

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

SEPTEMBER 23, 2019

Members Present: Christina Brown, Paul Carr, Melvin Smeal, Don Yontosh, Bob Seprish, Larry Allen, Chad Diviney, Tom Veres

Members Absent:

Media Present: Tyler Kolesar, The Progress News

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

Others Present: Holly Petriskey, Ron Mollura, Karen Kruise, Kasi Woodring, Amanda Harrington, Penny Kyler, Ed Kyler, Eddie Kyler, Lon Coval

OPENING EXERCISES

President Chad Diviney called the meeting to order at 6:31 p.m. All present were asked to Stand and pledge allegiance to the American Flag.

MINUTES

Mr. Paul Carr, in the form of a motion, recommended to approve the meeting minutes from August 19, 2019. Mr. Don Yontosh seconded the motion, and it was carried with a vote of 8-0-0.

REPORTS

Allison Koleno, Elementary Principal:

- Meet the Teacher: Held August 22nd, positive feedback
- Back to School: Assembly held August 30th – reviewed rules and policies
- Training: Formalized ongoing Balanced Literacy Training

Mark Mitchell, Middle School Principal:

- Meet the Teacher: Held August 22nd, 90% attendance
- Expectations: Assembly held – reviewed rules and policies
- eHallpass: Training held, very well received by students and teachers
- 1-to-1 Rollout: All students have laptops

JR Holenchik, High School Principal

- Data Day: Teachers / Administration held on September 27, 2019
- Youth Leadership Summit: October 22, 2019

Erick Johnston, Business Manager

- Audits: Being performed and finalized
- Booster Meetings: Held with Athletic Director
- Capital: Architectural Firm chosen, HS Gym Floor needs rebid, Electronic sign ordered

David Williamson, Athletic Director

- Bus Stops: Finalized
- Volleyball: Coach Trude 600 wins
- Jr. High Football: 3 wins – 0 loses

Nik Bisko, Technology Coordinator

- Laptops: Rolled out 1-to-1 computers

Tiffany English, Food Service Director

- In-Service: Offered lunch, 19 employees attended; held healthy cooking class
- Department of Defense: Fresh fruits and vegetables program
- Lunch 4 Life: Free lunch to Kindergarten 9-17/9-19; 9 new children eating
- Up 195 lunches, down 683 breakfast (due to later start time), up \$1,058 a la carte

CIU:

- Budgets – Approved more budgets for the 19 – 20 school year.
- Staffing – Hired staff to fill vacancies due to resignations and retirements

CCCTC:

- Principal: Losing principal, interviews will be held Thursday
- Culinary Arts: Learning knife skills

PERSONNEL

B. Williams
Resignation

Mr. Mel Smeal, in the form of a motion, recommended to approve the resignation of Bonnie Williams, High School Head Cook, effective October 18, 2019. Mr. Paul Carr seconded the motion and it was carried with a vote of 8-0-0.

J. Kyler
Resignation

Mr. Paul Carr, in the form of a motion, recommended to approve resignation of Janessa Kyler, Personal Care Paraprofessional, effective August 27, 2019. Mrs. Christina Brow seconded the motion and it was carried with a vote of 8-0-0.

K. Clark PCA

Mr. Don Yontosh, in the form of a motion, recommended to approve Kyley Clark as Personal Care Paraprofessional to the District. Hours will be from 8:00 a.m. – 2:27 p.m., Monday through Friday with a 30-minute duty-free lunch. (Ms. Clark will be replacing Janessa Kyler, due to resignation, September 23, 2019 Board Agenda, Personnel #1) Mr. Mel Smeal seconded the motion and it was carried with a vote of 8-0-0.

E.
Winkelman
Resignation

Mr. Mel Smeal, in the form of a motion, recommended to approve the resignation of Eric Winkelman, Custodian, effective September 11, 2019. Mr. Don Yontosh seconded the motion and it was carried with a vote of 8-0-0.

J. Lutz
Custodian

Mr. Paul Carr, in the form of a motion, recommended to approve Jeff Lutz as Custodian to the District. Hours will be from 10:00 p.m. – 6:30 a.m., Sunday through Thursday with a 30-minute duty-free lunch. (Mr. Lutz will be replacing Eric Winkelman, due to resignation, September 23, 2019 Board Agenda, Personnel #2). Mrs. Christina Brown seconded the motion and it was carried with a vote of 8-0-0.

