

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

DATE: April 19, 2011

The regular meeting of the West Branch Area School District Board of Directors was held April 18, 2011 at 8:19 p.m.

**MBRS  
PRESENT**

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

**MBRS  
ABSENT**

Larry Allen

**OTHERS  
PRESENT**

Kasi Jackson, Board Secretary; J.R. Holenchik, High School Principal; Jason McMillen, Business Manager; Wendy Fernburg, Supervisor of Special Education; Michael Panek, Superintendent; Lester Smeal, Shari Buck, Dave Nelson; Maintenance Supervisor, Stephanie MacTavish, Holly Walker, Cindy Etchison, David Williamson, Athletic Director, Tyler Kolesar, Erica Culler, Dorothy Andrews, Brenda Ward, PJ Monella, D. Kerr, R. Skinner, Sean Sabol

**EXECUTIVE  
SESSION**

An executive session was held before the meeting for contractual issues.

**MINS  
APPRVD**

Tim Kephart motioned, Melvin Smeal seconded, to approve the meeting minutes from March 28, 2011. Motion carried.

**STUDENT  
REPORTS**

John Walker—Student School Board Representative:  
Annual dodge ball game will be held Wednesday, April 20, 2011.

PJ Monella—Senior Class Representative:  
62 students are signed up for the Cedar Point trip, but some still have not turned in money.

**VISITORS**

Sean Sabol—PSBA:  
Presented award to Donald Yontosh for 12 years of dedicated service.  
Also informed the board of all services that PSBA offers.

**ADM  
REPORTS**

Sean Wechtenhiser, Elementary Principal:  
The elementary will be visited by PDE to see if the school qualifies to be a banner school for PBS.  
PSSA's are completed  
Kindergarten registration will be held May 3 and 4  
Success for all Parent night will be held May 3  
Electronic report cards have been implemented and were successfully sent out

J.R. Holenchik, High School Principal:  
PSSA's are completed and sent back

David Williamson, Attendance Officer/Athletic Director:  
Positive feedback from attendance and making calls to parents / setting up meetings

Jason McMillen, Business Manager:

The intern in the business office has been working with Denise for a month and has been very successful

Mike Panek, Superintendent:

The District's Alternative Education program is still being planned, many items still need to be taken into consideration

The Success for All program has been in progress for 3 months and it is still a trial and error period

**CIU**

The meeting will be held Thursday, April 28 at 7:00 p.m.

**WB REVENUE  
COMMITTEE**

The Educational foundation now has a name called WB Educational Enrichment Foundation. Bi-laws and mission statement are still being worked on.

The committee discussed fees to hold wrestling camps during the summer. Mr. McMillen will work on a fee schedule and policies.

A Cyber school may be implemented thru the District.

**CCCTC**

No report.

**PERSONNEL**

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

Approve the payment of \$700 to the Teen Court Program.

Approve Curtis Quick as a substitute aide and substitute cafeteria monitor and Matthew Kephart as substitute teacher to the district, all paperwork has been received.

Approve Wendy Sabol as part-time cafeteria kitchen worker. Hours are 10:15 a.m.—2:00 p.m. Monday thru Friday at the current contractual rate.

Amanda Harris and Sarah Ewing to attend Assistive Technology Roundtable on May 13, 2011 at the CIU #10. Registration cost is \$10; sub cost is \$85. Total cost is \$95 paid for by access funds.

Wendy Timblin to attend the RTI training on April 19, 2011 at the CIU #10. Mileage cost is \$5.10; sub cost is \$85. Total cost is \$90.10 paid for by Title II funds.

Motions carried.

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

Approve Daniel Stilson to complete coursework, Assertive Discipline and Beyond, thru Canter.

Approve Danielle Gregory to complete coursework, Autism Spectrum Disorders, thru University of North Dakota.

Approve Sherry McGarvey to complete coursework for Master's program, Educational Computer Applications and Analysis of Teaching, thru Clarion University.

Approve Angela Lucas to complete coursework for Master's program, Educational Computer Applications and Analysis of Teaching, thru Clarion University.

Approve Kelley Penvose to complete coursework for Master's program, Curriculum and Instruction, thru Clarion University.

Approve Kevin Hubler to complete coursework for Master's program, Curriculum and Instruction, thru Clarion University.  
Motions carried.

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

Approve to continue practice of District Summer Hours of operation using a four (4) day work week, starting the Monday after school is dismissed (June 13, 2011). The summer staff will increase their daily hours to meet their weekly requirement. Two weeks prior to the beginning of the school year, the summer staff will resume working 5 days a week.

Approve the formation of a Varsity Football Club

Approve the proposal from Learning Lamp to provide a certified drafting teacher for the remainder of 2010-2011 school year. The amount is \$3,193.96.  
Motions carried.

## **EDUCATION**

Donald Yontosh motioned, Gary Miller seconded, to approve the following motions:

Approve the third grade to attend Punxsutawney Weather Discovery Center on May 24 and 26, 2011. Approximately 32 students will be attending the trip each day. Departure time is 8:45 a.m. and arrival time is 2:15 p.m. There is no cost to the district; cost to the student is \$6 and cost for adults is \$4. Chaperones are Kim and Jason Eboch, Mrs. Koleno, Mrs. Lutchko, Stacey Guenot, Mrs. Cantolina, Mark Russell and Mrs. MacTavish.

