

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

JUNE 24, 2021

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

Members Absent: Melvin Smeal

Other:

Media Present:

Administration Present: Michelle Dutrow, Erick Johnston, Mark Mitchell, Nik Bisko

Others Present: Holly Petriskey, Aaron Tiracorda, Kasi Martin, Angela Lucas, Holly Petriskey

OPENING EXERCISES

Vice President Christina Brown called the meeting to order at 6:34 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 May 24, 2021. Mr. Paul Carr seconded the motion, and it was carried with a vote of 8-0-0.

ADMINISTRATIVE REPORTS:

Brandy O'Hare, Elementary Principal:

- Not Present, written update provided

Mark Mitchell, Middle School Principal:

- Summer School, GAP Camp and ESY Update
- Federal Programs
- Summer Feeding Program

David Catherman, Supervisor of Buildings & Grounds:

- End of Year Events
- HVAC Pump Update

Nik Bisko, Technology Administrator:

- Fieldhouse Supply Update

Mrs. Dutrow took a moment to thank Mr. Bisko for his many years of dedication to the staff and students at West Branch and wished him much success in his future career.

Tiffany English, Food Service Director:

- Not Present, written update provided

Erick Johnston, Business Manager:

- Fieldhouse Finance Update
- Budget Update

CIU:

- Special Education, CIOLA, Policy Renewals

CCCTC:

- No Report

PSBA:

- No Report

EXECTUVIE SESSION

An executive session was held from 6:47 p.m. – 7:06 p.m. for the purpose of personnel.

BOARD

Board
Secretary

Mr. Don Yontosh, in the form of a motion, recommended to approve Kasi Martin as Secretary to the Board of Education, effective July 1, 2021 through June 30, 2025. Mr. Mel Smeal seconded the motion, and it was carried with a vote of 8-0-0.

Mr. Paul Carr, in the form of a motion, recommended to approve Erick Johnston as Alternate Secretary to the Board of Education, effective July 1, 2021 through June 30, 2025. Mr. Don Yontosh seconded the motion and it carried with a vote of 8-0-0.

PERSONNEL

N. Bisko
Resignation

Mr. Don Yontosh, in the form of a motion, recommended to approve the resignation of Nik Bisko, Technology Administrator, effective June 30, 2021. Mr. Paul Carr seconded the motion, and it was carried with a vote of 8-0-0.

N. Bisko
transition

Mr. Paul Carr, in the form of a motion, recommended to approve Nik Bisko for transition services at a rate of \$136 per day (1/2 per diem) for a period not to exceed 60 days effective July 1, 2021. Mr. Tom Veres seconded the motion, and it was carried with a vote of 8-0-0.

Revised
ACT 93

Mr. Paul Carr, in the form of a motion, recommended to approve revised ACT 93 Contract as presented, effective July 1, 2021 through June 30, 2023. Mr. Robert Seprish seconded the motion, and it was carried with a vote of 8-0-0.

Revised
Non-ACT
93

Mr. Paul Carr, in the form of a motion, recommended to approve the ACT 93 Non-Supervisory Contract as presented, effective July 1, 2021 through June 30, 2023. Mr. Chad Diviney seconded the motion, and it was carried with a vote of 8-0-0.

D. Cherry
Treasurer

Mr. Paul Carr, in the form of a motion, recommended to approve Denise Cherry as Treasurer to the District for the 2021—2022 school year. Mr. Paul Carr seconded the motion, and it was carried with a vote of 8-0-0.

A. Kramer

Mr. Paul Carr, in the form of a motion, recommended to approve Anna Kramer, School Social Worker for the District, at the contracted salary not to exceed \$32,000, effective July 1, 2021 through June 30, 2022. (ESSER II Funding). Mr. Robert Seprish seconded the motion, and it was carried with a vote of 8-0-0.

Athletic
Trainer

Mr. Paul Carr, in the form of a motion, recommended to approve the Athletic Trainer contract as presented, effective July 1, 2021, through June 30, 2024, as presented. Mr. Don Yontosh seconded the motion, and it was carried with a vote of 8-0-0.

T. Bickel
Spec. Ed.
Teacher

Mr. Don Yontosh, in the form of a motion, recommended to approve Tina Bickel as Special Education Teacher to the district (Middle School: Grade 5 & 6 for 2021–2022 Assignment) at the starting salary of \$54,105 (Step 10 B+24). Position filled due to bereavement. Mr. Paul Carr seconded the motion, and it was carried with a vote of 8-0-0.

