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**RECEIVED**

JUN 04 2018

PA. STATE BOARD  
OF EDUCATION

May 30, 2018

*Via: US Regular Mail and Facsimile 717-783-6672*

Karen Molchanow, Executive Director  
Pennsylvania State Board of Education  
333 Market Street, First Floor  
Harrisburg, PA 17126

In re: Clearfield County Career & Technology Center – Petition to  
Change AVTS Attendance Area

Dear Ms. Molchanow:

Be advised that I represent the Clearfield County Career & Technology Center, as that School's Solicitor. In that capacity, I am filing the enclosed Petition, which seeks to change the approved attendance area. Specifically, as I believe you already are aware, the CTC is looking to remove the Harmony Area School District from the CTC attendance area. I believe that the Petition addresses all of the information requested by the letter from Lee Burket, dated May 7, 2018, directed to the Clearfield County CTC. If there is any additional information that you need, however, please do not hesitate to contact me. For now, I trust that this provides you with an update, and we thank you for your consideration.

Sincerely,

Patrick J. Fanelli

PJF:eph  
Enclosure

cc: Michelle Dutrow, Superintendent of Record  
Norm Hatten, Interim Executive Director

IN THE PENNSYLVANIA STATE BOARD FOR VOCATIONAL EDUCATION

IN RE: CLEARFIELD COUNTY CAREER & :  
TECHNOLOGY CENTER'S :  
AVTS ATTENDANCE AREA :

**PETITION FOR CHANGE TO AVTS ATTENDANCE AREA FOR  
CLEARFIELD COUNTY CAREER AND TECHNOLOGY CENTER**

AND NOW COMES the Clearfield County Career & Technology Center ("CCCTC"), by and through its counsel, Patrick J. Fanelli, Esquire, and with the authority of the Joint Operating Committee ("JOC") of the CCCTC, and files this Petition to release Harmony Area School District from the CCCTC's current State Board of Education ("Board") approved AVTS attendance area, and in support thereof alleges the following:

1. The Clearfield County Career and Technology Center is an area vocational technical school currently made up six sending schools, including the Clearfield Area School District, the Curwensville Area School District, the Harmony Area School District, the Moshannon Valley School District, the Philipsburg-Osceola Area School District, and the West Branch Area School District.
2. The Harmony Area School District desires to leave the CCCTC in order to join another area vocational technical school, and the other members of the CCCTC have agreed to allow Harmony to leave, contingent on Harmony satisfying certain conditions namely relating to the payment of a share of existing debt and completion of other procedural steps.
3. Following is a description of how Harmony Area students, as well as students of other members school districts, currently are being served with PA Department of Education ("Department")-approved career and technical education (CTE) programs, including the number of students that would be affected by the change and future impact on students' opportunity for participation in CTE programs, as well as including information on the capacity to serve students from all member districts and enrollments in each program:
  - a. The Clearfield County Career and Technology Center offers fifteen (15) Department-approved secondary CTE programs to students who attend its member school districts. With the exception of Cosmetology, which is a three-year, one-half day program, all programs are two-year, one-half day offerings.
  - b. Currently, a total of 380 member school district students are enrolled in the CCCTC's fifteen (15) programs. This total includes only eighteen (18) students from the Harmony Area School District.

- c. Consequently, Harmony's withdrawal from the CCCTC will reduce overall student enrollment by less than five (5) percent.
  - d. Attached as Exhibit A is a chart showing enrollment projections for the 2018-2019 school year, both with and without Harmony. Currently, it is projected that no single program would lose any more than 5 students, and many programs would lose fewer, if any.
  - e. current As such, it is anticipated that there will be no impact on the remaining member school students' opportunity to participate in CTE programs.
4. Following is an explanation of the fiscal impact of Harmony moving from being a member district:
- a. Approximately ten years ago, the Clearfield County Career and Technology Center (CCCTC) building was renovated. Debt was issued at the time, with each member school paying its share of the debt service each year.
  - b. Both the CCCTC and Harmony are in the process of modifying the debt in order to remove Harmony from the obligation, while Harmony is working with the CCCTC and the remaining member schools to resolve all of its remaining financial obligations related to the debt.
  - c. Because Harmony will pay its share of the outstanding debt service, at the time of its exit from the CCCTC, it is anticipated that the remaining schools will see no notable change in ongoing debt service expenses.
  - d. Once Harmony withdraws from the CCCTC, it will no longer pay a portion of the annual operating costs as well. Instead, the other member school districts will need to absorb those annual costs moving forward.
  - e. The CCCTC budget for 2017-2018 was \$3,560,000. Harmony's share of that budget was approximately 4.1%, or \$146,000.
  - f. The CCCTC's 2018-2019 budget, without Harmony, is approximately \$3,609,000. Without Harmony present to share in the expenses, the other member school districts' operating costs will collectively increase by approximately \$165,000, or 4.57% from the prior year.
  - g. In adopting the 2018-2019 CCCTC budget, each member school District anticipated Harmony's withdrawal and therefore approved

the 2018-2019 budget accepting the additional impact resulting therefrom.

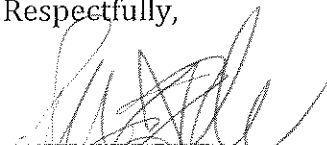
5. Each of the remaining sending schools have authorized, by majority vote, the request by Harmony to withdraw from the CCCTC and, in turn, to be moved from the current AVTS attendance area. Copies of the minutes from each school board of directors are attached as follows:

- a. Minutes from the April 23, 2018, meeting of the Clearfield Area School District Board of Directors' meeting are attached as Exhibit B.
- b. Minutes from the April 12, 2018, meeting of the Curwensville Area School District Board of Directors' meeting are attached as Exhibit C.
- c. Minutes from the March 19, 2018, meeting of the Moshannon Valley School District Board of Directors' meeting are attached as Exhibit D.
- d. Minutes from the April 24, 2018, meeting of the Philipsburg-Osceola Area School District Board of Directors' meeting are attached as Exhibit E.
- e. Minutes from the April 23, 2018, meeting of the West Branch Area School District Board of Directors' meeting are attached as Exhibit F.

6. A list of approved programs currently offered at the CCCTC by Classification of Instruction Program number and title is attached as Exhibit G.

WHEREFORE, the Clearfield County Career and Technology Center respectfully requests that the CCCTC's AVTS Attendance Area be amended to remove the Harmony Area School District.

Respectfully,



Patrick J. Fanelli, Esquire  
Counsel for CCCTC

| 2017-2018           |       | 2018-2019               |                  |       |
|---------------------|-------|-------------------------|------------------|-------|
| Program             | TOTAL | Returning Students Plus |                  | TOTAL |
|                     |       | New Applications        | Harmony Students |       |
| Admin Office/DMA    | 14    | 22                      | 0                | 22    |
| Automotive          | 24    | 26                      | 0                | 26    |
| Carpentry           | 27    | 29                      | 0                | 29    |
| Collision Repair    | 30    | 36                      | 0                | 36    |
| Cosmetology         | 38    | 40                      | 1                | 39    |
| Culinary Arts       | 21    | 25                      | 2                | 23    |
| Diesel              | 28    | 29                      | 2                | 27    |
| Drafting            | 20    | 15                      | 1                | 14    |
| Electrical          | 33    | 29                      | 0                | 29    |
| Health Occupation   | 33    | 35                      | 5                | 30    |
| HVAC&R              | 18    | 21                      | 1                | 20    |
| IT                  | 38    | 37                      | 1                | 36    |
| Masonry             | 18    | 18                      | 0                | 18    |
| Precision Machining | 14    | 21                      | 0                | 21    |
| Welding             | 24    | 28                      | 5                | 23    |
|                     | 380   | 411                     | 18               | 393   |

Harmony's withdrawal will not have an impact on the CCCTC's 2018-19 program offerings.

MINUTES OF THE REGULAR BOARD MEETING  
OF THE  
CLEARFIELD AREA BOARD OF SCHOOL DIRECTORS  
April 23, 2018

**MEETING HELD** The regular meeting of the Clearfield Area Board of School Directors was held on Monday April 23, 2018 beginning at 6:00 PM in the Clearfield Area Jr./Sr. High School library. President Putt convened the meeting and requested that roll call be taken.

