

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

MARCH 27, 2017

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

Members Absent:

Media Present: The Progress News

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

Others Present: Kasi Woodring, Karen Krise

OPENING EXERCISES

President Joseph Kovalcin called the meeting to order at 6:43 p.m. All present were asked to stand and pledge allegiance to the American Flag.

MINUTES

Mr. Don Yontosh, in the form of a motion, recommended to approve the meeting minutes from February 27, 2017. Mr. Paul Carr seconded the motion, and it was carried with a vote of 9-0-0.

ADMINISTRATIVE REPORTS

Joseph Holenchik, Secondary Principal:

- Project Based Assessments (PBA) – still working with those that have not finished the testing in any of the three subject areas.
- Scheduling - Course Selection Book is updated and ready to be approved at the next meeting. Students will be compiling their selections very soon. We are on track with the scheduling for next year.
- Mock Interviews – senior students worked on part of their graduation project by participating in the mock interviews. The students that I worked with were receptive to criticism and most were well-prepared.
- Power School – designed to meet the administrative needs for report building, specifically Safe Schools and CRDC reporting. In addition, time was spent refreshing scheduling items.
- PA Excellence in eLearning – work was designed around cyber schools and the improvement of the service that we already provide to our online students.

Mark Mitchell, Elementary Principal:

- PSSA's – Grades 3-6; ELA – April 4-7; Math – April 25-27; Grade 4; Science – May 2-3
- PowerSchool – Attended training to meet administrative needs for building reports
- Federal Program Audit – continuing to gather information for audit
- Budget – working to finalize budget

Allison Koleno, Principal of Special Student Services:

- Budget – Continuing to update Special Ed budget as additional information is gathered.

- PBS - We had our yearly PBS (positive behavior support) visit to check for fidelity in both the elementary and middle school program. We are improving and looking for additional ways to continue to improve each year.
- PSSA's - Helped prepare for PSSA's in both elementary and HS buildings.
- Mid-Point Review - Working on completing mid-point reviews with staff doing action research this year.

Tiffany English, Food Service Director:

- Newsletter - Provided the board with a copy of Nutrition Ink and a monthly newsletter specific to West Branch.
- Lunch Activities – Yogurt bar day was held in the Elementary and a Super Bowl party was held in the High School

David Williamson, Athletic Director / Pupil Services Coordinator:

- Attendance Report - Provided the Board with a copy of the attendance comparison reports for 2015-2016 and 2016-2017 to date.
- Spring Sports – Spring sports have started on time for the first time in many many years.

Mr. Seprish asked Mr. Williamson if the high jump pit is still serviceable. Mr. Williamson said that he is looking to see what parts are still manageable. The top mat and water cover need replaced, they are an older model. Mr. Seprish asked how much it would cost to replace. Mr. Williamson said it would cost \$1200 for the mat and \$7000 for the whole piece.

Dave Nelson, Maintenance Supervisor:

- Fieldwork – continuing to work on preparing softball / baseball fields
- Mock Interviews – also participated with interviews

Nik Bisko, Technology Administrator:

- Technology Budget - Working on budget for 2017-2018.
- RFP's - Working on RFP's for Erate.
- PowerSchool - Updating to the latest version of PowerSchool following training.

Jason McMillen, Business Manager:

- Budget - Continuing to work on budget
- PASBO - Attended the annual PASBO conference.

CIU:

- IU Board continued discussion for renting property in State College.

Mr. Carr asked if the cost of the leasing of the property in State College will be assessed to the CIU 10 Districts. Karen Krise, CIU 10 representative said the cost from other buildings currently leased such as Matternville, will go towards the lease. Mrs. Krise also stated that all utilities except telephone and internet are included in the lease. Mr. Yontosh asked why they can't work out of other school districts and Mrs. Krise replied that there isn't enough space. The State College leasing space can hold up to 120 occupants for training and they wouldn't have to rent the Ramada, churches or other bigger buildings for bigger trainings. Mr. Yontosh asked why we pay \$240,000 a year to the CIU and Mr. McMillen replied that it is for Special Education services and Professional Development services as needed

- Discussed changing administrators to all 12 month contracts; also making title changes.
- April 12, the Kinects challenge will take place

CTC:

- HVAC – only have 5 students signed up for class so far. Looking to see if they are able to start the class.

Mrs. Brown asked what kind of recruiting they are doing for the HVAC program. Mrs. Dutrow responded that they have updated the video to include the HVAC program, they have made high school visits and provided CTC tours.

- Looking to hold mock interviews with employers from around the community.