K.
McLaughlin
Elem.
Teacher.

Mr. Paul Carr, in the form of a motion, recommended to approve Kendra McLaughlin as Elementary Teacher to the district (Grade 2 for 2021–2022 Assignment) at the starting salary of \$43,650 (Step 1 Bachelors). Mr. Don Yontosh seconded the motion, and it was carried with a vote of 8-0-0.

M. Beziilla
Custodian

Mr. Paul Carr, in the form of a motion, recommended to approve Mark Beziilla as 3rd Shift Custodian, at the starting rate of \$16.62/hr. (Year 0-1), effective July 1, 2021. (Mr. Beziilla will be replacing Jeff Lutz, due to transfer, Personnel #3, May 24, 2021 Board Agenda). Mr. Don Yontosh seconded the motion, and it was carried with a vote of 8-0-0.

Summer
School
Staff

Mr. Paul Carr, in the form of a motion, recommended to approve Cheryl Beck, Jennifer Brickley and Jane McDowell as Summer School Staff for the 2021 session. Mr. Robert Seprish seconded the motion, and it was carried with a vote of 8-0-0.

GAP Camp
Staff

Mr. Paul Carr, in the form of a motion, recommended to approve the following Professional Staff as GAP Camp Teachers, at the contracted rate of \$24/hr., for the 2021 summer program (ESSER III Funding):

Jaimy Buck	Kendra McLaughlin
Nicole Petriskey	Brooke Walton
Scott McClelland	Jane McDowell
Tara Yingling	Cheryl Beck
Brandy O’Hare	Mark Norris
Rebecca Lutchko	Casey Goodrow
Sherri McGarvey	Erin Johnson

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

Mr. Paul Carr, in the form of a motion, recommended to approve the following Support Staff as GAP Camp Paraprofessionals, at their respective current contracted rate, for the 2021 summer program (ESSER III Funding):

Holly Petriskey	Rose Shaner
Sharon Michaels	Jessica English
Amanda Baughman	Jennifer Evans
Erica Wood	Cindy Michaels
Melissa Yontosh	Brenda Hubler
Tina Kolesar	

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

Mr. Paul Carr, in the form of a motion, recommended to approve Amasa Gillingham as GAP Camp Nurse, at her current contracted rate, for the 2021 summer program (ESSER III Funding). Mr. Robert Seprish seconded the motion, and it was carried with a vote of 8-0-0.

Grade
Level/Dept
Chairs

Mr. Paul Carr, in the form of a motion, recommended to approve the following Grade Level / Department Chair Positions for the 2021 – 2022 School Year:

Brooke Walton - PreK Grade Chair

Allison Koleno - Kindergarten Grade Chair
 Tara Yingling - 1st Grade Chair
 Rebecca Lutchko - 2nd Grade Chair
 Michele Koleno - 3rd Grade Chair
 Nanette Reams - 4th Grade Level Chair
 Lynne Rockey - MS ELA Department Chair
 Rhonda Trude - MS Math Department Chair
 Dan Socash - MS Science/Social Studies Department Chair
 Jessica Levonick - HS English/Foreign Language/Business Dept. Chair
 Chris Mason - HS Math Department Chair
 Dana Swisher - HS Science Department Chair
 Jennifer Brickley- HS Social Studies Department Chair
 Sarah Ewing - Special Education (K-4) Department Chair
 Debra Moriarity - Special Education (Grades 5-12) Department Chair
 Dave Learish - Physical Education/Health (K-12) Department Chair
 Lance Jones - Fine Arts/Technology Education (K-12) Department Chair
 Stephanie Graboski - Student Services (K-12) Department Chair

Dedicated
Subs

Mr. Paul Carr, in the form of a motion, recommended to approve the dedicated teacher substitutes (3) and paraprofessional substitute (1) for the 2021 -2022 school year. (ESSER II Funding). Mr. Don Yontosh seconded the motion, and it was carried with a vote of 8-0-0.

EDUCATION

ARP ESSER
Health & Safety
Plan

Mr. Don Yontosh, in the form of a motion, recommended to approve the WBASD ARP ESSER Health and Safety Plan effective with the 2021 – 2022 school year. Mr. Paul Carr seconded the motion, and it was carried with a vote of 8-0-0.