**ROLL CALL** Board Members present included President Putt, Vice President Mikesell, and Directors Morgan, Pataky, Ralston, Spencer, Rothrock, Clarke and Carr Student representative Fye was also present. Administration present included Superintendent Struble and Messrs: Maney, Sayers, Quick, Bender, Stibitz, Kavelak, Brickley and Prestash.

**MOMENT OF SILENCE AND PLEDGE TO THE FLAG** President Putt invited all present to participate in opening exercises.

**RECOGNITION OF VISITORS**

The first visitors to address the Board were the gifted students who were there to present their film project that they were able to do with the ethanol plant. They won the award for the most educational. We also learned that the CCCTC students made the awards that were presented.

**REPORTS**

Prestash- N/A

Sayers- We are finishing PSSA's, getting ready for the spring concert. We will have our next student of the month presentation tomorrow.

Brickley- N/A

Quick- Getting ready for Keystone testing. The Elementary School got audited during the PSSA's, they got a very good review. We are very proud of that. I have been doing a lot of work with Mr. Bender, Mr. Mohny and Mr. Stibitz for working with all students. With the passing of Mrs. Leidhecker it was nice to pay tribute to her and I would like to send my thoughts and prayers to her family.

Bender- I would like to thank everyone that supported this years Goodwill clothing drive. It was very successful and will help our life skills classes greatly with things like the apartment.

Kavelak- Last Wednesday we held the banquet for wrestling. It was a great turn out. We have the FFA banquet next. You have the summer food service vote tonight for us to start work with that.

Stibitz- For the PSSA, we tested 120 students online. Most of which were reading accommodations. I want to thank the principals and special education department for doing so much for the online testing. Also, thank you to my staff for all the work that they put into this.

Eye- Addams Family was another successful production put on by our students. Tarzan will be the next musical. We have jazz and a musical concert next month. We will have the boat regatta and field trips coming up in May.

Maney- I am continuing my budget work for Thursday.

Struble- I would like to give my compliments to the PSSA testing. When the PSSA police were in, they said everything went well. Spring sports are underway, regular play started this week. Tomorrow will be the mountain league for track and field. The BeYOUtiful girls day seminar will be next month along with the Prom on May 5<sup>th</sup>. We are working on the SRO agreements and the sales agreements for the properties.

Mr. Quick read the Education and Personnel Committee Report.

## 1.0 EDUCATION

## 2.0 PERSONNEL

**Note: All personnel items are effective April 24, 2018 unless otherwise noted.**

### 2.1 APPOINTMENTS

#### A. New Hires/Transfer/ Volunteers

1. Judith Keith, Jr./Sr. High Schol Guidance Secretary Substitute, effective April 10, 2018.
2. Robin Johnson has served 21 consecutive days in the same position effective April 10, 2018 retroactive to March 8, 2018 and is now eligible for extended term substitute status. Salary is at Step 1 of the teacher's salary schedule. Benefits are not applicable.
3. Michael Norris, Volunteer Baseball Coach and Volunteer Softball Coach, effective April 5, 2018.
4. Lisa Brown, Cafeteria Substitute, effective April 4, 2018
5. Leann Adams, Mentor for the final 9 weeks.
6. Lesley Appleton, Substitute Lunch Supervisor at the Clearfield Area Jr./Sr. High School, effective April 6, 2018.
7. **Brandalee Williams, Show Choir Volunteer, effective April 23, 2018.**

#### B. Leaves

1. 1718010, Elementary Secretary at Clearfield Area Elementary School, is requesting an FMLA leave effective March 26, 2018 through June 15, 2018.

**C. Extended School Year- 2018**

**Paraprofessionals:**

Margaret Angstadt  
Michele Bell  
Renee Biancuzzo  
Janet Boyd  
Lois Carns  
Susan Duttry  
Heather English  
Loretta Fontenoy  
Debra Garito  
Irene Forrest  
Lauren Francisco  
Pamela Johns, Substitute Nurse at CAE  
Gretta Markle  
Lea Massimino  
Alyssa Null  
Valeria Schall, Substitute Nurse at CAE  
Debra Smeal  
Pamela Winters  
Blair Wissinger  
Barbara Yingling, Nurse at Jr./Sr. HS  
Marsha Young  
**Kimberly Lansberry**

**Professionals:**

**Tiffany Brattina**  
**John Chelednik- Substitute**  
**Ryan Graham**  
**Cindy Hinchliffe, Substitute Nurse at Jr./Sr. HS**  
**Sherri Hudson**  
**Michael Knepp- Substitute**  
**Jennifer Mease-Gisewhite**  
**Stefanie Sattesahn, Nurse at CAE**  
**Jackie Seger**  
**Mason Strouse**  
**LuAnn Wisor**  
**Edward Yescavage**

Administrative Recommendation: Approval.

Committee Recommendation: Approval

Committee Recessed: 6:25

Dr. Spencer motioned to approve the Education and Personnel Committee Report, Mr. Pataky seconded the motion. A roll call vote was taken. All Directors were in favor and the motion carried 9-0.



Mr. Struble read the Buildings, Finance and Activities Committee Report

**1.0 SUMMER FACILITY USE**

1. Approve the operation of a summer school program for students grades 9-12 from June 6<sup>th</sup> to June 19<sup>th</sup>.
2. Approve the summer driver's education program at a cost of \$60. This would be an increase from \$50 previously.
3. Operate a summer food service program at CAE and the Jr./Sr. High. See attachment B-1.
4. Operate a summer music program at CAE as per the attached flyer (B-2). Administration suggests a \$20 charge per student to help defray the cost of the program.
5. Grant permission for Beacon Light to operate their summer program as done in previous years.

**2.0 FIELD TRIP REQUESTS**

1. Mrs. Simpson is requesting to take the German Honor Society to Herwigs Austrian Restaurant on April 27<sup>th</sup>. Attachment F-1.
2. Mr. Knepp, Mr. Danver and Mr. Mikesell are requesting to take the Extended Services Students to Trough Creek State Park on May 14<sup>th</sup> and May 15<sup>th</sup>. Attachment F-2.
3. Mrs. Spaid is requesting to take 10-15 students to Mount Aloysius on April 30<sup>th</sup>. Attachment F-3.
4. Mrs. Zimmerman is requesting to take the Key Club, FCCLA and Helping Hands Clubs to Parker Dam on May 29<sup>th</sup>. Attachment F-4.
5. Mrs. Huff is requesting that the Junior Class go to Penn State University on May 15<sup>th</sup>. Attachment F-6.

**3.0 FACILITY USE**

1. Boys Basketball is requesting use of both gyms at the Jr./Sr. High School on June 29<sup>th</sup> and June 30<sup>th</sup> for a summer shootout. F-7.
2. FCCLA is requesting to hold their Fall Craft and Vendor Show on October 20<sup>th</sup> at the Jr/Sr High School. F-8.
3. The Helping Hands Club is requesting to hold their BeYOUtiful Girls Day Seminar at the Jr./Sr. High School on May 12<sup>th</sup>. F-9.

**4.0 BOOSTER CLUB**

1. The Diamond Club has completed all necessary paperwork.

Administrative Recommendation: Approval.

Committee Recommendation: Approval

Committee Recessed at: 6:30

Mr. Morgan motioned to approve the Buildings, Finance and Activities Committee less item 1.0 #1. Mr. Pataky seconded the motion. A roll call vote was taken. All Directors were in favor and the motion carried 9-0.

Mr. Carr motioned to approved separated item 1.0 #1, Mrs. Mikesell seconded the motion. A roll call vote was taken, all Directors were in favor except Mrs. Ralston who voted "no". The motion carried 8-1.

#### NEW BUSINESS

1. Motion to approve the request from the Harmony Area School District to withdraw from the Clearfield County Career and Technical Center (CCCTC) effective at the end of the 2017-2018 school year, pending satisfactory completion of all financial obligations.

Mr. Carr motioned to approve new business item #1, Mr. Pataky seconded the motion. A roll call vote was taken, all Directors were in favor. The motion carried 9-0.

2. Approve the School Resource Officer Agreement with Lawrence Township.  
Allowing Administration to execute the agreement pending final solicitor approval.

Mrs. Ralston motioned to approved new business item #2, Dr. Spencer seconded the motion. A roll call vote was taken, all Directors were in favor. The motion carried 9-0.

