

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

SEPTEMBER 22, 2025

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

Members Absent: James Emigh, Jessica Maines

Other:

Media Present:

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

Others Present: Gregory Hoover, Ryan Mentzer, Sherri Laurusevage, Mike Vind, Scott Kramer, Justin Koleno, Aimee Willett, Stacey Guenot

OPENING EXERCISES

President Chad Diviney called the meeting to order at 7:10 p.m. All present were asked to stand and pledge allegiance to the American Flag.

STUDENT REPORTS/RECOGNITION

The Warrior Band performed their summertime show in the auditorium 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 August 11, 2025, and September 8, 2025. Mr. Norman Parks 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
- Back-to-School In-Service
- Homecoming/Spirit Week

Mr. Jesse Husted, Assistant Principal:

- Ryan Sayers Presentation
- Contraband Canine (Ajax)
- "Low Stim" Lunch
- Discipline Report

Mrs. Ashley Nunley, Elementary Principal:

- Ryan Sayers Presentation
- Spirit Week
- Champions Director
- WBES Leadership Team
- LETRS Update

Ms. Angela Lucas, Special Education Director:

- Paraeducator Restructuring
- Beginning of Year Paperwork

Mr. Branden Evans, Technology Coordinator: (update given by Mr. Mitchell)

- Temporary Cameras
- Helpdesk Tickets
- New Copy Machines

Mrs. Leslie Stott, Business Manager:

- SHARRS Report
- Cyber Invoices
- Construction Project Spreadsheet

Mr. David Williamson, Pupil Services Coordinator:

- Attendance Reports
- Truancy Meetings
- Athletic Update

Mr. David Catherman, Supervisor of Buildings & Grounds:

- Report Provided

Mrs. Tiffany English, Food Service Director:

- Summer Seminar
- Meet the Teacher Night
- Ice Cream Social
- School Lunch Passport

CIU: (Mr. Norman Parks)

- No Report

CCCTC: (Mr. Jason Porter)

- New Principal
- Paving Project
- Carpentry Instructor
- PASBO Report

PSBA: (Mr. Chad Diviney)

- No Report

ANNOUNCEMENTS AND PRESENTATIONS

Mr. Mark Mitchell and Mrs. Ashley Nunley provided a TSI Plan Update for 2025-2026. All steps are in place and being followed for the Targeted School Improvement Plan. It is possible, however, that the district may be released from the plan for this school year. Since the district has not yet received notification of release, the plan was presented in order to stay compliant.

Michael Vind and Scott Kramer of Raymond James & Associates provided the Board and Administration with a summary of bank loan proposals to bridge the gap until grant funding is released, and the state budget is passed. Funds are to be utilized for the elementary school improvements, middle school roof replacement, and other capital projects to the extent of available funds. The gentlemen were able to answer questions from the Board and Administration. Ryan Mentzer of Eckert Seamans Cherin & Mellott, LLC, was also on hand to take questions.

EXECUTIVE SESSION

An executive session was held from 8:08 p.m. – 9:49 p.m. for the purposes of litigation and personnel.

BOARD

- Commissioned Officer Mr. Donald Yontosh, in the form of a motion, recommended to retain Mark Mitchell as Commissioned Officer for the West Branch Area School District, effective January 1, 2026, through December 31, 2030. Mr. Norman Parks seconded the motion, and it was carried with a vote of 7-0-0.
- 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. Melvin Smeal seconded the motion, and it was carried with a vote of 7-0-0.

PERSONNEL

- Dept. Chairs K Mr. Donald Yontosh, in the form of a motion, recommended to approve Allison Koleno and Jaimy Buck as Kindergarten Co-Department Chairs, effective with the 2025-2026 school year. Mr. Norman Parks seconded the motion, and it was carried with a vote of 7-0-0.
- P. Warsing Resignation Mr. Donald Yontosh, in the form of a motion, recommended to accept the resignation of Pamela Warsing, Substitute School Nurse, effective September 9, 2025. Mr. Norman Parks seconded the motion, and it was carried with a vote of 7-0-0.
- Short-Term/PT Custodian Mr. Donald Yontosh, in the form of a motion, recommended to approve Mark Graham as Short-Term/Part-Time Custodian at a rate of \$15/hour, not to exceed 36 hours per week, retroactive to September 10, 2025. Mr. Norman Parks seconded the motion, and it was carried with a vote of 7-0-0.
- PCAs Mr. Donald Yontosh, in the form of a motion, recommended to approve Ruth Guerra as Personal Care Paraprofessional (Assignment – Middle School) at the contracted rate, retroactive to August 18, 2025. Mr. Norman Parks seconded the motion, and it was carried with a vote of 7-0-0.
- Mr. Donald Yontosh, in the form of a motion, recommended to approve Carrie Leskovansky as Personal Care Paraprofessional (Assignment – Elementary School) at the contracted rate, retroactive to September 8, 2025. Mr. Norman Parks seconded the motion, and it was carried with a vote of 7-0-0.
- Volunteers Mr. Donald Yontosh, in the form of a motion, recommended to approve Jamie Boyd and Michalene Knepp as volunteers to the District. All paperwork has been received. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 7-0-0.

