

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

January 22, 2018

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

Members Absent:

Media Present: The Progress News

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

Others Present: Karen Krise, Ron Mollura, Rick Bair, Dave Worthing, Greg Brunner, John Rice

OPENING EXERCISES

President Joseph Kovalcin called the meeting to order at 6:36 p.m. All present were asked to stand and pledge allegiance to the American Flag.

RECOGNITION OF VISITORS

Dave Worthing and Greg Brunner from M&T Bank discussed debt refinancing exploration with the Board. Topics included length of term, payment amounts and cost savings. The Board will explore further once some quotes are presented.

John Rice and Rick Bair from Baker Tilly Virchow Krause, LLP presented the board with their annual audit report.

January is Board Appreciation Month. Mrs. Dutrow took a moment to thank Board Members for their hard work and dedication to the school, staff and students.

MINUTES

Mr. Paul Carr, in the form of a motion, recommended to approve the meeting minutes from November 20, 2017 and December 6, 2017. Mr. Don Yontosh seconded the motion, and it was carried with a vote of 8-0-0.

ADMINISTRATIVE REPORTS

Mark Mitchell, Elementary Principal:

- Wee Warriors – Winter birthday party was held January 11
- Report Cards – 2nd marking period ends on January 22 and report cards will be sent home January 30
- Data Day – Will be held January 26, 2018
- Book Fair – Held week of February 4
- Student Teachers – PSU Student Teachers will observe two days a week, starting January 18

Joseph Holenchik, Secondary Principal:

- Course Description Book – Has been compiled
- Budget – Departments are beginning the preliminary budget process
- Keystone Exams – Completed the month of January

Allison Koleno, Principal of Special Student Services:

- Extended School Year – Planning is underway for 2018
- Activity Day – High School activity day continues to show success
- Bocce – Special Olympics Bocce ball has begun
- Spelling Bee – Held February 15 for grades 3 – 6

David Williamson, Athletic Director / Pupil Services Coordinator:

- Attendance – provided the attendance comparison up to date.
- Wrestling – Annual wrestling tournament being held this weekend, 31 schools participating

Dave Nelson, Maintenance Supervisor:

- Budget – Preparing the maintenance budget for the upcoming school year
- Snack Shack – Custodial staff is building the snack shack in the High School Cafeteria
- Plow – Had some issues with the plow but were able to be fixed in-house

Nik Bisko, Technology Administrator:

- Cameras – Continuing to prepare for the upcoming camera project
- Budget – Compiling quotes for projects for the upcoming school year

Tiffany English, Food Service Manager:

- Cafeteria Events – Molly the Cow visited the Elementary, High School had a wok station
- Café Numbers – Breakfast is up 738, meals and lunch is down 538 meals to date. A la Carte is down; cafeteria is exploring new menu items for a la cart sales

Jason McMillen, Business Manager:

- Budget – Working on Budget for the upcoming school year, committee meetings are scheduled
- Local Audit – Auditors presented the local audit that was completed in October

CIU:

- No meeting in December, Special Meeting held January 4 – tabled new hire

CCCTC

- Dr. Hatten will serve as the Interim Director at the CCCTC
- Positive feedback and energy has been given by staff
- Superintendent’s Academy – Michelle Dutrow, Greg Paladina and Ron Matchock are attending

BOARD

Candidate Interview	Mr. Kovalcin asked Both Mr. Ron Mollura and Mr. Robert Seprish a series of questions regarding their interest in service of the West Branch Board of Directors.
Vacant Board Seat	Mr. Tom Veres, in the form of a motion, recommend to appoint Mr. Ron Mollura to fill the vacant board seat until the next election that will be held in November 2019. The motion failed due to lack of a second. Mr. Melvin Smeal, in the form of a motion, recommended to appoint Mr. Robert Seprish to fill the vacant board seat until the next election that will be held in November 2019. Mr. Don Yontosh seconded the motion and it was carried with a vote of 7-1-0. Voice Roll Call: Mr. Veres – no; Mr. Diviney – yes; Mrs. Brown –yes; Mr. Smeal – yes; Mr. Carr – yes; Mr. Yontosh – yes; Mr. Allen – yes; Mr. Kovalcin – yes.
PSBA V Campbell	Mr. Don Yontosh, in the form of a motion, recommended to approve the Resolution regarding PSBA vs. Simon Campbell. Mr. Paul Carr seconded the motion and it was carried with a vote of 9-0-0.

EXECUTIVE SESSION

An executive session was held from 7:33 p.m. – 8:06 p.m. for personnel.

PERSONNEL

- M. Cowder Resignation Mr. Don Yontosh, in the form of a motion, recommended to approve the resignation of Matthew Cowder, Custodian, effective January 24, 2018. Mr. Mel Smeal seconded the motions and they were carried with a vote of 9-0-0.

- Football Band Director Mr. Don Yontosh, in the form of a motion, recommended to open the Football Band Director position at this time, with effective start date of the 2018-2019 school year. Mr. Paul Carr seconded the motion and it was carried with a vote of 9-0-0.

