

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

SEPTEMBER 24, 2018

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

Members Absent:

Media Present: Tyler Kolesar, The Progress News

Administration Present: Michelle Dutrow, Allison Koleno, David Catherman, Mark Mitchell, JR Holenchik, Erick Johnston, Nik Bisko, Kasi Woodring

Others Present: Greg Modzel, Renee McQuown, Holly Petriskey, Ed Kyler, Janine Liegey

OPENING EXERCISES

President Joseph Kovalcin called the meeting to order at 7:06 p.m. All present were asked to stand and pledge allegiance to the American Flag.

RECOGNITION OF VISITORS

Ed Kyler II approached the board with concerns as to why he was unable to be approved to eat lunch with his children. Mrs. Dutrow informed Mr. Kyler that if he would like to set up a meeting and discuss the matter with her, he is welcome to do so.

MINUTES

Mr. Paul Carr, in the form of a motion, recommended to approve the meeting minutes from August 20, 2018. Mr. Don Yontosh seconded the motion, and it was carried with a vote of 9-0-0.

ADMINISTRATIVE REPORTS

Mark Mitchell, Elementary Principal:

- Federal Programs Training – Attended with Erick Johnston
- Open House – Well attended, packed house
- School Pictures – Held September 21st
- Foundations – Bellwood-Antis coming to visit
- Safe Trick-or-Treat – Will be held October 24th
- GREEN-CS PS Series – Attended with 6 teachers

Joseph Holenchik, Secondary Principal:

- Orientation – 7th Grade orientation was held on August 21st, well attended
- Student Meetings – Held August 31st, reviewed policies and procedures
- Data Day – Will be held on September 28th
- Open House – Was held on September 12th
- Activity Day – Held on September 17th

Allison Koleno, Principal of Special Student Services:

- Hiring – Completed hiring process for vacancies
- Club Fair – Ran Club Fair and students are finishing up picking their clubs.
- Rachel's Challenge – Arranging program to come and hold a program on anti-bullying, kindness, and suicide awareness.

Erick Johnston, Business Manager:

- Fuel Oil – Discussed bidding / purchasing options for fuel oil
- Funds – Going to invest funds for a 6-month period to gain more interest
- Audit – Audit is completed for the 2017-18 school year.

David Catherman, Maintenance Supervisor:

- HVAC – Working for the most part, working out the last few kinks
- Roof – Making progress on the roof, company is coming in to assess rest of the leaks

Nik Bisko, Technology Administrator:

- Laptops – Working on bugs in the laptops and getting them back to students
- Sign – Fixing the connection issues with the sign out front
- InfoSnap – Mostly completed

Tiffany English

- Visit – Molly the Cow visited last week
- Sales – Ala Cart sales up \$663; Breakfast is down \$569; Lunch is down \$522

CIU:

- Discussed policies and procedures and ACT 44

CCCTC

- House – Sold the flipped house
- Blood Drive – Held on 9/18

PERSONNEL

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

- C. Kitko
Transfer Approve the transfer of Cheryl Mertz-Kitko from Personal Care Paraprofessional to Title I Reading Paraprofessional, effective September 24, 2018. (Mrs. Kitko will be replacing Amanda Baughman, due to transfer, August 2018 Board Meeting).
- D. Ghaner
PCA Approve Diane Ghaner as Personal Care Paraprofessional to the district for 5.83 hours per day at the current WBESP contracted rate. (Ms. Ghaner will be replacing Kristy Samsel due to resignation, August 2018 Board Meeting).
- J. Kyler PCA Approve Janessa Kyler as Personal Care Paraprofessional to the district for 5.75 hours per day at the current WBESP contracted rate. (Ms. Kyler will be replacing Deana Clinger due to transfer, August 2018 Board Meeting).
- D. Manahan
PCA Approve Dana Manahan as Personal Care Paraprofessional to the district for 5.92 hours per day at the current WBESP contracted rate. (Mrs. Manahan will be replacing Cheryl Mertz-Kitko due to transfer, September 2018 Board Meeting).
- E.
McCracken
PSA Approve Eric McCracken as interim part-time Personal Care Paraprofessional. (Mr. McCracken will be temporarily replacing Jamie McCracken, due to Leave).

Mr. Mel Smeal seconded the motions and they carried with a vote of 9-0-0.

- D.
McCamley
FMLA Mr. Paul Carr, in the form of a motion, recommended to approve FMLA leave for Dennis McCamley from October 1, 2018 to December 21, 2018. Substitute will be

through Source 4 Teachers. Mr. Don Yontosh seconded the motions and they carried with a vote of 9-0-0.

Volunteers Mr. Paul Carr, in the form of a motion, recommended to approve Robyn Pollock, Tricia Smeal and Taren Corell to the volunteer list, all paperwork has been received. Mr. Don Yontosh seconded the motions and they carried with a vote of 9-0-0.

EDUCATION

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

STEAM-E Club Approve the formation of an Elementary STEAM-E Warriors Club, Lindera Carter will be the volunteer Advisor (Funding to be provided by Title IV).

LEGO Club Approve the formation of an Elementary Lego Club, Becky Lutchko will be the volunteer Advisor (Funding to be provided by Title IV).

