

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

June 23, 2014

Members Present: Joseph M. Kovalcin, Larry Allen, Gerald Coble, Robert Seprish, Don Yontosh, Melvin Smeal, Christina Brown, Chad Diviney, Paul Carr (via telephone until 7:45 when entered meeting)

Members Absent:

Student Representatives: None

Media Present: Tyler Kolesar, The Progress News

Administration Present: Joseph Holenchik, Jason McMillen, Michelle Dutrow, Mark Mitchell, Dave Nelson, David Williamson, Wendy Fernburg, Nik Bisko

Others Present: Kasi Woodring, Board Secretary; David Consiglio, Solicitor; Greg Modzel, Ron Mollura, Holly Petriskey, Amanda Harrington, Doug Harrington, Paula McGonigal, Brenda Fye, Krista Williamson, Stephanie MacTavish, Kate Nicholson, Mark Wendel

OPENING EXERCISES

President Joseph Kovalcin called the meeting to order at 7:15 p.m. All present were asked to stand and pledge allegiance to the American Flag.

APPROVAL OF MINUTES

Mr. Mel Smeal, in the form of a motion, recommended board approval to the minutes of the May 19, 2014 of the Regular Session meeting, with the change that the motion regarding the Preliminary Budget voice roll call was corrected to reflect a 6—yes; 2—no vote. Mr. Don Yontosh seconded the motion. The motion was carried with a vote of 9-0-0.

RECOGNITION OF VISITORS

Ronald Mollura asked why money was being spent on football uniforms, a wireless project is being leased and adding a Junior High Volleyball program when the Board is asking for a 2.9 mil tax increase.

Mrs. Dutrow commented that the number of football uniforms was reduced and had a cost savings of \$1,900.

Mr. McMillen commented that the wireless project was being leased for three years thru CNB Bank.

ADMINISTRATIVE REPORTS

Mark Mitchell, Elementary Principal—

- Attended PSIB and Innovations in Literacy Conferences
- Started the pilot in iReady
- Working on Safe Schools reports
- Compiling book orders

- Held interviews for PCA's and Elementary Art
- Extended School Year will be held July 8—31.
- 6th Grade Graduation was held and was well attended.

Joseph Holenchik, Secondary Principal—

- Graduation— congratulations to our class of 2014
- Attended both the Literacy Conference in State College and the PBS conference in Hershey.
- Attended the Senior Awards Presentation and the Spring Chorus Concert. In addition, I attended the Darian Lake Trip with the Choral Students. Underclassman Awards were done in the evening this year. I was unable to attend due to a conference, but the feedback from the evening has been positive.
- Working on Safe Schools Report, Master Class Schedule, finalizing Alternative Education grant for 2013-2014 as well as preparing for the upcoming year, and preparing for Summer School.

Wendy Fernburg, Supervisor of Special Education—

- Met with Dr. Francis from the Office of Vocational Rehabilitation to discuss conducting evaluations of our juniors and seniors interested in OVR's services.
- Mr. Mitchell, Mrs. Koleno and I conducted interviews for the personal care aide position.
- Mrs. Lute, Miss Grabowski, Mr. Mitchell, Cen Clear representatives and I conducted interviews for the Children's Clinical Home positions.
- Mrs. Lute, Miss Graboski and I met with Cen Clear and Children's Clinical Home to continue our preparations for the upcoming implementation of the program at the elementary level.
- Extended School Year will begin on July 7.

Jason McMillen, Business Manager—

- The Budget has been completed and needs approval.
- New food service company was in to look at the cafeterias and look into placing signage to help boost breakfast and lunch counts.

Dave Williamson, Athletic Director / Student Registrar—

- Closed out attendance for the 2013—2014 school year. Elementary had 95% daily attendance and Secondary had 93.5% daily attendance.
- Clearfield County Truancy conference was held at WB, well attended
- Physicals are scheduled for June 24.

Dave Nelson, Maintenance Supervisor—

- Summer cleaning is taking place.

Nik Bisko, Technology Administrator—

- Working on infrastructure install and preparing for the new School Gate Guardian visitor system that will be arriving next month.

OTHER REPORTS

CIU #10—

The next meeting will be held on Thursday, June 26, 2014 at 6:00 p.m.

CCCTC—

Mr. Allen and Mr. Kovalcin were unable to attend the CCCTC meeting.

BOARD

Mr. Don Yontosh, in the form of a motion, recommended board approval to cancel the meeting scheduled for July 28, 2014. Mr. Mel Smeal seconded the motion. The motion was carried with a vote of 9-0-0.

