

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

MARCH 25, 2024

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

Members Absent:

Media Present:

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 Hayden, Justin O'Connor, Adam Kerr, Aimee Willett, Stacey Guenot

OPENING EXERCISES

President Chad Diviney called the meeting to order at 6:41 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 February 26, 2024. 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:

- College and Career Fair
- Nanotechnology Presentation

Mr. Kevin Hubler, Middle School Principal:

- Highway Safety Network Presentation
- Middle School Athletics
- Middle School Dance

Dr. Angela Michaels, Elementary Principal:

- Kindergarten Pre-Registration
- Federal Programs Conference
- First Grade Composite Dibels March 2024

Ms. Angela Lucas, Special Education Supervisor:

- Elementary Life Skills Class Craft/Bake Sale

Mr. Branden Evans, Technology Coordinator:

- Student Laptop Order
- Sapphire Update

Mrs. Leslie Stott, Business Manager:

- Budget
- PASBO Conference
- Support Staff Contract Negotiations

Mr. David Williamson, Athletic Director:

- Athletic Update
- Attendance Comparison
- Host District - PIAA State 2nd Round Girls Basketball
- Retirement Tom Hampton

Mr. David Catherman, Supervisor of Buildings and Grounds:

- Water Heater Project
- Boiler Project
- Renovation Meetings
- Roof Leaks

Mrs. Tiffany English, Food Service Director:

- National Pi(zza) Day
- St. Patrick's Day Themed Offerings
- National Nutrition Monday
- Culinary NOCTI Exam

CIU (Mr. Norman Parks):

- No Report (next meeting is March 28)

CCCTC (Mr. Jeremiah Dobo):

- Digital Media Arts Instructor Opening
- Skills USA State Competition
- Capital Project

PSBA (Mr. Chad Diviney):

- District Grant Opportunities
- Expiration of COVID-19 Relief Funds
- State Legislative Reports
- COSSBA Education Report

PRESENTATIONS

Adam Kerr of EI Associates and John Hayden of Quandel Energy Solutions presented the Design Development Estimate to the Board and Administration. The gentlemen spoke at length explaining the timeline of the project which included projected costs. Costs currently appear to be higher than expected, however the companies will work with the District on different design options to possibly alleviate the burden. Mr. Mitchell and Mr. Diviney both noted that grant opportunities are available. The District is working on securing funding at multiple phases throughout the project. In addition, there was time for questions and answers. The Administration and Board will review the information presented and will follow up with EI Associates and Quandel Energy Solutions with questions and/or concerns.

On behalf of the West Branch Area School District, Mr. Mitchell thanked EI Associates for their very generous donation toward the Trauma Informed Schools initiative in the District. Funds donated will be used in purchasing shirts for the entire student body and staff. Shirts will include the West Branch logo and motto.

BOARD

Solar Eclipse
Dismissal

Mr. Donald Yontosh, in the form of a motion, recommended to approve a district-wide early dismissal on April 8, 2024 (day of the Solar Eclipse). High School and Middle School to be dismissed at 12:00 p.m. Elementary School to be dismissed at 1:00 p.m. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.

PERSONNEL

Café/Hall Monitor	Mr. Donald Yontosh, in the form of a motion, recommended to approve Lindsey Koleno as Part-Time Cafeteria/Hall Monitor at the contracted rate, retroactive to March 25, 2024. All paperwork has been received. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.
T. Hampton Resignation	Mr. Melvin Smeal, in the form of a motion, recommended to approve the resignation of Thomas Hampton, Head of Event Staff Personnel, effective March 15, 2024. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 9-0-0. Mr. Diviney expressed the Board's appreciation for Mr. Hampton's many years he dedicated to the West Branch Community.
Summer Hours	Mr. Donald Yontosh, in the form of a motion, recommended to approve District Summer Hours of Operation using a four (4) day work week, effective June 10, 2024, through August 9, 2024. Staff will increase hours to accommodate a shortened work week. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 9-0-0.
ESY Nurse	Mr. Donald Yontosh, in the form of a motion, recommended to approve Julia Whipple as Extended School Year Nurse at her current contracted rate, for the 2024 summer program. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.
ESY Teachers	Mrs. Christina Brown, in the form of a motion, recommended to approve Sherri McGarvey Tina Bickel, Michelle Guerra, Melissa Yontosh, Kristi Gibson, and Allison Koleno as Extended School Year Teachers, at the contracted rate of \$25/hr., for the 2024 summer program. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 8-0-0. Mr. Yontosh abstained from this vote.
ESY Paras	Mr. Donald Yontosh, in the form of a motion, recommended to approve Jamie McCracken Emigh Modzel, Sharon Michaels, Deana Clinger, Rhonda Bailor, and Erica Wood (substitute) as Extended School Year Classroom Paraprofessionals at their respective current contracted rates, for the 2024 summer program. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.
Summer Staff	<p>Mr. Donald Yontosh, in the form of a motion, recommended to approve the Summer Staff</p> <ul style="list-style-type: none">• Nurse: 5 days maximum (Briskar - \$331.02/ day = \$1,655.10)• Elem. Guidance: 20 days maximum (Albert- \$338.57/day = \$6,771.40)• MS Guidance: 20 days maximum (Caldwell - \$303.94/day = \$6,078.80)• HS Guidance: 20 days maximum (Porter - \$373.70/day = \$7,474.00)• Literacy / Parent Engagement: 5 days maximum (A. White - \$340.73/day = \$1,703.65: funding stream – TITLE I)• Librarian / Clerk: 5 days maximum (J. White - \$415.05/day = \$2,075.25; Myers - 6.5 hrs./day @ \$18.35/hr. = \$596.38)• Technology Para: 7 days maximum (Petriskey - 6.5 hrs./day @ \$20.02/hr. = \$910.91)• Summer Band: 20 days maximum (Jones - \$346.68/day = \$6,933.60)• School Psychologist: 20 days maximum (Koot - \$348.39/day= \$6,967.80) <p>Mrs. Christina Brown seconded the motion, and it was carried with a vote of 8-0-0. Mr. Porter abstained from this vote.</p>

