

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

DATE: November 16, 2011

The regular meeting of the West Branch Area School District Board of Directors was held November 15, 2011 at 7:30 p.m.

**MBRS
PRESENT**

Joe Kovalcin, Don Yontosh, Melvin Smeal, Tim Kephart, Gary Miller, Larry Allen, Robert Seprish

**MBRS
ABSENT**

Gerald Coble, Jennifer Kerlin

**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; Lester Smeal, Holly Petriskey, Dane Danko, Dave Nelson, Maintenance Supervisor

**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 October 24, 2011. Motion carried.

**STUDENT
REPORTS**

VISITORS

**ADM
REPORTS**

Sean Wechtenhiser—

PARENT CONFERENCES

Great attendance by parents

Sat in on some conferences and met with parents about academics, behavior, and attendance (tardies)

Parents requesting access to the Power School grade book were given passwords

PSSA informational power point streaming in cafeteria throughout evening

PSSA informational packets were available in the front lobby

Announcements were made approximately every 45 minutes to inform parents of the power point, informational packets, and refreshments

Refreshments – thanks to Mrs. White and the Family and Consumer Science classes for providing refreshments

SANTA'S WORKSHOP

Taking place this week

Conklin's Corner is running Santa's Workshop

Very well received last year

INTERVENTIONS

Continuing to provide interventions to students

Reassessing students periodically to determine needs/adjustments to

interventions

Interventions being provided by Instructional Aides, specials teachers, and Mr. Beer

REPORT CARDS

Were distributed on November 9

No issues or problems

MEETINGS

We continue to hold meetings for PBS (Tier I and II), Interventions, Grade Level meetings, monthly data meetings, etc. – documented on the Meeting and Assessment Calendar

J.R. Holenchik—Discussed PVAAS charts regarding the different categories for tests. Math, reading and science were the charts discussed. Parent night was well attended.

Wendy Fernburg—

Kindergarten transition meetings were held on Nov. 7th at the IU, currently we have 8 students who will be entering kindergarten with an IEP and 4 who will require an evaluation to determine if they qualify for school age services.

Jason McMillen—Budget season is quickly approaching, meetings will be scheduled after the first of the year.

Mike Panek, Superintendent—Two architectural firms have responded with interest to perform a facilities study. This study is required before any Plan Con projects can be considered by the Department of Education.

There are PSSA Parent information packets available with tips regarding preparing students for the tests. Mr. Bisko will also publish to the web site, Nik Bisko, Technology Coordinator—Will be attending the Web Maintenance training to get the new web site up and running.

CIU

No Report

WB REVENUE COMMITTEE

The bi-laws will be approved at the meeting tonight.

CCCTC

Mr. Smith is leaving the board (From PO), Open House will be held November 17, 2011.

PERSONNEL

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

Approve Tracy Graham, Carolyn Dobo and Lynette Bloom to the volunteer list. All paperwork has been received.

Approve Tara Hale to the substitute cafeteria worker list; Jackie Sabol to the substitute nurse list and Carolyn Dobo to the person care aide and classroom aide substitute list. All paperwork has been received.

Approve the resignation of Shannon Hoover, Café monitor, effective October 28, 2011.

Joanna Wensel to attend the SAS Institute training on December 6, 2011 in Hershey. Registration cost is \$99; mileage cost is \$144.30; Total cost is \$243.30 paid for by TITLE II funds.

J.R. Holenchik to attend the SAS Institute training on December 6, 2011 in Hershey. Registration cost is \$99; mileage cost is \$156.51; Total cost is \$255.51 paid for by TITLE II funds.

Motions carried.

Gary Miller motioned, Don Yontosh seconded, to recognize Nicole McClure as custodian to the district. Hours will be from 10:00 p.m. to 6:30 a.m. Sunday thru Thursday. The bidding process was completed and she was the most senior candidate. She will begin the position on Sunday, October 30, 2011. Motion carried.

