



**WEST BRANCH AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
MONDAY, OCTOBER 27, 2025**

AGENDA

I. CALL TO ORDER / PLEDGE TO THE FLAG

II. ROLL CALL

III. STUDENT REPORTS / RECOGNITION

- Learn-a-Latte Café – Elementary Life Skills

IV. RECOGNITION OF VISITORS: PUBLIC COMMENT:

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

- A. September 22, 2025
 - For approval based upon review by board members to determine these minutes to be accurate and correct.

APPROVED

REJECTED

DEFERRED

VI. 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

OTHER REPORTS

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

VII. EXECUTIVE SESSION

VIII. NEW BUSINESS

A. BOARD

1. Motion to adopt the resolution urging the General Assembly to pass a complete and responsible state budget immediately.

APPROVED

REJECTED

DEFERRED

B. PERSONNEL

1. Motion to approve the Memorandum of Agreement (MOA) between the West Branch Area School District and the West Branch Education Support Professionals Association (WBESPA) from July 1, 2024, through June 30, 2029. The agreement outlines the IT Support Specialist position.

APPROVED

REJECTED

DEFERRED

2. Motion to approve Jonathan Guerra as Short-Term/Part-Time Custodian at a rate of \$15/hour, start date pending receipt of clearance and payroll paperwork.

APPROVED

REJECTED

DEFERRED

3. Motion to approve the resignation of Janelle Hubler, Personal Care Paraprofessional, effective October 16, 2025.

APPROVED

REJECTED

DEFERRED

4. Motion to approve FMLA leave for employee number 003679 for the period beginning on October 24, 2025, for approximately one month.

APPROVED

REJECTED

DEFERRED

5. Motion to approve Mary Jo Seprish, Sara Phillips, and Lindsey Nadzom as volunteers to the District, all paperwork has been received.

APPROVED

REJECTED

DEFERRED

C. EDUCATION

1. Motion to approve the formation of a Bocce Ball Club. The Advisor will be Angela Lucas.

APPROVED

REJECTED

DEFERRED

2. Motion to approve Bocce Ball Team field trip to the Youth Summit – State College Special Olympics on October 15, 2025. Cost to the District: one substitute; Cost to the Student: none. (Information Only: 4 students will be attending; Chaperones are Angie Lucas and Chad Koleno.) This trip had prior approval by the Superintendent.

APPROVED

REJECTED

DEFERRED

3. Motion to approve the Life Skills Classes field trip to Eisenhower Auditorium and the Penn State Creamery on October 27, 2025. Cost to the District: none; Cost to the Student: none. (Information Only 15 students will be attending; Chaperones are Niki Petriskey, Jamie McCracken, Maya Havens, Lindsey Koleno, Robin Anderson, Taylor Kulp, Erin Liegey, Rhonda Bailor, Kim Chelton, Janelle Hubler, Brynn Bell, Nurse, Angie Lucas, Sarah Koot, and Carrie Kephart.) This trip had prior approval by the Superintendent.

APPROVED

REJECTED

DEFERRED

4. Motion to approve the Pre-K field trip to Cold Stream Park on May 15, 2026. Cost to the District: transportation; Cost to the Student: none. (Information Only: 66 students will be attending. Chaperones are Mariah Koleno, Emigh Hoffman, Heather Watro, Chantelle Carns, Danielle McDowell, Alison Parks, Rebecca Lannen, Beth Jordan, Brittany Walker, Casey Goodrow, and Lindsey Koleno.)

APPROVED

REJECTED

DEFERRED

5. Motion to approve Chief Science Officers (CSO) Program field trip to Peachery Wood Products and Metzler Forest Products in Belleville/Reedsville, PA on November 21, 2025. Cost to the District: transportation and one substitute; Cost to the Student: none. (Funding – HS Budget). (Information Only: 9 students will be attending; Chaperone is Crystal Gay.)

