



**WEST BRANCH AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
MONDAY, JULY 28, 2025
HIGH SCHOOL LIBRARY
6:30 P.M.**

AGENDA

I. CALL TO ORDER / PLEDGE TO THE FLAG

II. ROLL CALL

III. RECOGNITION OF VISITORS: PUBLIC COMMENT:

IV. APPROVAL OF MINUTES OF PRIOR MEETING(S):

1. June 23, 2025
 - For approval based upon review by board members to determine these minutes to be accurate and correct.

APPROVED

REJECTED

DEFERRED

V. ADMINISTRATIVE REPORTS/RECOMMENDATIONS

Updates:

Mr. Kevin Hubler: Middle/High School Principal
Mr. Jesse Husted: Assistant Principal
Mrs.. Ashley Nunley: Elementary Principal
Ms. Angela Lucas: Special Education Supervisor
Mr. Branden Evans: Technology Coordinator

Mrs. Leslie Stott: Business Manager
Mr. David Williamson: Pupil Services Coordinator
Mr. David Catherman: Supervisor of Buildings and Grounds
Mrs. Tiffany English: Food Service Director

VI. OTHER REPORTS

- CIU: Mr. Norman Parks
- CCCTC: Mr. Jason Porter
- PSBA LIAISON: Mr. Chad Diviney

VII. ANNOUNCEMENTS AND PRESENTATIONS

VIII. EXECUTIVE SESSION

IX. NEW BUSINESS

A. PERSONNEL

1. Motion to accept the resignation of Georgia Rice, Secondary Science Teacher, no later than August 29, 2025.

APPROVED

REJECTED

DEFERRED

2. Motion to approve Elishea Reed as Secondary Science Teacher at a starting of \$52,031 (Step 2B), effective with the 2025-2026 school year.

APPROVED

REJECTED

DEFERRED

3. Motion to approve Kristi Gibson to serve as a mentor for Kaleb Quick for the 2025-2026 and 2026-27 school years at the contracted rate of \$750/year.

APPROVED

REJECTED

DEFERRED

B. EDUCATION

1. Motion to approve the West Branch Virtual Academy Handbook for the 2025-2026 school year.

APPROVED

REJECTED

DEFERRED

C. POLICY

1. Motion to approve the first reading of the following policies:
 - Policy 626: Federal Fiscal Compliance
 - Policy 626.1: Travel Reimbursement-Federal Programs
 - Policy 827: Conflict of Interest
 - Policy Section 800: Safe2Say Something Procedures

APPROVED

REJECTED

DEFERRED

2. Motion to approve the second reading of the following policies:
 - Policy 317: Conduct/Disciplinary Procedures
 - Policy 317.1: Educator Misconduct
 - Policy 320: Freedom of Speech by Employees
 - Policy 718: Service Animals in Schools

APPROVED

REJECTED

DEFERRED

D. BUILDING AND GROUNDS

1. Motion to approve A.M. Logging, LLC's wood chip bid of \$59.50/ton and a fuel surcharge when the cost of diesel exceeds \$6.25/gallon for the term of July 1, 2025, through June 30, 2028.

APPROVED

REJECTED

DEFERRED

E. TRANSPORTATION AND ATHLETICS

1. Motion to approve Garrett Miller as van driver for Sones Transport, Inc. All paperwork has been received.

APPROVED

REJECTED

DEFERRED

2. Motion to approve the Lease Agreement between Gethsemane United Methodist Church and the West Branch Area School District to utilize the church property for the Soccer Association from July 1, 2025, through October 31, 2029.

APPROVED

REJECTED

DEFERRED

F. FINANCE AND PURCHASE

1. Motion to approve the following Disbursements:

\$ 87,495.14	Cafeteria Fund Bills Dated 6/26/25 - 7/29/25	Checks 4784 through 4788
14,715.72	Visa 6/30/25 Invoice	
4,930,139.99	General Account Dated 6/18/25 – 7/29/25	Checks 61902 through 62043
\$ 5,032,350.85	Grand Total	

APPROVED

REJECTED

DEFERRED

2. Motion to approve the Treasurer's Report for June 2025.

APPROVED

REJECTED

DEFERRED

3. Motion to approve the Activity Account for June 2025.

APPROVED

REJECTED

DEFERRED

4. Motion to approve the amendment to the Guaranteed Energy Savings Agreement (GESA) between Quandel Energy Solutions and the West Branch Area School District, as part of the Elementary Renovation. Scope of work to add HVAC (fan coil units) to rooms 115 and 117. (Updated lump sum cost not to exceed \$15,117,000.)

APPROVED

REJECTED

DEFERRED

5. Motion to approve the change order in the amount of \$7,530.00 for a height adjustment to the operable partition for the gym/cafeteria as it relates to the Elementary Renovation Project.

APPROVED

REJECTED

DEFERRED

6. Motion to approve payment to X-Pert Communications, Inc. in the amount of \$109,883.20 for door locks as it relates to the Elementary Renovation Project.

APPROVED

REJECTED

DEFERRED

7. Motion to approve the change order in the amount of \$7,577.33 to install new quarry tile in the kitchen serving area as it relates to the Elementary Renovation Project.

APPROVED

REJECTED

DEFERRED

8. Motion to approve payment to Guardian Protection Services in the amount of \$12,192.76 fire detection equipment as it relates to the Elementary Renovation Project.

APPROVED

REJECTED

DEFERRED

9. Motion to approve payment to Hillis-Carnes Engineering Associates, Inc., in the amount of \$1,011.30 for steel inspection services as it relates to the Renovation Project (to be paid out of bond funds).

APPROVED

REJECTED

DEFERRED

10. Motion to approve payment application #4 – June 2025 in the amount of \$2,488,616.18 to JC Orr & Son, Inc. as it relates to the Renovation Project (to be paid out of bond funds).

APPROVED

REJECTED

DEFERRED

11. Motion to approve payment application #7 – July 2025 in the amount of \$1,304,512.74 to Quandel Construction Group, LLC as it relates to the Renovation Project (to be paid out of bond funds as detailed in the GESA Agreement).

APPROVED

REJECTED

DEFERRED

12. Motion to approve payment of \$32,204.64 for June 2025 engineering costs to EI Associates for the Renovation Project (to be paid out of bond funds).

APPROVED

REJECTED

DEFERRED

13. Motion to approve payment to FacTech, Inc. in the amount of \$16,451.70 for professional services - May 2025 as it relates to the Renovation Project (to be paid out of bond funds).

APPROVED

REJECTED

DEFERRED

14. Motion to approve payment to S.A. Comunale Co., Inc. (fire suppression work) for July 2025 in the amount of \$163,980.00 as it relates to the Renovation Project (to be paid out of bond funds).

APPROVED

REJECTED

DEFERRED

X. OLD BUSINESS

XI. CORRESPONDENCE

XII. OTHER ITEMS FOR DISCUSSION

XIII. ADJOURNMENT