PERSONNEL

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

M. Teats
Resignation

Approve the resignation of Mariah Teats, PreK Paraprofessional effective 3-17-2017.

J. White
Transfer

Approve the transfer of Jerry White from Secondary English Teacher to Elementary Librarian, effective with the 2017-2018 school year.

J. Evans
PreK

Approve Jennifer Evans as PreK Paraprofessional. Hours will be from 8:05 a.m. to 2:25 p.m. Monday thru Friday at the current contractual rate. (Ms. Evans will be replacing Mariah Teats due to resignation, March 27, 2017 board agenda, personnel #1).

P. Warsing
Nurse Sub

Approve Pam Warsing as Substitute Nurse to the District.

Volunteers

Approve Bill Guenot, Gabriel Lutchko and James Scott to the volunteer list, all paperwork has been received.

Mr. Larry Allen seconded the motion and it was carried with a vote of 9-0-0.

District
Summer
Hours

Mr. Paul Carr, in the form of a motion, recommended to approve the District Summer Hours of Operation using a four (4) day work week, June 19, 2017 to August 11, 2017. Staff will increase hours to accommodate a shortened work week. Mr. Don Yontosh seconded the motion and it was carried with a vote of 9-0-0.

Summer
Staff

Mr. Paul Carr, in the form of a motion, recommended to approve the Summer Staff:

Nurse 5 days (Briskar - \$1,320.60)

Elem. Guidance Not to exceed 15 days (Graboski - \$3,863.55)

HS Guidance Not to exceed 18 days (Porter - \$5,129.82; Hubler - \$6,893.46)

Librarian / Clerk 5 days each (White - \$1,505.85; Folmar - \$521.65)

Technology Para 5 days (Petriskey - \$657.87)

Mr. Don Yontosh seconded the motion and it was carried with a vote of 9-0-0.

EDUCATION

Field Trips

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

Life Skills field trip to Philipsburg-Osceola High School on May 15, 2017 (Life Skills Prom). There is no cost to the District or student. (Information Only: 10 students will be attending the trip. Chaperones are Tina Kolesar, Pennie Folmar, Rose Shaner, Missi Sloppy, Nurse and Erin Johnson).

Life Skills field trip to Peoples Natural Gas Field on May 25, 2017. There is no cost to the student and cost to the District is the use of a school bus. (Information Only: 10 students will be attending the trip. Chaperones are Tina Kolesar, Pennie Folmar, Rose Shaner, Missi Sloppy, Nurse and Erin Johnson, Troy Butterworth and Amanda Harris).

Life Skills field trip to Black Moshannon on April 24, 2017. There is no cost to the student and cost to the District is use of the school vans. (Information Only: 10 students will be attending the trip. Chaperones are Tina Kolesar, Pennie Folmar, Rose Shaner, Missi Sloppy, Nurse and Erin Johnson).

Penn Highlands Dual Enrollment Introduction to Sociology field trip to Centre County Correctional Facility, Centre County Youth Center and the Centre County Courthouse on April 19, 2017. There is no cost to the student and cost to the District is for two substitutes and school bus transportation. (Information Only: 31 students will be attending the trip. Chaperones are Carrie Peterson and Joe Matson)

Envirothon field trip to Parker Dam on April 19, 2017. There is no cost to the student and cost to the District is for two substitutes. (Information Only: 15 students will be attending the trip. Chaperones are Dan Socash and Phil Wood).

Kindergarten field trip to the Elk Center on May 17, 2017. There is no cost to the District and cost to the student is \$7.50. (Information Only: 65 students will be attending the trip. Chaperones are Chad Koleno, Jessie English, Amber Kyler, Angela Russel, Adam Gibson, Susan Lawrence, Tabytha Carr, Carol David, Amanda Wooster, Vanessa Savard, Nicole Petriskey, Jamie Chicola).

11th and 12th grade Dual Enrollment (Courses Honors English & Sociology) field trip to the Holocaust Museum in Washington, DC on May 4, 2017. Cost to the District is \$2,700 for substitutes, transportation and lunch costs (Budgeted: 2016-2017 HS). Cost to the student is dinner on your own. (Information Only: Chaperones are Carrie Peterson, Ronda Hanslovan and JR Holenchik).

Drama Club field trip to WTAJ Studio on March 28, 2017. There is no cost to the student and cost the district is for transportation. (Information Only: 5 students will be attending the trip. Chaperone is Kim Hunter).

Academic Team to Harrisburg, Capitol Building on April 28, 2017 for the State Competition. There is no cost to the student and cost to the District is for two substitutes and \$100 deposit. (Information Only: 8 students will be attending the trip. Chaperones are Carrie Peterson and Betty Fry).

