

WATTSBURG AREA SCHOOL DISTRICT BOARD OF EDUCATION

June 18, 2018

The Wattsburg Area School District Board of Education held their Regular Board meeting at the Wattsburg Area Elementary Center on June 18, 2018

President Andy Pushchak called the meeting to order at 7:00 p.m. Dr. Bill Hallock, Mr. Josh Paris, Mr. Marty Pushchak, Mr. Aaron Snippert, Mrs. Amanda Thayer-Zacks, and Dr. Andy Pushchak attended. Also in attendance were Mr. Kenneth Berlin, Superintendent; Dr. Leslee Hutchinson, Assistant to the Superintendent; Mrs. Vicki Bendig Business Administrator and Attorney Christine McClure, Solicitor. Mr. Eric Duda, Mrs. Julie Pikiewicz, and Mrs. Brenda Sandberg were absent.

Roll Call

Motion by Mr. Snippert, seconded by Mr. Pushchak to approve the agenda and addendum as presented. Motion approved by a voice vote with no opposition. Motion carried.

Agenda

Motion by Mr. Snippert, seconded by Mr. Pushchak to approve the meeting minutes of the May 21, 2018 Regular Board Meeting and the June 11, 2018 Work Session. Motion approved by a voice vote with no opposition. Motion carried.

Meeting Minutes

There were no school reports this evening. The principals were excused from the meeting tonight.

School Reports

Mrs. Cindy Widdowson addressed the Board concerning the Request for Proposals for the food service management listed on this evening's agenda. Dr. Pushchak explained this is the management of our food service and with the stringent guidelines by PDE we must begin this process now as it will take a year to implement. The management portion of food service are all that is being considered at this point.

Guest & Citizen Comments

Mrs. Rita Postlewaite addressed the Board concerning the budget, the superintendent's salary, and the continued increase to millage and the taxpayers.

There was no Superintendent's Report this evening.

Superintendent's Report

Motion by Mr. Pushchak, seconded by Mr. Snippert to approve the following reports, payments and invoices as presented:

- Revenue & Expenditure Reports for MONTH
 - [General Fund](#): \$5,530,717.89
 - [Cafeteria Report](#): \$12,440.89
- Checks and Invoices
 - [Exhibit A1](#) Checks Already Written: \$24,040.23
 - [Exhibit A2](#) General Fund Bills: \$304,874.53

Business Administrator's Report

- [Exhibit A3](#) Checks Already Written: \$93,702.63
- [Exhibit B](#) Cafeteria Bills: \$24,231.21
- [Exhibit D](#) SHS Activity Fund Report: \$71,353.05

Motion approved by a voice vote with no opposition. Motion carried.

Motion by Mr. Pushchak, seconded by Dr. Hallock to adopt the [General Fund Budget for the 2018-2019](#) fiscal year in the amount of \$29,740,045.00 as outlined. In a recorded roll call vote, the following members voted Yes: Mr. Pushchak, Mr. Snippert, Mrs. Thayer-Zacks, Dr. Hallock, Mr. Paris and Dr. Pushchak. Motion carried.

Motion by Mr. Pushchak, seconded by Mr. Snippert to approve the Real Property Tax Resolution:

Real Property Tax

- Resolved, that the Wattsburg Area Board of School Directors does hereby levy for the school fiscal year July 1, 2018, to and including June 30, 2019, on each dollar of the total assessment of all real property in the Wattsburg Area School District comprised of the Borough of Wattsburg and Townships of Amity, Greene, Greenfield and Venango in the amount of 19.1858 mills or \$1,918.58 on each one hundred thousand (\$100,000) dollars of assessed valuation of taxable property for general school purposes and the payment of teachers' salaries and rentals to school authorities.

In a recorded roll call vote, the following members voted Yes: Mr. Pushchak, Mr. Snippert, Mrs. Thayer-Zacks, Dr. Hallock, Mr. Paris and Dr. Pushchak. Motion carried.

Motion by Mr. Pushchak, seconded by Mr. Snippert to approve the Per Capita Tax Resolution:

Per Capita Tax

- Resolved, that the Wattsburg Area Board of School Directors hereby reenacts upon the residents and/or inhabitants of the Wattsburg Area School District, nineteen (19) years of age and older, within the School District a Per Capita Tax in the amount of five (\$5.00) dollars as provided for in the Public School Code of 1949 (Section 679) as amended during the Period July 1, 2018 and ending June 30, 2019.

