



**WEST BRANCH AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
MONDAY, NOVEMBER 17, 2025**

**AGENDA**

**I. CALL TO ORDER / PLEDGE TO THE FLAG**

**II. ROLL CALL**

**III. STUDENT REPORTS / RECOGNITION**

- Bocce Ball Demonstration

**IV. RECOGNITION OF VISITORS: PUBLIC COMMENT:**

- Christine Longstreth – Bus Stop Concern

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

A. October 27, 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 appoint Leslie Stott, Business Manager, as the Delegate for the Clearfield County Tax Collection Committee for the West Branch Area School District. Mrs. Stott's alternate will be Sam Maney, Business Manager at the Clearfield Area School District.

APPROVED

REJECTED

DEFERRED

## **B. PERSONNEL**

1. Motion to approve the termination of employee number 003824 effective October 27, 2025.

APPROVED

REJECTED

DEFERRED

2. Motion to approve the termination of employee number 000636 effective November 6, 2025.

APPROVED

REJECTED

DEFERRED

3. Motion to approve Jesi Scott as Short-Term/Part-Time Custodian at a rate of \$15/hour, retroactive to November 13, 2025.

APPROVED

REJECTED

DEFERRED

4. Motion to approve Jonathan Guerra as 2<sup>nd</sup> Shift Custodian at the contracted rate, effective November 18, 2025.

APPROVED

REJECTED

DEFERRED

5. Motion to approve intermittent FMLA leave for employee number 547 beginning on October 9, 2025, for 6 months to one year.

APPROVED

REJECTED

DEFERRED

6. Motion to approve Vesta Brickley as a volunteer to the district, all paperwork has been received.

APPROVED

REJECTED

DEFERRED

## **C. EDUCATION**

1. Motion to approve the District Priority Goals for the 2025 – 2026 school year.

APPROVED

REJECTED

DEFERRED

## **D. TRANSPORTATION & ATHLETICS**

1. Motion to approve Sandra Newman as van driver for Sones Transportation, Inc. Start date pending clearance paperwork.

APPROVED

REJECTED

DEFERRED

2. Motion to approve Lillian Williams as Assistant Junior High Girls Basketball Coach, effective with the 2025-2026 school year.

APPROVED

REJECTED

DEFERRED

3. Motion to approve Luke Slippey as Assistant Junior High Wrestling Coach, effective with the 2025-2026 school year, start date pending clearance and payroll paperwork.

APPROVED

REJECTED

DEFERRED

4. Motion to approve Owen Koleno as Head Junior High Boys Basketball Coach, effective with the 2025-2026 school year.

APPROVED

REJECTED

DEFERRED

5. Motion to approve Collin Kerfoot as Assistant Junior High Boys Basketball Coach, effective with the 2025-2026 school year.

APPROVED

REJECTED

DEFERRED

6. Motion to approve the following winter athletic volunteers:
- Girls Basketball: Isaac Samsel, pending clearance paperwork

APPROVED

REJECTED

DEFERRED

#### **E. FINANCE AND PURCHASE**

1. Motion to approve the following Disbursements:

|                 |                                       |                            |
|-----------------|---------------------------------------|----------------------------|
| \$ 5,101.57     | Visa 10/31/25 Invoice                 |                            |
| \$ 1,262,646.30 | General Account (10/21/25 - 11/18/25) | Checks 62500 through 62559 |
| \$ 1,267,747.87 | <b>Grand Total</b>                    |                            |

APPROVED

REJECTED

DEFERRED

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

APPROVED

REJECTED

DEFERRED

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

APPROVED

REJECTED

DEFERRED

4. Motion to approve payment application #8 – October 2025 in the amount of \$675,555.51 to JC Orr & Son, Inc. as it relates to the Renovation Project (to be paid out of bond funds).

APPROVED

REJECTED

DEFERRED

5. Motion to approve payment application #11 – October 2025 in the amount of \$356,500.00 to Quandel Energy Solutions, as it relates to the Renovation Project (to be paid out of bond funds).

APPROVED

REJECTED

DEFERRED

6. Motion to approve payment totaling \$40,813.39 (2 invoices) for September 2025 engineering costs to EI Associates for the Renovation Project (to be paid out of bond funds).

APPROVED

REJECTED

DEFERRED

7. Motion to approve payment totaling \$76,777.20 to S.A. Comunale for the Renovation Project (to be paid out of bond funds).

APPROVED

REJECTED

DEFERRED

8. Motion to approve payment to FacTech, Inc. in the amount of \$18,500.89 for professional services - September 2025 as it relates to the Renovation Project (to be paid out of bond funds).

APPROVED

REJECTED

DEFERRED

9. Motion to approve change order #009R reflecting a credit in the amount of \$15,317.83 to install additional fence and change to black vinyl chain link fence at the playground area including revisions as listed in the order.

APPROVED

REJECTED

DEFERRED

10. Motion to approve change order #G-03 #012 in the amount of \$11,035.54 to install heavy duty concrete at the loading dock.

APPROVED

REJECTED

DEFERRED

11. Motion to approve change order #013 in the amount of \$3,147.43 to infill opening in the elementary administrative offices.

APPROVED

REJECTED

DEFERRED

12. Motion to approve change order #014 in the amount of \$2377.34 to infill existing openings in the elementary kitchen.

APPROVED

REJECTED

DEFERRED

13. Motion to approve change order #015 in the amount of \$2,280.91 to extend CMU to cover the existing roof drain.

APPROVED

REJECTED

DEFERRED

14. Motion to approve change order #016 in the amount of \$1,553.70 to infill wall with CMU in the LGI.

APPROVED

REJECTED

DEFERRED

15. Motion to approve change order #017 in the amount of \$3,386.10 to install epoxy flooring in lieu of LVT at the restroom/wash area and water fountain, per RFI 089.

APPROVED

REJECTED

DEFERRED

16. Motion to approve change order #018 in the amount of \$21,307.13 to make changes to the entrance curbing and paving, per revised drawing 9 of 20.

APPROVED

REJECTED

DEFERRED

17. Motion to approve change order #020 in the amount of \$4,568.96 to undercut and replace additional unsuitable materials below subgrade as directed by the geotechnician.

APPROVED

REJECTED

DEFERRED

18. Motion to approve change order #027 reflecting a credit in the amount of \$1,125.87 to change the front entrance canopy design as per Bulletin 02 and RFI 60 response.

APPROVED

REJECTED

DEFERRED

19. Motion to approve change order #028 in the amount of \$6,667.77 to install rubber base in the corridors.

APPROVED

REJECTED

DEFERRED

20. Motion to approve the Addendum to the Agreement between the West Branch Area School District and ESS Northeast, LLC to increase the pay rate for building based substitute paraprofessional to \$15/hour. (previous rate was \$11/hour)

APPROVED

REJECTED

DEFERRED

**IX. OLD BUSINESS**

**X. CORRESPONDENCE**

**XI. OTHER ITEMS FOR DISCUSSION**

**XII. ADJOURNMENT**