

OFFICIAL MINUTES
WEST BRANCH AREA SCHOOL
DISTRICT
MORRISDALE, PA

DATE: April 2, 2013

The regular monthly meeting of the West Branch Area School District Board of Directors was held March 25, 2013 at 7:15 p.m.

**MBRS
PRESENT** Joe Kovalcin, Don Yontosh, Melvin Smeal, Tim Kephart, Gary Miller, Larry Allen, Gerald Coble, Chad Diviney

**MBRS
ABSENT** Robert Seprish

**OTHERS
PRESENT** Jason McMillen, Business Manager; J.R. Holenchik, Senior High Principal; Wendy Fernburg, Supervisor of Special Education; Dave Nelson, Maintenance Supervisor; Nik Bisko, Technology Administrator; David Williamson, Athletic Director; Tyler Kolesar, Phyllis Gable, Stephanie MacTavish, Lester Smeal, Ron Mollura, Holly Walker, Susan Betts, Aaron Cowder, Holly Petriskey, Shari Buck, Len Coval, Earling Anderson, Fred Little, Jane McDowell, Michelle Dutrow, Paul Monella, Laurie Josephson, Michelle Guerra, Andrea Guerra, Mary Ann Couteret, Danielle Gregory, Jill Stone, Jordyn Andrews, Joyce Knepp, Kim Hunter, Preston Raymond, Barb Spencer

**EXECUTIVE
SESSION** An executive session was held for personnel issues.

**MEETING
MINUTES** Larry Allen motioned, Tim Kephart seconded, to approve the meeting minutes from February 25, 2013. Motion carried.

VISITORS Pat Shive finds the 10 mil increase devastating and suggests a Plan B. There needs to be a lot of cutting required! He would like to know what is Plan B? Mr. Kovalcin stated the board is hitting every avenue and Mr. Kephart commented that meetings were held to gain public input for Board to analyze and create plan to protect the quality of education.

Eric from Walter Hopkins and Company presented the Annual Financial Audit.

**ADMINISTRATIVE
REPORTS** Wendy Fernburg, Special Education Supervisor—
Our Medical Access reimbursement for this month is \$1,317.98.
There is an elementary PSSA schedule at everyone's seat.
Miss G has planned a Spirit Week for the week prior to the PSSAs to encourage positive attitudes about the testing process and to get students focused and ready.
Trooper Morris will be in to present on April 2nd regarding appropriate behavior and legal consequences for inappropriate behaviors.
Kindergarten registration begins April 2nd for parents only then students will be invited on April 16th and 17th. Currently there are 65 students registered.

CIU #10 Meeting will be held on March 28, 2013.

CCCTC Open House was held and WB won a laptop. There will be changes made to Information Technology.

PERSONNEL

Don Yontosh motioned, Larry Allen seconded, to approve Michelle Dutrow as Superintendent of Schools for a term of May 28, 2013 thru June 30, 2016 pursuant to an agreement between the District and Michelle Dutrow. Voice Roll Call: Mr. Smeal—no; Mr. Allen—yes; Mr. Yontosh—yes; Mr. Kephart—yes; Mr. Diviney—yes; Mr. Miller—yes; Mr. Coble—yes; Mr. Kovalcin—yes. No—1; Yes—7. Motion carried.

Larry Allen motioned, Chad Diviney seconded, to accept the resignation of Joanna Santilli, Elementary Principal effective March 25, 2013. Motion carried.

Don Yontosh motioned, Larry Allen seconded, to approve \$100 per day to JR Holenchik for performance of Acting Superintendent duties, effective March 26, 2013. Motion carried.

Don Yontosh motioned, Larry Allen seconded, to approve \$100 per day to Wendy Fernburg for performance of Elementary Principal duties, effective March 26, 2013. Motion carried.

Don Yontosh motioned, Mel Smeal seconded, to approve the 2013-2014 school calendar as presented with revisions. Motions carried.

Gerald Coble motioned, Larry Allen seconded, to approve Laurie Hoffman as High School Secretary, to start on April 2, 2013. She will be on a 90 day working day trial period ending on August 6, 2013, an evaluation will follow. Position is a 12 month full-time employee with 7.5 hours a day at the current contractual rate of \$13.10/hr. Motion carried.

Gerald Coble motioned, Larry Allen seconded, to approve to advertise, in-house, for the position of Learning Support Classroom Aide. Motion carried.

Don Yontosh motioned, Gary Miller seconded, to approve the following conferences:

Amanda Lute to attend the K-12 Student Assistance Program Training on April 22, 23, 29, 30, 2013 at the DuBois Diner. Registration cost is \$330; Mileage cost is \$33.33. Total cost is \$343.33 paid for by TITLE II funds.

Rose Shaner to attend Creating Sensory Tool Kits for School on April 16, 2013 at the CIU #10. Registration cost is \$40; sub cost is \$41.69. Total cost is \$81.69 paid for by ACCESS funds.

Cindy Michaels to attend Creating Sensory Tool Kits for School on April 16, 2013 at the CIU #10. Registration cost is \$40; sub cost is \$41.69. Total cost is \$81.69 paid for by ACCESS funds.

Chris Marsh to attend PBS Implementer's Forum on May 2-30, 2013 in Hershey, PA. Registration cost is \$50; Motel / Meal cost is \$270; sub cost is \$170. Total cost is \$490 paid for by TITLE II funds.

