



**WEST BRANCH AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
MONDAY, JANUARY 26, 2026**

AGENDA

I. CALL TO ORDER / PLEDGE TO THE FLAG

II. ROLL CALL

III. RECOGNITION OF VISITORS: PUBLIC COMMENT:

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

A. December 4, 2025

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

APPROVED

REJECTED

DEFERRED

V. 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 LIASON: Mr. Chad Diviney

VI. ANNOUNCEMENTS AND PRESENTATIONS

- Board Recognition Month: Mr. Mark Mitchell

VII. EXECUTIVE SESSION

VIII. NEW BUSINESS

A. PERSONNEL

1. Motion to accept the retirement of Dana Swisher, Secondary Science Teacher, effective May 29, 2026.

APPROVED

REJECTED

DEFERRED

2. Motion to approve the Memorandum of Understanding (MOU) between the West Branch Area School District and the West Branch Education Association (WBEA) from July 1, 2025, through June 30, 2030. The agreement outlines the Varsity Club Advisor position.

APPROVED

REJECTED

DEFERRED

3. Motion to approve the Memorandum of Understanding (MOU) between the West Branch Area School District and the West Branch Education Association (WBEA) from July 1, 2025, through June 30, 2030. The agreement outlines the Bocce Ball Advisor positions (2).

APPROVED

REJECTED

DEFERRED

4. Motion to approve the addition of a 2nd Police Officer or School Resource Officer to service the district beginning with the 2026-2027 school year.

APPROVED

REJECTED

DEFERRED

5. Motion to approve Alyssa Demchak as Personal Care Paraprofessional (Assignment Elementary Life Skills), at the contracted rate, retroactive to December 11, 2025.

APPROVED

REJECTED

DEFERRED

6. Motion to approve the termination of employee number 3890 effective January 21, 2026.

APPROVED

REJECTED

DEFERRED

7. Motion to accept the resignation of Norman (Butch) Emigh from the handicap-accessible van driver position effective December 21, 2025.

APPROVED

REJECTED

DEFERRED

8. Motion to approve Brynn Conklin as handicap-accessible van driver at the contracted rate, retroactive to January 13, 2026. All paperwork has been received.

APPROVED

REJECTED

DEFERRED

9. Motion to approve Kristen Myers, Taylor Modzel, Lance Kolesar, and Jerry Lannen as volunteers to the District. All paperwork has been received.

APPROVED

REJECTED

DEFERRED

B. EDUCATION

1. Motion to approve Option 1 or Option 2 of the School Calendar as presented for the 2026 – 2027 school year.

APPROVED

REJECTED

DEFERRED

2. Motion to declare the listing of library books from the publisher New True Books as surplus (multiple titles with copyright dates ranging from 1979-1993).

APPROVED

REJECTED

DEFERRED

3. Motion to declare the listing of books from second grade as surplus (multiple titles with copyright dates ranging from 1980-2008).

APPROVED

REJECTED

DEFERRED

4. Motion to declare the following textbooks surplus:
- Regions: Adventures in Time & Place, McGraw-Hill, Copyright: 1997, ISBN #0-02-149136-4, 57 copies
 - Regions: Adventures in Time & Place, McGraw-Hill, Copyright: 1997, ISBN #0-02-147591-1, 1 copy

APPROVED

REJECTED

DEFERRED

5. Motion to approve the Sixth-Grade field trip to Nittany Mountain Works on January 21, 2026. Cost to the District: None; Cost to the Student: \$5.00. (Information Only: 69 students will be attending. Chaperones are Phil Wood, Lynne Rockey, Rhonda Trude, Michelle Guerra, Cheri Cantolina, and one nurse.) *Prior Superintendent Approval*

APPROVED

REJECTED

DEFERRED

6. Motion to approve the Chief Science Officers (CSO's) field trip to the PETE & C Conference in Hershey, PA on February 4, 2026. Cost to the District: Van Transportation; Cost to the Student: None. (Information Only: 6 students will be attending. The chaperone is Crystal Gay.)

APPROVED

REJECTED

DEFERRED

7. Motion to approve the West Branch Choral Department field trip to Eisenhower Auditorium on February 12, 2026. Cost to the District: Van Transportation and substitutes; Cost to the Student: \$5 plus fast-food meal. (Information Only: 9 students will be attending. Chaperones are Dan Stilson and Kim Chelton.)

