

OFFICIAL MINUTES
WEST BRANCH AREA SCHOOL
DISTRICT
MORRISDALE, PA

DATE: September 24, 2013

The regular meeting of the West Branch Area School District Board of Directors was held September 23, 2013 at 7:23 p.m.

**MBRS
PRESENT**

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

**MBRS
ABSENT**

**OTHERS
PRESENT**

Michelle Dutrow, Superintendent; J.R. Holenchik, Senior High Principal; Nik Bisko, Technology Administrator; Wendy Fernburg, Supervisor of Special Education; Mark Mitchell, Elementary Principal; Jason McMillen, Business Manager; David Williamson; Athletic Director, Dave Nelson; Maintenance Supervisor, Tyler Kolesar, Shari Buck, Holly Walker, Ron Mollura, Jo Prestash, Maria Handel, Allison Koleno, Stephanie MacTavish

**EXECUTIVE
SESSION**

An executive session was held for litigation issues.

MEETING MINUTES

Don Yontosh motioned, Mel Smeal seconded, to approve the meeting minutes from August 19, 2013. Motion carried.

STUDENT REPORTS

Maria Handel, Senior Class—
Class officers were picked. The first fundraiser being held will be the cookie dough fundraiser, the Senior class is still deciding on their second fundraiser as Donkey Basketball will not be held this year. Later this week the class will pick their class symbols.

**ADMINISTRATIVE
REPORTS**

Joseph Holenchik—
· 7th grade orientation was a success.
· Open house was well attended.
· Students participated in Upward Bound activities held by Penn State.
· The 11th grade class will be going to the CTC for the College Fair.
· Getting information in order for the School Performance Profile and Diagnostic Testing.

Wendy Fernburg—
· The following businesses who have agreed to participate in our community based instruction program for our Life Skills students: Pizza Hut, Kylertown Market, Holt Memorial Library, Senator Wozniak's Office, Long's Bus Co., True Value Hardware, Windy Hill Village, Goodwill, Napa
· A huge thanks to those businesses for supporting our students.
· Elementary Life Skills program is up and running
· The Open House was a huge success.

Mark Mitchell—

- Successful start to the new school year.
- PTO meeting was well attended.
- Cub Scouts will be in to talk to students about joining the program.
- Open house and Morning HW Club have been well attended.
- SFA is scheduled to be here this week.
- Olweus—bullying prevention program, waiting to hear if WBELEM has been approved.
- Picture Day will be held on Friday.

Jason McMillen—

- Met with new Workers Compensation provider.
- Attended Kindergarten orientation to talk to parents about busing procedures and schedules.
- Moving forward with Alert Solutions, mass notification system, system will also allow parents to change contact information.

David Williamson—

- Held meeting with all booster clubs.
- Homecoming week is this week.
- Fall sports are halfway thru season.

David Nelson—

- Good start to new school year.
- McClure is doing yearly maintenance on boilers.
- WB hosted Mid-Penn Facility Managers Meeting.

Nik Bisko—

- Working on employee portal system.

Meetings held 4th Thursday of the month at 6:00 p.m.

CIU #10

PERSONNEL

Don Yontosh motioned, Chad Diviney seconded, to approve Justine Kechisen-Willett and Brooke Walstrom as substitute teachers to the district, Tom Lannen as a substitute custodian; Carolyn Dobo as a substitute Café Kitchen Worker and Crystal Schwiderske and Michael Grubbs to the classroom volunteer list. All paperwork has been completed. Motion carried.

Don Yontosh motioned, Melvin Smeal seconded, to approve to grant tenure to Craig Jaquith and Sarah Lumadue, retroactive to August 2013. Motion carried.

Gary Miller motioned, Don Yontosh seconded, to approve Ronda Hanslovan and JoEllen Hunt as After-School Detention Monitors at the High School Level. Motion carried.

Mel Smeal motioned, Robert Seprish seconded, to approve Ruth Flaharty as West Branch High School Hall Monitor. Hours are from 10:15—2:15 p.m. Monday thru Friday, at the starting rate of \$9.13/hr. (Ms. Flaharty will be replacing Holly Modzel, due to reassignment, August 19, 2013 board agenda, Personnel #3.) Motion carried.

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

Approve Susan Betts as West Branch Elementary Learning Support Head Teacher for the 2013-2014 school year at the current rate of \$1,075.00 as per the WBEA contract.

Approve Allison Koleno as West Branch Elementary Kindergarten Head Teacher for the 2013-2014 school year at the current rate of \$1,075.00 as per the WBEA contract.

Approve Kelley Hubler as West Branch Elementary First Grade Head Teacher for the 2013-2014 school year at the current rate of \$1,075.00 as per the WBEA contract.

Approve Hank Wilson as West Branch Elementary Second Grade Head Teacher for the 2013-2014 school year at the current rate of \$1,075.00 as per the WBEA contract.

Approve Cheri Cantolina as West Branch Elementary Third Grade Head Teacher for the 2013-2014 school year at the current rate of \$1,075.00 as per the WBEA contract.

