

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

SEPTEMBER 25, 2023

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

Members Absent: Jessica Maines, Donald Yontosh

Other:

Media Present: Jacob Michael - The Progress News

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

Others Present: James Moslak, Mary Beth Moslak, Lila Moslak, Rhett Moslak, Ashley White, Adam Kerr, Rob Strickler, Sherri Laurusevage, John Hayden, Jackie Sever, Kathy Collins, Lisa Jordan, Aimee Willett, Stacey Guenot

OPENING EXERCISES

President Chad Diviney called the meeting to order at 6:42 p.m. All present were asked to stand and pledge allegiance to the American Flag.

STUDENT REPORTS/RECOGNITION

Mrs. Ashley White, Reading Specialist, explained the use of Passion Projects to encourage reading in the students of the West Branch Area School District. Students are tasked with coming up with a creative project that they are passionate about. Mrs. White introduced Lila Moslak and her mother, Mary Beth, to the Board. Lila and Mary Beth explained that this past summer, Lila (a current first grader) opened Lila's Lemonade Stand. With the help of her parents and her grandmother's fresh lemonade recipe, Lila was able to build a stand to sell fresh squeezed lemonade to the community. Lila collected many donations for her delicious lemonade and was able to purchase 75 books for the book vending machine (Vendy) located in the elementary school. Lila was congratulated by the Board on a job well done.

MINUTES

Mrs. Christina Brown, in the form of a motion, recommended to approve the meeting minutes from September 11, 2023. Mr. Norman Parks seconded the motion, and it was carried with a vote of 7-0-0.

ADMINISTRATIVE REPORTS:

Mrs. Brandy O'Hare, High School Principal:

- Key Club
- Challenge Program

Mr. Kevin Hubler, Middle School Principal:

- E-Cigarette/Tobacco Prevention and Intervention
- Too Good For Drugs Program
- Second Step Update
- CCC-PASR Grant (Clearfield County Chapter of the PA Association of School Retirees)

Dr. Angela Michaels, Elementary Principal:

- Champions Meeting/Kindercare Program
- Little Bags of Sunshine Product Drive

Ms. Angela Lucas, Special Education Director:

- Trauma-Skilled Training
- MAXCapture Training
- Paraprofessional Interviews

Mr. Branden Evans, Technology Coordinator:

- Laptop Update
- Television Displays
- Tech Apprentice Program

Mrs. Leslie Stott, Business Manager:

- PLIGIT Investments
- School Book Club
- Key Club

Mr. David Williamson, Pupil Services Coordinator: (Absent)

- Attendance Comparison Reports Provided
- Athletic Update Provided

Mr. David Catherman, Supervisor of Buildings & Grounds:

- Landscaping
- Biomass Repairs/Inspection
- Gym Floor Refinishing
- Recent Power Outage

Mrs. Tiffany English, Food Service Director:

- Annual Staff Training
- Meet the Teacher Night
- Homecoming Reception and Dance
- New Product Update
- National School Lunch Week

CIU: (Mr. Norman Parks)

- 6th Street Property Plan Approval
- Next Meeting Thursday, September 28, 2023

CCCTC: (Mr. Jeremiah Dobo)

- New Electrical Occupations Instructor

PSBA: (Mr. Chad Diviney)

- No Report

ANNOUNCEMENTS AND PRESENTATIONS

Dr. Michaels, along with Mrs. White, provided a detailed update and explanation of ECRI (Enhanced Core Reading Instruction) to the Board. They outlined the differences between Balanced Literacy and Structured Literacy. Professional development is in place to support these efforts in literacy. Both Dr. Michaels and Mrs. White are eager to continue implementing ECRI to assist our staff with the improved instruction of our students.

