

**WATTSBURG AREA SCHOOL DISTRICT  
WORK SESSION MINUTES  
October 10, 2011**

The meeting of the Regular Work Session was convened on October 10, 2011 at 7:05 p.m.

Eric Duda, Kerry Duncan, Nancy McNally, John Rzepka, Ed Snippert, Ken Watkins and Joseph Walko were present. Bruce McCall and Linda Smith was absent. Nancy Sadaly, Tom Rinke, and Steve Maksimuk were also present together with other interested persons.

Roll Call

Sandy Metzler addressed the Board regarding Wattsburg Education Association matters.

Visitors and Guests

Motion by Mr. Duda, seconded by Mrs. McNally to approve the worksession agenda and the items listed on the addendum. In a recorded roll call vote all Members voted "Yes", motion carried.

Agenda Approval

Mr. Maksimuk reviewed with the Board the Treasurer's Report for September 2011 and the list of General Fund and Cafeteria bills These items to be placed on the agenda for October 17, 2011.

Business  
Administrator's  
Report

The Board discussed the Information Technology Partnership Agreement between Northwest Tri-County Intermediate Unit and to amend the Organizational Chart to provide for the Information Technology Partnership Agreement. This item to be placed on the agenda for October 17, 2011.

Information  
Technology  
Partnership  
Agreement

The Board discussed the Letter of Agreement for Services through Safe Harbor Behavioral Health's Outpatient Clinic and Crisis Services. This item to be placed on the agenda for October 17, 2011.

Safe Harbor  
Behavioral Health  
Agreement

The Board discussed the following Utilization of School Facilities:

Utilization of School  
Facilities

- Girl Scouts of America Brownie Troop 30825 to utilize the WAEC Cafeteria Dining Room for meetings: October 18, November 15, December 6, 2011 and January 10, February 7, March 6, April 10, May 8, and June 5, 2012 from 3:45pm-5:00pm. No Cost to the District.
- Girl Scouts of America Daisy Troop to utilize the WAEC Cafeteria Dining Room for meetings Tuesdays, October 18, 2011 through May 29, 2012 from 3:45pm-5:15pm. No Cost to the District.
- Girl Scouts of America Wattsburg Service Unit to utilize the WAEC Cafeteria Dining Room for Service Unit Meetings and Events on October 11, November 1, December 13, 2011 and January 5, February 16, March 13, April 10, and May 1, 2012 from 6:00pm-8:00pm. No Cost to the District.
- 3<sup>rd</sup> and 4<sup>th</sup> Grade Boys' and Girls' Cross Country teams and parents to utilize the WAEC Dining Room on Saturday, October 22, 2011 from 11:45am-2:15pm for a Cross Country Party.
- Wattsburg Wrestling Club to utilize the WAMS Gymnasium for wrestling practice November 2011 through March 2012, 5:30pm-7:30pm, 5 nights a week (excluding Sunday). No Cost to the District.

This item to be placed on the agenda for October 17, 2011.

The Board discussed the following Repairs and Improvements:

- Keystone Fence to repair the backstop on the baseball field at the cost of \$3,000.00
- The motorization of two sections of bleachers at Seneca High School by Eichenlaub at the cost of \$17,350.00

This item to be placed on the agenda for October 17, 2011.

Repairs and  
Improvements

The Board discussed leaves for the following employees:

- Heather Baden- Maternity Leave- Effective November 15, 2011 through February 15, 2012.
- Michelle Gee- Intermittent Family Medical Leave according to the Local 2 Collective Bargaining Unit Agreement- Effective October 18, 2011.

This item to be placed on the agenda for October 17, 2011.

Leaves

The Board discussed the addition of Weston Radov and Kim Vallimont to the Teachers' Substitute List for the 2011-2012 school year. This item to be placed on the agenda for October 17, 2011.

Additions to  
Teachers'  
Substitute List

The Board discussed the additions to the Emergency Substitute List for the 2011-2012 school year. This item to be placed on the agenda for October 17, 2011.

Additions to the  
Emergency  
Substitute List

The Board discussed the additions to the Service Personnel Substitute List for the 2011-2012 school year. This item to be placed on the agenda for October 17, 2011.

Additions to the  
Service  
Substitute List

The Board discussed the following Job Descriptions:

- Superintendent's Secretary
- Assistant Superintendent's Secretary
- Attendance Clerk
- Librarian
- Guidance Counselor
- Certified Maintenance
- Master Certified Maintenance

This item to be placed on the agenda for October 17, 2011.

Job Descriptions

The Board discussed the following Conference Requests:

- Heather Hedderman to attend SARE NW- Regional Librarians on Tuesday, October 18, 2011 in Warren, PA. Cost: \$95.00. Funds from Professional Development.
- Keith Miller, Sue Nolan, Cecelia Polumbo to attend Using Multiple Tools to Evaluate Our School's Effectiveness in Meeting the Needs of Different Groups/Individuals on Friday, October 21, 2011 in Edinboro, PA. Cost: \$160.00. Funds from Substitute Account.
- Sue Snippet and Heather Hedderman to attend ETS Building Contact Training on Monday, October 24, 2011 or Wednesday, October 26, 2011 in Edinboro, PA. Cost: \$64.98. Funds from Professional Development.
- Bethany Lawrence to attend Flavored Milk Seminar on Tuesday, November 1, 2011 in Pittsburgh, PA. Funds from Fuel up to Play 60.

