

# Wattsburg Area School District

## Regular Work Session

October 10, 2011, 7:00 p.m.

Wattsburg Area Elementary Center

### AGENDA

#### A. School Board President

- Recognition of Visitors on Agenda
- Approve agenda with revisions

#### B. Superintendent's Report

#### C. Business Administrator's Report

- Treasurer's Reports
  - ❖ General Fund
  - ❖ Capital Projects
- Review General Fund Bills – **Exhibit A**
- Review Checks Already Written – **Exhibit A1**
- Review Cafeteria Bills – **Exhibit B** (To be provided next week)
- Review Cafeteria Checks Already Written – **Exhibit B1** (To be provided next week)
- GESA Project Bills – **Exhibit C**

#### D. Legal Advisement

##### LA – 1 (I) Information Technology Partnership Agreement

- To approve the Information Technology Partnership Agreement between Northwest Tri-County Intermediate Unit and the WASD as outlined in Item #1 of Supt's Report
- To amend the Organizational Chart to provide for the Information Technology Partnership Agreement as outlined in Item #2 Supt's Report

#### E. Finance

#### F. Building and Grounds

##### B—1 (I) Utilization of School Facilities

- To approve Girl Scouts of America Brownie Troop 30825 to utilize the WAEC Cafeteria Dining Room for meetings October 18<sup>th</sup>, November 15<sup>th</sup>, December 6<sup>th</sup>, 2011 and January 10<sup>th</sup>, February 7<sup>th</sup>, March 6<sup>th</sup>, April 10<sup>th</sup>, May 8<sup>th</sup> and June 5<sup>th</sup>, 2012 from 3:45 – 5:00 p.m. No cost to District.
- To approve Girls Scouts of America Daisy Troop to utilize the WAEC Cafeteria Dining Room for meetings Tuesday, October 18, 2011 through Tuesday, May 29, 2012 from 3:45 -5:15p.m. No cost to District.
- To approve Girl Scouts of America Wattsburg Service Unit to utilize the WAEC Cafeteria Dining Room for Service Unit Meeting and events on October 11<sup>th</sup>, November 1<sup>st</sup>, December 13<sup>th</sup>, 2011 and January 5<sup>th</sup>, February 16<sup>th</sup>, March 13<sup>th</sup>, April 10<sup>th</sup>, and May 1<sup>st</sup>, 2012 from 6:00 – 8:30 p.m. No Cost to District.
- To approve the 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 11:45 a.m. -2:15 p.m. for a cross country party.

- To approve the Wattsburg Wrestling Club to use the WAMS Gymnasium for wrestling practice November 2011 through March 2012, 5:30 – 7:30 p.m. 5 nights a week (excluding Sunday). No cost to District.

**G. Personnel**

**P – 1 (I) Leaves**

- To approve a Maternity Leave for Heather Baden, effective November 15, 2011 through February 15, 2012. See Item #3 of Supt's Report.
- To approve an Intermittent Family Medical Leave for Michelle Gee according to the Local 2 Collective Bargaining Unit Agreement effective October 18, 2011 as outlined in Item #4 of Supt's Report.

**P – 2 (I) Additions to Teachers' Substitute List for the 2011-2012 School Year**

- To approve **Weston Radov**, and **Kim Vallimont** as additions to the Teachers' Substitute List for the 2011-2012 school year.

**P – 3 (I) Additions to the Emergency Substitute List for the 2011-2012 School Year**

- To approve additions to the Emergency Substitute List for the 2011-2012 school year. See Item # 5 of Supt's Report.

**P – 4 (I) Additions to the Service Substitute List for the 2011-2012 School Year**

- To approve the additions to the Service Personnel Substitute List for the 2011-2012 school year.

**P – 5 (I) Job Descriptions**

- To approve job descriptions for Superintendent's Secretary, Assistant Superintendent's Secretary, Attendance Clerk, Librarian, Guidance Counselor, Certificated Maintenance, and Master Certified Maintenance.

**P – 6 (I) Conference Requests**

- To approve the following conference requests:
  1. Heather Hedderman to attend SARE NW – Regional Librarians on Tuesday, October 18, 2011 in Warren, PA. Cost: \$95. Funds from Professional Development.
  2. Keith Miller, Sue Nolan, Cecelia Pumbo 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. Funds from Substitute Account.
  3. Sue Snippert 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.
  4. Bethany Lawrence to attend Flavored Milk Seminar on Tuesday, November 1, 2011 in Pittsburgh, PA. Funds from Fuel Up to Play 60.

