

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

SEPTEMBER 23, 2024

Members Present: Christina Brown, Chad Diviney, Jeremiah Dobo, James Emigh, Jessica Maines, Norman Parks, Jason Porter, Melvin Smeal, Donald Yontosh

Members Absent:

Other:

Media Present: Tyler Kolesar – The Progress

Administration Present: Mark Mitchell, Kevin Hubler, Angela Lucas, Branden Evans, Leslie Stott, David Williamson, David Catherman

Others Present: Gregory Hoover, Travis McDowell, Aimee Willett, Stacey Guenot

OPENING EXERCISES

President Chad Diviney called the meeting to order at 6:46 p.m. All present were asked to stand and pledge allegiance to the American Flag.

STUDENT REPORTS/RECOGNITION

The Warrior Marching Band performed their halftime show in the auxiliary gym for the Board and Administration. The show was wonderful and enjoyed by all.

MINUTES

Mr. Donald Yontosh, in the form of a motion, recommended to approve the meeting minutes from September 4, 2024. Mr. Norman Parks seconded the motion, and it was carried with a vote of 9-0-0.

ADMINISTRATIVE REPORTS:

Mr. Kevin Hubler, Middle/High School Principal:

- Back to School In-Service
- Meet the Teacher
- Middle School Climate Initiative
- PBIS Reward
- Homecoming/Spirit Week

Ms. Angela Lucas, Special Education Director:

- AEDY Program
- Elementary Spirit Week

Mr. Branden Evans, Technology Coordinator:

- Sapphire Update
- LINQ ERP Implementation
- Transportation Software

Mrs. Leslie Stott, Business Manager:

- ESSER Funding
- Grant Funding Received (Hunt/Peterson)

Mr. David Williamson, Pupil Services Coordinator:

- Attendance Reports
- Athletic Update

Mr. David Catherman, Supervisor of Buildings & Grounds:

- Freezer Replacement
- Unit #4 HVAC
- Fire Alarm Update
- Boiler Project
- Student Custodians
- Elementary Renovation

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

- Report Provided

CIU: (Mr. Norman Parks)

- Continued Property Search
- Next Meeting Thursday, September 26, 2024

CCCTC: (Mr. Jeremiah Dobo)

- Executive Director Search
- Interim Executive Director

PSBA: (Mr. Chad Diviney)

- Overview of PSBA Liaison Report

ANNOUNCEMENTS AND PRESENTATIONS

Mr. Gregory Hoover, of FacTech, Inc. discussed what he can offer to the District throughout the elementary renovation. Mr. Hoover would serve as a liaison between the contractors and the District. He would be present during the opening of bids and aid with decision making throughout the entire process. Mr. Hoover would oversee the project and meet regularly with school officials in order to keep the project running smoothly.

EXECUTIVE SESSION

An executive session was held from 7:56 p.m. – 9:10 p.m. for the purposes of personnel.

BOARD

PSBA Officers Mr. Donald Yontosh, in the form of a motion, recommended to authorize the board secretary to cast a unanimous vote of the PSBA Officers for the open positions with the only candidates running. Mr. Norman Parks seconded the motion, and it was carried with vote of 9-0-0.

PERSONNEL

A. Michaels
Resignation Mr. Donald Yontosh, in the form of a motion, recommended to approve the resignation of Dr. Angela Michaels, Elementary Principal, effective September 12, 2024. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.

Athletic
Trainer Mr. Donald Yontosh, in the form of a motion, recommended to approve Jonna Coolbaugh as Athletic Trainer to the District at a starting salary of \$56,000, effective September 23, 2024, through June 30, 2027. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 9-0-0.