3. Approval to pay our contribution of \$950.00 to The Teen Court of Clearfield County.

Dr. Spencer motioned to approve new business item #3, Mrs. Rothrock seconded the motion. A roll call vote was taken, all Directors were in favor. The motion carried 9-0.

4. Designate voting members for PSBA. Mrs. Caragein and Mr. Pataky volunteered.

Mr. Morgan motioned to approve new business item #4, Mrs. Mikesell seconded the motion. A roll call vote was taken, all Directors were in favor. The motion carried 9-0.

OLD BUSINESS      N/A

FINANCIAL REPORTS      Moved by Dr. Spencer and seconded by Mrs. Mikesell that all financial reports be accepted and filed for audit and that the bills be approved for payment subject to fund availability. The motion was unanimously approved 9-0.

ADJOURNMENT The Regular meeting adjourned at 6:42, the Board broke for executive session for personnel reasons.

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature

CURWENSVILLE AREA SCHOOL DISTRICT  
Curwensville, PA 16833

MINUTES, WORK SESSION/REGULAR MEETING HELD APRIL 12, 2018

The Curwensville Area School District Board of Directors met in Regular Session on Thursday, April 12, 2018 at 7:30 p.m. in the Board Room of the Administrative Offices at 650 Beech Street, Curwensville, PA. The meeting was called to order by President Mary Ann Rafferty with a few moments of silence followed by the Pledge of Allegiance.

ROLL CALL

Members present: Melissa Sopic, John Evanko, Doreen Hoover, Suzanne Mendat, Laura Pentz, Mary Ann Rafferty, Susan Wingard, Jeff Shaffer, Stephanie Errigo

Also present: Ronald Matchock, Superintendent; Paul Carr, Business Manager; Donna McGary, Board Secretary; Ken Veihdeffer, Elementary Principal; Shana Bailor, Supervisor of Special Education; Bill Hayward, High School Principal; Chris Marsh, Assistant High School Principal; Rebecca Miller, Carrie Tonelli and Kristen Ryan, Department Head/Grade Level Representatives; Wendy Shaffer, PTC President; Dianne Beyers, Progress Representative

WELCOME AND  
INTRODUCTIONS

Mrs. Rafferty welcomed all present.

AGENDA

Motion by Shaffer, seconded by Mendat to approve the agenda for the April 12, 2018 meeting.

Nine members voted affirmative. Motion carried.

MINUTES

Motion by Hoover, seconded by Shaffer to approve the minutes for the March 18, 2018 work session/regular meeting.

Nine members voted affirmative. Motion carried.

FINANCIAL STATEMENTS AND  
TREASURER'S REPORT

Motion by Wingard, seconded by Shaffer to approve the Treasurer's Report and the Financial Statements for March 2018 subject to audit.

Nine members voted affirmative. Motion carried.

ACCOUNTS PAYABLE

Motion by Shaffer seconded by Mendat to pay the bills as presented.

|                         |                   |
|-------------------------|-------------------|
| Paid to be approved     | \$1,875,510.97    |
| To be approved and paid | <u>233,322.23</u> |

\$2,103,833.20

Nine members voted affirmative. Motion carried.

DELEGATIONS

Student Recognition

Mrs. Rafferty presented Board Recognition Awards to Blake Passarelli for his 8<sup>th</sup> place finish and Seven McClure for his 4<sup>th</sup> place finish at the 2018 PIAA State Wrestling Championships.

PUBLIC COMMENT

Relating to Agenda Items Only

None.

COMMITTEE REPORTS

Safety

Mrs. Wingard reported that the committee met and that one worker's compensation claim was filed and yearly training was provided to all members.

Personnel

Ms. Errigo reported that interviews were held for an Elementary Learning Support Teacher and names will be brought before the board during executive session.

GRADE LEVEL/DEPARTMENT HEADS

ESL

Ms. Rebecca Miller reported on English as a Second Language classes noting that we have serviced 12 students since its inception. She also reported on the Mural Project she is working on with her elementary students. Three of her student artist attended: Nora Young, Mara Sheeder and Marley Gasper.

PTC

Mrs. Wendy Shaffer reported on the many activities sponsored by the PTC. Funds raised this year are being used to purchase new band instruments and playground equipment, along with supporting a field trip for each grade level.

Foreign Language

Mrs. Carrie Tonelli reported on what students in Spanish I, II and III are learning and that college credits will be available for some of the coursework she teaches. She also reported on the various sights students have experienced during their travels to NYC and abroad.

Math

Mrs. Kristen Ryan reported that the department is looking at new Algebra 2 textbooks and is looking to combine Pre-Calculus and Trigonometry in order for students to be able to then take Calculus.

ADMINISTRATIVE REPORTS

High School Principal

Mr. Hayward reported that he has attended two separate conferences concerning school safety since the Florida shooting where bullying and mental health issues were felt to be the biggest contributors to acts of violence. He is working with

students in our school to plan a week of activities focused on anti-bullying.

Supervisor of Special Education Mrs. Bailor presented a video of our life skills student's bocce ball team participating in Special Olympics.

Assistant High School Principal Mr. Marsh reported that PSSA testing is under way and that students are now scheduling under the new Sapphire program. He also thanked Ms. Bungo and her crew for their successful presentation of "Into the Woods".

Elementary Principal Mr. Veihdeffer reported on several events that will be taking place over the next few weeks. He announced that we have had 90 students registered Kindergarten next year and expects that number to rise over the summer.

BOARD REPORTS  
Career and Technology Center Mr. Shaffer reported that the budget was presented and that Curwensville will probably see an increase of 2 ½ %, \$16,000 to \$17,000, for the 2018-2019 school year due to Harmony's withdrawal.

C.I.U. Mrs. Rafferty reported that the committee was presented with information on Technology Providers and the board voted to approve agreements with Zito Business and Affiniti Evolved Connectons.

LEGISLATIVE Mrs. Wingard reported that work on the 2018-2019 state budget is on the agenda noting that the governor's proposed increase for basic and special education should not be taken for granted. School directors need to continue the case with their legislators for why increased funding is needed for special education. Senate Bill 2 for ESA vouchers remains in the Senate Education Committee and both the Senate and House are well aware of the opposition to the bill by school districts.

PRESIDENT Mrs. Rafferty reminded board members that they still need to contact their legislators to voice their opposition to Senate Bill 2.

SUPERINTENDENT Mr. Matchock shared information with the board concerning the effects Pre-School programs are having on Kindergarten readiness.

EXECUTIVE SESSION Motion by Shaffer, seconded by Hoover to go into Executive Session to discuss personnel at 8:37 p.m.

Nine members voted affirmative. Motion carried.

April 12, 2018 Work Session/Regular Meeting

REGULAR SESSION

Motion by Shaffer, seconded by Mendat to return to Regular Session at 8:56 p.m.

Nine members voted affirmative. Motion carried.

OLD BUSINESS

Policy Approval

Motion by Shaffer, seconded by Wingard to approve the second reading of the following policies:

Policy No. 611 – Items for Bid

Policy No. 626 – Procurement

Policy No. 906 – Public Complaint Procedures

Policy No. 918 – Title I Parent and Family Engagement

Nine members voted affirmative. Motion carried.

NEW BUSINESS

Motion by Shaffer, seconded by Mendat to approve the following:

RESIGNATIONS AND LEAVES

Mark Rudella

To accept the resignation of Mark Rudella, Technology Administrator, effective June 4, 2018.

Robin Butler

To accept the resignation for retirement purposes of Robin Butler, Elementary Teacher, effective the last day of the 2017-2018 school year.

Lisa Hoover

To approve an unpaid leave of absence for Lisa Hoover through the remainder of the 2017-2018 school year.

COACHING APPROVALS

Mark LeGars

To appoint Mark LeGars as a Volunteer Softball Coach for the 2017-2018 season effective immediately contingent upon receipt of appropriate clearance.

ATHLETIC OFFICIAL PAY RATE

To approve the Athletic Official Pay Rates as presented.

POOL ROOF REPLACEMENT

To award the Pool Roof Repair Bid to American Roofing, Inc. of Altoona in the amount of \$77,800.

MEETING CANCELLATION

To approve cancelling the April 16, 2018 regular board meeting.

Nine members voted affirmative. Motion carried.

EMPLOYMENT OF PERSONNEL

Motion by Shaffer, seconded by Errigo to approve the following:

Kylie Nixon

To appoint Kylie Nixon as an Elementary Learning Support Teacher on Step 2 effective August 24, 2018.

