

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

AUGUST 15, 2016

Members Present: Joseph M. Kovalcin, Don Yontosh, Melvin Smeal, Chad Diviney via phone, Gerald Coble, Larry Allen

Members Absent: Paul Carr, Christina Brown, Robert Seprish

Media Present: The Progress News

Administration Present: Joseph Holenchik, David Williamson, David Nelson, Nik Bisko, Michelle Dutrow, Jason McMillen, Allison Koleno, Mark Mitchell

Others Present: Kasi Woodring, Holly Petriskey, Jane McDowell, Rhonda Bailor, Anna Dawes, Andrew Dawes, James Carr

OPENING EXERCISES

President Joseph Kovalcin called the meeting to order at 6:38p.m. All present were asked to stand and pledge allegiance to the American Flag.

EXECUTIVE SESSION

The Board met in executive session from 6:39 p.m.—6:59 p.m. for personnel reasons.

MINUTES

Mr. Don Yontosh, in the form of a motion, recommended to approve the meeting minutes from June 27, 2016 & July 6, 2016. Mr. Larry Allen seconded the motion, and it was carried with a vote of 6-0-0.

ADMINISTRATIVE REPORTS

JR Holenchik, Secondary Principal—

- Will hold 7th Grade Orientation on August 16, 2016.
- Continue to work on schedules and changes.
- Scheduling meetings for school improvement.

Mark Mitchell, Elementary Principal—

- Held Foundations (phonics) and Math trainings.
- Posted class lists.
- Will hold Kindercamp on August 24 & 25; Kindergarten orientation on August 29; PreK orientation on August 29.

Allison Koleno, Principal of Special Student Programs—

- Working on Opening Day Preparation.
- Reviewing discipline systems.
- Attended various trainings and Administrative Retreat.

Jason McMillen, Business Manager—

- Side-by-side was delivered; the windshield and roof will be installed this week.
- Received stationary bikes that were donated by the YMCA.
- Started the local audit for the 2015-2016 school year, should be completed by September 30.

David Williamson, Athletic Director—

- Met with Long's regarding transportation.
- Meet the Warrior Night will be held 8/18/16 at 6:00 p.m.
- First football game will be 8/26 against Philipsburg-Osceola.

Dave Nelson, Maintenance Supervisor—

- Elementary Door project has been completed. Students will have to buzz into the office to go from the High School to the Elementary.
- The Paving project has been completed.
- The LED lights have been installed in the parking lot.
- Cleaning is going well.

Nik Bisko, Technology Administrator—

- Continuing to work on the school website and having a new school logo designed.

Tiffany English, Food Service Manager—

- Cafeteria staff attended a professional development day.
- Root Beer floats will be a special on Fridays during the month of September.
- Mrs. Dutrow thanked Tiffany for working so hard during the 2015-2016 school year. The District ended the year with a positive balance of \$46,000+.

CIU

- Reorganizational meeting was held.

CCCTC

- The Nursing Program exceeded the national average by 24% in success rate.

PERSONNEL

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

C. Kitko
Resignation

Approve the resignation of Cheryl Mertz-Kitko as Reading Paraprofessional, effective August 6, 2016.

D. Boyd
Resignation

Approve the resignation of Dawn Boyd, Cafeteria Kitchen Worker, effective August 1, 2016.

L. Quick
Resignation

Approve the resignation of Laurie Quick, Cafeteria Kitchen Worker, effective August 14, 2016.

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

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

P.
McGonigal
LOA

Approve Paula McGonigal, West Branch Elementary School, Art Teacher, requesting paid leave of absence from approximately August 29, 2016 to October 10, 2016. Mrs. McGonigal has met all requirements for said leave in accordance with the agreement between West Branch School District and the West Branch Education Association.

J. Maines
Sub

Approve Jessica Maines, Substitute Teacher, to fill the vacancy for Paula McGonigal, WB Elementary Art Teacher, effective August 29, 2016.

K. Hubler
LOA Approve Kelley Hubler, West Branch Elementary School, Elementary Teacher, requesting paid leave of absence from approximately August 29, 2016 through October 31, 2016. Mrs. Hubler has met all requirements for said leave in accordance with the agreement between West Branch School District and the West Branch Education Association.