Mentor	Mr. Donald Yontosh, in the form of a motion, recommended to approve Matt Hauck to serve as a mentor for Brian Fenton for the 2024-2025 and 2025-26 school years at the contracted rate of \$750/year. Mr. Norman Parks seconded the motion, and it was carried with a vote of 9-0-0.
Paras	<p>Mrs. Christina Brown, in the form of a motion, recommended to approve Kayla-Renae Hamilton as Elementary Classroom Paraprofessional, at the contracted rate, start date pending clearance paperwork. Mr. Donald Yontosh 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 Kimberly Brown as Middle School Personal Care Paraprofessional, at the contracted rate, retroactive to September 20, 2024. Mrs. Jessica Maines 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 Anna Dora Yoder as Middle School Personal Care Paraprofessional, at the contracted rate, start date pending clearance paperwork. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 9-0-0.</p>
Café/Hall Monitor	Mrs. Christina Brown, in the form of a motion, recommended to approve Janelle Brown as Cafeteria/Hall Monitor, at the contracted rate, start date pending clearance paperwork. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 9-0-0.
FMLA Leave	Mr. Donald Yontosh, in the form of a motion, recommended to approve FMLA leave for employee number 2860 from August 7, 2024, through September 30, 2024. Mrs. Jessica Maines seconded the motion, and it was carried with a vote of 9-0-0.
Sick Day Donation	Mrs. Jessica Maines, in the form of a motion, recommended to approve employee number 2860 to receive up to forty (40) sick days from other employees for the 2024-2025 fiscal year. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 9-0-0.
Volunteers	Mr. Donald Yontosh, in the form of a motion, recommended to approve Jessica Conklin, Hilary Castillo, and Phyllis Gable as volunteers to the District. All paperwork has been received. Mrs. Jessica Maines seconded the motion, and it was carried with a vote of 9-0-0.

EDUCATION

Priority Goals	Mr. Donald Yontosh, in the form of a motion, recommended to approve the District Priority Goals for the 2024 – 2025 school year. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 9-0-0.
Bass Fishing Club	Mrs. Jessica Maines, in the form of a motion, recommended to approve the formation of a Bass Fishing Club. Advisor will be James Moslak, pending receipt of the appropriate clearances. 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 High School Student Government field trip to Lock Haven University Clearfield Campus on October 23, 2024. Cost to the District: 1 substitute, substitute nurse, and school vans; Cost to the Student: none. (Funding – HS Budget) (Information Only: 18 students will be

attending. Chaperones are Elaina McClelland and Joseph Bacher.) Mr. James Emigh 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 Guidance field trip to the CNB Reality Fair on October 3, 2024, for Grade 12 grade students. Cost to the District: transportation; Cost to the Student: none. (Funding – HS Budget) (Information Only: 68 students will be attending. Chaperones are Jennifer Porter, Beth Hudish, JoEllen Hunt, and Debra Moriarity.) Mr. James Emigh 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 Guidance field trip to Clearfield County Career and Technology Center on October 21, 2024, for Grade 10 tours. Cost to the District: transportation; Cost to the Student: none. (Funding – HS Budget) (Information Only: 59 students will be attending. Chaperones are Jennifer Porter, Jessica Levonick, Adam Carr, and Crystal Gay.) Mr. James Emigh 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 5th Grade field trip to Clearfield County Career and Technology Center on November 11, 2024. Cost to the District: transportation; Cost to the Student: none. (Funding – Elementary Budget) (Information Only: 72 students will be attending. Chaperones are Shannon Albert, Cheryl Beck, Dennis McCamley, Mary Beth Moslak, and Rebecca Caylor. Mr. James Emigh 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 selected 10th grade students' field trip to Penn State Dubois (Engineering) on October 15, 2024. Cost to the District: 1 substitute; Cost to the Student: none. (Funding – HS Budget) (Information Only: 8 students will be attending. Chaperone is Elaina McClelland.) Mr. James Emigh 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 Gifted Support field trip to the IU 8 Conference Center in Altoona on October 18, 2024. Cost to the District: substitute, transportation, registration fee; Cost to the Student: none. (Funding – HS Budget) (Information Only: 4 students will be attending. Chaperones are Tina Bickel and Jennifer Porter.) Mr. James Emigh 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 Elementary & Middle School Guidance field trip to CPI (Central PA Institute of Science and Technology in Bellefonte on October 16, 2024. Cost to the District: one substitute; Cost to the Student: none. (Funding – Elementary/MS Budgets) (Information Only: 6 students will be attending. Chaperones are Shannon Albert and DJ Caldwell.) Mr. James Emigh 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 (CSO) Program field trip to Intermediate Unit 8 in Altoona, PA on September 17, 2024. Cost to the District: transportation and one substitute; Cost to the Student: none. (Funding – HS Budget). (Information Only: 12 students attended; Chaperones were Crystal Gay, Stacy Ricciotti, and .) Prior approval by Superintendent. Mr. James Emigh seconded the motion, and it was carried with a vote of 9-0-0.

