

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

AUGUST 9, 2021

Members Present: Chad Diviney, Don Yontosh, Paul Carr, Christina, Bob Seprish, Jim Emigh

Members Absent: Melvin Smeal, Larry Allen, Tom Veres,

Other:

Media Present: The Progress News

Administration Present: Michelle Dutrow, Erick Johnston, Mark Mitchell, Angela Lucas, Brandy O'Hare, JR Holenchik, Tiffany English, David Catherman, David Williamson

Others Present: Holly Petriskey, Kasi Martin, Stephanie MacTavish, Glenn MacTavish

**OPENING EXERCISES**

President Chad Diviney called the meeting to order at 6:52 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 June 24, 2021. Mr. Paul Carr seconded the motion, and it was carried with a vote of 6-0-0.

**ADMINISTRATIVE REPORTS:**

Brandy O'Hare, Elementary Principal:

- GAP Camp, ESY, Kindercamp, PreK Open House
- Makerspace
- Popsicles with the Principal

Mark Mitchell, Middle School Principal:

- GAP Camp and ESY Update
- Schedules and Room Setup
- 5<sup>th</sup> Grade Orientation
- Projector Removal
- Yearbook Event

Joseph Holenchik, High School Principal:

- Schedule Distribution
- Band Performances

Angela Lucas, Special Education Supervisor:

- GAP Camp and ESY
- Paraprofessional Position
- Scheduling/Caseload

Erick Johnston, Business Manager:

- Stadium Project
- Fiscal Audit

David Catherman, Supervisor of Buildings & Grounds:

- Summer Cleaning
- HVAC Pump

Tiffany English, Food Service Director:

- Employee Training
- Product Shortage
- Board Report Format

CIU:

- Purchases, Staffing, Contracts

CCCTC:

- No Report

PSBA:

- School Guidance regarding COVID-19 (masking and vaccines)
- ESSER Funds
- School Food Costs Issues

### **EXECUTIVE SESSION**

An executive session was held from 7:14 p.m. – 7:41 p.m. for the purpose of Personnel.

### **PERSONNEL**

- |                                 |  |
|---------------------------------|--|
| H. Jones<br>Resignation         | Mr. Don Yontosh, in the form of a motion, recommended to approve the resignation of Heather Jones, Paraprofessional, effective July 27, 2021. Mr. Paul Carr seconded the motion, and it was carried with a vote of 5-0-0.  |
| A.<br>Gillingham<br>Resignation | Mr. Don Yontosh, in the form of a motion, recommended to approve the resignation of Amasa Gillingham, Nurse Assistant, effective August 13, 2021. Mr. Paul Carr seconded the motion, and it was carried with a vote of 5-0-0.  |
| J. Brickley<br>Resignation      | Mr. Don Yontosh, in the form of a motion, recommended to approve the resignation of Jennifer Brickley, Sophomore Class Advisor, effective June 30, 2021. Mr. Paul Carr seconded the motion, and it was carried with a vote of 5-0-0.<br><br>Mr. Don Yontosh, in the form of a motion, recommended to approve resignation of Jennifer Brickley, Stage Manager, effective June 30, 2021. Mr. Paul Carr seconded the motion, and it was carried with a vote of 5-0-0. |
| E. Johnston<br>Resignation      | Mr. Don Yontosh, in the form of a motion, recommended to approve the resignation of Erin Johnson, Junior Class Advisor, effective July 20, 2021. Mr. Paul Carr seconded the motion, and it was carried with a vote of 5-0-0.   |
| E. Wood<br>Transfer             | Mr. Don Yontosh, in the form of a motion, recommended to approve the transfer of Erica Wood, Elementary Personal Care Paraprofessional to Middle School Personal Care Paraprofessional, effective with the 2021 – 2022 school year. (voluntary transfer) (Blind / Visually Impaired Student) Mr. Paul Carr seconded the motion, and it was carried with a vote of 5-0-0.   |
| R. Bailor<br>Transfer           | Mr. Don Yontosh, in the form of a motion, recommended to approve the transfer of Rhonda Bailor, Elementary Personal Care Paraprofessional to Elementary Life Skills Support Personal Care Paraprofessional, effective with the 2021 – 2022 school year.  |

(voluntary transfer) (New Kindergarten Student). Mr. Paul Carr seconded the motion, and it was carried with a vote of 5-0-0.