EDUCATION

- TSI Plan Mr. Donald Yontosh, in the form of a motion, recommended to approve the TSI Title I School Plan for 2025-2026 as presented. Mr. Norman Parks seconded the motion, and it was carried with a vote of 7-0-0.
- Field Trips Mr. Donald Yontosh, in the form of a motion, recommended to approve the WB Reading Team field trip to the PO Middle School on December 9, 2025. Cost to the District: transportation; Cost to the Student: none. (Funding – MS/HS Budgets). (Information Only: 10 students will be attending; Chaperones are Stacy Ricciotti, Crystal Gay, and Mary Jo Seprish.) Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.
- Mr. Donald Yontosh, in the form of a motion, recommended to approve the Life Skills class trips to the Clearfield YMCA on September 12 (Superintendent approval), October

10, November 14, January 9, February 6, March 13, and April 10. Cost to the District: transportation; Cost to the Student: none. (Funding – MS/HS Budgets) (Information Only: 7 students will be attending. Chaperones are Erin Liegey, Rhonda Bailor, Kim Chelton, Janelle Hubler, Ryenne Burns, and School Nurse.) Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

Mr. Donald Yontosh, in the form of a motion, recommended to approve the Life Skills class trips to the Goodwill Store in Clearfield every Monday as the school calendar permits. Cost to the District: transportation; Cost to the Student: none. (Funding – MS/HS Budgets) (Information Only: 7 students will be attending. Chaperones are Erin Liegey, Rhonda Bailor, Kim Chelton, Janelle Hubler, Ryenne Burns, and School Nurse.) Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

Mr. Donald Yontosh, in the form of a motion, recommended to approve the High School Student Government field trip to Commonwealth University Clearfield Campus on October 23, 2025. Cost to the District: 1 substitute and school vans; Cost to the Student: none. (Funding – HS Budget) (Information Only: 9 students will be attending. Chaperone is Paula McGonigal.) Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

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 6, 2025, for Grade 10 tours. Cost to the District: transportation; Cost to the Student: none. (Funding – HS Budget) (Information Only: 67 students will be attending. Chaperones are Jennifer Porter, Jessica Levonick, Adam Carr, and Chris Mason.) Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

Mr. Donald Yontosh, in the form of a motion, recommended to approve the High School Guidance field trip to the Reality Fair at the Clearfield County Fair Grounds on October 9, 2025, for 12th grade students. Cost to the District: transportation; Cost to the Student: none. (Funding – HS Budget) (Information Only: 80 students will be attending. Chaperones are Jennifer Porter and Joellen Hunt.) Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

Mr. Donald Yontosh, in the form of a motion, recommended to approve selected 10th grade students' field trip to Penn State Dubois on October 23, 2025. Cost to the District: none; Cost to the Student: none. (Funding – HS Budget) (Information Only: 18 students will be attending. Chaperones are Elaina McClelland and Elishea Reed.) Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

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 1, 2025. Cost to the District: none; Cost to the Student: none. (Funding – Elementary/MS Budgets) (Information Only: 10 students will be attending. Chaperones are Shannon Albert and Shayne McCusker.) Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

Mr. Donald Yontosh, in the form of a motion, recommended to approve the Kindergarten field trip to the Elk County Visitor Center in Benezette on May 13, 2026. Cost to the District: none; Cost to the Student: \$5. (Information Only: 49 students will be attending. Chaperones are Chad Koleno, Allison Koleno, Brianna Kolesar, Jordan Campbell, Renee Raymond, Michalene Knepp, Theron Ward, Amanda Ward, Holly Royer, Craig Moore, Michalene Knepp, Jesica Michaels, Taylor Modzel, Eric Smith, Nicole Smith, Maelyn Gilman, Taylor Brown, and Rachel Kachik.) Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

Mr. Donald Yontosh, in the form of a motion, recommended to approve the 3rd Grade to go to the Punxsutawney Weather Center on May 20, 2026. Cost to the District: none; Cost to the Student: \$9.00. (Information Only: 60 students will be attending. Chaperones are Michele Koleno, Leah Albright, Stephanie MacTavish, Mary Beth Moslak, Kendra McLaughlin, and William Ryder.) Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

