

WATTSBURG AREA SCHOOL DISTRICT

BOARD OF EDUCATION

Regular Meeting of September 15, 2008

The regular meeting of the Wattsburg Area school District Board of Education was held on Monday, September 15, 2008 at Wattsburg Area Elementary Center.

Mr. Elwin Rose called the meeting to order at 7:30 p.m. The following members were in attendance: Linda Smith, Kenneth Watkins, John Rzepka, Sue Afton, Joseph Walko, Eric Duda, Scott Rose, James Thompson, and Elwin Rose. Also in attendance were Mr. Jay Badams, Superintendent, Ms. Nancy Sadaly, Assistant Superintendent, and Mr. Steve Maksimuk, Business Manager.

Roll Call

Minutes of the August 18, 2008 Regular Board Meeting and minutes of the September 8, 2008 Regular Work session were reviewed.

Minutes

Motion for approval was made by Mr. S. Rose, seconded by Mrs. Smith. In a recorded roll call vote, all members present voted "Yes." Motion was carried unanimously.

Kristen King, a parent, asked the Board what changes are being made in order to help students pass the PSSA reading test this school year, as there were problems with students failing in the past. Mr. Badams addressed her concerns.

Recognition of Visitors

Cindy Martin, representing the band, thanked the Board for their support in the past, and asked that they consider funding the judge's fee for the upcoming home show band competition.

The new employees were introduced. At 7:56 p.m. a reception was held in honor of the newly hired staff. The meeting re-adjourned at 8:20 p.m.

Reception

Mr. Maksimuk noted cash in the bank in the amount of \$1,145,434.77 as of August 31, 2008 and cash in the capital reserve account in the amount of 3,581.71 as of August 31, 2008.

Treasurer's Report/Payment of Bills

Mr. Maksimuk reported the amount of General Fund Bills, Exhibit "A" to be \$61,923.04; Checks Already Written, Exhibit "A1" to be \$310,225.42; General Fund Bills, Exhibit "A2" to be \$205,551.07; Checks Already Written, Exhibit "A3" to be \$555,485.50, and Cafeteria Bills, Exhibit "B" to be \$88,222.67.

Motion for approval was made by Mr. Duda, seconded by Mr. Rzepka. In a recorded roll call vote, the following members present voted "Yes": Mr. Rzepka, Mrs. Afton, Mr. Walko, Mr. Duda, Mr. S. Rose, Mr. Thompson, Mrs. Smith, Mr. Watkins, and Mr. E. Rose. Motion was carried unanimously.

Mr. Maksimuk noted cash in the Seneca High School Activity fund to be \$55,961.26 and cash in the Special Revenue Report (Athletics) to be \$3,286.61.

Seneca High School Activity Fund/Special Revenue Report

Motion for approval was made by Mr. Thompson, seconded by Mr. Rzepka. In a recorded roll call vote, all members present voted "Yes." Motion was carried unanimously.

403(b) Plan Document and Agreements – Exhibit F – Motion: RESOLVED, that the Board does hereby adopt the 403(b) Plan Document for Public Education Organizations (the "Plan"), which will, at times, conform to the requirements of Section 403(b) of the Internal Revenue Service Code of applicable regulations.

Legal Advisement

FURTHER RESOLVED, that it is the intention of the Board that the 403(b) program will conform with all federal and state statutory and regulatory requirements applicable to the 403(b) plans, except that the program set forth above shall not be subject to the requirements of Title I of ERISA because the employer is exempted from such requirements.

FURTHER REVOLVED, that the Board authorizes the Wattsburg Area School District Business Administrator to act on the Board's behalf with respect to this plan, and to take any and all actions necessary or desirable to implement, maintain, and administer the plan set forth above in accordance with the Board's intentions, and all applicable state and federal laws.

