

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

DATE: September 27, 2011

The regular meeting of the West Branch Area School District Board of Directors was held September 26, 2011 at 7:27 p.m.

**MBRS
PRESENT**

Joe Kovalcin, Gerald Coble, Don Yontosh, Melvin Smeal, Tim Kephart, Gary Miller, Jennifer Kerlin, Larry Allen, Robert Seprish

**MBRS
ABSENT**

**OTHERS
PRESENT**

Kasi Jackson, Board Secretary; Michael Panek, Superintendent; Stephanie MacTavish, Tyler Kolesar, Mary Ann Moriarity, Sean Wechtenhiser, Elementary Principal; J.R. Holenchik, High School Principal; Jason McMillen, Business Manager; Lester Smeal, Shari Buck, Sue Betts, John Kristofits, Dalton Kristofits, Dane Danko, Jim Emigh, Michael White, Mary Krish-Zetts, Irv Gable, Greg Kyler, Greyson Kyler, Brooke Smeal

**EXECUTIVE
SESSION**

An executive session was held before the meeting for personnel and legal issues.

**MINS
APPRVD**

Melvin Smeal motioned, Gerald Coble seconded, to approve the meeting minutes from August 15, 2011. Motion carried.

**STUDENT
REPORTS**

VISITORS

**ADM
REPORTS**

Sean Wechtenhiser—

OPEN HOUSE

Open House was well attended. I would like to thank PTO for providing refreshments. We also had some high school students help serve refreshments to earn community service hours.

MEETING CALENDAR

I have attached a copy of our 2011-12 Calendar of Assessments, Meetings, and Reward Days. This has been distributed to staff. As meetings are added or changed updates are sent out to the staff. I have spoken to Nik about posting this document so that teachers do not have to print out corrections.

INTERVENTIONS

We have increased the amount of interventions we are providing for students. Our Instructional Aides are working with students on tutoring, pull out interventions, and also in the classrooms with additional support grades K – 6. Our specials teachers have also been assigned a group of students to work with during one of their free periods.

We have completed our baseline 4Sight tests, and are completing our other

baseline assessments.

PBS PARENT NIGHT

This year we will be holding one PBS Parent Night per marking period to meet with parents about our discipline program. These Parent Nights will be held after PTO meetings. The first of these meetings will be held on Tuesday, October 18.

J.R. Holenchik—

AESOP

Program was made operational eight (8) days after being approved by the board. Since its beginning, the program has filled 159 absences in both buildings combined.

STUDY ISLAND

We have renewed our subscription to SI again for another year. It has continued to be implemented within the classrooms. This program has served as a remedial and supplemental aid to math, reading, and science, and it has been utilized in all high school classrooms over the previous year.

ALTERNATIVE EDUCATION

This program has been running since the start of school. It is currently serving six (6) WB students in various grades.

NEW SCHEDULE

The new high school schedule has provided the staff time to meet regarding the needs of our students. In a professional learning community, like the atmosphere that we have been building here at WB, the teachers get together to discuss and plan how to meet the needs of the students. It is not enough to say that someone has an issue - we attempt to derive at solutions. Meetings are happening in three areas: departments (subject areas), grade levels, and student services.

This year we are serving fewer students for breakfast than we did in the previous year. We attempted a solution in that we allowed a little more freedom of movement to and from the cafeteria. This has not proven to be an incentive as our numbers are still down. The change in lunch time has not proven to be an issue for all but one day.

Due to staff requests, we have built time into our after school schedule for tutoring and other activities.

OBSERVATIONS

Teacher observations are currently underway in the form of walkthroughs and longer visits. Work will be ongoing throughout the school and is used to create each of the evaluations at the end of the year.

PSSA 2011

Final reports from the state (summaries) are due out tomorrow.

OPEN HOUSE

Reports from teachers indicate that there were 351 to the staff of 49 in the high school

Wendy Fernburg— The life skills students have started their Community Based Instruction at local businesses. These placements are going very well; Pizza Hut has requested that the student currently placed there remain there for the entire year it is going so well. I would like to thank all the businesses that assist us with this program.

Jason McMillen—There are about 6 students who have large cafeteria balances. Mr. McMillen would like to take the parents to the magistrate to collect these balances.

