

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

FEBRUARY 27, 2017

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

Members Absent: Larry Allen

Media Present: The Progress News

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

Others Present: Kasi Woodring, Karen Krise, Sue Lawrence

OPENING EXERCISES

President Joseph Kovalcin called the meeting to order at 7:01 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 November 14, 2016 and December 8, 2016. Mr. Larry Allen seconded the motion, and it was carried with a vote of 9-0-0.

ADMINISTRATIVE REPORTS

Joseph Holenchik, Secondary Principal:

- Project Based Assessments (PBA) – currently working with those that have not finished the testing in any of the three subject areas.
- Course Selection Book – the teachers are nearly finished providing suggestions for additions and/or corrections to the current course selection book. Administration still has to meet and finalize any suggestions and make recommendations as needed.
- High School Budget – Preliminary numbers are in and the high school budget is ready to be presented on the 28th as scheduled.
- Attended PA Literacy Network (PLN) – two math, one science, and one English teacher from the high school finished the class last week. Final projects were discussed and submitted at that time.
- PMEA District 4 Band Festival – was co-hosted here at West Branch Area on February 11, 2017. Band members from 24 school districts were here for the Saturday morning shows and the practice prior to that. Even with the loss of time for a snow day, the show went very well.

Mark Mitchell, Elementary Principal:

- Report cards – were sent out and 3rd nine weeks has started.
- Spelling Bee – has taken place.
- Read Across America Week – February 27 – March 3.
- PSSA's –Preparing for PSSA's.

Allison Koleno, Principal of Special Student Services:

- Budget – Continuing to update Special Ed budget as additional information is gathered.
- Transition Meetings – Held kindergarten (special education) transition meetings on February 15th and 16th.

- Spelling Bee - Planned and attended the elementary spelling bee sponsored by the PTO.
- Speech Sub - Working to find subs for present and upcoming nursing and speech leaves.
- PBS - 2nd 9 week quarterly positive behavior reward for 7th & 8th graders was held on February 8th. It was a minute-to-win-it assembly with both staff and students participating.
- School Based - Adding an additional school based staff to the HS within the next few weeks. This program has helped struggling students immensely.
- Kindergarten - Kindergarten pre-registration was held on February 22nd from 2-4 and 6-8.

Tiffany English, Food Service Director:

- Newsletter - Provided the board with a copy of Nutrition Ink and a monthly newsletter specific to West Branch.
- Cooking Class - Held Healthy Cooking Class at the beginning of February, was well attended by staff.
- Chinese New Year - January was Chinese New Year – Students received fortune cookies with their meal.

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.
- Winter Sports - Winter sports have wrapped up with the acceptance of Derek Yingling and Kyle Myers who will be going to States for Wrestling on March 11.
- Spring Sports- Spring sports are to start March 6.

Dave Nelson, Maintenance Supervisor:

- Conference - Attended the Biomass Energy Conference
- Fieldwork - Working on preparing softball / baseball fields
- Fieldhouse - Discussed ventilation issues at the field house with McClure. They will bring back ideas and proposals.

Nik Bisko, Technology Administrator:

- Technology Budget - Working on budget for 2017-2018.
- RFP's - Working on RFP's for Erate.
- PowerSchool - Updating the latest versions of PowerSchool for PowerSchool training that he and Mr. Mitchell will be attending.

Jason McMillen, Business Manager:

- Budget - Continuing to work on budget
- Meeting - Attended a meeting at the Clearfield Courthouse on February 15th pertaining to property assessments and building permits.
- Conference - Will attend a conference March 22 through March 24 for annual PASBO Conference.

CIU:

- January Meeting – Approved Budget
- February Meeting – Eliminated Director of Nonpublic Schools position
Continuing to look to rent a building in state college

PERSONNEL

S. Lawrence
Retirement

Mr. Don Yontosh, in the form of a motion, recommended to approve the retirement of Susan Lawrence, WB Elementary Kindergarten Teacher, effective last day of the 2016—2017 school year, under the terms of the current "Agreement between the West Branch School District and West Branch Education Association," including any

relevant Memorandums of Understanding. Mr. Paul Carr seconded the motion and it was carried with a vote of 8-0-0.

