

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

SEPTEMBER 28, 2020

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

Members Absent:

Other: David Consiglio, Solicitor

Media Present: Tyler Kolesar, The Progress News

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

Others Present: Karen Krise, Holly Petriskey, Jerry Bankovich

OPENING EXERCISES

President Chad Diviney called the meeting to order at 7:18 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 July 27, 2020. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 6-0-0.

ADMINISTRATIVE REPORTS:

Allison Koleno, Elementary Principal:

- Written report provided

Mark Mitchell, Middle School Principal:

- Data Day on 9/25/2020
- Core Meetings with School-Based
- Increased absences and sub shortages

Joseph Holenchik, High School Principal:

- Course Selection Book in Review
- Improvement Plan Development (ELA, Algebra I, Biology)

Erick Johnston, Business Manager:

- COVID-19 Donation (anonymous donor)
- Stadium Project (Spending Update)
- Audit in progress

David Williamson, Athletic Director:

- Attendance Comparison
- Athletic Update
- Senior Night Homecoming Completion

David Catherman, Supervisor of Buildings and Grounds:

- Hot Water Project Completion
- Custodial Staff COVID Cleaning Update

Nik Bisko, Technology Coordinator:

- WIFI Access Update
- InfoSnap Update
- Athletic Event Live Streaming

Tiffany English, Food Service Director:

- USDA Free Food Program Extension (December 31, 2020 or funding exhausted)
- District Lunch Numbers (down but increasing) 25 cyber families are taking advantage of picking up meals
- Elementary Breakfast Numbers (jumped from 25% - 63%)

CIU:

- Discussed and approved contract with cleaning services and educational materials
- Applying for grants to benefit CIU and member Districts
- Approved policies

CCCTC:

- Looking to switch to gas for cost savings
- CTC will look at WB dump truck to work on repairs that need made

PSBA:

- Mr. Diviney will send out a report to the board later this week

EXECUTIVE SESSION

An Executive Session was held from 7:46 p.m. – 8:05 p.m. for personnel reasons.

BOARD

Resolution
No. 20.1

Mr. Don Yontosh, in the form of a motion, recommended to approve Resolution No. 20-1: Implementing Emergency Status for COVID-19 Pandemic. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.

Mr. Smeal asked why the resolution and the plan both needed passed. Mrs. Dutrow explained that the Resolution declares the emergency and authorizes the Superintendent to make changes as needed

PERSONNEL

A. Wilson
Leave

Mr. Don Yontosh, in the form of a motion, recommended to approve the sabbatical extension for Alice Wilson for one half term (90 school days) effective September 23, 2020 with an anticipated return date of February 16, 2021, pending submission of required documentation. Mr. Paul Carr seconded the motion, and it was carried with a vote of 9-0-0.

B. Billiotte
Sub

Mr. Don Yontosh, in the form of a motion, recommended to approve Brandi Billiotte as the Middle School English substitute at the board approved rate. Ms. Billiotte filled in for Alice Wilson while she was on leave from August 26, 2020 through October 2, 2020.

(due to ESS staffing limitations). Mr. Paul Carr seconded the motion, and it was carried with a vote of 9-0-0.

K. Eboch Hours Mr. Mel Smeal, in the form of a motion, recommended to approve Kim Eboch to work 3 – 4 additional hours per week at the contracted rate for cyber attendance duties during our Full Reopening Model. Mr. Paul Carr seconded the motion, and it was carried with a vote of 9-0-0.

B. Evans Hours Mr. Don Yontosh, in the form of a motion, recommended to approve Branden Evans for increased hours through the month of October for COVID-19 related projects. Mr. Mel Smeal seconded the motion, and it was carried with a vote of 9-0-0.

A. Gillingham Raise Mr. Paul Carr, in the form of a motion, recommended to approve a 3% raise increase (\$18.00/hour to \$18.54/hour) for Amasa Gillingham, Nurse Assistant, retroactive to the beginning of the 2020- 2021 school year. Mr. Don Yontosh seconded the motion, and it was carried with a vote of 9-0-0.

Volunteers Mr. Paul Carr, in the form of a motion, recommended to approve Will Height to the volunteer list. All paperwork has been received. Mr. Mel Smeal seconded the motion, and it was carried with a vote of 9-0-0.

EDUCATION

School Reopening Plan Revision Mr. Don Yontosh, in the form of a motion, recommended to approve School Reopening Plan revisions as presented with revision to the wording of the General Guidelines as discussed. Mr. Paul Carr seconded the motion, and it was carried with a vote of 9-0-0.

Priority Goals Mr. Paul Carr, in the form of a motion, recommended to approve the District Priority Goals for the 2020 – 2021 school year. Mr. Mel Smeal seconded the motion, and it was carried with a vote of 9-0-0.

Mrs. Dutrow stated that COVID-19 takes a front seat regarding the priority goals and for the first time, two priority goals were carried over from last year due to the School Closing.

POLICY

1st Reading Mr. Don Yontosh, in the form of a motion, recommended to approve the first reading of the following policies:

1. Policy 626: Federal Fiscal Compliance
Attachment 626: Administration of Federal Funds, Type of Costs, Obligations and Property Management
Attachment 626: Allowability of Costs – Federal Programs
Attachment 626: Cash Management – Federal Programs
Attachment 626: Procurement – Federal Programs
Attachment 626: Grant Subrecipient Monitoring Procedures – Federal Programs

Mr. Paul Carr seconded the motion, and it was carried with a vote of 9-0-0.

