

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION
JANUARY 23, 2023

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

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

Others Present: Terry Trude, Lady Warrior Volleyball Team, Shari Buck, Holly Petriskey, Paula McGonigal, Dylan McGonigal, Mary Beth Moslak, John Link, Jamie Ritter, Stacey Guenot

OPENING EXERCISES

President Chad Diviney called the meeting to order at 7:06 p.m. All present were asked to stand and pledge allegiance to the American Flag.

MINUTES

Mr. Donald Yontosh, in the form of a motion, recommended to approve the meeting minutes from November 21, 2022, and December 1, 2022. Ms. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0.

ADMINISTRATIVE REPORTS:

Brandy O'Hare, High School Principal:

- After School Program
- Updated Science Standards

Kevin Hubler, Middle School Principal:

- SOUPerbowl
- Student Support Meetings

Angela Michaels, Elementary Principal:

- Holiday Events
- ECRI Training at IU
- Kindergarten Transition
- PreK Team Meeting with Cen-Clear

Angela Lucas, Special Education Supervisor:

- Special Education Directors Meeting
- WIDA Training/Testing
- CPI/First Aid Training

Branden Evans, Technology Coordinator:

- Damage to Student Devices
- District Website Updates
- Auditorium Project Completion

Erick Johnston, Business Manager:

- General Fund Surplus
- Cafeteria Fund Balance
- Financial Audit

David Williamson, Athletic Director:

- Attendance Comparison
- Athletic Update

David Catherman, Supervisor of Building and Grounds:

- Sanitizing of Building
- Equipment Serviced for Spring
- Painting
- Fieldhouse Update

Tiffany English, Food Service Director:

- Holiday Meal/Grinch Day
- Menu Adjustments - Food Costs
- Free Breakfast and Lunch

CIU: (No Representative)

- No Report

CCCTC: (Jeremiah Dobo)

- Increased Enrollment
- Building Expansion Study
- Practical Nursing Instructor Needed
- Anatomage Table Delivery
- New Tractor Trailer

PSBA: (Chad Diviney)

- No Report

ANNOUNCEMENTS AND PRESENTATIONS

During the committee meeting the Lady Warrior Volleyball Team visited and was commended on their outstanding season.

Baker Tilly Virchow Krause, LLP reviewed the Financial Audit for the fiscal year 2021-2022.

Mr. Mitchell expressed his gratitude for the dedication and commitment of the Board. He presented each member with a certificate of appreciation. January is Board Appreciation Month.

EXECUTIVE SESSION

An Executive Session was held from 7:59 p.m. until 8:33 p.m. for personnel purposes.

BOARD

CIU #10 Rep Mr. Donald Yontosh, in the form of a motion, recommended to appoint Norman Parks as CIU #10 Representative for 2023. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 8-0-0.

PERSONNEL

E. Johnston Resignation Mr. Donald Yontosh, in the form of a motion, recommended to approve the resignation of Erick Johnston, Business Manager, effective June 30, 2023. Mr. Norman Parks seconded the motion, and it was carried with a vote of 6-2-0. Voice Roll Call: Mrs. Brown - yes; Mr. Smeal - no; Mr. Diviney - yes; Mr. Yontosh - yes; Mr. Dobo - yes; Mr. Seprish - no; Mrs. Maines - yes; Mr. Parks - yes. Mr. Parks thanked Mr. Johnston for everything he's done for the District and expressed the Board's appreciation. Mr. Johnston expressed that he appreciates the Board taking a chance on him and that West Branch is a special place. He added that the last several years have been fantastic and an enjoyable experience. Mr. Diviney looks forward to the insight of Mr. Johnston as we search for a new Business Manager.

Interim Psychologist Mr. Donald Yontosh, in the form of a motion, recommended to approve Dr. Kirsten Stiffler to provide interim School Psychologist services as needed at a rate of \$1,300/Full Evaluation and \$750/Partial Evaluation-Test Only, plus mileage at the current rate, retroactive to 1/1/2023. Ms. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0.

