

OFFICIAL MINUTES
WEST BRANCH AREA SCHOOL
DISTRICT
MORRISDALE, PA

DATE: January 31, 2013

The regular monthly meeting of the West Branch Area School District Board of Directors was held January 30, 2013 at 7:16 p.m.

**MBRS
PRESENT**

Joe Kovalcin, Don Yontosh, Melvin Smeal, Tim Kephart, Robert Seprish, Gary Miller (Arrived at 7:09 p.m.), Chad Diviney, Larry Allen, Gerald Coble

**MBRS
ABSENT**

**OTHERS
PRESENT**

Kasi Woodring, Board Secretary; Jason McMillen, Business Manager; J.R. Holenchik, Senior High Principal; Wendy Fernburg, Supervisor of Special Education; Joanna Santilli, Elementary Principal; Dave Nelson, Maintenance Supervisor; Tyler Kolesar, Phyllis Gable, Stephanie MacTavish, Lester Smeal, Ron Mollura, Kay Folmar, Cinda Lou Hubler, Nila Force, Kevin Hubler, Tyler Good, Aaron Prisk, Nik Bisko, Stephanie Kopchik, Shari Buck, Angie Lucas, James Orichosky, Cindy Gormont, Holly Walker

**EXECUTIVE
SESSION**

An executive session was held for personnel and litigation issues.

**MEETING
MINUTES**

Don Yontosh motioned, Larry Allen seconded, to approve the meeting minutes from December 6, 2012. Motion carried.

VISITORS

Tyler Good asked the board for permission to take the baseball team to Virginia for scrimmaging for three days in March.

Don Yontosh motioned, Gary Miller seconded to approve the baseball team to go to Virginia with the stipulation that only two teachers are to go; the head coach and the assistant coach and two parent volunteers. Voice Roll Call: Mr. Kephart—no; Mr. Smeal—yes; Mr. Diviney—yes; Mr. Yontosh—yes; Mr. Allen—no; Mr. Coble—yes; Mr. Seprish—yes; Mr. Miller—yes; Mr. Kovalcin—yes. 2—No; 7—yes. Motion carried.

Stephanie Kopchik confronted the board as to why a bus stop was moved on Pardee road without anyone being informed. Mr. McMillen stated the stop had been moved since the beginning of the year. Mrs. Kopchik said she just found out about the stop in November. She said the stop is not safe; there is nowhere for the kids to stand. She had contacted Longs, Penn Dot and the state police.

Larry Allen motioned, Robert Seprish seconded, to move the bus stop to the garage on Pardee Road. Motion carried.

**ADMINISTRATIVE
REPORTS**

Joanna Santilli, Elementary Principal—
Asked permission for the 4th grade to go on a field trip to Parker Dam
The science showcase will be held on February 1, 2013
The book fair will be held until February 7, 2013

Wendy Fernburg, Special Education Supervisor—

The School Based Behavioral Health program that was to begin in March has been put on hold due to contractual issues between CCBH and The Department of Public Welfare. The program is to be up and running with the start of next school year as long as the two agencies can resolve the issues.

As a result of the Medical Access claims submitted for the month of September we have received a reimbursement of \$3,069.20 for services such as speech, hearing, OT and PT.

Jason and I attended the county wide Crisis Plan meeting today in Clearfield. In attendance were District Attorney Shaw, Jerry Pollock representing Clearfield 911, 10 schools and representatives from the State Police and local EMS agencies. We will be meeting monthly to create a Crisis Plan that not only meets the district's needs, but also Chapter 10 requirements. The county will begin using terminology that is consistent across school settings so that we are all communicating with emergency response teams in the same manner.

Nik Bisko, Technology Administrator—

In the process of developing a three year plan to see where the school wants to be regarding technology in the next three years. Cameras will also be added around the outside of the building. Mr. Bisko is still waiting for a quote and will present it to the board next month.

CIU #10

Discussed the budget, the CIU has put aside monies and they are going to be aggressive with the money and try to implement new programs to gain revenue.

CCCTC

Audit was presented and it went well, all schools will be touring the building. There was a 13 minute presentation that each school was being shown.

PERSONNEL

Gary Miller motioned, Melvin Smeal seconded, to approve the following motions:

Approve Tara Hale as Café Kitchen Worker. Hours are from 9:30 a.m. to 2:00 p.m. Monday thru Friday at the current contractual rate.

Approve Andria Corrigan as Café Kitchen Worker. Hours are from 9:45 a.m. to 2:00 p.m., Monday thru Friday at the current contractual rate.

Approve Kristy Samsel as Café Kitchen Worker. Hours are from 10:15 a.m. to 2:00 p.m., Monday thru Friday at the current contractual rate.

Approve to advertise for the two vacant part time Cafeteria Kitchen Worker positions.

Motions carried.

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

Barb Spencer to attend the National Autism Conference on August 5-9, 2013 at Penn State. Registration cost is \$150 paid for by ACCESS funds.

Stacey Guenot to attend the PIMS Annual Conference on March 25-27, 2013 in Hershey, PA. Registration cost is \$220; Motel / meal cost is \$472.86; Mileage

cost is \$148.03. Total cost is \$840.89 paid for by Guidance Fund.

Chris Marsh to attend the PAPBS Network Coaches Meeting on January 24, 2013 in Harrisburg, PA. Mileage cost is \$132.21; Sub cost is \$85. Total cost is \$217.21 paid for by TITLE II funds.