2nd Reading Mr. Mel Smeal, in the form of a motion, recommended to approve the second reading of the following policies:

1. Policy 006.1: Attendance at Meetings via Electronic Communications
2. Policy 103: Discrimination / Title IX Sexual Harassment Affecting Students
3. Policy 104: Discrimination / Title IX Sexual Harassment Affecting Staff

4. Policy 111: Lesson Plans
5. Policy 146.1: Trauma-Informed Approach
6. Policy 203: Immunizations and Communicable Diseases
7. Policy 209: Health Examinations / Screenings
8. Policy 247: Hazing
9. Policy 249: Bullying / Cyberbullying
10. Policy 252: Dating Violence
11. Policy 309.1: Telework
12. Policy 314: Physical Examinations
13. Policy 317.1: Educator Misconduct
14. Policy 318: Attendance and Tardiness
15. Policy 331: Job Related Expenses
16. Policy 332: Working Periods
17. Policy 334: Sick Leave
18. Policy 335: Family and Medical Leaves and Attachments
19. Policy 340: Responsibility for Student Welfare
20. Policy 705: Facilities and Workplace Safety
21. Policy 803: School Calendar
22. Policy 824: Maintaining Professional Adult / Student Boundaries
23. Policy 904: Public Attendance at School Events with Attachment
24. Policy 907: School Visitors

Mr. Paul Carr seconded the motion, and it was carried with a vote of 9-0-0.

BUILDINGS & GROUNDS

Surplus

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

- Bock Oil Fired Water Heater 50 Gallon, Model: 51 EC, Serial: 18061189T, 3 years old, good condition – operated last winter
- Oil Furnace, Model: CHB-210-245-BD, Serial: 4037001, Year 1996, operated last year
- Oil Furnace, Model: CHB-210-245-BD, Serial: 4037002, Year 1996, operated last year
- Aero 50 Gallon Oil Water Heater, Model: GP-50T, stored outside, as is – operated last year
- Power Runner, Model Number unavailable, stored outside, as-is
- Fencing, Model Number unavailable, 42" high – 13 rolls total, some rust / stored outside

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

TRANSPORTATION & ATHLETICS

E. Johnston Jr.
High Soccer
Coach

Mr. Don Yontosh, in the form of a motion, recommended to approve Erick Johnston as the Jr. High Head Soccer Coach at the contracted rate. Mr. Johnston will use contracted leave when traveling for Away Soccer events. Mr. Larry Allen seconded the motion, and it failed with a vote of 3-6-0.

Voice Roll Call: Mrs. Brown – no; Mr. Smeal – no; Mr. Yontosh – yes; Mr. Emigh – yes; Mr. Veres – no; Mr. Seprish – no; Mr. Carr – no; Mr. Allen – yes; Mr. Diviney – no. 3 – yes; 6 – no. Motion failed.

Mr. Paul Carr, in the form of a motion, recommended to approve Erick Johnston as the Jr. High Head Soccer Coach at the contracted rate. Mr. Mel Smeal seconded the motion, and it was carried with a vote of 9-0-0.

Voice Roll Call: Mrs. Brown – yes; Mr. Smeal – yes; Mr. Yontosh – yes; Mr. Emigh – yes; Mr. Veres – yes; Mr. Seprish – yes; Mr. Carr – yes; Mr. Allen – yes; Mr. Diviney – yes. 9 – yes; 0 – no. Motion carries.

Mr. Smeal asked why Mr. Johnston had to use vacation, personal or sick time when he was helping out the District by coaching a team that didn't have a coach. He stated that no employee should have to give time. Mrs. Dutrow stated that WBEA or WBESP members do not lose time. Mrs. Dutrow further stated that Mr. Johnston isn't part of the bargaining unit and any Administration that holds a coaching position she recommends is to use leave time when leaving their assigned duties. Mr. Smeal stated that he was not in agreement with that arrangement.

Fall Athletic Volunteers Mr. Paul Carr, in the form of a motion, recommended to Stephen Page as a volunteer to the Jr. High Football Program. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.

S. Graboski Resignation Mr. Don Yontosh, in the form of a motion, recommended to approve the resignation of Stephanie Graboski, Varsity Cheerleading / Competitive Cheerleading Coach, effective August 24, 2020. Mr. Paul Carr seconded the motion, and it was carried with a vote of 9-0-0.

Bus Runs and Stops Mr. Don Yontosh, in the form of a motion, recommended to approve the Bus Runs and Stops for the 2020 – 2021 school year. Mr. Paul Carr seconded the motion, and it was carried with a vote of 9-0-0.

Mr. Carr stated that the bus runs and stops needs to be updated because there are stops that are outdated. Mr. Williamson replied that runs and stops are updated at the 1st of every month and some stops are left on the run sheets due to students still residing in the area and having the option to resume transportation.

FINANCE & PURCHASE

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

Disbursements from August / September 2020:

\$33,564.83	Cafeteria Account	checks 4461 through 4472
\$1,388,326.90	General Account	checks 54118 through 54302
<hr/>	GRAND TOTAL	
\$1,421,891.73		

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

Treasurers Report Mr. Paul Carr, in the form of a motion, recommended to approve the Treasurers Report for August 2020. Mr. Don Yontosh seconded the motion and it carried with a vote of 9-0-0.

Activity Acct. Mr. Paul Carr, in the form of a motion, recommended to approve the Activity Account for August 2020. Mr. Don Yontosh seconded the motion and it carried with a vote of 9-0-0.

CORRESPONDENCE

The District received an anonymous donation of \$5k to help the district pay for PPE / Other equipment resulting from COVID-19.

ADJOURNMENT

Mr. Don Yontosh, in the form of a motion, recommended to adjourn the meeting 8:33 p.m. Mr. Robert Seprish seconded the motion and it carried with a vote of 9-0-0.

EXECUTIVE SESSION

The Board held an executive session after the meeting was adjourned for litigation and personnel.

Respectively Submitted,

Kasi Martin
Secretary to the Board of Education