

# WATTSBURG AREA SCHOOL DISTRICT BOARD OF EDUCATION

AUGUST 19, 2019

The Wattsburg Area School District Board of Education held their Regular Board meeting at the Wattsburg Area Elementary Center on August 19, 2019.

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

## Roll Call

Dr. Pushchak asked that we keep families of the five children who lost their lives in the deadly fire over the weekend in your thoughts and prayers.

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

## Agenda

Motion by Dr. Hallock, seconded by Mr. Snippert to approve the meeting minutes of June 17, 2019 Regular Board Meeting and the August 12, 2019 Work Session and Policy Committee Meeting as presented. Motion approved by a voice vote with no opposition. Motion carried.

## Meeting Minutes

During school reports, Mr. Miller introduced the new faculty members at the high school. Mr. Don Enghouse (Health & PE) and Mr. Derek Peterman (Technology Education). Mr. Paris introduced Ms. Jessica Radcliff and Mrs. Michelle Kappler who will both teach 6<sup>th</sup> Grade ELA at the middle school. Mrs. Barboni shared that Mrs. Stephanie Guild (transferred from the middle school) and Mrs. Janel Brown (Long-term substitute music) will be at the elementary center. A reception will be held following the meeting this evening to welcome our new teachers.

## School Reports

Shawn Miller and Kim Ellenberger addressed the Board concerning the football team practice and outside groups using our facilities during the same time. Mr. Berlin explained that Lake Erie Fanfare utilizes area school facilities and has done so for over 30 years. Their request to utilize facilities was board approved at the April 24, 2019 meeting.

## Guest and Citizen Comments

Nikki Miller questioned the use of our facilities by outside groups at no cost to them while our wrestling club tournament pays fees. Mr. Duda stated that the wrestling tournament is a fundraiser and that is different than just utilizing the facility for practice.

Tara Pound asked if the outside group had the required clearances. Mr. Berlin stated they did have their clearances.

Kevin Ellenberger addressed the board with concerns of the gate, locker room for visiting team, press box, restrooms and field set up not being ready for a scrimmage. Mr. Berlin shared there was some miscommunication and that was addressed. He also stated that the supporting efforts are recognized and appreciated and apologized for issues at the beginning of the practice year.

Cindy Pervis and Cathy O'Neil from Erie Healthcare 4 All addressed the board concerning free healthcare.

Mr. Berlin updated the Board on the WAMS renovations. The project fell behind due to supply and demand but was back on track at the end of last week. We anticipate a punch list soon. He commended Eric Schultz for his efforts to keep the costs down.

**Superintendent's  
Report**

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

**Business  
Administrator's  
Report**

- Revenue & Expenditure Reports for MONTH
  - General Fund: [\\$5,463,569.75](#) (June) [\\$4,239,033.54](#) (July)
  - Capital Projects: [\\$9,764.67](#) (June), [\\$1,427.48](#) (July)
  - Cafeteria Report: [\\$39,079.62](#)
- Checks and Invoices
  - [Exhibit A1](#) Checks Already Written: \$531,084.61
  - [Exhibit A2](#) Checks Already Written: \$15,334.84
  - [Exhibit A3](#) General Fund Bills: \$273,144.44
  - [Exhibit B1](#) Cafeteria Checks Already Written: \$2,562.88
  - [Exhibit C1](#) Capital Project Checks Already Written: \$1,027,574.22
  - [Exhibit C2](#) Capital Project Fund Bills: \$20,998.58
  - [Exhibit D](#) SHS Activity Fund Report: \$62,920.84 (June) \$61,810.44 (July)

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

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

- The Student Assistance Program Agreement between Pyramid Healthcare and Wattsburg Area School District for the 2019-2020 school year as outlined in [Exhibit E](#).
- The Affiliation Agreement between Safe Harbor Behavioral Health of UPMC Hamot and Wattsburg Area School District for the 2019-2020 school year as outlined in [Exhibit F](#).
- The Wattsburg Area School District Organizational Chart as outlined in [Exhibit G](#).
- The resolution regarding the retention and destruction of Special Education, Gifted Education and Chapter 15/Section 504 records as outlined in [Exhibit H](#).
- The Safe2Say Procedures as outlined in [Exhibit I](#).
- The Memorandum of Understanding between the Pennsylvania State Police and WASD as outlined in [Exhibit J](#).

**SAP Agreement**

**Affiliation  
Agreement Safe  
Harbor**

**WASD Org Chart**

**Special Education  
Records Resolution**

**Safe2Say  
MOU PA State  
Police**

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

Motion by Mr. Pushchak, seconded by Dr. Hallock to authorize the Business Administrator to transfer \$996,003.42 from the Committed Reserve Fund to the Capitol Project Fund for the WAMS HVAC renovation and mechanical upgrades. In a recorded roll call vote, Mr. Marty Pushchak, Mr. Aaron Snippert, Mrs. Amanda Thayer-Zacks, Mr. Eric Duda, Dr. Bill Hallock, Mr. Josh Paris, Mrs. Julie Pikiewicz, and Dr. Andy Pushchak voted to approve the motion. Motion carried.

