

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

DATE: October 25, 2011

The regular meeting of the West Branch Area School District Board of Directors was held October 24, 2011 at 7:24 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, Sean Wechtenhiser, Elementary Principal; J.R. Holenchik, High School Principal; Jason McMillen, Business Manager; Shari Buck, Sue Betts, Dan Stilson, Kelly Stilson, Beth Fry, David Williamson, Athletic Director; Jeremy Kephart, Cindy Etchison

**EXECUTIVE
SESSION**

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

**MINS
APPRVD**

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

**STUDENT
REPORTS**

VISITORS

Beth Fry discussed her senior project with the board.

Don Yontosh motioned, Larry Allen seconded, to approve Beth Fry to draw periodic table in the new wing as her senior project. Motion carried.

**ADM
REPORTS**

Sean Wechtenhiser—

HALLOWEEN PARADE

The Halloween Parade will occur this Friday at 1:15 p.m. Doors will open at 1:00 p.m. Tickets are being sent out this week – two per family – with the oldest child. People must have a ticket to gain entry. We are trying to work around the high school pep assembly and dismissal schedules.

PBS PARENT MEETING

On October 18 we had 28 parents attend a PBS Parent Meeting in the elementary library prior to the PTO meeting. We reviewed changes/updates with the program from last year. All parents were very positive, and gave a lot of positive feedback about the changes, and the program as well.

PBS DISCIPLINE DATA

A comparison of the past two school years is attached. You can see a drastic decrease in infractions this year compared to last year. FYI – This week grade levels will be holding their monthly PBS Reward Days.

PARENT CONFERENCES

Parent Conferences are scheduled for Thursday, November 10. Many parents already signed up for conferences during Open House, but I encourage all parents to attend.

J.R. Holenchik—PSSA retakes were held this week.

Wendy Fernburg—

We will be receiving a check in the amount of \$2931.11 for participating in the Administrative Time Study; this is reimbursement for Medicaid outreach and other Medical Assistance health-related activities performed by school staff during the week of the study.

Jason McMillen—The District is entering budget season, Mr. McMillen will start running numbers at the end of the month. Letters were sent out to the parents who have students with a high negative account lunch balance.

Mike Panek, Superintendent— Board Policy Manual- The final draft is presented to the board for approval tonight

Although the Elementary was not included in the last round of building improvements, we are told that we must first complete a district-wide Facility Study. Architects have been contacted and their input is being sought. Feasibility study is projected at \$7500.00 A new project study entitled Energy Modeling will cost an additional \$7500.00 and is currently required for all new projects.

The school report card is now available through PDE website. In this report you will find that the district continues to make AYP according to the State Standards and Federal Requirements. District targets this year include the improvement of test scores in the Elementary. The High School is listed as making improvements and falls solidly within the achievement category.

New provisions of PA 24 (Section 111(j)) requires employees to report arrests occurring on or before September 28, 2011 as well as past convictions. Despite a protest by PSEA, PDE has responded to PSEA's concerns about the design of the reporting form, and made two things clear: (1) PDE has no intention to modify the form,; and (2) the reason for that is PDE's interpretation of the new provisions (Section 111(j)) is that employees are required to report arrests occurring on or before September 28, 2011 as well as past convictions. These completed forms are due from the teachers by December 27th, of this year.

A survey will shortly be posted on our website requesting the public's opinions on with adult learning opportunities might be offered though our district facilities.

"We have an app for that" we are currently looking to add an icon that will link our parents through their applications page to their student's grades and teacher information pages. Presently this app is available only though Apple phones,

Droid and I pad applications.

Nik Bisko, Technology Coordinator—The internet issues are fixed, hardware and switches needed to be replaced. The webpage template is almost finished.

CIU

No Report

**WB REVENUE
COMMITTEE**

Waiting on the bi-laws to be completed.

CCCTC

Working on new marketing strategies to get more adults into the programs. Such as online classes.

PERSONNEL

Don Yontosh motioned, Robert Seprish seconded, to approve the following motions:

Approve Dana Croyle, Anita Kerin, Taren Correll, Tracy Witherite, Amber Kyler, Christine Shaw and Bruce George to the volunteer list. All paperwork has been received.

Approve Julie Sidorick to the substitute teacher list. All paperwork has been received.

Approve the resignation of Danica Hamm, Junior High Cheerleading Advisor, effective October 5, 2011.

Kasi Woodring to attend the Child Accounting Fall Meeting on October 28, 2011, in Pittsburgh. Motel/Meal cost is \$154.26; mileage is \$170.50. Total cost is \$324.76 paid for by Superintendent's fund.