Volunteers Mr. Donald Yontosh, in the form of a motion, recommended to approve Janelle Hurlbert, Timmothy Martin, and Jessica Schnarrs as volunteers to the District. All paperwork has been received. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 9-0-0.

EDUCATION

Field Trips Mr. Donald Yontosh, in the form of a motion, recommended to approve the 5th Grade to go to the Ritz Theatre in Clearfield on April 5, 2024. Cost to the District: none; Cost to the Student: none. (Information Only: 71 students will be attending. Chaperones are Dennis McCamley, Mary Beth Moslak, Cheryl Beck, and Stacy Risinger of the Clearfield Drug and Alcohol Commission.) Mrs. Christina Brown 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 8th Grade to go to the CCCTC on May 20, 2024. Cost to the District: \$263.30 (funding – Middle School Budget); Cost to the Student: none. (Information Only: 69 students will be attending. Chaperones are David Caldwell, Ashley Nines, Brande Plyler, Joe Matson, and Dan Socash.) Mrs. Christina Brown 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 Life Skills Class to go to Quiet Creek Herb Farm in Brookville on April 16, 2024. Cost to the District: school vans (Funding – Special Education Budget); Cost to the Student: None. (Information Only: 8 students will be attending. Chaperones are Erin Liegey, Tina Kolesar, Erica Wood, Alice King, Victoria Shook, and Susan McGuire.) Mrs. Christina Brown 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 High School and Elementary Life Skills to go to the Clearfield YMCA April 11, 2024. Cost to the District: Transportation (Funding – Special Education Budget); Cost to the Student: None. (Information Only: 14 students will be attending. Chaperones are Erin Liegey, Tina Kolesar, Alice King, Erica Wood, Sue McGuire, Victoria Shook, Mark Norris, Chantelle Carns, Emigh Modzel, and Jaime McCracken.) Mrs. Christina Brown 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 National Honor Society to go to Washington, DC, National Mall, Smithsonian, and Holocaust Museum on April 17, 2024. Cost to the District: None. Cost to the Student: None. (Information Only: 46 students will be attending the trip. Chaperones are Jennifer Porter, Brandy O'Hare, Stacey Guenot, and Kim Hubler.) Mrs. Christina Brown 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 5th Grade to go to the CCCTC on April 12, 2024. Cost to the District: \$243.65. Cost to the Student: None. (Information Only: 71 students will be attending. Chaperones are David Caldwell, Mary Beth Moslak, Dennis McCamley, and Cheryl Beck.) Mrs. Christina Brown 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 5th Grade to go to Black Moshannon State Park on May 14, 2024. Cost to the District: None. Cost to the Student: None. (Information Only: 70 students will be attending. Chaperones are Cheryl Beck, Dennis McCamley, Mary Beth Moslak, Tina Bickel, Kiley Clark, Megan Bickel, Mary Kay Lupton, Terry Smith, Junell Little, Nichole Sudik, Tammy Torretti, Jessica Popadines.) Mrs. Christina Brown 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 6th Grade to go to the Penn State Arboretum and Creamery on May 28, 2024. Cost to the District: None. Cost to the Student: \$5. (Information Only: 60 students will be attending. Chaperones are Lynne Rockey, Rhonda Trude, Phil Wood, Cheri Cantolina, and Michelle Guerra.) Mrs. Christina Brown 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 Kindergarten – Grade 2 PBIS to go to Cold Stream Park on May 21, 2024. Cost to the District: None; Cost to the Student: \$2.00. (Information Only: 201 students will be attending. Chaperones are Allison Koleno, Nikki Petriskey, Jaimy Buck, Chad Koleno, Scott McClelland, Deb Galley, Tara Yingling, Casey Goodrow, Kelley Hubler, Sarah Lumadue, Becky Lutchko, Alexis McKenna, School Based Therapist.) Mrs. Christina Brown 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 3rd and 4th Grade PBIS to go to Black Moshannon State Park on May 21, 2024. Cost to the District: None; Cost to the Student: \$2.00. (Information Only: 118 students will be