

WEST BRANCH AREA SCHOOL DISTRICT  
MORRISDALE, PA  
REORGANIZATION MEETING

DECEMBER 5, 2005

The regular meeting of the West Branch Area School District Board of Directors was held in the High School Library on December 5, 2005, beginning at 7:35 PM.

ROLL CALL Members present: Timothy Eyerly; Larry Cowder; Mary Ann Couteret; Ronald Mollura; Anna Mae Pezzulla; Tom Veres; Larry Allen; Robert Smith; Donald Yontosh.

OTHERS PRESENT Others Present: Arleen P. Multhauf, D.Ed., Superintendent; William Hayward, Middle School Principal; Wendy Fernburg, Supervisor of Special Education; David Nelson, Maintenance Supervisor; Laura Frye, Food Service Director; Miriam Ennis, Board Secretary; Jamie Bumbarger – The Progress; William Thompson; Jeff Ennis; Joe Kovalcin.

The new Board members, Larry Cowder, Mary Ann Couteret, Tom Veres and re-elected Board member Tim Eyerly were sworn in by Paul Carr.

Ronald Mollura nominated, Robert Smith seconded, Anna Mae Pezzulla as Board President.

Don Yontosh nominated Tim Eyerly as Board President. The motion died for lack of a second.

PRESIDENT Ronald Mollura motioned, Robert Smith seconded, to approve Anna Mae Pezzulla as Board President.

Voice Roll call: Timothy Eyerly – no; Larry Cowder – yes; Mary Ann Couteret – yes; Ronald Mollura – yes; Anna Mae Pezzulla – yes; Tom Veres – yes; Larry Allen – yes; Ronald Mollura – yes; Donald Yontosh – no. 7 yes, 2 no. Motion carried.

Don Yontosh nominated Tim Eyerly as Vice President. The motion died for lack of a second.

VICE PRES. Anna Mae Pezzulla motioned, Robert Smith seconded, to approve Ronald Mollura as Vice-President.

Voice Roll call: Don Yontosh – yes; Robert Smith – yes; Larry Allen – yes; Tom Veres – yes; Anna Mae Pezzulla – yes; Ronald Mollura – yes; Mary Ann Couteret – yes; Larry Cowder – yes; Timothy Eyerly – yes. 9 yes, 0 no. Motion carried.

2005 BOARD MEETINGS The Board meetings will be held the fourth Monday of the month and the committee meetings will be held the third Monday of the month.

2005 COMM. MEETINGS A motion was made to hold monthly committee meetings at 7:00 PM. At the present time, individual committees will meet.

Voice Roll call: Donald Yontosh –yes; Robert Smith – yes; Larry Allen – yes; Tom Veres – yes; Anna Mae Pezzulla – yes; Ronald Mollura – yes; Mary Ann Couteret – yes; Larry Cowder – yes; Timothy Eyerly – yes. 9 yes, 0 no. Motion carried.

The committees and times for meetings were appointed and set by Anna Mae Pezzulla, Board President and are as follows:

7:00 PM Cafeteria: Anna Mae Pezzulla (Chairperson); Tom Veres; Robert Smith; Mary Ann Couteret  
8:00 PM Buildings/Grounds: Larry Cowder (Chairperson); Tom Veres; Larry Allen  
8:00 PM Athletic/Transportation: Tim Eyerly (Chairperson); Don Yontosh; Mary Ann Couteret;  
Ron Mollura  
9:00 PM Personnel: Robert Smith (Chairperson); Larry Allen; Tom Veres

