

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

APRIL 26, 2021

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

Members Absent: Christina Brown

Other:

Media Present: Mikayla Heiss, The Progress News

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

Others Present: Holly Petriskey, Tom Reed, Kevin Hubler, Kasi Martin, Jerry Bankovich, Lance Jones

**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. Don Yontosh, in the form of a motion, recommended to approve the meeting minutes from March 22, 2021. Mr. Paul Carr seconded the motion, and it was carried with a vote of 8-0-0.

**ADMINISTRATIVE REPORTS:**

Allison Koleno, Elementary Principal:

- Special Education Audit
- PreK & Kindergarten Registration
- PSSA Prep

Mark Mitchell, Middle School Principal:

- PBIS Survey
- Course Recovery Planning
- PSSA Prep

Joseph Holenchik, High School Principal:

- Course Recovery Planning
- Drama Production: Oklahoma!
- Envirothon

Erick Johnston, Business Manager:

- Stadium Project (Spending Update)
- COVID-19 Spending
- Nutrition Contract Approval
- Long Motor Bus Contract

David Williamson, Pupil Services:

- Attendance Comparison
- Spring Athletic Updates

David Catherman, Supervisor of Buildings & Grounds:

- Field House Progress
- HVAC Pump Update

Nik Bisko, Technology Administrator:

- Summer Projects
- Backup Systems with Curwensville & CTC

Tiffany English, Food Service Director:

- Above Budget Year-to-Date
- Special Days

CIU:

- Reviewing Policies & Contracts
- Approved Budget

CCCTC:

- Roof Proposal

PSBA:

- State Level:
  - Pending Charter School Legislation
- Federal Level:
  - K – 12 Reform Issues
- State & Federal Level
  - USDA Extends School Meal Waivers for 2021 - 2022

## **PERSONNEL**

A. Koleno  
Transfer

Mr. Don Yontosh, in the form of a motion, recommended to approve the transfer of Allison Koleno, Elementary Principal / Principal of Special Student Programs to Kindergarten Teacher, effective with the 2021 – 2022 school year. (voluntary transfer) (Mrs. Koleno will be replacing Justin Koleno, due to transfer, Personnel #1, March 22, 2021 Board Agenda) (WBEA Salary Schedule). Mr. Larry Allen seconded the motion, and it was carried with a vote of 8-0-0.

Mrs. Dutrow expressed her sincere appreciation and gratitude for having Mrs. Koleno as part of the Administrative Team for the past 6 years.

J. McDowell  
Transfer

Mr. Don Yontosh, in the form of a motion, recommended to approve the transfer of Jane McDowell, Elementary Teacher to Middle School English Teacher, effective with the 2021 – 2022 school year. (voluntary transfer) (Mrs. McDowell will be replacing Kaitlyn Kennedy, due to transfer, Personnel #2, March 22, 2021 Board Agenda) (2021 – 2022 Assignment – Grade 7)). Mr. Mel Smeal seconded the motion, and it was carried with a vote of 8-0-0.

A. Graham  
Sec. Math

Mr. Don Yontosh, in the form of a motion, recommended to approve Alicia Graham as Secondary Mathematics Teacher, at the starting salary of \$58,898 (Step 13), effective with the 2021 – 2022 school year. (Ms. Graham will be replacing Betty Fry, due to

reassignment, Personnel #2, February 22, 2021 Board Agenda). Mr. Larry Allen seconded the motion, and it was carried with a vote of 8-0-0.

S. Dixon  
MS English Mr. Don Yontosh, in the form of a motion, recommended to Sadie Dixon as Middle School English Teacher, at the starting salary of \$48,600, effective with the 2021 – 2022 school year. (Ms. Dixon will be replacing Alice Wilson, due to resignation, Personnel #1, February 22, 2021 Board Agenda) Mr. Larry Allen seconded the motion, and it was carried with a vote of 8-0-0.

S.  
Zimmerman  
Retirement Mr. Don Yontosh, in the form of a motion, recommended to approve the approve the retirement of Susan Zimmerman, Paraprofessional, effective June 30, 2021. Mr. Paul Carr seconded the motion, and it was carried with a vote of 8-0-0.

D. Sones  
Retirement Mr. Don Yontosh, in the form of a motion, recommended to approve retirement of Deb Sones, Custodian, effective, June 30, 2021. Mr. Larry Allen seconded the motion, and it was carried with a vote of 8-0-0.

Credit  
Recovery Mr. Don Yontosh, in the form of a motion, recommended to approve following Staff & Substitutes for the Credit Recovery Program (Phase 1 – Grades 7 – 12) for Spring 2021 at the rate of \$24/hr. (COVID/New Funding):

Jennifer Brickley	Cheryl Beck	Brenda Hubler
Angela Lucas	Cheri Cantolina	Sarah Lyle
Jessica Levonick	Brandy O'Hare	Terri Reed
Erin Johnston	Deb Gomola	Sue Folmar
Deb Moriarity	Kevin Hubler	Heather Jones

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

## **EDUCATION**

Book Orders Mr. Don Yontosh, in the form of a motion, recommended to approve the Elementary School Library book order in the amount of \$1,980.64. (2020 – 2021 Elementary School Library Budget). 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 Middle School Library book orders in the amounts of \$1,265.69 and \$744.52. (2020 – 2021 Middle School Library Budget). Mr. Paul Carr seconded the motion, and it was carried with a vote of 8-0-0.

