

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION JANUARY 22, 2024

Members Present: Chad Diviney, Christina Brown, Jeremiah Dobo, Jessica Maines (via phone), Norman Parks, Jason Porter, Melvin Smeal, Randy Sterling, Donald Yontosh

Members Absent:

Other:

Media Present: Jacob Michael, The Progress

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

Others Present: John Link, Jacob Michael, Aaron Tiracorda, Aimee Willett, Stacey Guenot

OPENING EXERCISES

President Chad Diviney called the meeting to order at 7:15 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, 2023, and December 7, 2023. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.

ADMINISTRATIVE REPORTS:

Mrs. Brandy O'Hare, High School Principal:

- PMEA District 4 Band Festival
- Chorus and Band Concerts
- Teacher Leadership Team Delivers Professional Development
- STEAM Night

Mr. Kevin Hubler, Middle School Principal:

- Attorney General Presentation
- Mathematics Curriculum PD Group

Dr. Angela Michaels, Elementary Principal:

- Mid-Year DIBELS Testing

Ms. Angela Lucas, Special Education Supervisor:

- FID Day Assignments and Expectations
- Mikayla'a Voice

Mr. Branden Evans, Technology Coordinator:

- Tech Budget

- Sapphire Update
- Vector Training Platform

Mrs. Leslie Stott, Business Manager:

- Cash Investment & Interest Earned Report
- Financial Audit

Mr. David Williamson, Athletic Director:

- Attendance Comparison
- Athletic Update

Mr. David Catherman, Supervisor of Building and Grounds:

- Water Heater Project
- Oil Boiler Concerns
- Roof Leaks

Mrs. Tiffany English, Food Service Director:

- Breakfast for Lunch
- Food Safety
- Special Events
- Board Appreciation Dinner

CIU: (Mr. Norman Parks)

- Calendars and Budgets
- Grant – GED work

CCCTC: (Mr. Jeremiah Dobo)

- Capital Project Renovation
- Roof Top Units
- Parking Lot Repair
- Enrollment Near Building Capacity for 2024-2025

PSBA: (Mr. Chad Diviney)

- Local, State, & Federal News
- State Legislative Reports
- School Safety & Security Grant Program
- New School Director Training

ANNOUNCEMENTS AND PRESENTATIONS

During the committee meeting the Lady Warrior Volleyball Team visited and was commended for their outstanding season. In addition, the West Branch eSports Team visited to talk about their team and the outstanding season they are having.

Mr. John Link of Baker Tilly Virchow Krause, LLP, reviewed the Financial Audit for the fiscal year 2022-2023.

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 8:32 p.m. until 9:10 p.m. for purposes of personnel and litigation.

BOARD

PERSONNEL

N. Reams Retirement	Mr. Donald Yontosh, in the form of a motion, recommended to approve the retirement of Nanette Reams, 4 th Grade Teacher, effective May 31, 2024. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 9-0-0. The board members thank Mrs. Reams for her 30+ years of service to the District.
J. McDowell Retirement	Mr. Donald Yontosh, in the form of a motion, recommended to approve the retirement of Jane McDowell, Middle School English Teacher, effective May 31, 2024. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0. The board members thank Mrs. McDowell for her 35+ years of service to the District.
Sick Leave Transfer	Mr. Donald Yontosh, in the form of a motion, recommended to approve employee number 000784 to receive up to forty (40) sick days from other employees for the 2023-2024 fiscal year. Mr. Jeremiah Dobo seconded the motion, and it was carried with a vote of 9-0-0.
FMLA	Mr. Donald Yontosh, in the form of a motion, recommended to approve FMLA leave for employee number 001465 beginning on January 19, 2024, for approximately four (4) weeks. Mr. Norman Parks seconded the motion, and it was carried with a vote of 9-0-0.
Volunteers	<p>Mr. Donald Yontosh, in the form of a motion, recommended to approve Jarrett Rockey as a volunteer to the District, retroactive to December 8, 2023. All paperwork has been received. Mrs. Christina Brown 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 Lindsey Koleno, Katelyn Archer, Morgan Whited, Joseph Adams, Jr., Carrie Fuller, and Jason Porter as volunteers to the District. All paperwork has been received. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 8-0-0. Mr. Porter abstained from this vote.</p>

EDUCATION

School Calendar	Mr. Donald Yontosh, in the form of a motion, recommended to approve the School Calendar as presented for the 2024 – 2025 school year. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.
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. Melvin Smeal seconded the motion, and it was carried with a vote of 9-0-0.
College Education Substitute	Mr. Donald Yontosh, in the form of a motion, recommended to approve Brianna Bone as a college education student substitute retroactive to January 3, 2024. All paperwork has been received. Mr. Norman Parks seconded the motion, and it was carried with a vote of 9-0-0.
Substitute Teacher Intern	Mr. Donald Yontosh, in the form of a motion, recommended to approve Nathan Kerlin as substitute teacher intern to the district in conjunction with the United States Army,

retroactive to January 2, 2023. All paperwork has been received. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 9-0-0.

