

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

AUGUST 4, 2014

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

Members Absent: Don Yontosh

Student Representatives: None

Media Present: Tyler Kolesar, The Progress News

Administration Present: Jason McMillen, Michelle Dutrow, Mark Mitchell, David Williamson, Wendy Fernburg, Nik Bisko

Others Present: Kasi Woodring, Board Secretary; David Consiglio, Solicitor; Greg Modzel, Ron Mollura, Holly Petriskey, Jerry White, Ashley White, Rebekah Holenchik, Brooke Martin, Michael Walton, Karen Williams, Brandy Williams, Rhonda Bailor, Andy Bailor, Chad Koleno, Stephanie MacTavish, Allison Koleno, Jaimy Buck, Liz Hollenbach, Pam Hampton

OPENING EXERCISES

President Joseph Kovalcin called the meeting to order at 7:11 p.m. All present were asked to stand and pledge allegiance to the American Flag.

APPROVAL OF MINUTES

Mr. Larry Allen, in the form of a motion, recommended board approval to the minutes of the June 23, 2014 of the Regular Session meeting. Mr. Chad Diviney seconded the motion. The motion was carried with a vote of 8-0-0.

RECOGNITION OF VISITORS

No one from the public signed up to speak to the board.

ADMINISTRATIVE REPORTS

Mark Mitchell, Elementary Principal—

- Supplies are arriving daily
- Wendy, JR and Mark are in the process of completing the Teachscape Focus Course
- iReady Assessment training will be held 8/26/2014
- Finalizing class lists, they will be posted next week
- KinderCamp will be held 8/21 & 8/22/2014

Joseph Holenchik, Secondary Principal—

- Mr. Holenchik was not in attendance at the meeting.

Wendy Fernburg, Supervisor of Special Education—

- Extended School Year ended this past Thursday; students attended regularly
- Multiple meetings were held with Community Care Behavioral Health and Cen Clear to continue our preparation for the implementation of the Children's Clinical Home program
- Participated in interviews for Personal Care Aides, Classroom Paraprofessionals and the 5th Grade Regular Education Teacher's position
- Mr. Holenchik, Mr. Mitchell and I continue to work toward the completion of the Teachscape Focus course
- Met with the Nursing Director from Links 2 Care to review the District's expectations of their employees while working within our classrooms
- Participated in webinars on the PASA 1% Cap, Medical Access Quarterly Report submission and Medical Access updates to the Random Moment Time Study requirements

Jason McMillen, Business Manager—

- Working on the transition of transportation to Mr. Williamson
- Working with Source4Teachers on substitutes for the upcoming school year
- Completed working with the annual appraisal on site
- State Auditors at the school

Dave Williamson, Athletic Director / Student Registrar—

- Working on the transition of transportation
- Fall schedules are out and camps start in a couple weeks.

Dave Nelson, Maintenance Supervisor—

- Summer cleaning continues.

Nik Bisko, Technology Administrator—

- Working on wireless install, almost complete
- School Gate Guardian Visitor system has arrived and employees have been trained

OTHER REPORTS**CIU #10—**

No report from the CIU #10

CCCTC—

No report from the CCCTC

BOARD

No voting items from the board.

PERSONNEL

Volunteers Mrs. Christina Brown, in the form of a motion, recommended to approve Jennifer Evans and Loretta Maguire to the substitute café list; Laura Trude to the volunteer list, all paperwork has been completed. Mr. Mel Smeal seconded the motion and it carried by a vote of 8-0-0.

R. Lago
Psychologist
Mentor Mr. Paul Carr, in the form of a motion, recommended to approve Rachel Lago, Psychologist at State College Area School District to mentor Amanda Lute, at a cost of \$463.05 (SCASD rate), for the first semester of the 2014-2015 school year. Mr. Robert Seprish seconded the motion and it carried by a vote of 8-0-0.