2nd Shift
Maintenance

Mr. Robert Seprish, in the form of a motion, recommended to approve the MOU between the West Branch Educational Support Professionals and West Branch Area School District regarding the creation of a Maintenance / Custodial position. Mr. Don Yontosh seconded the motion and it was carried with a vote of 7-1-0. Voice Roll Call: Mr. Veres – yes; Mr. Seprish – yes; Mr. Smeal – yes; Mr. Allen – yes; Mr. Yontosh – yes; Mrs. Brown – yes; Mr. Carr – no; Mr. Diviney – yes. 7 – yes; 1 – no.

T. Beveridge
2nd Shift
Maintenance

Mr. Don Yontosh, in the form of a motion, recommended to reapprove the transfer Tim Beveridge as 2nd Shift Maintenance / Custodian to the District. (voluntary). Mr. Robert Seprish seconded the motion and it carried with a vote of 7-1-0. Voice Roll Call: Mr. Veres – yes; Mr. Seprish – yes; Mr. Smeal – yes; Mr. Allen – yes; Mr. Yontosh – yes; Mrs. Brown – yes; Mr. Carr – no; Mr. Diviney – yes. 7 – yes; 1 – no.

Social
Worker

Mr. Don Yontosh, in the form of a motion, recommended to approve the contract between Anna Kramer, District Social Worker, and West Branch Area School District as presented. Mrs. Christina Brown seconded the motion and it carried with a vote of 7-1-0. Voice Roll Call: Mr. Veres – no; Mr. Seprish – yes; Mr. Smeal – yes; Mr. Allen – yes; Mr. Yontosh – yes; Mrs. Brown – yes; Mr. Carr – yes; Mr. Diviney – yes. 7 – yes; 1 – no. Mr. Veres stated he voted no because he didn't see the contract prior to voting. Ms. Woodring replied that the documents were mailed the week ending prior to the meeting. Other board members confirmed they received their mailed packets.

EDUCATION

Fieldtrips

Mr. Don Yontosh, in the form of a motion, recommended to approve Second Grade to go to Clearfield Fair Grounds for Safety Day on September 18, 2019. Cost to the District is \$201 for student registration and \$314 for transportation (Funding – Elementary Budget). There is no cost to the Student. (Information Only: 67 students will be attending. Chaperones are Tammy Torretti, Lindsey Nagle, Crystal Parks, Erin Mickney, Melissa Broskey, Brandy O'Hare, Jane McDowell, Sarah Lumadue and Becky Lutchko) (Superintendent Prior Approval). Mr. Mel Smeal seconded the motion and it carried with a vote of 8-0-0.

Stud. Gov't.
Painting

Mr. Don Yontosh, in the form of a motion, recommended to approve Student Government to pursue a painting project in the Middle School pending Administration approval. Mr. Paul Carr seconded the motion and it carried with a vote of 8-0-0.

Mr. Diviney inquired how the maintenance staff can do refresh painting with murals on the walls. Mrs. Dutrow suggested murals have a painted frame to allow for taping during refresh painting.

Books
Surplus

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

- Big Ideas Math, Big Ideas Learning, LLC, Copyright 2012; ISBN: 978-1-60840-227-4; 80 copies
- Math Matters 1, McGraw-Hill, Copyright 2008; ISBN: 978-0-07-880569-1; 14 copies

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

HS Library
Book Order

Mr. Paul Carr, in the form of a motion, recommended to approve the HS library book order in the amount of \$562.19. (Funding – HS Budget 2019 – 2020). Mrs. Christina Brown seconded the motion and it was carried with a vote of 8-0-0.

POLICY

2nd Reading

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

Policy 004: Membership
Policy 150: Title I – Comparability of Services
Policy 201: Admission of Students
Policy 204: Attendance
Policy 208: Withdrawal from School
Policy 220: Student Expression / Distribution and Posting of Materials
Policy 335: Family and Medical Leaves
Policy 702.1: Crowdfunding
Policy 913: Non-school Organizations / Groups / Individuals

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

BUILDINGS AND GROUNDS

Sidewalk Mrs. Christina Brown in the form of a motion, recommended to approve R. Taylor Contracting to construct a pedestrian sidewalk as part of the crosswalk project (Phase 3) at a cost of \$10,960. Mr. Don Yontosh seconded the motion and it carried with a vote of 7-1-0. Voice Roll Call: Mr. Veres – yes; Mr. Seprish – yes; Mr. Smeal – yes; Mr. Allen – yes; Mr. Yontosh – yes; Mrs. Brown – yes; Mr. Carr – no; Mr. Diviney – yes. 7 – yes; 1 – no.

Mr. Carr inquired about additional quotes for the project. Mr. Catherman responded that this was a continuation of the larger crosswalk project and that PennDOT and the Engineer had used this contractor during the specifications phase. Therefore, Mr. Catherman thought it was best to use the same contractor. Mr. Johnston confirmed that the additional quotes were not required.