A. Lucas Multidisciplinary Eval. Reports Mr. Donald Yontosh, in the form of a motion, recommended to approve Angie Lucas for preparation of Multidisciplinary Evaluation Reports at a rate of \$500 per report as needed prior to the new School Psychologist's arrival, retroactive to 1/1/2023. Ms. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0.

Middle School Math Teacher Mr. Donald Yontosh, in the form of a motion, recommended to approve Michael Nines as Middle School Math Teacher at a starting salary of \$68,925 (Step 15M + 45), effective date pending release from current school district. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 8-0-0.

After-School Teacher Mr. Donald Yontosh, in the form of a motion, recommended to approve Paula McGonigal as teacher for the after-school program, retroactive to December 5, 2022 (ESSER Funding). Mr. Norman Parks seconded the motion, and it was carried with a vote of 8-0-0.

3rd Shift Custodian Mr. Donald Yontosh, in the form of a motion, recommended to approve John Maines as 3rd shift custodian, effective February 6, 2023, at the contracted rate. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 8-0-0.

B. Hubler Retirement Mr. Donald Yontosh, in the form of a motion, recommended to approve the retirement of Brenda Hubler, Middle School Paraprofessional, effective June 30, 2023. Ms. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0.

Sick Leave Transfer Mr. Norman Parks, in the form of a motion, recommended to approve employee number 000527 to receive up to forty (40) sick days from other employees for the 2022-2023 fiscal year. Ms. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0.

Ski Club Advisor Mr. Donald Yontosh, in the form of a motion, recommended to approve Ashlee Wessel as Ski Club Advisor at the current rate of \$491.34 for 2022-23, effective January 24, 2023. Ms. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0.

Volunteers Mr. Donald Yontosh, in the form of a motion, recommended to approve Amanda Ward and Holly Royer as volunteers to the District. All paperwork has been received. Ms. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0.

EDUCATION

School Calendar Mr. Donald Yontosh, in the form of a motion, recommended to approve the School Calendar as presented for the 2023 – 2024 school year. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 8-0-0.

ARP ESSER Health & Safety Plan Review Mr. Donald Yontosh, in the form of a motion, recommended to approve the West Branch Area School District ARP ESSER Health and Safety Plan with no revisions (Covid 19 Federal Funding requirement). Mr. Norman Parks seconded the motion, and it was carried with a vote of 8-0-0.

HS Book Order Mr. Donald Yontosh, in the form of a motion, recommended to approve the High School Library book order in the amount of \$633.32 (High School Budget 2022-2023). Ms. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0.