Mr. Paul Carr, in the form of a motion, recommended to approve the following motions:

J. Levonick LOA, M. Wisor Sub	<p>Jessica Levonick, West Branch High School, English Teacher, requesting paid leave of absence from approximately August 22, 2014 through November 26, 2014. Mrs. Levonick has met all requirements for said leave in accordance with the agreement between West Branch School District and the West Branch Education Association.</p> <p>Mary Wisor, Substitute Teacher, to fill the vacancy for Jessica Levonick, WB Secondary English Teacher, while Jessica is on Leave of Absence, effective August 22, 2014.</p> <p>Mr. Mel Smeal seconded the motion and it carried by a vote of 8-0-0.</p> <p>Mr. Mel Smeal, in the form of a motion, recommended to approve the following motions:</p>
S. Lumadue LOA, H. Brannon Sub	<p>Sarah Lumadue, West Branch Elementary, 1st Grade Teacher, requesting paid leave of absence from approximately August 22, 2014 through October 13, 2014. Mrs. Lumadue has met all requirements for said leave in accordance with the agreement between West Branch School District and the West Branch Education Association.</p> <p>Heather Brannon, Substitute Teacher, to fill the vacancy for Sarah Lumadue, WB Elementary 1st Grade Teacher, while Sarah is on Leave of Absence, effective August 22, 2014.</p> <p>Mr. Robert Seprish seconded the motion and it carried by a vote of 8-0-0.</p> <p>Mr. Paul Carr, in the form of a motion, recommended to approve the following motions:</p>
E. Monella Life Skills IA	<p>Transfer Ellen Monella as WB Elementary Life Skills Paraprofessional, beginning the 2014—2015 school year, at the current contract rate of \$9.33/hr. (Mrs. Monella is being reassigned from PCA, June 23, 2014 agenda, personnel item #14).</p>
P. Hampton PCA	<p>Hire Pam Hampton as WB Elementary Personal Care Paraprofessional, beginning the 2014—2015 school year, at the current contract rate of \$9.33/hr. (Mrs. Hampton is being assigned to a new student).</p>
C. Heizenrether PCS	<p>Hire Carla Heizenrether as WB Personal Care Paraprofessional, beginning the 2014—2015 school year, at the current contract rate of \$9.33/hr. (Mrs. Heizenrether will be replacing Melissa Yontosh, due to transfer, June 23, 2014 agenda, personnel item #12).</p>
K. Williams Life Skills IA G. Hubler	<p>Hire Karen Williams as WB Secondary Life Skills Paraprofessional, beginning the 2014—2015 school year, at the current contract rate of \$9.33/hr.</p> <p>Mr. Chad Diviney seconded the motion and it carried by a vote of 8-0-0.</p>
J. Hendricks Termination	<p>Mr. Mel Smeal, in the form of a motion, recommended to terminate the employment of Jarrod Hendricks, effective immediately. Mr. Paul Carr seconded the motion and it carried by a vote of 8-0-0.</p>
B. Martin 5 th Grade Tchr.	<p>Mr. Paul Carr, in the form of a motion, recommended to approve Brooke Martin as WB 5th Grade Elementary Teacher, beginning with the 2014—2015 school year, at the starting salary of \$40,000, step 1. (Ms. Martin will be replacing Laurie</p>

Josephson, due to transfer, June 23, 2014 board agenda, personnel item #11). Mr. Robert Seprish seconded the motion and it carried by a vote of 8-0-0.

Mr. Paul Carr, in the form of a motion, recommended to approve the following motions:

L. Mazer
Resignation Approve the resignation of Laura Mazer, WB Secondary English Teacher, effective August 18, 2014.

C. Jaquith
Resignation Approve the resignation of Craig Jaquith, WB Secondary Technology Education Teacher, effective July 23, 2014.

Mr. Mel Smeal seconded the motion and it carried by a vote of 8-0-0.