attending. Chaperones are Nanette Reams, Shari Buck, Wendy Timblin, Ashlee Wessel, Michele Koleno, Kendra McLaughlin, Stephanie MacTavish, School Based Therapist.) Mrs. Christina Brown 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 Envirothon Team to go to Parker Dam State Park on April 17, 2024. Cost to the District: Substitutes; Cost to the Student: None. (Information Only: 15 students will be attending. Chaperones are Dan Socash and Lindera Nale.) Mrs. Christina Brown 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 Envirothon Team to go to Curwensville Dam on May 2, 2024. Cost to the District: Substitutes; Cost to the Student: None. (Information Only: 30 students will be attending. Chaperones are Dan Socash and Tina Bickel.) Mrs. Christina Brown 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 Honors Physics Class to go to the Indiana University of Pennsylvania on April 15, 2024. Cost to the District: \$252.52; Cost to the Student: None. (Information Only: 10 students will be attending. Chaperones are Andrew Chimenti and Chris Mason.) Mrs. Christina Brown 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 Student Government to go to Harrisburg (State Capitol/History Museum) on May 1, 2024. Cost to the District: Substitute and one van; Cost to the Student: Lunch. (Information Only: 6 students will be attending. Chaperones are Elaina McClelland and Joseph Bacher.) Mrs. Christina Brown 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 Chief Science Officers (CSOs) to go to Canoe Creek State Park in Hollidaysburg on April 18, 2024. Cost to the District: \$126.26 plus 2 vans. Cost to the Student: None. (Information Only: 11 students will be attending. Chaperones are Crystal Gay and Stacy Ricciotti.) Mrs. Christina Brown 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 8th Grade to go to Hershey Park on May 29, 2024 (Culminating Middle School Experience). Cost to the District: None; Cost to the Student: \$90 (can be offset through fundraising). (Information Only: 70 students will be attending. Chaperones are Kevin Hubler, Cheri Cantolina, Dan Clark, Rhonda Trude, Rachel Steffan, Mary Beth Moslak, Michelle Guerra, Lynne Rockey, Angie Michaels, Ruth Guerra, and Pearl Johnson.) Mrs. Christina Brown 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 7th Grade to go to Bald Eagle State Park on May 30, 2024. Cost to the District: teacher substitutes (Funding – Middle School Budget); Cost to the Student: \$1-\$5. (Information Only: 70 students will be attending. Chaperones are Lindera Nale, Jane McDowell, Dan Socash, Joe Matson, Ruth Guerra, Keereea Wilkinson, Matt Hauck.) Mrs. Christina Brown 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 Penn Highlands Dual Enrollment Introduction to Sociology Class to go to the Centre County Correctional Facility, Central Counties Youth Center, and Centre County Courthouse on April 10, 2024. Cost to the District: None.; Cost to the Student: None. (Information Only: 7 students will be attending. Chaperone is Carrie Peterson.) Mrs. Christina Brown 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 Life Skills Class to go to the Life Skills Prom at Glendale Area School District on May 3, 2024. Cost to the District: school vans and nurse (Funding – Special Education Budget); Cost to the Student: None. (Information Only: 8 students will be attending. Chaperones are Erin Liegey, Tina Kolesar, Erica Wood, Alice King, Victoria Shook, Susan McGuire, Angela Lucas, and Carrie Kephart.) Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.

Elem. Library
Order

Mr. Melvin Smeal, in the form of a motion, recommended to approve the Elementary School Library book order in the amount of \$2,964.21 (Elementary School Budget 2023-2024). Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 9-0-0.

Summer
School

Mr. Donald Yontosh, in the form of a motion, recommended to approve a Summer School (Credit Recovery) program for the 2024 Summer at no cost to the District. (Funding: Student Tuition). Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.

Middle School
Reconfig.