**Budgetary Transfer**

Motion by Mr. Pushchak, seconded by Dr. Hallock to approve the Sponsor-to-Sponsor Agreement between the YMCA and WASD as outlined in [Exhibit K](#). Motion approved by a voice vote with no opposition. Motion carried.

**Sponsor to Sponsor Agreement**

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

- The Agreement between YMCA and WASD for the YMCA Child Care Program as outlined in [Exhibit L](#).
- The snow removal agreement between Nelson Trucking and the Wattsburg Area School District at the cost of \$47,000.00 as outlined in [Exhibit M](#).
- The agreement between U & S Services (formerly Smart Edge) and WASD for facilities management as outlined in [Exhibit N](#).
- The agreement between Mid-American Natural Resources and WASD for the supply of natural gas as outlined in [Exhibit O](#).

**YMCA Childcare Agreement  
Snow Plowing Agreement**

**U & S Agreement**

**Mid-American Natural Resources**

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

Motion by Dr. Hallock, seconded by Mr. Snippert to approve the Kelly Education Staffing Substitute List for 2019-2020:

**Kelly Educational Staffing**

Eric Amendola	Sarah Deemer	Destiny Matson-Warner
Nicole Anderson	Susan Eighty	Colleen Miller-Donor
Carmela Beardsley	Meredith Fontecchio	Kathleen Mineo
Stephanie Becker	Shelby Fuchs	Mary Ann Minnis
Nicole Bennett	Donald Fuller	Kimberly OedeKoven
Therese Blazek	Kathryn Groh	Diane Phillips
Maureen Buona	Albert Hilinski	Laura Schaefer
Christine Buto	Roberta Hurd	Jessica Sutton
Julie Canter	Marlee Jones (Demay)	Robyn Taylor
Carolyn Carter	Tami Kent	Grace Trocki
Amelia Chapman- Burke	Kimberly Kloecker	Madison Weischedel (Lowe)
Andrea Chizewick	Marcia Kowalczyk	Kody Witchcoff
	Stacie Landon	Gina Zona (Scarpino)

Motion approved by a voice vote with no opposition and one abstention (Mr. Duda). Motion carried.

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

**Service Personnel Substitute List**

- The Service Personnel Substitute List for the 2019-2020 school year

Kayla Ballew	Debra Firestone	Linda Trott
Carlee Burton	Celly Hinkler	BeckySue Troutman
Cara Connolly	William Kuhn	Margaret Webb
Constance Coverdale	Loretta May	Amanda Werner
Cherie Detzel	Carolyn Post	
Timothy Elder	Darcia Snyder	

- The School Resource Officer Memorandum of Understanding between the Erie County Sheriff's Office and Wattsburg Area School District as outlined in [Exhibit P](#).
- The following resignations:
  - Andrew Valentine, Technology Education Teacher effective July 15, 2019.
  - Renee Jerge, Elementary Teacher effective August 5, 2019.
  - Carol Cook, Custodian effective July 30, 2019.
  - Anne D'Albora, Special Education Aide for the purpose of retirement effective August 20, 2019.
  - Kristofer Hudnall, Assistant Principal effective August 19, 2019
- The following appointments:
  - James Miller as Long-term substitute at WAMS anticipated August 21, 2019 through December 20, 2019 at Bachelor's, Step 1.
  - Derek Peterman as Technology Education Teacher at SHS at Bachelor's, Step 1 effective August 21, 2019.
  - Stephanie Guild as WAEC Elementary Teacher effective August 21, 2019.
  - Janel Anderson as Long-Term Music Substitute Teacher anticipated August 21 through October 25, 2019 at Bachelors, Step 1.
  - Samantha Hartman as Special Education Aide, Class B, 7 hours/day, 180 days/year effective August 27, 2019.
- The revised job description for Payroll Supervisor as outlined in [Exhibit Q](#)
- The tuition reimbursements as outlined in [Exhibit R](#)
- The following leave requests:
  - Family Medical Leave of Absence for Ralph Burlingham beginning August 19, 2019.
  - Leave of Absence for Lauren Cassano utilizing sick days and Family Medical Leave of Absence effective December 10, 2019.
- The following conference requests:
  - Sharon Gdaniec to attend Classroom Diagnostic Tools (CDT) Updates on September 16, 2019 in Edinboro, PA. Estimated cost: \$159.10
  - Elizabeth Diehl to attend PHEAA Conference on September 26, 2019 in Erie, PA at no cost to the district.

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

Dr. Pushchak recognized Mr. Hudnall for his service to the district and wished him good luck in his new position.