Mr. Larry Allen seconded the motion and it was carried with a vote of 9-0-0.

Speech
Contract

Mr. Paul Carr, in the form of a motion, recommended to approve the contract between the West Branch Area School District and C&S Speech Services for Substitute coverage through the end of the 2016-2017 school year. (Coverage is for the FMLA leave of Danielle Gregory). Mr. Robert Seprish seconded the motion and it was carried with a vote of 9-0-0.

Butterfly
Garden

Mr. Don Yontosh, in the form of a motion, recommended to create a butterfly garden on the West Branch property as part of a grant project with Penn State University. Mr. Paul Carr seconded the motion and it was carried with a vote of 9-0-0.

Mr. Seprish asked where the butterfly garden was going to be located. Mrs. Dutrow said it will be placed in the field behind the elementary so it can be viewable to the public. Mr. McMillen said it will be between the Elementary practice football field and the softball fields.

Sec. Lib. Book Order Mr. Don Yontosh, in the form of a motion, recommended to approve the Secondary Library book order in the amount of \$1,610.67. (Budgeted in the HS budget for 2016-2017). Mr. Paul Carr seconded the motion and it was carried with a vote of 9-0-0.

POLICY

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

- Policy 251 – Homeless Students
- Policy 255 – Educational Stability for Children in Foster Care
- Policy 336 – Personal Necessity Leave
- Policy 810.2 – Transportation Video/Audio Recording
- Policy 827 – Conflict of Interest

Mr. Don Yontosh seconded the motion and it was carried with a vote of 9-0-0.

TRANSPORTATION & ATHLETICS

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

C. Lindstrom JV Cheer Approve Casey Lindstrom as JV Cheerleading Advisor. (Transfer for Jr. High Cheerleading Advisor)

Winter Coaches Retention Approve the administrative recommendation to retain all Winter Head coaches and coaching staffs for the 2017-2018 school year. (Boys Basketball, Girls Basketball, Wrestling and Cheerleading)

Mr. Mel Smeal seconded the motion and it was carried with a vote of 9-0-0.

FINANCE & PURCHASE

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

Disbursements Disbursements from February/March 2017.

\$ 47,355.52	Cafeteria Account	checks 4133	through 4136
\$ 1,351,301.79	General Account	checks 48259	through 48357
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\$ 1,398,657.31	GRAND TOTAL		

Mr. Carr abstained from voting due to vendor being a sibling.

Mr. Mel Smeal seconded the motion, and it carried with a vote of 8-0-1.

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

Activity
Acct.

Approve the Treasurers Report for January.

Approve the Activity Account for January.

Mr. Mel Smeal seconded the motion, and it carried with a vote of 9-0-0.

CIU 10 GOB

Mr. Gerald Coble, in the form of a motion, recommended to approve the CIU # 10's 2017 - 2018 General Operating Budget. Mr. Mel Smeal seconded the motion and it carried with a vote of 9-0-0. Voice Roll Call: Mr. Smeal—yes; Mr. Coble—yes; Mr. Seprish—yes; Mr. Allen—yes; Mr. Diviney—yes; Mrs. Brown—yes; Mr. Carr—yes; Mr. Yontosh—yes; Mr. Kovalcin—yes. 9—yes; 0—no.

Low Profile
Access Floor

Mr. Don Yontosh, in the form of a motion, recommended to approve the bid from Penn Installations in the amount of \$22,075.00 to install the low-profile access floor in the High School Instructional Coach Center. (Billed to Educational Programs budget for 2016-2017). Mr. Robert Seprish seconded the motion, and it carried with a vote of 9-0-0.

CORRESPONDENCE

Mrs. Dutrow read a letter from the Governor congratulating the District on the Environmental Award of Environmental Excellence.

Mr. Kovalcin thanked the Administration for all of the hard work for receiving the award.

Mr. Smeal asked Mrs. Dutrow what the picture in the paper was for the CIU #10. Mrs. Dutrow explained that the CIU dresses down on Fridays and all monies go towards their EDUCATE fund. Then teachers can write grants and the CIU then picks winners for the grants. Mrs. McGonigal, Elementary Art Teacher, was the recipient of the grant, and was awarded close to \$800. She will be using the grant funds to host a Family Art Night on April 12.

ADJOURNMENT

Mr. Don Yontosh, in the form of a motion, recommended to adjourn the meeting 7:51 p.m. Mr. Larry Allen seconded the motion and it carried with a vote of 9-0-0.

Respectively Submitted,

Kasi Woodring
Secretary to the Board of Education