

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

DATE: August 16, 2011

The regular meeting of the West Branch Area School District Board of Directors was held August 15, 2011 at 7:33 p.m.

**MBRS
PRESENT** Joe Kovalcin, Gerald Coble, Don Yontosh, Melvin Smeal, Tim Kephart, Gary Miller, Jennifer Kerlin, Larry Allen

**MBRS
ABSENT** Robert Seprish

**OTHERS
PRESENT** Kasi Jackson, Board Secretary; Michael Panek, Superintendent; Dave Nelson; Maintenance Supervisor, Stephanie MacTavish, Tyler Kolesar, Holly Petriskey, Mary Ann Moriarity, Georgette Eirich, David Williamson, Athletic Director; Joanna Wensel, Federal Programs Coordinator; Sean Wechtenhiser, Elementary Principal; J.R. Holenchik, High School Principal; Jason McMillen, Business Manager; Scott Thomas, Brandy O'Hare, Wayne Josephson, John Dixon, Jane McDowell, Susan Ropchock, Dennis McCamley, Laurie Josephson, Tom Reed, Terri Reed, Cindy Gormont, Georgette Eirich, Elizabeth Wood, Phil Wood, Deb Galley, Bruce George, Taylor Eirich, Jim Redmond, Michele Koleno, Lester Smeal, Cindy Williams

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

**MINS
APPRVD** Tim Kephart motioned, Melvin Smeal seconded, to approve the meeting minutes from July 18, 2011. Motion carried.

**STUDENT
REPORTS**

VISITORS Phil and Elizabeth Wood asked for permission to continue the writing study that is conducted in the 6th grade. There is no cost to the district and the students received a lot of information and writing skills from the project.

Don Yontosh motioned, Larry Allen seconded, to approve the continuation of the Writing Study program held by Penn State. Motion carried.

**ADM
REPORTS** David Williamson—Fall athletic camps started today. The annual coaches meeting and booster club meetings were held.

Sean Wechtenhiser—Kindercamp will be held August 24 and 25, 2011. There are 50 students signed up so far. Kindergarten orientation for students/parents will be held August 29, 2011. There are 85 students registered for kindergarten.

J.R. Holenchik—Discussed the AESOP substitute calling system to help with teacher call offs.

Don Yontosh motioned, Gary Miller seconded, to approve the AESOP substitute

calling system for a 1 year trial period. Motion carried.

Wendy Fernburg—The district received a letter from Patricia Hozella, Assistant Director for the Bureau of Special Education, indicating our compliance with Federal Maintenance of Effort Requirements for the 2009 – 2010 Federal review.

The district will again receive a check from the Department of Welfare in the amount of \$2,260.18 for our participation in the Administrative Time Study.

The Bureau of Special Education has reviewed the applications I submitted for Extraordinary Special Education Expenses and based on the guidelines we have qualified for reimbursement in the amount of \$44,679.64.

Mike Panek, Superintendent—The Superintendents will be going to Harrisburg on Thursday to discuss the SB 1.

CIU

No report.

**WB REVENUE
COMMITTEE**

Next meeting will be held September 21, 2011 at 7 p.m. in the high school library.

CCCTC

The CCCTC hired Bill Weaver assistant director. The Vo-tech will also be starting to offer online courses.

PERSONNEL

Don Yontosh motioned, Jennifer Kerlin seconded, to approve the following conferences:

Kasi Woodring to attend the Annual Board Secretaries Conference on October 19-21, 2011 in Hershey, PA. Registration fee is \$265; Motel/Meal cost is \$672.75; Mileage cost is \$136.40. Total cost is \$1,074.15 paid for by the Superintendent's fund.

Kim Shaffer to attend the E-books, The New Normal on October 12, 2011, an online seminar. Registration cost is \$29.95; sub cost is \$85. Total cost is \$114.95 paid for by title II funds.

Kim Sabol and Wendy Fernburg to attend the School Based Access Program and Administration Claiming on September 26, 2011 at the Ramada Inn, State College. There is no cost.
Motion carried.

Melvin Smeal motioned, Gerald Coble seconded, approve John Galley for the vacant full time custodial / maintenance position. The contractual bidding and interview process was completed. Salary will be at the current contractual rate of \$13.25/hour which represents the starting rate according to the support staff collective bargaining unit in effect at time of hiring. The position will be in the High School, 3rd shift, Monday thru Friday. Hours are from 10:00 p.m. and 6:30 am. Motion carried.

Melvin Smeal motioned, Gerald Coble seconded, to approve Tyler Good as part-time elementary computer teacher at 63% of the regular salary representing a salary of \$ 25,830. Motion carried.

Gerald Coble motioned, Tim Kephart seconded, to approve Andrew Chimenti as

secondary science teacher at the starting salary of \$ 47, 250 (representing step 4, Master's degree on the teacher's collective bargaining agreement for the 2011-2012 school year). Salary will be pro-rated for the 2011-2012 school contingent on his release from his previous school district. Motion carried.

