

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

SEPTEMBER 26, 2022

Members Present: Chad Diviney, Christina Brown, Jeremiah Dobo, Jessica Maines, Norman Parks, Robert Seprish, Melvin Smeal, Donald Yontosh

Members Absent: James Emigh

Other:

Media Present: Mikayla Heiss/The Progress News

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

Others Present: Cody Klaus, Rachel Steffan, Ashleigh Grossi, Breanna Rinehart, Stacey Guenot

OPENING EXERCISES

President Chad Diviney called the meeting to order at 7:13 p.m. All present were asked to stand and pledge allegiance to the American Flag.

STUDENT REPORTS/RECOGNITION

West Branch teacher and students painted nature-based murals for Cen-Clear's Head Start facility in Bigler, PA. Students (Carly Watro, Breanna Rinehart, Ashleigh Grossi, and Shaela Gillen), supervised by Rachel Steffan, completed approximately 8 murals over the course of a month and a half during the summer. Animal and plant life, STEAM centered, murals were created with muted tones to create a serene environment for students. The Board and Administration remarked the project was very well done. Mrs. Steffan looks forward to projects such as this in the future.

RECOGNITION OF VISITORS: PUBLIC COMMENT:

Cody Klaus of the Pennsylvania School Boards Association (PSBA) presented Robert Seprish with a certificate Recognizing 12 years of service on the Board. Donald Yontosh was presented with a plaque recognizing 24 years of service on the Board. Mr. Klaus spoke briefly on the history of PSBA noting that members are dedicated, unpaid volunteers. Mr. Seprish and Mr. Yontosh were applauded for their service, had their picture taken, and were congratulated by Mr. Diviney.

MINUTES

Mr. Donald Yontosh, in the form of a motion, recommended to approve the meeting minutes from August 15, 2022. Mr. Norman Parks seconded the motion, and it was carried with a vote of 8-0-0.

ADMINISTRATIVE REPORTS:

Brandy O'Hare, High School Principal:

- Nutrition Group Student Workers
- Homecoming

Mark Mitchell, Middle School Principal:

- Emergency Operations Planning (EOP)
- Extended Learning Opportunities (ELO)

Angela Michaels, Elementary Principal:

- Trunk or Treat
- Title I Reading Nights
- ECRI Study

Angela Lucas, Special Education Director:

- Special Education Supervisors Meeting
- IEP Meetings In-House/Soaring Heights
- Statewide Training for School-Based Access Program (SBAP)
- Safety Day Field Trip

Branden Evans, Technology Coordinator:

- Tech Support Help Tickets
- Sporting Events Live Streaming
- Esports Machines
- Badge Printer

Erick Johnston, Business Manager:

- Elementary School Renovation Project
- Audit Items & Other Required Reporting
- Booster Club Annual Meeting
- External Cyber Charter Enrollment
- CCCTC Roof
- General Fund Transfers

David Williamson, Pupil Services Coordinator:

- Fall Athletics
- Attendance Comparison
- Poster Contest

David Catherman, Supervisor of Buildings & Grounds:

- Landscaping
- Greenhouse Project
- Roofing Repairs
- Smoke Evacuation System
- Fieldhouse Project

Tiffany English, Food Service Director:

- Annual Staff Training
- Student Worker Program
- Statewide Breakfast Program
- Snack Shack/Coffee Bar

CIU: (Jessica Maines) – No report this month, not present at CIU meeting

CCCTC: (Jeremiah Dobo)

- Enrollment
- English Instructor Needed
- Health Occupations/School Nurse Position Opening
- Addition of CADD to Architectural Drafting Program
- Adding General Education Program

PSBA: (Chad Diviney)

- PSBA Report provided

BOARD

PSBA Officers Mr. Donald Yontosh, in the form of a motion, authorized the Board secretary to cast a unanimous vote of the PSBA officers for the open positions with the only candidates running. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 8-0-0.

PERSONNEL

S. Elliott Resign. Mr. Donald Yontosh, in the form of a motion, recommended to approve the resignation of Stephanie Elliott, Elementary School Counselor, effective October 21, 2022. Ms. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0.

Mentor Stipend Mr. Donald Yontosh, in the form of a motion, recommended to increase the mentor stipend to \$750 effective with the 2022-2023 school year. (Previous rate was \$250.) Mr. Jeremiah Dobo seconded the motion, and it was carried with a vote of 8-0-0. Mr. Yontosh initiated discussion as to the large increase in rate. Mrs. Dutrow explained that the \$250 rate was grossly under what other area districts pay. Mr. Johnston added that the rate has been \$250 since at least 2003.

C. Sterling Resign. Mr. Donald Yontosh, in the form of a motion, recommended to approve the resignation of Christine Sterling, Personal Care Aide – Middle School, effective August 24, 2022. Ms. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0.