**P – 7 (I) Memorandum of Understanding – Eric Schultz**

- To approve Memorandum of Understanding between the Wattsburg Area School District and Eric Schultz

**P – 8 (I) Approve Pay Increase**

- To approve pay increase to Registered Nurse substitutes to an hourly rate of \$14.66/hour.

**H. Policy**

PA – 1 (I) Second Reading Policy 237

- To approve the second reading of Policy 237. See item # of Supt's Report.

PA – 2 (I) Second Reading Policy 620

- To approve the second reading of Policy 620. See item # of Supt's Report.

PA – 3 (I) First Reading 300's Policies

- To approve the first reading of 300's policies. See item # of Supt's Report.

**I. Curriculum**

C – 1 (I) Student Activity Request

- To approve the French Club to travel to Quebec City, Canada December 7 – 11, 2012. Cost: \$800/person and \$160/teacher substitutes. Funds by fundraising and substitute account.

**J. Principals' Special Reports**

**K. Technology**

**L. Transportation**

T – 1 (I) Transportation Requests

- To approve the following transportation requests:
  1. The 3<sup>rd</sup> grade students to attend Port Farms, Waterford, PA on Wednesday, October 19, 2011. Cost: \$930. Funds from PTO.
  2. The CBEP students to travel to the destinations during November and December as listed on Item #6 of Supt's Report. Funds from IU5.
  3. The Kindergarten students to attend Port Farms, Waterford, PA and Kuhl Hose, Erie, PA on Tuesday, October 18, 2011 and Wednesday, October 19, 2011. Cost: \$345. Funds from PTO.
  4. The Aquaponics Discovery Lab students to attend the Tom Ridge Environmental Center, Erie, PA on Thursday, October 20, 2011. Cost: \$150. No cost to the District.
  5. The 1<sup>st</sup> grade students to attend Burch Farms, North East, PA on Friday, October 21, 2011. Cost \$898. Funds from PTO.
  6. The AFJROTC students to attend North Coast Aviation at Tom Ridge Airport, Erie, PA. on Friday, October 21, 2011. Funds from US Air Force.
  7. The Elementary Autistic Support students to attend 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 November 4, 2011 and CiCi's Pizza and Harborcreek Park in Harborcreek, PA on Thursday, November 17, 2011. Cost: \$345. Funds from IU5.
  8. Select Choral students to attend competition at Corry High School on Friday & Saturday, November 11 & 12, 2011. Cost: \$405 (dependent upon number of participants). Funds from Student Activities and Sub Accounts.
  9. The 9<sup>th</sup> Grade students to attend Erie County Technical School on Wednesday, November 16, 2011. Cost: \$255. Funds from Student Activities.

10. The Academic Sports League (ASL) to attend 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. Funds from ASL.
11. The SHS/WAMS Science Olympiad Teams to attend a competition at Penn State Behrend College, Erie, PA on Monday, March 5, 2012. Cost: \$1,120. Funds from Student Activities and Sub Accounts.

**M. Athletic/Extra-Curricular**

AE – 1 (I) Athletic/Extra-Curricular Resignation

- To accept the resignation of Dave Frank, 7<sup>th</sup> grade boys' basketball coach effective October 3, 2011. See Item #7 of Supt's Report.

AE – 2 (I) Athletic/Extra-Curricular Appointments for 2011-2012

- To approve SHS, WAMS, and WAEC extra-curricular positions for the 2011-2012 school year as outlined in item #8 of Supt's Report.

AE – 3 (I) Volunteer Coaches for 2011-2012

- To approve the addition of **Dave Frank** and **Clark King**, to the boys' basketball volunteer coaching list for 2011-2012.

**N. Miscellaneous**

M – 1 (I) Declare Items Surplus

- To declare the maintenance office trailer as surplus.

**O. Board Correspondence and Dialogue**

**P. Erie Vo-Tech School—Mr. Eric Duda**

**Q. Northwest Tri-County—Mr. Kerry Duncan**

**R. Adjournment**