



**WEST BRANCH AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REORGANIZATION MEETING  
THURSDAY, DECEMBER 4, 2025**

**AGENDA**

- I. CALL TO ORDER / PLEDGE TO THE FLAG**
- II. ROLL CALL**
- III. RECOGNITION OF VISITORS: PUBLIC COMMENT:**
- IV. REORGANIZATION OF THE BOARD**

**A. Nomination and Election of Temporary Board President (from holdover members)**

- 1. Nominations received for Temporary President by the current Board President.
- 2. Election of Temporary President. Roll Call Vote.
- 3. Meeting turned over to the Temporary President.

**B. Oath of Office – New / Re-Elected Board Members – Stacey Guenot**

**C. Seating of Newly Elected / Re-elected Board Members**

- Abby Danko – 4 Year Seat
- Chad Diviney – 4 Year Seat
- Jeremiah Dobo – 4 Year Seat
- Melvin Smeal – 4 Year Seat
- Katelyn Ward – 2 Year Seat

**D. Reorganization of the Board for 2026 by Temporary President (see script)**

Note: Directors may make a motion prescribing the method of nominations for the respective offices to be filled, such as from the floor, or by ballot, or by the Temporary President.

- 1. Board President.
  - Nominations do not require a second.
  - Closing nominations requires a second and two-third vote.
  - A majority of those board members present will carry the vote.
- 2. Board Vice-President.
  - Nominations do not require a second.
  - Closing nominations requires a second and two-third vote.
  - A majority of those board members present will carry the vote.

Note: After elections, the Temporary President turns the meeting over to the new Board President.

**E. Nominate CIU #10 Representative / Alternate.**

Note: Norman Parks served as CIU #10 Representative for 2025

- Nominations do not require a second.
- Closing nominations requires a second and two-third vote.
- A majority of those board members present will carry the vote.

**F. Nominate CCCTC Representative / Alternate.**

Note: Jason Porter served as CCCTC Representative for 2025

- Nominations do not require a second.
- Closing nominations requires a second and two-third vote.
- A majority of those board members present will carry the vote.

**G. Nominate PSBA Liaison. Appointment of board member to represent the West Branch Area School District.**

Note: Chad Diviney served as PSBA Liaison during 2025

- Nominations do not require a second.
- Closing nominations requires a second and two-third vote.
- A majority of those board members present will carry the vote.

The PSBA Liaison serves as a link to the state organization; key contact for the PSBA regional director; legislative representative with primary responsibility to keep the board informed of developments in the PA General Assembly and provide legislators with board's position on key issues; voting delegate to the Legislative Policy Council; and represents the board at county legislative meetings held twice each year.

**V. NEW BUSINESS**

**A. BOARD**

1. Motion to approve the 2026 School Board Meeting Calendar.

APPROVED

REJECTED

DEFERRED

2. Motion to appoint Aimee L. Willett, Esquire as Solicitor to the District for the 2026 year.

APPROVED

REJECTED

DEFERRED

**VI. ADJOURNMENT**



**WEST BRANCH AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
THURSDAY, DECEMBER 4, 2025**

**AGENDA**

**I. CALL TO ORDER**

**II. ROLL CALL**

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

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

A. November 17, 2025

- For approval based upon review by board members to determine these minutes to be accurate and correct.

APPROVED

REJECTED

DEFERRED

**V. ANNOUNCEMENTS AND PRESENTATIONS**

- Elementary Renovation Update – Mr. Mark Mitchell

**VI. EXECUTIVE SESSION**

**VII. NEW BUSINESS**

**A. PERSONNEL**

1. Motion to approve Nathan Hall as a volunteer to the district, all paperwork has been received.

APPROVED

REJECTED

DEFERRED

**B. EDUCATION**

1. Motion to approve the Elementary Guidance trip to the CCCTC (Clearfield County Career and Technology Center) on February 6, 2026. Cost to the District: transportation; Cost to the Student: none. (Funding – Elementary Budget) (Information Only: 51 students will be attending. Chaperones are Cheryl Beck, Dennis McCamley, Mary Beth Moslak, and Shannon Albert.)