Mr. Donald Yontosh, in the form of a motion, recommended to approve the Chief Science Officers (CSO) Program field trip to Intermediate Unit 10 in Philipsburg on October 1, 2025. Cost to the District: transportation and one substitute; Cost to the Student: none. (Funding – HS Budget). (Information Only: 9 students will attend; Chaperone is Crystal Gay.) Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

POLICY

1ST Reading

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

- Policy 102: Academic Standards
- Policy 105: Curriculum
- Policy 122: Extracurricular Activities
- Policy 122.1: Non-School Sponsored Student Groups
- Policy 123: Interscholastic Athletics
- Policy 209.2: Diabetes Management
- Policy 918: Title I Parent and Family Engagement

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

BUILDINGS AND GROUNDS

Surplus

Mr. Donald Yontosh, in the form of a motion, recommended to declare the following books as surplus:

- Biology, HMH, Copyright 2012; ISBN 978-0-547-58663, 80 copies
- Earth Science, Holt, Copyright 2008; ISBN 978-0-03-036697-0, 35 copies
- Biology Interactive Reader, HMH, Copyright 2012; ISBN 978-0-547-68779-7, 8 copies
- Biology, Pearson, Copyright 2008; ISBN 0-13-201349-5, 2 copies

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

TRANSPORTATION & ATHLETICS

Bus Runs 2025-2026

Mr. Donald Yontosh, in the form of a motion, recommended to approve the Bus Runs and Stops for the 2025 – 2026 school year. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

Driver Long's

Mr. Donald Yontosh, in the form of a motion, recommended to approve Frank Nudges as van driver for Long Motor Buses, Inc. All paperwork has been received. Mr. Norman Parks seconded the motion, and it was carried with a vote of 7-0-0.

Drivers Sones

Mr. Donald Yontosh, in the form of a motion, recommended to approve Wayne Bambarger as van driver for Sones Transport, Inc., retroactive to September 2, 2025. All paperwork has been received. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 7-0-0.

Mr. Donald Yontosh, in the form of a motion, recommended to approve Brittany Graham as van driver for Sones Transport, Inc., retroactive to September 4, 2025. All paperwork has been received. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 7-0-0.

Mr. Donald Yontosh, in the form of a motion, recommended to approve Lois Moore as van driver for Sones Transport, Inc., retroactive to September 16, 2025. All paperwork has been received. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 7-0-0.

Booster
Organizations

Mr. Donald Yontosh, in the form of a motion, recommended to approve the recognition of booster organizations for the 2025-26 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

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

Soccer
Co-Coach

Mr. Donald Yontosh, in the form of a motion, recommended to approve Olivia Straka as Girls Soccer Co-Coach, retroactive to August 18, 2025. All paperwork has been received. Olivia Straka will split the coaching with Angie Fenush. Mr. Melvin Smeal seconded the motion, and it was carried with a vote of 7-0-0.

Baseball
Coach

Mr. Donald Yontosh, in the form of a motion, recommended to approve Justin Koleno as Head Baseball Coach, effective with the 2025-2026 school year. Mrs. Christina Brown seconded the motion, and it was carried with a vote of 7-0-0.

Fall Athletic
Volunteer

Mr. Donald Yontosh, in the form of a motion, recommended to approve the following Fall Athletic Volunteer, retroactive to September 2, 2025 (2025-2026 Season):

- Football: Hunter Keith

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

Cheer
Volunteer

Mr. Donald Yontosh, in the form of a motion, recommended to approve the following Athletic Volunteers (2025-2026 Season):

- Cheer: Kiley Clark and Katherine Millinder

Mrs. Christina Brown 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:

\$ 65,183.08	Cafeteria Fund Bills Dated - 9/23/2025	Checks 4789 through 4792
32,985.66	Visa 7/31/25 and 8/31/25 Invoices	
2,974,210.96	General Account (8/14/25 - 9/23/25)	Checks 62096 through 62325
\$ 3,072,379.70	Grand Total	

