

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION
NOVEMBER 21, 2022

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

Members Absent:

Other:

Media Present: None

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

Others Present: Melisa Seger, Ashley White, Michelle Koleno, Reagan White, Will Hubler, Kendra Zitsch, Lillian Ward, Journey Banks, Liam Gregory, Landen Dobo, Ellie Stine

OPENING EXERCISES

President Chad Diviney called the meeting to order at 6:43 p.m. All present were asked to stand and pledge allegiance to the American Flag.

STUDENT REPORTS/RECOGNITION – Elementary Candy Election

Mrs. White and Third Grade Students (Reagan White, Will Hubler, Kendra Zitsch, Lillian Ward, Journey Banks, Liam Gregory, Landen Dobo, Ellie Stine) shared details from the project based learning mock Candy Election. Students came up with candidates for three parties: the Chocolate Party, Fruity Candy Party, and Independent Party. Students were encouraged to promote the candidates by creating catchy, positive slogans using posters and commercials. On Election Day, students and staff voted at the polls. The final candidates were Kinderjoy (Chocolate Party), Sour Worms (Fruity Party), and Marshmallows (Independent Party) with the overall win going to Sour Worms. Mrs. White shared some of the commercials with the Board. It was a fun learning experience for all.

RECOGNITION OF VISITORS: PUBLIC COMMENT

Community member, Melisa Seger, was present to express her concerns to the Board over the lack of doors in the Elementary Building. She conveyed that she is a parent of young children in the District and asked what can be done to help facilitate the installation of doors in the Elementary for the increased safety of the children. Mrs. Dutrow confirmed that Mrs. Seger was correct in that there is currently a lack of doors in the Elementary School, and the Board of Directors shares her concern. Doors are a priority for the upcoming Elementary School renovation project. Mr. Diviney added that back when the elementary was constructed, the thought process was that an open concept was a desirable plan. Mrs. Dutrow shared the present safety measures that are in place which include: all visitors must sign in prior to building entry and all elementary corridors have doors that are locked throughout the day. Mrs. Seger asked for the timeline on the doors to which Mrs. Dutrow responded that the Board of Directors will choose a contractor in approximately March or April. Once selected, permitting would begin with construction to begin approximately late 2023 or early 2024. Mrs. Seger thanked the Board for their attention to the matter and their time.

MINUTES

Mr. Donald Yontosh, in the form of a motion, recommended to approve the meeting minutes from October 24, 2022. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 9-0-0.

ADMINISTRATIVE REPORTS:

Brandy O'Hare, High School Principal:

- Veteran's Day Breakfast
- Esports After-School Program
- Upcoming Events

Mark Mitchell, Middle School Principal:

- PTO/MS Fundraiser Update
- Teacher of the Year Ceremony
- Parent-Student Reunification Training
- Superintendent Transition

Angela Michaels, Elementary Principal:

- Candy Election
- Title I & Pre-K Family Engagement Calendar
- Principal Coursework
- Polar Express Day

Angela Lucas, Special Education Supervisor:

- Kindergarten Transition Meetings
- Kelley Goss (School Psychologist) last day/compliance plan
- Licensed School Counselor Interviews
- Paraprofessional Interviews

Branden Evans, Technology Coordinator

- Esports Room Student Tour
- Parent Square

Erick Johnston, Business Manager:

- Audit Update
- Cafeteria Fund
- Cyber Enrollment
- Special Education Student Placements

David Williamson, Athletic Director:

- Attendance Comparison
- Volleyball Team
- Winter Sports
- Meet the Warriors

David Catherman, Supervisor of Building and Grounds: (no report-absent)

Tiffany English, Food Service Director:

- Cafeteria Team
- Meal Participation
- Veteran's Breakfast
- Halloween Lunch Bunch

CIU: (Jessica Maines)

- Psychologist Contract
- SAP Training
- Department of Health Grants
- Building Search

CCCTC: (Jeremiah Dobo)

- Long-Term English Substitute
- Masonry Opening

PSBA: (Chad Diviney)

- PSBA Report Provided

EXECUTIVE SESSION

An Executive Session was held from 7:35 p.m. until 7:55 p.m. for personnel purposes.

