



**WEST BRANCH AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING**

**MONDAY, JUNE 20, 2022
HIGH SCHOOL LIBRARY
6:30 P.M.**

AGENDA

I. CALL TO ORDER / PLEDGE TO THE FLAG

II. ROLL CALL

III. STUDENT REPORTS / RECOGNITION

IV. RECOGNITION OF VISITORS: PUBLIC COMMENT:

V. APPROVAL OF MINUTES OF PRIOR MEETING(S):

- A. May 16, 2022
 - For approval based upon review by board members to determine these minutes to be accurate and correct.

APPROVED

REJECTED

DEFERRED

VI. ADMINISTRATIVE REPORTS / RECOMMENDATIONS

Updates:

Brandy O'Hare: Elementary Principal
Mark Mitchell: Middle School Principal
J.R. Holenchik: High School Principal
Angela Lucas: Special Education Director
Branden Evans: Technology Coordinator

Erick Johnston: Business Manager
David Williamson: Pupil Services Coordinator
David Catherman: Supervisor of Buildings and Grounds
Tiffany English: Food Service Director

OTHER REPORTS

- CIU: Jessica Maines
- CCCTC: Jeremiah Dobo
- PSBA LIAISON: Chad Diviney

VII. ANNOUNCEMENTS AND PRESENTATIONS

VIII. NEW BUSINESS

A. BOARD

B. PERSONNEL

1. Motion to approve Elaina McClelland as Secondary Math Teacher (2022-23 Assignment-High School Math) at a starting salary of \$44,625 (Step 1B).

APPROVED

REJECTED

DEFERRED

2. Motion to approve Brande Plyler as Middle School English Teacher (2022-23 Assignment-Grade 8) at a starting salary of \$57,649 (Step 9M+15).

APPROVED

REJECTED

DEFERRED

3. Motion to approve Tom Reed and Aaron Tiracorda as Part-Time School Police Officers for the 2022-23 school year (Shared Contract - \$40,000 for 180 days).

APPROVED REJECTED DEFERRED

4. Motion to approve Emigh Modzel as a Personal Care Aide (2022-23 Assignment-Kindergarten) at the contracted rate.

APPROVED REJECTED DEFERRED

5. Motion to approve Denise Cherry as Treasurer to the District for the 2022—2023 school year.

APPROVED REJECTED DEFERRED

6. Motion to approve the dedicated teacher substitutes (3)(ESSER II Funding) and dedicated paraprofessional substitute (1)(General Fund) for the 2022 -2023 school year.

APPROVED REJECTED DEFERRED

7. Motion to approve Courtney Ryder to the volunteer list. All paperwork has been received.

APPROVED REJECTED DEFERRED

C. EDUCATION

1. Motion to approve the Emergency Instructional Time Application as per Section 520.1 of the PA School Code for the 2022 – 2023 school year.

APPROVED REJECTED DEFERRED

2. Motion to approve the contract for Special Education Services between the Central Intermediate Unit 10 (CIU 10) and the West Branch Area School District at \$79,525.21 (Hearing - \$8,268.85; Vision - \$71,256.36).

APPROVED REJECTED DEFERRED

3. Motion to approve the Elementary Library Book order in the amount of \$1,508.07. (Funding: 2022 – 2023 Elementary Budget).

APPROVED REJECTED DEFERRED

4. Motion to declare the following textbooks surplus:
- Food for Today Textbooks, McGraw-Hill, Copyright: 2004, ISBN#0-07-861644-1, 3 copies
 - Business English Textbook, McGraw-Hill, Copyright: 1988, ISBN#0-02-800990-8, 1 copy
 - Math 76 Textbook, Saxon, Copyright: 1985, ISBN#0-939798-15-8, 1 copy
 - Teacher’s Edition Science Voyages Textbook, McGraw-Hill, Copyright: 2000, ISBN#0-02-828668-5, 1 copy
 - Parenting Textbook, McGraw-Hill, Copyright: 1990, ISBN#0-07-028796-1, 1 copy
 - Earth Science Teacher’s Edition Textbook, Holt, Rinehart, and Winston, Copyright: 2008, ISBN#13-978-0-03-036698-7, 1 copy
 - Earth Science Textbooks, Holt, Rinehart, and Winston, Copyright: 2008, ISBN#10-0-03-036697-6, 1 copy