In a recorded roll call vote, the following members voted Yes: Mr. Pushchak, Mr. Snippert, Mrs. Thayer-Zacks, Dr. Hallock, Mr. Paris and Dr. Pushchak. Motion carried.

Motion by Mr. Pushchak, seconded by Dr. Hallock to approve the Act 511 Per Capita Tax Resolution:

Act 511 Per Capita Tax Resolution

- Resolved, that the Wattsburg Area Board of School Directors hereby reenacts upon the residents and/or inhabitants of the Wattsburg Area School District, nineteen (19) years of age and older, within the School District a Per Capita Tax in the amount of (\$5.00) dollars as provided for in the Public Law, 1257, dated December 31, 1965, as amended, commonly referred to as Act 511 or as The Local Tax Enabling Act, 53 P.S. Section 6924.101 et seq., during the period July 1, 2018 and ending June 30, 2019.

In a recorded roll call vote, the following members voted Yes: Mr. Pushchak, Mr. Snippert, Mrs. Thayer-Zacks, Dr. Hallock, Mr. Paris and Dr. Pushchak.
Motion carried.

Motion by Mr. Pushchak, seconded by Mr. Snippert to approve the Earned Income Tax (Wage Tax) Resolution:

Earned Income Tax Resolution

- Resolved, that the Wattsburg Area Board of School Directors hereby reenacts and continues an earned income tax, to be levied in the amount of one percent (1%) on salaries, wages, commissions and other compensation earned during the period July 1, 2018 and ending June 30, 2019, on all residents of the Wattsburg Area School District who have attained the age of eighteen (18) years and older, and on the net profits earned during said periods from business, professions or other activities conducted by residents of the said District in accordance with Public Law, 1257, dated December 31, 1965, as amended, commonly referred to as Act 511 or as a The Local Tax Enabling Act, 53 P.S. Section 6924.101 et seq.

In a recorded roll call vote, the following members voted Yes: Mr. Pushchak, Mr. Snippert, Mrs. Thayer-Zacks, Dr. Hallock, Mr. Paris and Dr. Pushchak.
Motion carried.

Motion by Mr. Pushchak, seconded by Mr. Snippert to approve the Realty Services Tax Resolution:

Realty Services Tax

- Resolved, that the Wattsburg Area Board of School Directors hereby reenacts and continues a Realty Transfer Tax, to be levied in the amount of one percent (1%) on Transfers beginning July 1, 2018, and ending June 30, 2019, of real property or any interest in real property situated within the Wattsburg Area School District in accordance with Public Law, 1257, dated December 31, 1965, as amended, commonly referred to as Act 511 or as The Local Tax Enabling Act, 53 P.S. Section 6924.101 et seq.

In a recorded roll call vote, the following members voted Yes: Mr. Pushchak, Mr. Snippert, Mrs. Thayer-Zacks, Dr. Hallock, Mr. Paris and Dr. Pushchak.
Motion carried.

Motion by Mr. Pushchak, seconded by Dr. Hallock to approve the Local Services Tax Resolution:

Local Services Tax

- Resolved, that the Wattsburg Area Board of School Directors hereby reenacts upon the privilege of engaging in an occupation within the limits of the Wattsburg Area School District, who have attained the age of eighteen (18) years and older, a Local Services Tax in the amount of ten (\$10) dollars as provided in The Local Tax Enabling Act, 53 P.S. Section 6924.101 et seq., during the period July 1, 2018 through June 30, 2019.

In a recorded roll call vote, the following members voted to adopt the resolution: Mr. Pushchak, Mr. Snippert, Mrs. Thayer-Zacks, Dr. Hallock, Mr. Paris and Dr. Pushchak. Motion carried.

Motion by Mr. Pushchak, seconded by Mr. Snippert to approve the Act 1 Exclusion Resolution - Homestead/Farmstead as outlined in [Exhibit E](#). In a recorded roll call vote, the following members voted Yes: Mr. Pushchak, Mr. Snippert, Mrs. Thayer-Zacks, Dr. Hallock, Mr. Paris and Dr. Pushchak. Motion carried.