PERSONNEL

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| Superintendent Contract | Mr. Donald Yontosh, in the form of a motion, recommended to ratify the execution of the Contract for Employment of District Superintendent with Mark Mitchell. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 9-0-0. Mr. Diviney asked if a roll call vote was required. Mrs. Dutrow stated that a roll call vote was unnecessary as this was just to finalize the contract. |
| Pre-K Teacher | Mr. Donald Yontosh, in the form of a motion, recommended to approve Heather Watro as Pre-K teacher, at a starting salary of \$44,625 (Step 1B/ B+24) effective December 7 2022. Mr. Robert Seprish seconded the motion, and it was carried with a vote of 9-0-0. Mr. Diviney welcomed Mrs. Watro, who was in the audience, and asked her to tell us about herself. Mrs. Watro said she has been a teacher for many years and is very much looking forward to this opportunity at West Branch. |
| Kindergarten Chair Resignation | Mr. Donald Yontosh, in the form of a motion, recommended to approve the resignation of Allison Koleno as Kindergarten Chair, effective December 31, 2022. Ms. Jessica Maines seconded the motion, and it was carried with a vote of 9-0-0. |
| Guidance Chair | Mr. Donald Yontosh, in the form of a motion, recommended to approve Jennifer Porter as Guidance Chair, effective November 22, 2022. Mr. Norman Parks seconded the motion, and it was carried with a vote of 9-0-0. |
| Kindergarten Chair | Mr. Donald Yontosh, in the form of a motion, recommended to approve Nicole Petriskey as Kindergarten Chair, effective January 1, 2023. Mr. Jeremiah Dobo seconded the motion, and it was carried with a vote of 9-0-0. |
| After-School Teachers | Mr. Donald Yontosh, in the form of a motion, recommended to approve the following a teachers for the after-school program (ESSER Funding): <ul style="list-style-type: none">▪ Heather Watro▪ Cheryl Beck▪ Cheri Cantolina▪ Jennifer Brickley▪ Debra Moriarity▪ Joellen Hunt Mr. Norman Parks seconded the motion, and it was carried with a vote of 9-0-0. |

After-School Para- professionals	<p>Mr. Donald Yontosh, in the form of a motion, recommended to approve the following paraprofessionals for the after-school program (ESSER Funding):</p> <ul style="list-style-type: none"> ▪ Deana Clinger ▪ Holly Petriskey <p>Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 9-0-0.</p>
MOU WBEA	<p>Mr. Donald Yontosh, in the form of a motion, recommended to approve the Memorandum of Understanding (MOU) between the West Branch Area School District and the West Branch Education Association related to supplemental pay for extra duties (student clubs). Mr. Jeremiah Dobo seconded the motion, and it was carried with a vote of 9-0-0.</p>
Sub Nurse Rate	<p>Mr. Donald Yontosh, in the form of a motion, recommended to approve substitute nurse pay rate of \$18.00/hour to Carol Yeckley retroactive to October 28, 2022. Mr. Norman Parks seconded the motion, and it was carried with a vote of 9-0-0.</p>
V. Beveridge Retirement	<p>Mr. Donald Yontosh, in the form of a motion, recommended to approve the retirement of Vickie Beveridge, custodian, effective February 3, 2023. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 9-0-0.</p>
R. Baxter Resignation	<p>Mr. Donald Yontosh, in the form of a motion, recommended to approve the resignation of Renee Baxter, Elementary Cafeteria Monitor, effective November 7, 2022. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.</p>
Volunteers	<p>Mr. Donald Yontosh, in the form of a motion, recommended to approve Nichole Smith, Eric Smith, Theron Ward, and Teresa Parks to the volunteer list, all paperwork has been received. Ms. Jessica Maines seconded the motion, and it was carried with a vote of 9-0-0.</p>

EDUCATION

College Ed. Student Sub	<p>Mr. Donald Yontosh, in the form of a motion, recommended to approve Terry Smeal as Prospective Teacher Substitute. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 9-0-0.</p>
Field Trips	<p>Mr. Donald Yontosh, in the form of a motion, recommended to approve the Middle and High School Band to attend the County Band Festival at the Glendale School District November 18 and 19, 2022. Cost to the District: One teacher substitute and transportation. Cost to the Student: None. (Information Only: 25 students will be attending. Chaperone will be Lance Jones.) (Superintendent Prior Approval) Ms. Jessica Maines seconded the motion, and it was carried with a vote of 9-0-0.</p> <p>Mr. Donald Yontosh, in the form of a motion, recommended to approve Motion to approve the High School Concert Band to attend PMEA Band at the Huntingdon School District February 9-11, 2023. Cost to the District: One teacher substitute and use of one school van. Cost to the Student: None. (Information Only: 5 students will be attending. Chaperone will be Lance Jones.) Mr. Norman Parks seconded the motion, and it was carried with a vote of 9-0-0.</p>