FURTHER RESOLVED, that the Board appoints Employer Admin Services, Inc. as the district's 403(b) Plan Third Party Administrator and Kades-Margolis Corporation as the district's 403(b) consulting company to assist the district in complying with the new 403(b) regulations, at no cost to the district or its employees.

Motion for approval was made by Mr. Walko, seconded by Mr. Rzepka. In a recorded roll call vote, the following members present voted "Yes": Mr. Duda, Mr. S. Rose, Mr. Rzepka, Mrs. Smith, Mr. Watkins, Mr. Thompson, Mrs. Afton, Mr. Walko, and Mr. E. Rose. Motion was carried unanimously.

Per Capita Tax Exemptions – **Exhibit G – Motion:** To approve Per Capita Tax Exemptions as outlined in **Exhibit G**.

Motion for approval was made by Mr. Duda, seconded by Mr. Rzepka. In a recorded roll call vote, the following members present voted "Yes": Mr. S. Rose, Mr. Rzepka, Mrs. Smith, Mr. Watkins, Mr. Thompson, Mrs. Afton, Mr. Walko, Mr. Duda, and Mr. E. Rose. Motion was carried unanimously.

Utilization of School Facilities – **Motion:** To approve Penn Lakes Girl Scouts Troop 184 to use the facilities at Wattsburg Area Elementary Center to conduct Girl Scout Troop Educational Meetings Wednesdays on the following dates:

September 24, 2008
October 8 and 22, 2008
November 5 and 19, 2008
December 3 and 17, 2008

(No cost to the District); **Motion:** To approve Girl Scouts of Western PA to use the facilities at Wattsburg Area Elementary Center for Girl Scout Registration Night, Thursday, September 18, 2008 (No Cost to the District); **Motion:** To approve Grade 5/6th Boys' Basketball Team to use the facilities at Wattsburg Area Elementary Center for practices, for the following dates:

Tuesdays: October 14, 21, 28, November 4, 11, December 9, 16, 2008, January 6, 13, 20, 27, February 3 and 10, 2009

Wednesdays: February 18, 2009

Thursdays: October 16, 23, 30, 2008, February 12, 2009

Fridays: November 7, 14, December 5, 12, 19, 2008, January 9, 16, 23, 30, February 6, 20, 2009; **Motion:** To approve the Wattsburg Wrestling Club to use the facilities at Wattsburg Area Elementary Center for practice on the following dates:

Monday, November 3, 2008
Wednesday, November 5, 2008
Thursday, November 6, 2008
Monday, November 10, 2008
Wednesday, November 12, 2008
Thursday, November 13, 2008

Legal Advisement
(cont'd)

Finance

Building and
Grounds

Thursday, December 18, 2008

Thursday, February 12, 2009

Thursday, February 26, 2009

(No Cost to District); **Motion:** To approve Adult Basketball to use the facilities at Wattsburg Area Elementary Center for Recreational Adult Basketball, Thursday nights, November 6, 2008 through April 30, 2009 (No Cost to District), and **Motion:** To approve baseball (fall) organization to use the Athletic Fields Wednesday nights August/September 2008 for practices (No Cost to District).

Motion for approval was made by Mr. Rzepka, seconded by Mr. Watkins. In a recorded roll call vote, the following members present voted “Yes”: Mr. Rzepka, Mrs. Smith, Mr. Watkins, Mr. Thompson, Mrs. Afton, Mr. Walko, Mr. Duda, Mr. S. Rose, and Mr. E. Rose. Motion was carried unanimously.

Motion was made by Mr. Rzepka, seconded by Mr. Walko, to authorize the administration to pay PFCJ for judge’s fees in an amount not to exceed \$5,000.00, for the band home show on September 27th.

In a recorded roll call vote, the following members present voted “Yes”: Mrs. Smith, Mr. Watkins, Mr. Rzepka, Mrs. Afton, Mr. Walko, Mr. Duda, Mr. Thompson, and Mr. E. Rose. The following member voted “No” Mr. S. Rose. Motion was carried.