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

Treasurer's Report	Mr. Christina Brown, in the form of a motion, recommended to approve the Treasurer's Report for July and August 2025. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 7-0-0.
Activity Acct.	Mrs. Christina Brown, in the form of a motion, recommended to approve the Activity Account for August 2025. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 7-0-0.
Reading Services Contract	Mrs. Christina Brown, in the form of a motion, recommended to approve the Reading Service Contract between the West Branch Area Elementary School and Rene Oakman, Orton-Gillingham & EBLI Certified Reading Tutor. Contract to commence on August 27, 2025, through May 30, 2026. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 7-0-0.
Debt Resolution	Mrs. Christina Brown, in the form of a motion, recommended to adopt the debt resolution as presented authorizing and securing the issuance of a general obligation note in the maximum principal amount of \$10,000,000 for the elementary school improvements, the middle school roof replacement, and other capital projects to the extent of available funds. Mr. Donald Yontosh seconded the motion, and it was carried with a vote of 7-0-0. Voice Roll Call: Mr. Yontosh – yes; Mr. Dobo – yes; Mr. Porter – yes; Mr. Diviney – yes; Mr. Parks – yes; Mr. Smeal – yes; Mrs. Brown – yes; 7 – yes; 0 – no.
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 \$2,567.60 for July 2025 steel inspection services, as it relates to the Elementary 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 Payments	Mrs. Christina Brown, in the form of a motion, recommended to approve final payment – the amount of \$22,441.70 to Quandel Construction Group, LLC as it relates to the Boiler Project (to be paid out of bond funds as detailed in the GESA Agreement). Mr. Donald Yontosh seconded the motion, and it failed with a vote of 4-3-0. Voice Roll Call: Mr. Yontosh – yes; Mr. Dobo – yes; Mr. Porter – no; Mr. Diviney – yes; Mr. Parks – no; Mr. Smeal – no; Mrs. Brown – yes; 4 – yes; 3 – no. The Board discussed this line item further. The work has been completed, however, the district cannot pursue warranty work, etc. until the final payment is made. There is concern of owing interest if payment is not submitted soon. Mrs. Christina Brown, in the form of a motion, recommended to approve payment application #9 – September 2025 in the amount of \$1,409,351.10 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.
Change Order #3	Mrs. Christina Brown, in the form of a motion, recommended to approve the change order #3 in the amount of \$5,494,67, to make the changes to the Fire Wall per RFI-GC-023. Mr. Norman Parks seconded the motion, and it was carried with a vote of 7-0-0.
Change Order #6	Mrs. Christina Brown, in the form of a motion, recommended to approve the change order #6 in the amount of \$14,727.39, for additional concrete sidewalk. Mr. Norman Parks seconded the motion, and it was carried with a vote of 5-2-0. Voice Roll Call: Mr. Yontosh – yes; Mr. Dobo – yes; Mr. Porter – yes; Mr. Diviney – no; Mr. Parks – yes; Mr. Smeal – yes; Mrs. Brown – no; 5 – yes; 2 – no.
Change Order #7	Mrs. Christina Brown, in the form of a motion, recommended to approve the change order #7 in the amount of \$4,601.81, for additional concrete entrance pads. 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 #6 – August 2025 in the amount of \$2,113,974.29 to JC Orr & Son, Inc. as it relates to the Renovation Project (to be paid out of bond funds). Mr. Norman Parks seconded the motion, and it was carried with a vote of 7-0-0. The Board discussed ongoing concerns that will hopefully get a resolution soon.

Engineering
Costs Mrs. Christina Brown, in the form of a motion, recommended to approve payment of \$31,134.52 for July 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 \$19,445.03 for professional services - July 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. The Board all agree that inefficiencies are being caught far too late and this is unacceptable.

Nexgen
Payment Mrs. Christina Brown, in the form of a motion, recommended to approve the August payment application to Nexgen Automation, Inc. in the amount of \$11,655.00 for the biomass system retrofit as it relates to the Renovation Project (to be paid out of bond funds). Mr. Norman Parks seconded the motion, and it was carried with a vote of 7-0-0.

S.A.
Comunale
Payments Mrs. Christina Brown, in the form of a motion, recommended to approve payment to S.A. Comunale Co., Inc. (fire suppression work) for August 2025 in the amount of \$100,800.00 as it relates to the Renovation Project (to be paid out of bond funds). Mr. Norman Parks seconded the motion, and it was carried with a vote of 7-0-0.

Mrs. Christina Brown, in the form of a motion, recommended to approve payment to S.A. Comunale Co., Inc. (fire suppression work) for outstanding retention in the amount of \$31,120.00 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.

Exonerations Mrs. Christina Brown, in the form of a motion, recommended to approve the following per capita exonerations (totaling \$180.00):

Township	Number of Exonerations:
Cooper	
Graham	17
Morris	
Karthus	1
West Keating	

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

ADJOURNMENT

Mr. Donald Yontosh, in the form of a motion, recommended to adjourn the meeting 10:31 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