

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

DATE: January 25, 2011

The regular meeting of the West Branch Area School District Board of Directors was held January 24, 2011 at 7:15 p.m.

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

**MBRS
ABSENT** Gary Miller

**OTHERS
PRESENT** Kasi Jackson, Board Secretary; J.R. Holenchik, High School Principal; Jason McMillen, Business Manager; Wendy Fernburg, Supervisor of Special Education; Sean Wechtenhiser; Elementary Principal, Holly Petriskey, MaryAnn Moriarity, Lester Smeal, Shari Buck, Nancy Smeal, Ryan Heeman, Colette Sample, Dave Nelson; Maintenance Supervisor, Charlie Saggese, Stephanie MacTavish, Debra Killion, Michael Witherrite, Dana Dunlap, Brady English

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

**MINS
APPRVD** Tim Kephart motioned, Don Yontosh seconded, to approve the meeting minutes from December 2, 2010 and December 9, 2010. Motion carried.

**STUDENT
REPORTS** John Walker—School Board Representative:
District 6 Student Council will be held March 4, 2011. Guest Speaker Shawn Harper will be speaking to the students.
Senior class was measured for their caps and gowns and they are meeting with the representative about announcements.

VISITORS

**ADM
REPORTS** Mr. Holenchik:
Students want to do a mural in the back hallway as a senior project.

Don Yontosh motioned, Larry Allen seconded, to approve the change of the location of the mural for the senior project. Motion carried.

Mrs. Fernburg:
Mrs. Zimmerman, Nicole Petriskey and Deb Moriarity assisted the CIU, Curwensville, Glendale, Harmony, PO and Moshannon Valley in developing training for parents of students with disabilities who are preparing to transition from school to adult life. This training will take place on Feb. 2nd from 6- 8pm at the Clearfield Career and Technology Center. I have placed a flyer at your seat.

We will be receiving a check in the amount of \$3,066.12 as a result of completing the Administrative Time study last quarter.

Current Special Education numbers:

72 Elementary students
106 High School Students
73 Speech only students k-12
17 Life Skills students

TOTAL: 268 students k-12

There have been only 5 newly identified students at this point in the school year.

Kindergarten transition meetings will be held next month, we currently have 19 students entering kindergarten next year with an IEP

Mr. Wechtenhiser:

WOW Day Field Trip

The trips went well. We did have to make some adjustments, because there was a delay on one of the days. We received an email from the bowling alley (which is attached) where they state how impressed the employees were with the behavior of all students who went on the trip.

4Sight Exams

The 4Sight Exams were recently given. The Reading data will be used to help regroup students for the SFA Reading Program.

SFA Update

SFA has been implemented in all grades K – 5. We are continuing to receive on-site support for SFA. We are preparing to begin SFA tutoring of 1st grade students who are below grade level.

Electronic Grade book Update

Teachers have received two trainings on entering grades into the electronic grade book. We will be using it to generate report cards for the second nine weeks. I would like to thank Kim Hubler, Betty Fry, Jess Frank, Jason Hoffman, and Jerry White, who assisted in the teacher trainings.

Kindergarten Registration

Kindergarten registration is tentatively scheduled for early May. We do not have a definite date yet. More information will follow on this.

i3 Science Grant

Chris Marsh successfully wrote a grant through Asset, Inc. (which runs the Science It's Elementary program). This grant will provide science professional development for teachers on a more localized level. A mandatory meeting will be held on Wednesday in State College – Phil Wood and I am on tonight's agenda to be approved to go. Mr. Marsh was unable to attend the meeting, so Mr. Wood is attending in his place.

SIE Science Showcase

A Science Showcase was held on January 13 in the elementary gym to show the 2nd nine weeks SIE science kits, and the work of the students. Students were able to see their science work, as well as the work from the other grades. Parents were also invited in to see the Science Showcase. We had a nice parent turn out. Mr. Wood, who coordinated the Showcase, submitted a letter – which

is attached. We are planning on having an evening Science Showcase in the Spring to show off the 4th nine weeks SIE science kits.

PBS Update

West Branch Elementary PBS program has been nominated to receive state recognition for our PBS program. We will be visited by state officials, who will be evaluating our program. More information on this will follow.

Mr. Bisko:

Elementary will be implementing electronic report cards in PowerSchool. Also, slips will be sent home with the kids so that parents can view the grades online.

High School has been swapping out computers for the new software program.

Mr. McMillen:

Discussed with the board about having an intern in the business office. Mr. McMillen is going to call the local schools to find someone to intern.

CIU

PDE 2055 form is an annual assessment of surrounding districts to contribute to the CIU. West Branch's amount is \$2,500.