Grade Level /  
Department  
Heads Mr. Don Yontosh, in the form of a motion, recommended to approve the Grade Level / Department Head (WBEA Contract – Supplemental Positions) for the purpose of restructuring. Mr. Paul Carr seconded the motion, and it was carried with a vote of 8-0-0.

Drayer  
Agreement Mr. Don Yontosh, in the form of a motion, recommended to approve the Agreement with Drayer Physical Therapy Institute, LLC commencing July 1, 2021, through June 30, 2023 for Physical Therapy Services and Physical Therapy Assistant Services. Mr. Paul Carr seconded the motion, and it was carried with a vote of 8-0-0.

## **BUILDINGS & GROUNDS**

Surplus Mr. Don Yontosh, in the form of a motion, recommended to approve the declare the following items surplus:

- 8 - Yamaha Electric keyboard, Model: PSR-E3333, Serial: UBRN02262, Operable.

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

**TRANSPORTATION & ATHLETICS**

- M. Selepach Resignation      Mr. Don Yontosh, in the form of a motion, recommended to approve the resignation of Morgan Selepach, Jr. High Assistant Football Coach, effective March 28, 2021. Mr. Paul Carr seconded the motion, and it carried with a vote of 8-0-0.
  
- A. Hubler Transfer      Mr. Don Yontosh, in the form of a motion, recommended to approve the transfer of Alvin Hubler, Head Jr. High Football Coach to Assistant Jr. High Football Coach. (voluntary transfer). Mr. Paul Carr seconded the motion, and it carried with a vote of 8-0-0.
  
- M. Maines Transfer      Mr. Don Yontosh, in the form of a motion, recommended to approve transfer of Mallarie Maines, JV Cheerleading Advisor to Assistant Varsity Cheerleading Advisor. (voluntary transfer). Mr. Paul Carr seconded the motion, and it carried with a vote of 8-0-0.
  
- Winter Coaching Staff      Mr. Don Yontosh, in the form of a motion, recommended to approve the administrative recommendation to retain the Winter Head coaches and their coaching staffs for the 2021-22 school year.
  - Girls Basketball: **Justin Koleno**, Mariah Koleno, Terry Smeal, Chad Koleno, Becky Lutchko
  - Boys Basketball: **Danny Clark**, Eric McCracken, Dave Catanzaro, Collin Kerfoot
  - Wrestling: **Jason Baine**y, David Williamson, George Yingling, Jr. High Assistant-open
  - Cheerleading: **Heather Dobo**, Mallarie Maines, JV position-open, Julie McDowell

Mr. Paul Carr seconded the motion, and it was 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 March / April 2021:			
\$61,589.55	Cafeteria Account	checks 4503 through 4507	
\$679,971.09	General Account	checks 55080 through 55194 (not including checks 55104, 55108, & 55134)	
<u>\$741,560.64</u>	<b>GRAND TOTAL</b>		

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 March / April 2021: :		
\$13,643.10	General Account	checks 55104, 55108, & 55134
<u>\$13,643.10</u>	<b>GRAND TOTAL</b>	

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 March 2021. Mr. Don Yontosh 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 March 2021. Mr. Mel Smeal seconded the motion and it carried with a vote of 8-0-0.

Admin.  
Services  
United  
Concordia

Mr. Paul Carr, in the form of a motion, recommended to approve the administrative services contract with United Concordia Dental Insurance for all full-time employees for the 2021-2022 fiscal year:

- Employee Only: \$17.92/month (increase of 1.5%)
- Employee & One/Multiple Dependents: \$56.28/month (increase of 1.2%)

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

PSEA Vision

Mr. Paul Carr, in the form of a motion, recommended to approve the PSEA Vision Insurance for the term of July 1, 2021 to June 30, 2023 at the following rates:

- Single Monthly Rate: \$3.67
- Multi-Person Monthly Rate: \$8.65

Mr. Mel Smeal seconded the motion and it carried with a vote of 8-0-0. Mr. Johnston noted that there was no increase from last year.

Convection  
Oven

Mr. Robert Seprish, in the form of a motion, recommended to approve the purchase of an electric convection oven for the high school cafeteria for \$3,338.88 (paid from 2020-2021 cafeteria surplus). Mr. Don Yontosh seconded the motion and it carried with a vote of 8-0-0.

### **OLD BUSINESS**

Mr. Carr thanked Mrs. Dutrow for giving him the change orders.

### **ADJOURNMENT**

Mr. Don Yontosh, in the form of a motion, recommended to adjourn the meeting 7:42 p.m. Mr. Larry Allen seconded the motion and it carried with a vote of -0-0.

Respectively Submitted,

Kasi Martin  
Secretary to the Board of Education