APPROVED

REJECTED

DEFERRED

2. Motion to approve the Ski Club field trip to Tussey Mountain on January 4, 2026. Cost to the District: 2 vans. Cost to the Student: \$45-\$100 depending on rentals. (Information Only: 7-13 students will be attending. Chaperones are Sue Folmar, Steve Page, Elaina McClelland, Joe Bacher, Shayne McCusker, and Elliott McCusker.)

APPROVED

REJECTED

DEFERRED

3. Motion to approve the Ski Club field trip to Sawmill Resort on January 10, 2026. Cost to the District: 2 vans. Cost to the Student: \$67-\$109 depending on rentals. (Information Only: 7-13 students will be attending. Chaperones are Sue Folmar, Steve Page, Elaina McClelland, Joe Bacher, Shayne McCusker, and Elliott McCusker.)

APPROVED

REJECTED

DEFERRED

4. Motion to approve the Ski Club field trip to Camelback Mountain on January 17, 2026. Cost to the District: 2 vans. Cost to the Student: \$55-\$120 depending on rentals. (Information Only: 7-13 students will be attending. Chaperones are Sue Folmar, Steve Page, Elaina McClelland, Joe Bacher, Shayne McCusker, and Elliott McCusker.)

APPROVED

REJECTED

DEFERRED

5. Motion to approve the Ski Club field trip to Sawmill Resort on January 25, 2026. Cost to the District: 2 vans. Cost to the Student: \$67-\$109 depending on rentals. (Information Only: 7-13 students will be attending. Chaperones are Sue Folmar, Steve Page, Elaina McClelland, Joe Bacher, Shayne McCusker, and Elliott McCusker.)

APPROVED

REJECTED

DEFERRED

6. Motion to approve the First-Grade field trip to the PSU Arboretum on May 22, 2026. Cost to the District: None; Cost to the Student: \$7.00. (Information Only: 65 students will be attending. Chaperones are Tara Yingling, Debra Galley, Scott McClelland, Casey Goodrow, Leah Albright, Jessica Conklin, Ashley White, Alyssa Ownes, Breanna Williams, Mary Beth Moslak, and Brianna Kolesar.)

APPROVED

REJECTED

DEFERRED

7. Motion to approve the Fifth-Grade field trip to Fort Roberdeau on May 7, 2026. Cost to the District: None; Cost to the Student: \$5.00. (Information Only: 50 students will be attending. Chaperones are Dennis McCamley, Cheryl Beck, Mary Beth Moslak, Kyley Clark, a school nurse, Ashley Nines, and other parents with the required clearances: Chantelle Carns, Angie Lucas, Regina Jones, Lindsey Nadzom, Ed Kyler, and Rebecca Caylor.)

APPROVED

REJECTED

DEFERRED

8. Motion to approve the Fifth-Grade trip to Black Moshannon State Park on May 12, 2026. Cost to the District: None; Cost to the Student: None. (Information Only: 51 students will be attending. Chaperones are Cheryl Beck, Dennis McCamley, Mary Beth Moslak, Kyley Clark, Regina Jones, Lindsey Nadzom, Ruth Guerra, and Tisha Harlan\*.) \* = pending receipt of clearance paperwork.

APPROVED

REJECTED

DEFERRED

### **C. BUILDINGS AND GROUNDS**

1. Motion to approve the contract between the West Branch Area School District and Hugill Sanitation, Inc., for sanitary collection services from January 1, 2026, through December 31, 2027.

APPROVED

REJECTED

DEFERRED

2. Motion to approve the bid from Royal Maintenance Group, amount not to exceed \$17,000.00, for snow removal services at the District for the period of November 1, 2025 to March 31, 2026.

APPROVED

REJECTED

DEFERRED

#### D. TRANSPORTATION AND ATHLETICS

1. Motion to approve Delaney Cherry as van driver for Sones Transportation, Inc. All paperwork has been received.

APPROVED

REJECTED

DEFERRED

#### E. FINANCE AND PURCHASE

1. Motion to approve the following Disbursements:

\$ 1,311,284.80	General Account (11/18/25 - 12/5/25)	Checks 62600 through 62640
\$ 1,311,284.80	<b>Grand Total</b>	

APPROVED

REJECTED

DEFERRED

2. Motion to approve the contract amendment proposal between the West Branch Area School District and FacTech, Inc., outlining the services included, as well as what services have been eliminated from the original contract.

