

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

MAY 18, 2020

Members Present: Bob Seprish, , Melvin Smeal, Don Yontosh, Larry Allen, Chad Diviney, Tom Veres, Jim Emigh,

Members Absent: Christina Brown

Other: Paul Carr (via phone from 6:30 – 7:30 p.m.)

Media Present:

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

Others Present: Kasi Woodring, Larry Allen, Jeremiah Dobo, Michael Gay

**OPENING EXERCISES**

President Chad Diviney called the meeting to order at 6:32 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 April 27, 2020. Mr. Paul Carr seconded the motion, and it was carried with a vote of 7-0-0.

CIU:

- Mr. Carr commented that the meeting will be held on May 21, 2020.

CCCTC:

- Mr. Veres was unable to attend the meeting. Mrs. Dutrow was able to provide comment regarding the CTC is finalizing their Continuity of Education plan and Commencement Plans.

PSBA:

- Mr. Diviney provided a written report to the board members which he summarized during the meeting.

**BOARD**

Interviews  
for Vacant  
Board Seat

Larry Allen, Jeremiah Dobo and Michael Gay were all interviewed for the vacant Board Seat using a standard set of questions as per Board Policy.

Mr. Don Yontosh, in the form of a motion, recommended to appoint Larry Allen to the vacant "At Large" Board Seat until the 2021 Election. Mr. Mel Smeal seconded the motion, and it was carried with a vote of 5-1-0. Voice Roll Call: Mr. Yontosh – yes; Mr. Seprish – yes; Mr. Smeal – yes; Mr. Emigh – no; Mr. Veres – yes; Mr. Diviney – yes. 5 – yes; 1 – no.

Mr. Carr indicated that Administration had not properly informed the Board that the vacant seat had been re-designated at "At-Large" by the court. He further criticized Administration for not advertising the position as an "At-Large" seat. Mrs. Dutrow shared that she had informed the Board of the court approval in several Board

communications. Further, she stated that the position had been advertised as "At-Large". Mr. Carr stated that he wanted the interview process and subsequent appointment removed from the agenda. Mr. Diviney commented that Mr. Carr's objection were so noted but the interview / appointment process would be completed as included on the agenda.

Mr. Diviney administered the Oath of Office to Mr. Allen who was then seated with the other board members.

**EDUCATION**

HS Course Selection Book Mr. Don Yontosh, in the form of a motion, recommended to approve the revised High School Course Selection Book for the 2020 – 2021 school year. Mr. Mel Smeal seconded the motion and it was carried with a vote of 7-0-0.

Summer School Mr. Mel Smeal, in the form of a motion, recommended to approve a Summer School (Credit Recovery) program for the 2020 summer at no cost to the District. (Funding source - student tuition). Mr. Don Yontosh seconded the motion and it was carried with a vote of 7-0-0.

2020 Graduates Mr. Robert Seprish, in the form of a motion, recommended to approve the 2020 West Branch candidates for Graduation. Mr. Mel Smeal seconded the motion and it was carried with a vote of 7-0-0.

HS Int'l Club Mr. Don Yontosh, in the form of a motion, recommended to dissolve the High School International Club (defunct for 7 years) with remaining funds in the amount of \$3,461.33 to be transferred to the High School Student Government Activity Account. Mr. Mel Smeal seconded the motion and it was carried with a vote of 7-0-0.

Mr. Veres asked what the money would be used for. Mrs. Dutrow replied that the students would vote on the use of the funds. Administration would share suggestions based on student input to continue the upgrade to the library into a media center.

**FINANCE & PURCHASE**

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

Disbursements from April / May 2020:

\$51,679.05	Cafeteria Account	checks 4413 through 4415
\$400,006.69	General Account	checks 53753 through 53810 (not including checks 53764, 53771, 53776)
\$451,685.74	<b>GRAND TOTAL</b>	

Mr. Mel Smeal seconded the motion and it carried with a vote of 7-0-0.

Mr. Mel Smeal, in the form of a motion, recommended to approve the following motion:

Disbursements from April / May 2020:

\$3,365.28	General Account	checks 53764, 53771, 53776
\$3,365.28	<b>GRAND TOTAL</b>	

Mr. Robert Seprish seconded the motion and it carried with a vote of 7-0-0.

Activity Acct. Mr. Don Yontosh, in the form of a motion, recommended to approve the Treasurers Report for April 2020. Mr. Robert Seprish seconded the motion and it carried with a vote of 7-0-0.