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

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

Field Trips Approve the WBHS Music Department to go to Clearfield HS for County Chorus on October 12 & 13, 2018. Cost to the District is for 1 bus, 1 substitute, and \$20 per registration per student. There is no cost to the student (Funding – HS Budget). (Information Only: 13 students will be attending. Chaperone is Jen Sproull)

Approve the Special Education Transition class to go to CPI Bellefonte on November 6, 2018. Cost to the District is for 1 bus and 2 substitutes (Funding – Special Education District Budget). There is no cost to the student. (Information Only: 25 students will be attending. Chaperones are Bethany Hudish and Matt Hauck)

Approve the Second Grade to go to Clearfield Fair Grounds for Safety Day on September 19, 2018. Cost to the District is \$192 for student registration (Funding – Elementary Budget). (Information Only: 64 students will be attending. Chaperones are Holly Elensky, Amber Kyler, Angela Kerlin, Jennie English, Patrick Petriskey, Mark Norris, Brandy O'Hare, Rebecca Lutchko, Jane McDowell and Mark Mitchell) (Superintendent Prior Approval)

Approve the Guidance Department to take students to the Post-Secondary Fair at the Clearfield Driving Park on October 4, 2018. Cost to the District is for one bus and two substitutes (Funding – H.S. Budget). There is no cost to the student (Information Only: 68 students will be attending. Chaperones are Scott McCamley and Dave Learish).

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

Books to Surplus Mr. Paul Carr, in the form of a motion, recommended to declare the following textbooks surplus:

❖ Read 180 Next Generation rBook – Stage B, Houghton Mifflin Harcourt, 2012, ISBN: 978-0-545-31831-0 – 4 copies

❖ Read 180 Next Generation rBook – Stage C, Scholastic, Inc. 2012, ISBN: 978-0-545-31832-7 – 23 copies

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

Painting

Mr. Don Yontosh, in the form of a motion, recommended to approve Student Government to pursue Painting Project (Phase II) in the High School pending Administration approval. Mr. Paul Carr seconded the motion and it was carried with a vote of 9-0-0.

POLICY

1st Reading

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

1. Policy 006 – Meetings
2. Policy 108 – Adoption of Textbooks
3. Policy 210.1 – Possession/Administration of Asthma Inhalers/Epinephrine Auto – Injectors
4. Policy 246 – School Wellness
5. Policy 311 – Reduction of Staff
6. Policy 610 – Purchases Subject to Bid / Quotation
7. Policy 704 – Maintenance
8. Policy 806 – Child Abuse
9. Policy 808 – Food Services
10. Policy 810 – Transportation
11. Policy 810.3 – School Vehicle Drivers
12. Policy 818 – Contracted Services Personnel

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

BUILDINGS AND GROUNDS

Dishwasher

Mr. Don Yontosh, in the form of a motion, recommended to approve the purchase of a replacement dishwasher for the Elementary Cafeteria in the amount of \$29,033 plus \$3,500 for installation. (Cost to be allocated to The Nutrition Group Insurance, District Insurance and West Branch Cafeteria Fund). Mr. Paul Carr seconded the motion and it was carried with a vote of 9-0-0.

TRANSPORTATION & ATHLETICS

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

Resignations

Approve the resignation of Bill Myers as Jr. High Boys Basketball Coach.

Approve the resignation of Jessica Maines, Jr. High Girls Basketball Coach.

Approve the resignation of Paul Sankey, Assistant Jr. High Wrestling Coach.

Hire

Approve Andrew Taylor as Jr. High Soccer Coach.

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

Bus Stops

Mr. Paul Carr, in the form of a motion, recommended to approve the Bus Runs and Stops for the 2018 – 2019 school year. Mr. Robert Seprish seconded the motion and it was carried with a vote of 9-0-0.

FINANCE & PURCHASE

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

Disbursements from August / September 2018.

\$ 30,211.15	Cafeteria Account	checks 4276 through 4288
\$ 1,046,081.35	General Account	checks 50772 through 50960
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\$ 1,076,292.50	GRAND TOTAL	

Treasurers Report / Activity Acct. Approve the Treasurers Report for July 2018.
Approve the Activity Account for July 2018.

Mr. Don Yontosh seconded the motions and they were carried with a vote of 9-0-0.

Treasury Bills Mr. Paul Carr, in the form of a motion, recommended to approve the purchase of six-month Federal Treasury Bills for the following funds at a 2.12% Yield to Maturity:

1. Athletic Improvement or Field Fund: \$59,000
2. Wrestling Mat Fund: \$8,000
3. Band Uniform Fund: \$36,000

Mr. Don Yontosh seconded the motions and they were carried with a vote of 9-0-0.

S4T Mr. Paul Carr, in the form of a motion, recommended to approve the Addendum to the Agreement between the West Branch Area School District and Source4Teachers to include Clerical substitute services. Mr. Mel Smeal seconded the motions and they were carried with a vote of 9-0-0.

OTHER ITEMS FOR DISCUSSION

Don Yontosh, in the form of a motion, recommended to approve the recycling of old technology computer parts. Parts that can be used over at the CTC, we will donate. The rest will be recycled. Larry Allen seconded the motion and it carried with a vote of 9-0-0.

Mr. Kovalcin thanked the District for providing a tour to his class for their 50th class reunion.

ADJOURNMENT

Mr. Paul Carr, in the form of a motion, recommended to adjourn the meeting 8:00 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