Sherri Laurusevage of Quandel Energy Solutions, an energy service company (ESCO), addressed the Board. She outlined that the District has an opportunity to pursue a hybrid project regarding the upcoming elementary renovation. Quandel could work in conjunction with EI Associates to provide both energy conservation and sustainability to the District. In addition, there are grant opportunities available should the District decide to entertain using an ESCO company. Ms. Laurusevage, Mr. Hayden, and Mr. Strickler all were available for questions from the Board. The Board thanked Quandel for the presentation and will review the information.

Ms. Jordan, Ms. Collins, and Ms. Sever of Mid Penn Bank were in attendance. The Board was presented with Information from Mid Penn Bank as to the services their bank can provide to the District. The Board thanked the representatives for their time and will review the literature provided.

EXECUTIVE SESSION

An executive session was held from 8:32 p.m. – 8:52 p.m. for the purposes of personnel.

PERSONNEL

Drama Director Postpone	Mr. Jeremiah Dobo, in the form of a motion, recommended to postpone the motion to approve Branden Evans as Drama Director effective with the 2023-2024 school year until the October 23, 2023, Board Meeting. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 7-0-0.
MS PCA	Mrs. Christina Brown, in the form of a motion, recommended to approve Ashley Wilson as Middle School Personal Care Aide, effective September 26, 2023. Mr. Norman Parks seconded the motion, and it was carried with a vote of 7-0-0.
MS Classroom Para	Mr. Melvin Smeal, in the form of a motion, recommended to approve Pearl Johnson as Middle School Classroom Paraprofessional, effective September 29, 2023. Mr. Jeremiah Dobo seconded the motion, and it was carried with a vote of 7-0-0.
Sick Day Donation	Mrs. Christina Brown, in the form of a motion, recommended to approve employee number 2988 to receive up to forty (40) sick days from other employees for the 2023-2024 fiscal year. Mr. Norman Parks seconded the motion, and it was carried with a vote of 7-0-0.
MOU WBEA	Mr. Melvin Smeal, 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 (eSports). Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.
Volunteers	Mrs. Christina Brown, in the form of a motion, recommended to approve Amber Hanslovan as volunteer to the District. All paperwork has been received. Mr. Norman Parks seconded the motion, and it was carried with a vote of 7-0-0.

EDUCATION

Priority Goals	Mr. Melvin Smeal, in the form of a motion, recommended to approve the District Priority Goals for the 2023 – 2024 school year. Mr. Jeremiah Dobo seconded the motion, and it was carried with a vote of 7-0-0.
Career Force Curriculum	Mrs. Christina Brown, in the form of a motion, recommended to approve the Career Force Curriculum. This curriculum includes 8 free courses that employers are looking for. Students who complete the curriculum will receive an Industry Recognized Credential. Mr. Norman Parks seconded the motion, and it was carried with a vote of 7-0-0.
Key Club	Mr. Robert Seprish, in the form of a motion, recommended to approve the formation of a Key Club. Interim Advisor will be Leslie Stott. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0. Mr. Emigh asked about a budget to fund the Key Club. Mrs. O'Hare added that the District will partner with Philipsburg Kiwanis. The Kiwanis will cover the costs.
Field Trips	Mr. Jeremiah Dobo, in the form of a motion, recommended to approve the High School Life Skills field trip to State College for shopping experiences on September 26, 2023. (Community-Based Instruction) Cost to the District: vans; Cost to the Student: none.

(Funding - HS Budget) Chaperones are Erin Johnson, Erica Wood, Tina Kolesar, and Alice King. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

Mr. Jeremiah Dobo, in the form of a motion, recommended to approve the High School Student Government field trip to the Leadership Summit at Lock Haven University Clearfield Campus on October 4, 2023. Cost to the District: 1 substitute and school van; Cost to the Student: none. (Funding – HS Budget) (Information Only: 8 students will be attending. Chaperone is Elaina McClelland.) Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

Mr. Jeremiah Dobo, in the form of a motion, recommended to approve the High School Guidance field trip to the CNB Reality Fair on October 5, 2023, for Grade 12 grade students. Cost to the District: transportation; Cost to the Student: none. (Funding – HS Budget) (Information Only: 97 students will be attending. Chaperones are Jennifer Porter, Beth Hudish, JoEllen Hunt, and David Learish.) Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