A. Nunley
Sub Approve Ashley Nunley, Substitute Teacher, to fill the vacancy for Kelley Hubler, WB Elementary Teacher, effective August 29, 2016.

Mr. Larry Allen seconded the motion and it was carried with a vote of 6-0-0.

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

B. Kovalick
PreK Para Approve Brenda Kovalick as Part-time PreK Counts Paraprofessional at the current WBESP contracted rate. Hours are from 8:05 a.m. to 2:25 p.m. (New Position, Grant Funding).

A.
Baughman
Reading
Para Approve Amanda Baughman as Reading Paraprofessional to the District, effective with the 2016-2017 school year at the current WBESP contracted rate. (Ms. Baughman will be replacing Chery Mertz-Kitko due to resignation, August 15, 2016 board agenda, personnel #1).

J. English
PCA Approve Jessica English as Personal Care Paraprofessional to the District, effective with the 2016-2017 school year at the current WBESP contracted rate. (New Position/Incoming Student).

J. Williams
IA Approve Julia Williams as Special Education Classroom Paraprofessional to the District, effective with the 2016-2017 school year at the current WBESP contracted rate. (New Position/Budgeted).

M. Koleno
Head
Teacher Approve Michele Koleno as Third Grade Head Teacher, beginning with the 2016-2017 school year.

Mentors Approve the following mentors:
Susan Lawrence to mentor Casey Lindstrom
Mary Beth Moslak to mentor Erin Johnson
Chris Mason to mentor Nicholas Wanyo

Volunteers Approve Nila Force to the volunteer list, all paperwork has been received.

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

EDUCATION

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

The following textbooks be declared surplus:

- Learning Microsoft Office Word 2007, Pearson, Copyright 2008, ISBN#: 978-0-13-365690-9, 21 copies

Priority Goals Approve Priority Goals for the 2016—2017 school year.

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

TRANSPORTATION & ATHLETICS

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

- C. Lindstrom
Cheer Advisor Approve Casey Lindstrom as Jr. High Cheerleading Advisor. (Salary as per the MOA approved by the Board of Education on June 27, 2016)
- K. Butler
Resignation Approve the resignation of Kevin Butler, Jr. High Wrestling Coach.
- Van Drivers Approve the van and bus drivers for the 2016—2017 school year.

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

Information Only: WB Cheerleading program attended the Clearfield Fair Parade on August 1, 2016 and Kylertown Parade on August 13, 2016. Cost to the District was transportation and no cost to the student. (Superintendent Approval: Invitation Event)

POLICY

- 1st Reading Mr. Don Yontosh, in the form of a motion, recommended to approve the first reading of the following policies:
 - Policy 247—Hazing

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

- 2nd Reading Mr. Don Yontosh, in the form of a motion, recommended to approve the second reading of the following policies:
 - Policy 626—Federal Fiscal Compliance
 - Policy 626.1—Travel Reimbursement – Federal Programs
 - Policy 808—Food Services
 - Policy 827—Conflict of Interest

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

FINANCE & PURCHASE

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

Disburse- ments	Disbursements from June-August 2016.		
	\$ 80,264.83	Cafeteria Account	checks 4087 through 4096
	\$ 1,186,482.68	General Account	checks 47057 through 47274
	\$ 1,266,747.51	GRAND TOTAL	

- Treasurers
Report /
Activity
Acct. Approve the Treasurers Report for June and July.
- Approve the Activity Account for June.

Approve a dedicated Substitute Teacher and a dedicated Substitute Paraprofessional through Source4Teachers for the 2016-2017 school year as follows:

S4T
dedicated
sub

- Every Monday and Friday (October through March)
- Every Monday thru Friday (April and May)
- Rate of Pay (\$90/day for teacher; \$8.00/hr. for Paraprofessional)

declare the blue school van surplus due to reoccurring maintenance issues.

Van as
surplus

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

ADJOURNMENT

Mr. Don Yontosh, in the form of a motion, recommended to adjourn the meeting 7:26 p.m. Mr. Larry Allen seconded the motion and it carried with a vote of 6-0-0.

Respectively Submitted,

Kasi Woodring
Secretary to the Board of Education