Tim Kephart motioned, Melvin Smeal seconded, to approve the contract between the C.I.U. #10 and WBASD for the services of curriculum coordinator for the 2011-2012 school year as recommended by administration. Voice Roll Call: Mrs. Kerlin—yes; Mr. Smeal—yes; Mr. Kephart—yes; Mr. Kovalcin—yes; Mr. Yontosh—no; Mr. Miller—no; Mr. Coble—yes; Mr. Allen—yes. 6—Yes; 2—No. Motion carried

Gerald Coble motioned, Melvin Smeal seconded, to approve Shannon Hoover as cafeteria monitor to the district. Hours will be from 10:30 a.m.—2:30 p.m. Monday thru Friday at the current contractual rate. Motion carried.

Melvin Smeal motioned, Jennifer Kerlin seconded, to advertise for a part-time cafeteria kitchen worker. Motion carried.

EDUCATION

Gerald Coble motioned, Melvin Smeal seconded, to approve the following motions:

Approve Angela Lucas and Sherri McGarvey to complete course work "Introduction to Research" thru their Master's studies at Clarion University.

Approve Brandy O'Hare to complete coursework leading to Principals Certification as offered from the University of Scranton.
Motions carried.

TRANSPORTATION AND ATHLETICS

Don Yontosh motioned, Tim Kephart seconded, to approve the student-athlete and coaches handbooks as presented for the 2011-2012 school year, with the addition that the coaches must call the progress to report the score. Motion carried.

Gary Miller motioned, Don Yontosh seconded, to approve Clark Dale as the Head Varsity Girls Soccer Coach. Motion carried.

Gary Miller motioned, Melvin Smeal seconded, to approve Ted Crowell as the Assistant Girl's Soccer Coach. Motion carried.

Don Yontosh motioned, Jennifer Kerlin seconded, to approve the following volunteers:

Ed Bowman—Girls Soccer

John White—Football

Nick Zimmerman—Cross Country

Motion carried.

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

Approve the following list as presented of recognized Booster Clubs/ Organizations for the 2011-2012 school year. (A complete listing will be distributed at the board meeting on August 15th following the annual Booster representative meeting to be held on Thursday August 11th at 6:00 PM in the high school library).

Approve the purchase of uniforms from Sportsman's for the Boys Basketball program in the bid amount of \$5,756.90 as per the budget and uniform rotation schedule.
Motion carried.

POLICY

FINANCE AND PURCHASE

Tim Kephart motioned, Melvin Smeal seconded, to approve the Treasurer's Report.
Motion carried.

Don Yontosh motioned, Gary Miller seconded, to approve the following Disbursements from July/August.

\$ <u>2,680.53</u>	Athletic Account	(checks <u>10509</u> through <u>10511</u>)
\$ <u>7,259.43</u>	Cafeteria Account	(checks <u>3464</u> through <u>3466</u>)
\$ _____	Construction Account	(checks _____ through _____)
\$ <u>648,542.62</u>	General Account	(checks <u>40026</u> through <u>40145</u>)
\$ <u>658,482.58</u>	GRAND TOTAL	

Motions carried.

Don Yontosh motioned, Tim Kephart seconded, to approve the activity account for July. Motion carried.

Larry Allen motioned, Gerald Coble seconded, to adopt a Resolution authorizing, among other things, the District to incur lease rental debt evidenced by its guaranty under a Guaranty Agreement, in the maximum principal amount of \$1,499,250, being a pro rata portion of the principal of and interest on the Guaranteed School Building Revenue Bonds, Series of 2011, in the maximum principal amount of \$9,995,000, to be authorized and issued by the Clearfield County Industrial Development Authority for the benefit of the Clearfield County Career and Technology Center. Voice Roll Call: Mrs. Kerlin—yes; Mr. Smeal—yes; Mr. Kephart—yes; Mr. Kovalcin—yes; Mr. Yontosh—yes; Mr. Miller—yes; Mr. Coble—yes; Mr. Allen—yes. 8—Yes; 0—No. Motion carried.

Tim Kephart motioned, Melvin Smeal seconded, to approve Keystone Collections Group to collect Local Services Tax for the period commencing January 1, 2012 as recommended by administration. Motion carried.

Don Yontosh motioned, Gerald Coble seconded, to approve the purchase of two RZ-220 high speed copiers at the cost of \$5,000 and a cost of \$8,550 per copier for maintenance for 3 years. Motion carried.

Don Yontosh motioned, Gerald Coble seconded, to advertise for a capped price for heating oil with a minimum purchase of 65,000 gallons for the 2011-2012 school year. Motion carried.

Gerald Coble motioned, Melvin Smeal seconded, to authorize the Business Manager to accept the lowest responsible bid during regular business hours for heating oil for the 2011-2012 school year. Motion carried.

Don Yontosh motioned, Melvin Smeal seconded, to pay all regular bills through

the end of August 2011. Motion carried.

Don Yontosh motioned, Larry Allen seconded, to approve the bus stops for the 2011-2012 school year. PM 5 bus on Second Street will be moved to before the passable lane and Baughman's stop will be eliminated in Morrisdale. Motion carried.

CORRESPONDENCE

NEW BUSINESS

Don Yontosh motioned, Larry Allen seconded, to approve the donation of Van #3 to the vo-tech. Mr. Panek will call the vo-tech and inform them of the donation. Motion carried.

Don Yontosh motioned, Gary Miller seconded, to approve Mr. Williamson to contact resiliate about new wrestling mats. Motion carried.

OLD BUSINESS

ADJOURN

Don Yontosh motioned, Melvin Smeal seconded to adjourn the meeting at 8:18 p.m.

Kasi Woodring

Board Secretary