Mr. Jeremiah Dobo, in the form of a motion, recommended to approve the Life Skills Classes (District Wide) field trip to Nayla May Farm and Greenhouse on October 20, 2023. Cost to the District: transportation; Cost to the Student: none. (Funding – Special Education Budget) (Information Only: 12 students will be attending. Chaperones are Chantelle Carns, Angela Lucas, Erin Johnson, Erica Wood, Emigh Modzel, Mark Norris, Tina Kolesar, Victoria Shook, Jamie McCracken, Nurse, Alice King, and Susan Maguire. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

Mr. Jeremiah Dobo, in the form of a motion, recommended to approve the High School Guidance field trip to Clearfield County Career and Technology Center on October 31, 2023, for Grade 10 tours. Cost to the District: transportation; Cost to the Student: none. (Funding – HS Budget) (Information Only: 87 students will be attending. Chaperones are Jennifer Porter, Jessica Levonick, Andrew Chimenti, and Debra Moriarity.) Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

Mr. Jeremiah Dobo, in the form of a motion, recommended to approve the High School U.S. History I & II (dual-enrollment class) field trip to Lock Haven Clearfield on November 2, 2023. Cost to the District: van and 1 teacher substitute; Cost to the Student: none. (Funding – HS Budget) (Information Only: 6 students will be attending. Chaperone is Jennifer Brickley.) Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

Mr. Jeremiah Dobo, in the form of a motion, recommended to approve the High School Life Skills field trip to State College for shopping experiences and lunch on December 1, 2023 (make-up date is December 4, 2023). (Community-Based Instruction) Cost to the District: vans; Cost to the Student: none. (Funding - HS Budget) Chaperones are Erin Johnson, Alice King, Tina Kolesar, Erica Wood, Susan Maguire, Victoria Shook, Angela Lucas, Amanda Harris, and Danielle Gregory. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

Library Book
Orders

Mrs. Christina Brown, in the form of a motion, recommended to approve the High School Library book order in the amount of \$582.95 (High School Budget 2023-2024). Mr. Robert Seprish seconded the motion, and it was carried with a vote of 7-0-0.

Mrs. Christina Brown, in the form of a motion, recommended to approve the Middle School Library book order in the amount of \$1,150.14 (Middle School Budget 2023-2024). Mr. Robert Seprish seconded the motion, and it was carried with a vote of 7-0-0.

Mr. James Emigh, in the form of a motion, recommended to postpone the motion to approve the Procedures and Expectations for Students on Overnight Trips until the October 23, 2023, Board Meeting. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0. Mr. Mitchell Detailed the new guidelines. After some discussion, the Board decided to further discuss this matter and revisit this motion at a future meeting.

Mr. James Emigh, in the form of a motion, recommended to postpone the motion to approve the Procedures and Expectations for Coaches/Advisors on Overnight Trips until the October 23, 2023, Board Meeting. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0. Mr. Mitchell Detailed the new guidelines. After some discussion, the Board decided to further discuss this matter and revisit this motion at a future meeting.

Mr. James Emigh, in the form of a motion, recommended to postpone motion to approve amending both the Athletic and Student Handbooks to include the Procedures and Expectations for Students on Overnight Trips until the October 23, 2023, Board Meeting. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0. Mr. Mitchell Detailed the new guidelines. After some discussion, the Board decided to further discuss this matter and revisit this motion at a future meeting.

Mr. James Emigh, in the form of a motion, recommended to postpone the motion to approve amending the Coaches and Faculty Handbooks to include the Procedures and Expectations for Coaches/Advisors on Overnight Trips until the October 23, 2023, Board Meeting. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0. Mr. Mitchell Detailed the new guidelines. After some discussion, the Board decided to further discuss this matter and revisit this motion at a future meeting.