Brenda Fye to attend the Creating Sensory Tool Kits on April 16, 2013 at the CIU #10. Registration cost is \$40; sub cost is \$45.31. Total cost is \$85.31 paid for by ACCESS funds.

Michelle Guerra to attend the Creating Sensory Tool Kits on April 16, 2013 at the CIU #10. Registration cost is \$40; sub cost is \$45.31. Total cost is \$85.31 paid for by ACCESS funds.

Connie Shimmel to attend the Creating Sensory Tool Kits on April 16, 2013 at the CIU #10. Registration cost is \$40; sub cost is \$45.31. Total cost is \$85.31 paid for by ACCESS funds.

Kasi Woodring to attend the PIMS Annual Conference on March 25-27, 2013 in Hershey, PA. Registration cost is \$220; Motel / meal cost is \$472.86; Mileage cost is \$148.03. Total cost is \$840.89 paid for by Superintendent Fund.

Motion carried.

Don Yontosh motioned, Chad Diviney seconded to approve Kindergarten registration to be held April 16 and 17, 2013. Motion carried.

Gary Miller motioned, Robert Seprish seconded, to approve the following motions:

Approve Kelley Hubler to complete coursework "Professional Seminar" thru Clarion University.

Approve Daniel Stilson to complete coursework "Microsoft PowerPoint 200" and "Microsoft Excel 2007" thru University of Laverne.

Approve Helen Galley, Robert English, Paul Sankey and Eric McCracken to the volunteer list. All paperwork has been received.

Approve Daniel Clark to the substitute teaching list. All paperwork has been received.

Motions carried.

Don Yontosh motioned, Melvin Smeal seconded, to propose, beginning with the 2013-2014, that WB elementary life skills students return to WB to attend a life skills class run by the CIU. The District will not incur additional cost; they may see a slight reduction in providing services to these students. Motion carried.

EDUCATION

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

Approve the Elementary Chorus to go to Chorus Fest on April 26, 2013 at Huntington Area School District. Four students will be attending; cost to the district

is \$279 (sub cost \$85; registration cost \$84; PMEA Membership cost \$110). There is no cost to the student. Chaperone is Laura Mazer.

Approve the High School Guidance to go to the CCCTC on January 30, 2013. Approximately 90 students will be attending the trip. Cost to the district is \$216.90 for subs and buses and there is no cost to the student. Chaperones are Jen Porter, Kim Hubler, Carrie Peterson and Jess Levonick.

Motions carried.

TRANSPORTATION AND ATHLETICS

Melvin Smeal motioned, Robert Seprish seconded, to approve the resignation of Ted Crowell, assistant girl's soccer coach. Motion carried.

FINANCE AND PURCHASE

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

Approve the Treasurer's Report for November and December.

Approve the following Disbursements from December / January.

\$ <u>6,190.80</u>	Athletic Account	(checks <u>11121</u> through <u>11203</u>)
\$ <u>91,910.66</u>	Cafeteria Account	(checks <u>3676</u> through <u>3702</u>)
\$ _____	Construction Account	(checks _____ through _____)
\$ <u>1,573,782.70</u>	General Account	(checks <u>41919</u> through <u>42131</u>)
\$ <u>1,671,884.16</u>	GRAND TOTAL	

Approve the activity account for November and December.

Motion carried.

Melvin Smeal motioned, Gary Miller seconded, to approve the payment of \$700 to Teen Court of Clearfield County for annual funding. Motion carried.

Tim Kephart motioned, Gerald Coble seconded, to approve the preliminary proposed budget with a 10 mil increase for voter referendum. Voice Roll Call: Mr. Kephart—yes; Mr. Smeal—yes; Mr. Diviney—yes; Mr. Yontosh—yes; Mr. Allen—yes; Mr. Coble—yes; Mr. Seprish—yes; Mr. Miller—yes; Mr. Kovalcin—yes. 0—No; 9—yes. Motion carried.

OLD BUSINESS

Don Yontosh motioned, Robert Seprish seconded, to approve the tax collectors raise, Morris Township from \$16,000 to \$18,000 a year over the next four years; Cooper Township from \$16,000 to \$18,000 a year over the next four years; and Graham Township from \$10,000 to \$11,250 a year over the next four years. Motion carried.

NEW BUSINESS

School will be in session February 14, 2013, March 4, 2013 and April 2, 2013 as per the district calendar regarding school make up dates for inclement weather.

Don Yontosh motioned, Melvin Smeal seconded, to approve Sarah Ewing to attend the PASA Make and Take workshop on February 11, 2013 at the CIU #10. Registration cost is \$10; sub cost is \$85. Total cost is \$95 paid for by ACCESS funds.

The Secondary Learning Support to go to LHU—Clearfield on January 15, 2013. Approximately 20 students will be attending the trip. The cost to the district is \$170 for subs plus the cost of the bus and there is no cost to the student. Chaperones are Sherry McGarvey and Nicole Petriskey.

The Hershey trip to be on Wednesday, June 5, 2013 for grades 7-11.

Rebecca Holenchik to conduct an occupational therapy study.

Motions carried.

ADJOURN

Don Yontosh motioned, Larry Allen seconded to adjourn the meeting at 8:22 p.m.

Kasi Woodring

Board Secretary