Mr. Chad Diviney, in the form of a motion, recommended board approval to reschedule the August 18, 2014 board meeting to Monday, August 4, 2014. Mr. Don Yontosh seconded the motion. The motion was carried with a vote of 9-0-0.

PERSONNEL

Volunteers	Mr. Don Yontosh, in the form of a motion, recommended to approve Abby Dutrow, Georgette Eirich, Angela Kalke and George Tickerhoof as a volunteer to the District, all paperwork has been completed. Mr. Paul Carr seconded the motion and it carried by a vote of 9-0-0.
ACT 93 Agreement	Mr. Donald Yontosh, in the form of a motion, recommended to approve the ACT 93 Agreement, effective July 1, 2014 through June 30, 2017. Mr. Paul Carr seconded the motion and it carried by a vote of 8-1-0. Voice Roll Call: Mrs. Brown—yes; Mr. Smeal—yes; Mr. Diviney—yes; Mr. Yontosh—yes; Mr. Allen—yes; Mr. Coble—no; Mr. Seprish—yes; Mr. Carr—yes; Mr. Kovalcin—yes. 8—yes; 1—no.
NON ACT 93 Agreement	Mr. Gerald Coble, in the form of a motion, recommended to approve the Non ACT 93 Agreement, effective July 1, 2014 through June 30, 2017. Mr. Don Yontosh seconded the motion and it carried by a vote of 9-0-0. Voice Roll Call: Mrs. Brown—yes; Mr. Smeal—yes; Mr. Diviney—yes; Mr. Yontosh—yes; Mr. Allen—yes; Mr. Coble—yes; Mr. Seprish—yes; Mr. Carr—yes; Mr. Kovalcin—yes. 9—yes; 0—no.
Business Manager Contract	Mr. Don Yontosh, in the form of a motion, recommended to approve the Business Manager Employment Contract, effective July 1, 2014 through June 30, 2017. Mr. Larry Allen seconded the motion and it carried by a vote of 9-0-0. Voice Roll Call: Mrs. Brown—yes; Mr. Smeal—yes; Mr. Diviney—yes; Mr. Yontosh—yes; Mr. Allen—yes; Mr. Coble—yes; Mr. Seprish—yes; Mr. Carr—yes; Mr. Kovalcin—yes. 9—yes; 0—no.
ESY Classroom Paras	Mr. Don Yontosh, in the form of a motion, recommended to approve Brenda Fye, Tina Kolesar, Michelle Guerra and Cathy Conklin as Classroom Paraprofessionals for Extended School Year, at their current contracted rate. Mr. Robert Seprish seconded the motion and it carried by a vote of 9-0-0.
C. Bock Raise	Mr. Gerald Coble, in the form of a motion, recommended to approve Cindy Bock, Nurse Assistant, a raise of \$.25/hr. (New rate - \$18.05/hr.). Mr. Robert Seprish seconded the motion and it carried by a vote of 9-0-0.
ESY Speech Therapists	Mr. Donald Yontosh, in the form of a motion, recommended to approve Amanda Harris and Danielle Gregory (as caseload requires) as Speech / Language Therapists for Extended School Year at the current contracted rate of \$24/hr. Mr. Chad Diviney seconded the motion and it carried by a vote of 9-0-0.
	Mr. Donald Yontosh, in the form of a motion, recommended to approve the following motions:
N. Petriskey	Approve Nicole Petriskey as WB Secondary Life Skills Extended School Year Teacher at the current contracted rate of \$24/hr.
L. Josephson	Approve Laurie Josephson as WB Elementary Life Skills Extended School Year Teacher at the current contracted rate of \$24/hr.
N. Petriskey	Transfer Nicole Petriskey from WB Secondary Learning Support Teacher to WB Secondary Life Skills Teacher, beginning with the 2014—2015 school year. (voluntary)

- L. Josephson Transfer Laurie Josephson from WB Elementary 5th Grade Teacher to WB Elementary Life Skills Teacher, beginning with the 2014—2015 school year. (voluntary)
- M. Yontosh Transfer Melissa Yontosh from WB Elementary Part-time Personal Care Aide to WB Elementary Life Skills Part-time Classroom Paraprofessional, effective with the 2014—2015 school year at her current contractual rate. (voluntary)
- T. Kolesar Transfer Tina Kolesar from WB Secondary Personal Care Aide to WB Secondary Life Skills Part-time Classroom Paraprofessional, effective with the 2014—2015 school year at her current contractual rate. (voluntary)
- E. Monella Approve Ellen Monella as WB Elementary Part-Time Personal Care Aide, beginning the 2014—2015 school year, at the current contract rate of \$9.33/hr.
- G. Hubler Transfer Greg Hubler from WB Secondary Math Teacher to WB Secondary Math Teacher & Technology Coach (two periods per day), effective the beginning of the 2014—2015 school year. (voluntary)
- P. Wood Transfer Phil Wood from WB Elementary 6th Grade Teacher to WB Elementary 6th Grade Teacher (half day) & Technology Coach (half day), effective the beginning of the 2014—2015 school year. (voluntary)

Mr. Larry Allen seconded the motion and it carried by a vote of 9-0-0.