Act 1 Exclusion

Motion by Mr. Pushchak, seconded by Mr. Snippert to direct the administration to develop and distribute a Request for Proposal (RFP) for management of the school district food service program. Motion approved by a voice vote with no opposition. Motion carried.

Request for Proposal Management of Food Services

Motion by Dr. Hallock, seconded by Mr. Snippert to approve the following:

- Approve the following resignations:
 - Cecilia Polumbo from Summer School Teacher effective June 8, 2018.
- For the purpose of retirement:
 - Deborah Hirst, Cook WAEC effective June 7, 2018
 - Christine Chapman, Elementary Teacher effective June 8, 2018
 - Leslie Drumm, Special Education effective June 8, 2018
 - Dolores Zawistowski, Elementary Teacher effective June 8, 2018
 - Julie Canter, Science Teacher effective June 30, 2018
 - Amy Heyer, Mathematics effective June 30, 2018
 - Cecilia Polumbo, Science Teacher effective June 30, 2018
 - Lisa Zarger, School Nurse effective June 30, 2018

Resignations

- The following conference requests:
 - Vicki Bendig and Guy White to attend Serenic Software Explorations 2018, October 28-31, 2018 in Atlanta, GA. Estimated cost: \$3,700. Funds from Business/Admin Travel.
 - Cheryl Krider and Stephen Carter to attend TeacherCon, July 22-27, 2018 in Phoenix, AZ. At no cost to the district.
 - Meredith Gourley to attend School Crisis Prevention & Intervention Curriculum for School Psychologists on August 21-22, 2018 in Edinboro, PA. Estimated cost: \$65.00. Funds from Special Education.

Conference Requests

- Tuition reimbursement requests as outlined [Exhibit G](#).
- The following Leave Requests:
 - Family Medical Leave of Absence for Victoria Pawlak, beginning September 26, 2018 through October 12, 2018
 - Family Medical Leave of Absence for Therese Elder beginning June 4, 2018.

Tuition Reimbursement

Leave Requests

- Fred Kunselman as Maintenance Summer Help at \$10.00/hour effective June 19, 2018 through August 24, 2018.

**Summer
Maintenance**

- The following appointments.
 - Ronald Rairie as WAMS/SHS piano tuner/repair technician for the 2018-2019 school year at a rate not to exceed \$800.
 - Mark Alloway as concert accompanist for the 2018-2019 school year at a rate not to exceed \$1,900.
 - Halley Ottaway as Elementary Teacher, Masters, Step 3, \$44,437 effective August 22, 2018.
 - Lauren Geniesse as Elementary Teacher, Masters, Step 3 \$44,437 effective August 22, 2018.

Appointments

- Attendance for travel reimbursement for all PDE related meetings and the following meetings for the 2018-2019 school year:

**Attendance/Travel
Reimbursement**

- Superintendent
 - Curriculum Meetings
 - Federal and Special Program Meetings
 - Superintendent Advisory Meetings
 - Other District related meetings
- Assistant to the Superintendent
 - Curriculum Meetings
 - Federal and Special Program Meetings
 - Other District related meetings
 - Professional Development and other job related meetings as approved by the Superintendent
- Business Administrator
 - PSBO Meetings
 - Business Administrators' Meetings
 - Federal and Special Meetings
 - Other District related meetings
- Principals
 - Erie County Principals' Meetings for all principals.
- Special Education Supervisor
 - Special Education Supervisor Meetings
- Child Nutrition Director
 - PRFSD Meetings
 - SNAPA Quarterly Meetings
 - Erie County Food Service Directors' Meetings
 - PASBO Conferences/Trainings
- Plant Operations and Transportation Supervisor
 - Plant Operations Supervisors' Meetings
- Superintendent Secretary
 - Personnel meetings
 - Certification meetings
 - Superintendent Secretary's meetings
- Tim Malinowski

- Cyber Meetings
- Systems Information Specialist
 - A/CAPA Meetings
 - PIMS/Penndata
- Athletic Director
 - District 10 and the Erie County Athletic meetings
- School Psychologist
 - Erie County Special Education for School Psychologists meetings
- Speech/Language Pathologist
 - Special Education Speech/Language Pathologist meetings
- Discovery Teacher
 - Gifted/Talented Meetings and required trainings

Motion approved by a voice vote with no opposition. Motion approved.
 Motion by Dr. Hallock, seconded by Mr. Snippert to approve the second reading of the following policies as outlined:

- Policy 105 Curriculum - Exhibit H
- Policy 138 Language Instruction Education Program for English Learners -Exhibit I
- Policy 239 Foreign Exchange Students - Exhibit J
- Policy 906 Public Complaint Procedures - Exhibit K
- Policy 918 Title I Parent and Family Engagement - [Exhibit L](#)

Motion approved by a voice vote with no opposition. Motion carried.