- S. Strible  
Transfer Mr. Don Yontosh, in the form of a motion, recommended to approve the transfer of Shelva Strible, Elementary Personal Care Paraprofessional to Elementary Instructional Paraprofessional, effective with the 2021 – 2022 school year. (voluntary transfer) (New Kindergarten students). Mr. Paul Carr seconded the motion, and it was carried with a vote of 5-0-0.
- C. Jones  
Para Mr. Don Yontosh, in the form of a motion, recommended to approve Carrie Jones as Paraprofessional to the district, effective with the 2021 – 2022 school year at the starting rate of \$13.51/hr. (Step 0-1). Mrs. Jones will be replacing Betty Leathers, due to retirement, Board Agenda, November 23, 2020, Personnel #1. Mr. Paul Carr seconded the motion, and it was carried with a vote of 5-0-0.
- J. Whipple  
Nurse Asst. Mr. Don Yontosh, in the form of a motion, recommended to approve Julia Whipple as Nurse Assistant to the district at the starting rate of \$18.00/hr., effective with the 2021 – 2022 school year. Ms. Whipple will be replacing Amasa Gillingham due to resignation, August 9, 2021 Board Agenda, Personnel #2. Mr. Paul Carr seconded the motion, and it was carried with a vote of 5-0-0.
- K. Kennedy  
Stud. Gov't.  
Adv. Mr. Don Yontosh, in the form of a motion, recommended to approve Kaitlyn Kennedy as Student Government Advisor, effective with the 2021 – 2022 school year. Mr. Paul Carr seconded the motion, and it was carried with a vote of 5-0-0.
- A. Koleno  
Soph. Class  
Adv. Mr. Don Yontosh, in the form of a motion, recommended to approve Allison Koleno as Sophomore Class Advisor, effective with the 2021 – 2022 school year. Mr. Paul Carr seconded the motion, and it was carried with a vote of 5-0-0.
- B. Evans &  
L. Jones  
Stage  
Managers Mr. Don Yontosh, in the form of a motion, recommended to approve Branden Evans and Lance Jones as Co-Stage Managers, effective with the 2021 – 2022 school year (Shared Contracted Supplemental Pay). Mr. Paul Carr seconded the motion, and it was carried with a vote of 5-0-0.
- M. Koleno  
FMLA Mr. Don Yontosh, in the form of a motion, recommended to approve FMLA leave for Mariah Koleno from August 23, 2021 to September 17, 2021. Substitute will be through Frontline (formerly ESS). Mr. Paul Carr seconded the motion, and it was carried with a vote of 5-0-0.
- Volunteers Mr. Don Yontosh, in the form of a motion, recommended to approve Kandy Ralston to the volunteer list, all paperwork has been received. Mr. Paul Carr seconded the motion, and it was carried with a vote of 6-0-0.
- S. Barger  
Resignation Mr. Don Yontosh, in the form of a motion, recommended to approve the resignation of Shannon Barger, Cafeteria/Hall Monitor, effective August 6, 2021. Mr. Paul Carr seconded the motion, and it was carried with a vote of 6-0-0.

## **EDUCATION**

- Elem.  
Handbook Mr. Don Yontosh, in the form of a motion, recommended to approve the Elementary Parent & Student Handbook for the 2021 – 2022 school year. Mr. Paul Carr seconded the motion, and it was carried with a vote of 6-0-0.
- MS Handbook Mr. Don Yontosh, in the form of a motion, recommended to approve the Middle School Parent & Student Handbook for the 2021 – 2022 school year. Mr. Paul Carr seconded the motion, and it was carried with a vote of 6-0-0.

HS Handbook Mr. Don Yontosh, in the form of a motion, recommended to approve the High School Parent & Student Handbook for the 2021 – 2022 school year. Mr. Paul Carr seconded the motion, and it was carried with a vote of 6-0-0.

