

## WEST BRANCH AREA SCHOOL DISTRICT

### REGULAR SESSION

APRIL 29, 2024

Members Present: Christina Brown, Chad Diviney, Jessica Maines, Norman Parks, Jason Porter, Melvin Smeal, Randy Sterling, Donald Yontosh

Members Absent: Jeremiah Dobo

Media Present: Dianne Byers – 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: Sherri Laurusavage, John Hayden, Lance Jones, Dan Stilson, Rachel Steffan, Ashleigha Grossi, Hope Croyle, Travis McDowell, Aimee Willett, 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.

### **STUDENT REPORTS/RECOGNITION**

Ms. Rachel Steffan, along with students, Ashleigha Grossi and Hope Croyle, shared the creative projects that the Art Club has been working on. Some of this amazing art is being displayed in the dining room of Key Largo’s Restaurant in Morrisdale. The Juried Clearfield Art Exhibit at the Clearfield Library will also showcase some work by West Branch students. Lastly, the District has some students that will compete in the Congressional Art Competition in Dubois. The Board admired the creativity and artistic ability of our students and thanked them for sharing their work and accomplishments.

Mr. Lance Jones highlighted the District’s Music Department. Mr. Jones noted that music programs empower the whole student, advancing our district and communities. West Branch Area School District has had the honor of hosting multiple festivals. These events have hosted guest conductors and provided both our students and students of neighboring districts with wonderful learning opportunities. For 2024, West Branch Area School District has received the honor of being recognized by the NAMM Foundation as one of the Best Communities for Music Education. The Board congratulated Mr. Jones and our students on a job well done.

### **MINUTES**

Mr. Donald Yontosh, in the form of a motion, recommended to approve the meeting minutes from March 25, 2024. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 8-0-0.

### **ADMINISTRATIVE REPORTS:**

Mrs. Brandy O’Hare, High School Principal:

- Psychology Class Sock Babies
- Field Trips
- Mock Interviews
- May Events
- Keystones Technology Innovator – Carrie Peterson

Mr. Kevin Hubler, Middle School Principal:

- State Testing
- Math Curriculum Committee Review
- School-Wide PBIS Reward

Dr. Angela Michaels, Elementary Principal:

- Kindergarten Registration
- PreK ECERS Assessment
- Field Trips
- School Carnival & Cookout

Ms. Angela Lucas, Special Education Supervisor:

- Elementary Life Skills Craft & Bake Sale
- High School Life Skills Plant Sale

Mr. Branden Evans, Technology Coordinator:

- E-rate Funding
- Sapphire Update

Mrs. Leslie Stott, Business Manager:

- Budget Work
- Quarterly Reports

Mr. David Williamson, Athletic Director:

- Spring Athletic Update
- Attendance Comparison
- Kindergarten Registration
- Marathon

Mr. David Catherman, Supervisor of Buildings and Grounds:

- Water Heater Project
- Boiler Project
- Renovation Meetings
- Field House Cement

Mrs. Tiffany English, Food Service Director:

- Catering Opportunities
- Grilled Cheese Day
- NOCTI Judging at the CCCTC
- School Lunch Hero Day

CIU (Mr. Norman Parks):

- Minutes Available From Meeting Per Request (was not able to attend)

CCCTC (Mr. Jeremiah Dobo): (absent)

- Report Provided

PSBA (Mr. Chad Diviney):

- Local, State, & Federal News
- State Legislative Reports
- PSBA School Director Training
- Right to Know Practical Guidance and Legal Updates

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## **EXECUTIVE SESSION**

An Executive Session was held from 7:30 p.m. until 7:55 p.m. for personnel purposes.