Mrs. Christina Brown, in the form of a motion, recommended to declare the following textbooks surplus:

- Modern Chemistry, Holt, Rinehart, & Winston, Copyright: 2006, ISBN #0-03-073546-7, 35 copies
- Modern Chemistry: Interactive Reader, Holt McDougal, Copyright: 2012 (estimated), ISBN #978-0-547-70482-1, 21 copies

Textbook
Surplus

- Chemistry, 7th Edition, Zumdahl & Zumdahl, Houghton-Mifflin, Copyright: 2007, ISBN #978-0-618-52844-8, 3 copies
 - English, Houghton-Mifflin, Copyright: 2004, ISBN #0-618-31002-9, 27 copies
 - World History and Geography, McGraw-Hill Glencoe, Copyright: 2014, ISBN #978-0-07-664868-9, 34 copies
 - World History, Glencoe, Copyright: 2010, ISBN #978-0-07-879981-5, 41 copies
 - World History: The Human Journey, Holt, Rinehart, and Winston, Copyright: 2003, ISBN #0-03-065732-6, 2 copies
 - Psychology Principles in Practice, Holt, Copyright: 2003, ISBN #0-03-064638-3, 2 copies
 - Sociology Study of Human Relationships, Holt, Copyright: 2003, ISBN #0-03-055006-8, 1 copy
 - World Cultures, Prentice Hall, Copyright: 1993, ISBN #0-13-296781-2, 1 copy
 - Civics Today, Glencoe, Copyright: 2010, ISBN #978-0-07-880309-3, 1 copy
- Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 9-0-0.

BUILDINGS AND GROUNDS

- Mural Project** Mr. Donald Yontosh, in the form of a motion, recommended to approve a potential gifted support project. The project is to create an Envirothon mural outside Mr. Socash's classroom with the guidance of Ms. Steffan, Art Teacher. The mural will feature plants, flowers, and animals native to Pennsylvania. Mrs. Jessica Maines seconded the motion, and it was carried with a vote of 9-0-0.
- Fire Alarm Agreement** Mr. Donald Yontosh, in the form of a motion, recommended to approve the System Modification Agreement with BH Security (f/k/a Monitronics International, Inc.) for the additional costs (\$49,051.94) associated with the fire alarm replacement project. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 9-0-0.

TRANSPORTATION & ATHLETICS

- Booster Organizations** Mr. Donald Yontosh, in the form of a motion, recommended to approve the recognition of booster organizations for the 2024-25 school year (all booster organizations completed the required annual orientation and financial review).
- West Branch Lady Warrior Soccer Booster Club
 - West Branch Volleyball Booster Club
 - West Branch Girls Basketball Booster Club
 - West Branch Football Booster Club
 - West Branch Baseball Booster Club
 - Warrior Mat Club
 - West Branch Softball Booster Club
 - West Branch Drama Booster Club
 - West Branch Cross Country Booster Club
 - West Branch Band Booster Club
 - West Branch Cheerleading Boosters
 - West Branch Track and Field Booster Club
- Mr. Norman Parks seconded the motion, and it was carried with a vote of 9-0-0.
- Driver Sones** Mr. Donald Yontosh, in the form of a motion, recommended to approve Mary Richardson as van driver for Sones Transport, Inc. All paperwork has been received. Mrs. Jessica Maines seconded the motion, and it was carried with a vote of 9-0-0.
- Bus Runs 2024-2025** Mrs. Christina Brown, in the form of a motion, recommended to approve the Bus Runs and Stops for the 2024 – 2025 school year. Mrs. Jessica Maines seconded the motion, and it was carried with a vote of 9-0-0.