This item to be placed on the agenda for October 17, 2011.

Conference Request

The Board discussed the Memorandum of Understanding between the Wattsburg Area School District and Eric Schultz. This item to be placed on the agenda for October 17, 2011.

Memorandum of  
Understanding

The Board discussed the pay increase for Registered Nurse substitutes to an hourly rate of \$14.66. This item to be placed on the agenda for October 17, 2011.

Approve Pay Increase

The Board discussed the second reading of Policy 237. This item to be placed on the agenda for October 17, 2011.

Second Reading Policy 237

The Board discussed the second reading of Policy 620. This item to be placed on the agenda for October 17, 2011.

Second Reading Policy 620

The Board discussed the first reading of 300's Policy. This item to be placed on the agenda for October 17, 2011.

First Reading 300's Policies

Mr. Snippert reminded the Board Members that there will be a Policy Committee Meeting on Thursday, October 20, 2011. The Committee Meeting will start at 9:00AM at the District Administration Office.

Policy Committee Meeting

The Board discussed the French Club to travel to Quebec City, Canada December 7-11, 2012. Cost: \$800.00/Person and \$160.00/Teacher Substitutes. Funds by fundraising and substitute account. This item to be placed on the agenda for October 17, 2011.

Student Activity Request

The Board discussed the following Transportation Requests:

Transportation Requests

- 3<sup>rd</sup> Grade Students to attend Port Farms, Waterford, PA on Wednesday, October 19, 2011. Cost: \$930.00. Funds from PTO.
- CBEP Students to travel to destinations during November and December as listed on item #6 of the Supt's Report. Funds from IU5.
- Kindergarten Students to travel to Port Farms Port Farms, Waterford, PA and Kuhl Hose, Erie, PA on Tuesday, October 18, 2011 and Wednesday, October 19, 2011. Cost: \$345.00. Funds from PTO.
- Aquaponics Discovery Lab Students to travel to Tom Ridge Environmental Center, Erie, PA on Thursday, October 20, 2011. Cost: \$150.00. No Cost to the District.
- 1<sup>st</sup> Grade Students to travel to Burch Farms, North East, PA on Friday, October 21, 2011. Cost: \$898.00. Funds from PTO.
- AFJROTC Students to travel to North Coast Aviation at Tom Ridge Airport, Erie, PA on Friday, October 21, 2011. Funds from US Air Force.
- WAEC Autistic Support Students to travel to Heaton Tree Farm and Burger King, North East, PA and Shopping on Buffalo Road on Tuesday, November 1, 2011; Bounce-A-Lot, Millcreek Mall, Millcreek, PA on Friday, November 4, 2011 and CiCi's Pizza and Harborcreek Park in Harborcreek, PA on Thursday November 17, 2011. Cost: \$345.00. Funds from IU5.
- Select Choral Students to travel to competition at Corry High School on Friday and Saturday, November 11 and 12, 2011. Cost: \$405.00 (dependent upon number of participants). Funds from Student Activities and Sub Accounts.
- 9<sup>th</sup> Grade Students to attend Erie County Technical School on Wednesday, November 16, 2011. Cost: \$255.00. Funds from Student Activities.

- Academic Sports League (ASL) to travel to competition at Mercyhurst College, Erie, PA on Saturday, November 19, 2011; Penn State Behrend, Erie, PA on Saturday, December 3, 2011 and Gannon University, Erie, PA on Saturday, January 7, 2012. Cost: \$524.00. Funds from ASL.
- SHS/WAMS Science Olympiad Teams to travel to competition at Penn State Behrend College, Erie, PA on Monday, March 5, 2012. Cost: \$1,120.00. Funds from Student Activities and Sub Accounts.

Transportation  
Requests  
(Continued)

This item to be placed on the agenda for October 17, 2011.

The Board discussed the resignation of Dave Frank- 7<sup>th</sup> Grade Boys' Basketball Coach, effective October 3, 2011. This item to be placed on the agenda for October 17, 2011.

Athletic/Extra-  
Curricular  
Resignation

The Board discussed the SHS, WAMS, and WAEC Extra-Curricular positions for the 2011-2012 school year. This item to be placed on the agenda for October 17, 2011.

Athletic/Extra-  
Curricular  
Appointments

The Board discussed the addition of Dave Frank and Clark King, to the Boys' Basketball Volunteer Coaching List for the 2011-2012 school year. This item to be placed on the agenda for October 17, 2011.

Volunteer Coaches

The Board discussed declaring the maintenance office trailer as surplus. This item to be placed on the agenda for October 17, 2011. This item to be placed on the agenda for October 17, 2011.

Declare Items  
Surplus

There being no further business the Board adjourned at 7:55 p.m.

(Signature on File)

Stephen J. Maksimuk  
School Board Secretary