternate assessment form of the PSSA for our lower functioning students, has begun and will be completed by March 5th.

Our Medical ACCESS account at the CIU currently has \$103,443.28 available for our use and our account with the Department of Public Welfare has \$233,421.15; we use these accounts to purchase items such as equipment for specific students, staff development, assistive technology and technology, materials and texts for the special education classrooms.

J.R. Holenchik—No Report

Jason McMillen—No Report

David Williamson, Coord. Student Services / Athletic Director—Provided the board with year to date attendance report. The winter athletic season was wrapped up.

David Nelson, Maintenance Supervisor—No Report

Nik Bisko, Technology Director—No Report

Mike Panek, Superintendent—No Report

CIU

Reviewed the General Operating Budget

**WB REVENUE
COMMITTEE**

Received a letter from an individual interested in joining the committee. Jason McMillen is going to send her a letter and ask her to join the committee. The next meeting will be March 21, 2012 at 7:00 p.m.

CCCTC

Looking into new insurance quotes, the budget may increase, hopefully by not more than 2%

PERSONNEL

Don Yontosh motioned, Gary Miller seconded, to approve the following motions: Approve Linda and George Miller and Rebecca Carr to the volunteer list, all paperwork has been received.

Approve Linda Webster as a substitute aide and teacher to the district and to approve Don McGonigal as security personnel to the district. All paperwork has been received.

Approve Michael Panek to attend the 2012 PARSS Annual Meeting on April 25-27, 2012 in State College. Registration fee is \$199; Mileage fee is \$148.50; Total cost is \$337.50 paid for by Superintendents Fund.

Approve Danielle Gregory to attend Tips for Successful Articulation Therapy in Schools on March 20, 2012 at the CIU #10. Meal cost is \$10 paid for by ACCESS fund.

Approve Amanda Harris to attend Tips for Successful Articulation Therapy in Schools on March 20, 2012 at the CIU #10. Meal cost is \$10 paid for by ACCESS fund.

Approve Amanda Harris to attend Standards Aligned Instruction on March 21, 2012 at the CIU #10. Meal cost is \$10 paid for by ACCESS fund.

Approve Jennifer Sproull to attend Using Effective Instructional Strategies in Art Integration on February 28, 2012 at the CIU #10. Registration fee is \$50; sub cost is \$85. Total cost is \$135 paid for by TITLE II funds.

Approve Rose Shaner to attend CPR / First Aid on March 12 and March 14, 2012 at the CIU #10. Registration fee is \$45 paid for by ACCESS funds.

Approve Jaimy Buck to attend What's New in Children's Literature on March 20, 2012 in Harrisburg. Registration fee is \$229; Motel fee is \$120; Meal cost is \$20; sub cost is \$85. Total cost is \$454 paid for by TITLE II funds.

Motions carried.

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

Approve the retirement of Ernest Majeski at the end of the 2011-2012 school year, in accordance to all rights and benefits under Article VI, Section G, paragraphs 1-2 of the "Early Retirement Provision" as provided by the agreement between the WBEA and WBASD date July 1, 2009 thru June 30, 2013.

Approve the retirement of William Shugarts at the end of the 2011-2012 school year, in accordance to all rights and benefits under Article VI, Section G, paragraphs 1-2 of the "Early Retirement Provision" as provided by the agreement between the WBEA and WBASD date July 1, 2009 thru June 30, 2013.

Approve the retirement of Patti Wood at the end of the 2011-2012 school year, in accordance to all rights and benefits under Article VI, Section G, paragraphs 1-2 of the "Early Retirement Provision" as provided by the agreement between the WBEA and WBASD date July 1, 2009 thru June 30, 2013.

Motions carried.

Larry Allen motioned, Gary Miller seconded, to approve the following motions:

Approve the resignation of Brandy O'Hare as fifth grade level head, effective immediately.

Approve Angela Rosselli to complete coursework "Principal K-12 Certification Program" thru Edinboro University.

Motions carried.

Gerald Coble motioned, Robert Seprish seconded, to approve the Auditor General's Performance Audit for Years Ending June 30, 2006 and 2005, which was presented at the January 23, 2012 meeting of Board Directors. Motion carried.

Melvin Smeal motioned, Don Yontosh seconded, to approve Connie Shimmel for the vacant personal care aide position. Hours will be from 8:50 a.m. to 3:00 p.m., Monday thru Friday at the rate of \$10.00/hr on step 1. Motion carried.

Gary Miller motioned, Gerald Coble seconded, to approve Andrea Corrigan for the vacant part-time cafeteria kitchen worker position. Hours will be from 10:15 a.m. to 2:00 p.m., Monday thru Friday at the starting rate of 9.41/hr. Mrs. Corrigan will start as soon possible. Voice Roll Call: Mr. Miller—yes; Mr. Coble—yes; Mr. Seprish—yes; Mr. Allen—yes; Mr. Kephart—yes; Mr. Diviney—yes; Mr. Smeal—yes; Mr. Yontosh—no; Mr. Kovalcin—yes. 8—yes; 1—no. Motion carried.

EDUCATION

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

Approve the first grade to go to Lincoln Caverns on May 21, 2012. Approximately 73 students will be attending the trip. There is no cost to the district and cost to the student is \$14. Chaperones are Tara Yingling, Debra Galley, Jill Merritt, Lynette Bloom, Kelley Penvose, Jeremy Kephart, Diane Alexander, Scott McClelland, Janelle Bainey, Lynne Rockey and Anita Kerin.