Fall Athletic
Volunteer

Mr. Donald Yontosh, in the form of a motion, recommended to approve the following Fall Athletic Volunteer (2024-2025 Season), retroactive to September 16, 2024:

- Football: Justin Koleno

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

FINANCE & PURCHASE

Disburse-
ments

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

\$ 47,019.83	Cafeteria Fund Bills Dated 9/24/2024	Checks 4744 through 4747
16,244.99	Visa 8/30/24 Invoice	
1,121,889.28	General Account (8/8/2024 - 9/24/24)	Checks 60490 through 60693
\$ 1,185,154.10	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 Report for July and August 2024. Mrs. Jessica Maines seconded the motion, and it was carried with a vote of 9-0-0.

Activity
Acct.

Mr. Donald Yontosh, in the form of a motion, recommended to approve the Activity Account for July and August 2024. Mrs. Jessica Maines seconded the motion, and it was carried with a vote of 9-0-0.

Owner's Rep
Agreement

Mr. Donald Yontosh, in the form of a motion, recommended to approve the Owner's Representative Services Agreement between the West Branch Area School District and FacTech, Inc. Mr. Melvin seconded the motion. After a lengthy discussion both Mr. Yontosh and Mr. Smeal withdrew their motions.

Mr. James Emigh, in the form of a motion, recommended to approve the Owner's Representative Services Agreement between the West Branch Area School District and FacTech, Inc., contingent upon a mutually agreeable scope of services and the contract being negotiated. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 9-0-0. Voice Roll Call: Mr. Yontosh – yes; Mr. Dobo – yes; Mr. Porter – yes; Mr. Diviney – yes; Mr. Parks – yes; Mrs. Maines – yes; Mr. Smeal – yes; Mr. Emigh – yes; Mrs. Brown – yes; 9 – yes; 0 – no.

GSL Fee

Mr. Donald Yontosh, in the form of a motion, recommended to approve payment of \$205,481.40 to GSL Government Consulting for securing the Public-School Environmental Repairs Program Grant in the amount of \$1,712,345. Mr. Norman Parks seconded the motion, and it was carried with a vote of 9-0-0.

Payment
Applications

Mr. Donald Yontosh, in the form of a motion, recommended to approve payment applications #1 (\$484,857.00) and #2 (\$111,117.25) to Quandel Construction Group, LLC for work on the Boiler Upgrade Project. Total amount of both applications is \$595,974.25 (to be paid out of bond funds). Mrs. Christina Brown seconded the motion, and it was carried with a vote of 9-0-0.

Engineering
Costs

Mrs. Christina Brown, in the form of a motion, recommended to approve \$164,833.42 for engineering costs from EI Associates for the Renovation Project (to be paid for out of bond funds). Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 9-0-0.

Mr. Melvin Smeal, in the form of a motion, recommended to approve Services Agreement between the West Branch Area School District and New Story Schools (State College) for the 2024-2025 school year. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 9-0-0.

CORRESPONDENCE

PSBA recently contacted Mrs. Guenot to confirm years of service for two Board Members. PSBA sent certificates to congratulate and thank Mrs. Brown (10 years) and Mr. Smeal (15 years) for their dedication the West Branch Area School District and community.

ADJOURNMENT

Mr. Donald Yontosh, in the form of a motion, recommended to adjourn the meeting 9:52 p.m. Mr. Norman Parks seconded the motion, and it carried with a vote of 9-0-0.

Following adjournment, the Board will convene an Executive Session to address Safe Schools -- review the Revised Emergency Operations Plan (EOP).

Respectively Submitted,



Stacey Guenot
Secretary to the Board of Education