Laura Coble to attend the Administrative Review Training Session on October 27, 2011 in Williamsport. Cost is \$85.47 for mileage paid for by café fund.

Betty Fry to attend the SAP update on December 9, 2011 in DuBois. Cost to the district is \$85 for a sub, paid for by TITLE II funds.

Jennifer Porter to attend the SAP update on December 9, 2011 in DuBois. There is no cost to the district.

Angela Rosselli to attend the PTI Office / PowerPoint training on April 12, 2012 at PTI. Mileage cost is \$66.30; sub cost is \$85. Total cost is \$151.30 paid for by TITLE II funds.

Laura Backes to attend the CIU Galaxy Program on November 17, 2011 at the CIU #10. Sub cost is \$10. The CIU is paying the other \$75 sub cost.
Crystal Gay to attend the PA Science Teachers Convention on December 1-2, 2011 in Hershey, PA. Motel/meal cost is \$261; Registration cost is \$100; mileage cost is \$69; sub cost is \$170. Total cost is \$600 paid for by TITLE II funds.

Joanna Wensel to attend the PA TITLE I Conference on January 29-February 2, 2011 in Pittsburgh. Registration cost is \$335; motel / meal cost is \$406.98; mileage cost is \$160.95. Total cost is \$902.93 paid for by TITLE I funds.

Motions carried.

Don Yontosh motioned, Larry Allen seconded, to defer the job description for Weight Room Supervisor and Grade Level Head. Motion deferred.

Gary Miller motioned, Don Yontosh seconded, to approve tenure for Bethany Hudish. Motion carried.

Gary Miller motioned, Jennifer Kerlin seconded, to approve Nicole Petriskey as a Sophomore Class Advisor, effective immediately. Motion carried.

EDUCATION

Gary Miller motioned, Don Yontosh seconded, to approve Ashley White to complete coursework "Master of Education Reading and Reading Specialist" thru Edinboro University. Motion approved.

TRANSPORTATION AND ATHLETICS

Don Yontosh motioned, Gary Miller seconded, approve the following volunteers for the winter athletic season:

Boys Basketball- Russ Krise, Nik Bisko, Phil Wood, Chad Koleno, Mike Lafuria

Girls Basketball- Adam Carr, Kelly Penvose, Chad Koleno

Wrestling-David Williamson, Jared Ricotta, Brad Michaels, Gary Parks, Larry Quick, Terry Smeal

Motion carried.

POLICY

Gary Miller motioned, Don Yontosh seconded, to approve the policy manual. Motion carried.

FINANCE AND PURCHASE

Gary Miller motioned, Don Yontosh seconded, to approve the Treasurer's Report. Motion carried.

Gary Miller motioned, Don Yontosh seconded, to approve the following Disbursements from September/October.

\$ <u>9,887.01</u>	Athletic Account	(checks <u>10577</u> through <u>10636</u>)
\$ <u>63,187.23</u>	Cafeteria Account	(checks <u>3481</u> through <u>3494</u>)
\$ <u> </u>	Construction Account	(checks <u> </u> through <u> </u>)
\$ <u>640,331.53</u>	General Account	(checks <u>40335</u> through <u>40449</u>)
\$ <u>713,405.77</u>	GRAND TOTAL	

Motion carried.

Melvin Smeal motioned, Don Yontosh seconded, to approve the activity account for September. Motion carried.

CORRESPONDENCE

NEW BUSINESS

Gary Miller motioned, Don Yontosh seconded, to approve the choral department to go to Eisenhower Auditorium on March 14, 2012. Cost to the district is \$85 for a sub and cost to the student is \$20. Chaperones are Dan and Kelly Stilson. Motion carried.

Don Yontosh motioned, Melvin Smeal seconded, to accept the resignation of Ryan Heeman, baseball coach, effective immediately. Motion carried.

Don Yontosh motioned, Jennifer Kerlin seconded, to approve Chris Marsh to mentor Tyler Good. Mr. Marsh will be compensated \$250 after completion. Motion carried.

Melvin Smeal motioned, Gary Miller seconded, to approve the posting of a café monitor upon received resignation. Motion carried.

Don Yontosh motioned, Gary Miller seconded, to approve the choral department to go to the Pittsburgh Ballet Theater to see The Nutcracker on December 10, 2012. There is no cost to the district and cost to the student is \$40. Chaperones are Dan and Kelly Stilson. Motion carried.

OLD BUSINESS

Mel Smeal received payment for officiating an athletic event. Since he is a board member, he cannot receive any monies from the district. Mr. Smeal repaid the amount that he had earned from the district.

ADJOURN

Don Yontosh motioned, Larry Allen seconded to adjourn the meeting at 7:57 p.m.

Kasi Woodring

Board Secretary