

OFFICIAL MINUTES  
WEST BRANCH AREA SCHOOL  
DISTRICT  
MORRISDALE, PA

DATE: May 23, 2013

The regular monthly meeting of the West Branch Area School District Board of Directors was held May 22, 2013 at 7:07 p.m.

**MBRS  
PRESENT**

Joe Kovalcin, Don Yontosh, Melvin Smeal, Tim Kephart, Gary Miller, Larry Allen, Gerald Coble, Chad Diviney, Robert Seprish

**MBRS  
ABSENT**

**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, Stephanie MacTavish, Lester Smeal, Ron Mollura, Holly Walker, Susan Betts, Aaron Cowder, Fred Little, Michelle Dutrow, Michelle Guerra, Andrea Guerra, Preston Raymond, Dan Stilson, Laura Mazer, Phyllis Gable, Shari Buck, Holly Petriskey, Barb Spencer, Wayne Josephson, Laurie Josephson, Kirsten Maguire, Brenda Ward, Brandy O'Hare, Sarah Lumadue, PJ Monella, Jane McDowell

**EXECUTIVE  
SESSION**

An executive session was held for personnel and legal issues.

**MEETING  
MINUTES**

Tim Kephart motioned, Mel Smeal seconded, to approve the meeting minutes from April 22, 2013. Motion carried.

**VISITORS**

**ADMINISTRATIVE  
REPORTS**

JR Holenchik, High School Principal / Acting Superintendent—  
No Report

Wendy Fernburg, Special Education Supervisor / Elementary Principal—  
Congratulations to the Elementary staff for once again receiving State recognition for implementing our School-Wide Positive Behavior Support Program with fidelity. This is the 3<sup>rd</sup> year in a row that West Branch Elementary has received this honor and will be recognized next week during the Pennsylvania Positive Behavior Support Network's Implementers Forum.

The elementary held a Title I/SFA reading meeting today for parents; 24 parents were in attendance.

Galaxy presentation: Laura Mazer

A special thank you to Mrs. Mazer and Mr. Yarrison as well as all of the elementary band and chorus students for another fantastic concert; the concert was held on May 7<sup>th</sup> in front of a packed auditorium.

6<sup>th</sup> grade graduation is being held on June 5<sup>th</sup> at 1:30pm all School Board Members are invited to attend if available.

PTO's annual carnival for the elementary is being held on June 5<sup>th</sup>; please feel free to stop in to enjoy the festivities.

KinderCamp, run by Cen Clear, will be held August 21<sup>st</sup> and 22<sup>nd</sup> from 9am – 11:30am. Currently next year's kindergarten class enrollment is 86 students.

I wanted to thank Curwensville's special education department for hosting the Life Skills Prom this year; our students had a wonderful time dancing and socializing with students from other districts.

The Special Education Department of PDE completed our Transition Focused Monitoring today; all went well and we should receive their final report in about 6 weeks.

Don Yontosh motioned, Gary Miller seconded, to approve the 4<sup>th</sup> grade Learning Support and 5<sup>th</sup> Grade Reading students to go to Carnegie Museum of Natural History on May 30, 2013. 15 students will be attending the trip. Cost to the district is the gas for the school vans. Cost to the student is \$10.50 for admission and money for dinner and souvenirs. Chaperones are Sarah Ewing, Rose Shaner, Cindy Michaels and Jason Bainey. Motion carried.

#### **CIU #10**

Meeting will be held the 4<sup>th</sup> Thursday in June

#### **CCCTC**

CCCTC going well, budget is on the agenda for approval. The truck driving attendance has declined so instructors were moved to part-time on an as-needed basis.

#### **PERSONNEL**

Tim Kephart motioned, Don Yontosh seconded, to approve the following motions:

Approve Susan Betts and Matthew Hauck as Extended School Year teachers at the contracted rate of \$24/hr.

Approve Brenda Fye and Cindy Michaels as Extended School Year paraprofessionals at their current contractual rate.

Approve Danielle Gregory as the Extended School Year Speech and Language Therapist at the contracted rate of \$24/hr.

Approve Jaime McCracken, Tina Kolesar, Jeanie Scott and Susan Zimmerman as Extended School Year Personal Care Aides at their contracted hourly rate.

Motions carried.

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

Amanda Lute to attend the PBS Implementers Forum on May 29-30, 2013 in Hershey, PA. Registration cost is \$50; motel / meal cost is \$270; total cost is \$320 paid for by TITLE II funds.

Stephanie Graboski to attend the PBS Implementers Forum on May 29-30, 2013 in Hershey, PA. Registration cost is \$50; motel / meal cost is \$270; total cost is \$320 paid for by TITLE II funds.

Holly Walker to attend the PBS Implementers Forum on May 29-30, 2013 in Hershey, PA. Registration cost is \$50; motel / meal cost is \$270; sub cost \$170 total cost is \$490 paid for by TITLE II funds.

Stacy Riciotti to attend Building on Equitable School Climate on May 16, 2013 at the CIU #10. There is no cost to the district.

Laura Coble to attend the Healthy School Meals Updates on June 9-10, 2013 at the Penn Stater. Mileage cost is \$77.97 paid for by the café fund.