Don Yontosh motioned, Robert Seprish seconded, to defer a feasibility study for improvements in the elementary and improve functionality throughout the district. The study will be conducted by _____ in the amount of \$ _____. Motion deferred.

Melvin Smeal motioned, Robert Seprish seconded, to approve the 2012 West Branch Area School Board meeting calendar as presented. Motion carried.

Don Yontosh motioned, Melvin Smeal seconded, to approve the formation and bi-laws for the West Branch Area Educational Foundation. Motion carried.

EDUCATION

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

Approve the International Club to go to the German Christkindl Market in Mifflinburg, PA on December 9, 2011. 30-40 students will be attending the trip. Cost to the district is \$85 for subs and cost to the student is \$30. Chaperones are Lori Bollinger and Colleen Viehdorfer.

Approve the Special Education Department to go to LHU Clearfield on January 10, 2012. Cost to the district is \$170 for subs and there is no cost to the student. Chaperones are Nicole Petriskey and Sherry McGarvey.

Approve the Web Maintenance group to go to the School Wires training on November 16 and 17, 2011. Cost to the district is \$170 for subs and there is no cost to the student. Chaperones are JoEllen Hunt and Nik Bisko.

Approve Guidance department to take high school students to Lock Haven Clearfield on December 5, 2011. Cost to the district is \$170 for subs. Chaperones are Kim Hubler, Cheryl McGonigal and Jessica Frank.

Approve the 5th grade elementary music class to go to local nursing homes on December 15, 16, 19, 2011. Approximately 125 students will be attending the trip. There is no cost to the district or student. Chaperones Laura Backes, Dennis McCamley, Sue Ropchock, Jane McDowell, Sarah Lumadue, Brandi O'Hare and two parent chaperones.
Motion approved.

Gary Miller motioned, Tim Kephart seconded, to approve Tara Yingling to complete coursework "Classroom Assessment for Learning: thru the CIU #10. Motion carried.

TRANSPORTATION AND ATHLETICS

Gary Miller motioned, Robert Seprish seconded, to approve David Breon as the Head Varsity Softball Coach. Voice Roll Call: Mr. Kovalcin—yes; Mr. Smeal—no; Mr. Kephart—yes; Mr. Yontosh—yes; Mr. Miller—yes; Mr. Seprish—yes; Mr. Allen—yes. Yes—6; No—1. Motion carried.

Robert Seprish motioned, Gary Miller seconded, to approve Ryan Mostyn as the Head Varsity Baseball Coach. Motion carried.

Tim Kephart motioned, Don Yontosh seconded, Approve the following game personnel for the winter athletic season.

Game Managers:

Eugene Ropchock, Lester Smeal (only when Mr. Williamson is unavailable)

Clock Operators:

Boys and Girls Basketball: Kim Hubler, Kevin Hubler, Chad Koleno, Van Johnson

Wrestling: Jerry White

Motion carried.

POLICY

FINANCE AND PURCHASE

Tim Kephart motioned, Don Yontosh seconded, to approve the Treasurer's Report. Motion carried.

Tim Kephart motioned, Don Yontosh seconded, to approve the following Disbursements from October / November.

\$ <u>18,929.55</u>	Athletic Account	(checks <u>10637</u> through <u>10678</u>)
\$ <u>47,196.28</u>	Cafeteria Account	(checks <u>3495</u> through <u>3506</u>)
\$ <u> </u>	Construction Account	(checks <u> </u> through <u> </u>)
\$ <u>536,804.47</u>	General Account	(checks <u>40450</u> through <u>40527</u>)
\$ <u>602,930.30</u>	GRAND TOTAL	

Motion carried.

Don Yontosh motioned, Robert Seprish seconded, to approve the activity account for October. Motion carried.