- P. McGonigal
Elem. Art Mr. Donald Yontosh, in the form of a motion, recommended to approve Paula McGonigal as Elementary Art Teacher, beginning with the 2014—2015 school year, at the starting salary of \$45,000, Step 3. (Ms. McGonigal will be replacing Mr. DeVore, due to retirement, March 24, 2014 board meeting, Personnel #3). Mr. Robert Seprish seconded the motion and it carried by a vote of 9-0-0.

EDUCATION

- Field Trips Mr. Donald Yontosh, in the form of a motion, recommended to approve the following motions:
- WB Band field trip to Walt Disney World, Orlando, Florida from July 3—8, 2014. There is no cost to the District and cost to the student depends on fundraising. (Information Only: Chaperones are Jen Sproull, Melody Bell and Michelle Dutrow. The chaperone list was included in Board Members agenda packet. All chaperones have clearances and have been previously approved)
- WB Summer Band field trips (Snow Shoe parade, Punxsutawney Parade, Philipsburg parade, Curwensville parade, Houtzdale parade and Clearfield parade). Cost to the District is transportation of two buses and there is no cost to the student. (Information Only: Chaperones are Jennifer Sproull and Melody Bell)
- Mr. Larry Allen seconded the motion and it was carried by a vote of 9-0-0.
- Mr. Donald Yontosh, in the form of a motion, recommended to approve the following motions:
- Spanish Textbooks Approve the following Spanish textbooks at a cost of \$8,507.04 (funds to be paid from the 2014—2015 Educational / Professional Programs Budget):

- Asi Se Dice McGraw-Hill Education

Biology Textbooks	<p>Approve the following Biology textbooks at a cost of \$12,278.18 (funds to be paid from the 2014—2015 Educational / Professional Programs Budget):</p> <ul style="list-style-type: none"> Holt McDougal Biology 2012 Houghton Mifflin Harcourt Publishers
HS Library Order	Approve the Secondary Library book order for the 2014—2015 school year in the amount of 2,924.15. (titles provided in board packet)
Elem. Library Order	Approve the Elementary Library book order for the 2014—2015 school year in the amount of \$5,549.85. (Titles provided in board packet.)
Guided Reading	Approve the Elementary Guided Reading book order for the 2014—2015 school year no to exceed \$10,000. (Titles to be selected from full book list provided in board packet.)
PA Curr. Maps	Approve the PA Core Curriculum maps for English / Language Arts (K—6).
PA Curr. Maps	<p>Approve the PA Core Curriculum maps for Math (K—6).</p> <p>Mr. Paul Carr seconded the motion and it was carried by a vote of 9-0-0.</p>
Cen-Clear Business Associate Agreement	<p>Mr. Paul Carr, in the form of a motion, recommended to approve the Cen-Clear Child Services Business Associate Agreement for the 2014—2015 school year. Mr. Don Yontosh seconded the motion and it was carried by a vote of 9-0-0.</p>

TRANSPORTATION & ATHLETICS

Sones Van Contract	Mr. Don Yontosh, in the form of a motion, recommended to approve the van contract with Sones Transportation for the 2014—2015 school year. Mr. Paul Carr seconded the motion and it was carried by a vote of 9-0-0.
R&A Van Contract	Mr. Don Yontosh, in the form of a motion, recommended to approve the van contract with R&A Transportation for the 2014—2015 school year. Mr. Paul Carr seconded the motion and it was carried by a vote of 9-0-0.
C. Jaquith Resign Jr. High Football	Mr. Don Yontosh, in the form of a motion, recommended to approve the resignation of Craig Jaquith, Jr. High Football Coach, effective immediately. Mr. Paul Carr seconded the motion and it carried by a vote of 9-0-0.
D. Clark Cross Country Coach	Mr. Don Yontosh, in the form of a motion, recommended to approve Daniel Clark as the Assistant Cross Country Coach. Mr. Robert Seprish seconded the motion and it carried by a vote of 9-0-0.
Retain Spring Coaches	<p>Mr. Don Yontosh, in the form of a motion, recommended to recommendation to retain all Spring coaches and the Athletic Trainer for the 2014-2015 school year. Sports include softball, baseball and track and field. Mr. Christina Brown seconded the motion and it carried by a vote of 9-0-0.</p> <p>Mr. Donald Yontosh, in the form of a motion, recommended to approve the following motions:</p>
Fall Athletic Volunteers	<p>Approve the following volunteers to the Fall athletic teams:</p> <p>Football: John White, Terry Williams</p> <p>Cross Country: Dave Catanzaro,</p> <p>Volleyball: Taylor Trude, Rhonda Trude</p>