## **PERSONNEL**

- 3% Raise Nurse Asst. Mr. Donald Yontosh, in the form of a motion, recommended to approve a 3% raise for the Nurse's Aide, Julia Whipple, for the 2024-2025 School Year (7/1/24 through 6-30-2025). Mrs. Christina Brown seconded the motion, and it was carried with a vote of 8-0-0.
- Substitute Nurses Mr. Donald Yontosh, in the form of a motion, recommended to approve Brittany Cunningham and Joseph Bacher as substitute nurses, retroactive to April 17, 2024, at a rate of \$18.00 per hour. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 8-0-0.
- Temp. Pre-K Para Mrs. Christina Brown, in the form of a motion, recommended to approve Robin Anderson as temporary Pre-K Paraprofessional, retroactive to April 3, 2024, through the end of the school year. Wage rate of \$14.31 plus 7.65% for FICA, and 34% for PSERS per hour to be reimbursed by Central Intermediate Unit #10. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 8-0-0.
- P. McGonigal Resignation Mr. Melvin Smeal, in the form of a motion, recommended to approve the resignation of Paula McGonigal from the Middle School Yearbook Advisor position, effective May 31, 2024. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 8-0-0.
- A. Bolan Resignation Mr. Donald Yontosh, in the form of a motion, recommended to approve the resignation of Amanda Bolan, Pre-K Paraprofessional, effective May 31, 2024. Mr. Melvin Smeal 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 Christopher Gray, Stephanie Quick, Sylvia Dunlap, and Delanie Kolesar as volunteers to the District. All paperwork has been received. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 8-0-0.

## **EDUCATION**

- Field Trips Mr. Donald Yontosh, in the form of a motion, recommended to approve the Senior Class to go to Cedar Point in Sandusky, Ohio, on May 17, 2024. Cost to the District: substitutes; Cost to the Student: \$0-\$140 (depending on individual fundraising). (Information Only: 55 students will be attending. The chaperones are Jennifer Brickley, Brandy O'Hare, Carrie Peterson, and Adam Carr.) Mrs. Jessica Maines 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 Middle School Fellowship of Christian Athletes (FCA) to go to Scripture Rocks in Brookville on May 16, 2024. Cost to the District: substitutes; Cost to the Student: none. (Information Only: 20 students will be attending. The chaperones are Mary Beth Moslak and Megan Bickel.) Mrs. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0.

## **BUILDINGS AND GROUNDS**

- Field House Drainage Repair Mr. Melvin Smeal, in the form of a motion, recommended to approve the quote from R. Taylor Contracting in the amount of \$16,360 plus \$1,000 in-house supplies in order to complete the field house drainage repair project. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 8-0-0.

**TRANSPORTATION & ATHLETICS**

Winter Head Coaches 2024-2025

Mr. Donald Yontosh, in the form of a motion, recommended to approve the administrative recommendation to retain the Winter Head coaches and their coaching staffs for the 2024 – 2025 school year:

**Girls Basketball:** Head Coach: Justin Koleno, Elaina McClelland, Madison Otto, Terry Smeal III

**Boys Basketball:** Head Coach: Danny Clark, David Catanzaro, Parker Emigh, Collin Kerfoot, John Clark

**Wrestling:** Head Coach: Jason Bainey, David Williamson, Kaleb Quick, Parker Bumbarger

**Cheerleading:** Head Advisor: Heather Dobo, Mallarie Maines, Alisa Liptak, Julie McDowell

Mrs. Christina Brown seconded the motion, and it was carried with a vote of 8-0-0.

Head Varsity Football Coach

Mr. Donald Yontosh, in the form of a motion, recommended to approve Travis McDowell as Head Varsity Football Coach, effective April 30, 2024. Mrs. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0. Coach McDowell was present for the meeting. The Board welcomed him, and Coach McDowell expressed that he will do his best and appreciates the opportunity.

**FINANCE & PURCHASE**

Disbursements

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

\$ 66,015.93	Cafeteria Fund Bills Dated 4/30/2024	Checks 4714 through 4715
\$ 12,346.05	Visa 3/31/24 Invoices	
\$ 2,948.00	Capital Maintenance Account – dated 4/30/24	Check 62
\$ 881,479.69	General Account Dated 3/20/2024 – 4/30/2024	Checks 59940 through 60061
\$ 962,789.67	<b>Grand Total</b>	

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

Treasurer's Report

Mr. Donald Yontosh, in the form of a motion, recommended to approve the Treasurer's Report for March 2024. Mrs. Christina Brown 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 March 2024. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 8-0-0.

CCCTC Easement

Mr. Donald Yontosh, in the form of a motion, recommended to authorize the granting of a gas service line easement to UGI Utilities, Inc., for the Clearfield County Career and Technical Center property, with the understanding that the JOC of the CCCTC shall have authority to negotiate and approve the specific terms of the easement, including but not limited to the terms relating to the location and description of the service line, the land use restrictions relating to the easement area, the abandonment of the existing UGI easement, and any other rights or obligations of the parties. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 8-0-0.