APPROVED REJECTED DEFERRED

D. POLICY

1. Motion to approve 1st reading of the following policy:

- Policy 246: School Wellness (Triennial Assessment Requirement)

APPROVED	REJECTED	DEFERRED
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E. BUILDINGS AND GROUNDS

1. Motion to declare the following items as surplus:

- Alto-Shaam warming racks, Model: 1200-UPS/SR, Serial: 146544-0301, Condition: Powers on/operational but not professionally tested, starting price: \$50.00
- ETCO oven, Model: n/a, Serial: n/a, Condition: Powers on/operational but not professionally tested, starting price: \$50.00

APPROVED	REJECTED	DEFERRED
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2. Motion to approve tree removal in the courtyard. (Cost not to exceed \$2,650)

APPROVED	REJECTED	DEFERRED
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F. TRANSPORTATION & ATHLETICS

1. Motion to approve the resignation of Chad Koleno, Jr. High Girls’ Basketball Coach, effective May 13, 2022.

APPROVED	REJECTED	DEFERRED
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2. Motion to approve the resignation of Breanna Hayward, J.V./Varsity Assistant Volleyball Coach, effective May 23, 2022. (Transitioning to volunteer position).

APPROVED	REJECTED	DEFERRED
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3. Motion to approve the administrative recommendation to retain the spring head coaches and their respective coaching staffs for the 2022-2023 school year.

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

APPROVED	REJECTED	DEFERRED
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4. Motion to approve the following Fall Athletic Volunteers:

- **Football:** Gary Hubler, Travis McDowell, Terry Williams, Stephen Page, Adam Gibson, Terry Smeal III, Parker Emigh
- **Volleyball:** Kody Trude, Mariah Koleno, Allison Koleno, Ashley White, Breanna Hayward
- **Cross Country:** Dave Catanzaro, Jane Catanzaro

APPROVED	REJECTED	DEFERRED
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G. FINANCE AND PURCHASE

1. Motion to approve the following Disbursements from May / June 2022.

\$ 74,967.60	Cafeteria Account	Checks 4587 through 4613
\$ 9,366.56	Visa	
\$ 706,505.92	General Account	Checks 56916 through 57021
\$ 790,840.08	Grand Total	

APPROVED REJECTED DEFERRED

2. Motion to approve the Treasurers Report for May 2022.

APPROVED REJECTED DEFERRED

3. Motion to approve the Activity Account for May 2022.

APPROVED REJECTED DEFERRED

4. Motion to approve the payment of bills through June 30, 2022.

APPROVED REJECTED DEFERRED

5. Motion to approve the Business Manager and local independent auditors to make the necessary month-to-month and end-of-year budgetary transfers to close out the 2021-2022 school year.

APPROVED REJECTED DEFERRED

6. Motion to approve the transfer of \$278,588.74 from Committed General Fund to Unassigned General to fund phase two of the Athletic Fieldhouse project.

APPROVED REJECTED DEFERRED

7. Motion to approve Baker Tilly Virchow Kraus, LLP as the local auditor to complete the 2021-2022 fiscal year audit of the financial statements and related disclosures at the rate of \$26,000.

APPROVED REJECTED DEFERRED

8. Motion to approve the contract with Lancaster-Lebanon Intermediate Unit #13 for PIMS professional development and support for the 2022-23 school year. (Cost not to exceed \$6,000)

APPROVED REJECTED DEFERRED

9. Motion to approve the following appointments as depositories for district funds and investments for the 2022-2023 school year:

- Motion M&T Bank
- First National Bank of Pennsylvania (FNB)
- CNB Bank
- Clearfield Bank & Trust (CBT)
- Pennsylvania School District Liquid Asset Fund (PSDLAF).
- Pennsylvania Government Local Investment Trust (PLGIT).