- BOARD REPS. Clearfield County Career and Technology Center Representative: Larry Allen; Ron Mollura, Alternate  
Central Intermediate Unit Representative: Anna Mae Pezzulla; Ron Mollura, Alternate  
Legislative Chairman: Anna Mae Pezzulla
- SOLICITOR REAPPTMT Ronald Mollura motioned, Robert Smith seconded, to approve reappointing for 2006 the firm of Miller, Kistler, Campbell, Miller, Williams & Benson, Inc. of State College as solicitor for West Branch Area School District, at a rate of \$110.00 per hour, plus costs, for all matters except that insurance defense through the PSBA Insurance Trust will be at our agreed upon rate with the Trust, and any bond issues will be addressed on a case by case basis.
- Voice Roll call: Timothy Eyerly – yes; Larry Cowder – yes; Mary Ann Couteret – yes; Ronald Mollura – yes; Anna Mae Pezzulla – yes; Tom Veres – yes; Larry Allen – yes; Robert Smith – yes; Donald Yontosh – yes.  
9 yes, 0 no. Motion carried.
- PUBLIC COMMENT Donald Clark spoke to the Board concerning the Superintendent. His wife and Dr. Multhauf held a meeting concerning the Clarks' son who had supposedly made a gesture towards a teacher. Mr. Clark would like to see the tape of the incident. Donald Clark reported that Dr. Multhauf told his wife that she was a failure as a parent. He has been a parent for 30 years and has never been told that he was a failure. He would like a public apology.
- MINUTES Ronald Mollura motioned, Robert Smith seconded, to approve the minutes for November 21, 2005.
- Voice Roll call: unanimous approval.
- Administrative Reports:
- Dr. Multhauf:
1. David Nelson, Maintenance Supervisor, has completed the job assignment recommendation for the additional custodian.
  2. Laura Frye, Food Service Manager, has completed the staff survey of the kitchen rotation.
- David Nelson –
- CUSTODIAN JOB ASSIGNMENT Mr. Nelson explained the additional custodian job assignment to the board. This person will be assigned some of the cleaning duties that were spread out to other custodians. This will free a custodian to perform maintenance work again. Mr. Nelson is to bring the layout to Buildings and Grounds at the January meeting. Mr. Carr said that the new custodial position was not budgeted for in the 2005-2006 budget.
- Laura Frye –
- KITCHEN SURVEY Mrs. Frye explained the survey that the kitchen staff filled out after the rotation of high school and elementary kitchens occurred. The staff made suggestions and comments concerning working in a different environment on a daily basis.
- William Hayward –
- LH JAZZ BAND ASSEMBLY 1. The Lock Haven University Ensemble held assemblies for the Senior High, Middle School and public. The students enjoyed the program and the program was fantastic. The Lock Haven director was impressed with our auditorium.
- CPI COURSE 2. Jeff Holter from the Central Intermediate Unit can hold a summer CPI course. Mr. Hayward will set a date with the CIU and staff will be invited to attend.

Wendy Fernburg –

SPECIAL EDUCATION REP. The district has 235 active Special Education students. Nineteen of the students are out of the district and 15 are gifted. At the present time, there are 12 students being referred to the department for testing. The district will be receiving \$30,897.00 in Access funds in the next 30 to 60 days. A total of 269 students in the district have Individual Education Plans.

Other Reports:

CIU –

CIU 10 Anna Mae Pezzulla reported to the Board concerning a new program called XSPAND. This is a company that will buy the district's delinquent real estate taxes. The company will then collect the taxes themselves.

David Consiglio responded that this is uncharted waters. The Altoona School District is using this procedure to collect their delinquent taxes. Mr. Carr said that the company will give a discounted rate for the taxes. They do not give face value.

CAFÉ REP. & BILLS APPVD. Ronald Mollura motioned, Robert Smith seconded, to approve payment of the general fund bills and cafeteria treasurer's report.

Voice Roll call: Timothy Eyerly – yes; Larry Cowder – yes; Mary Ann Couteret – yes; Ronald Mollura – yes; Anna Mae Pezzulla – yes; Tom Veres – yes; Larry Allen – yes; Robert Smith – yes; Donald Yontosh – yes. 9 yes, 0 no. Motion carried.

QUOTES / DET. POND David Nelson received quotes for the installation of fence and 12 ft. gate around the detention pond in front of the high school. He received quotes from Knepp Fencing and Kistler. After much discussion concerning safety issues and acceptance of the quotes, the board decided to take the quote of \$4,132.04 from Kistler.

**PERSONNEL:**

Tim Eyerly motioned, Robert Smith seconded to approve the following motion:

SUB APPROVED 1. Propose the Board approve the following substitute, pending receipt of all necessary paperwork:  
a. Linda Pelton – Cafeteria

**Information:**

SOUND / LIGHT POSITION 1. Dr. Multhauf explained the Sound / Light Advisor position to the Board. This position will be to train students on the operation of the auditorium sound and light system. Anna Mae Pezzulla would like to have a dollar figure before she would approve this position. This position will be revisited in January.