Mr. Veres asked what the ESSER funds were being used for. Mrs. Dutrow replied that the district needed to spend the funds on COVID-19 allowable expenses and hoped to allocate funds in a manner to defray the budget deficit.

Emergency
Inst. Time App.

Mr. Paul Carr, in the form of a motion, recommended to approve Emergency Instructional Time Application as per Section 520.1 of the PA School Code for the 2021 – 2022 school year. Mr. Don Yontosh seconded the motion, and it was carried with a vote of 8-0-0.

Mrs. Dutrow stated that this application is the same remote plan that was in place last school year and resubmission was required.

Elem. Lib.
Book Order

Mr. Don Yontosh, in the form of a motion, recommended to approve Elementary Library Book order in the amount of \$1,451.51. (Funding: 2021 – 2022 Elementary Budget). Mr. Paul Carr seconded the motion, and it was carried with a vote of 8-0-0.

Textbook
Adoptions

Mr. Paul Carr, in the form of a motion, recommended to approve the following textbook adoptions (ESSER II Funds):

Go Math 2015 (Grades K-5), Houghton Mifflin Harcourt, cost: \$17,403.75
 National Go Math (Grades 6-8), Houghton Mifflin Harcourt, cost: \$21,295.56

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

POLICY

1st Reading

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

- Policy 011 – Board Governance Standards / Code of Conduct
- Policy 800.1 – Electronic Signatures / Records
- Policy 816 – District Social Media

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

BUILDINGS & GROUNDS

Stadium
Project
Change
Request

Mr. Paul Carr, in the form of a motion, recommended to approve the Stadium Project Change Request in the amount of \$15,580 (minus the insurance claim of \$9,300) for sealcoating, repair, line striping / pavement markings. (Change request outside the scope of project work). Mr. Chad Diviney seconded the motion, and it was carried with a vote of 8-0-0.

Mr. Seprish asked if the whole area would be sealed. Mrs. Dutrow replied that is the Administration's recommendation.

TRANSPORTATION & ATHLETICS

T. Dobo Jr.
High FB
Coach

Mr. Don Yontosh, in the form of a motion, recommended to approve Todd Dobo as Jr. High Football Coach, effective for the 2021-2022 school year. Mr. Paul Carr seconded the motion, and it carried with a vote of 8-0-0.

E. Johnston
Resignation

Mr. Paul Carr, in the form of a motion, recommended to approve the resignation of Erick Johnston, Jr. High Head Girls Soccer Coach, effective June 7, 2021. Mr. Jim Emigh seconded the motion, and it carried with a vote of 8-0-0.

Spring
Coaches

Mr. Don Yontosh, in the form of a motion, recommended to approve the administrative recommendation to retain the spring head coaches and their respective coaching staffs for the 2021-2022 school year.

Baseball: Dave Learish (Head Coach), Tom Lannen, Aaron Tiracorda
Softball: Dan Betts (Head Coach), Tom Reed, Terry Smeal, Joe Moore
Track/Field: Adam Carr (Head Coach), Josh Carr, Tabytha Carr

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

Fall
Volunteers

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

Football: Gary Hubler, Travis McDowell, Terry Williams, Stephen Page,
Adam Gibson, Terry Smeal III

Volleyball: Kody Trude, Mariah Koleno, Laura Selepack

Cross Country: Dave Catanzaro, Tabytha Carr

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

Student
Handbook

Mr. Don Yontosh, in the form of a motion, recommended to approve the Student Athletic Handbook for the 2021—2022 school year. (No changes). Mr. Robert Seprish seconded the motion, and it was carried with a vote of 8-0-0.

Coaches
Handbook

Mr. Don Yontosh, in the form of a motion, recommended to approve the Coach's Athletic Handbook for the 2021—2022 school year. (No changes). Mr. Paul Carr seconded the motion, and it was carried with a vote of 8-0-0.

Sones
Contract

Mr. Paul Carr, in the form of a motion, recommended to approve the transportation contract with Sones Transportation for the 2021—2022 school year. Mr. Don Yontosh seconded the motion, and it was carried with a vote of 8-0-0.

R&A Contract Mr. Paul Carr, in the form of a motion, recommended to approve the transportation contract with R&A Transportation for the 2021—2022 school year. Mr. Don Yontosh seconded the motion, and it was carried with a vote of 8-0-0.

