

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

JANUARY 24, 2022

Members Present: Chad Diviney, Don Yontosh, Christina Brown, Bob Seprish, Jim Emigh, Melvin Smeal, Jeremiah Dobo, Jessica Maines via Telephone

Members Absent:

Media Present: The Progress News

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

Others Present: Kasi Martin, Norman Parks, Katelyn Ward, Julie Brooks

OPENING EXERCISES

President Chad Diviney called the meeting to order at 6:45 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 22, 2021 and December 7, 2021. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 8-0-0.

ADMINISTRATIVE REPORTS:

Brandy O'Hare, Elementary Principal:

- Maker Space Room Update
- PreK/Kindergarten Registration
- PSSA/NAEP Testing

Mark Mitchell, Middle School Principal:

- December Events
- End of 2nd Marking Period/1st Semester
- Budget Planning

Joseph Holenchik, Secondary Principal:

- Budget Planning
- Course Selection Book Planning

Angela Lucas, Special Education Supervisor:

- Filled Positions
- Extended School Year (ESY)
- Substitute Coverage
- Budget Planning

Erick Johnston, Business Manager:

- Fiscal Highlights

David Catherman, Supervisor of Buildings & Grounds:

- Divider Wall Update

David Williamson, Athletic Director:

- Attendance Comparison

Tiffany English, Food Service Director:

- Product Orders for 2022-2023
- On-Site Happenings

CIU: New Logo, New Building Planning

CCCTC: Enrollment increase, Contacts, Collapsing/Merging Programs, Roofing Update

PSBA: Bill to assist homeless, foster students, State Board of Education approves new Science Standards, Availability of free COVID testing in schools.

PRESENTATIONS

During the Committee Meeting Mrs. Dutrow reviewed the ARP ESSER Health and Safety Plan.

Baker Tilley reviewed the Financial Audit for the fiscal year 2020 – 2021.

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.

BOARD

Vacant
Seat

Mr. Don Yontosh, in the form of a motion, recommended to appoint Norman Parks for the vacant seat (2-Year Term). Mrs. Christina Brown seconded the motion, and it was carried with a vote of 8-0-0.

Mr. Parks took the Oath of Office and was seated with the Board of Directors.

Mr. Emigh and Mr. Diviney expressed their appreciation for the candidates who had applied and had shown interest in serving on the board.

Principles
of
Governance

Mr. Don Yontosh, in the form of a motion, recommended to adopt the Principles for Governance and Leadership outlined by PSBA. Mr. Jim Emigh seconded the motion, and it was carried with a vote of 9-0-0.

PERSONNEL

H. Modzel
Resignation

Mr. Don Yontosh, in the form of a motion, recommended to approve resignation of Holly Modzel, Elementary Office Support / Cafeteria Monitor, effective December 8, 2021. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 9-0-0.

J. Sterling
Café
Monitor

Mr. Don Yontosh, in the form of a motion, recommended to approve Jessica Sterling as Cafeteria Monitor to the District, retroactive to December 15, 2021 at the starting rate of \$11.73/hr. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.

J. Sterling
Resignation

Mr. Don Yontosh, in the form of a motion, recommended to approve resignation of Jessica Sterling, Cafeteria Monitor, effective January 9, 2022. Mr. Mel Smeal seconded the motion, and it was carried with a vote of 9-0-0.

B. Emigh
Café
Monitor

Mrs. Christina Brown, in the form of a motion, recommended to approve Butch Emigh as Cafeteria Monitor to the District, retroactive to January 3, 2022 at the starting rate of \$13.10/hr. Mr. Robert Seprish seconded the motion, and it was carried with a vote of 9-0-0.

R. Schieffer
Para-
professional

Mrs. Christina Brown, in the form of a motion, recommended to approve Rebecca Schieffer as Secondary Classroom Paraprofessional to the District, retroactive to January 3, 2022 at the rate of \$13.51/hr. (Ms. Schieffer will be replacing Carrie Jones, due to transfer of assignment). Mr. Jim Emigh seconded the motion, and it was carried with a vote of 9-0-0.