APPROVED

REJECTED

DEFERRED

3. Motion to approve payment application #9 – November 2025 in the amount of \$479,027.94 to JC Orr & Son, Inc. as it relates to the Renovation Project (to be paid out of bond funds).

APPROVED

REJECTED

DEFERRED

4. Motion to approve payment application #12 – December 2025 in the amount of \$536,278.40 to Quandel Energy Solutions, as it relates to the Renovation Project (to be paid out of bond funds).

APPROVED

REJECTED

DEFERRED

5. Motion to approve payment totaling \$32,443.47 for October 2025 engineering costs to EI Associates for the Renovation Project (to be paid out of bond funds).

APPROVED

REJECTED

DEFERRED

6. Motion to approve payment application #5 totaling \$5,670.00 (fire suppression) to S.A. Comunale for the Renovation Project (to be paid out of bond funds).

APPROVED

REJECTED

DEFERRED

7. Motion to approve payment to Facticech, Inc., in the amount of \$19,456.44 for professional services – October 2025 as it relates to the Renovation Project (to be paid out of bond funds).

APPROVED

REJECTED

DEFERRED

8. Motion to approve change order #3 from Prism Response, LLC in the amount of \$14,595.00 as part of additional costs for asbestos abatement, as it relates to the Elementary Renovation Project.

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 #012R in the amount of \$5,899.17 to install heavy duty concrete at the loading dock.

APPROVED

REJECTED

DEFERRED

11. 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

12. Motion to approve change order #019R in the amount of \$4,734.14 to relocate the dumpster pad across the roadway.

APPROVED

REJECTED

DEFERRED

13. Motion to approve change order #022R in the amount of \$4,920.52 to supply a new pair of wood doors with narrow lite glass openings as per RFI 088.

APPROVED

REJECTED

DEFERRED

14. Motion to approve change order #023R in the amount of \$7,715.57 to supply and install additional handrail for changes per RFI 102.

APPROVED

REJECTED

DEFERRED

15. Motion to approve change order #024R in the amount of \$7,966.45 to install river stone in lieu of topsoil and seeding in three areas.

APPROVED

REJECTED

DEFERRED

16. 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

17. Motion to approve change order #029 in the amount of \$3,904.43 to install epoxy flooring in room 118 per RFI 096.

APPROVED

REJECTED

DEFERRED

18. Motion to approve change order #030 in the amount of \$2,229.95 to change the CMU wall to structural framing per RFI 103.

APPROVED

REJECTED

DEFERRED

19. Motion to approve change order #031 in the amount of \$7,397.14 to make changes to steel in RFI 055.

APPROVED

REJECTED

DEFERRED

20. Motion to approve change order #032 in the amount of \$7,994.00 to remove existing sills and supply and install new solid surface windowsills in the administration are per RFI 107.

APPROVED

REJECTED

DEFERRED

21. Motion to approve change order #033 in the amount of \$763.83 to build cases around the existing rainwater collectors per RFI 092.

APPROVED

REJECTED

DEFERRED

22. Motion to approve change order #034R not to exceed \$2,345.40 to install 4 pipe bollards at the loading dock area per RFI 105.

APPROVED

REJECTED

DEFERRED

23. Motion to approve change order #035 in the amount of \$1,781.85 to install rubber transitions at the epoxy flooring in lieu of marble sills per RFI 090.

APPROVED

REJECTED

DEFERRED

24. Motion to approve change order #036 in the amount of \$3,956.83 to pave the former dumpster pad area.

APPROVED

REJECTED

DEFERRED

25. Motion to approve change order #037 Option 1 in the amount of \$26,850.19 to infill the two islands with concrete.

APPROVED

REJECTED

DEFERRED

26. Motion to approve change order #037 Option 2 in the amount of \$23,660.30 to infill the two islands with asphalt.

APPROVED

REJECTED

DEFERRED

27. Motion to approve the payment of bills through the end of December 2025.

APPROVED

REJECTED

DEFERRED

28. Motion to approve the following per capita exonerations (totaling \$10.00):

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

APPROVED

REJECTED

DEFERRED

**V. OLD BUSINESS**

**VI. CORRESPONDENCE**

**VII. OTHER ITEMS FOR DISCUSSION**

**VI. ADJOURNMENT**