Coaches Handbook Approve the Coaches Athletic handbook for the 2014-2015 school year.

Student Handbook Approve the Student Athletic handbook for the 2014-2015 school year.

Mr. Mel Smeal seconded the motion and it carried by a vote of 9-0-0.

BUILDING & GROUNDS

CNB Bank Host Car Show Mr. Don Yontosh, in the form of a motion, recommended to approve CNB Bank, Kylertown Office, to host the second annual Car and Bike Show at the West Branch High School on Sunday, August 24, 2014. The proceeds will be put toward the renovations of the public restrooms at the Field House. Mr. Mel Smeal seconded the motion and it was carried by a vote of 9-0-0.

POLICY

1st Readings Mr. Don Yontosh, in the form of a motion, recommended to approve first reading of the following policies:
Policy No. 102—Academic Standards
Policy No. 105—Curriculum
Policy No. 105.1—Review of Instructional Materials by Parents / Guardians & Students
Policy No. 106—Guides for Planned Instruction
Policy No. 107—Adoption of Planned Instruction
Policy No. 108—Adoption of Textbooks
Policy No. 109—Resource Materials
Mr. Paul Carr seconded the motion and it was carried by a vote of 9-0-0.

707 1st Reading Deferred Mr. Paul Carr, in the form of a motion, recommended to defer first reading of the following policies:
Policy No. 707—Use of School Facilities and Equipment
Mr. Robert Seprish seconded the motion and it was carried by a vote of 8-1-0.

Voice Roll Call: Mrs. Brown—yes; Mr. Smeal—no; Mr. Diviney—yes; Mr. Yontosh—yes; Mr. Allen—yes; Mr. Coble—yes; Mr. Seprish—yes; Mr. Carr—yes; Mr. Kovalcin—yes. 8—yes; 1—no.

FINANCE & PURCHASE

Treasurers Report, Disbursements, Activity Acct. Mr. Don Yontosh, in the form of a motion, recommended to approve the following motions:
Approve the Treasurer's Report for May.

Approve the following Disbursements from May / June.

\$4,496.35	Athletic Account	checks 11745 through 11787
\$95,293.02	Cafeteria Account	checks 33878 through 33921
\$	Construction Account	checks through
\$779,476.65	General Account	checks 43542 through 43748
\$879, 266.02	GRAND TOTAL	

Approve the Activity Account for May.

Approve the payment of bills thru the end of July.

Mr. Larry Allen seconded the motion and it carried with a vote of 9-0-0.

End of Year
Budgetary
Transfers

Mr. Paul Carr, in the form of a motion, recommended to authorize the Business Manager and local auditors to make the necessary end-of-year budgetary transfers to close out the 2013-14 school year and payment of all bills through the end of June 2014. Mr. Don Yontosh seconded the motion and it was carried by a vote of 9-0-0.

Homestead
Farmstead
Resolution

Mr. Gerald Coble, in the form of a motion, recommended to adopt the 2014 Homestead and Farmstead Exclusion Resolution. Mr. Don Yontosh seconded the motion and it was carried by a vote of 9-0-0.

Appointments
and
Depositories

Mr. Paul Carr, in the form of a motion, recommended to approve the following appointments as depositories for district funds and investments for 2014-15:
M&T Bank.
CNB Bank.
Pennsylvania Government Local Investment Trust (PLGIT).
Pennsylvania School District Liquid Asset Fund (PSDLAF).
Robert W. Baird & Co (Investment Advisor).
State's Treasurer's INVEST Program.
Mr. Chad Diviney seconded the motion and it was carried by a vote of 9-0-0.

De-Icing Salt
Bid

Mr. Don Yontosh, in the form of a motion, recommended to approve the following bids for the 2014-2015 school year:
De-Icing Salt: American Rock Salt at 72.73/ton.
Mr. Mel Smeal seconded the motion and it was carried by a vote of 9-0-0.