Approve the elementary band to go to the annual Band Fest on May 4, 2012. Cost to the district is \$100 and gas for the school van. Chaperone is Trent Yarrison.

Approve the fifth grade to go to Fort Roberdeau Historic Site on May 25, 2012. Approximately 105 students will be attending the trip. There is no cost to the district and cost to the student is \$4. Chaperones are Sue Ropchock, Brandy O'Hare, Sarah Lumadue, Jane McDowell, Dennis McCamley, Cindy Bock, Tanya Zimmerman, Denise Cherry, Paula Danko, Ronda Brilla, Laurie Josephson, Polly Rebmann, Tracy Callahan, Dee Coudriet, Rob Liptak, and Michelle Guerra.

Approve the 6th grade to go to the Altoona Curve on May 24, 2012. Approximately 90 students will be attending the trip. There is no cost to the district and cost to the student is \$9. Chaperones are Cheryl Green, Lynne Rockey, Barb Spencer, Phil Wood, Connie Shimmel, Michelle Guerra, Rhonda Trude, Kathy Cartwright and Shari Buck.

Approve the 4th grade to go to Parker Dam on May 23 and May 24, 2012. Approximately 70 students will be attending the trip. There is no cost to the district and cost to the student is \$1. Chaperones are Stacy Guenot, Stephanie Russell, Stacey Taylor, Sharon Blasko, Kim Szwarc, Nan Reams, Chris Marsh, Shari Buck, Jarrod Hendricks, and Wendy Timblin.

Approve the US History 1 class to go to Philadelphia on May 4, 2012. Approximately 26 students will be attending the trip. Cost to the district is \$85 and cost to the student is \$62. Chaperones are Tracy Ray, Michelle Turner, Jeanie Scott, Lisa Walls and Carrie Peterson.

Approve the Art Club to go to the Pittsburgh Zoo on April 7, 2012. 6 students will be attending the trip. There is no cost to the district and cost or student. Chaperones are Preston Raymond, Michele Raymond and Joseph Beahan.

Approve the Kindergarten class to go to Bald Eagle State Park on May 30, 2012. Approximately 89 students will be attending the trip. There is no cost to the district and cost to the student is \$1. Chaperones are Dana Croyle, Melissa Johnson, Joe Koleno, Dawn Brownsun, Tracy Graham, Staci Spangler, Diane Alexander, Samantha Smith, Jamie Jones, and Mark Russell.

Motions carried.

TRANSPORTATION AND ATHLETICS

Gary Miller motioned, Don Yontosh seconded, to approve the spring athletic bids as presented. Motion carried.

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

Approve Wayne Haas as an assistant softball coach.

Approve Lauryn Weaver as an assistant softball coach.

Approve Kelly Woodling as the Head Jr. High Softball coach.

Approve Jane Catanzaro as the assistant Jr. High Softball coach

Motions carried.

Gary Miller motioned, Don Yontosh seconded, to approve the following volunteers for spring sports:

Softball: Aaron Tiracorda

Baseball: Dave Learish

Track and Field: Dave Harmic, Phil Wood, Sean Wechtenhiser, Scott Slippey, Nick Zimmerman, Adam Gable

Motion carried.

POLICY

FINANCE AND PURCHASE

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

Approve the Treasurer's Report for January.

Approve the following Disbursements from January / February.

\$ <u>13,861.01</u>	Athletic Account	(checks <u>10780</u> through <u>10854</u>)
\$ <u>49,437.19</u>	Cafeteria Account	(checks <u>3537</u> through <u>3549</u>)
\$ <u> </u>	Construction Account	(checks <u> </u> through <u> </u>)
\$ <u>922,624.66</u>	General Account	(checks <u>40794</u> through <u>40940</u>)
\$ <u>985,922.86</u>	GRAND TOTAL	

Approve the activity account for January.

Motions carried.

CORRESPONDENCE

NEW BUSINESS

Don Yontosh motioned, Larry Allen seconded to approve the quote from Accent in the amount of \$12, 645.36 for the installation of new security fobs for the district. Motion carried.

Tim Kephart motioned, Don Yontosh seconded, to approve Jason McMillen to conduct Bank Services Request for Proposal to see which bank has the best rates for the district. Motion carried.

Larry Allen motioned, Don Yontosh seconded, to approve a 6 week Bible Study group at no cost. Motion carried.

Don Yontosh motioned, Chad Diviney seconded, to defer the motion for a pay raise for the security staff. Motion deferred.

Gary Miller motioned, Tim Kephart seconded, to approve the Choral Department to go to Darien Lake on May 26, 2012. Approximately 50 students will be attending the trip. There is no cost to the district and cost to the student can be up to \$45 depending on fundraising. Chaperones are Dan and Kelly Stilson and parent chaperones if needed. Motion carried.

OLD BUSINESS

The next budget meeting is scheduled for March 14, 2012 at 6:00 p.m.
The next board meeting is scheduled for March 27, 2012 at 7:00 p.m.
An SFA Reading Curriculum meeting is scheduled for March 13, 2012 at 7:00 p.m.

ADJOURN

Don Yontosh motioned, Gary Miller seconded to adjourn the meeting at 8:52 p.m.

Kasi Woodring

Board Secretary