Lauren Holland

To appoint Lauren Holland as an Elementary Learning Support Teacher on Step 2 effective August 24, 2018

Roll call vote: Nine members voted affirmative. Motion carried.

HARMONY WITHDRAWAL Motion by Hoover, seconded by Shaffer to approve the request from the Harmony Area School District to withdraw from the Clearfield County Career and Technology Center (CCCTC) effective at the end of the 2017-2018 school year, pending satisfactory completion of all financial obligations.

Roll call vote: Nine members voted affirmative. Motion carried.

CESPA CONTRACT Motion by Shaffer, seconded by Pentz to approve the collective bargaining agreement between the Curwensville Educational Support Professionals Association and the Curwensville Area School District for a four-year term beginning July 1, 2018 and expiring June 30, 2022 as presented.

Roll call vote: Nine members voted affirmative. Motion carried.

PUBLIC COMMENT None.

ADJOURNMENT Motion by Shaffer, seconded by Pentz to adjourn at 9:04 pm.

Nine members voted affirmative. Motion carried.

An Executive Session was held immediately following adjournment.

Respectfully submitted,

Donna McGary  
Board Secretary

The April meeting of the Moshannon Valley Board of Education was held on April 16, 2018, in the District Office Board Room at the Moshannon Valley High School. President, Cassandra Kitko, called the meeting to order at 7:30 PM, beginning with the Pledge of Allegiance.

### ATTENDANCE

**Present:** Stacey Williams, Ruth Saupp, Albert Adams, Cassandra Kitko, John Bacher, Kris Bacher, Robert Reed, Larry Saupp

**Absent:** Nathan Dotts

**Solicitor:** David Consiglio

**Student Representatives:** Micah DeLattre, Jacob Matchok

### ADMINISTRATION ATTENDANCE

**Present:** Dr. John W. Zesiger, Superintendent, Kristofer Albright, High School Principal, Tracie Tomasko, Elementary Principal, Justin Fye, Assistant Principal, Wendy Payne, Special Education Supervisor, Jeff Sherkel, Maintenance Supervisor, Elsie Harchak, Business Manager/Board Secretary, Danielle Detwiler, Nutrition Group

### PRESENTATIONS

Aaron Wonderling presented his proposed Eagle Scout project to the board. The proposal is to build a practice pavilion for the football team. After discussion on the location of the pavilion, the board unanimously approved the projected. Dr. Zesiger will follow up on the location with Aaron Wonderling

### ADMINISTRATION REPORTS

Tracie Tomasko, Elementary Principal, reported on the following elementary activities and programs:

- Bethany Brown received the CIU 10 Galaxy Program Grant. The program will focus on creating tiles for the future elementary gardens. Kayla Frailey received \$435.95 from DonorsChoose .org
- The elementary PSSA testing schedule
- Earth Day, Friday April 20, Elementary spring band and choral concert, Knights, Camera, Action production of Jungle Book Kids
- Grade 6 School Board Challenge will take place prior to the May board meeting.

Kris Albright, High School Principal, reported on the following items:

- Moshannon Valley Community Education Foundation update
- School Security and Preparedness – CIU # TIG meeting, ALiCE refresher meeting, School Safety Threat Assessment training, 4/6/18.
- School Play- Suessical, Athletics, Students of the Month
- Professional Development on Differentiation in the classroom
- Student trips and competitions
- State testing schedule



Justin Fye, Assistant Principal, reported on the following items:

- Student discipline information shared during April staff meeting
- School Wide Positive Behavior Program activities

Wendy Payne, Special Education Supervisor, reported on the following:

- Upcoming field trips
- 6<sup>th</sup> grand transition meeting
- Plans for a carnival night on May 29

Jeffrey Sherkel, Maintenance Supervisor, reported on the following:

- Converted from coal to oil heat on April 12 , boiler PM to be complete in June
- Preparing and planning outside grounds repairs prior to the prom
- Planning the summer schedule for the custodial staff

Elsie Harchak, Business Manager/Food Service/Public Records Officer, reported on the following:

- The Finance committee met prior to the April board meeting
- The 18-19 Budget currently is at \$14,609,403 in revenue and \$15,010,475 in expenditures. The deficit is at \$401,072 with a 1 mil increase. The proposed budget will be presented for approval at the May board meeting.
- Working with PASBO and PDE on revised charter school tuition rates.

Danielle Detwiler, Food Service Director for Nutrition Inc reported on the following:

- Samples were provided of the high school special, the spring sandwich cookie
- Wellness Wednesday, the café will serve a Mediterranean Chic Pea Salad
- Friday the high school will have a cookout with a build your own burger bar and the elementary will have “build your own donuts” for breakfast

Dr. John W. Zesiger, Superintendent, reported on the following:

- Looking forward to working with KTH on the high school library renovation project
- PIAA Unified Bocce Team, we have a grant to cover all expenses except transportation.
- School Safety Bills – Met with Senate work group, hoping for sustained funding to improve our counseling
- School Climate team met in March goals focus on students, staff and parents/community
- Request to bid fencing project at elementary school and district bollard project

**MOTIONS LIST:**

**CONSENT**

Motion by Albert Adams, seconded by Ruth Saupp to approve consent motion – 1-5:

1. Field Trip Request from Jayne Kitko, Secondary Guidance Counselor, to take the 8th Grade students to tour the Clearfield County Career and Technology Center on Monday, May 7, 2018. Budgeted transportation cost is \$235 (2 buses).
2. Field Trip Request from the Special Education Department to take the Life Skills Class (14 students) to the Fishing Derby sponsored by the Morann Sportsmans Club held at Mountz Memorial Park (Janesville Dam) on Friday, May 18, 2018. Budgeted transportation cost is \$14.
3. Field Trip Request from Rudy Kowalczyk, Advisor, to take the 11th grade yearbook students to participate in the Spring training workshop offered by Jostens in State College, PA, on May 18, 2018. Budgeted transportation costs of \$206.70 provided by H.V. Camberg Services, Inc
4. Field Trip Request from Justine Washic, Play Director, for the MVHS Drama Club cast to attend the Isaacs Ceremony at the Mishler Theater on Sunday, May 27, 2018. Ceremony is slated to begin at 7:30 pm. Transportation costs to be incurred by the Drama Club
5. Motion to approve the request from the Harmony Area School District to withdraw from the Clearfield County Career and Technical Center (CCCTC) effective at the end of the 2017-2018 school year, pending satisfactory completion of all financial obligations.

**ALL IN FAVOR- AYE**

**MOTION CARRIED**

## MINUTES

Motion by Robert Reed seconded by Stacey Warrick Williams to approve minutes as presented, subject to audit:

- *Regular Meeting – March, 2018*

**ALL IN FAVOR: AYE**

**MOTION CARRIED**

## PERSONNEL

Motion by Albert Adams, seconded by Larry Saupp to approve personnel motions – 1-3:

1. Resignation of Randy Jordan, full-time Custodian, effective April 19, 2018. .
2. Advertise for a full time custodian.
3. Addition of Danelle Berg, Scott Berg, Linde Collingwood, Jesse Lamison, Valerie Shipley (*pending receipt of PA Child Abuse History Clearance*), Richard Wharton, and Susan Wharton to the District Volunteer List.

**ALL IN FAVOR: AYE**

**MOTIONS CARRIED**

**EXTRA-CURRICULAR**

Motion by Stacey Williams, seconded by Albert Adams to approve extra-curricular motion 1-2:

1. Approve PIAA Special Olympics Bocce Program with all costs except transportation paid by a Special Olympics grant.
2. Appointment of Brandi Evans as Junior High Cheerleading Advisor with salary pursuant to the MVEA Collective Bargaining Agreement.

**ALL IN FAVOR: AYE**

**MOTION CARRIED**

**PROGRAMS/CURRICULUM**

Motion by Larry Saupp, seconded by Robert Reed to approve program curricular motion 1-4:

1. Letter of Agreement with Cen-Clear Child Services, Inc., pertaining to Head Start, Pre-K Program, and Summer Kindergarten Readiness Program.
2. Two-year Linkage Agreement with Universal Community Behavioral Health, The Meadows, for the purpose of care coordination, referral, service availability, and information exchange.
3. Purchase of Career Cruising for College and Career Readiness tracking (K-12) at an initial cost of \$3,919.30 and annual fees of \$2,869.00. Expenses budgeted in the technology budget.
4. Purchase of HS subscription to edmentum (Study Island - ELA, Math, Science) programs for supplemental instruction/remediation for grades 7-12 at a budgeted technology cost of \$2,300.00 and annual fees.

