

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

MAY 19 2014

Members Present: Joseph M. Kovalcin, Larry Allen, Gerald Coble, Robert Seprish, Don Yontosh, Melvin Smeal, Christina Brown, Chad Diviney

Members Absent: Paul Carr

Student Representatives: None

Media Present: Tyler Kolesar, The Progress News

Administration Present: Joseph Holenchik, Jason McMillen, Michelle Dutrow, Mark Mitchell, Dave Nelson, Nik Bisko

Others Present: Kasi Woodring, Board Secretary; David Consiglio, Solicitor; Greg Modzel, Ron Mollura, Monica Simcisko, Karen Williams, Phillip Williams, Holly Walker, Karen Atwood, Rhonda Bailor, Pat Shive

**OPENING EXERCISES**

President Joseph Kovalcin called the meeting to order at 7:08 p.m. All present were asked to stand and pledge allegiance to the American Flag.

**APPROVAL OF MINUTES**

Mr. Mel Smeal, in the form of a motion, recommended board approval to the minutes of the April 28, 2014 of the Regular Session meeting. Mr. Don Yontosh seconded the motion. The motion was carried with a vote of 8-0-0.

**RECOGNITION OF VISITORS**

Ronald Mollura discussed Quality Education and commented that the JR / SR High is in the bottom 15% with PSSA and Keystone exams.

Mrs. Dutrow commented that the Board was notified when the District received the letter. In the fall, the Administration developed Priority Goals and Action Plans. This matter is taken seriously and is looked at and worked on daily.

Rhonda Bailor asked if West Branch would be using the materials that the Central Intermediate Unit used to teach the Life Skills Students. She doesn't want her son to fall backwards.

Mrs. Dutrow commented that some of the materials currently used are owned by CIU and others by West Branch. The District will purchase what is needed that the CIU might take with them.

Pat Shive asked the board to consider not raising taxes when passing the budget for the 2014—2015 school year.

## **ADMINISTRATIVE REPORTS**

### **Mark Mitchell, Elementary Principal—**

- PSSA Testing is completed.
- Band / Chorus concerts were well attended and the children did a fantastic job.
- Emergency drills have taken place throughout the District to be prepared for emergencies.
- PVAAS Roster Verification has been completed.
- 6<sup>th</sup> grade graduation and AR Awards Ceremony will be taking place next week.

### **Joseph Holenchik, Secondary Principal—**

- The CCCTC recently repaired a vehicle for me. Under the direction of their teacher Darren Dale four students from the CCCTC repaired the vehicle in the same way they would in a “real” shop. The students created an initial estimate using the CCCONE software, repaired damaged sheet metal, replaced damaged parts, blended panels for color match, mixed and sprayed waterborne basecoat, applied solvent based clear coat, and finished by buffing and detailing the vehicle for the customer.

### **Wendy Fernburg, Supervisor of Special Education—**

- Mrs. Fernburg was unable to attend the meeting.

### **Jason McMillen, Business Manager—**

- The Preliminary Budget has been completed and needs approval.
- Transportation duties are starting to be transferred to Mr. Williamson.

### **Dave Williamson, Athletic Director / Student Registrar—**

- Mr. Williamson was unable to attend the meeting due to traveling with the Girls Softball team for first round District Playoffs. The girls won their first game and will advance to the next round.

### **Dave Nelson, Maintenance Supervisor—**

- The roof has been fixed from leaking over the winter. The gym floor will be fixed in the near future.

### **Nik Bisko, Technology Administrator—**

- The Technology Department is recommending two interns to help complete projects over the summer.

## **OTHER REPORTS**

### **CIU #10—**

The next meeting will be held on Thursday, May 22, 2014 at 6:00 p.m.

### **CCCTC—**

The 2014—2015 Budget is on the agenda for approval. 200 new applications were received for the upcoming school year and 27 students made Honor Society for this school year.

## **BOARD**

There were no voting items in the Board section of the agenda.