Approve the kindergarten to go to Bald Eagle State Park on April 28, 2011. Approximately 72 students will be attending the trip. Departure time will be 8:45 a.m. and arrival time will be 2:50 p.m. There is no cost to the district and cost to the student is \$2. All four kindergarten teachers and parent chaperones (the list is not final yet, but Superintendent's Secretary will make sure all chaperones have all clearances and then bring the names to the board).

Approve the first grade to go to Lincoln Caverns on May 16, 2011. Approximately 90 students will be attending the trip. Departure time will be 9:00 a.m. and arrival time will be 2:30 p.m. There is no cost to the district and cost to the student is \$12.75. All four first grade teachers and parent chaperones (the list is not final yet, but Superintendent's Secretary will make sure all chaperones have all clearances and then bring the names to the board).

Approve the second grade to go to Penns Cave on June 8, 2011. Approximately 60 students will be attending the trip. Departure time will be 8:30 a.m. and arrival time will be 3:00 p.m. There is no cost to the district and cost to the student is \$14.50. Chaperones are Brandy O'Hare, Sarah Lumadue, Kevin Hubler,

Hank Wilson, Joy English, Bethany Hubler, Jason Baine, Corey Anderson, Denise Anderson, and Maria Condon.

Approve the International Club to go to Boal Mansion Museum on May 27, 2011. Approximately 30 students will be attending the trip. Departure time will be 1:00 p.m. and arrival time will be 7:00 p.m. Cost to the district is \$30 and cost to the student will be up to \$30 depending on fundraiser items sold. Chaperones are Colleen Veihdorfer and Lori Bollinger.  
Motions carried.

**FROM NOW ON, ALL FIELD TRIPS MUST HAVE CHAPERONE LIST BEFORE BEING BOARD APPROVED.**

**TRANSPORTATION  
AND ATHLETICS**

Gary Miller motioned, Donald Yontosh seconded, to approve the following motions:

Approve Terry Smeal Jr. as an assistant varsity football coach

Approve Alvin Hubler as the Head Jr. High Football Coach

Approve Curtis Quick as an assistant Jr. High Football Coach

Approve Craig Jaquith as an assistant Jr. High Football Coach  
Motions carried.

**POLICY**

**FINANCE AND  
PURCHASE**

Donald Yontosh motioned, Melvin Smeal seconded, to approve the following motions:  
Approve the Treasurer's Report.

Approve the following Disbursements from March/April  
\$ 8,644.54 Athletic Account (checks 10411 through 10426 )  
\$ 49,824.02 Cafeteria Account (checks 3419 through 3430 )  
\$ 418,249.61 General Account (checks 39590 through 39660 )  
\$ 476,718.17 **GRAND TOTAL**

Approve the activity account for March.

Motions carried.

**CORRESPONDENCE**

**NEW BUSINESS**

Donald Yontosh motioned, Gary Miller seconded, to approve the ACT 93 agreement. Motion carried.

Donald Yontosh motioned, Melvin Smeal seconded, to seek separate costs for each individual repairs as proposed by McClure. The board will then decided which repairs they would like completed. Motion carried.

Melvin Smeal motioned, Robert Seprish seconded, to approve Kirsten Maguire as a volunteer to the district, all paperwork has been received. Motion carried.

Donald Yontosh motioned, Tim Kephart seconded, to approve the receiving donation of a Bach trumpet to the elementary band, donation is from Vicki Wittlinger. Motion carried.

Donald Yontosh motioned, Melvin Smeal seconded, to approve Scott Beer to attend SAP training on April 12, 13, 18, 19 at Falls Creek. There is no cost to the district. Motion carried.

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

Journalism / Yearbook club to go to Jostens on May 11, 2011. Approximately 8 students will be attending the trip. Departure time will be 8:00 a.m. and arrival time will be 2:15 p.m. There is no cost to the student and cost to the district is use of the van and \$85 for a sub. Chaperone is Jessica Frank.

Life Skills classes to go to the Moshannon Valley Super Bowl on May 6, 2011. Approximately 35 students will be attending the trip. Departure time will be 9:30 a.m. and arrival time will be 1:30 p.m. There is no cost to the student and cost to the district is \$85 for sub. Chaperones are Scott Burfield, Ellen Monella, Martha White, Nadine Swanseger, Mary Arnold, Jackie Zimmerman, Karen Williams, Cindy Swatsworth, Mary Handel, and Dave Learish. Motions carried.

Tim Kephart motioned, Jennifer Kerlin seconded, to approve Holly Walker to go to the PA PBS Implementers Forum on May 18-19, 2011 in Harrisburg. Sub cost is \$170 paid for by Title II funds. Motion carried.

#### **OLD BUSINESS**

Gary Miller motioned, Donald Yontosh seconded, to approve a number of light poles to be donated to the Clearfield Fair Grounds with the approval of Dave Nelson. Motion carried

Jennifer Kerlin thanked the Drama for the wonderful play that was presented.

#### **ADJOURN**

Melvin Smeal motioned, Don Yontosh seconded to adjourn the meeting at 9:00 p.m.

Kasi Jackson

Board Secretary