Approve Nanette Reams as West Branch Elementary Fourth Grade Head Teacher for the 2013-2014 school year at the current rate of \$1,075.00 as per the WBEA contract

Approve Jane McDowell as West branch Elementary Fifth Grade Head Teacher for the 2013-2014 school year at the current rate of \$1,075.00 as per the WBEA contract.

Approve Holly Walker as West Branch Elementary Specials Head Teacher for the 2013-2014 school year at the current rate of \$1,075.00 as per the WBEA contract.

Motions carried.

EDUCATION

Gary Miller motioned, Robert Seprish seconded, to approve the District Priority Goals for the 2013—2014 School year as follows:

Student Achievement

- Revise the Elementary language arts program to include the restructuring of the reading program and the development of a writing program.
- Expand instruction and assessment in the area of mid-level science.
- Develop Extended Learning Opportunities (ELO) for students requiring additional support at the high school level with Algebra I.

Financial Stewardship

- Implement a formal budget process.
- Improve accounting procedures to ensure fiscal accuracy.

Safe Schools

- Enhance safe schools effort as it relates to prevention, preparedness, response, and recovery.

Culture of Quality Data

- Create a quality data plan designed to support teaching, learning, and managing the school enterprise.

Motion carried.

Chad Diviney motioned, Gary Miller seconded, to approve the following motions:

Approve the 2013-2014 IDEA 611 Agreement with the CIU #10.

Approve the 2013-2014 Letter of Agreement between WBASD and The Meadows Psychiatric Center / UCBH.

Approve the 2013-2014 Educational Services Contract with Pyramid Healthcare, Inc. Central Pennsylvania Autism Spectrum Disorder Academy.

Approve the Letter of Agreement between WBASD and Cen-Clear Child Services, Inc.

Approve the Contract to Purchase Meals from Schools between WBASD and Cen-Clear Child Services, Inc.

Motions carried.

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

Approve the Eleventh grade to go to the CCCTC to attend the College Fair on October 3, 2013 at a cost to the district of \$112.68 for transportation.

(Information Only: Approximately 85 students will be attending the trip.

Chaperones will be Scott McCamley, David Williamson, Andrea Walkowiak and Jennifer Sproull.)

Approve the West Branch Choral Department to go to the Penn State Song Festival on October 19, 2013 at no cost to the District and a cost of \$10-\$15 for the student. (Information Only: Approximately 15 students will be attending the trip. Chaperone is Dan Stilson.)

Approve the West Branch Choral Department to go to the Pittsburgh Ballet Theatre to see the Nutcracker on December 14, 2013 at no cost to the District and no more than \$50 cost to the student. (Information Only: Between 20-50 students will be attending the trip, cost to the student will be no more than \$50, based on fundraising. Chaperones are Dan and Kelly Stilson.)

Approve the Honors Physics Class to go to Physics Day at Hershey Park on May 9, 2014. Cost to the district is \$170 for subs plus the cost of gas for the vans and cost to the student is cost for food and ticket to enter the park.

(Information Only: Approximately 15 students will be attending the trip. Chaperones are Andrew Chimenti and Dan Socash.)

Motions carried.

Mel Smeal motioned, Gary Miller seconded, to approve the recognition of the attached booster clubs for the 2013—2014 school year. Motion carried.

**TRANSPORTATION
& ATHLETICS**

Gary Miller motioned, Chad Diviney seconded, to approve the following motions:

Approve Eric McCracken for the position of Head Jr. High Boys Basketball Coach. (Mr. McCracken will be replacing Paul Coble, due to resignation, athletics and transportation item #3, August 19, 2013 Board Agenda)

Approve the resignation of Stephanie Rougeux as the Jr. High Cheerleading advisor contingent upon the last date of the fall athletic season.

Approve the resignation of Ashley White as the assistant cross country coach effective immediately.

Approve Nick Zimmerman as the assistant cross country coach. (Mr. Zimmerman will be replacing Ashley White, due to resignation, athletics and transportation item #4, September 23, 2013 Board Agenda)

Motions carried.

FINANCE AND PURCHASE

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

Approve the Treasurer's Report August.

Approve the following Disbursements from August / September.

\$ 10,917.94	Athletic Account	checks 11395 through 11458
\$ 25,672.83	Cafeteria Account	checks 3778 through 3795
\$	Construction Account	checks through
\$ 621,554.64	General Account	checks 42771 through 42895
\$ 658,145.41	GRAND TOTAL	checks 11395 through 11458

Approve the Activity Account for August.

Motions carried.

Don Yontosh motioned, Gary Miller seconded, to approve the payment of \$700 to Teen Court of Clearfield County to help fund the Teen Court Program.
Motion carried.

Robert Seprish motioned, Mel Smeal seconded, to approve the West Branch Cross Country team to open a student activity account at the high school.
Motion carried.

OTHER ITEMS FOR DISCUSSION

Mel Smeal refereed two scrimmages and was not receive any form of payment. Mr. Smeal signed an agreement with Mr. Williamson stating he will receive \$0 compensation for being a referee.

ADJOURN

Don Yontosh motioned, Larry Allen seconded to adjourn the meeting at 8:02 p.m.

Kasi Woodring

Board Secretary