## **PERSONNEL**

Volunteers / Subs	Mr. Don Yontosh, in the form of a motion, recommended to approve Jeffrey Lindemuth & Cindy Kent to the Substitute Custodian list and Joey Sankey, Danielle Sankey, Jeff Lutz, Carrie Kephart, Gene Ransdorf and Robert Liegey as a volunteer
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to the District, all paperwork has been completed. Mrs. Christina Brown seconded the motion and it carried by a vote of 8-0-0.

Extended School Year Mr. Donald Yontosh, in the form of a motion, recommended to approve Mark Norris and Matt Hauck as Extended School Year teachers at the contracted rate of \$24/hr., for the 2013—2014 school year. Mr. Mel Smeal seconded the motion and it carried by a vote of 8-0-0.

Mr. Larry Allen, in the form of a motion, recommended Melissa Yontosh and Susan Zimmerman as Extended School Year Personal Care Aides at their current contractual rate, for the 2013—2014 school year. Mr. Chad Diviney seconded the motion and it carried by a vote of 8-0-0.

S. Graboski Summer Hours Mr. Mel Smeal, in the form of a motion, recommended to revise the summer work days for Stephanie Graboski to 15 days (\$3,673.00) (April 28, Board Agenda, personnel item #6). Mr. Don Yontosh seconded the motion and it carried by a vote of 8-0-0.

L. Mazer Transfer Mr. Don Yontosh, in the form of a motion, recommended to approve the administrative transfer of Laura Mazer, WB Elementary Music Teacher, to WB Secondary English Teacher, effective with the 2014—2015 school year. (Mrs. Mazer will be replacing Andrea Walkowiak, due to resignation, personnel item #4, April 28, 2014 Board Agenda). Mr. Robert Seprish seconded the motion and it carried by a vote of 8-0-0.

S. Lumadue Transfer Mr. Donald Yontosh, in the form of a motion, recommended to approve the voluntary transfer of Sarah Lumadue, WB Elementary Kindergarten Teacher, to WB Elementary 1<sup>st</sup> Grade Teacher, effective with the 2014—2015 school year. Mr. Mel Smeal seconded the motion and it carried by a vote of 8-0-0.

C. Green Transfer Mr. Donald Yontosh, in the form of a motion, recommended to approve the voluntary transfer of Chery Green, WB Elementary 4<sup>th</sup> Grade Teacher, to WB Elementary 5<sup>th</sup> Grade Teacher, effective with the 2014—2015 school year. Mr. Mel Smeal seconded the motion and it carried by a vote of 8-0-0.

Summer Custodians Mr. Donald Yontosh, in the form of a motion, recommended to approve Christine Little, Bonnie Williams and Curtis Quick to work during the summer with the custodial staff on an as needed basis. Mrs. Christina Brown seconded the motion and it carried by a vote of 8-0-0.

Technology Interns Mr. Donald Yontosh, in the form of a motion, recommended to approve Nathan Confer and Drew McCracken as interns for the Technology Department. They will be working with Nik Bisko and Aaron Prisk over the summer. There is no cost to the District because both have clearances. Mr. Larry Allen seconded the motion and it carried by a vote of 8-0-0.

## **EDUCATION**

Field Trips Mr. Donald Yontosh, in the form of a motion, recommended to approve the WB Yearbook / Journalism field trip to Jostens in State College, PA on May 27, 2014. Cost to the District is \$85 for a sub and there is no cost to the student. (Information Only: Approximately 5 students will be attending the trip and chaperone is Jessica Levonick). Mr. Mel Smeal seconded the motion and it was carried by a vote of 8-0-0.

Graduation List	Mr. Donald Yontosh, in the form of a motion, recommended to approve the 2014 Graduation List as presented. Mr. Chad Diviney seconded the motion and it was carried by a vote of 8-0-0.
Learning Lamp	Mr. Chad Diviney, in the form of a motion, recommended to approve Learning Lamp as an Alternative Education provider for the 2014—2015 school year, at a cost of \$78,522.06. (12 student slots). Mr. Don Yontosh seconded the motion and it was carried by a vote of 8-0-0.
WB Summer School	Mr. Mel Smeal, in the form of a motion, recommended to approve a Summer School program for the 2014 summer (funding source - student tuition). Mr. Don Yontosh seconded the motion and it was carried by a vote of 8-0-0.