Long's Contract Mr. Don Yontosh, in the form of a motion, recommended to approve the revised contract between WBASD and Longs Transportation for school years 2021 – 2022 through 2025 – 2026. Mr. Paul Carr seconded the motion, and it carried with a vote of 8-0-0.

Van Driver Mr. Paul Carr, in the form of a motion, recommended to approve Mary Handle to the Approved Drivers List for Long Motor Bus, all paperwork has been received. Mr. Tom Veres 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 May/June 2021:

\$52,868.19	Cafeteria Account	checks 4511	through 4532
\$689,212.31	General Account	checks 55318	through 55417
\$742,080.50	GRAND TOTAL		
\$52,868.19	Cafeteria Account	checks 4511	through 4532

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

Treasurers Report Mr. Paul Carr, in the form of a motion, recommended to approve the Treasurers Report for May 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 May 2021. Mr. Don Yontosh seconded the motion and it carried with a vote of 8-0-0.

Payment of Bills Mr. Paul Carr, in the form of a motion, recommended the payment of bills through June 30, 2021. Mr. Don Yontosh seconded the motion and it carried with a vote of 8-0-0.

End of Year Transfers Mr. Paul Carr, in the form of a motion, recommended the Business Manager and local auditors to make the necessary end-of-year budgetary transfers to close out the 2020-2021 school year. Mr. Don Yontosh seconded the motion and it carried with a vote of 8-0-0.

GASB 75 Mr. Paul Carr, in the form of a motion, recommended to approve Baker Tilly Virchow Kraus, LLP as the local auditor to complete the 2020-2021 fiscal year audit and GASB 75 implementation at the rate of \$22,150. (\$650 increase) Mr. Don Yontosh seconded the motion and it carried with a vote of 8-0-0.

Depositories Mr. Paul Carr, in the form of a motion, recommended to approve the following appointments as depositories for district funds and investments for the 2021-2022 school year:

- M&T Bank.
- Clearfield Bank & Trust.
- CNB Bank.
- First National Bank of Pennsylvania.
- Pennsylvania Government Local Investment Trust (PLGIT).

- Pennsylvania School District Liquid Asset Fund (PSDLAF).

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

Insurance Policies

Mr. Paul Carr, in the form of a motion, recommended to approve the insurance policies at the stated rates for the period of 7-1-2021 to 6-30-2022:

- General Liability, Property, Errors and Omissions from Utica National Insurance Group at a rate of \$53,219.
- Workers' Compensation Insurance from AmTrust North America at a rate of \$29,829.
- Cyber Insurance from Travelers Casualty and Surety Company of America at a rate of \$5,038 (no increase).

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

Student Accident Insurance

Mr. Paul Carr, in the form of a motion, recommended to approve the voluntary supplemental student accident insurance from A-G Administrators, LLC - PSBA Insurance Trust underwritten by United States Fire Insurance Company for the period of August 1, 2021 - July 31, 2022 (Voluntary insurance is paid by parents/guardians, not the district). Mr. Don Yontosh seconded the motion, and it was carried with a vote of 8-0-0.

General Fund Budget

Mr. Paul Carr, in the form of a motion, recommended to approve the Final West Branch Area School District General Fund Budget for the 2021-2022 School Year:

Option #1 (No tax increase)

Mr. Don Yontosh seconded the motion, and it was carried with a vote of 8-0-0. Voice Roll Call: Mr. Yontosh – yes; Mr. Carr – yes; Mr. Emigh – yes; Mr. Veres – yes; Mr. Allen – yes; Mr. Seprish – yes; Mr. Diviney – yes; Mrs. Brown – Yes. 8 – yes; 0 – no.

Homestead Act

Mr. Paul Carr, in the form of a motion, recommended to adopt the 2021 Homestead and Farmstead Resolution in alignment with the approved Final West Branch Area School District General Fund budget. Mr. Don Yontosh seconded the motion, and it was carried with a vote of 8-0-0.

OTHER ITEMS FOR ANNOUNCEMENT / DISCUSSION

1. Meeting for July will be held July 26, 2021.
2. Annual Safe Schools Report (to be made in Executive Session as per Act 44 of 2018: School Safety and Security)

ADJOURNMENT

Mr. Don Yontosh, in the form of a motion, recommended to adjourn the meeting 7:32 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