APPROVED

REJECTED

DEFERRED

D. POLICY

1. Motion to approve 2nd 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

APPROVED

REJECTED

DEFERRED

E. BUILDINGS AND GROUNDS

1. Motion to seek sealed bids for the outsourcing of snow removal for the 2025-2026 school year.

APPROVED

REJECTED

DEFERRED

2. Motion to seek pricing for the rental of snow removal equipment for the 2025-2026 school year.

APPROVED

REJECTED

DEFERRED

3. Motion to seek sealed bids for refuse removal at the district.

APPROVED

REJECTED

DEFERRED

4. Motion to seek sealed bids for student transportation beginning with the 2026-2027 school year.

APPROVED

REJECTED

DEFERRED

F. TRANSPORTATION & ATHLETICS

1. Motion to approve Theodore Casher as van driver for Sones Transportation, Inc., retroactive to October 6, 2025. All paperwork has been received.

APPROVED

REJECTED

DEFERRED

2. Motion to approve Heather Vaughn as van driver for Sones Transportation, Inc. All paperwork has been received.

APPROVED

REJECTED

DEFERRED

3. Motion to approve Joanie Martin as bus driver for Long Motor Busses, Inc., retroactive to October 14, 2025. All paperwork has been received.

APPROVED

REJECTED

DEFERRED

4. Motion to move Kurtis Malinich back onto the active driver list for Long Motor Buses, Inc., retroactive to October 3, 2025. All clearances and paperwork are up to date.

APPROVED

REJECTED

DEFERRED

5. Motion to approve the following winter athletic volunteers, all paperwork has been received:
 - Boys Basketball: John Clark, Owen Koleno, Collin Kerfoot, Jim Mickney, Zach McGonigal, Preston Mitchell
 - Wrestling: Landon Baine, Kaleb Quick, George Yingling, Gary Yingling, Ethan Yingling
 - Girls Basketball: Lily Williams

APPROVED

REJECTED

DEFERRED

6. Motion 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 Boys Basketball Booster Club

APPROVED

REJECTED

DEFERRED

G. FINANCE AND PURCHASE

1. Motion to approve the following Disbursements:

\$ 87,075.63	Cafeteria Fund Bills - Dated 10/28/25	Checks 4793 through 4798
8,777.79	Visa 9/30/25 Invoices	
\$ 6,050,719.80	General Account (9/23/25 - 10/28/25)	Checks 62326 through 62499
\$ 6,146,573.22	Grand Total	

APPROVED

REJECTED

DEFERRED

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

APPROVED

REJECTED

DEFERRED

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

APPROVED

REJECTED

DEFERRED

4. Motion to approve final payment – in 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).

APPROVED

REJECTED

DEFERRED

5. Motion to approve payment application #10 – October 2025 in the amount of \$482,171.20 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

6. Motion to rescind Change Order #3 in the amount of \$5,494.67 regarding changes to the fire wall approved at the September 22, 2025, meeting, and to approve Change Order #8 in the amount of \$11,362.18, to make the changes to the Fire Wall per RFI-GC-053.

APPROVED

REJECTED

DEFERRED

7. Motion to approve payment application #7 – September 2025 in the amount of \$674,151.25 to JC Orr & Son, Inc. as it relates to the Renovation Project (to be paid out of bond funds).

APPROVED

REJECTED

DEFERRED

8. Motion to approve payment of \$30,372.21 for August 2025 engineering costs to EI Associates for the Renovation Project (to be paid out of bond funds).

APPROVED

REJECTED

DEFERRED

9. Motion to approve payment to FacTech, Inc. in the amount of \$19,363.95 for professional services - August 2025 as it relates to the Renovation Project (to be paid out of bond funds).

APPROVED

REJECTED

DEFERRED

10. Motion to approve the September payment application to Nexgen Automation, Inc. in the amount of \$3,330.00 for the biomass system retrofit as it relates to the Renovation Project (to be paid out of bond funds).

APPROVED

REJECTED

DEFERRED

11. Motion to approve payment to S.A. Comunale Co., Inc. (fire suppression work) for October 2025 in the amount of \$76,777.20 as it relates to the Renovation Project (to be paid out of bond funds).

APPROVED

REJECTED

DEFERRED

12. Motion to approve the following per capita exonerations (totaling \$230.00):

Township	Number of Exonerations:
Cooper	
Graham	22
Morris	
Karthaus	1
West Keating	

APPROVED

REJECTED

DEFERRED

IX. OLD BUSINESS

X. CORRESPONDENCE

XI. OTHER ITEMS FOR DISCUSSION

XII. ADJOURNMENT