

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

May 16, 2023

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

Members Absent: Christina Brown, Jeremiah Dobo

Media Present:

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

Others Present: Leslie Stott, Stacey Guenot

OPENING EXERCISES

President Chad Diviney called the meeting to order at 6:38 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 April 24, 2023. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 7-0-0.

ADMINISTRATIVE REPORTS:

Mrs. Brandy O'Hare, High School Principal:

- Teacher Appreciation Week
- Relocation Drill
- Impaired Driving Presentation
- Band and Choir Concerts
- Prom
- Athletic Update

Mr. Kevin Hubler, Middle School Principal:

- PSSA Testing
- Spring Sports
- PBIS Program
- 6th Grade Band Fest

Dr. Angela Michaels, Elementary Principal:

- PSSA Testing
- Girl Scout Troop Cookie Donation
- ECRI Professional Development
- Band and Chorus Concerts
- Carnival and Field Trips

Ms. Angela Lucas, Special Education Supervisor:

- Life Skills Prom
- Mikayla's Voice Unveiling Ceremony

Mr. Branden Evans, Technology Coordinator:

- Student Laptop Checks
- Online Algebra Keystones
- Music/Lighting for Life Skills Prom
- Replacement Door Access Control System Bids

Mr. Erick Johnston, Business Manager:

- Insurance Renewals
- Preliminary Budget 2023-24

Mr. David Williamson, Athletic Director: (Absent)

- Attendance Comparison (provided for review)

Mr. Mark Mitchell on behalf of Mr. David Catherman, Supervisor of Buildings and Grounds: (Absent)

- New School Van Update
- Sealing at Fieldhouse
- Pavement Painting

Mrs. Tiffany English, Food Service Director: (Absent)

- Cafeteria Report (provided for review)

CIU (Mr. Norman Parks):

- New Location 6th Street in Philipsburg (old P.O. School building gym)
 - Feasibility Study

CCCTC (Mr. Jeremiah Dobo): (Absent)

- Report Provided for Review

PSBA (Mr. Chad Diviney): No Report

PRESENTATIONS

Mr. Erick Johnston, Business Manager, presented the Preliminary General Fund Budget (2023-24) to the Board.

EXECUTIVE SESSION

An Executive session was held from 8:00 p.m. - 8:31 p.m. for the purpose of Personnel.

BOARD

PERSONNEL

C. Goodrow
FMLA Mr. Donald Yontosh, in the form of a motion, recommended to adjust the FMLA leave for Casey Goodrow from approximately August 21, 2023, through November 13, 2023. Mrs. Goodrow was previously approved for FMLA leave from August 21, 2023, through September 9, 2023, at the meeting on April 24, 2023. The substitute will be through Educational Staffing Solutions (ESS). Mrs. Jessica Maines seconded the motion, and it was carried with a vote of 7-0-0.

Sick Day
Donation Mrs. Jessica Maines, in the form of a motion, recommended to approve employee number 003070 to receive up to forty (40) sick days from other employees for the 2022-2023 fiscal year. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 7-0-0.

Part-Time
Custodial
Position Mr. James Emigh, in the form of a motion, recommended to approve creating a permanent part-time custodial position at the current contracted rate. The employee would work up to an average of 29.5 hours per week over the course of the year. Mrs. Jessica Maines seconded the motion, and it was carried with a vote of 7-0-0.

Volunteer

Mr. Donald Yontosh, in the form of a motion, recommended to approve Joseph Bacher as volunteer to the District, retroactive to May 3, 2023. All paperwork has been received. Mr. Norman Parks seconded the motion, and it was carried with a vote of 7-0-0.

EDUCATION

Project
RAPPORT
Program

Mr. Donald Yontosh, in the form of a motion, recommended to approve the ELECT Participation Certification to continue services provided by The Guidance Center's Project RAPPORT program for the grant period July 1, 2023, to June 30, 2024. Mrs. Jessica Maines seconded the motion, and it was carried with a vote of 7-0-0.

Field Trips

Mr. Donald Yontosh, in the form of a motion, recommended to approve the Elementary PBIS Team (Grades K – 2) to go to Cold Stream on May 24, 2023. Cost to the District: 1 van; Cost to the Student: \$2.00 (snack optional); (Information Only: 197 students will be attending. Chaperones will be the K – Grade 2 Elementary Staff, Angela Lucas, and Amanda Harris.) Mrs. Jessica Maines seconded the motion, and it was carried with a vote of 7-0-0.

Mr. Donald Yontosh, in the form of a motion, recommended to approve the Elementary PBIS Team (Grades 3 – 4) to go to Black Moshannon State Park on May 24, 2023. Cost to the District: None; Cost to the Student: \$2.00 (snack optional); (Information Only: 142 students will be attending. Chaperones will be the Grades 3-4 Elementary Staff and Angela Michaels.) Mrs. Jessica Maines seconded the motion, and it was carried with a vote of 7-0-0.