Robert Seprish motioned, Gary Miller seconded, to approve the creation of The West Branch Area School District Vietnam Memorial Fund. Upon creation of the fund and a separate bank account the District is authorized to solicit donations to the fund from the general public. The fund will be remitted in its entirety to the West Branch Area School District Educational Foundation upon creation of said foundation. Voice Roll Call: Mr. Kovalcin—no; Mr. Smeal—no; Mr. Kephart—no; Mr. Yontosh—yes; Mr. Miller—yes; Mr. Seprish—yes; Mr. Allen—no. Yes—3; No—4. Motion failed.

Melvin Smeal motioned, Tim Kephart seconded, to approve the following per capita exonerations:

Township	Number of Exonerations:
Cooper	1
Morris	3
Graham	
Karthaus	6
West Keating	

Motion carried.

CORRESPONDENCE

NEW BUSINESS

Don Yontosh motioned, Larry Allen seconded, TO APPROVE THE WEST BRANCH SKI CLUB TO GO ON THE FOLLOWING SKI TRIPS:

TUSSY MOUNTAIN SKI RESORT ON JANUARY 8, 2012. CHAPERONES ARE JOSEPH BEAHAN, PRESTON RAYMOND AND PHIL WOOD. COST TO THE STUDENTS IS \$75; THERE IS NO COST TO THE DISTRICT.

HOLIDAY VALLEY SKI RESORT ON JANUARY 22, 2012. CHAPERONES ARE JOSEPH BEAHAN, PRESTON RAYMOND AND PHIL WOOD. COST TO THE STUDENTS IS \$90; THERE IS NO COST TO THE DISTRICT.

HIDDEN VALLEY SKI RESORT ON JANUARY 29, 2012. CHAPERONES ARE JOSEPH BEAHAN, PRESTON RAYMOND AND PHIL WOOD. COST TO THE STUDENTS IS \$85; THERE IS NO COST TO THE DISTRICT.

HOLIDAY VALLEY SKI RESORT ON FEBRUARY 10, 2012. CHAPERONES ARE JOSEPH BEAHAN, PRESTON RAYMOND AND PHIL WOOD. COST TO THE STUDENTS IS \$70; COST TO THE DISTRICT IS \$170.

Motion carried.

Don Yontosh motioned, Robert Seprish seconded, TO APPROVE ANGIE LUCAS AND SARAH EWING TO ATTEND "STRATEGIES TO MAXIMIZE LEARNING WITH ASPERGERS AND HIGH FUNCTIONING AUTISM" ON JANUARY 25, 2012. REGISTRATION FEE IS \$225 EACH; MEAL COST IS \$10 EACH; MILEAGE IS \$19.43 FOR ANGIE LUCAS; SUB COST IS \$85 EACH. TOTAL COST IS \$339.43 FOR ANGIE LUCAS AND \$320.00 FOR SARAH EWING. Motion carried.

Gary Miller motioned, Melvin Smeal seconded, to approve the resignation of employee 774, effective immediately. Motion carried.

Larry Allen motioned, Melvin Smeal seconded, to approve the department head / elementary grade level head job description as approved by administration. Motion carried.

Don Yontosh motioned, Larry Allen seconded, to approve the 10th grade to go to the CCCTC on December 12, 2012. There is no cost to the student and cost to the district is \$213.80 for buses and \$170 for chaperones. Chaperones are Jen Porter, Kim Hubler, Dave Learish and Craig Jaquith. Motion carried.

Don Yontosh motioned, Tim Kephart seconded, to approve the payment of bills thru the end of November. Motion carried.

Mr. Smeal visited the Life Skills apartment last week and said how nice it was. The children are learning home living skills and the apartment looks good.

Larry Allen motioned, Don Yontosh seconded, to advertise and hire a part time paraprofessional to fill the vacancy from the movement in support staff. Motion carried.

OLD BUSINESS

ADJOURN

Don Yontosh motioned, Larry Allen seconded to adjourn the meeting at 8:15 p.m.

Kasi Woodring

Board Secretary