INTERVIEWS 2. A discussion was held on holding interviews for two (2) kitchen staff, one (1) cafeteria monitor and one (1) personal care aide. The Board decided to table the hiring of two (2) part-time kitchen staff, and the hiring of one (1) cafeteria monitor. In reference to the personal care aide position, Wendy Fernburg and Dr. Multhauf suggested that the substitute that is presently with the child in question should remain in that position and be hired as a part-time personal care aide. Tim Eyerly was concerned that we are not interviewing for these positions. The district hires the aide, they resign, and then want to return as an employee.

AIDE: J QUICK Robert Smith motioned, Ron Mollura seconded, to approve Jennifer Quick as a part-time personal care aide not to exceed 29.75 hours.

Voice Roll call: Timothy Eyerly – no; Larry Cowder – yes; Mary Ann Couteret – yes; Ronald Mollura – yes; Anna Mae Pezzulla – yes; Tom Veres – yes; Larry Allen – yes; Robert Smith – yes; Donald Yontosh – yes. 8 yes, 1 no. Motion carried.

HIGH SCHOOL PRIN. 3. The Board does not wish to pursue the hiring of a high school principal at this time.

SICK LEAVE BANK 4. Tim Eyerly will represent the Board for the Sick Leave Bank. The Board President will represent the Board on the Executive Committee.

MENTORS 5. The Board will invite second year teachers and their mentors to the January Board meeting to recognize the completion of their mentor programs.

**PROGRAM:**

Robert Smith motioned, Tim Eyerly seconded, to approve the following motion:

WORKSHOP REQUEST 1. Propose the Board approve the following workshop requests:  
Attendance / Child Accounting Conference: Hershey Hotel, Hershey, PA; March 22-24, 2005  
 Miriam Ennis: Reg. – 170.00; lodging – 168.52; meals – 40.00; mileage – 99.63. Total cost: \$478.15

Voice Roll call: unanimous approval.

**BUILDINGS AND GROUNDS:**

Tim Eyerly motioned, Robert Smith seconded, to approve the following motion:

INSTALLATION OF BAFFLES 1. Propose the Board approve the installation of baffles for the high school cafeteria at no cost to the district. All debt will be assumed by Roth Martz.

Voice Roll call: unanimous approval.

Tim Eyerly motioned, Tom Veres seconded, to approve the following motion:

FENCE / DET. POND 2. Propose the Board approve fencing for detention pond installed by Kistler for a cost of \$4,132.04.

Voice Roll call: Donald Yontosh – yes; Robert Smith – yes; Larry Allen – yes; Tom Veres – yes; Anna Mae Pezzulla – yes; Ronald Mollura – yes; Mary An Couteret – yes; Larry Cowder – yes; Timothy Eyerly – yes.  
 9 yes, 0 no. Motion carried.

Information:

PATHLINE 1. Paul Carr spoke with Andrew Arnold from Pathline. Pathline will need to read the specifications for the floors before they can give a report to the district on the levels of the floors in the new addition.

CUST. PLAN 2. The work plan for the new custodian will be studied at the buildings and grounds committee.

RENTAL FEE / AUDITORIUM 3. The Board will need to decide a rental fee for the new auditorium. Ron Mollura suggested that neighboring school districts be contacted to see what fee they are charging so that we are competitive. Tim Eyerly wanted to know who the dance studio in Philipsburg spoke with at the school that told them they could not rent the auditorium for their recital.

WIRELESS REPEATER 4. The most cost effective method for contact with the athletic trainer's room is installing a wireless repeater for walkie-talkies.

BURLAP / PARKING LOT Ronald Mollura questioned if the district will be installing more burlap on the bank where the new parking lot was installed with burlap. He stated that the dirt is starting to erode. Tom Veres asked if the district would be installing curbing around the new parking lot. Paul Carr responded that the district would be coming to the board in the future to request curbing be installed.

**FINANCE:**

Robert Smith motioned, Tim Eyerly seconded, to approve the following motions:

PAYMENT OF BILLS 1. Propose the Board authorize the Business Manager to pay the December bills.

HAWBAKER  
PAYMENT 2. Propose the Board approve paying the G.O. Hawbaker paving bill from the construction fund when it is received.

TAX COLLECT.  
APPVD. 3. Propose the Board approve Shirley Kay Folmar, Ann Potter, Cinda Lou Hubler, Nila Force, Lorraine Michaels and Margaret Whipple as tax collectors. The business office will collect for West Keating until a tax collector is appointed.