G. White
Transfer Mr. Mel Smeal, in the form of a motion, recommended to reject the transfer (administrative) Gerald White, WB Secondary Librarian to WB Secondary English teacher, beginning with the 2014—2015 school year. (Mr. White will be replacing Laura Mazer, due to resignation, August 4, 2014 board agenda, personnel item #13). Mrs. Christina Brown seconded the motion and it failed with a vote of 2-6-0. Voice Roll Call: Mrs. Brown—yes; Mr. Smeal—yes; Mr. Diviney—no; Mr. Allen—no; Mr. Coble—no; Mr. Seprish—no; Mr. Carr—no; Mr. Kovalcin—no. 2—yes; 6—no.

Mr. Gerald Coble, in the form of a motion, recommended to approve the transfer (administrative) Gerald White, WB Secondary Librarian to WB Secondary English teacher, beginning with the 2014—2015 school year. (Mr. White will be replacing Laura Mazer, due to resignation, August 4, 2014 board agenda, personnel item #13). Mr. Paul Carr seconded the motion and it carried with a vote of 6-2-0. Voice Roll Call: Mrs. Brown—no; Mr. Smeal—no; Mr. Diviney—yes; Mr. Allen—yes; Mr. Coble—yes Mr. Seprish—yes; Mr. Carr—yes; Mr. Kovalcin—yes. 6—yes; 2—no.

Elem. Para
Transfer Mr. Mel Smeal, in the form of a motion, recommended to approve the elimination of two WB Elementary Paraprofessional positions. Mr. Paul Carr seconded the motion and it carried with a vote of 8-0-0.

Mr. Paul Carr, in the form of a motion, recommended to approve the following motions:

A. Lucas
Transfer Transfer Angela Lucas, WB Elementary Learning Support / ESL Teacher to WB Elementary Learning Support / ESL / 6th Grade Teacher, beginning with the 2014—2015 school year. (Mrs. Lucas will be partially replacing Phil Wood, due to reassignment, June 23, 2014 board agenda, personnel item #16).

B. Spencer
Transfer Transfer Barb Spencer, WB Elementary Learning Support Teacher to WB Elementary Learning Support / 6th Grade Teacher, beginning with the 2014—2015 school year. (Mrs. Spencer will be partially replacing Phil Wood, due to reassignment, June 23, 2014 board agenda, personnel item #16).

Mr. Chad Diviney seconded the motion and it carried with a vote of 8-0-0.

EDUCATION

Elem. Stud.
Handbook Mr. Mel Smeal, in the form of a motion, recommended to approve the Elementary Student handbook for the 2014-2015 school year. Mr. Robert Seprish seconded the motion and it was carried by a vote of 8-0-0.

HS. Stud. Handbook	Mr. Paul Carr, in the form of a motion, recommended to approve the Secondary Student handbook for the 2014-2015 school year. Mrs. Christina Brown seconded the motion and it was carried by a vote of 8-0-0.
WBVA Stud / Parent Handbook	Mr. Mel Smeal, in the form of a motion, recommended to approve the WBVA Student / Parent handbook for the 2014-2015 school year. Mr. Robert Seprish seconded the motion and it was carried by a vote of 8-0-0.

TRANSPORTATION & ATHLETICS

T. Parks Jr. High Cheer Coach	Mr. Paul Carr, in the form of a motion, recommended to approve Tiffany Parks as the Jr. High Cheerleading Advisor Mr. Mel Smeal seconded the motion and it was carried by a vote of 8-0-0.
A. Cali Asst. Volleyball Coach	Mr. Mel Smeal, in the form of a motion, recommended to approve Ashley Cali as assistant volleyball coach Mr. Paul Carr seconded the motion and it was carried by a vote of 8-0-0.
G. White Transfer FB Coach	Mr. Mel Smeal, in the form of a motion, recommended to approve the transfer of Jerry White from assistant varsity football coach to Assistant Jr. High football coach. (Fills position following resignation of Terry Williams at conclusion of last season). Mr. Robert Seprish seconded the motion and it carried by a vote of 8-0-0.
C. Mason Asst. Jr. High FB Coach	Mrs. Christina Brown, in the form of a motion, recommended to approve Chris Mason as an assistant Jr. High football coach. (Fills position following the resignation of Craig Jaquith). Mr. Mel Smeal seconded the motion and it carried by a vote of 8-0-0.
T. Smeal Asst. FB Coach	Mr. Mel Smeal, in the form of a motion, recommended to recommendation to approve Terry Smeal as an Assistant Varsity football coach. (Fills position left vacant by the transfer of Jerry White). Mr. Paul Carr seconded the motion and it carried by a vote of 9-0-0.
CNB Donation	Mr. Mel Smeal, in the form of a motion, recommended to approve the donation of \$3500.00 from CNB Bank to defray the costs of two scoreboards (baseball and softball). Mr. Chad Diviney seconded the motion and it carried by a vote of 8-0-0.