Field Trips

Mr. Donald Yontosh, in the form of a motion, recommended to approve the Life Skills field trip to the Altoona Curve on April 24, 2024. Cost to the District: nurse and transportation; Cost to the Student: none. (Information Only: 9 students will be attending. Chaperones are Tina Kolesar, Alice King, Erica Wood, Susan Maguire, Victoria Swoope, Amanda Harris, and Danielle Gregory.) Mr. Jeremiah Dobo seconded the motion, and it was carried with a vote of 9-0-0.

Mr. Donald Yontosh, in the form of a motion, recommended to approve the Third-Grade field trip to the Punxsutawney Weather Center on May 23, 2024. Cost to the District: none; Cost to the Student: \$5.00. (Funding – Elementary Budget) (Information Only: 50 students will be attending. Chaperones are Michele Koleno, Stephanie MacTavish, Kendra McLaughlin, Rebecca Caylor, Chantelle Carns, and Julie English.) Mr. Jeremiah Dobo seconded the motion, and it was carried with a vote of 9-0-0.

Mr. Donald Yontosh, in the form of a motion, recommended to approve the High School/Elementary School Life Skills Classrooms field trip to Clearfield YMCA on February 2024 (snow make-up date of February 15, 2024). Cost to the District: transportation; Cost to the Student: none. (Information Only: 13 students will be attending. Chaperones are Erin Liegey, Mark Norris, Tina Kolesar, Erica Wood, Alice King, Emigh Modzel, Jamie McCracken, Chantelle Carns, Susan Maguire, and Victoria Shook.) Mr. Jeremiah Dobo seconded the motion, and it was carried with a vote of 9-0-0.

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 14, 2024. Cost to the District: 2 buses; Cost to the Student: \$5. (Information Only: 71 students will be attending. Chaperones are Taeler Dove, Chad Koleno, Katie Ellis, Jessica Michaels, Allisor Koleno, Janelle Hurlbert *, Coura Fogleman *, Dakota Krupelak *, Rose Ishler *, Jessica Schnarrs *, Jaimy Buck, Chantelle Carns, Carrie Jones, Courtney Ryder, Jessica Hoffman, Brenda Andrews, Delanie Kolesar *, Morgan Whited, Nicole Petriskey, Stephanie Quick *, and Taylor Kulp. (*= pending clearances) Mr. Jeremiah Dobo seconded the motion, and was carried with a vote of 9-0-0.

Mr. Donald Yontosh, in the form of a motion, recommended to approve the Ski Club field trip to Tussey Mountain on January 28, 2024. Cost to the District: transportation; Cost to the Student: \$48.00-\$166.00. (Information Only: 23 students will be attending. Chaperones are Ashlee Wessel and Skyler Shuey.) Mr. Jeremiah Dobo seconded the motion, and it was carried with a vote of 9-0-0.

Mr. Donald Yontosh, in the form of a motion, recommended to approve the Ski Club field trip to Blue Knob on February 18, 2024. Cost to the District: transportation; Cost to the Student: \$45.00-\$145.00. (Information Only: 20 students will be attending. Chaperones are Ashlee Wessel, Stacy Ricciotti, and Kaleb Quick.) Mr. Jeremiah Dobo seconded the motion, and it was carried with a vote of 9-0-0.

Mr. Donald Yontosh, in the form of a motion, recommended to approve the Chief Science Officers field trip to The Rivet in State College, PA on January 25, 2024. Cost to the District: two substitutes and transportation; Cost to the Student: none. (Information Only: 11 students will be attending. Chaperones are Crystal Gay and one additional chaperone to be named (either Andy Chimenti, Stacy Ricciotti, or Carrie Peterson.) Mr. Jeremiah Dobo seconded the motion, and it was carried with a vote of 9-0-0.

Grade
Reconfiguration
Steering
Committee

Mr. Donald Yontosh, in the form of a motion, recommended to add a motion to this agenda to authorize the Superintendent to form a steering committee for the purpose of Middle School grade reconfiguration. Mr. Norman Parks seconded the motion, and it was carried with a vote of 9-0-0.

Mr. Donald Yontosh, in the form of a motion, recommended to authorize the Superintendent to form a steering committee for the purpose of Middle School grade reconfiguration. Mr. Norman Parks seconded the motion, and it was carried with a vote of 9-0-0.

POLICY

Reaffirmation

Mr. Donald Yontosh, in the form of a motion, recommended to reaffirm the following policy:

- Policy 011: Principles for Governance and Leadership

Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.

