

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

JANUARY 25, 2021

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

Members Absent: Christina Brown

Other:

Media Present: Tyler Kolesar, The Progress News

Administration Present: Michelle Dutrow, Erick Johnston, David Williamson, Mark Mitchell, JR Holenchik

Others Present: Holly Petriskey, Kevin Hubler

OPENING EXERCISES

President Chad Diviney called the meeting to order at 7:02 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 November 23, 2020. Mr. Paul Carr seconded the motion, and it was carried with a vote of 8-0-0.

Mr. Don Yontosh, in the form of a motion, recommended to approve the meeting minutes from December 3, 2020. Mr. Mel Smeal seconded the motion, and it was carried with a vote of 8-0-0.

ADMINISTRATIVE REPORTS:

Allison Koleno, Elementary Principal:

- Not Present; provided written report

Mark Mitchell, Middle School Principal:

- Covering classes – substitute shortage
- End of 2nd Marking Period

Joseph Holenchik, High School Principal:

- Substitute Shortage
- Budget Process

Erick Johnston, Business Manager:

- Stadium Project (Spending Update)
- Audit Presentation

David Williamson, Athletic Director:

- Attendance Comparison

Tiffany English, Food Service Director:

- District Lunch Counts

- Christmas Dinner

CIU:

- Mr. Carr shared that the CIU approved contracts and swore in three new Board Members during the December meeting.

CCCTC:

- Presentation from Schneider and McClure regarding HVAC
- Roof is still leaking, CTC trying to get contractor to come back, possibility of ending up in litigation

PSBA:

- Mr. Diviney provided an overview of House Bills currently being reviewed by the legislature that directly impact school districts based on his participation in the Weekly Buzz (an informal networking session)

PRESENTATIONS

Baker Tilley reviewed the Financial Audit for the fiscal year 2019 – 2020.

Mrs. Dutrow expressed her gratitude for the dedication and commitment of the Board. She presented each member with a certificate of appreciation. January is Board Appreciation Month.

PERSONNEL

C. McGonigal Retirement	Mr. Don Yontosh, in the form of a motion, recommended to approve the retirement of Cheryl McGonigal, Secondary Biology Teacher, effective June 30, 2021, under the terms of the current "Agreement between the West Branch School District and West Branch Education Association," including any relevant Memorandums of Understanding. Mr. Larry Allen seconded the motion, and it was carried with a vote of 8-0-0.
R. Hanslovan Resignation	Mr. Don Yontosh, in the form of a motion, recommended to approve the resignation of Ronda Hanslovan, Secondary English Teacher and supplemental positions, effective Tuesday, April, 27, 2021. Mr. Larry Allen seconded the motion, and it was carried with a vote of 8-0-0.
P. Folmar Resignation	Mr. Don Yontosh, in the form of a motion, recommended to approve the resignation of Pennie Folmar, Secondary Paraprofessional, effective January 15, 2021. Mr. Paul Carr seconded the motion, and it was carried with a vote of 8-0-0.
Volunteers	Mr. Mel Smeal, in the form of a motion, recommended to approve Alisa Liptak and Ayden Gutierrez as volunteers to the District, all paperwork has been received. Mr. Robert Seprish seconded the motion, and it was carried with a vote of 8-0-0.
FFRCA Resolution	Mr. Mel Smeal, in the form of a motion, recommended to approve the Families First Coronavirus Response Act (FFRCA) Resolution as presented. Mr. Robert Seprish seconded the motion, and it was carried with a vote of 8-0-0.
F. Turner LT Sub	Mr. Don Yontosh, in the form of a motion, recommended to approve Fayeanna Turner as a long-term substitute at Step 1–Bachelors, with benefits, effective January 20, 2021 (Student day #91) until further notice. Mr. Larry Allen seconded the motion, and it was carried with a vote of 8-0-0.

EDUCATION

School Calendar Mr. Paul Carr, in the form of a motion, recommended to approve the School Calendar as presented for the 2021 – 2022 school year. Mr. Mel Smeal seconded the motion, and it was carried with a vote of 8-0-0.

POLICY

1st Reading Mr. Paul Carr, in the form of a motion, recommended to approve the first readings of the following policies:

- Policy 103 – Discrimination/Title IX Sexual Harassment Affecting Students
- Policy 103 – Attachment 1: Report Form
- Policy 103 – Attachment 2: Discrimination Complaint Procedures
- Policy 103 – Attachment 3: Grievance Process for Formal Complaints
- Policy 103 – Attachment 4: Confidentiality Letter
- Policy 113.1 – Discipline of Students with Disabilities
- Policy 113.2 – Behavior Support
- Policy 113.4 – Confidentiality of Special Education Student Information
- Policy 122 – Extracurricular Activities
- Policy 123 – Interscholastic Athletics
- Policy 123.2 – Sudden Cardiac Arrest
- Policy 218.3 – Discipline of Student Convicted /Adjudicated of Sexual Assault
- Policy 252 – Dating Violence

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

BUILDINGS & GROUNDS

Stadium Capital Project Mr. Paul Carr, in the form of a motion, recommended to approve advancing the Stadium Capital Project to the Design and Bid Phases with the following parameters:

- Existing Building – Full Renovation
 - Expanded Multi-Purpose Room
 - Home Lockers / Showers / Restrooms
 - Coaches Office / Training Room
 - Officials Room
 - Public Restrooms
 - Ticket Office
 - Storage

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

TRANSPORTATION & ATHLETICS

L. Selepak Resignation Mr. Don Yontosh, in the form of a motion, recommended to approve the resignation of Laura Selepack, Jr. High Volleyball Coach, effective January 15, 2021. Mr. Paul Carr seconded the motion, and it carried with a vote of 8-0-0.