WBVA Handbook Mr. Don Yontosh, in the form of a motion, recommended to approve the West Branch Virtual Academy Parent & Student Handbook for the 2021 – 2022 school year. (no revisions). Mr. Paul Carr seconded the motion, and it was carried with a vote of 6-0-0.

## **BUILDINGS & GROUNDS**

Stadium Project Change Request Mr. Don Yontosh, in the form of a motion, recommended to approve the Change Order regarding Air Conditioning for the Field House project, in the amount of \$30,788.72. Mr. Paul Carr seconded the motion, and it was carried with a vote of 6-0-0.

Mr. Diviney asked if the added project would be covered with ESSER funds. Mrs. Dutrow replied that the project would be included with ESSER product application.

Pavilion / Drama Shed Removals Mr. Don Yontosh, in the form of a motion, recommended to approve the removal of the pavilion and the Drama storage buildings/container at the rear of the property (in-house project). Mr. Paul Carr seconded the motion, and it was carried with a vote of 6-0-0.

## **TRANSPORTATION & ATHLETICS**

Van / Bus Drivers 2021 – 2022 Mr. Don Yontosh, in the form of a motion, recommended to approve the driver list from Long Motor Bus and Sones Transportation for the 2021 – 2022 school year. Mr. Paul Carr seconded the motion, and it was carried with a vote of 6-0-0.

Mr. Don Yontosh, in the form of a motion, recommended to authorize the Superintendent to approve additional drivers as needed for first month of school for the 2021 – 2022 school year. Mr. Paul Carr seconded the motion, and it was carried with a vote of 6-0-0.

Mr. Carr requested the motion to be amended to include the entire school year as opposed to just the first month. Mr. Yontosh agreed to revise the motion.

B. Hayward Asst. VB Coach Mr. Don Yontosh, in the form of a motion, recommended to approve Breana Hayward as the Assistant Varsity Volleyball Coach. Mr. Paul Carr seconded the motion, and it was carried with a vote of 6-0-0.

A. White VB Volunteer Mr. Don Yontosh, in the form of a motion, recommended to approve Ashley White as a volunteer to the Volleyball program. Mr. Paul Carr seconded the motion, and it was carried with a vote of 6-0-0.

E. Johnston Soccer Volunteer Mr. Don Yontosh, in the form of a motion, recommended to approve Erick Johnston as a volunteer to the Girls Soccer program. Mr. Paul Carr seconded the motion, and it was carried with a vote of 6-0-0.

## **FINANCE & PURCHASE**

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

Disbursements from May/June 2021:

\$9,726.32	Cafeteria Account	checks 4533 through 4535
\$5,337.00	Maintenance Account	Check 0022
\$1,426,514.98	General Account	checks 55418 through 55606

\$1,441,578.30      **GRAND TOTAL**

Mr. Don Yontosh seconded the motion and it carried with a vote of 6-0-0.

Treasurers  
Report

Mr. Paul Carr, in the form of a motion, recommended to approve the Treasurers Report for June 2021. Mr. Don Yontosh seconded the motion and it carried with a vote of 6-0-0.

Activity  
Acct.

Mr. Paul Carr, in the form of a motion, recommended to approve the Activity Account for June and July 2021. Mr. Don Yontosh seconded the motion and it carried with a vote of 6-0-0.

Credit Card  
Issuer

Mr. Paul Carr, in the form of a motion, recommended First National Bank as the eprocurement/credit card financial issuer of the West Branch Area School District. Mr. Don Yontosh seconded the motion and it carried with a vote of 6-0-0.

Mr. Seprish asked if this was a new company. Mr. Johnston replied that we use First National Bank for other accounts.

### **EXECUCITIVE SESSION**

An executive session was held after the meeting for Personnel and the Board did not reconvene to conduct business.

### **ADJOURNMENT**

Mr. Don Yontosh, in the form of a motion, recommended to adjourn the meeting 8:02 p.m. Mr. Paul Carr seconded the motion and it carried with a vote of 6-0-0.

Respectively Submitted,

Kasi Martin  
Secretary to the Board of Education