**ALL IN FAVOR: AYE**

**MOTION CARRIED**

**POLICIES AND PROCEDURES**

Motion by Stacey Williams, seconded by Robert Reed to approve policy and procedures motions – 1-11:

1. Second reading of Policy 004.1, Local Board Procedures, entitled “Student Representative.”
2. Second reading of Policy 005, Local Board Procedures, entitled “Organization.” *See Policies for Approval Folder.*

3. Second reading of Policy 110, Programs, entitled "Instructional Supplies." *See Policies for Approval Folder.*
4. Second reading of Policy 143, Programs, entitled "Standards for Persistently Dangerous Schools." *See Policies for Approval Folder.*
5. Second reading of Policy 144, Programs, entitled "Standards for Victims of Violent Crimes." *See Policies for Approval Folder.*
6. Second reading of Policy 800, Operations, entitled "Records Management." *See Policies for Approval Folder.*
7. First reading of Policy 201, Pupils, entitled "Admission of Students." *See Policies for Approval Folder.*
8. First reading of Policy 202, Pupils, entitled "Eligibility of Nonresident Students." *See Policies for Approval Folder.*
9. First reading of Policy 206, Pupils, entitled "Assignment within District." *See Policies for Approval Folder.*
10. First reading of Policy 209, Pupils, entitled "Health Examinations/Screenings." *See Policies for Approval Folder.*
11. First reading of Policy 211, Pupils, entitled "Student Accident Insurance." *See Policies for Approval Folder.*

***ALL IN FAVOR: AYE***

***MOTIONS CARRIED***

|                             |
|-----------------------------|
| <b>BUILDING AND GROUNDS</b> |
|-----------------------------|

Motion by Albert Adams, seconded by Larry Saupp to approve building and grounds motions 1-4:

1. Permission to bid the elementary fencing project.
2. Permission to bid the High School and Elementary School bollard project.
3. Approval to contract with KTH Architects for the Architectural & Engineering Services HS/ES Library Renovation proposal at fees of \$24,000 and estimated expenses of \$1,000, to be paid with Capital Reserve Funds.
4. HVAC - Proposal from FIT to replace two (2), 5 hp 460v Square D Variable Frequency Drives for the high school auditorium for \$9,900.

***ALL IN FAVOR: AYE***

***MOTIONS CARRIED***

**FISCAL**

Motion by Larry Saupp, seconded by Robert Reed to approve fiscal motions 1-4:

1. The following financial reports:
  - a. General Funds Balance Sheets, Summary Revenue and Expenditure Report, Tax Comparison Chart
  - b. Athletic Association Report and Student Activity Account Report
  - c. Athletic Fund Report
  - d. Special Cafeteria Report and Bills
  - e. General Bills, Special Grant/Federal Projects Bills and Renovation/Construction Bills
  - f. Interfund Transfers, General Fund Budget Transfers and Budget Amendments
  - g. Investment Report
  - h. Bids
2. Annual local audit services for 2017-18 and GASB 68 from Baker Tilly in the amount of \$20,000, which is the same price as previous years.
3. Reimburse Bigler Township Tax Collector, Brenda Campolong, \$106 for 2018 RAK software.
4. Request proposals for new district phone system with intent of installation during the summer (18-19 Capital Reserve).

**ALL IN FAVOR: AYE**  
**MOTIONS CARRIED**

**Information Item(s):**

- Proposed 18-19 budget as of April 16, 2018 - Revenue \$14,609,403; Expenditures \$15,010,475, deficit \$401,072, with 1 mil built into local revenue. The finance committee met prior to the regular board meeting to review 18-19 expenditures. We will have the proposed budget on the agenda for board approval at the May regular meeting.
- PDE informed districts they are no longer calculating the charter school tuition rate. We are working with PSBO and PDE on how the 18-19 charter tuition rates will be set.

**ADJOURNMENT**

Motion to adjourn at 8:08 PM by Albert Adams, seconded by Larry Saupp.

\_\_\_\_\_  
Elsie Harchak, Board Secretary

# PHILIPSBURG-OSCEOLA AREA SCHOOL DISTRICT

## Monthly Voting Meeting – April 24, 2018, 7:00 PM

Philipsburg-Osceola Middle School Board Room



**BOARD MEMBERS PRESENT:** Mrs. Linda Bush, Mr. Mel Curtis, Mrs. Dana Droll, Mr. Robert Miller, Mrs. Rebecca Timchak.

**BOARD MEMBERS ABSENT:** Mr. Tod Jeffries, Mrs. Nancy Lamb, Mr. Robert Massung, Ms. Susan McGee.

The April 24, 2018, Regular Voting Meeting of the Philipsburg-Osceola Area Board of School Directors was called to order at 7:05 p.m. by Mrs. Rebecca Timchak, Board President. Roll call was taken with five members present and four members absent.

The Pledge of Allegiance was recited.

There were no visitors to be recognized.

There was a motion by Mr. Miller and seconded by Mr. Curtis to approve the April 10, 2018, Committee Meeting Minutes as presented. **ROLL CALL VOTE: YES – 5, NO - 0, motion carried unanimously.**

There was a motion by Mr. Curtis and seconded by Mr. Miller to approve the April 10, 2018, Special Voting Meeting Minutes as presented. **ROLL CALL VOTE: YES 5, NO - 0, motion carried unanimously.**

Mrs. Timchak noted that there was an executive session for personnel from 6:30 p.m. to 7:05 p.m.

Mrs. Timchak directed the following motions be presented.

**A. BUDGET, FINANCE & TRANSPORTATION - \*Mr. Miller & Mr. Curtis**

1. **CONSTRUCTION BILL:** Motion to approve a construction bill totaling \$15,770 for work done at the athletic fields (see attached).
2. **HARMONY SCHOOL DISTRICT:** Motion to approve the request from Harmony Area School District to withdraw from the Clearfield County Career and

Technical Center (CCCTC), effective at the end of the 2017-2018 school year, pending satisfactory completion of all financial obligations.

6. **VAN DRIVER:** Motion to approve the following van driver for the 2017-18 school year: James McClure.
7. **CENCLEAR AGREEMENT:** Motion to accept the Letter of Agreement between CenClear and the District addressing areas of collaboration related to serving preschool children residing in the District.
8. **MEADOWS LETTER OF AGREEMENT:** Motion to accept the Letter Agreement between the Meadows Universal Community Behavioral Health and the Philipsburg-Osceola Area School District for the purpose of care coordination, referral, service availability, and information exchange. This agreement will remain in effect for two (2) years or unless revoked by written notification.

**B. BUILDING AND GROUNDS** - \*Mr. Curtis & Ms. McGee

**C. COMMUNITY RELATIONS** – \*Mr. Jeffries & Mr. Miller

**D. CURRICULUM, INSTRUCTION & ASSESSMENT** – \*Mrs. Lamb & Mrs. Bush

1. **FIELD TRIP REQUESTS:** Motion to approve the field trip requests as presented.
2. **TENTATIVE 2017-18 GRADUATION LIST:** Motion to approve the tentative 2017-2018 Graduation List as presented by Administration.

**E. PERSONNEL COMMITTEE** - \*Mrs. Bush & Mrs. Lamb

1. **RETIREMENT:** Motion to accept the resignation of Debra Carpenter for retirement purposes, effective June 30, 2018.
2. **RETIREMENT:** Motion to accept the resignation of Shelly Maurer for retirement purposes, effective June 30, 2018.
3. **CLOSE FULL-TIME POSITION:** Motion to close a full-time second shift custodial position at the Middle School, effective March 4, 2018.
4. **CREATE PART-TIME POSITIONS:** Motion to create three (3) 5.0 hour District wide custodial positions, effective April 25, 2018.