1ST Reading

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

- Policy 200: Enrollment of Students
- Policy 202: Eligibility of Nonresident Students
- Policy 217: Graduation
- Policy 254: Educational Opportunity for Military Children
- Policy 609: Investment of District Funds
- Policy 610: Purchases Subject to Bid/Quotation
- Policy 611: Purchases Budgeted
- Policy 810: Transportation

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

BUILDINGS AND GROUNDS

TRANSPORTATION & ATHLETICS

Asst. Varsity
Softball Coach

Mr. Donald Yontosh, in the form of a motion, recommended to approve Joseph Moore as Assistant Varsity Softball Coach, effective January 23, 2024. Mr. Jeremiah Dobo seconded the motion, and it was carried with a vote of 9-0-0.

Head JH
Softball Coach

Mr. Donald Yontosh, in the form of a motion, recommended to approve Kyle Eyerly as Head Junior High Softball Coach, effective January 23, 2024. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.

Asst. JH
Softball Coach

Mr. Donald Yontosh, in the form of a motion, recommended to approve Michael Dixon as Assistant Junior High Softball Coach, effective January 23, 2024. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 9-0-0.

Head JH
Baseball Coach

Mr. Melvin Smeal, in the form of a motion, recommended to approve Travis McDowell as Head Junior High Baseball Coach, effective January 23, 2024. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 9-0-0.

C. Kerfoot
Resignation

Mr. Donald Yontosh, in the form of a motion, recommended to approve the resignation of Collin Kerfoot, Junior High Assistant Football Coach, effective January 12, 2024. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.

Spring Athletic Volunteers Mr. Donald Yontosh, in the form of a motion, recommended to approve Spring Athletic Volunteers, all paperwork has been received:

- JV/Varsity Baseball: Nathan Kerlin, David Learish
- JV/Varsity Softball: Glenn MacTavish, Kayleigh MacTavish, Joseph Adams, Jr., Chad Koleno
- Junior High Softball: Tim Eyerly, Haley McCracken, Terry Smeal

Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.

Spring Head Coaches Mr. Melvin Smeal, in the form of a motion, recommended to approve the Administrative Recommendation to retain the Spring Head Coaches and paid coaching staffs for the 2023 – 2024 school year:

- Baseball: Aaron Tiracorda (Head Coach), Tom Lannen
- Track/Field: Adam Carr (Head Coach), Josh Carr, Tabytha Carr

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

FINANCE AND PURCHASE

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

\$ 131,277.03	Cafeteria Fund Bills Dated 12/21/23 - 1/23/24	Checks 4697 through 4707
\$ 3,347.46	Capital Maintenance Bill Dated 12/20/23	Check 60
\$ 7,080.38	Visa 12/31/2023 Invoice	
\$ 2,006,631.50	General Account (11/16/23 - 1/23/24)	Checks 59369 through 59662
\$ 2,148,336.37	Grand Total	

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

Treasurer's Report Mr. Donald Yontosh, in the form of a motion, recommended to approve the Treasurer's Reports for November and December 2023. Mr. Norman Parks seconded the motion, and it was carried with a vote of 9-0-0.

Activity Acct. Mrs. Christina Brown, in the form of a motion, recommended to approve the Activity Account for November and December 2023. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 9-0-0.

CCCTC Resolution – Tabled until February Mr. Norman Parks, in the form of a motion, recommended to table the Resolution to incur debt in concert with other sending school districts participating in the Clearfield County Career and Technology Center (CCCTC) for principal debt not to exceed \$6,470,000 in accordance with the terms and conditions described herein the Resolution. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0. This line item will be revisited at the February 26, 2024, meeting, pending further data.

Quandel Contract Mr. Donald Yontosh, in the form of a motion, recommended to approve entering into a contract with Quandel to perform an Investment Grade Audit and authorizing the Administration to execute the contract with Quandel. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 9-0-0.

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. Norman Parks seconded the motion, and it was carried with a vote of 9-0-0.

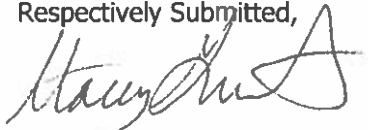
OTHER ITEMS FOR DISCUSSION

Mrs. Christina Brown shared a conversation that she recently had with a community member. Several of our student groups recently collected donations for the local food bank. The Food Bank recently received a sizable donation from our students and staff, for which they are extremely grateful.

ADJOURNMENT

Mr. Jeremiah Dobo, in the form of a motion, recommended to adjourn the meeting at 9:48 p.m. Mr. Norman Parks seconded the motion and it carried with a vote of 9-0-0.

Respectively Submitted,

A handwritten signature in cursive script, appearing to read "Stacey Guenot", written in dark ink.

Stacey Guenot
Secretary to the Board of Education