CCCTC

Negotiations are taking place at the vo-tech. The motorcycle is going to Harrisburg this year for the annual show. The vo-tech started a part-time nursing class held in the evenings.

WB REVENUE ENHANCEMENT COMMITTEE

The first meeting was held and meetings from now on will be held Wednesdays before the board meeting. The committee discussed ways to collect money for the school. Four ideas they came up with were collecting back taxes, holding trainings at the school, forming an education foundation, and having alumni donations.

3 public or district employees are still needed for the committee.

PERSONNEL

Tim Kephart motioned, Melvin Smeal seconded, to approve the following motions:

Approve the following substitutes to the district. All paperwork has been received:

Rochelle McCamley—Cafeteria

Aaron Furquiele / Danica Hamm / Breanna Byron / Lisa Cartwright /

Ermalinda Stevens / Sara Cowher—Teacher

Approve the following volunteer list, all paperwork has been received.

Larry Quick—Wrestling

Adam White—Softball

Nicholas Zimmerman—Track & Field

Crystal Parks—Classroom

Approve the following conferences:

Kasi Jackson to attend the Annual PASA Conference on February 23-25, 2011.

Registration fee is \$375; 359.64 for motel cost; \$75 for meal cost; \$135 for mileage. Total \$944.64 paid out of the Superintendents fund.

Kim Hubler to attend PSCA on February 24-26, 2011. Registration fee is \$285; motel fee is \$326.97; Mileage fee is \$153. Total \$800.99 paid out of the general

fund.

Mark Norris and Sarah Ewing to attend Succeeding with the Difficult Child on March 11, 2011. Registration fee is \$199; Sub cost is \$85. Total cost is \$284 each paid for by Access funds.

Jennifer Sproull, Laura Backes, and Trent Yarrison to attend the PMEA Music Conference on April 13-16, 2011. Registration cost is \$130; Motel cost is \$238.50; Meal cost is \$100; mileage cost is \$70.13. Total is \$568.63 each paid for by Title II / Music budget.

Sarah Ewing to attend the PASA Make and Take on February 9, 2011. Sub cost is \$85 paid for by Access funds.

Erica Culler to attend Association for Behavior Analysis Intervention on May 27-31, 2011. Registration is \$181; Motel cost is \$625; Total cost is \$806 paid for by ARRA funds.

Jennifer Porter and Betty Fry to attend the PASAP Conference on February 27-March 1, 2011. Registration fee is \$330; sub cost is \$170. Total cost is \$400 paid for by Safe / Drug Free School Grant

Michael Hughes to attend Gifted Networking on February 3, 2011. Registration fee is \$10; sub cost is \$85. Total is \$95 paid for by Access funds.

Wendy Fernburg to attend the Socratic Seminar on February 23, 2011. Motel cost is \$102.59; Mileage is \$69.43. Total cost is 172.02 paid for by ARRA funds.

Michael Panek to attend the 2011 PARSS Annual Meeting on April 27-29, 2011. Registration fee is \$199; Mileage is \$137.70. Total is \$336.70 paid out of the Superintendents fund.

Sean Wechtenhiser and Phil Wood to attend the I3 Grant Writing on January 26, 2011. Sub cost is \$85 paid for by the grant.

Motion carried.

Robert Seprish motioned, Jennifer Kerlin seconded, to approve the following motions:

Approve the resignation of Ashley White, Student Government Advisor, and effective June 1, 2011.

Approve the advertisement of Student Government Advisor.

Approve the resignation of Kristi Gibson, Sophomore Class Advisor, effective immediately.

Approve the advertising of Sophomore Class Advisor.

Approve leave without pay for employee #275 for family reasons, from February 28—March 4, 2011, subject to all district policies.

Motions carried.

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

Approve Sherri McGarvey to complete coursework ED 544 Classroom Assessment for Learning.

Approve the retirement of Dottie Isaacson effective December 1, 2011. Mrs. Isaacson reserves the right to rescind her resignation if a life-changing situation arises before the end of the school year, June 24, 2011.

Advertise for the position of Guidance Secretary; the candidate that is chosen will then have adequate time to train with Mrs. Isaacson until her retirement.

Approve Lisa Cartwright to substitute for Kristi Gibson while she is on maternity leave.

Motions carried.

Motion to approve the hiring of Joanna Wensel as Federal Programs Coordinator / Principal Support at the starting rate of \$65,000. She will follow the ACT 93 contract. Salary will be paid half by federal funds and the other half by previous budgeted salary.

Motion carried.