Dave Nelson to attend the Steel Eagle Leadership Seminar on July 9-10, 2013 at Bedford Springs. There is no cost to the district.

Tina Kolesar to attend Sign Language 3 on June 18 & 25, 2013 and July 2 & 9, 2013 at the CIU #10. Registration cost is \$40 paid for by ACCESS funds.

Pam Emigh to attend Sign Language 3 on June 18 & 25, 2013 and July 2 & 9, 2013 at the CIU #10. Registration cost is \$40 paid for by ACCESS funds.

Motion carried.

Don Yontosh motioned, Robert Seprish seconded, to approve Jaimy Buck to complete coursework "Emphasis in Children's Literature" thru Penn State. Motion carried.

Don Yontosh motioned, Gerald Coble seconded, to approve the 2013 Graduation list as presented. Motion carried.

Tim Kephart motioned, Mel Smeal seconded, to approve the retirement of Rachel Smith, Cafeteria Kitchen worker, effective June 30, 2013. Motion carried.

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

Approve Marilyn Kristofits and Jerome Nevling to the volunteer list. Mrs. Kristofits will be attending the July 16, 2013 mandatory child abuse training. Mr. Nevling has already had the training. Mrs. Kristofits will not be able to volunteer until she has had the training.

Approve Christine Little and Bonnie Williams to work this summer with the custodial crew on an as needed basis.

Motions carried.

Robert Seprish motioned, Tim Kephart seconded, to approve Laura Coble, the Cafeteria Secretary, up to an additional 120 hours during the summer months

to complete the GASB 34 appraisal requirements and to standardize district recipes. Wages and related benefits will be paid from the cafeteria fund. Motion carried. Gerald Coble abstained from voting due to employee being his spouse.

Don Yontosh motioned, Larry Allen seconded, to approve Nathan Rothrock and Nathan Confer as interns for the Technology Department. Both are in the process of getting clearances and they will be working with Nik Bisko and Aaron Prisk over the summer, only cost to the district is for clearances. Motion carried.

Gary Miller motioned, Mel Smeal seconded, to approve Beth Hudish as Summer School Teacher, at the contractual rate of \$24/hr. for approximately 55 hours. Motion carried.

## **EDUCATION**

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

Approve the 5<sup>th</sup> grade to go to Fort Roberdeau Historic Site on May 31, 2013. Approximately 70 students will be attending the trip. There is no cost to the district and cost to the student is \$4. Chaperones are Dennis McCamley, Brandy O'Hare, Sarah Lumadue, Jane McDowell, Terri Reed, Valerie Kovalick, Stacey Taylor, Joe Koleno, Jackie Sabol, Kim Eboch, Stephanie Russell, Lori Bell, Shari Buck and Tom Lannen and Jason Eboch.

Approve the Yearbook club to go to Jostens in State College on June 3, 2013. 6 students will be attending the trip. Cost to the district is \$85 for a sub and cost of fuel for the van and there is no cost to the student. Chaperone is Jessica Levonick.

Motions carried.

## **FINANCE AND PURCHASE**

Chad Diviney motioned, Don Yontosh seconded, to approve the following motions:

Approve the Treasurer's Report April.

Approve the following Disbursements from April / May.

\$ 4,534.51	Athletic Account	checks 11314 through 11374
\$ 47,682.11	Cafeteria Account	checks 3735 through 3744
\$	Construction Account	checks through
\$ 436,189.72	General Account	checks 42394 through 42496
\$ 488,406.34	<b>GRAND TOTAL</b>	

Approve the activity account for April.

Motions carried.

Don Yontosh motioned, Robert Seprish seconded, approve the purchase of the following insurance purchase for the 2013-2014 school year: Workers'

Compensation Insurance policies through HM Casualty Insurance (Broker: Burns & Burns Associates, Inc.), at a cost of \$58,238. Motion carried. Tim Kephart motioned, Gary Miller seconded, to approve the Preliminary General Fund Budget for the 2013-2014 school year. Providing a total budgeted revenue of \$14,984,535 and total budgeted expenditure of \$15,263,085, with the deletion of two teacher furloughs. Voice Roll Call: Mr. Kephart—yes; Mr. Smeal—yes; Mr. Diviney—yes; Mr. Yontosh—yes; Mr. Allen—no; Mr. Coble—no; Mr. Seprish—yes; Mr. Miller—yes; Mr. Kovalcin—yes. 7—yes; 2—no. Motion carried.

Gerald Coble motioned, Robert Seprish seconded, to approve the CCCTC 2013-2014 Budget as presented. 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. 9—yes; 0—no. Motion carried.

## **OLD BUSINESS**

## **NEW BUSINESS**

Don Yontosh motioned, Gary Miller seconded, to approve the resignation of Wendy McGonigal and Andria Corrigan, part-time cafeteria kitchen workers, effective immediately. Motion carried.

Don Yontosh motioned, Chad Diviney seconded, to approve CNB Bank to hold a car show at the school on August 18, 2013. This is to raise funds to help refurbish the bathrooms in the field house. Motion carried.

## **ADJOURN**

Don Yontosh motioned, Larry Allen seconded to adjourn the meeting at 8:41 p.m.

Kasi Woodring

Board Secretary