Appointments – **Motion:** To approve Melissa Pence as Campus Wide Medical Assistant – Level I, Class B position, 7 ¼ hours per day, 185 days per year at a rate of \$12.00 per hour, effective September 22, 2008 and **Motion:** To approve the attached After-School Tutoring and Homework Detention positions at Wattsburg Area Middle School for the 2008-2009 school year.

Motion for approval was made by Mrs. Smith, seconded by Mr. Rzepka. In a recorded roll call vote, the following members present voted “Yes”: Mrs. Smith, Mr. Watkins, Mr. Rzepka, Mrs. Afton, Mr. Walko, Mr. Duda, Mr. S. Rose, Mr. Thompson, and Mr. E. Rose. Motion was carried unanimously.

Approve Food Service Director’s Attendance at Meetings – **Motion:** To approve the Food Service Director’s attendance for travel reimbursement at the following meetings for the 2008-2009 school year:

1. PRFSD Meetings
2. SNAPA Quarterly Meetings
3. Erie County Food Service Director’s Meetings
4. Mandatory PDE Meetings/Trainings
5. PASBO Conference/Trainings

Approve Classroom for the Future Coach’s Attendance at Meetings – **Motion:** To approve the Classroom for the Future Coach’s attendance to all mandated Classroom for the Future and I.U. #5 Technology training sessions.

Conference Requests – Mary Beth Hengelbrok – CFF Boot Camp, Pittsburgh, Tuesday, October 14, 2008 through Friday, October 17, 2008, \$159.00 (Funds from English, History, Science, Math, Grades 9-12 Funds); Mrs. Jan Pelensky – Erie County School Counselors’ Meetings, Erie, on the following dates at no cost to the District:

Wednesday, September 10, 2008

Wednesday, October 15, 2008

Tuesday, November 19, 2008

Wednesday, January 21, 2009

Wednesday, February 18, 2009

Wednesday, March 4, 2009

Wednesday, April 29, 2009

Building and
Grounds (cont’d)

Personnel

Personnel
(Cont'd)

Thursday, May 14, 2009; Ms. Elizabeth Oslak – Student Assistance Secondary Training, Edinboro, Tuesday, October 7, 2008, Wednesday, October 8, 2008, Wednesday, October 15, 2008, and Thursday, October 16, 2008, \$911.00 (Funds from Guidance, Grades 9-12); Ms. Pam Pudlick and Mrs. Susan Stankowski – SNAPA 2008 Annual State Conference, Seven Springs, Monday, October 20, 2008 through Thursday, October 23, 2008, \$1,530.00 (Funds from Cafeteria Funds); Ms. Heather Kirk and Mrs. Jan Pelensky – Helping the Child with Mental Health Issues Succeed at School, Erie, Thursday, October 23, 2008, \$432.009 (Funds from Counseling/TEEP, Grades K-4); Mrs. Heather Hedderman – ACCESS PA Beginner Session, Pittsburgh, Friday, October 24, 2008, \$239.00 (Funds from Library, Grades K-4); Ms. Maureen Gustafson, Ms. Gretchen Ruprecht, Mr. Mark Shields, Mrs. Kristina Ohrn, Ms. Lindsey Ross, and Ms. Sherry Shaffer – Reading Apprenticeship Training, Erie, Monday, October 27, 2008, Tuesday, October 28, 2008, Monday, December 15, 2008, and Tuesday, December 16, 2008, \$4,020.00 (Funds from Reading, Grades K-12); Mrs. Lisa Zarger – The Ultimate One-Day Diabetes Course, Pittsburgh, Thursday, October 30, 2008, \$408.00 (Funds from Nurse, Grades 5-12); Mrs. Mary Beth Hengelbrok, Mrs. Valerie Zampogna, Mr. Robert Hart, Mr. Steven O'Donnell, Mr. Todd Talbot, Ms. Cecilia Polumbo, Mrs. Amy Heyer, Mr. Mike Grove, Mr. Rick Stoutamyer, and Mrs. Kristina Ohrn – CFF-Out of Box Training, Pittsburgh, dates to be determined, \$550.00 (Funds from Computers, Grades 9-12); Mrs. Mary Beth Hengelbrok – CFF – eMBEDDED Learning Introduction and Technical Training, Pittsburgh, Wednesday, November 12, 2008, \$159.00 (Funds from English, History, Science, Math, Grades 9-12 Funds); Mrs. Jan Mullaney, Mr. Eric Schultz, Mrs. Mary Nunemaker, Ms. Barb Schock, and Mr. Robert LaPlaca – How to Deal with Unacceptable Employee Behavior, Erie, Tuesday, November 18, 2008, \$545.00 (Funds from Related General Fund Conference Account); Mrs. Beth Bille and Mrs. Cindy Cass – CFF Technology Boot Camp, Pittsburgh, Wednesday, September 17, 2008, \$50.00 (Funds from Technology Account); Ms. Nancy Eibl – ACCESS Training, Edinboro, Thursday, September 18, 2008, \$36.00 (Funds from Special Education Account); Mrs. Mary Rea – 2008 Professional Immunization Seminar – The Future is Now, Erie, Wednesday, September 24, 2008, \$43.00 (Funds from Nursing, Grades K-4), and Mr. Tim Malinowski, Mr. Keith Miller, Mrs. MerriBeth Knappenberger, Mr. Rick Stoutamyer, and Mr. Dave Hammer – Indicator 13 Overview, Edinboro, Thursday, October 2, 2008, \$263.00 (Funds from Special Education).