FACSIMILE 4. Propose the Board approve using the current facsimile signature until the new one arrives.

Voice Roll call: Donald Yontosh – yes; Robert Smith – yes; Larry Allen – yes; Tom Veres – yes; Anna Mae Pezzulla – yes; Ronald Mollura – yes; Mary Ann Couteret – yes; Larry Cowder – yes; Timothy Eyerly – yes. 9 yes, 0 no. Motion carried.

**POLICY:**

Anna Mae Pezzulla made a motion to abolish Policy #716, Visitors. A discussion was held on whether to abolish or amend the policy. The solicitor recommended that the Board amend the policy.

VISITORS  
POLICY  
AMENDED

Robert Smith motioned, Ron Mollura seconded, to amend Policy #716, Visitors to read "Visitors shall be defined to include anyone other than a lawfully enrolled student, instructional staff, support staff, members of the school board and the administration."

Voice Roll call: Timothy Eyerly – no; Larry Cowder – yes; Mary Ann Couteret – yes; Ronald Mollura – yes; Anna Mae Pezzulla – yes; Tom Veres – yes; Larry Allen – yes; Robert Smith – yes; Donald Yontosh – no. 7 yes, 2 no. Motion carried.

Anna Mae Pezzulla suggested to the board members that they get clearances. The school district will pay for the clearances.

BRD.  
CLEARANCES

Bob Smith motioned, Ronald Mollura seconded, to approve the board members receiving clearances and the district will pay for those clearances.

Voice Roll call: Donald Yontosh – yes; Robert Smith – yes; Larry Allen – yes; Tom Veres – yes; Anna Mae Pezzulla – yes; Ronald Mollura – yes; Mary Ann Couteret – yes; Larry Cowder – yes; Timothy Eyerly – yes. 9 yes, 0 no. Motion carried.

Robert Smith motioned, Tim Eyerly seconded, to approve the following motions:

SUBS  
APPROVED

1. Propose the Board approve the following substitutes pending receipt of all necessary work:  
Angela Trude – Elementary / Special Education  
Christie Clancy – Emergency Certificate  
Wendy Sabol – Custodial

T. WALKER /  
MATERNITY  
LEAVE

2. Propose the Board approve the maternity leave for Tammy Walker commencing on or about February 1, 2006.

**PROGRAM:**

WORKSHOP  
REQUESTS

1. Propose the Board approve the following workshop requests:  
Energize your Guided Reading Inst.: Altoona, PA; Jan. 19, 2006  
Debra Galley: Reg. – 165.00; meals – 10.00; mileage – 20.25; sub – 85.00. Total: \$280.25  
Early Childhood Networking "Make & Take": CIU 10, West Decatur, PA; Dec. 16, 2005  
Scott McClelland: Reg. – 30.00; sub – 85.00. Total: \$115.00

Voice Roll call: Timothy Eyerly – yes; Larry Cowder – yes; Mary Ann Couteret – yes; Ronald Mollura – yes; Anna Mae Pezzulla – yes; Tom Veres – yes; Larry Allen – yes; Robert Smith – yes; Donald Yontosh – yes. 9 yes, 0 no. Motion carried.

Ron Mollura motioned, Robert Smith seconded, to approve the following motion:

- EXONERATION Propose the Board approve the exoneration of a resident in Morris Township from the payment of Per Capita taxes (\$10.00). The applicant has met the income limit and their form is on file in the Business Office.
- BUS CONTRACT NEG. Paul Carr requested that the Board start negotiations with the bus company. The transportation committee will be involved in the negotiations. The committee is Ronald Mollura, Mary Ann Couteret, Tim Eyerly and Don Yontosh.
- EXEC. SESSION Executive session for Personnel was held at 8:50 PM.  
Meeting resumed at 9:40 PM.
- CAFETERIA The meeting resumed with a discussion on the financial condition of the cafeteria and the district. Anna Mae Pezzulla requested information concerning the profit and loss of the cafeteria and what amount was budgeted for fuel. Also, how much money has been spent to date for fuel.
- ATHLETIC PRACTICE PROCEDURES Ron Mollura is concerned that students are standing in the cold in front of the building when they are arriving for practice. He also reported that some of the doors were tied shut. Dave Nelson told the board that the coach has a key to the back door. The coach is then to go around and open the front door for the students. A set of doors were tied shut because of repairs that needed to be made to the door. Mr. Mollura was also concerned about the practice of holding practice on Thanksgiving Day. Dr. Multhauf read from the West Branch Athletic Handbook 2005-2006 that states "A member of the coaching staff must be present 15 minutes before a scheduled practice/game to supervise his athletes." Tim Eyerly said that in the past, practices were only held on a holiday if the game was the day following the holiday. Mr. Hayward will check with the coaches to see which entrance they are opening for the students and the rules on holiday practice.
- SIXTH GRADE Anna Mae Pezzulla proposed that the Board return the sixth graders to riding the elementary buses. Mr. Hayward, Acting High School Principal, responded that it would disrupt 600 students. It would mean rearranging schedules and would be very difficult to arrange mid-year. Anna Mae Pezzulla then suggested that this decision be effective the first of January. Since the motion died for lack of a second, it was decided to send a survey out to parents grades K – 6<sup>th</sup> to give their opinion on the Middle School Concept. Joe Kovalcin said that the teachers' contract would not allow for changes to assignments of the teachers mid-year.
- MID-SCHOOL CONCEPT SURVEY Ronald Mollura motioned, Robert Smith seconded to approve sending home a survey in April to parents grades K – 6<sup>th</sup> to decide the future of the Middle School Concept for 2006-2007.  
Voice Roll call: Timothy Eyerly – no; Larry Cowder – yes; Mary Ann Couteret – yes; Ronald Mollura – yes; Anna Mae Pezzulla – yes; Tom Veres – yes; Larry Allen – yes; Robert Smith – yes; Donald Yontosh – no. 7 yes, 2 no. Motion carried.
- HOME ED. Larry Allen had a request from a parent for his home schooled student to attend Driver's Education at the school. Dr. Multhauf will check into the new law and see if it is permissible.
- HEATING OIL A discussion on heating oil for the district was held. The district budgeted \$90,000 and \$28,000 has been spent to date. Tim Eyerly suggested that Paul Carr give the Board a statement on how much fuel has been used and the cost amount. Anna Mae Pezzulla suggested that the board "make serious cuts".
- CAFETERIA / FINANCIAL A table was given to the Board concerning the cafeteria profit/loss for the years 2004 and 2005 that were taken from the auditor's reports for those years. In 2005, the cafeteria showed a loss of \$36,392.00. Mr. Carr explained that for a period of time, the manager's wages were not taken from cafeteria and were charged to the general fund. Tim Eyerly asked Mr. Carr how much has not been collected from student debt. Mr. Carr figures that the amount is between \$9,000 and \$10,000 dollars. Anna Mae Pezzulla pointed out that the figure is an average of \$2,000 dollars over a 4 year period which she does not consider a problem.

MOTION FAILS Robert Smith made a motion to eliminate the cafeteria manager's position. The motion died for a lack of a second.

Tim Eyerly requested a more complete financial breakdown of the Cafeteria in January. Ronald Mollura suggested that Paul Carr give a report to the Board at the January meeting.

GALAXY ARTS Anna Mae Pezulla questioned Paul Carr as to why the Galaxy Arts in Education of approximately \$4,000.00 was removed from the budget. Mr. Carr responded that since the high school had never participated in the Galaxy Program it was removed from the budget when cuts needed to be made.

HIGH SCHOOL POSITION Joe Kovalcin, WBEA President asked the Board when they would be interviewing for the High School Principal position. Ron Mollura responded that the Board would not be pursuing hiring for that position due to financial constraints.

Donald Yontosh announced his resignation and then left the meeting.

D. YONTOSH / RESIGNATION Ronald Mollura motioned, Robert Smith seconded, to approve the resignation of Donald Yontosh from Region 1.

Voice roll call: unanimous approval.

REG.I / BRD. VAC. ADV. Anna Mae Pezulla requested that the Board Secretary advertise for the position vacated in Region 1.

SPECIAL MEETING The next meeting will be held January 4, 2006 at 6:30 PM in the High School Library to appoint a new Board member.

ADJOURN Tom Veres motioned, Robert Smith seconded, to adjourn at 11:00 PM.

Respectfully submitted,

Miriam Ennis  
Board Secretary