Mike Panek, Superintendent—The state audit was completed and the findings have been resolved regarding technology and the implementation of a PIMS coordinator.

Nik Bisko, Technology Coordinator—Making progress with the new web site, it should be up and running next month. The students will then go on a field trip to learn how to use the new site program.

CIU

Funding for the alternative education program is decreasing. The CIU planned on having 16-20 students and currently only have 14. 8 of the students may be going back to their home district leaving only 6 students for the program.

**WB REVENUE
COMMITTEE**

Waiting on the bi-laws from the solicitor and need EIN number. The committee is going to revisit the building usage fee schedule and make corrections. Another idea was to sell old jerseys at event games. They are taking up space.

Larry Allen motioned, Don Yontosh seconded, to approve the athletic department to sell the old jerseys. Motion carried.

CCCTC

Mr. Miller was very impressed how the meetings are conducted.

PERSONNEL

Don Yontosh motioned, Jennifer Kerlin seconded, to approve the following motions

Approve Bernadine Rowles as a substitute cafeteria kitchen worker to the district. All paperwork has been received.

Approve Melissa Yontosh, Tiffany Clark, Shawna Rinehart, Gloria Larson, Tabytha Carr and Tanya Zimmerman as volunteers to the district. All paperwork has been received.

Motions carried.

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

Erica Culler to attend the Autism Diagnostic Workshop on October 27-28, 2011 in Silver Springs, MD. Registration fee is \$369; mileage is \$226.60. Total cost is \$595.60 paid for by IDEA 619 funds.

Sue Betts to attend Legally Defensible IEP's on October 7, 2011 at the CIU #10. Registration fee is \$75; sub cost is \$85. Total cost is \$160 paid for by ACCESS funds.

Angela Rosselli to attend Integrated Learning on November 15, 2011 at the Penn Stater. Registration fee is \$75; mileage is \$42.18; sub cost is \$85. Total cost is

\$202.18 paid for by TITLE II funds.

Adam Carr to attend the Reading Apprenticeship Networking on October 20, 2011 and January 17, 2012 at the CIU #10. Registration fee is \$100; sub cost is \$170. Total cost is \$270 paid for by TITLE II funds.

Lori Bollinger to attend the PSMLA Conference on October 21, 2011 in State College. Registration fee is \$140; sub cost is \$85. Total cost is \$225 paid for by TITLE II funds.

David Learish to attend the Reading Apprenticeship Level I on September 27, 28, 29, 2011; October 27, 2011; December 15, 2011; January 26, 2012; February 22, 2012 at the CIU #10. Registration fee is \$350; sub cost is \$595. Total cost is \$945 paid for by TITLE II funds.

Ashley White to attend the Reading Apprenticeship Level I on September 27, 28, 29, 2011; October 27, 2011; December 15, 2011; January 26, 2012; February 22, 2012 at the CIU #10. Registration fee is \$350; sub cost is \$595. Total cost is \$945 paid for by TITLE II funds.

Stephanie MacTavish to attend Improving PSSA Scores II on October 19, 2011 in Altoona. Meal cost is \$10; sub cost is \$85. Total cost is \$95, paid for by TITLE II funds.

Michele Koleno to attend Improving PSSA Scores II on October 19, 2011 in Altoona. Meal cost is \$10; sub cost is \$85. Total cost is \$95, paid for by TITLE II funds.

Sue Betts to attend Pattan Assistive Tech Expo on November 19, 2011 at the Ramada Inn. Sub cost is \$85 paid for by ACCESS funds.

Amanda Harris to attend Ipads and iPods in Classroom Therapy on October 19, 2011 at the CIU #10. There is no cost to the district.

Carrie Peterson to attend the Reading Apprenticeship on October 19, 2011 and December 7, 2011 at the CIU #10. Registration fee is \$110; sub cost is \$170. Total cost is \$290 paid for by TITLE II funds.

Deb Gomola to attend Pattan Training on October 6, 2011 in Harrisburg. Registration fee is \$25; sub cost is \$85. Total cost is \$110 paid for by TITLE II funds.