Tuition Reimbursement – Exhibit H – Motion: To approve Tuition Reimbursement Stipends as outlined in **Exhibit H**.

Additions to the Teachers' Substitute List for 2008-2009 School Year – Exhibit I – Motion: To approve additions to the Teachers' Substitute List for the 2008-2009 school year as outlined in **Exhibit I**.

Additions to the Emergency Teachers' Substitute List for the 2008-2009 School Year – Exhibit J – Motion: To approve additions to the Emergency Teachers' Substitute List for the 2008-2009 school year as outlined in **Exhibit J**.

Additions to the Service Personnel Substitute List for the 2008-2009 School Year – Exhibit K – Motion: To approve additions to the Service Personnel Substitute List for the 2008-2009 school years as outlined in **Exhibit K**.

Approve Ms. Lesa Kimball's Attendance at Meetings – Motion: To approve Lesa Kimball's attendance for travel reimbursement at the following meetings/trainings for the 2008-2009 school year:

1. A/CAPA Meetings
2. Harris Users' Meetings
3. PIMS/Penn data Meetings at I.U. #5
4. Mandatory PDE Meetings/Trainings

Letter of Eligibility – Mrs. Nancy Sadaly – **Motion:** To acknowledge successful completion of a Letter of Eligibility for Superintendancy to Mrs. Nancy Sadaly and to approve the change in title from Assistant to the Superintendent to Assistant Superintendent.

Personnel
(cont'd)

Family Medical Leave – **Motion:** To approve a Family Medical Leave for Mrs. Sue Snippert, effective October 1, 2008.

Motion for approval was made by Mrs. Smith, seconded by Mr. Walko. In a recorded roll call vote, the following members present voted “Yes”: Mr. Watkins, Mr. Rzepka, Mrs. Afton, Mr. Walko, Mr. Duda, Mr. S. Rose. Mr. Thompson, Mrs. Smith, and Mr. E. Rose. Motion was carried unanimously.

Approve First Reading for Policy 1223 – Volunteer – **Exhibit L** – **Motion:** To approve the First Reading for Policy 1223 – Volunteer.