POLICY

- 1st Reading Mr. Donald Yontosh, in the form of a motion, recommended to approve the first reading of the following policies:
- Policy 236.1: Threat Assessment
 - Policy 805: Emergency Preparedness and Response
 - Policy 805.2: School Security Personnel
 - Policy 808: Food Services
 - Policy 226: Searches
- Mr. Norman Parks seconded the motion, and it was carried with a vote of 9-0-0.

BUILDINGS AND GROUNDS

- Smoke Evac. Hatch Mr. Melvin Smeal, in the form of a motion, recommended to approve the purchase of an auditorium smoke evacuation hatch from David M. Maines Associates, Inc., in the amount of \$32,823. (unbudgeted expense) Ms. Jessica Maines seconded the motion, and it was carried with a vote of 9-0-0. Mr. Seprish expressed concerns with the hatch installation and if the warranty would cover leaks. Mr. Johnston stated that Mr. Catherman has the same concerns. Hatch installation will be as soon as possible. Mr. Catherman will inspect the hatch following installation. Mrs. Dutrow will follow up with Mr. Catherman.
- Community Walking Program Mr. Donald Yontosh, in the form of a motion, recommended to approve the High School facility for a Community Walking program from December 5, 2022, through April 28, 2023 (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.

TRANSPORTATION & ATHLETICS

- Driver – Sones Transport Mr. Melvin Smeal, in the form of a motion, recommended to approve Barbara Cowder as van driver for Sones Transport Inc. All paperwork has been received. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 9-0-0.
- Driver – Long Motor Bus Mrs. Christina Brown, in the form of a motion, recommended to approve Jolene Bolton as van driver for Long Motor Buses, Inc., retroactive to November 14, 2022. All paperwork has been received. Mr. Norman Parks seconded the motion, and it was carried with a vote of 9-0-0.
- Junior High Wrestling Coach Mr. Donald Yontosh, in the form of a motion, recommended to approve Kaleb Quick as Head Junior High Wrestling Coach. Mr. Jeremiah Dobo seconded the motion, and it was carried with a vote of 9-0-0.
- JH Boys Basketball Co-Coaches Mr. Donald Yontosh, in the form of a motion, recommended to approve John Clark and Collin Kerfoot as co-coaches for the Jr. High Boys basketball program. Income to be split evenly. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.
- Winter Volunteers Mr. Donald Yontosh, in the form of a motion, recommended to approve the following winter athletic volunteers, all paperwork has been received:
- Wrestling: Ethan Yingling
- Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.

FINANCE AND PURCHASE

Disbursements Mrs. Christina Brown, in the form of a motion, recommended to approve the following disbursements:

\$ 72,414.02	Cafeteria Fund Bills Dated 10/25/22	Checks 4638 through 4641
\$ 28,690.88	Visa 10/31/22 Invoice	
\$ 839,888.78	General Account (10/18/22-11/22/22)	Checks 57591 through 57741
\$ 940,993.68	Grand Total	

Mr. Donald Yontosh seconded the motion and it carried with a vote of 9-0-0.

Treasurer's Report Mrs. Christina Brown, in the form of a motion, recommended to approve the Treasurer's Report for October 2022. Mr. Donald Yontosh seconded the motion and it carried with a vote of 9-0-0.

Activity Acct. Ms. Jessica Maines, in the form of a motion, recommended to approve the Activity Account for October 2022. Mrs. Christina Brown seconded the motion and it carried with a vote of 9-0-0.

Bills through Dec. 2022 Mr. Donald Yontosh, in the form of a motion, recommended to approve the payment of bills through the end of December 2022. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.

OTHER ITEMS FOR DISCUSSION

Mrs. Dutrow reminded members that the Reorganizational Meeting will be held on December 1, 2022, with a regular business meeting immediately following.

ADJOURNMENT

Mr. Donald Yontosh, in the form of a motion, recommended to adjourn the meeting at 8:07 p.m. Mrs. Christina Brown seconded the motion and it carried with a vote of 9-0-0.

EXECUTIVE SESSION

An Executive Session was held following adjournment for personnel purposes.

Respectively Submitted,



Stacey Guenot
Secretary to the Board of Education