OCIP  
Insurance

Mr. Donald Yontosh, in the form of a motion, recommended to approve the purchase of Workers Compensation, General Liability and Excess Liability Insurance for the Elementary Renovation project through the CM Regent OCIP (Owner's Controlled Insurance Program) at the current rate per \$1,000 Contract Award Amount (Construction Value). Mrs. Christina Brown seconded the motion, and it was carried with a vote of 8-0-0. Mr. Mitchell noted that he and Mr. Porter met with the company and are confident about the plan. This vote allows the District to pursue an OCIP Plan and another vote will be forthcoming.

Penn  
Highlands  
OT  
Agreement

Mr. Melvin Smeal, in the form of a motion, recommended to approve the Agreement with Penn Highlands Healthcare for Occupational Therapy Services for school years 2024-2025 and 2025-2026. Mrs. Jessica Maines seconded the motion, and it was carried with a vote of 8-0-0.

CIU #10  
Agreement

Mrs. Christina Brown, in the form of a motion, recommended to approve the Service Provider Agreement between the West Branch Area School District and Central Intermediate Unit 10 (CIU 10) starting March 29, 2024, or thereafter through the end of the 2023-2024 school year. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 8-0-0.

Nutrition  
Group  
Contract

Mr. Melvin Smeal, in the form of a motion, recommended to approve a five-year contract with four yearly renewal options with The Nutrition Group to serve as the Food Service Management Company starting with the 2024-2025 school year. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 8-0-0. Voice Roll Call: Mrs. Brown - yes; Mr. Smeal - yes; Mr. Diviney - yes; Mr. Yontosh - yes; Mr. Porter - yes; Mr. Sterling - yes; Mrs. Maines - yes; Mr. Parks - yes.

PSU Athletic  
Team Phys.

Mr. Donald Yontosh, in the form of a motion, recommended to approve the Athletic Team Physician Services contract between the West Branch Area School District and Penn State Health beginning July 1, 2024, and ending on June 30, 2025. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 8-0-0.

GESA  
Quandel

Mr. Donald Yontosh, in the form of a motion, recommended to approve and accept a Guaranteed Energy Savings Agreement (GESA) between Quandel Energy Solutions and the West Branch Area School District, not to exceed the lump sum cost of \$1,700,000. Scope of work in the GESA project includes select upgrades to the boiler/boiler system and to the automated temperature control system (ATCS). Mr. Norman Parks seconded the motion, and it was carried with a vote of 8-0-0. Voice Roll Call: Mrs. Brown - yes; Mr. Smeal - yes; Mr. Diviney - yes; Mr. Yontosh - yes; Mr. Porter - yes; Mr. Sterling - yes; Mrs. Maines - yes; Mr. Parks - yes.

Engineering  
& Hot Water  
Tank Bills

Mr. Donald Yontosh, in the form of a motion, recommended to approve engineering bills and pay estimates for the hot water tank project through 3/31/2024 according to the spreadsheet below:

			Current Transactions	Previous Transactions	Grand Total
Westmoreland Electric Services LLC	3/26/2024	\$ 28,599.66	\$ 28,599.66	\$ 12,873.24	\$ 41,472.90
Overdorf Snyder Mechanical, Inc	3/26/2024	\$ 65,142.90	\$ 65,142.90	\$ -	\$ 65,142.90
Hinkle Plumbing and Heating	2/27/2024	\$ 3,960.00	\$ 3,960.00	\$ 30,172.50	\$ 34,132.50
EI and Associates	2/27/2024	\$ 73,068.39			\$ -
	3/26/2024	\$ 57,166.48	\$ 130,234.87	\$ 656,914.23	\$ 787,149.10
			\$ 227,937.43		\$ 927,897.40

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

**ADJOURNMENT**

Mr. Donald Yontosh, in the form of a motion, recommended to adjourn the meeting at 8:10 p.m. Mrs. Christina Brown seconded the motion and it carried with a vote of 8-0-0.

Respectively Submitted,



Stacey Guenot  
Secretary to the Board of Education