Hours Café/Hall Monitor Mr. Donald Yontosh, in the form of a motion, recommended to increase the hours of Norman (Butch) Emigh, Cafeteria/Hall Monitor, to 5.95 hours per day effective September 27, 2022. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 8-0-0. Mr. Smeal questioned why the hours would be 5.95 hours as opposed to 6 hours per day. Mr. Johnston explained that 6 hours per day would be considered a full-time employee.

Volunteers Mr. Donald Yontosh, in the form of a motion, recommended to approve Janelle Currie, Julie Lynch, Jamie Baxter, Abigail Gallaher, Megan Bickel, and Christina Mann to the volunteer list. All paperwork has been received. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 8-0-0.

Dedicated Para Sub Rate Mr. Donald Yontosh, in the form of a motion, recommended to approve the dedicated paraprofessional sub rate of \$11/hour for the 2022 – 2023 school year. (\$9.75/hour 2021-22) Mrs. Christina Brown seconded the motion, and it was carried with a vote of 8-0-0.

Substitute Nurse Mr. Donald Yontosh, in the form of a motion, recommended to approve Pam Warsing as substitute nurse at a rate of \$18.00 per hour. Ms. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0.

Substitute Nurse Mr. Melvin Smeal, in the form of a motion, recommended to approve Natalie Gormont as substitute nurse at a rate of \$18.00 per hour. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 8-0-0.

EDUCATION

Priority Goals Mr. Donald Yontosh, in the form of a motion, recommended to approve the District Priority Goals for the 2022 – 2023 school year. Mr. Jeremiah Dobo seconded the motion, and it was carried with a vote of 8-0-0.

Field Trips Mr. Donald Yontosh, in the form of a motion, recommended to approve the High School Life Skills field trip to Sam's Club and Dairy Queen in State College on October 4, 2022.

(Community-Based Instruction) Cost to the District: transportation; nurse; Cost to the Student: none. (Funding – HS Budget). Chaperones are Erin Johnson, Tina Kolesar, Erica Wood, Alice King, and Susan McGuire. Ms. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0.

Mr. Donald Yontosh, in the form of a motion, recommended to approve the High School Life Skills field trip to State College for shopping experience on December 6, 2022 (make-up date is December 13, 2022). (Community-Based Instruction) Cost to the District: transportation; nurse; Cost to the Student: none. (Funding - HS Budget). Chaperones are Erin Johnson, Tina Kolesar, Erica Wood, Alice King, and Susan McGuire. Ms. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0.

Mr. Donald Yontosh, in the form of a motion, recommended to approve the High School Life Skills field trip to Get Air Trampoline Park in State College on January 13, 2022 (make-up date is January 20, 2022). (Community-Based Instruction) Cost to the District: transportation; nurse; Cost to the Student: none. (Funding – HS Budget). Chaperones are Erin Johnson, Tina Kolesar, Erica Wood, Alice King, and Susan McGuire. Ms. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0.

Mr. Donald Yontosh, in the form of a motion, recommended to approve the High School Guidance field trip to Clearfield County Career and Technology Center on October 24, 2022, for Grade 10 tours. Cost to the District: transportation; 2 teacher substitutes; Cost to the Student: none. (Funding – HS Budget). (Information Only: 74 students will be attending. Chaperones are Jennifer Porter, Adam Carr, Brandy O’Hare, and Jessica Levonick.) Ms. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0.

Mr. Donald Yontosh, in the form of a motion, recommended to approve the High School Guidance field trip to the Reality Fair at the Clearfield County Fair Grounds on October 6, 2022, for Seniors. Cost to the District: transportation; Cost to the Student: none. (Funding – HS Budget). (Information Only: 59 students will be attending; Chaperones are Jennifer Porter, Crystal Parks, and Dan Betts) Ms. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0.

Mr. Donald Yontosh, in the form of a motion, recommended to approve the Accounting Class field trip to Penn State CPA Career Day on October 17, 2022. Cost to the District: transportation (van) and one substitute; Cost to the Student: none. (Funding – HS Budget) (Information Only: 9 students will be attending; Chaperone is JoEllen Hunt.) Ms. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0.

POLICY

2nd Reading

Mr. Donald Yontosh, in the form of a motion, recommended to approve the 2nd reading of the following policies:

- Policy 610: Purchases Subject to Bid/Quotation
- Policy 611: Purchases Budgeted
- Policy 913: Nonschool Organizations/Groups/Individuals

Mrs. Christina Brown seconded the motion, and it was carried with a vote of 8-0-0.