5. **POST PART-TIME POSITIONS:** Motion post three (3) 5.0 hour District wide custodial positions, posting retroactive to March 28, 2018.
7. **CLOSE FULL-TIME POSITION:** Motion to close a full-time second shift custodial position at the Senior High School, effective July 1, 2018.
8. **CREATE POSITIONS:** Motion to create two (2) 5.0 hour District wide custodial positions, effective July 1, 2018.
9. **POST PART-TIME POSITION:** Motion to post two (2) 5.0 hour District wide custodial positions, posting effective immediately.
10. **HIRE SUBSTITUTE CUSTODIAN:** Motion to hire Rick Dullen and Joseph Guthridge as custodial substitutes, effective April 6, 2018.
11. **EXTENDED SCHOOL YEAR POSITIONS:** Motion to approve posting the following extended school year positions for the summer of 2018, posting effective April 6, 2018:

- Special Education Teachers (at least 3)
- District Wide Special Education Assistants (at least 5)
- Speech Therapist (1)

12. **HIRE EXTENDED SCHOOL YEAR POSITIONS:** Motion to approve the following individuals for extended school year positions for the summer of 2018:

**NURSES**

Bamat, Michelle  
Price, Alyssa

**SPEECH**

Parks, Danielle

**OT**

Yanock, Kylie

**TEACHERS**

Dale, Deb  
Lytle, Lacey  
McCully, Sara  
Parks, Terry

**PARAPROFESSIONALS**

Baughman, Brenda  
Conklin, Holly  
Fluke, Kim  
Glessner, Angie  
Hale, Tara  
Houchins, Kim  
Husar, Donna  
Scalzo, Mary  
Siegfried, Nan  
Shimmel, Lori  
Thompson, Mindy  
Voigt, Dana

13. **UNPAID DAYS:** Motion to approve a request from a part-time custodian for unpaid days on June 27 and 28, 2018, due to exhausting all personal days; sick days cannot be used for the reason requested.



14. **UNPAID DAYS:** Motion to approve a request from a part-time custodian for unpaid days on August 15 and 16, 2018, due to exhausting all personal days; sick days cannot be used for the reason requested.
15. **UNPAID DAYS:** Motion to approve a request from a part-time paraprofessional for unpaid days on March 5 and March 27, 2018, due to exhausting all sick and personal days.
16. **UNPAID DAYS:** Motion to approve a request from a teacher for unpaid days on March 22 and 23, 2018, due to exhausting all sick and personal days.
17. **UNPAID DAYS:** Motion to approve a request from a full-time maintenance employee for unpaid days on March 5, 7, 8, 12, 14, 15, 16, 20, 22, 23, and 26, 2018, due to exhausting all sick and personal days.
18. **UNPAID DAYS:** Motion to approve a request from a part-time paraprofessional for unpaid days on May 10 and May 18, 2018, due to exhausting all personal days; sick days cannot be used.
19. **FMLA MEMORANDUM OF AGREEMENT:** Motion to approve a request from a part-time paraprofessional for a FMLA Memorandum of Agreement as presented.
20. **RESIGNATION:** Motion to accept the resignation of Joanna Latosky as the Right to Know Officer, effective immediately.
21. **RIGHT TO KNOW OFFICER:** Motion to approve Veronica Lukaschunis as the Right to Know Officer, effective immediately.

**F. POLICY COMMITTEE – \*Ms. McGee & Mr. Massung**

**G. STUDENT AFFAIRS, EXTRA-CURRICULAR, DRUG & ALCOHOL PREVENTION, & STUDENT DISCIPLINE – \*Mrs. Droll and Mr. Jeffries**

1. **POSITION VOLUNTEERS:** Motion to approve the following Position Volunteers for the 2017-18 school year.

Albright, Greg  
Albright, Kaity  
Albright, Lindsey

Appleyard, Michael  
Appleyard, Nicole  
Auman, Timothy

Barnett, Christopher  
Barnett, Elizabeth  
Baughman, Jeffery

Agenda – Regular Voting Meeting – April 24, 2018

|                      |                      |                    |
|----------------------|----------------------|--------------------|
| Belinda, Rebecca     | Hutton, Robert       | Pearce, Daphnie    |
| Bender, Natalie      | Johnson, Matthew     | Peters, Jenny      |
| Candelara, Maria     | Johnson, Sherry      | Pifer, Amy         |
| Chverchko, Matt      | Kaczorowski, Heather | Pollisio, Barbara  |
| Conklin, Amber       | Kephart, Scott       | Ralston, Denise    |
| Coudriet, Karla      | Kephart, Tracy       | Raymond, Whitney   |
| Cowher, Julie        | Koptchak, Rachael    | Sankey, Brenda     |
| Coyne, Angela        | Koptchak, Thomas     | Selvage, Ashley    |
| Curtorillo, Danielle | Kowalcyk, Amber      | Slogosky, Mary     |
| DeSimone, Karen      | Kyler, Dawn          | Smith, Mandy       |
| Dickson, Amanda      | Levonick, Ambra      | Springer, Dana     |
| Dugan, Heidi         | Lumadue, Mandy       | Suhoney, Lisa      |
| Dunsmore, Danielle   | Luzier, Rachel       | Thompson, Roseanna |
| Emigh, Mallory       | Mandell, Susan       | Vaughn, Brandi     |
| English, Randi       | Martell, Marvin III  | Vesnesky, Amber    |
| Fenton, Kristina     | McGarry, Melva       | Walborn, Shannon   |
| Gheen, Jessica       | Miller, Kelly        | Wallace, Brian     |
| Hampton, Shannon     | Myers, Heidi         | Wayland, Jill      |
| Hazelton, Kelly      | Millward, Kristen    | Wisor, Tia         |
| Henry, Vickie        | Minarchick, David    | Womer, Carol       |
| Holencik, Kimberly   | Moore, Valerie       | Yoder, Amy         |
| Hunter, Euphemia     | Ohs, Kalen           | Yoder, Dave        |

2. **EXTRA-CURRICULAR POSITIONS:** Motion to approve the following persons for extra-curricular positions for the 2018-19 school year:

| <u>Name</u>       | <u>Sports/Activity</u>        | <u>Remuneration</u> |
|-------------------|-------------------------------|---------------------|
| Bainey, Connie    | Band Volunteer                | Volunteer           |
| Barnhart, Elaine  | Band Volunteer                | Volunteer           |
| Belko, Amy Jo     | Chorus Volunteer              | Volunteer           |
| Bock, Brenda      | Band Volunteer                | Volunteer           |
| Claycomb, Amber   | MS Assistant Volleyball Coach | per the Contract    |
| Harper, Dawn      | Summer MS Bandfront Director  | per the Contract    |
| Harper, Jim       | Band Volunteer                | Volunteer           |
| Herr, Michael     | Softball Volunteer            | Volunteer           |
| Lanager, Renee    | Assistant Cross Country Coach | per the Contract    |
| Long, Susan       | Band Volunteer                | Volunteer           |
| Massung, Michelle | Band Volunteer                | Volunteer           |
| Massung, Robert   | Band Volunteer                | Volunteer           |
| Meyers, Eileen    | Band Volunteer                | Volunteer           |
| Miller, Heather   | Summer SH Band Front Director | per the Contract    |
| Petro, April      | Band Volunteer                | Volunteer           |
| Petro, Tom        | Band Volunteer                | Volunteer           |
| Rea, Lois         | Band Volunteer                | Volunteer           |
| Sinclair, Amy     | Band Volunteer                | Volunteer           |

Agenda – Regular Voting Meeting – April 24, 2018

|                  |                                  |                  |
|------------------|----------------------------------|------------------|
| Sperslage, Amber | Band Volunteer                   | Volunteer        |
| Winters, Traci   | Band Volunteer                   | Volunteer        |
| Wisor, Tia       | Band Volunteer                   | Volunteer        |
| Woods, Amanda    | Summer Senior High Band Director | per the Contract |

3. **RESIGNATION:** Motion to accept the resignation of Katherin Momenzadeh as Academic Decathlon Co-Coach, effective immediately.
4. **POST CO-COACH POSITION:** Motion to post an Academic Decathlon Co-Coach position for the 2018-19 school year.

**H. TECHNOLOGY** – \* Mr. Massung and Mrs. Droll

**CONSENT AGENDA:** There was a motion by Mr. Curtis and seconded by Mr. Miller to approve the Consent Agenda with the exception of motions A3, A4, A5, E6, E22, G5, and G6. **ROLL CALL VOTE: YES – 5, NO – 0, motion carried unanimously.**

The following motions(s) were pulled from the consent agenda for further discussion.