Policy

Motion for approval was made by Mrs. Afton, seconded by Mr. Rzepka. In a recorded roll call vote, the following members present voted “Yes”: Mrs. Afton, Mr. Walko, Mr. Duda, Mr. S. Rose, Mr. Thompson, Mrs. Smith, Mr. Watkins, Mr. Rzepka, and Mr. E. Rose. Motion was carried unanimously.

Approve First Reading for Policy 4122.10 - Bullying – **Exhibit M** – **Motion:** To approve the First Reading for Policy 4122.10 – Bullying.

Motion for approval was made by Mrs. Afton, seconded by Mr. Duda. In a recorded roll call vote, the following members present voted “Yes”: Mr. Walko, Mr. Duda, Mr. S. Rose, Mr. Rzepka, Mrs. Smith, Mr. Watkins, Mr. Thompson, Mrs. Afton, and Mr. E. Rose. Motion was carried unanimously.

Student Activities Requests – **Motion:** To approve Mr. Robert Reid and up to six District Chorus students to travel to Collegiate Academy for a Choral Competition, Wednesday, January 14, 2009 through Saturday, January 17, 2009, \$683.00 (Funds from Student Activities and Teachers’ Substitute Accounts), **Motion:** To approve Mr. Robert Reid and up to three Select Chorus students to travel to Leechburg High School, Leechburg, PA, for a Choral Competition, Wednesday, February 18, 2009 through Saturday, February 21, 2009, \$990.00 (Funds from Student Activities and Teachers’ Substitute Accounts), and **Motion:** To approve Mr. Robert Reid and up to two Select Chorus students to travel to Valley Forge, PA for a PMEA All-State Conference, Wednesday, April 22, 2009 through Saturday, April 25, 2009, \$1,465.00 (Funds from Student Activities and Teachers’ Substitute Accounts).

Motion for approval was made by Mr. S. Rose, seconded by Mr. Duda. In a recorded roll call vote, the following members present voted “Yes”: Mr. Duda, Mr. S. Rose, Mr. Rzepka, Mrs. Smith, Mr. Watkins, Mr. Thompson, Mrs. Afton, Mr. Walko, and Mr. E. Rose. Motion was carried unanimously.

ESL Contract for the 2008-2009 School Year – **Exhibit N** – **Motion:** To approve contract for English as a Second Language Services for the 2008-2009 school year as outlined in **Exhibit N**.

Motion for approval was made by Mr. S. Rose, seconded by Mr. Rzepka. In a recorded roll call vote, the following members present voted “Yes”: Mr. S. Rose, Mr. Rzepka, Mrs. Smith, Mr. Watkins, Mr. Thompson, Mrs. Afton, Mr. Walko, Mr. Duda, and Mr. E. Rose. Motion was carried unanimously.

Mr. McGarvey reported on Wattsburg Area Middle School. Barb Schock gave an update on the Transportation Department. Mrs. Rullo gave a brief report on Wattsburg Area Elementary Center. Mr. Rinke reported on Seneca High School. Mrs. Mullaney gave an update on the Cafeteria. Ms. Knappenberger gave a brief report. Mr. Schultz

Principals’ Special
Reports

reported on the Maintenance Department. Mr. LaPlaca gave an update on the Technology Department. Judy Metzler gave a brief report.

Principals' Special Reports (cont'd)

Transportation Requests – **Motion:** To approve Seneca High School AP Environmental Science, Grades 9-10 students to travel to Bayfront Center – Erie Maritime Museum, Erie, Tuesday, September 30, 2008, \$393.00 (Funds from Field Trip Grant); **Motion:** To approve Music, Grade 4 students to travel to Warner Theater for a live orchestra concert, Thursday, October 16, 2008, \$338.00 (Funds from PTO); **Motion:** To approve Wattsburg Area Elementary Center, Mr. Pearce's Grade 4 students, to travel to Hornby One Room School Museum, Greenfield Township, Friday, October 17, 2008, \$90.00 (Funds from Colonial Market Project); **Motion:** To approve Wattsburg Area Middle School, Grade 1 students, to travel to Port Farms, Waterford, Friday, October 17, 2008, \$656.00 (Funds from PTO); **Motion:** To approve Mrs. Altimier's Grade K-5 students to travel to Aldi's Grocery Store, Ponderosa, Wesleyville, and Arundale Farms, North East, Wednesday, October 8, 2008, \$110.00 (Funds from I.U. #5), and **Motion:** To approve Mrs. Altimier's Grade K-5 students to travel to Troyer Farms, Waterford, Pizza Hut or McDonald's, Union City, and Quality Markets, Union City, Tuesday, October 21, 2008, \$110.00 (Funds from I.U. #5).

