

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

JULY 28, 2025

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

Members Absent: Jeremiah Dobo and James Emigh

Other:

Media Present:

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

Others Present: Dennis Ames, Sherri Laurusevage, Greg Hoover, Aimee Willett, Stacey Guenot

**OPENING EXERCISES**

Mr. Chad Diviney called the meeting to order at 7:14 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 June 23, 2025. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

**ADMINISTRATIVE REPORTS:**

Mr. Kevin Hubler, Middle/High School Principal:

- Orientation Nights
- State Testing Results

Mr. Jesse Husted, Assistant Principal:

- Faculty Schedules
- 2025-26 Student Schedules
- Safe Schools Report
- Grade Level Meetings

Mrs. Ashley Nunley, Elementary School Principal:

- Champions Summer Program
- School Based Staff
- EBLI (Evidence-Based Literacy Instruction)
- LETRS Training

Ms. Angela Lucas, Special Education Director:

- Teacher Caseloads – Sapphire
- AEDY Compliance Monitoring
- Special Education Cyclical Monitoring

Mr. Branden Evans, Technology Coordinator:

- Xerox Copier Upgrade
- Student Devices
- Teacher Devices

Mrs. Leslie Stott, Business Manager:

- Construction Expenditures Spreadsheet
- Cash Investment/Interest Earned Report

Mr. David Williamson, Pupil Services Coordinator:

- Locker Assignments
- Athletic Update

Mr. David Catherman, Supervisor of Buildings & Grounds:

- Renovation Meetings
- Boiler Project Waiting Commissioning
- Short Staffing
- Administrative Wing A/C

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

- No Report

CIU (Mr. Norman Parks):

- Budget Concerns
- New Director

CCCTC (Mr. Jason Porter):

- No Meeting/No Report

PSBA (Mr. Chad Diviney):

- State Budget
- PASA-PSBA School Leadership Conference
- PSBA Professional Development

## **EXECUTIVE SESSION**

An Executive Session was held from 7:37 p.m. until 8:13 p.m. for personnel and litigation purposes.

## **PERSONNEL**

G. Rice Resignation	Mr. Donald Yontosh, in the form of a motion, recommended to accept the resignation of Georgia Rice, Secondary Science Teacher, no later than August 29, 2025. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.
Secondary Science Teacher	Mr. Donald Yontosh, in the form of a motion, recommended to approve Elishea Reed as Secondary Science Teacher at a starting salary of \$52,031 (Step 2B), effective with the 2025-2026 school year. Mr. Norman Parks seconded the motion, and it was carried with a vote of 7-0-0.
Mentor	Mr. Donald Yontosh, in the form of a motion, recommended 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. Mrs. Jessica Maines seconded the motion, and it was carried with a vote of 7-0-0.

## **EDUCATION**

WB Virtual  
Handbook

Mr. Donald Yontosh, in the form of a motion, recommended to approve the West Branch Virtual Academy Handbook for the 2025-2026 school year. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 6-1-0. Voice Roll Call: Mr. Yontosh – yes; Mrs. Maines – yes; Mr. Porter – yes; Mr. Diviney – yes; Mr. Parks – yes; Mr. Smeal – no; Mrs. Brown – yes. 6 – yes; 1 – no.

## **POLICY**

1<sup>st</sup> Reading

Mr. Donald Yontosh, in the form of a motion, recommended 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

Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

2<sup>nd</sup> Reading

Mr. Donald Yontosh, in the form of a motion, recommended 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

Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

## **BUILDINGS & GROUNDS**

Wood Chip Bid

Mr. Donald Yontosh, in the form of a motion, recommended 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. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

## **TRANSPORTATION & ATHLETICS**

Driver Sones  
Transport,  
Inc.

Mr. Donald Yontosh, in the form of a motion, recommended to approve Garrett Miller as van driver for Sones Transport, Inc. All paperwork has been received. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 7-0-0.

Soccer Lease  
GUMC

Mr. Donald Yontosh, in the form of a motion, recommended 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. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 7-0-0.

## **FINANCE & PURCHASE**

Disburse-  
ments

Mrs. Christina Brown, in the form of a motion, recommended 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	<b>Grand Total</b>	

Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 7-0-0.

Treasurer's Report	Mrs. Christina Brown, in the form of a motion, recommended to approve the Treasurer's Report for June 2025. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 7-0-0.
Activity Acct.	Mr. Donald Yontosh, in the form of a motion, recommended to approve the Activity Account for June 2025. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.
GESA Amendment	Mrs. Christina Brown, in the form of a motion, recommended 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 (isolation valves/fan coil units -\$116,091) to rooms 115 and 117. (Updated lump sum cost not to exceed \$15,117,000.) Mrs. Jessica Maines seconded the motion, and it was carried with a vote of 7-0-0.
Change Order Partition	Mrs. Christina Brown, in the form of a motion, recommended 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. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 7-0-0.
X-Pert Comm. Payment	Mrs. Christina Brown, in the form of a motion, recommended 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. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 7-0-0.
Change Order Kitchen Tile	Mrs. Christina Brown, in the form of a motion, recommended to approve the change order in the amount of \$7,577.33 to install new quarry tile in the kitchen serving area, contingent of material availability, as it relates to the Elementary Renovation Project. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 7-0-0.
Guardian Protection Services Payment	Mr. Melvin Smeal, in the form of a motion, recommended 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. Mr. Donald Yontosh seconded the motion and it was carried with a vote of 7-0-0.
Hillis-Carnes Payment	Mrs. Christina Brown, in the form of a motion, recommended 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). Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 7-0-0.
JC Orr Payment	Mrs. Christina Brown, in the form of a motion, recommended 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). Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 7-0-0.
Quandel Payment	Mrs. Christina Brown, in the form of a motion, recommended 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). Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 7-0-0.
EI Assoc. Payments	Mrs. Christina Brown, in the form of a motion, recommended 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). Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 7-0-0.

FacTech  
Payment

Mrs. Christina Brown, in the form of a motion, recommended 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). Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 7-0-0.

S.A.  
Comunale  
Payment

Mrs. Christina Brown, in the form of a motion, recommended 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). Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 7-0-0.

#### **OTHER ITEMS FOR ANNOUNCEMENT / DISCUSSION**

Mr. Smeal voiced the opinion that cyber school is not the best choice for our students and that students would receive a better education in our building.

Mr. Diviney had concerns about police and emergency services being up to date with the ongoing renovation. Mrs. Stott and Mr. Mitchell conveyed that visits are happening in order to alleviate these concerns.

Mr. Diviney also remarked that MoValley EMS would like to meet with the PSU physician and the district trainer. Mr. Williamson will look into setting up the necessary meeting(s).

Mr. Mitchell noted that there will be an electrical shutdown at the district on Wednesday, July 30, 2025, as part of the ongoing updates Penelec is completing. There was also an electrical shutdown on Saturday, July 26, 2025.

#### **ADJOURNMENT**

Mr. Donald Yontosh, in the form of a motion, recommended to adjourn the meeting at 8:53 p.m. Mrs. Christina Brown seconded the motion, and it carried with a vote of 7-0-0.

Respectively Submitted,



Stacey Guenot  
Secretary to the Board of Education