Attendance
Sec./ Café
Monitor
Position

Mrs. Christina Brown, in the form of a motion, recommended to approve the restructured position of Attendance Secretary/Cafeteria Monitor from part-time to full-time with Benefits. Mr. Don Yontosh seconded the motion, and it was carried with a vote of 9-0-0.

Mr. Emigh questioned if the position would be a cost savings to the District. Mr. Johnston confirmed the cost savings.

EDUCATION

School
Calendar

Mr. Mel Smeal, in the form of a motion, recommended to approve the School Calendar as presented for the 2022 – 2023 school year. Mr. Don Yontosh seconded the motion, and it was carried with a vote of 9-0-0.

Field Trips

Mr. Don Yontosh, in the form of a motion, recommended to approve High School Life Skills Community Based Instruction at Peoples Natural Gas Field on May 11, 2022. Cost to the District: 1 School Bus (Funding: HS Budget); Cost to the Student: None. (Information Only: 9 Students will be attending. Chaperones will be Erin Johnson, Tina Kolesar, Erica Wood, Sue Maguire, Amanda Harris, Danielle Gregory, School Nurse). Mrs. Christina Brown 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 High School Students to attend the Post-Secondary Fair on March 3, 2022 at the Clearfield Fair Grounds. Cost to the District: 1 School Bus (Funding: HS Budget); Cost to the Student: None. (Information Only: 40 students will be attending. Chaperones will be Scott McCamley and Justin Koleno). Mr. Mel Smeal seconded the motion, and it was carried with a vote of 9-0-0.

Mr. Don Yontosh, in the form of a motion, recommended to approve the Kindergarten field trip to Elk Visitor Center on May 18, 2022. Cost to the District: 2 School Buses (Funding: Elem. Budget); Cost to the Student: \$5. (Information Only: 82 students will be attending. Chaperones are Rhonda Bailor, Megan Dale, Kevin Hubler, Danielle McDowell, Danny Clark, Alesia Dumas, Megan Orwick, Dane Danko, Ashley Nines, Ashley White, Chyna Confer, Kaylin George). Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.

FCA Club

Mr. Don Yontosh, in the form of a motion, recommended to approve the creation of a Middle School Fellowship of Christian Athletes (FCA) Club. Mr. Mel Smeal seconded the motion, and it was carried with a vote of 9-0-0.

Mr. Diviney questioned if the Middle School and High School would merge FCA Clubs. Mr. Mitchell replied that some things they would merge and other things they would do separately.

POLICY

1st Reading

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

- Policy 626 Attachment: Procurement – Federal Programs

Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.

BUILDINGS & GROUNDS

Community Walking Program

Mr. Don Yontosh, in the form of a motion, recommended to approve the use of the High School facility for a Community Walking program from January 25, 2022 thru April 29, 2022 (Monday to Thursday 5:00 p.m. to 8:00 p.m.). Mr. Robert Seprish seconded the motion, and it was carried with a vote of 9-0-0.

Mr. Seprish asked why the walking program was being brought back. Mrs. Dutrow explained that the District has been receiving many calls about participants wanting to walk during the cold winter months with deceased COVID issues it seemed appropriate to reinstate the program. Mr. Emigh questioned whether the track was going to be used during the Spring, Summer and Fall. Mrs. Dutrow replied that after the sealing and paving issues are resolved that additional opportunity can be explored.

Divider Curtain

Mr. Mel Smeal, in the form of a motion, recommended to reject the purchase of a new divider curtain for the Middle School Gymnasium at a cost of \$19,665.00. (Wood Divider: \$90,000). Mr. Jim Emigh seconded the motion, and it was carried with a vote of 9-0-0.

There was discussion regarding different solutions to fix the existing divider that is currently in place. Administration will look into what options exist and see if they will meet inspection regulations. The matter will be revisited next month.