Mr. Kovalcin recognized Mrs. Lawrence who was present in the audience and expressed the Board's appreciation for her years of service

A. Lyons
Sub Nurse

Mr. Paul Carr, in the form of a motion, recommended to approve Ariel Lyons as Nurse's Assistant. Mrs. Lyons will be filling in for Cindy Bock due to being on FMLA leave. Mr. Chad Diviney seconded the motion and it was carried with a vote of 8-0-0.

Volunteers

Mr. Paul Carr, in the form of a motion, recommended to approve Pam Warsing to the volunteer list, all paperwork has been received. Mr. Don Yontosh seconded the motion and it was carried with a vote of 8-0-0.

EDUCATION

Field Trips

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

Art Club field trip to Erie Art Museum on March 18, 2017. Cost to the District is gas for the van and cost to the student is \$20. (Information Only: Approximately 7 students will be attending the trip. Chaperones are Preston Raymond and Joseph Beahan).

1st Grade field trip to Vale Wood Farms on May 26, 2017. There is no cost to the District and \$6 cost to the student. (Information Only: Approximately 72 students will be attending the trip. Chaperones are Jodi Titus, Shelva Strible, Kristy Samsel, Bill Long, Staci Schwiderske, Amanda Nelson, Melissa Williams, Scott McClelland, Deb Galley, Tara Yingling and Kelley Hubler).

5th Grade field trip to Black Moshannon State Park on April 21, 2017. There is no cost to the District and there is no cost to the student. (Information Only: Approximately 96 students will be attending the trip. Chaperones are Cheryl Green, Dennis McCamley, Justin Koleno, Linder Carter, Sue Betts, Amber Kyler, Chrissy Sterling, Brenda Fye, Tabitha Carr, Stacey Kolp, Andrea Wesesky).

Elementary Band, Band Fest field trip to Glendale High School on May 12, 2017. Cost to the District is \$192.50 for a substitute, registration and gas for the van. There is no cost to the student. (Information Only: 4 students will be attending the trip. Chaperone is Trent Yarrison).

5th Grade field trip to Fort Roberdeau on June 2, 2017. There is no cost to the District and a \$4 cost to the student. (Information Only: Approximately 100 students will be going on the trip. Chaperones are Dennis McCamley, Cheryl Green, Justin Koleno, Linder Carter and 8 parent chaperones.).

Eligible District Jazz students to go to Clearfield HS for District Jazz on February 16-18, 2017. Cost to the District is \$170 for sub cost and registration. There is no cost to the students. (Information Only: 1 student will be attending the trip. Chaperone will be Jennifer Sproull).

HS Special Education Transition group to go to Triangle Tech DuBois on March 27, 2017. Cost to the District is two substitutes and transportation. There is no cost to the student. (Information Only: 20 students will be attending the trip. Chaperones are Bethany Hudish and Matt Hauck).

HS Special Education Transition group to go to Lock Haven Clearfield on March 16, 2017. Cost to the District is two substitutes and transportation. There is no cost to the

student. (Information Only: 25 students will be attending the trip. Chaperones are Bethany Hudish and Sherri McGarvey).

4th Grade field trip to Parker Dam State Park on May 23, 2017 and May 24, 2017. There is no cost to the District and cost to the student is \$1. (Information Only: Approximately 80 students will be attending the trip. Chaperones Andrea Wesesky Paul Sankey, Stephanie Guglielmi, Nancy Hummel, Jana Gray, Allison Koleno, Beth English, Sarah Lumadue, Nan Reams, Wendy Timblin, Shari Buck).

6-8th Grade Science/STEM Team to go to Lock Haven Clearfield on April 12, 2017. Cost to the district is for two substitutes and transportation. There is no cost to the student. (Information Only: 8 students will be attending the trip. Chaperones are Phil Wood and Dan Socash).

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

Mr. Smeal asked why there only 4 students were attending Elementary Band Fest. Mrs. Dutrow commented she was unfamiliar with the selection criteria. Mr. Carr stated there are only so many slots per District for each band. Mr. Mitchell agreed with Mr. Carr that it was our allotted amount.

17-18
Calendar

Mr. Paul Carr, in the form of a motion, recommended to approve the 2017-2018 school calendar. Mr. Mel Smeal seconded the motion and it was carried with a vote of 8-0-0.

POLICY

1st Reading

Mr. Don Yontosh, in the form of a motion, recommended to approve the first 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. Mel Smeal seconded the motion and it was carried with a vote of 8-0-0.