- M. Coudriet Para Mr. Paul Carr, in the form of a motion, recommended to approve Michelle Coudriet as Personal Care Paraprofessional to the District. Hours will be from 8:50 a.m. to 3:00 p.m., Monday thru Friday, with a 30-minute duty free lunch. (Ms. Coudriet will be replacing Kristy Samsel, due to reassignment, December 12, 2017 board meeting, personnel #2). Mr. Mel Smeal seconded the motions and they were carried with a vote of 9-0-0.

- Volunteers Mr. Don Yontosh, in the form of a motion, recommended to approve Jessie Zimmer, Brittany Davis, John Prestash, Nadia Sudik, Belinda Maines as volunteers to the District, all paperwork has been received. Mr. Paul Carr seconded the motion and it was carried with a vote of 9-0-0.

- Asst. Drama Director Mr. Don Yontosh, in the form of a motion, recommended to approve Janine Liegey as Volunteer Assistant Drama Director. Mr. Paul Carr seconded the motion and it was carried with a vote of 9-0-0.

EDUCATION

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

- Painting / Murals Student Government to pursue painting project in the High School pending Administration approval.

5th / 6th grade art classes to create a mural outside of the Elementary Art room pending Administrative approval.

- Fieldtrips Ski Club fieldtrips to the following destinations:
 - Friday, February 9, 2018 – Holiday Valley, NY (½ day pm out of building)
 - Sunday, February, 11, 2018 – Elk Mountain, PA
 - Sunday, February 18, 2018 – Holiday Valley, NY

Average cost per student per trip is \$44 - \$58 for a lift ticket. Cost to the district is transportation. Chaperones are Phil Wood, Preston Raymond, Dan Beahan, Carol Beahan and Jessica Maines. Jason McMillen (to serve as chaperone on out-of-state trips).

5th Grade field trip to Fort Roberdeau on May 30, 2018. Cost to the district – none; cost to the student - \$4.00. (Information Only: Approximately 75 students will be attending the trip. Chaperones are Mr. McCamley, Mrs. Carter, Ms. Green, nurse and parent chaperones)

Mr. Veres asked why the Ski Club was going out-of-state for trips when there are resorts closer. Mrs. Dutrow replied that the snow is better in New York and not manmade like in Pennsylvania. Mr. Mitchell also replied that there are more slopes in New York than Pennsylvania.

Mr. Smeal asked what is being painted at the school. Mrs. Dutrow informed the board that Student Government is looking to add to the "C" wing, the walls are plain in that wing. Mr. Carr asked if the murals would be painted over if it was not neatly done. The Administration will make sure the painting is appropriate and presentable.

Mr. Carr made a note that the transportation for the Ski Club trips will be by school van.

POLICY

Rescind Policies Mr. Don Yontosh, in the form of a motion, recommended to rescind the following policies due to being merged with other policies as per the recommendation of PSBA:

248	Unlawful Harassment (Pupils)
348	Unlawful Harassment (Administrative Employees)
448	Unlawful Harassment (Professional Employees)
548	Unlawful Harassment (Classified Employees)

Policy #248 has been merged into policy #103 (Nondiscrimination in School and Classroom Practices) and Policies #348, #448, #548 have been merged into policy #104 (Nondiscrimination in Employment and Contract Practices)

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

TRANSPORTATION & ATHLETICS

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

Fall Coaches Retention of the Fall coaching personnel. (Included are the Football, Girls Soccer, Volleyball and Cross Country coaching staffs)

Res. C. Mason Resignation of Chris Mason, Assistant Varsity Football Coach.

Mr. Paul Carr seconded the motion and they were carried with a vote of 9-0-0.

FINANCE & PURCHASE

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

Disbursements from December 2017 / January 2018.

\$ 102,482.19	Cafeteria Account	checks 4207	through	4215
\$ 1,142,075.44	General Account	checks 49505	through	49798
\$ 1,244,557.63	GRAND TOTAL			

Mr. Carr Abstained due to vendor being a sibling.

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

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

Approve the Treasurers Report for December 2017.

Approve the Activity Account for December 2017.

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

Acc. Bud. Opt Out Mr. Paul Carr, in the form of a motion, recommended to approve the Accelerated Budget Opt Out Resolution Certifying Tax Rate within Inflation Index as presented. Mr. Don Yontosh seconded the motion and it was carried with a vote of 9-0-0.

OTHER ITEMS FOR DISCUSSION

Mr. Smeal asked when the snack shack was going to be utilized. Mrs. Dutrow replied that the snack shack will be open before the start of the school day and looking into being open during second chance breakfast. Coffee is available to students in grades 9 -12 and hot chocolate is available to students in grades 7 – 8.

Mr. Smeal also asked with the discussion in technology and the advancement of programs, will the students still be able to read and write. Mrs. Dutrow replied that the students will definitely be able to read and write. Technology is tied into all aspects of learning.

ADJOURNMENT

Mr. Don Yontosh, in the form of a motion, recommended to adjourn the meeting 8:19 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