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

Approve Barb Bedner as cafeteria hall monitor, effective immediately. Hours will be from 10:30 a.m.—2:30 p.m. Monday thru Friday, at the current contractual rate.

Approve back pay for Angela Beyer beginning August 30, 2010, for completion of certification, per agreement at time of hire.

Approve Michael Panek to complete coursework for Doctorate in Educational Leadership.

Motions carried.

EDUCATION

Jennifer Kerlin motioned, Robert Seprish seconded, to approve the following motions:

To approve the 10th grade to go to the CCCTC on January 27, 2011. Approximately 100 students will be attending. Departure time will be 8:30 a.m. and arrival time will be 2:20 p.m. Cost to the district is \$362.35 (\$192.35 for buses and \$170.00 for subs). Chaperones are Jennifer Porter, Kim Hubler, Craig Jaquith and Carrie Peterson.

To approve the junior high students to go to Hershey on June 8, 2011. More information will be given closer to the date. Buses need to be booked as soon as possible. List of chaperones must be provided as well.

To approve the elementary band to attend East Juniata High School for Band Fest on May 13, 2011. Departure time will be 8 a.m. and arrival time will be 10 p.m. Approximately 7 students will be attending the trip. Cost to the district is \$140. Chaperone is Trent Yarrison.

Approve two (2) hour delay schedule. All periods would meet during the day. Lunches are 30 minutes long instead of 35 minutes

To sell the old table saw. It is currently taking up space in the shop and is not needed given the previous purchase of the new Saw Stop brand saw.

Approve the High School Choral Department to go to Six Flags theme park at Darien Lake on Friday, May 20, 2011. Approximately 60 students will be attending the trip. Departure time will be 4 a.m. and arrival time will be 12 p.m. Cost to the district is \$170 for subs. Chaperones will be Kim Hunter, Ellen Monella, Julie Houston, Kelly Stilson and Dan Stilson.
Motions carried.

TRANSPORTATION AND ATHLETICS

Robert Seprish motioned, Gerald Coble seconded, to approve Lester Smeal as Head Varsity Football Coach. Motion carried. Melvin Smeal abstained from voting because candidate is his son.

Tim Kephart motioned, Melvin Smeal seconded, to approve Ryan Heeman as Head Varsity Baseball Coach. Motion carried.

POLICY

Don Yontosh motioned, Gerald Coble seconded, to approve the first reading of policy number 202—Eligibility of Nonresident Students.
Motion carried.

FINANCE AND PURCHASE

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

Tim Kephart motioned, Robert Seprish seconded, to approve the following Disbursements from December / January.

\$ 20,574.49	Athletic Account	(checks 10222 through 10335)
\$ 80,062.84	Cafeteria Account	(checks 3367 through 3379)
\$ _____	Construction Account	(checks _____ through _____)
\$ 1,072,109.60	General Account	(checks 39091 through 39319)
\$ 1,172,746.93	GRAND TOTAL	

Motion carried.

Melvin Smeal motioned, Gerald Coble seconded, to approve the activity account for December. Motion carried.

Larry Allen motioned, Melvin Smeal seconded, to approve the West Branch Area Board of Directors resolution to not raise the rate of any tax for the support if the West Branch Area School District for the 2011-2012 fiscal year by more than its index of 2.1%. Voice Roll Call: Mr. Kephart—no; Mr. Smeal—yes; Mrs. Kerlin—yes; Mr. Yontosh—yes; Mr. Allen—yes; Mr. Coble—yes; Mr. Seprish—yes; Mr. Kovalcin—yes. 7—yes; 1—no. Motion carried.

Larry Allen motioned, Melvin Smeal seconded, to reject the preliminary budget as presented in accordance with Act 1 2006. Motion carried.

SUPPLEMENTAL AGENDA

Personnel-

Larry Allen motioned, Mel Smeal seconded, to approve the resignation of employee #747. Motion carried.

Don Yontosh motioned, Larry Allen seconded, to approve the advertisement for a bookkeeper intern for the Spring/Summer terms. Motion carried.

Finance and Purchase-

Don Yontosh motioned, Larry Allen seconded, to approve the PLANCON K, Project Refinancing, for the General Obligation Bonds, Series of 2010. Motion carried.

CORRESPONDENCE A letter from the ACT 93 employees requesting to start negotiating. Don Yontosh and Joe Kovalcin will be on the negotiating team.

NEW BUSINESS Don Yontosh motioned, Melvin Smeal seconded, to advertise for a part-time cafeteria worker. Motion carried.

Gerald Coble motioned, Larry Allen seconded, to approve the purchase of 5 additional radios for fire drills. Motion carried.

OLD BUSINESS

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

Kasi Jackson

Board Secretary