APPROVED REJECTED DEFERRED

10. Motion to approve the following insurance policies at the stated rates for the period of 7-1-2022 to 6-30-2023:

- a) Highmark monthly Medical and prescription insurance rates through the Central Intermediate Unit Insurance Consortium:

Plan 1: Administrators, Teachers, and Act-93 Non-Supervisors:

- Single: \$ 665.91
- Employee & Child(ren) \$1,604.38
- Employee & Spouse \$1,794.38
- Family \$2,058.45

Plan 1B: Full-Time Support Staff Members:

- Single: \$ 692.72
- Employee & Child(ren) \$1,669.13
- Employee & Spouse \$1,866.42
- Family \$2,141.03

QHDHP Plan: For all Eligible Employees:

- Single: \$ 600.17
- Employee & Child(ren) \$1,446.06
- Employee & Spouse \$1,617.23
- Family \$1,855.27

Eligible Retirees Prior to July 1, 2014:

- \$756.72 (COBRA rate)

Eligible Retirees After to July 1, 2014:

- Plan 1: \$679.22 (COBRA rate)
- QHDHP: \$612.17 (COBRA rate)

- b) General and Property Liability insurance (includes property, general liability, auto, crime, and errors & omissions coverage) underwriter Utica National Insurance Group at a rate of \$56,325.
- c) Cyber Risk Insurance from Travelers Indemnity Company, broker Burns & Burns Associates, Inc. at a rate of \$7,486.

APPROVED

REJECTED

DEFERRED

11. Motion to approve Student Accident Insurance from A-G Administrators, LLC, underwritten by United States Fire Insurance Company for the period of July 1, 2022 - June 30, 2023 (voluntary program paid by parents/guardians, no cost to the district).

APPROVED

REJECTED

DEFERRED

12. Motion to approve the Clearfield County Career and Technology Center General Fund Budget for the 2022-23 school year. (Roll Call Vote/Individual Ballot)

APPROVED

REJECTED

DEFERRED

13. Motion to approve the Final West Branch Area School District General Fund Budget for the 2022-2023 School Year providing a total budgeted revenue of \$19,933,180 and total budgeted expenses of \$20,499,957, while maintaining a projected Unassigned Fund Balance of \$1,634,120, and total General Fund Balance of \$7,400,375, as implementing the following tax rates:

1. Real Estate Tax Mills 103.67 (increase of 2.51) for Clearfield County, and real estate tax mills of 12.71 (increase of 0.1) for Clinton County.
2. \$5.00 Per Capita (Section 679 of School Code)
3. \$5.00 Per Capita (Act 511)

- 4. \$10.00 Occupational Tax (Act 511)
- 5. \$10.00 Local Service Tax (Occupational Privilege Tax)
- 6. 0.50% Earned Income Tax (1.0% shared with municipalities)
- 7. 0.50% Real Estate Transfer Tax (1.0% shared with municipalities)

*Administrative recommendation of property tax increase of 2.45% (half of Maximum Act 1 Index of 4.9%)

APPROVED

REJECTED

DEFERRED

- 14. Motion to adopt the 2022 Homestead and Farmstead Resolution in alignment with the approved Final West Branch Area School District General Fund budget.

APPROVED

REJECTED

DEFERRED

IX. OLD BUSINESS

X. CORRESPONDENCE

XI. OTHER ITEMS FOR ANNOUNCEMENT / DISCUSSION

- 1. July Meeting - July 25, 2022
- 2. Annual Safe Schools Report (to be made in Executive Session as per Act 44 of 2018: School Safety and Security)

XII. ADJOURNMENT