## **TRANSPORTATION & ATHLETICS**

Football Uniforms	Mr. Mel Smeal, in the form of a motion, recommended to approve the following Athletic Uniform bids for Fall 2014:  Football - Riddell - \$6,560.00    Total: \$6,560.00  Approval of these bids includes the stipulation that all items and quantities are subject to revision/deletion at the discretion of district administrators, based upon budgetary constraints. Mr. Don Yontosh seconded the motion and it was carried by a vote of 7-1-0. Voice Roll Call: Mr. Smeal—yes; Mr. Yontosh—yes; Mr. Allen—no; Mr. Coble—yes; Mr. Seprish—yes; Mrs. Brown—yes; Mr. Diviney—yes; Mr. Kovalcin—yes. 7—yes; 1—no.  Mr. Allen asked why we were spending money we don't have.
Fall Athletic Bids	Mr. Don Yontosh, in the form of a motion, recommended to approve the following Athletic bids for Fall 2014:  Football - Sportsman's - \$2,992.06;    Riddell - \$280.00 <div style="text-align: right;"><b>Total: \$3,272.06</b></div> Girls Soccer - Sportsman's - \$6.66;    Soccer.com - \$388.86; Deman's - \$103.50    Hydration Depot \$287.05 <div style="text-align: right;"><b>Total: \$786.07</b></div> Volleyball - Sportsman's - \$613.30;    Deman's - \$123.90 <div style="text-align: right;"><b>Total: \$737.20</b></div>  Cross Country -Great Lake Sports - \$93.78 <b>Total: \$93.78</b>
Cheer Camp	Mr. Robert Seprish seconded the motion and it carried by a vote of 8-0-0.  Mr. Mel Smeal, in the form of a motion, recommended to approve the Cheerleading Program to attend Pine Forest Cheer Camp from June 19-22, 2014. Cost to the District is for transportation and cost to the student is \$245; students will fundraise as needed. (Information Only: Camp is voluntary for Cheerleaders. Chaperones are Stephanie Graboski and pending JV Coach). Mr. Robert Seprish seconded the motion and it carried by a vote of 8-0-0.

## **BUILDING & GROUNDS**

There were no voting items in the Board section of the agenda.