Surplus

Mrs. Christina Brown, in the form of a motion, recommended to declare the following items surplus:

- High Efficiency Gas Furnace; Model: VG7CD-120D-T4501; Serial Number: VGG2010007198; Good Condition
- Baldwin Panoramic Tone Organ; Model – PTT; Serial: 131724; Unknown operations.
- Thomas Eldorado Organ; Model: 792 792A8-0000; Serial: 2928-0055; Condition: Unknown operations.
- Promethean Boards; Model: PRM-AB378-012; 17 Units
- Regular Projector Mounts; 5 Units
- Ceiling Mounts for Regular Projector Mounts; 13 Units
- Casio Projectors; Model: XJV10X; 14 units
- Casio Projectors; Model: XJM141, 5 Units

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

TRANSPORTATION & ATHLETICS

R. Garbinsky
Asst. Jr. High Wrestling Coach

Mrs. Christina Brown, in the form of a motion, recommended to approve Ronnie Garbinsky as Assistant Jr. High Wrestling Coach. Mr. Jim Emigh seconded the motion, and it was carried with a vote of 9-0-0.

J. Rockey
Resignation

Mrs. Christina Brown, in the form of a motion, recommended to approve the resignation of Jalee Rockey, Co-Varsity Assistant Girls Basketball Coach, effective January 4, 2022. Mr. Don Yontosh seconded the motion, and it was carried with a vote of 9-0-0.

J. Moore
Resignation

Mr. Don Yontosh, in the form of a motion, recommended to approve the resignation of Joe Moore, Assistant Junior High Softball Coach, effective January 5, 2022. Mr. Mel Smeal seconded the motion, and it was carried with a vote of 9-0-0.

Fall Coaches Mrs. Christina Brown, in the form of a motion, recommended to approve the Administrative Recommendation to retain the Fall Head Coaches and paid coaching staffs for the 2022 – 2023 school year:

- Football: **Kevin Hubler**, Justin Koleno, Chad Koleno, Alvin Hubler, Todd Dobo, Terry Smeal
- Cross Country: **Josh Carr**, Tabytha Carr
- Volleyball: **Terry Trude**, Breanna Hayward, Molly Neidrick, Allison Koleno
- Soccer: **Angie Fenush**, Alicia Lutz, Levi Good, Mitch Hubler

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

Drivers Mr. Don Yontosh, in the form of a motion, recommended to approve Rochelle Sabol as a driver for Long Motor Bus Co., all paperwork has been received. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.

FINANCE & PURCHASE

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

Disbursements from December 2021 / January 2022:

| | | |
|-----------------|--------------------|----------------------------|
| \$ 123,985.26 | Cafeteria Account | checks 4564 through 4570 |
| \$ 1,330,907.09 | General Account | checks 56120 through 56416 |
| \$ 1,454,892.35 | GRAND TOTAL | |

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

Treasurers Report Mr. Don Yontosh, in the form of a motion, recommended to approve the Treasurers Report for November and December 2021. Mr. Robert Seprish seconded the motion, and it was carried with a vote of 9-0-0.

Activity Acct. Mr. Don Yontosh, in the form of a motion, recommended to approve the Activity Account for November and December 2021. Mrs. Christina Brown seconded the motion and it carried with a vote of 9-0-0.

ESS Sub Rate Mr. Don Yontosh, in the form of a motion, recommended to approve the Dedicated Substitute Teacher rate through Frontline (formerly ESS) at \$110/per day, retroactive to December 8, 2021. (currently \$100 per day). Mrs. Dutrow confirmed that this item was overlooked last month when the daily rate was increased. Mr. Mel Smeal seconded the motion, and it was carried with a vote of 9-0-0.

Van Strien Consulting Mr. Don Yontosh, 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 2022 - 2023 funding year (same cost as 2021 – 2022). Mrs. Christina Brown seconded the motion and it carried with a vote of 9-0-0.

Acc. Budget Opt Out Mr. Don Yontosh, in the form of a motion, recommended to approve the Accelerated Budget Opt Out Resolution Certifying Tax Rate within Inflation Index as presented. Mrs. Christina Brown seconded the motion and it carried with a vote of 9-0-0.

OTHER ITEMS FOR DISCUSSION BY THE BOARD

Mr. Emigh would like Administration to get the life expectancies for the divider wall with costing measures.

EXECUTIVE SESSION

The Board held an executive session for Personnel matters and did not reconvene.

ADJOURNMENT

Mr. Don Yontosh, in the form of a motion, recommended to adjourn the meeting 8:05 p.m. Mrs. Christina Brown seconded the motion and it carried with a vote of 9-0-0.

Respectively Submitted,

Kasi Martin
Secretary to the Board of Education