

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

JUNE 22, 2015

Members Present: Joseph M. Kovalcin, Chad Diviney, Paul Carr, Don Yontosh, Christina Brown, Melvin Smeal

Members Absent: Larry Allen, Robert Seprish, Gerald Coble

Student Representatives:

Media Present: Tyler Kolesar, The Progress News

Administration Present: Jason McMillen, Michelle Dutrow, Joseph Holenchik, David Williamson, Dave Nelson

Others Present: Brian Marshall, Solicitor; Holly Petriskey, Greg Modzel, Anna Dawes, Stephanie MacTavish, Kevin Hubler, Rebecca Shaw

OPENING EXERCISES

President Joseph Kovalcin called the meeting to order at 7:13 p.m. All present were asked to stand and pledge allegiance to the American Flag.

STUDENT REPORTS

There were no students present to speak to the Board.

RECOGNITION OF VISITORS

There were no visitors signed up to speak to the Board.

MINUTES

Mr. Don Yontosh, in the form of a motion, recommended to approve the minutes from May 21, 2015. Mr. Mel Smeal seconded the motion and it was carried by a vote of 6-0-0.

ADMINISTRATIVE REPORTS

Joseph Holenchik, Secondary Principal (presenting on behalf of HS / Elem)—

- Tentative teacher schedules have been completed. Student schedules are near 80% completed.
- Both High School and Elementary have been involved in the selection of new teachers.
- Teacher and staff evaluations are in progress—awaiting the SPP Score from the state in order to finalize the teacher data.
- Changes were made to the High School and Elementary Handbooks
- Both principals are working on end-of-year reports with the state (Safe Schools, CDRC)

Jason McMillen, Business Manager—

- Included a “Monthly Investment Report” in board packet.
- June 29 and 30 ALiCE training will be taking place at WBASD. This is an “Active Shooter” event training for school personnel.
- Bi-weekly meeting with McClure (biomass project)
- Correct purchase reported as part of the general fund is actually part of the capital projects fund. This is the purchase of the phone system equipment for \$45,654.70.

David Williamson, Athletic Director—

- Physicals have taken place at the District, athletes have until August to have them completed (by private physician).
- Fall pocket schedules have been sent to the printer.

Dave Nelson, Maintenance Supervisor—

- Summer cleaning is taking place.
- McClure has started construction on the biomass project.

Nik Bisko, Technology Administrator—

- Phones are to be installed this week.

Mr. Paul Carr, in the form of a motion, recommend to approve the purchase of a new van thru a costar pricing, repair the repairable van and sell the non-repairable van. Mr. Don Yontosh seconded the motion. Voice Roll Call: Mr. Carr—yes; Mr. Yontosh—yes; Mr. Diviney—yes; Mrs. Brown—yes; Mr. Smeal—yes; Mr. Kovalcin—yes. 6—yes; 0—no. Motion carried.

CIU #10—No report.

CCCTC—No report.

ANNOUNCEMENTS AND PRESENTATIONS

BOARD

July Meeting Mr. Don Yontosh, in the form of a motion, recommended to cancel the Regular monthly scheduled Board Meeting for July 27, 2015 and to pay the bills thru the end of July. Mr. Paul Carr seconded the motion and it was carried by a vote of 6-0-0.

PERSONNEL

Volunteers Mr. Don Yontosh, in the form of a motion, recommended to approve Amanda Baughman, Samantha Krise and Danette Brown to the volunteer list, all paperwork has been received. Mr. Mel Smeal seconded the motion and it was carried by a vote of 6-0-0.

Mr. Don Yontosh, in the form of a motion, recommended to approve the following motions:

S. Zimmerman Reassignment Reassign Susan Zimmerman as part-time paraprofessional, beginning with the 2015—2016 school year. Mrs. Zimmerman is being reassigned due to incoming kindergarten student. (voluntary)

T. Hale Transfer Transfer Tara Hale from Cafeteria worker to part-time paraprofessional, beginning with the 2015—2016 school year. Mrs. Hale will be replacing Susan Zimmerman due to reassignment. (voluntary)

J. Titus Hire Approve Jodi Titus as Elementary part-time paraprofessional at the current contracted rate of \$9.33/hr., beginning with the 2015—2016 school year. Mrs. Titus is being assigned due to incoming kindergarten student.

K. Wallace Sec. Life Skills Approve Kerry Wallace as a Special Education Teacher (2015—2016 Assignment, Secondary Life Skills Support), beginning with the 2015—2016 school year. Ms. Wallace will be replacing Nicole Petriskey, due to transfer, May 21, 2015 board agenda, personnel #3.

Mr. Paul Carr seconded the motions and they were carried by a vote of 6-0-0.

J. Koleno
Elem.
Teacher

Mr. Don Yontosh, in the form of a motion, recommended to approve Justin Koleno as Elementary Teacher (2015—2016 Assignment, Grade 6), beginning with the 2015—2016 school year. Mr. Koleno will be hired due to increased class size. Mr. Chad Diviney seconded the motion and it was carried by a vote of 6-0-0.