Spyglass Mr. Mel Smeal, in the form of a motion, recommended to approve the Activity Account for February and March 2020. Mr. Don Yontosh seconded the motion and it carried with a vote of 7-0-0.

GPG Mr. Don Yontosh, in the form of a motion, recommended to approve the District to contract with Spyglass Group, LLC to audit the district's telecommunications accounts (internet and phone invoices). Cost to district is a percentage of savings realized. Mr. Robert Seprish seconded the motion and it carried with a vote of 7-0-0.

CTC Budget Mr. Don Yontosh, in the form of a motion, recommended to approve the contract between WBASD and Guardian Protection Group for Security Services for the 2020 – 2021 school year, not to exceed the amount of \$24,000. Mr. Mel Smeal seconded the motion and it carried with a vote of 7-0-0.

Prelim. Budget Mr. Smeal asked if we went over budget for the 2019 – 2020 school year. Mrs. Dutrow commented that we were under budget and Mr. Reed (owner) agreed to the same contract rate for the 2020 – 2021 school year. Mrs. Dutrow also complimented Mr. Reed's company on the commendable job they did covering all events held at the school. The District has received number compliments from parents and community members throughout the school year.

Mr. Don Yontosh, in the form of a motion, recommended to approve the Clearfield County Career & Technology General Fund Budget for the 2020-2021 school year. Mr. Mel Smeal seconded the motion and it carried with a vote of 7-0-0.

Mr. Mel Smeal, in the form of a motion, recommended to approve the Preliminary General Fund Budget for the 2020-2021 school year. Providing a total budgeted revenue of \$18,178,970 and total budgeted expenditure of \$18,622,655 while maintaining a projected fund balance of \$6,866,758 and implementing the following tax rates:

- 105.7 mills (increase of 3.83 mills) for Clearfield County and 13.0 mills (increase of 0.2 mills) for Clinton County.
- \$5.00 Per Capita (Section 679 School Code)
- \$5.00 Per Capita (Act 511)
- \$10.00 Occupation Tax (Act 511)
- \$10.00 Local Service/Occupational Privilege Tax
- 0.50% Earned Income Tax (1.0% shared with municipalities, Act 511)
- 0.50% Real Estate Transfer Tax (1.0% shared with municipalities, Act 511)

Mr. Robert Seprish seconded the motion and it carried with a vote of 7-0-0. Voice Roll Call: Mr. Yontosh – yes; Mr. Seprish – yes; Mr. Smeal – yes; Mr. Emigh – yes; Mr. Veres – yes; Mr. Allen – yes; Mr. Diviney – yes. 7 – yes; 0 – no.

Mr. Smeal indicated that he did not wish to approve the preliminary budget because it included the tax increase to the index. Mr. Johnston and Mrs. Dutrow clarified that this was only a Preliminary Budget and that the Board would have the authority to set any tax increase during the approval of the Final Budget during the regular June Board Meeting.

**OTHER ITEMS FOR DISCUSSION**

There will be a Special Board Meeting held on June 1, 2020 at 6:30 p.m. in the HS Library.

Mr. Smeal asked about the motion regarding the Drivers Education car. Mrs. Dutrow replied that the motion would be on the Regular June Board Agenda, as quotes is still being gathered. Mr. Smeal asked how many students participate in Drivers Education. Mr. Holenchik replied that about 15 – 20 students per year “behind-the-wheel” training.

Mr. Veres asked what would happen if school is not open in the Fall. Mrs. Dutrow replied that we will be looking and implementing contingency plans to be better prepared for the school year. The School District is required to prepare and submit a School Reopening Plan to PDE prior to the start of school.

Mr. Diviney asked about hotspot service. Mr. Bisko explained access points around the community so more students have access to the internet to complete schoolwork off of school property. Mr. Seprish asked if anyone can use the hotspots. Mr. Bisko explained the different ways to access hotspots.

Mr. Yontosh asked if the Little League Field would be able to be used by outside groups. Mrs. Dutrow replied that it was a possibility once the county was in the Green Phase.

### **ADJOURNMENT**

Mr. Don Yontosh, in the form of a motion, recommended to adjourn the meeting 8:24 p.m. Mr. Larry Allen seconded the motion and it carried with a vote of 7-0-0.

Respectively Submitted,

Kasi Woodring  
Secretary to the Board of Education