\$5800 will come from the Athletic Maintenance fund to cover the rest of the cost.

BUILDING & GROUNDS

PEDA Grant	Mr. Chad Diviney, in the form of a motion, recommended to approve the District application for the Pennsylvania Energy Development Authority (PEDA) Grant in the amount of \$500,000 toward a biomass boiler project. (Note: Additional funds to be financed upon notification of grant award). Mrs. Christina Brown seconded the motion and it was carried by a vote of 8-0-0.
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Mr. Smeal questioned if the District could refuse the funds if awarded. Mrs. Dutrow indicated that a Board of Directors always reserves the right to reject funds, however, she cautioned the Board that this option should be carefully considered, as it may jeopardize future grant opportunities. Mrs. Dutrow shared that the administration was recommending this grant opportunity because it was designed as a guaranteed energy project through the McClure Company.

Mr. Seprish stated that this was a major project and wanted to know if the Board would have the opportunity to speak with representative from the McClure Company. He further asked questions, about the new structure that would be required and any renovations to the chimney. Mrs. Dutrow responded that the Administration would arrange for the McClure Company to speak with the Board next month.

POLICY

2nd
Readings Mr. Paul Carr, in the form of a motion, recommended to approve first reading of the following policies:

Policy No. 102—Academic Standards
Policy No. 105—Curriculum
Policy No. 105.1—Review of Instructional Materials by Parents / Guardians & Students
Policy No. 106—Guides for Planned Instruction
Policy No. 107—Adoption of Planned Instruction
Policy No. 108—Adoption of Textbooks
Policy No. 109—Resource Materials

Mr. Mel Smeal seconded the motion and it was carried by a vote of 8-0-0.

FINANCE & PURCHASE

Mr. Paul Carr, in the form of a motion, recommended to approve the following motions:

Treasurers
Report Approve the Treasurer's Report for June.

Disburse-
ments, Approve the following Disbursements from June / July.

\$56,420.40	Cafeteria Account	checks 3922 through 3925
\$1,128,651.31	General Account	checks 43749 through 43902
\$1,185,074.71	GRAND TOTAL	

Activity Acct. Approve the Activity Account for June.

Bills Approve the payment of bills thru the end of August.

Fuel Bid Approve to re-advertise for fuel bids and give Mr. McMillen the authority to accept the lowest bid the same day bids are open.

Mr. Robert Seprish seconded the motion and it carried with a vote of 8-0-0.

CORRESPONDENCE

There were no correspondence to present at the meeting.

OTHER ITEMS FOR DISCUSSION

Mr. Mel Smeal, in the form of a motion, recommended to approve the September board meeting to be moved from Monday, September 22, 2014 to Tuesday, September 9, 2014. Mr. Paul Carr seconded the motion and it carried with a vote of 8-0-0.

There will be an executive session held before the meeting on September 9, 2014 for Contractual & Personnel discussions.

ADJOURNMENT

Mr. Larry Allen, in the form of a motion, recommended to adjourn the meeting at 7:52 p.m. Mr. Mel Smeal seconded the motion and it carried with a vote of 8-0-0.

Respectively Submitted,

Kasi Woodring
Secretary to the Board of Education