Jeanie Scott to attend the ParaEducator Highly Qualified Training on June 10-12, 2013 at the CIU #10. Registration cost is \$120 paid for by ACCESS funds.

Jennifer Sproull to attend the 2013 PMEA Conference on April 17-20, 2013 in

Erie, PA. Registration cost is \$130; Motel / Meal cost is \$133.50; mileage cost is \$188.70; sub cost is \$255. Total cost is \$707.20 paid for by the Music budget.

Andrea Walkowiak to attend the SAP Training on April 22, 23, 29, 30, 2013 at the DuBois Diner. Mileage cost is \$33.33. Total cost is \$340.00 paid for by TITLE II funds.

Dave Nelson to attend the Facility Management Seminar on April 18, 2013 in Clearfield, PA. Registration cost is \$10 paid for by Maintenance Fund.

Susan Zimmerman to attend the Nonviolent Crisis Intervention on April 11, 2013 at the CIU #10. Registration cost is \$40; sub cost is \$42.92; mileage cost is \$9.04. Total cost is \$91.96 paid for by ACCESS funds.

Daniel Stilson to attend the PMEA Conference on April 17-20, 2013 in Erie, PA. Registration fee is \$160; Motel / Meal cost is \$276.96; sub cost is \$255. Total cost is \$691.96 paid for by the Music Fund.

Motion carried.

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

Approve the resignation of Holly Modzel as Student Government Advisor, effective June 7, 2013.

Approve the course selection book as presented.

Motions carried.

Don Yontosh motioned, Gary Miller seconded, to approve the course selection book as presented. Motion carried.

EDUCATION

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

Approve Teen Court to go to Clearfield County Courthouse on May 7, 2013. Approximately 20 students will be attending the trip. Cost to the district is \$170 for subs and there is no cost to the student. Chaperones are Adam Carr and Joe Matson.

Approve the Third Grade to go to Punxsutawney Weather Center on May 21 & May 22, 2013. Approximately 46 students will be attending each day. There is no cost to the district and cost to the student is \$7. Chaperones are Cheri Cantolina, Michele Koleno, Stephanie MacTavish, Shari Buck, Sharon Blasko, Terri Reed, Amy Tiracorda, Pennie Folmar, Stephanie Gugliemi and other parent chaperones. (Mrs. Woodring will make sure all volunteers will have appropriate paperwork and have had the Child Abuse Training).

Approve the 6th grade to go to Altoona Curve on May 16, 2013. Approximately 100 students will be attending the trip. There is no cost to the district and cost to the student is \$10. Chaperones are Cheryl Green, Phil Wood, Lynne Rockey, Rhonda Trude, Barb Spencer, Michelle Guerra, Tina Kolesar, and four parent volunteers. (Mrs. Woodring will make sure all volunteers will have appropriate paperwork and have had the Child Abuse Training).

Motion to approve the 2nd grade field trip, pending paperwork.
Motions carried.

TRANSPORTATION AND ATHLETICS

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

Approve the recommendations for the winter coaching personnel for the 2013-2014 school year.

Approve Kevin Myers as the assistant girls' soccer coach.

Motions carried.

FINANCE AND PURCHASE

Chad Diviney motioned, Tim Kephart seconded, to approve the following motions:

Approve the Treasurer's Report February.

Approve the following Disbursements from February / March.

\$ 10,496.98	Athletic Account	checks 11288 through 11302
\$ 41,911.29	Cafeteria Account	checks 3714 through 3725
\$	Construction Account	checks through
\$ 384,021.11	General Account	checks 42228 through 42300
\$ 436,429.38	GRAND TOTAL	

Approve the activity account for February.

Motions carried.

OLD BUSINESS

Laura Mazer to attend the PMEA conference request from February should include a sub cost in the amount of \$170. This would make the conference total \$703.15.

Kindergarten field trip request from February will include all kindergarten teachers attending the trip. Teachers are Chad Koleno, Allison Koleno, Susan Lawrence and Jaimy Buck.

Trent Yarrison will be taking a bus to Band Fest due to having eleven (11) students and the school vans only hold eight (8).

Ron Mollura asked how many board members feel budget meetings are important. Mr. Mollura feels this is the poorest performance of any board.

Mary Ann Couteret asked what happens when a 10 mil increase doesn't pass. Board must get together to look at big ticket items and put their time into it.

NEW BUSINESS

Mel Smeal asked that Mr. Danko keep the handicapped parking spaces open to handicapped and those who are not adhering will have their license plate number turned into Mr. Nevling and Mr. Lombardo if board approved. There are no van accessible parking spots and according to Mr. Nevling.

Don Yontosh motioned, Larry Allen seconded, to approve to have fireworks for Prom. Motion carried.

Don Yontosh motioned, Larry Allen seconded, to approve bids for salt, milk, bread, heating oil and wood. Motion carried.

Don Yontosh motioned, Chad Diviney seconded, to approve the camera bid in the amount of \$14,500.00 and WB will do the wiring. Motion carried.

PJ Monella asked for Superintendent to introduce herself and her starting salary. Ms. Dutrow will begin at approximately \$105,000.

ADJOURN

Don Yontosh motioned, Larry Allen seconded to adjourn the meeting at 8:14 p.m.

Kasi Woodring

Board Secretary