APPROVED

REJECTED

DEFERRED

8. Motion to approve the Eighth-Grade field trip to the CCCTC on February 18, 2026. Cost to the District: Bus Transportation; Cost to the Student: None. (Information Only: 55 students will be attending. Chaperones are Ashley Nines, Brande Plyler, Joe Matson, Pearl Johnson, Shayne McCusker.)

APPROVED

REJECTED

DEFERRED

9. Motion to approve the Ski Club field trip to Tussey Mountain Ski Resort on February 19, 2026. Cost to the District: Van Transportation; Cost to the Student: \$43-\$88 (depending on individual needs). (Information Only: 6-12 students will be attending. Chaperones are Sue Folmar, Steven Paige, Elaina McClelland, and Joe Bacher.)

APPROVED

REJECTED

DEFERRED

10. Motion to approve the High School Gifted Students field trip to the Whitaker Center in Harrisburg on March 11, 2026. Cost to the District: \$85 plus van transportation; Cost to the Student: \$25. (Information Only: 10 students will be attending. Chaperones are Jesse Husted and Kaleb Quick.)

APPROVED

REJECTED

DEFERRED

11. Motion to approve the Fourth-Grade field trip to Parker Dam State Park on May 11 and 18, 2026. Cost to the District: None; Cost to the Student: \$1. (Information Only: 72 students will be attending. Chaperones are Wendy Timblin, Shari Buck, Ashlee Wessel, Alexis McKenna, Stephanie Emigh, Breanna Williams, Chrissy Sterling, Carissa Mann, and Emigh Modzel.)

APPROVED

REJECTED

DEFERRED

C. POLICY

1. Motion to reaffirm the following policy:
- Policy 011: Principles for Governance and Leadership

APPROVED

REJECTED

DEFERRED

2. Motion to approve 1st reading of the following policies:
 - Policy 105.2: Exemption from Instruction
 - Policy 122: Extracurricular Activities
 - Policy 122.1: Noncurriculum-Related, Nonschool-Sponsored, Student-Initiated Groups
 - Policy 816: District Social Media
 - Policy 610: Purchases Subject to Bid/Quotation
 - Policy 611: Purchases Budgeted
 - Policy 204: Attendance
 - Policy 218.1: Weapons
 - Policy 805: Emergency Preparedness and Responses – Safe2Say Something Procedures Attachment
 - Policy 805.1 Relations with Law Enforcement Agencies
 - Policy 805.2 School Security Personnel

APPROVED

REJECTED

DEFERRED

D. TRANSPORTATION & ATHLETICS

1. Motion to approve Edith Williams as van driver for Sones Transportation, Inc., retroactive to January 8, 2026. All paperwork has been received.

APPROVED

REJECTED

DEFERRED

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

APPROVED

REJECTED

DEFERRED

3. Motion to approve the administrative recommendation to retain the Spring Head Coaches and paid coaching staffs for the 2025 – 2026 school year:
 - Track/Field: Adam Carr (Head Coach), Josh Carr, Tabytha Carr
 - Softball: Tim Wesesky (Head Coach), Kyle Eyerly, Bill Myers, Haley McCracken

APPROVED

REJECTED

DEFERRED

E. FINANCE AND PURCHASE

1. Motion to approve the following Disbursements:

\$ 193,594.33	Cafeteria Fund Bills Dated 11/18/25 - 1/27/2026	Checks 4799 through 4807
\$ 6,243.97	Visa 12/31/25 Invoice	
\$ 2,664,634.36	General Account (11/25/25 - 1/27/2026)	Checks 62641 through 62888
\$ 2,864,472.66	Grand Total	

APPROVED

REJECTED

DEFERRED

2. Motion to approve the Treasurer's Reports for November and December 2025.

APPROVED

REJECTED

DEFERRED

3. Motion to approve the Activity Account for November and December 2025.

APPROVED

REJECTED

DEFERRED

4. Motion to adopt the resolution requesting a Public-School Facility Improvement Grant through the Pennsylvania Department of Community and Economic Development and Commonwealth Financing Authority, requested amount not to exceed \$5,000,000.