**A. BUDGET, FINANCE & TRANSPORTATION** - \*Mr. Miller & Mr. Curtis

3. **PROPOSED GENERAL FUND BUDGET:** Motion by Mr. Miller and seconded by Mr. Curtis to approve the Proposed General Fund 2018-19 Budget for \$31,830,070 (see attached). **ROLL CALL VOTE: YES – 5, no – 0, motion carried unanimously.**
4. **PROPOSED ATHLETIC 2018-19 BUDGET:** Motion by Mr. Miller and seconded by Mrs. Bush to approve the Proposed Athletic 2018-19 Budget for \$574,991 (see attached). **ROLL CALL VOTE: YES – 5, NO – 0, motion carried unanimously.**
5. **PROPOSED FOOD SERVICE 2018-19 BUDGET:** Motion by Mr. Miller and seconded by Mrs. Bush to approve the Proposed Food Service 2018-19 Budget for \$1,144,694 (see attached). **ROLL CALL VOTE: YES – 5, NO – 0, motion carried unanimously.**

**E. PERSONNEL COMMITTEE** - \*Mrs. Bush & Mrs. Lamb

6. **HIRE CUSTODIANS:** Motion by Mrs. Bush and seconded by Mr. Miller to hire Richard Bell, Marjorie Droll, Rick Dullen, and Joseph Mayes as 5.0 hour District wide custodians, effective April 30, 2018. **ROLL CALL VOTE: YES – 3, NO – 0, ABSTAIN – 2 (Mrs. Droll and Mrs. Timchak), motion carried.**
  
22. **CLOSE CLASSROOM:** Motion by Mrs. Bush and seconded by Mr. Miller to close a fourth grade classroom at the Osceola Mills Elementary School, effective June 2, 2018. **ROLL CALL VOTE: YES – 5, NO – 0, motion carried unanimously.**
  
- G. STUDENT AFFAIRS, EXTRA-CURRICULAR, DRUG & ALCOHOL PREVENTION, & STUDENT DISCIPLINE – \*Mrs. Droll and Mr. Jeffries**
  
5. **RESIGNATION:** Motion by Mrs. Droll and seconded by Mr. Miller to accept the resignation of Head Football Coach, Michael Mann, effective immediately. **ROLL CALL VOTE: YES – 5, NO – 0, motion carried unanimously.**
  
6. **HIRE INTERIM COACH:** Motion by Mrs. Droll and seconded by Mr. Curtis to hire Brian McGonigal as interim Head Varsity Football Coach, effective immediately. **ROLL CALL VOTE: YES – 5, NO – 0, motion carried unanimously.**

There was a motion made by Mr. Miller and seconded by Mr. Curtis to adjourn the meeting; the meeting adjourned at 7:19 p.m.

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Veronica F. Lukaschunis, School Board Secretary

WEST BRANCH AREA SCHOOL DISTRICT

REGULAR SESSION

APRIL 23, 2018

Members Present: Joseph M. Kovalcin, Melvin Smeal, Paul Carr, Chad Diviney, Don Yontosh, Tom Veres, Christina Brown, Larry Allen

Members Absent:

Media Present: The Progress News

Administration Present: Nik Bisko, Mark Mitchell, Michelle Dutrow, David Williamson, Tiffany English, Joseph Holenchik, Dave Nelson, Jason McMillen

Others Present: Holly Petriskey, Ron Mollura, Jen Weaver, Becky Shaw

**OPENING EXERCISES**

President Joseph Kovalcin called the meeting to order at 6:38 p.m. All present were asked to stand and pledge allegiance to the American Flag.

**MINUTES**

Mr. Don Yontosh, in the form of a motion, recommended to approve the meeting minutes from March 26, 2018. Mr. Mel Smeal seconded the motion, and it was carried with a vote of 9-0-0.

**ADMINISTRATIVE REPORTS**

Mark Mitchell, Elementary Principal:

- STEAM Day – May 9<sup>th</sup>, 5<sup>th</sup> & 6<sup>th</sup> Grade students
- Music Fest – May 11, West Branch is hosting
- PSSA – ELA and Math completed. Science started this week.
- Night on the Red Carpet – Elementary Awards Night, Math 14<sup>th</sup>

Joseph Holenchik, Secondary Principal:

- 8<sup>th</sup> Grade Parent Meeting – Guidance held 8<sup>th</sup> Grade Parent Meeting to discuss graduation requirements, credits, etc.
- Concerts – JHS Band-May 2; JHS Chorus-May 8; STEAM-Activity Day for Grades 7/8-May 9; Keystone Testing-May 14-25; Senior Awards-May 16.
- Project Based Assessments – still ongoing, many students have completed
- PSSA – Almost completed. 8<sup>th</sup> Grade Science Remains and make-up testing

Allison Koleno, Principal of Special Student Services:

- Mrs. Koleno was absent from the meeting but provided the board with her report.

David Williamson, Athletic Director / Pupil Services Coordinator:

- Attendance – provided the attendance comparison to date.
- PreK Registration – attended Kindergarten registration
- Spring Athletics – continuing to get the fields ready and rescheduling games

Dave Nelson, Maintenance Supervisor:

- Biomass – still running

- Fields – continuing to work to get the baseball and softball fields ready for ball games
- Paving – paving will be done once the weather dries up

Nik Bisko, Technology Administrator:

- Budget – getting quotes for summer projects
- Walk Thru – Mr. Smeal was in and walked thru the building and the Technology Department showed him how the camera worked and their plan to implement the new cameras.
- Brandon Evans – took first place in the USA Skills competition for Cyber Security. He will compete in Louisville, KY.

Tiffany English, Food Service Manager:

- Cafeteria Events – Elementary held Dr. Seuss's Birthday and decorated donuts for breakfast, High School had Spring Sandwich Cookies and Ruby's Red Pasta.
- Café Numbers – A la Carte is up \$700

Jason McMillen, Business Manager:

- Budget – working on Budget for the upcoming school year, upcoming committee meeting is scheduled for May 9.
- 2018-2019 Budget – expenditures approximately deficit \$1.3 Mil. Slightly better than the 2017-2018 deficit of \$1.4 Mil.
- Driver's Ed Car – should be delivered by end of April but have not heard anything from the dealership.

CIU:

- Meeting will be held at 6:00 p.m. in State College, Thursday, April 26, 2018
- ALiCE Training will be held at West Branch on June 26 and 27.

CCCTC

- Budget season
- All other items going well

## **PERSONNEL**

D. Sones  
Transfer      Mr. Don Yontosh, in the form of a motion, recommended to approve the transfer of Deb Sones, from 3<sup>rd</sup> shift custodian to 2<sup>nd</sup> shift custodian, effective June 4, 2018. (Ms. Sones will be replacing Doug Rolley, due to retirement, March Board Agenda, Personnel #1)  
Mr. Paul Carr seconded the motions and they were carried with a vote of 9-0-0.

ESY              Mr. Don Yontosh, in the form of a motion, recommended to approve the following motions:

Mark Norris, Casey Lindstrom, Erin Johnson and Sherri McGarvey as Extended School Year Teachers at the contracted rate of \$24/hr., for the 2017—2018 school year.

Amanda Harris as Extended School Year Speech Therapist at the contracted rate of \$24/hr., for the 2017—2018 school year.

Pam Warsing as Extended School Year Nurse at her current rate, for the 2017—2018 school year.

Tina Kolesar and Cindy Michaels as Extended School Year Classroom Paraprofessional at their current contractual rate, for the 2017—2018 school year.

Cheri Cantolina as Extended School Year teacher substitutes, as needed, at the contracted rate of \$24/hr., for the 2017—2018 school year.

Brenda Fye as Extended School Year Paraprofessional substitutes, as needed, at her current contracted rate, for the 2017—2018 school year.

Mr. Paul Carr seconded the motions and they were carried with a vote of 9-0-0.

Volunteer Mr. Don Yontosh, in the form of a motion, recommended to approve Mary Hudish, Renin Reitz and Shane Michael to the volunteer list. All paperwork has been received. Mr. Mel Smeal seconded the motion and it was carried with a vote of 9-0-0.

## **EDUCATION**

Fieldtrips Mr. Don Yontosh, in the form of a motion, recommended to approve the following motions:

Envirothon Team field trip to Curwensville Dam on May 1, 2018. Cost to the District: 3 substitutes and transportation (Budgeted: 2017-2018 HS). There is no cost to the student. (Information Only: 25 students will be attending the trip. Chaperones are Phil Wood, Dave Learish and Dan Socash).