POLICY

2nd Reading

Mrs. Christina Brown, in the form of a motion, recommended to approve the 2nd reading of the following policies:

- Policy 006: Meetings
- Policy 216.1: Supplemental Discipline Records
- Policy 251: Students Experiencing Homelessness, Foster Care and Other Educational Instability

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

TRANSPORTATION & ATHLETICS

Booster Organizations

Mrs. Christina Brown, in the form of a motion, recommended to approve the recognition of booster organizations for the 2023-24 school year (all booster organizations completed the required annual orientation and financial review).

- West Branch Band Booster Club
- West Branch Cheerleading Boosters

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

Fall Athletic Volunteer

Mrs. Christina Brown, in the form of a motion, recommended to approve the following Fall Athletic Volunteer (2023-2024 season):

- Football: Philip Biggans (retroactive to August 28, 2023)

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

R. Garbinsky Resignation Mr. Melvin Smeal, in the form of a motion, recommended to approve the resignation of Ronald Garbinsky, Junior High Wrestling Coach, effective September 20, 2023. (will transfer to volunteer status) Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

Asst. JH Volleyball Coach Mrs. Christina Brown, in the form of a motion, recommended to approve Allison Koleno as Junior High Assistant Volleyball Coach, retroactive to August 17, 2023. Mr. James Emigh seconded the motion, and it was carried with a vote of 7-0-0.

eSports Coach Mrs. Christina Brown, in the form of a motion, recommended to approve Travis Gummo as High School eSports Coach, retroactive to September 6, 2023. Mr. Norman Parks seconded the motion, and it was carried with a vote of 7-0-0.

eSports Manager Mrs. Christina Brown, in the form of a motion, recommended to approve JoEllen Hunt as High School eSports Manager, retroactive to September 6, 2023. Mr. Norman Parks seconded the motion, and it was carried with a vote of 7-0-0.

Bus Runs and Stops Mrs. Christina Brown, in the form of a motion, recommended to approve the Bus Runs and Stops for the 2023 – 2024 school year. Mr. Norman Parks seconded the motion, and was carried with a vote of 7-0-0.

FINANCE & PURCHASE

Resolution of Intent to Reimb. Gen. Fund Mr. Melvin Smeal, 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 7-0-0.

General Fund Transfers Mrs. Christina Brown, in the form of a motion, recommended to approve to close the account for the Band Uniforms and transfer from the Assigned Music Fund less \$100 to the General Fund Unassigned Balance to pay for the Band Uniforms. Mr. Jeremiah Dobo seconded the motion, and it was carried with a vote of 7-0-0.

Radius Phys. Therapy Contract Mrs. Christina Brown, in the form of a motion, recommended to approve the contract with Radius Physical Therapy. L.L.C. for a term of August 24, 2023, to June 30, 2025. Mr. Jeremiah Dobo seconded the motion, and it was carried with a vote of 7-0-0.

Disbursements Mr. Norman Parks, in the form of a motion, recommended to approve the following Disbursements:

\$ 36,892.12	Cafeteria Fund Bills Dated	Checks 4680 through 4688
\$ 13,422.57	Visa 8/31/23 Invoice	
\$ 891,983.04	General Account (8/10/23 - 9/26/23)	Checks 58909 through 59074
\$ 942,297.73	Grand Total	

Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

Treasurer's Report Mr. Melvin Smeal, in the form of a motion, recommended to approve the Treasurer's Report for August 2023. Mr. Robert Seprish seconded the motion, and it was carried with vote of 7-0-0.

Activity Acct. Mrs. Christina Brown, in the form of a motion, recommended to approve the Activity Account for July and August 2023. Mr. Norman Parks seconded the motion, and it was carried with a vote of 7-0-0.

ADJOURNMENT

Mr. Melvin Smeal, in the form of a motion, recommended to adjourn the meeting 9:17 p.m. Mrs. Christina Brown seconded the motion and it carried with a vote of 7-0-0.

Respectively Submitted,



Stacey Guenot
Secretary to the Board of Education