A.
Zimmerman
Sec. Tech Ed.
Teacher

Mr. Don Yontosh, in the form of a motion, recommended to approve Aaron Zimmerman as Secondary Technology Education Teacher, beginning with the 2015—2016 school year. Mr. Mel Smeal seconded the motion and it was carried by a vote of 6-0-0.

C. Little
Resignation

Mr. Paul Carr, in the form of a motion, recommended to approve the resignation of Christine Little, Cafeteria Kitchen Worker, effective June 9, 2015. Mr. Don Yontosh seconded the motion and it was carried by a vote of 6-0-0.

Summer
Custodians

Mr. Don Yontosh, in the form of a motion, recommended to approve Bonnie Williams and Brenda Fye to the summer custodial cleaning crew on an as needed basis. Mr. Mel Smeal seconded the motion and it was carried by a vote of 6-0-0.

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

D. Cherry
Treasurer

Denise Cherry as Treasurer to the District for the 2015—2016 school year.

K. Woodring
Secretary to
Board

Kasi Woodring as Secretary to the Board of Education for the 2015—2016 school year.

J. McMillen
Alternate Sec
to Board

Jason McMillen as backup Secretary to the Board of Education for the 2015—2016 school year.

Mrs. Christina Brown seconded the motions, and they carried with a vote of 6-0-0.

EDUCATION

Field Trips

Mr. Don Yontosh, in the form of a motion, recommended to approve the following motions:

WB Summer Band field trips (Philipsburg parade, Curwensville parade, Houtzdale parade and Clearfield parade). Cost to the District is transportation of two buses (High School Budget) and there is no cost to the student. (Information Only: Chaperones are Jennifer Sproull and Melody Bell)

West Branch Chorus field trip to Eisenhower Auditorium – Penn State on June 26, 2015. There is no cost to the District and cost to the student is \$24 plus bus cost. (Information Only: Approximately 26 students will be attending the trip. Chaperones are Jennifer Sproull, Todd Sproull and Janine Liegey)

Mr. Paul Carr seconded the motion and it was carried by a vote of 6-0-0.

Physics, US
History,
Read 180
Purchases

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

Approve the following US History and Geography textbook at a cost of \$6,768.30 (funds to be paid from the 2015—2016 Educational / Professional Programs Budget):

US History and Geography McGraw-Hill Education Glencoe (2014)

Approve the following Physics textbooks at a cost of \$6,315.76 (funds to be paid from the 2015—2016 Educational / Professional Programs Budget):

Physics Pearson Walker (2014)

Approve the following reading intervention textbooks at a cost of 35,840.40 (funds to be paid from the 2015—2016 Educational / Professional Programs Budget):

Read 180 (Learning Support – Reading Intervention) Houghton Mifflin Harcourt

Mr. Don Yontosh seconded the motion. Voice Roll Call: Mr. Carr—yes; Mr. Yontosh—yes; Mr. Diviney—yes; Mrs. Brown—yes; Mr. Smeal—yes; Mr. Kovalcin—yes. 6—yes; 0—no. Motion carried.

Handbooks Mr. Don Yontosh, in the form of a motion, recommended to approve the following motions:

Approve the Elementary Parent and Student Handbook for the 2015—2016 school year.

Approve the Secondary Parent and Student Handbook for the 2015—2016 school year.

Mel Smeal seconded the motion and it was carried by a vote of 6-0-0.

TRANSPORTATION & ATHLETICS

Fieldhouse Update Mr. Don Yontosh, in the form of a motion, recommended to approve the donation of \$2,000 from CNB Bank and up to \$750 from the West Branch Football Boosters to the West Branch Area School District for cosmetic updates (no renovating) on the field house bathrooms. Mr. Mel Smeal seconded the motion and it was carried by a vote of 6-0-0.

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

Retain all Spring coaches and the Athletic Trainer for the 2014-2015 school year. Sports include Varsity Baseball, Junior High & Varsity Softball, Track & Field.

Approve the Coaches Athletic handbook for the 2015—2016 school year.

Approve the Student Athletic handbook for the 2015—2016 school year.

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

Van Contracts Mr. Don Yontosh, in the form of a motion, recommended to approve the following motions:

Approve the van contract with Sones Transportation for the 2015—2016 school year.

Approve the van contract with R&A Transportation for the 2015—2016 school year.

Mr. Mel Smeal seconded the motion and it was carried by a vote of 6-0-0.

BUILDING & GROUNDS

No voting items.

POLICY

1st Reading Mr. Paul Carr, in the form of a motion, recommended to approve the 1st reading of the following policies:

- i. 103.1—Nondiscrimination—Qualified Students with Disabilities
- ii. 210—Medications
- iii. 218—Student Discipline
- iv. 218.1—Weapons
- v. 313—Evaluation of Employees
- vi. 808—Food Services
- vii. 822—Automated External Defibrillator (AED) / Cardiopulmonary Resuscitation (CPR)

2nd Reading

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

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

- i. 819—Suicide Awareness, Prevention and Response

Mr. Mel Smeal seconded the motion and it was carried by a vote of 6-0-0.