Items Surplus Mrs. Christina Brown in the form of a motion, recommended to declare the following items surplus:

- Approximately 100 chairs – used, faded, worn out, some parts missing

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

TRANSPORTATION AND ATHLETICS

Bus Runs Mr. Don Yontosh, in the form of a motion, recommended to approve the Bus Runs and Stops for the 2019 – 2020 school year. Mr. Paul Carr seconded the motion and it carried with a vote of 8-0-0.

Boosters Mr. Don Yontosh, in the form of a motion, recommended to approve the following booster organizations for the 2019 – 2020 school year (all booster organizations completed annual orientation and document submission)

- West Branch Track and Field Booster Club
- West Branch Boys Basketball Booster Club
- West Branch Lady Warrior Soccer Booster Club
- West Branch Band Booster Club
- West Branch Volleyball Booster Club
- West Branch Girls Basketball Booster Club
- West Branch Football Booster Club
- West Branch Baseball Booster Club
- West Branch Cheerleading Boosters
- Warrior Wrestling Association
- West Branch Softball Booster Club

Mrs. Christina Brown seconded the motion and it carried with a vote of 8-0-0.

FINANCE & PURCHASE

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

Disbursements from August / September 2019:

\$78,228.09	Cafeteria Account	checks 4369 through 4378
\$41,852.36	Maintenance Account	Checks 0003 through 0007
\$802,596.60	General Account	checks 524607 through 52742
\$922,677.05	GRAND TOTAL	

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

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

Disbursements from August / September 2019:

\$844.29	General Account	Check 52606
\$844.29	GRAND TOTAL	

Mr. Mel Smeal seconded the motion and it carried with a vote of 7-0-1. Mr. Carr abstained from voting due to vendor being a sibling.

Treasurers
Report /
Activity
Acct.

Mr. Paul Carr, in the form of a motion, recommended to approve the Treasurers Report for August 2019. Mr. Don Yontosh seconded the motion and it carried with a vote of 8-0-0.

Mr. Paul Carr, in the form of a motion, recommended to approve the Activity Account for August 2019. Mr. Don Yontosh seconded the motion and it carried with a vote of 8-0-0.

Woodchip
Bid

Mr. Robert Seprish, in the form of a motion, recommended to approve the woodchip bid from Tom Carr Trucking in the amount of \$54/ton, beginning October 1, 2019 through June 30, 2020. Mr. Mel Smeal seconded the motion and it carried with a vote of 7-0-1. Mr. Carr abstained from voting due to vendor being a sibling.

Substitute
Rates

Mr. Paul Carr, in the form of a motion, recommended to approve the following substitute rates through Source4Teachers:

- Custodians (Daily) – \$9.25/hr.
- Paraprofessionals (Daily) – \$9.00/hr.
- Paraprofessional (Dedicated) – \$9.75/hr.
- Teachers (Daily) – \$95 per day
Note: after 45 non-consecutive days, rate increases to \$100 per day
- Teachers (Dedicated) – \$100 per day

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

Architect
Firm

Mr. Paul Carr, in the form of a motion, recommended to approve KTH Architects as the architectural firm to complete a feasibility study for the Field House and /or Press Box projects at a cost not to exceed \$5,000. Mr. Robert Seprish seconded the motion and it carried with a vote of 8-0-0.

OTHER ITEMS FOR DISCUSSION

Mr. Smeal asked why the field house air couldn't be retested. Mr. Seprish asked what the test costed. Mr. Catherman confirmed the cost at \$1,400. After extensive conversation as to the merits of cleaning the field house versus the possible significant costs, Mr. Mel Smeal, in the form of a motion, recommended to approve the custodial staff to clean and sanitize at the field house and have the air quality retested. Mr. Seprish seconded the motion and it failed with a vote of 5-3-0. Voice Roll Call: Mr. Veres – no; Mr. Seprish – yes; Mr. Smeal – yes; Mr. Allen – no; Mr. Yontosh – no; Mrs. Brown – no; Mr. Carr – yes; Mr. Diviney – no. 3 – yes; 5 – no.

EXECUTIVE SESSION

An executive session was held from 8:08 p.m. – for personnel and litigation, the Board did not reconvene.

ADJOURNMENT

Mr. Don Yontosh, in the form of a motion, recommended to adjourn the meeting 8:08 p.m. Mr. Larry Allen seconded the motion and it carried with a vote of 8-0-0.

Respectively Submitted,

Kasi Woodring
Secretary to the Board of Education