## **FINANCE & PURCHASE**

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| Treasurers<br>Report,<br>Disbursements,<br>Activity Acct. | <p>Mr. Don Yontosh, in the form of a motion, recommended to approve the following motions:</p> <p>Approve the Treasurer's Report for April.<br/>Approve the payment of bills thru the end of May.<br/>Approve the Activity Account for May.</p> <p>Mr. Larry Allen seconded the motion and it carried with a vote of 8-0-0.</p>   |
| Kelly Services  | <p>Mr. Don Yontosh, in the form of a motion, recommended to approve the contract with Kelly Services to provide substitute services (teachers, paraprofessionals and custodians) for the 2014—2015 school year, pending successful completion of contract language. Mr. Mel Smeal seconded the motion and it was carried by a vote of 8-0-0.</p>  |
| CCCTC Budget  | <p>Mr. Gerald Coble, in the form of a motion, recommended to approve the Clearfield County Career &amp; Technology Center Budget for 2014—2015. Mr. Robert Seprish seconded the motion and it was carried by a vote of 8-0-0. Voice Roll Call: Mr. Smeal—yes; Mr. Yontosh—yes; Mr. Allen—yes; Mr. Coble—yes; Mr. Seprish—yes; Mrs. Brown—yes; Mr. Diviney—yes; Mr. Kovalcin—yes. 8—yes; 0—no.</p>   |
| Lease<br>Agreement<br>CNB Bank                            | <p>Mr. Don Yontosh, in the form of a motion, recommended to approve the Lease/Purchase agreement with CNB Bank to finance the wireless project. Mr. Mel Smeal seconded the motion and it was carried by a vote of 8-0-0.</p>  |
| GASB 34 Audit   | <p>Mr. Larry Allen, in the form of a motion, recommended to approve the Agreement with Asset Control Solutions to complete GASB 34 inventory and fixed asset appraisal. Mr. Mel Smeal seconded the motion and it was carried by a vote of 8-0-0.</p>  |
| Matt Foster –<br>Auditor                                  | <p>Mr. Don Yontosh, in the form of a motion, recommended to approve Matt Foster and Associates as the auditor at a price of \$10,800 for the 2013-14 school year pending a successfully negotiated agreement. Mr. Mel Smeal seconded the motion and it was carried by a vote of 8-0-0.</p>  |
| Preliminary<br>General Fund<br>Budget                     | <p>Mr. Robert Seprish, in the form of a motion, recommended to approve the Preliminary General Fund Budget for the 2014-2015 school year. Providing a total budgeted revenue of \$15,152,979 and total budgeted expenditure of \$15,448,297, while maintaining a projected fund balance of \$3,250,165, and implementing the following tax rates:</p> <ul style="list-style-type: none"><li>98.6 mills (increase of 4.5 mills) for Clearfield County and 11.1 (increase of 1.3 mills) mills for Clinton County.</li><li>\$5.00 Per Capita (Section 679 School Code)</li><li>\$5.00 Per Capita (Act 511)</li><li>\$10.00 Occupation Tax (Act 511)</li><li>\$10.00 Local Service/Occupational Privilege Tax</li><li>0.50% Earned Income Tax (1.0% shared with municipalities, Act 511)</li><li>0.50% Real Estate Transfer Tax (1.0% shared with municipalities, Act 511)</li></ul> <p>Mr. Mel Smeal seconded the motion and it was rejected by a vote of 4-4-0. Voice Roll Call: Mr. Smeal—yes; Mr. Yontosh—no; Mr. Allen—no; Mr. Coble—no; Mr. Seprish—yes; Mrs. Brown—no; Mr. Diviney—yes; Mr. Kovalcin—yes. 4—yes; 4—no.</p> |

Mr. Gerald Coble, in the form of a motion, recommended to approve the Preliminary General Fund Budget for the 2014-2015 school year. Providing a total budgeted revenue of \$15,152,979 and total budgeted expenditure of \$15,094,487, while maintaining a projected fund balance of \$3,191,673, and implementing the following tax rates:

97.0 mills (increase of 2.9 mills) for Clearfield County and 10.9 (increase of 1.1 mills) mills for Clinton County.

\$5.00 Per Capita (Section 679 School Code)

\$5.00 Per Capita (Act 511)

\$10.00 Occupation Tax (Act 511)

\$10.00 Local Service/Occupational Privilege Tax

0.50% Earned Income Tax (1.0% shared with municipalities, Act 511)

0.50% Real Estate Transfer Tax (1.0% shared with municipalities, Act 511)

Mr. Don Yontosh seconded the motion and it was carried by a vote of 6-2-0. Voice

Roll Call: Mr. Smeal—yes; Mr. Yontosh—yes; Mr. Allen—no; Mr. Coble—yes; Mr.

Seprish—yes; Mrs. Brown—yes; Mr. Diviney—no; Mr. Kovalcin—yes. 6—yes; 2—no.

### **CORRESPONDENCE**

There were no correspondence to present at the meeting.

### **OTHER ITEMS FOR DISCUSSION**

There will be an executive session held before the meeting on June 23, 2014 for Personnel discussions.

### **ADJOURNMENT**

Mr. Donald Yontosh, in the form of a motion, recommended to adjourn the meeting at 7:55 p.m. Mr.

Larry Allen seconded the motion and it carried with a vote of 8-0-0.

Respectively Submitted,

Kasi Woodring  
Secretary to the Board of Education