Motion by Dr. Hallock, seconded by Mr. Snippert to approve the purchase of the Discovery Science Techbook for grades 4 and 5 for the 2018-2019 school year and the 2019 Prom to be held May 11, 2019, 7:00 – 10:00 p.m. at Mound Grove Barn, 10760 Donation Road, Waterford, PA 16441. Motion approved by a voice vote with no opposition. Motion carried.

Motion by Mr. Paris, seconded by Dr. Hallock to approve the transportation requests and ratification of field trips since last meeting:

Group Requesting:	Date:	Destination:	Estimated Cost:	Funds By:
Kindergarten	Thursday, October 11, 2018	Port Farms Kuhl Hose	\$460.00	PTO
Kindergarten	Friday, October 12, 2018	Port Farms Kuhl Hose	\$460.00	PTO
8 th Grade Students	Friday, October 5, 2018	Bayfront Con. Center	\$780.00	Student Activities
ESY Special Education Students	Summer 2018	TBD	TBD	Special Education
AFJROTC	Sunday, September 2, 2018	Cleveland Lakefront Airport	\$450.00	ROTC

**Policy
Second Reading**

**Discovery Science
Grades 4 – 5**

Prom 2019

**Transportation
Requests**

Motion approved by a voice vote with no opposition. Motion carried.

Motion by Mrs. Thayer-Zacks, seconded by Mr. Snippert to approve the following:

- Summer Band Appointments:
 - Bryan Lewis – Marching Band Director, Step 4, \$3,325
 - Megan Winstead – Assistant Director, Step 2 \$2,072
 - Steve Winstead – Woodwind Instructor \$1,050
 - Jill Szustak – Band Front Advisor – Step 6, \$2,561
 - Emily Rzepka – Assistant Guard Instructor not to exceed \$1,050
 - Summer Howard – Assistant Guard Instructor not to exceed \$1,050
 - John Cooper – Assistant Percussion Instructor \$1,050
- Samuel Chicora, Amber Lyons, Kevin Lyons, Vanessa Webb and William Wright as additions to the WASD Volunteer List.
- The extra-curricular appointments for 2018-2019 as outlined in [Exhibit M](#).
- Accept the resignation of Ryan Murphy, Football 2nd Assistant effective May 31, 2018.
- Approve the opening of positions football other assistant 7/8 effective May 31, 2018.
- The fall coaching appointments for 2018-2019 as outlined in [Exhibit N](#).

Summer Band Appointments

WASD Volunteer List Additions

Extra-Curricular Appointments

Athletic Resignation

Open Positions

Fall Coaching Appointments

Motion approved by a voice vote with no opposition. Motion carried.

Motion by Mr. Snippert, seconded by Mr. Pushchak to declare items as surplus as outlined in [Exhibit O](#). Motion approved by a voice vote with no opposition. Motion carried.

Items as Surplus

Mr. Berlin informed the Board that the Erie County Vocational Technical School Director Search has been reopened.

Erie County Technical School

Dr. Pushchak shared that Wednesday, June 27th will be the next Northwest Tri-County Intermediate Unit meeting and Dr. Hallock will attend with Dr. Pushchak as it is "Bring a Board Member" evening.

Northwest Tri-County Intermediate Unit

During Board Correspondence and Dialogue, Dr. Pushchak reminded the Board members and audience that there are no meetings in July.

Board Correspondence and Dialogue

Dr. Pushchak attended the Seneca Graduation and was assisted by Mr. Paris in presenting diplomas to the graduating seniors. It was a very nice ceremony.

There being no further business before the Board, upon motion by Dr. Hallock, seconded by Mrs. Thayer-Zacks the meeting was adjourned at 7:20 p.m.

Adjournment

Signature on File

Vicki Bendig

Board Secretary