Mr. Donald Yontosh, in the form of a motion, recommended to approve the administrative recommendation to reconfigure the West Branch Middle School to consist of grades 6 through 8 and to reconfigure the West Branch Elementary School to consist of grades Pre-K through Grade 5, effective July 1, 2024. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 9-0-0. Voice Roll Call: Mr. Yontosh – yes; Mr. Dobo – yes; Mr. Sterling – yes; Mr. Diviney – yes; Mr. Porter – Yes; Mr. Parks – Yes; Mrs. Maines – Yes; Mr. Smeal – Yes; Mrs. Brown – Yes; 9 – Yes; 0 – no.

BUILDINGS AND GROUNDS

- Surplus Mrs. Christina Brown, in the form of a motion, recommended to declare the following items surplus:
- Image 26E - Extractor/ carpet scrubber Extractor, Image 26E W/R BJ2497 Nonfunctioning
 - Image 26E - Extractor/ carpet scrubber Extractor, Image 26E W/R DD2643 Nonfunctioning
 - Marathon electric circulator, CVH 215TTDBA4026AN Frame 215T Setting for ten plus years
 - 2 motors different size and models, LFI-9075C, No Serial Number, Not tested/Operation unknown
- Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 9-0-0.

POLICY

- 2nd Reading Mr. Melvin Smeal, in the form of a motion, recommended to approve the second reading of the following policy:
- Policy 903: Public Comment in Board Meetings
- Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 9-0-0.

TRANSPORTATION & ATHLETICS

- Drivers – Sones Transport, Inc. Mr. Donald Yontosh, in the form of a motion, recommended to approve Kimberly Sones as van driver for Sones Transport, Inc., retroactive to March 11, 2024. All paperwork has been received. Mrs. Christina Brown 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 Steve Parks as van driver for Sones Transport, Inc., retroactive to March 18, 2024. All paperwork has been received. Mrs. Christina Brown 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 Serina Weaver as van driver for Sones Transport, Inc., retroactive to March 25, 2024. All paperwork has been received. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.

- Volunteers Spring Athletics Mrs. Christina Brown, in the form of a motion, recommended to approve the following Spring Athletic Volunteer, all paperwork has been received:
- Junior High Softball: Mollie Neidrick
- Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 9-0-0.

- 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 Track and Field Booster Club
 - West Branch eSports Booster Club
- Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 9-0-0.

FINANCE & PURCHASE

Disbursements

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

\$ 60,020.51	Cafeteria Fund Bills Dated 3/26/2024	Checks 4711 through 4713
\$ 6,965.92	Visa 2/29/2024 Invoice	
\$ 1,739,445.53	General Account Dated 2/22/2024 – 3/26/2024	Checks 59831 through 59939
\$ 1,806,431.96	Grand Total	

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

Treasurer's Report

Mr. Melvin Smeal, in the form of a motion, recommended to approve the Treasurer's Report for February 2024. Mrs. Christina Brown 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 February 2024. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 9-0-0.

CIU 10 Agreement

Mrs. Christina Brown, in the form of a motion, recommended to approve the Transportation Services Agreement between the Central Intermediate Unit 10 and the West Branch Area School District, effective September 28, 2023, through June 30, 2024. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 9-0-0.

GSL Contract

Mr. Melvin Smeal, in the form of a motion, recommended to approve the contract with GSL Government Consulting. An agreement with this company could help alleviate the monetary burden associated with our current projects. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0. Mr. Mitchell noted that significant funding is available that this company would assist the District in obtaining.

CenClear Agreement

Mrs. Christina Brown, in the form of a motion, recommended to approve the Letter of Agreement with Cen-Clear Child Services, Inc., outlining the Pre-K Program at the District. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 9-0-0.

Reno Project Bills

Mrs. Christina Brown, in the form of a motion, recommended to approve and pay the following (totaling \$106,658.28) related to the renovation project and approved by our engineers:

- Westmoreland Electric:
 - Pay Estimate #5 \$29,342.88
- Hinkle Plumbing and Heating:
 - Pay Estimate #3 \$12,172.50
- Overdorf Snyder Mechanical, Inc.:
 - Pay Estimate #1 \$65,142.90

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

ADJOURNMENT

Mr. Donald Yontosh, in the form of a motion, recommended to adjourn the meeting at 8:41 p.m. Mrs. Christina Brown seconded the motion and it carried with a vote of 9-0-0.

OTHER ITEMS FOR DISCUSSION

Per Mr. Mitchell, the April 22 Board Meeting is being rescheduled for April 29, 2024.

EXECUTIVE SESSION

An executive session was convened for the purposes of personnel at the conclusion of the meeting.

Respectively Submitted,

A handwritten signature in black ink, appearing to read "Stacey Guenot", with a stylized flourish extending to the right.

Stacey Guenot
Secretary to the Board of Education