2022
Graduates

Mr. Norman Parks, in the form of a motion, recommended to approve the list of 2023 Graduation candidates. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 7-0-0.

BUILDINGS AND GROUNDS

Building
Surplus

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

- Two Squat Racks
- Two Benches

Mr. James Emigh seconded the motion, and it was carried with a vote of 7-0-0.

POLICY

Policy

Mr. Donald Yontosh, in the form of a motion, recommended to approve the 1st reading of the following policies:

- Policy 800: Records Management
- Policy 830: Security of Computerized Personal Information/Breach Notification
- Policy 830.1: Data Governance – Storage/Security

Mr. Norman Parks seconded the motion, and it was carried with a vote of 7-0-0.

TRANSPORTATION & ATHLETICS

Asst. JV/V
Boys
Basketball
Coach

Mr. Norman Parks, in the form of a motion, recommended to approve David Catanzaro as Assistant Junior Varsity/Varsity Boys Basketball Coach, effective the 2023-2024 season. Mrs. Jessica Maines seconded the motion, and it was carried with a vote of 7-0-0.

Asst. JH
Football
Coach

Mr. Donald Yontosh, in the form of a motion, recommended to approve Collin Kerfoot as Assistant Junior High Football Coach effective the 2023-2024 season. Mrs. Jessica Maines seconded the motion, and it was carried with a vote of 7-0-0.

FINANCE & PURCHASE

Disbursements

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

\$ 48,880.95	Cafeteria Fund Bills Dated 5/17/2023	Checks 4659 through 4661
\$ 10,355.97	Visa 4/30/23 Invoice	
\$ 499,118.99	General Account Dated 4/25/2023 – 5/17/2023	Checks 58474 through 58569
\$ 558,355.91	Grand Total	

Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 7-0-0.

Treasurer's Report

Mr. Donald Yontosh, in the form of a motion, recommended to approve the Treasurer's Report for May 2023. Mrs. Jessica Maines seconded the motion, and it was carried with a vote of 7-0-0.

Activity Acct.

Mr. Donald Yontosh, in the form of a motion, recommended to approve the Activity Account for May 2023. Mrs. Jessica Maines seconded the motion and it carried with a vote of 7-0-0.

Ballot Method CCCTC Budget

Mr. Norman Parks, in the form of a motion, recommended to approve accepting the mail ballot method for approving the Clearfield County Career and Technology Center 2023-2024 General Fund Budget. Mr. Donald Yontosh seconded the motion and it carried with a vote of 7-0-0.

CCCTC General Fund Budget

Mr. Donald Yontosh, in the form of a motion, recommended to approve the Clearfield County Career and Technology Center General Fund Budget for the 2023-2024 school year. (Roll Call Vote/Complete Individual Ballot). Mrs. Jessica Maines seconded the motion and it carried with a vote of 7-0-0. Voice Roll Call: Mr. Smeal - yes; Mr. Diviney - yes; Mr. Yontosh - yes; Mr. Emigh - yes; Mr. Seprish – yes; Mrs. Maines – yes; Mr. Parks - yes.

Preliminary General Fund Budget 2022-23

Mr. Donald Yontosh, in the form of a motion, recommended to approve the Preliminary General Fund Budget for the 2023-2024 school year. Providing a total budgeted revenue of \$20,862,747 and total budgeted expenditures of \$20,986,916 with a preliminary budgeted deficit of \$124,169 and implementing the following tax rates: Mr. Robert Seprish seconded the motion and it carried with a vote of 7-0-0.

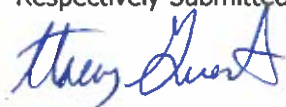
- 109.80 mills (increase of 6.1 mills) for Clearfield County and 13.31 mills (increase of 0.6 mills) for Clinton County
- \$5.00 Per Capita (Section 679 School Code)
- \$5.00 Per Capita (Act 511)
- \$10.00 Occupation Tax (Act 511)
- \$10.00 Local Service / Occupational Privilege Tax
- 1.0% Earned Income Tax (shared evenly with municipalities, Act 511)
- 1.0% Real Estate Transfer Tax (shared evenly with municipalities, Act 511)

Mr. Donald Yontosh seconded the motion and it carried with a vote of 7-0-0.

ADJOURNMENT

Mr. Donald Yontosh, in the form of a motion, recommended to adjourn the meeting at 8:42 p.m. Mr. Melvin Smeal seconded the motion and it carried with a vote of 7-0-0.

Respectively Submitted,

A handwritten signature in blue ink, appearing to read "Stacey Guenot".

Stacey Guenot
Secretary to the Board of Education