Deferred Fuel
Bid

Mr. Don Yontosh, in the form of a motion, recommended to defer the following bids for the 2014-2015 school year:
Heating Oil: _____ at \$ _____/gallon.
Mr. Mel Smeal seconded the motion and it was carried by a vote of 9-0-0.

Source4
Teachers

Mr. Paul Carr, in the form of a motion, recommended to approve the contract with Source4Teachers to provide substitute services (teachers, paraprofessionals and custodians) for the 2014—2015 school year, pending successful completion of contract language. Mr. Don Yontosh seconded the motion and it was carried by a vote of 9-0-0.

Mrs. Dutrow comment, and Attorney Consiglio confirmed, that the contract has been successfully negotiated.

Insurance
Renewals

Mr. Paul Carr, in the form of a motion, recommended to approve the following insurance renewals for 2014-15:

- Blue Cross/Blue Shield PPO Preferred monthly rates:
 - Professionals: Individual - \$558.96; Parent & Child - \$1,344.76; Parent & Children - \$1,353.56; Two Person - \$1,503.06; and Family - \$1,731.30
 - Support Staff: Individual - \$533.61; Parent & Child - \$1,283.73; Parent & Children - \$1,288.36; Two Person - \$1,434.76; and Family - \$1,652.94
 - Retirees: Individual - \$586.17; Parent & Child - \$1,410.32; Parent & Children - \$1,414.95; Two Person - \$1,576.39; and Family - \$1,815.42.

- Dental: Self-Funded through School Claims Service (monthly rates including admin fee): Single- \$15.81; Parent & Child, Parent & Children, Two Person, and Family - \$49.63.
- Employee Life/AD&D: Insurance through Madison National Life (Broker: National Insurance Services, Inc.) rates: \$0.11 / \$0.02 per \$1,000.
- Employee Long-term disability: Insurance through Madison National Life (Broker: National Insurance Services, Inc.) rates: \$4.20 per month per life.

Mr. Don Yontosh seconded the motion and it was carried by a vote of 9-0-0.

Mr. Don Yontosh, in the form of a motion, recommended to approve the following insurance renewals for 2014-15: through Broker: Burns & Burns associates, Inc.

PSBA Insurance Policies:

Property & General Liability	\$45,677
Auto	\$4,565
School Leaders Legal Liability	\$10,086
Umbrella	\$6,416
TOTAL	\$66,744

HM Casualty Insurance Company Policy:

Workers' Compensation	\$43,032 est.
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Mr. Paul Carr seconded the motion and it was carried by a vote of 9-0-0.

General Fund
Budget

Mr. Paul Carr, in the form of a motion, recommended to approve the General Fund Budget for the 2014-2015 school year. Providing a total budgeted revenue of \$15,094,487 and total budgeted expenditure of \$15,448,297, while maintaining a projected fund balance of \$3,191,673, and implementing the following tax rates:

97.0 mills (increase of 2.9 mills) for Clearfield County and 10.9 mills (increase of 1.1 mills) for Clinton County.
 \$5.00 Per Capita (Section 679 School Code)
 \$5.00 Per Capita (Act 511)
 \$10.00 Occupation Tax (Act 511)
 \$10.00 Local Service/Occupational Privilege Tax
 0.50% Earned Income Tax (1.0% shared with municipalities, Act 511)
 0.50% Real Estate Transfer Tax (1.0% shared with municipalities, Act 511)

Mr. Robert Seprish seconded the motion and it was carried by a vote of 8-1-0.

Voice Roll Call: Mrs. Brown—yes; Mr. Smeal—yes; Mr. Diviney—yes; Mr. Yontosh—yes; Mr. Allen—no; Mr. Coble—yes; Mr. Seprish—yes; Mr. Carr—yes; Mr. Kovalcin—yes. 8—yes; 1—no.

CORRESPONDENCE

There were no correspondence to present at the meeting.

OTHER ITEMS FOR DISCUSSION

There will be an executive session held before the meeting on August 4, 2014 for Contractual & Personnel discussions.

Mr. Smeal asked if it was true if 1/3 of the Class of 2014 graduated with High Honors. Mr. Holenichik replied that about ¼ of the class had High Honors.

Mrs. Dutrow commented that the CCCTC took NOCTE test and the results were at a 94% proficiency rate. This will help all of the county schools with their School Performance Profile.

ADJOURNMENT

Mr. Donald Yontosh, in the form of a motion, recommended to adjourn the meeting at 8:08 p.m. Mr. Larry Allen seconded the motion and it carried with a vote of 9-0-0.

Respectively Submitted,

Kasi Woodring
Secretary to the Board of Education