Winter / Spring Athletic Volunteers Mr. Don Yontosh, in the form of a motion, recommended to approve the following Winter / Spring Athletic Volunteers, all paperwork is on file:

- Basketball – Ayden Gutierrez, Terry Smeal III

Mr. Paul Carr seconded the motion, and it carried with a vote of 8-0-0.

Retention of Coaches Mr. Don Yontosh, in the form of a motion, recommended to approve the Administrative Recommendation to retain the Fall Head Coaches and paid coaching staffs for the 2021 – 2022 school year:

- Football: **Kevin Hubler**, Justin Koleno, Chad Koleno, Alvin Hubler, Morgan Selepak, Terry Smeal
 - Cross Country: **Jane Catanzaro**, Josh Carr
 - Volleyball: **Terry Trude**, Taylor Trude, Mariah Koleno
 - Soccer: **Angie Fenush**, Alicia Lutz, Erick Johnston
- Mr. Paul Carr seconded the motion, and it carried with a vote of 8-0-0.

Mr. Carr pointed out that Lara Selepak was still on the list and needed to be removed due to resignation.

T. Parks
Resignation

Mr. Paul Carr, in the form of a motion, recommended to approve the resignation of Tiffany Parks, Assistant Varsity Cheerleading Coach, effective February 5, 2021. Mr. Don Yontosh seconded the motion and it carried with a vote of 8-0-0.

FINANCE & PURCHASE

Disburse-
ments

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

Disbursements from December 2020 / January 2021:

\$97,170.91	Cafeteria Account	checks 4486 through 4497
\$5,183,370.84	General Account	checks 54591 through 54795
		(not including checks 54606, 54618, 54630, 54638, 54702, 54729, 54733, 54737, 54748)
\$5,280,541.75	GRAND TOTAL	
\$97,170.91	Cafeteria Account	checks 4486 through 4497

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

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

Disbursements from December 2020 / January 2021:

\$20,541.60	General Account	checks 54606, 54618, 54630, 54638, 54702, 54729, 54733, 54737, 54748
\$20,541.60	GRAND TOTAL	

Mr. Don Yontosh 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

Mr. Paul Carr, in the form of a motion, recommended to approve the Treasurers Report for November and December 2020. Mr. Mel Smeal seconded the motion and it carried with a vote of 8-0-0.

Activity Acct.

Mr. Paul Carr, in the form of a motion, recommended to approve the Activity Account for November and December 2020. Mr. Robert Seprish seconded the motion and it carried with a vote of 8-0-0.

Van Strien
Consulting

Mr. Paul Carr, in the form of a motion, recommended to approve the consulting agreement with Van Strien Consulting, LLC for e-rate services at a cost of \$3,000 for the 2021 - 2022 funding year (same cost as 2019 – 2020). Mr. Don Yontosh seconded the motion, and it was carried with a vote of 8-0-0.

GASB 75

Mr. Paul Carr, in the form of a motion, recommended to approve the Agreement with the Pennsylvania Trust for GASB 75 Valuation and Related Services for years 2020 – 2021 & 2021 – 2022 in the amount of \$4,325. Mr. Don Yontosh seconded the motion, and it was carried with a vote of 8-0-0.

Bldg Pjt w/
FNB

Mr. Paul Carr, in the form of a motion, recommended to approve to liquidate Committed Building Project Account with FNB for \$419,887.05 to be used for the capital stadium project. Mr. Don Yontosh seconded the motion, and it was carried with a vote of 8-0-0.

Mr. Carr asked if the fund was already spent at which time Mr. Johnston replied that it was.

Acc. Budg.
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 8-0-0.

Tax Collector
Rates

Mr. Paul Carr, in the form of a motion, recommended to approve the following rates for the district's Clearfield County tax collectors at 3% commission of local service taxes collected, delinquent local service taxes collected, occupational taxes collected, delinquent occupational taxes collected, and delinquent per capita taxes collected (no change from current collection structure) for the 2022, 2023, 2024, and 2025 tax years. Mr. Robert Seprish seconded the motion, and it was carried with a vote of 8-0-0.

Tax Collector
Compensation

Mr. Paul Carr, in the form of a motion, recommended to approve to compensate the tax collectors for the tax collection years of 2022, 2023, 2024, and 2025, at the following rates for real estate tax collections as outlined in Option # 2. The tax collectors shall also be available one day per week from the hours of 1 p.m. to 7 p.m. at the Township Building or the School District during the discount tax period. Mr. Robert Seprish seconded the motion, and it was carried with a vote of 8-0-0.

Karthus Tax
Collector
Adjustment

Mr. Paul Carr, in the form of a motion, recommended to approve a one-time salary restructure for the Karthus Tax Collector Position, in the amount of \$2,000, to align with the Morris, Cooper and Graham salary structures, to commence with the 2022 tax year. Mr. Mel Smeal seconded the motion and it carried with a vote of 8-0-0.

ADJOURNMENT

Mr. Don Yontosh, in the form of a motion, recommended to adjourn the meeting 8:52 p.m. Mr. Larry Allen seconded the motion and it carried with a vote of 8-0-0.

Respectively Submitted,

Kasi Martin
Secretary to the Board of Education