Policy Deletion
808.1

Mr. Paul Carr, in the form of a motion, recommended to delete policy 808.1—Free / Reduced-Price meals and Free Milk. Mr. Chad Diviney seconded the motion and it was carried by a vote of 6-0-0.

FINANCE & PURCHASE

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

Disburse-
ments

Disbursements from May/June:

\$ 45,685.42	Cafeteria Account	checks 3976 through 3998
\$ 579,608.26	General Account	checks 45259 through 45399
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\$ 625,293.68	GRAND TOTAL	

Treasures
Report

Approve Treasurer’s Report for May

Activity
Account

Approve Activity Account for May

Business
Mgr. /
auditors end
of year
budget
transfers

Authorize the Business Manager and local auditors to make the necessary end-of-year budgetary transfers to close out the 2014-15 school year and payment of all bills through the end of June 2015.

Mr. Don Yontosh seconded the motions and they were carried by a vote of 6-0-0.

Homestead
Exclusion

Mr. Don Yontosh, in the form of a motion, recommended to adopt the 2015 Homestead and Farmstead Exclusion Resolution. Mr. Mel Smeal seconded the motion and it was carried by a vote of 6-0-0.

Rock Salt /
Fuel Bids

Mr. Don Yontosh, in the form of a motion, recommended to approve the following bids for the 2015-2016 school year:

De-Icing Salt: American Rock Salt at \$72.73/ton.
Heating Oil: Nittany Oil Company at \$1.902/gal.

Mr. Paul Carr seconded the motion and it was carried by a vote of 6-0-0.

Investments

Mr. Paul Carr, in the form of a motion, recommended to approve following appointments as depositories for district funds and investments for 2015-16:

- M&T Bank.
- Clearfield Bank & Trust.
- CNB Bank.
- Pennsylvania Government Local Investment Trust (PLGIT).
- Pennsylvania School District Liquid Asset Fund (PSDLAF).
- Robert W. Baird & Co (Investment Advisor).
- State's Treasurer's INVEST Program.

Mr. Mel Smeal seconded the motion and it was carried by a vote of 6-0-0.

Insurance
Renewals

Mr. Paul Carr, in the form of a motion, recommended to approve insurance renewals for 2015-16:

- a. Health Care - Insurance through Blue Cross/Blue Shield PPO Preferred monthly rates:
 - i. Professionals: Individual \$548.67; Parent & Child \$1,320.57; Parent & Children \$1,323.70; Two Person \$1,476.36; and Family \$1,698.52
 - ii. Support Staff: Individual \$535.93; Parent & Child \$1,289.91; Parent & Children \$1,293.04; Two Person \$1,442.03; and Family \$1,659.12
 - iii. Retirees: Individual \$584.68; Parent & Child \$1,407.33; Parent & Children \$1,410.46; Two Person \$1,573.40; and Family \$1,809.83.
- b. Dental - Self-Funded through School Claims Service monthly rates:
 - i. Single \$15.81
 - ii. Parent & Child, Parent & Children, Two Person, and Family \$49.63
- c. Employee Life/AD&D - Insurance through Madison National Life (Broker: National Insurance Services, Inc.) rates: \$0.11 / \$0.02 per \$1,000.
- d. Employee Long-term disability - Insurance through Madison National Life (Broker: National Insurance Services, Inc.) rates: \$4.20 per month per life.
- e. Hazard & Liability - (Broker Burns & Burns Associates, Inc.) through PSBA:
 - Property & General Liability

\$41,112

Auto	4,565
School Leaders' Liability	10,086
Excess Liability	

6,480

TOTAL **\$62,243**

- f. Workers' Compensation - HM Casualty Insurance Company: \$36,696

Mr. Chad Diviney seconded the motion and it was carried by a vote of 6-0-0.

15-16
Budget

Mr. Paul Carr, in the form of a motion, recommended to approve the General Fund Budget for the 2015-2016 school year. Providing a total budgeted revenue of \$15,718,693 and total budgeted expenditure of \$15,789,450, while maintaining a projected fund balance of \$4,067,678, and implementing the following tax rates:

97.0 mills (no increase) for Clearfield County and 10.6 mills (decrease of 0.3 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. Voice Roll Call: Mr. Carr—yes; Mr. Yontosh—yes; Mr. Diviney—yes; Mrs. Brown—yes; Mr. Smeal—yes; Mr. Kovalcin—yes. 6—yes; 0—no. Motion carried.

ADJOURNMENT

Mr. Don Yontosh, in the form of a motion, recommended to adjourn the meeting at 7:42p.m. Mr. Paul Carr seconded the motion and it carried with a vote of 6-0-0.

Respectively Submitted,

Kasi Woodring
Secretary to the Board of Education