Transportation

Motion for approval was made by Mr. Walko, seconded by Mr. Duda. In a recorded roll call vote, the following members present voted "Yes": Mr. Rzepka, Mrs. Smith, Mr. Watkins, Mr. Thompson, Mrs. Afton, Mr. Walko, Mr. Duda, Mr. S. Rose, and Mr. E. Rose. Motion was carried unanimously.

Approve Seneca High School Robotics Club – **Motion:** To approve a new student activity entitled Robotics Club to be implemented at Seneca High School and facilitated by Mr. Todd Talbot.

Athletic/Extra-Curricular

Additions to the Volunteer Coaching List – **Exhibit O** – **Motion:** To approve additions to the Volunteer Coaching List as outlined in **Exhibit O**.

Athletic/Extra-Curricular Appointments for 2008-2009 – **Motion:** To approve Athletic/Extra-Curricular Appointments for the 2008-2009 school year as follows:

<u>Mrs. Darlene McNulty</u>	Wattsburg Area Middle School 6 th Grade Team Leader	\$ 373.00
<u>Mr. Chris Ward</u>	Wattsburg Area Middle School 8 th Grade Team Leader	\$ 373.00
<u>Mrs. Kristina Ohrn</u>	Seneca High School Freshmen Class Advisor Step 1	\$ 508.00
<u>Mrs. Kristina Ohrn</u>	Seneca High School Newspaper Advisor Step 1	\$ 761.00
<u>Mr. Tim Schweitzer</u>	Wattsburg Area Middle School Detention Supervisor	\$ 19.90/hr.
<u>Ms. Carrie Maines</u>	Wattsburg Area Middle School Detention Supervisor	\$ 19.90/hr.
<u>Mr. Tim Schweitzer</u>	Wattsburg Area Middle School After School Supervisor	\$ 19.90/hr.

WXTA Fundraiser – **Motion:** To approve participation in the WXTA "Prize Wheel" Fundraiser. Proceeds to be divided between the Athletic and the Band Boosters.

Motion for approval was made by Mr. Watkins, seconded by Mr. Rzepka. In a recorded roll call vote, the following members present voted "Yes": Mrs. Smith, Mr. Watkins, Mr. Rzepka, Mrs. Afton, Mr. Walko, Mr. Duda, Mr. S. Rose, Mr. Thompson, and Mr. E. Rose. Motion was carried unanimously.

Approve Seneca High School Textbooks as Surplus – **Motion:** To approve Seneca High School Textbooks as surplus.

Approve Wattsburg Area Middle School Books/Materials as Surplus – **Motion:** To approve Wattsburg Area Middle School Books/Materials as surplus.

Motion for approval was made by Mr. Duda, seconded by Mr. S. Rose. In a recorded roll call vote, the following members present voted “Yes”: Mr. Rzepka, Mrs. Afton, Mr. Walko, Mr. Duda, Mr. S. Rose, Mr. Thompson, Mrs. Smith, Mr. Watkins, and Mr. E. Rose. Motion was carried unanimously.

As there was no further business to discuss, upon motion made by Mr. Thompson, seconded by Mr. Duda, the meeting adjourned at 9:15 p.m.

Adjournment

Cheryl Nye
School Board Secretary