Joanna Wensel to attend the 2011 PAESSP State Conference on October 23-25, 2011 at the Penn Stater. Registration fee is \$275 paid for by TITLE II funds. Motion carried.

Robert Seprish motioned, Melvin Smeal seconded, to approve the following motions:

Approve Robert Reams Jr., Debra Cowfer and Karee Martin as substitute teachers to the district, all paperwork has been received.

Approve the elementary and high school Faculty / Staff handbook for the 2011-2012 school year.

Approve that Cindy Gormont not turns in any hours for calling substitutes for the high school, due to the implementation of the AESOP program. Mrs. Gormont will no longer receive the stipend.
Motions carried.

Melvin Smeal motioned, Jennifer Kerlin seconded, to approve the following motions:

Approve Cathy Chapman as a substitute personal care aide / classroom aide to the district. All paperwork has been received.

Approve Dan Socash as the mentor for Andrew Chimenti (Science). Mr. Socash will be compensated \$250 at the end of the program.
Motions carried.

EDUCATION

Don Yontosh motioned, Gerald Coble seconded, to approve the guidance department to take students to the Clearfield-College Fair. The trip date will be October 6, 2011. There is no cost to the student and cost to the district is \$128.60. Chaperones will be Andrea Walkowiak, Scott McCamley, Joanna Wensel and Dave Williamson. Motion carried.

TRANSPORTATION AND ATHLETICS

Don Yontosh motioned, Gary Miller seconded, to Approve the purchase of a wrestling mat in the amount of \$8,796.88 from the Resilite Mat Company with funds available in the established wrestling mat fund. Motion carried.

Don Yontosh motioned, Melvin Smeal seconded, to approve the winter athletic bids as presented. Motion carried.

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

Accept the resignation of Jerry White as the Head Varsity Softball Coach which in turn opens all softball positions.

Approve Dave Catanzaro as the assistant Jr. High Boys Basketball Coach.
Motions carried.

POLICY

FINANCE AND PURCHASE

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

Gerald Coble motioned, Robert Seprish seconded, to approve the following Disbursements from August/September.

\$ <u>15,944.92</u>	Athletic Account	(checks <u>10512</u> through <u>10576</u>)
\$ <u>49,101.74</u>	Cafeteria Account	(checks <u>3467</u> through <u>3480</u>)
\$ _____	Construction Account	(checks _____ through _____)
\$ <u>1,167,522.65</u>	General Account	(checks <u>40146</u> through <u>40334</u>)
\$ <u>1,232,569.31</u>	GRAND TOTAL	

Motion carried.

Don Yontosh motioned, Larry Allen seconded, to approve the activity account for August. Motion carried.

CORRESPONDENCE The board received a letter from the Clearfield County Career and Technology Center. The letter thanked the school district for their generous donation of the van.

NEW BUSINESS The November board meeting will be held November 15, 2011.

Gary Miller motioned, Gerald Coble seconded, to approve the movement of the Emigh and White bus stops. Voice Roll Call: Mr. Kephart—yes; Mr. Smeal—no; Mrs. Kerlin—yes; Mr. Yontosh—yes; Mr. Allen—yes; Mr. Coble—yes; Mr. Seprish—yes; Mr. Miller—yes; Mr. Kovalcin—yes. 8—yes; 1—no. Motion carried.

Melvin Smeal motioned, Gerald Coble seconded, to approve Mr. McMillen to take the parents of the students who have cafeteria balances of \$100 or more to the magistrate for collection. Motion carried.

Gerald Coble motioned, Larry Allen seconded, to deny grievances 1 and 2 filed August 11, 2011. Voice Roll Call: Mr. Kephart—yes; Mr. Smeal—no; Mrs. Kerlin—no; Mr. Yontosh—yes; Mr. Allen—yes; Mr. Coble—yes; Mr. Seprish—no; Mr. Miller—no; Mr. Kovalcin—yes. 5—yes; 4—no. Motion carried.

OLD BUSINESS Tim Kephart motioned, Jennifer Kerlin seconded, to approve the installation of two 40 ft. x 40 ft. nets and poles for the football field. Total cost will not exceed \$2,000. Motion carried.

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

Kasi Woodring

Board Secretary