APPROVED

REJECTED

DEFERRED

5. Motion to ratify the Snow Maintenance Seasonal Agreement between the West Branch Area School District and Royal Maintenance Group, LLC in the amount of \$23,950.00. The quote was previously approved by the Board with a vote of 8-1-0 on December 4, 2025.

APPROVED

REJECTED

DEFERRED

6. Motion to approve payment application #10 – December 2025 in the amount of \$616,200.90 to JC Orr & Son, Inc. as it relates to the Renovation Project (to be paid out of bond funds).

APPROVED

REJECTED

DEFERRED

7. Motion to approve payment application #13 – January 2026 in the amount of \$718,032.30 to Quandel Energy Solutions, as it relates to the Renovation Project (to be paid out of bond funds).

APPROVED

REJECTED

DEFERRED

8. Motion to approve payment totaling \$29,770.76 for November 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 \$19,456.44 for professional services – November 2025 as it relates to the Renovation Project (to be paid out of bond funds).

APPROVED

REJECTED

DEFERRED

10. Motion to approve payment to FacTech, Inc., in the amount of \$10,080.00 for professional services – December 2025 as it relates to the Renovation Project (to be paid out of bond funds).

APPROVED

REJECTED

DEFERRED

11. Motion to approve change order #022R2 in the amount of \$1,454.00 to supply door frame and hardware for the 24" door; this includes monitoring per RFI 088.

APPROVED

REJECTED

DEFERRED

12. 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

13. Motion to approve change order #038 in the amount of \$682.50 to paint the common classroom monitor wall per drawing SK004 in room 154.

APPROVED

REJECTED

DEFERRED

14. Motion to approve change order #039 in the amount of \$2,148.41 to complete additional work for RFI 95.

APPROVED

REJECTED

DEFERRED

15. Motion to approve change order #040R in the amount of \$9,870.39 to supply and install building letters using ¼" aluminum painted letters.

APPROVED

REJECTED

DEFERRED

16. Motion to approve change order #042 in the amount of \$3,821.10 to supply and install additional signs per submittal changes and ADA requirements.

APPROVED

REJECTED

DEFERRED

17. Motion to approve change order #043 in the amount of \$3,762.36 to supply and install 16 LF of vertical sprinkler pipe wraps in the courtyard per RFI 84 and 12 LF of vertical sprinkler pipe wrap in vestibule 121.

APPROVED

REJECTED

DEFERRED

18. Motion to approve change order #044 in the amount of \$4,453.37 to remove existing hardware, supply and install new electrified hardware for door 109-1 per RFI 113.

APPROVED

REJECTED

DEFERRED

19. Motion to approve change order #045 in the amount of \$353.90 to add nosing on platform 119A per RFI 106.

APPROVED

REJECTED

DEFERRED

20. Motion to approve the installation of 5 natural light monitors as detailed in the original specifications of the project.

APPROVED

REJECTED

DEFERRED

21. Motion to approve the Preventative Maintenance Contract in the amount of \$22,584.00 between the West Branch Area School District and McClure Company for HVAC maintenance at the High School beginning 7/1/2026 through June 30, 2027.

APPROVED

REJECTED

DEFERRED

22. Motion to approve the Preventative Maintenance Contract in the amount of \$11,892.00 between the West Branch Area School District and McClure Company for HVAC maintenance at the Middle School beginning 7/1/2026 through June 30, 2027.

APPROVED

REJECTED

DEFERRED

23. Motion to approve the Preventative Maintenance Contract in the amount of \$4,898.00 between the West Branch Area School District and McClure Company for HVAC maintenance at the Field House beginning 7/1/2026 through June 30, 2027.

APPROVED

REJECTED

DEFERRED

24. Motion to approve the Preventative Maintenance Contract in the amount of \$20,372.00 between the West Branch Area School District and McClure Company for HVAC maintenance at the Elementary School beginning 7/1/2026 through June 30, 2027.

APPROVED

REJECTED

DEFERRED

25. 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 substitute custodian to \$15/hour. (previous rate was \$10/hour)

APPROVED

REJECTED

DEFERRED

26. Motion to approve the Accelerated Budget Opt Out Resolution Certifying Tax Rate within Inflation Index as presented.

APPROVED

REJECTED

DEFERRED

IX. OLD BUSINESS

X. CORRESPONDENCE

XI. OTHER ITEMS FOR DISCUSSION BY THE BOARD

XII. ADJOURNMENT