TRANSPORTATION & ATHLETICS

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

J. Ennis
Resignation
C. Dale
Resignation

Approve the resignation of Jeff Ennis as the Assistant Varsity Baseball Coach.

R. Bone Ast.
Jr. High
Softball
Coach

Approve the resignation of Clark Dale as Varsity Girls Soccer Coach.

Approve Ryan Bone as the Assistant Jr. High softball coach.

Mr. Melvin Smeal seconded the motions, and it carried with a vote of 8-0-0.

Tom Lannen
Ast. Var.
Baseball
Coach

Mr. Paul Carr, in the form of a motion, recommended to approve Tom Lannen as Assistant Varsity Baseball Coach. Mr. Chad Diviney seconded the motion and it was carried with a vote of 8-0-0.

Volunteers

Mr. Paul Carr, in the form of a motion, recommended to approve following volunteers to the spring athletic programs:

Baseball: Jeff Ennis, Lance McDowell, Jim Emigh
Softball: Angie Fenush, Dave Catanzaro, Jane Catanzaro, Jason Gallaher,
 Tom Reed, Bobbi Kyler, Eric Confer, Jada Wisor
Track and Field: Patty Wood, Mike Wood, Phil Wood, Casey Lindstrom

Mr. Smeal commented that softball had a lot of volunteers and questioned why so many were needed. Mr. Coble stated they are not all present at the same practices. Mrs. Dutrow stated that certain volunteers work with certain players i.e. pitchers, outfielders, etc.

PO Track
Usage

Mr. Don Yontosh seconded the motion and it was carried with a vote of 8-0-0.

Mr. Don Yontosh, in the form of a motion, recommended to approve the Track & Field Team to travel to Philipsburg-Osceola School District for the use of their track for practice purposes. Cost to the District is \$400 plus transportation for 8 practice sessions. (2016-2017 Athletic Budget). Mr. Melvin Smeal seconded the motions, and it carried with a vote of 8-0-0.

Mrs. Dutrow expressed the District's appreciation to Philipsburg-Osceola for their generosity in flexing their practice schedule so we could share their facility.

FINANCE & PURCHASE

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

Disburse-
ments

Disbursements from January/February 2017.

\$ 47,552.58	Cafeteria Account	checks 4130	through	4132
\$ 395,066.99	General Account	checks 48094	through	48258
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\$ 442,619.57	GRAND TOTAL			

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

Mr. Don Yontosh seconded the motion, and it carried with a vote of 7-0-1.

Treasurers
Report /
Activity
Acct.

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

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 8-0-0.

Dedicated
Sub

Mr. Paul Carr, in the form of a motion, recommended to approve a dedicated Substitute Teacher and a dedicated Substitute Paraprofessional through Source4Teachers for the 2016-2017 school year as follows:

Every Monday thru Friday (Beginning March 1, 2017)

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

District
Funds

Mr. Paul Carr, in the form of a motion, recommended to approve the following additional appointment as depository for district funds and investments for 2016-17:

First National Bank of Pennsylvania.

Mr. Don Yontosh seconded the motion, and it carried with a vote of 8-0-0.

School
Building
Project

Mr. Paul Carr, in the form of a motion, recommended to assign \$1.925 million of the General Fund Fund Balance to a future school building renovation project.

Mr. Don Yontosh seconded the motion, and it carried with a vote of 8-0-0.

Mr. Diviney asked how we arrived at the \$1.925 million figure. Mr. McMillon explained the figure was \$2 million divided between a building project and Capital Reserve Fund.

Transfer of
Funds

Mr. Paul Carr, in the form of a motion, recommended to transfer \$75,000 of the General Fund Fund Balance to the Capital Reserve Fund. Mr. Don Yontosh seconded the motion, and it carried with a vote of 8-0-0.

OTHER

Mr. Smeal asked how often P.E. was offered to elementary students. Mr. Mitchell replied that P.E. is offered once a rotation, which is once every 4 days for the whole elementary.

ADJOURNMENT

Mr. Don Yontosh, in the form of a motion, recommended to adjourn the meeting 7:44 p.m. Mr. Paul Carr seconded the motion and it carried with a vote of 8-0-0.

Respectively Submitted,

Kasi Woodring
Secretary to the Board of Education