MS Book Order Mr. Donald Yontosh, in the form of a motion, recommended to approve the Middle School Library book order in the amount of \$929.84 (Middle School Budget 2022-2023). Mrs. Christina Brown 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 Band field trip to PMEA District Band at the Huntingdon School District on February 9-11, 2023. Cost to the District: Substitute for 2 days; Cost to the student: none. (Funding – HS Budget). (Information Only: 5 students will be attending. Chaperone is Lance Jones.) Mrs. Christina Brown 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 eSports After-School Program field trip to Mount Aloysius College on January 24, 2023. Cost to the District: none; Cost to the Student: none. (Information Only: 24 students will be attending. Chaperones are Joellen Hunt, Deb Moriarity, and Preston Mitchell.) Mrs. Christina Brown 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 Marching Band field trip to New York City on April 29, 2023. Cost to the District: none; Cost to the Student: none. (Information Only: 80 students will be attending. Chaperones are Lance Jones, Brandy O'Hare, Melody Bell, and Jennifer Porter.) Mrs. Christina Brown 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 Drama Club field trip to the Mishler Theatre in Altoona on February 15, 2023. Cost to the District: 1 bus; Cost to the Student: none. (Information Only: 40 students will be attending. Chaperones are Deaette Epps and Julie McDowell.) Mrs. Christina Brown 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 Fourth-Grade field trip to Parker Dam State Park on May 11 and 12, 2023. Cost to the District: 2 buses (1 each day); Cost to the Student: \$1. (Information Only: 69 students will be attending. Chaperones are Nanette Reams, Shari Buck, Wendy Timblin, School Nurse, School Based Support (if needed), additional chaperones with clearances TBD.) Mrs. Christina Brown 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 Kindergarten field trip to the Elk Country Visitor Center in Benezette on May 17, 2023. Cost to the District: 2 buses; Cost to the Student: \$5. (Information Only: 73 students will be attending. Chaperones are Kari McDowell, Janelle Currie, Courtney Ryder, Trisha O'Connor (pending clearances), Crisha Fye (pending clearances), Lisa Herring, Danielle Gregory, Mary Beth Moslak, Erica McCully, Alicia Lutz, Jennifer Wesesky (pending clearances), Shayna Bertothy, Mollie Neidrick, Leah Albright, Nurse.) Mrs. Christina Brown 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 Ski Club field trips to Tussey Mountain on February 5 and 19, 2023. Cost to the District: transportation (1 van each trip); Cost to the Student: \$49.60-\$146.60 per trip. (Information Only: 8 students will be attending. Chaperones are Ashlee Wessel and Mary Beth Moslak.) Mrs. Christina Brown 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 West Branch Volleyball field trip to Orlando, Florida August 30-September 3, 2023. Cost to the District \$500 entry fee, \$505.04 for 2 substitutes, and \$1,169 for administrator; Cost to the Student: \$1,169. (Information Only: 16-18 students will be attending. Chaperones are Terry Trude, Rhonda Trude, Mollie Neidrick, Taylor Trude, Kody Trude, Allison Koleno, Carrie Kephart, School Administrators if needed.) Mrs. Christina Brown seconded the motion, and it was carried with a vote of 8-0-0. Mr. Seprish asked if this was a trip that had been taken in the past. Mr. Williamson responded that the team did go in the past, but it has been many years since the last trip. Mr. Mitchell added that the team will attempt to arrange travel so that the students only miss 2 days of classes rather than 3. In addition, Mr. Mitchell added that the team will get started on fundraising right away.

POLICY

1ST Reading

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

- Policy 011: Principles for Governance and Leadership
- Policy 251: Students Experiencing Homelessness, Foster Care and Other Educational Instability
- Policy 200: Enrollment of Students
- Policy 202: Eligibility of Nonresident Students
- Policy 203: Immunizations and Communicable Diseases
- Policy 204: Attendance
- Policy 217: Graduation
- Policy 221: Dress and Grooming
- Policy 810: Transportation
- Policy 233: Suspension and Expulsion
- Policy 246: School Wellness

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

BUILDINGS AND GROUNDS

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

- 6 GALLON PORTER CABLE AIR COMPRESSOR Porter cable NA
- 72" MOWING DECK John Deere 42/4410M04272X015507
- Sweepster / Broom / 60" M26P5SIM713084
- 60" steel plow NANA
- Ballast/ 7 - 120 vlts / 4 - 277 volt Mark III energy saver R-2S40-1-TP

Mr. Norman Parks 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 declare the following items surplus:

- 1 - iPad Air 32GB
- 5 - iPads 4th Generation WiFi 16GB
- 36 - iPads Air 2 16GB
- Auditorium Incandescent Seating Lights (95 - Luminaire Lighting Fixtures)

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

TRANSPORTATION & ATHLETICS

K. Hubler Resignation Mr. Donald Yontosh, in the form of a motion, recommended to approve the resignation of Kevin Hubler, Head Football Coach, effective December 2, 2022. Ms. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0. Mr. Parks and Mr. Diviney thanked Mr. Hubler for his time spent growing our young people and spoke to the way Mr. Hubler conducted himself and the team. Mr. Seprish also added kind words. Mr. Hubler said he is still here to help and has no hard feelings stepping down. He added that Mike will do good things with our young people.

Head Football Coach Mr. Donald Yontosh, in the form of a motion, recommended to approve Michael Nines as Head Football Coach, effective January 24, 2023. Mr. Melvin Smeal seconded the motion and it was carried with a vote of 8-0-0.