Envirothon Team field trip to Parker Dam on April 18, 2018. Cost to the District: 2 substitutes and transportation (Budgeted: 2017-2018 HS). There is no cost to the student. (Information Only: 25 students will be attending the trip. Chaperones are Phil Wood and Dan Socash).

Guidance field trip to the Clearfield County Career and Technology Center on May 8, 2018. Cost to the District: 2 buses and 1 substitute. Cost to the student: none. (Information Only: Approximately 90 students will be attending the trip. Chaperones are Kim Hubler, Dan Socash, Jen Porter and Kevin Hubler)

Mr. Paul Carr seconded the motion and it was carried with a vote of 9-0-0.

Harmony removed from CCCTC Mr. Don Yontosh, in the form of a motion, recommended to approve the request from Harmony Area School District to withdraw from the Clearfield County Career and Technology Center (CCCTC) effective at the end of the 2017 – 2018 school year, pending satisfactory completion of all financial obligations. Mr. Larry Allen seconded the motion and it was carried with a vote of 9-0-0.

Field Trip Mr. Paul Carr, in the form of a motion, recommended to approve the History Class to go to Peale Mining Town on April 27, 2018. Cost to the District is 1 school van and there is no cost to the student. (Information Only: 9 students will be attending the trip. Chaperone is Joe Matson) Mr. Robert Seprish seconded the motion and it was carried with a vote of 9-0-0.

Elem Book Order Mr. Don Yontosh, in the form of a motion, recommended to Elementary Library book order in the amount of \$496.77. (Funding is PreK Counts 2017 – 2018). Mr. Paul Carr seconded the motion and it was carried with a vote of 9-0-0.

## **POLICY**

1<sup>st</sup> Reading

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

1. Policy 105 – Curriculum
2. Policy 138 – Language Instruction Educational Program for English Learners
3. Policy 239 – Foreign Exchange Students

4. Policy 906 -- Public Complaint Procedures
5. Policy 918 -- Title I Parent and Family Engagement

Mr. Mel Smeal seconded the motion and they were carried with a vote of 9-0-0.

Mr. Smeal asked if there was something wrong with the coaches that they are changing positions. Mrs. Dutrow replied that it works better for their schedules for coaching the students in the programs.

### **TRANSPORTATION & ATHLETICS**

Coach  
Transfers

Mr. Don Yontosh, in the form of a motion, recommended to approve the following motions:

Administrative transfer of Alicia Lutz from the position of Head Jr. High Girls Soccer Coach to the position of Assistant Varsity Girls Soccer Coach for the 2018 – 2019 school year.

Administrative transfer of Andrew Simler from the position of Assistant Varsity Girls Soccer Coach to the position of Head Jr. High Girls Soccer Coach for the 2018 – 2019 school year.

Administrative transfer of Casey Lindstrom from the position of JV Cheerleading Advisor to the position of Jr. High Cheerleading Advisor for the 2018 – 2019 school year.

Administrative transfer of Kara McGarry from the position of Jr. High Cheerleading Advisor to the position of JV Cheerleading Advisor for the 2018 – 2019 school year.

Mr. Paul Carr seconded the motion and they were carried with a vote of 9-0-0.

### **FINANCE & PURCHASE**

Disburse-  
ments

Mr. Paul Carr, in the form of a motion, recommended to approve the disbursements from March / April 2018.

|                      |                    |  |
|----------------------|--------------------|--|
| \$ 62,413.55         | Cafeteria Account  | checks 4234 through 4239                               |
| \$ 566,378.86        | General Account    | checks 50108, 50110-50127,<br>50129-50131, 50133-50222 |
| <u>\$ 628,378.86</u> | <b>GRAND TOTAL</b> |  |

Mr. Don Yontosh seconded the motion, and it carried with a vote of 9-0-0.

Mr. Paul Carr, in the form of a motion, recommended to approve the disbursements from March / April 2018.

|                   |                    |                               |
|-------------------|--------------------|-------------------------------|
| \$4,493.87        | General Account    | Checks 50109,<br>50128, 50132 |
| <u>\$4,493.87</u> | <b>GRAND TOTAL</b> |                               |

Mr. Carr abstained due to vendor being a sibling.

Mr. Mel Smeal seconded the motion, and it carried with a vote of 9-0-0.

Mr. Paul Carr, in the form of a motion, recommended to approve the following motions:



Treasurers Report /  
Activity Acct. Approve the Treasurers Report for March 2018.

Approve the Activity Account for March 2018.

Mr. Don Yontosh seconded the motion and it was carried with a vote of 9-0-0.

Nutrition Contract

Mr. Robert Seprish, in the form of a motion, recommended to renew the food service management contract with The Nutrition Group for the 2018—2019 school year. Mr. Don Yontosh seconded the motion, and it carried with a vote of 8-1-0. Mr. Carr – no; Mr. Seprish – yes; Mr. Veres – yes; Mrs. Brown – yes; Mr. Smeal – yes; Mr. Diviney – yes; Mr. Yontosh – yes; Mr. Kovalcin. 8 – yes; 1 – no.

### **OTHER BUSINESS**

Mr. Diviney asked if the crosswalk proposal would be resubmitted and what the timeline would be. Mrs. Dutrow responded that they could resubmit in the fall. The sidewalk would have to be placed towards the elementary end of the building due to the “wet lands” at the front of the property. Mr. Diviney asked if they could look into the location again.

### **ADJOURNMENT**

Mr. Don Yontosh, in the form of a motion, recommended to adjourn the meeting 7:41 p.m. Mr. Larry Allen seconded the motion and it carried with a vote of 9-0-0.

Respectively Submitted,

Kasi Woodring  
Secretary to the Board of Education

- List of approved programs currently offered at the CTC by Classification of Instructional Program number and title.



**PENNSYLVANIA DEPARTMENT OF EDUCATION  
CAREER AND TECHNICAL EDUCATION INFORMATION SYSTEM**

PDE-320

DATE : 6/15/2018

FOR SCHOOL YEAR 2018-2019

School Number School Name, Address and Phone

5278 Clearfield County CTC, 1620 River Road Clearfield, PA 16830-9702 Phone: (814) 765-5308

| CIP Code | CIP Title  | Program Type     | Program Start Year |
|----------|--|------------------|--------------------|
| 12.0401  | Cosmetology/Cosmetologist, General   | Tech Prep        | 2012-2013          |
| 12.0608  | Institutional Food Workers   | Program of Study | 2011-2012          |
| 15.1202  | Computer Technology/Computer Systems Technology  | Program of Study | 2013-2014          |
| 15.1301  | Drafting and Design Technology/Technician, General   | Program of Study | 2017-2018          |
| 15.1303  | Architectural Drafting and Architectural CAD/CADD  | Tech Prep        | 2012-2013          |
| 32.0105  | Job-Seeking/Changing Skills  | Occupational     | 1997-1998          |
| 46.0101  | Mason/Masonry  | Program of Study | 2011-2012          |
| 46.0201  | Carpentry/Carpenter  | Program of Study | 2011-2012          |
| 46.0399  | Electrical and Power Transmission Installers, Other  | Program of Study | 2011-2012          |
| 47.0201  | Heating, Air Conditioning, Ventilation and Refrigeration Maintenance Technology/Technician | Program of Study | 2017-2018          |
| 47.0603  | Autobody/Collision and Repair Technology/Technician  | Program of Study | 2011-2012          |
| 47.0604  | Automobile/Automotive Mechanics Technology/Technician                                      | Program of Study | 2011-2012          |
| 47.0613  | Medium/Heavy Vehicle and Truck Technology/Technician                                       | Program of Study | 2011-2012          |
| 48.0501  | Machine Tool Technology/Machinist  | Program of Study | 2015-2016          |
| 48.0508  | Welding Technology/Welder  | Program of Study | 2011-2012          |
| 51.0899  | Health/Medical Assisting Services, Other   | Program of Study | 2009-2010          |
| 52.0401  | Administrative Assistant and Secretarial Science, General                                  | Program of Study | 2011-2012          |
| 52.1801  | Sales, Distribution and Marketing Operations, General                                      | Program of Study | 2012-2013          |

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