



**WEST BRANCH AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
MONDAY, JULY 25, 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:**

1. Michelle Geyer – Non-Resident Student

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

1. June 20, 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: High School Principal  
Mark Mitchell: Middle School Principal  
Angela Michaels: Elementary 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 LIASON: Chad Diviney

**VII. ANNOUNCEMENTS AND PRESENTATIONS**

**VIII. NEW BUSINESS**

**A. BOARD**

**B. PERSONNEL**

1. Motion to approve the resignation of Michelle Dutrow, Superintendent of Schools, effective December 31, 2022.

APPROVED

REJECTED

DEFERRED

2. Motion to approve Ashlee McQuown as Athletic Trainer at a contracted starting salary of \$50,000, effective July 26, 2022.

APPROVED REJECTED DEFERRED

3. Motion to approve Ashlee Wessel as Elementary Reading Specialist, effective with the 2022-23 school year, at a starting salary of \$47,575 (Step 3B), pending completion of certification reactivation through PDE (Pennsylvania Department of Education).

APPROVED REJECTED DEFERRED

4. Motion to approve Ashley White to serve as a mentor for Ashlee Wessel for the 2022-23 school year at the contracted rate of \$250.

APPROVED REJECTED DEFERRED

5. Motion to approve Chris Mason to serve as a mentor for Elaina McClelland for the 2022-23 school year at the contracted rate of \$250.

APPROVED REJECTED DEFERRED

6. Motion to approve the resignation of Tammi Ebersole, Elementary Paraprofessional, effective 7/16/22.

APPROVED REJECTED DEFERRED

7. Motion to approve the resignation of Jessica English, Elementary Reading Paraprofessional, effective 7/19/22.

APPROVED REJECTED DEFERRED

8. Motion to approve Christine Sterling as Personal Care Aide at the contracted rate, effective with the 2022-23 school year. (Assignment – Middle School)

APPROVED REJECTED DEFERRED

9. Motion to approve Corrina Gunter as Personal Care Aide at the contracted rate, effective with the 2022-23 school year. (Assignment – Elementary)

APPROVED REJECTED DEFERRED

10. Motion to approve Amanda Baughman and Philip Biggans to the Volunteer List. All paperwork has been received.

APPROVED REJECTED DEFERRED

### **C. EDUCATION**

1. Motion to approve contract with Soaring Heights for the following special education daily tuition rates during the 2023-2023 school year:
- Autism Services \$293.00 (increase of \$8)
  - Emotional Support \$220.00 (increase of \$20)
  - Personal Care Aide \$130.00 (increase of \$5)

APPROVED REJECTED DEFERRED

2. Motion to approve the Teacher Handbook for the 2022-2023 school year.

APPROVED REJECTED DEFERRED

3. Motion to approve the Elementary Parent & Student Handbook for the 2022 – 2023 school year.

APPROVED REJECTED DEFERRED

4. Motion to approve the Middle School Parent & Student Handbook for the 2022 – 2023 school year.

APPROVED REJECTED DEFERRED

5. Motion to approve the High School Parent & Student Handbook for the 2022 – 2023 school year.

APPROVED REJECTED DEFERRED

6. Motion to approve the West Branch Virtual Academy Handbook for the 2022 – 2023 school year.

APPROVED REJECTED DEFERRED

7. Motion to declare the following textbooks surplus:

- English textbooks, Houghton Mifflin, Copyright: 2004, ISBN #0-618-31000-2, 53 copies
- English textbooks, Houghton Mifflin, Copyright: 2004, ISBN #0-618-30998-5, 25 copies
- English overhead transparencies and posters, Houghton Mifflin, Copyright: 2001, ISBN #0-618-08678-1, 1 box set

#### **D. POLICY**

1. Motion to approve 2nd reading of the following policy:

- Policy 246: School Wellness (Triennial Assessment Requirement)

APPROVED REJECTED DEFERRED

#### **E. BUILDINGS AND GROUNDS**

1. Motion to approve EI Associates as the Architectural Firm for the Elementary Facility Study at a rate of \$7,500.

APPROVED REJECTED DEFERRED

2. Motion to approve A.M. Logging, L.L.C.'s wood chip bid of \$59.50/ton and a fuel surcharge when the cost of diesel exceeds \$6.25/gallon for the term of July 1, 2022, to June 30, 2025.

APPROVED REJECTED DEFERRED

#### **F. TRANSPORTATION & ATHLETICS**

1. Motion to approve the transportation contract with Sones Transportation for the 2022-2023 school year.

APPROVED REJECTED DEFERRED

2. Motion to approve Mollie Neidrick as the JV Volleyball Coach.

APPROVED REJECTED DEFERRED

3. Motion to approve the resignation of Rebecca Lutchko as the Assistant Jr. High Girls Basketball Coach.

APPROVED REJECTED DEFERRED

4. Motion to approve the Student Athletic Handbook for the 2022-2023 school year.

APPROVED REJECTED DEFERRED

5. Motion to approve the Coach Athletic Handbook for the 2022-23 school year.

APPROVED REJECTED DEFERRED

**G. FINANCE AND PURCHASE**

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

\$ 29,706.83	Cafeteria Account	Checks 4614 through 4616
\$ 23,062.22	Visa	
\$ 344,281.64	General Account (2022)	Checks 57022 through 57083
\$ 514,018.35	General Account (2023)	Checks 57084 through 57177
\$ 901,069.04	<b>Grand Total</b>	

APPROVED REJECTED DEFERRED

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

APPROVED REJECTED DEFERRED

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

APPROVED REJECTED DEFERRED

4. Motion to approve transfer of \$2,005,990.62 from unassigned general fund balance for future projects, to ensure compliance of an 8% Unassigned Fund Balance as a Percentage of Total Budgeted Expenditures when increasing real estate taxes.

APPROVED REJECTED DEFERRED

5. Motion to approve the Student Laptop Protection Plan through the District, (voluntary program paid by parents/guardians, no cost to District), effective with the 2022-23 school year.

APPROVED REJECTED DEFERRED

**IX. OLD BUSINESS**

**X. CORRESPONDENCE**

**XI. OTHER ITEMS FOR DISCUSSION**

**XII. ADJOURNMENT**