BUILDINGS & GROUNDS

Smoke Evac.
System

This item was tabled with no formal action taken during the September 26, 2022, meeting. The motion read as follows:
Motion to approve the purchase of an auditorium smoke evacuation hatch from David M. Maines Associates, Inc., in the amount of \$30,233. (unbudgeted expense)

Surplus Mr. Donald Yontosh, in the form of a motion, recommended to approve the following items as surplus:

- 4 Smart Tables

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

TRANSPORTATION & ATHLETICS

Head Volleyball Coach Mr. Donald Yontosh, in the form of a motion, recommended to approve Corrin Evans as Head Volleyball Coach, retroactive to August 15, 2022. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 8-0-0.

Asst. Volleyball Coach Mr. Donald Yontosh, in the form of a motion, recommended to approve Chanel Murray as Assistant Volleyball Coach, retroactive to August 15, 2022. Ms. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0.

D. Learish Resignation Mr. Donald Yontosh, in the form of a motion, recommended to approve the resignation of David Learish, Head Baseball coach, effective September 14, 2022. Mr. Robert Seprish seconded the motion, and it was carried with a vote of 8-0-0.

Booster Organizations Mr. Donald Yontosh, in the form of a motion, recommended to approve the recognition of booster organizations for the 2022-23 school year (all booster organizations completed the required annual orientation and financial review).

- West Branch Track and Field Booster Club
- West Branch Boys Basketball Booster Club
- West Branch Lady Warrior Soccer Booster Club
- West Branch Band Booster Club
- West Branch Volleyball Booster Club
- West Branch Girls Basketball Booster Club
- West Branch Football Booster Club
- West Branch Baseball Booster Club
- West Branch Cheerleading Boosters
- Warrior Wrestling Association
- West Branch Softball Booster Club
- West Branch Drama Booster Club
- West Branch Cross Country Booster Club

Mrs. Christina Brown seconded the motion, and it was carried with a vote of 8-0-0.

Bus Runs and Stops Mr. Donald Yontosh, in the form of a motion, recommended to approve the Bus Runs and Stops for the 2022-2023 school year. Ms. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0.

Motion Added Mr. Donald Yontosh, in the form of a motion, recommended to add a motion to the agenda to approve the Student Live Streaming Program. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 8-0-0. Mr. Diviney addressed the audience to see if there was any public comment. There was none.

Student Live Streaming Program Mr. Donald Yontosh, in the form of a motion, recommended to approve the Student Live Streaming Program.

- 1 event \$40
- 2 events \$60
- 3 events \$80

Ms. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0.

FINANCE & PURCHASE

- Resolution of Intent to Reimb. Gen. Fund Mrs. Christina Brown, in the form of a motion, recommended to approve the Resolution of Intent to Reimburse General Funds Used to Pay Capital Project Costs from Bond Proceeds. Mr. Norman Parks seconded the motion, and it was carried with a vote of 8-0-0.
- General Fund Transfers Mr. Melvin Smeal, in the form of a motion, recommended to approve the transfer of \$4,000 to Assigned Music Fund and \$4,000 to Assigned Athletic Fund from the General Fund Unassigned balance. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 8-0-0. Mr. Parks asked how the funds would be used. Mr. Johnston replied that Band would use the money toward uniforms while the athletic funds would be used for dirt at the athletic fields.
- Radius Phys. Therapy Contract Mr. Donald Yontosh, in the form of a motion, recommended to approve the with Radius Physical Therapy. L.L.C. for a term of September 6, 2022, to June 30, 2023. Ms. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0.
- Disbursements Mrs. Christina Brown, in the form of a motion, recommended to approve the following disbursements:

\$ 43,074.12	Cafeteria Fund Bills Dated 8/19/22-9/27/22	Checks 4618 through 4630
\$ 32,006.50	Visa 8/31/22 Invoice	
\$ 29,093.75	Capital Maintenance Bills Dated 9/27/22	Checks 44 through 46
\$ 935,658.63	General Account (8/10/22-9/27/22)	Checks 57250 through 57427
\$ 1,039,833.00	Grand Total	

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

- Treasurer's Report Mr. Donald Yontosh, in the form of a motion, recommended to approve the Treasurer's Report for August 2022. Mr. Jeremiah Dobo seconded the motion and it carried with a vote of 8-0-0.
- Activity Acct. Mr. Donald Yontosh, in the form of a motion, recommended to approve the Activity Account for July and August 2022. Mrs. Christina Brown seconded the motion and it carried with a vote of 8-0-0.

ADJOURNMENT

Mr. Donald Yontosh, in the form of a motion, recommended to adjourn the meeting 8:28 p.m. Ms. Jessica Maines seconded the motion and it carried with a vote of 8-0-0.

Following adjournment, the Board convened an Executive Session to address Personnel and Safe Schools (review the Revised Emergency Operations Plan/EOP).

Respectively Submitted,

Stacey Guenot
Secretary to the Board of Education