Fall Head Coaches 2023-2024 Mr. Donald Yontosh, in the form of a motion, recommended to approve the Administrative Recommendation to retain the Fall Head Coaches and paid coaching staff for the 2023 – 2024 school year:

- Football: TBD
- Cross Country: **Josh Carr**, Tabytha Carr
- Volleyball: **Terry Trude**, Mollie Neidrick, Corrin Evans, Chanel Murray
- Soccer: **Angie Fenush**, Alicia Lutz, Levi Good, Mitch Hubler

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

Wrestling Volunteer Mr. Donald Yontosh, in the form of a motion, recommended to approve George Yingling as athletic volunteer to the Wrestling Program, all paperwork has been received. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 8-0-0.

- Softball Volunteer Mr. Donald Yontosh, in the form of a motion, recommended to approve Kayleigh MacTavish as athletic volunteer to the Softball Program, all paperwork has been received. Ms. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0.
- Driver – Sones Transport Mr. Donald Yontosh, in the form of a motion, recommended to approve James Hummel as a driver for Sones Transport, Inc., all paperwork has been received. Mr. Norman Parks seconded the motion, and it was carried with a vote of 8-0-0.
- Drivers – Long Motor Bus Mr. Donald Yontosh, in the form of a motion, recommended to approve Anna Quick and Kimberly Miron as drivers for Longs Motor Buses, Inc., retroactive to January 5, 2023, all paperwork has been received. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 8-0-0.

FINANCE AND PURCHASE

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

\$ 124,408.01	Cafeteria Fund Bills Dated 12/22/22 - 1/24/23	Checks 4642 through 4648
\$ 1,258.97	Capital Maintenance Bills Dated 12/19/22-1/24/2023	Checks 48-49
\$ 7,020.28	Visa 12/30/22 Invoice	
\$ 1,099,563.63	General Account (11/16/22-1/24/23)	Checks 57742 through 58046
\$ 1,232,250.89	Grand Total	

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

- Treasurer’s Report Mr. Melvin Smeal, in the form of a motion, recommended to approve the Treasurer’s Reports for November and December 2022. Mr. Norman Parks seconded the motion, and it was 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 November and December 2022. Mr. Norman Parks seconded the motion, and was carried with a vote of 8-0-0.
- Accounting/ Payroll Software Mr. Donald Yontosh, in the form of a motion, recommended to approve the agreement with EMS Linq (formerly Weidenhammer – Alio) for accounting and payroll software for the term of July 1, 2023, to June 30, 2028, at an annual fee of \$17,056 (no increase during life of Agreement), and a one-time implementation and hosting fee of \$3,763. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 8-0-0.
- Acc. Budget Opt Out Mr. Donald Yontosh, in the form of a motion, recommended to approve the Accelerated Budget Opt Out Resolution Certifying Tax Rate within Inflation Index as presented. Mr. Jeremiah Dobo seconded the motion, and it was carried with a vote of 8-0-0.

OTHER ITEMS FOR DISCUSSION

Mr. Seprish initiated discussion about the broken doors in the auxiliary gym. He added that handball, a popular activity, is no longer possible. The issue was tabled several months ago. Mr. Catherman stated the cost just to have the company come take a look at the issue is \$3000-\$4000. There is also concern that repair may not be possible as the doors are obsolete. A possible alternative is purchasing a curtain. Mel Smeal pointed out that a curtain would not allow for activities such as handball. He also added that

having no door cuts down on what physical education teachers can do with their classes. Mr. Mitchell will bring up the issue at the next feasibility meeting to explore options. Mr. Diviney added that the topic will be revisited next month.

ADJOURNMENT

Mr. Donald Yontosh, in the form of a motion, recommended to adjourn the meeting at 9:05 p.m. Mr. Jeremiah Dobo seconded the motion and it carried with a vote of 8-0-0.

EXECUTIVE SESSION

An Executive Session was held following adjournment for litigation purposes.

Respectively Submitted,



Stacey Guenot
Secretary to the Board of Education