Motion by Mrs. Pikiewicz, seconded by Mr. Snippert to approve the first reading of the following policies:

- 103 Nondiscrimination/Discriminatory Harassment – School & Classroom Practices [Exhibit S1](#).
- 103.1 Nondiscrimination – Qualified Student with Disabilities [Exhibit S2](#).

**School Resource  
Officer MOU**

**Personnel  
Resignations**

**Personnel  
Appointments**

**Job Description**

**Tuition  
Reimbursement  
Leave Requests**

**Conference  
Requests**

**First Reading  
Policies**

- 104 Nondiscrimination/Discriminatory Harassment – Employment Practices [Exhibit S3](#).
- 150 Title I – Comparability of Services [Exhibit S4](#).
- 220 Student Expression/Distribution and Posting of Materials [Exhibit S5](#).
- 222 Tobacco/Nicotine [Exhibit S6](#).
- 247 Anti-Hazing [Exhibit S7](#).
- 249 Bullying/Cyberbullying [Exhibit S8](#).
- 323 Tobacco/Nicotine [Exhibit S9](#).
- 707 Use of School Facilities [Exhibit S10](#).
- 904 Public Attendance at School Events [Exhibit S11](#)
- 913 Non-school Organizations/Groups/Individuals [Exhibit S12](#)

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

Motion by Dr. Hallock, seconded by Mr. Snippet to approve the Articulation Agreement between Mercyhurst University and Seneca High School as outlined in [Exhibit T](#) and the Memorandum of Understanding between the Women’s Care Center and Seneca High School as outlined in [attachment 1](#). Motion approved by a voice vote with no opposition. Motion carried.

**Mercyhurst  
 Articulation  
 Agreement  
 Women’s Care  
 Center**

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

- Durham bus drivers for the 2019-2020 school year

Dorothy Bayle	Francis Heim	Terri Rogers
Tad Bingaman	Robert Heverly	Aaron Sanden
Luke Brooks	Craig Hewel	Avery Shaw
James Coverdale	Karla Kimmy	Herbert Stafford
Jessi Davis	Roberta Kunselman	Pam Swanson
Dawn Dennen	Lisa Larson	William Swanson
Michael Ditrich	Jaimi Mack	Bonita Turner
Desirae Dougan	Kimberly McGarvey	Misty Watkins
Jeffrey Durfee	Adam Mong	Randy Wheeler
Jeffery Franklin	Angela McMillen (Dance)	Dennis Williams
Robert Garner	Ronald Orłowski	Kristie Wright (Hartman)

**Durham Bus Drivers  
 2019-2020**

- The bus routes for the 2019-2020 school year.
- Approve the transportation requests and ratification of field trips since last meeting as outlined.

**Bus Routes  
 2019-2020**

Group Requesting:	Date:	Destination:	Estimated Cost:	Funds By:
Grade 1	Friday, September 27, 2019	Tom Ridge Center	\$800.00	PTO
Kindergarten	Thursday, September 26, 2019	Port Farms	\$500.00	PTO
		Kuhl Hose Fire Dept.		
Kindergarten	Friday, September 27, 2019	Port Farms	\$250.00	PTO
		Kuhl Hose Fire Dept.		

**Transportation  
 Requests**

- Academic Sports League to travel to competitions during the 2019-2020 school year. Dates and locations to be determined. Funds from SHS Student Activities.
- AFROTC students to travel to area locations during the 2019-2020 school year. Funding from ROTC.
- Community Based Experience Program students to travel to area locations during the 2019-2020 school year. Funding from Special Education.
- SHS Autistic Students to travel to area locations weekly during the 2019-2020 school year. Funding from Special Education.
- K-6 LSS class to travel to area locations weekly during the 2019-2020 school year. Funding from Special Education.
- Science Olympiad students to travel to competitions during the 2019-2020 school year. Funding from Student Activities.

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

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

- Accept the resignations of Rachel Dacus, Girls' Basketball First Assistant effective July 23, 2019 and Megan Pound, Girls' Soccer First Assistant effective August 5, 2019.
- The athletic appointments of Bradley Johnson as Boys' Soccer, 1<sup>st</sup> Assistant, Step 1 and Kymberly Braine as Girls' Soccer, 1st Assistant, Step 1.
- The 2019-2020 Winter/Spring Coaches as outlined in [Exhibit U](#).
- Accept the resignation of Andrew Valentine as Stage Director effective July 15, 2019.
- Approve the following extra-curricular appointments for the 2019-2020 school year:
  - Savannah Anderton as the SHS Musical Director at step 1.
  - Mary Beth Hengelbrok as Campus Technology Integrator at the per diem rate.
  - Derek Peterman as Stage Director at Step 1.
- The following as Game Help for the 2019-2020 school year.

**Athletic Resignations**

**Athletic Appointments**

**Resignation**

**Extra-Curriculum Appointments**

**Game Help**

Jerry Adamus	Lesia Kimball	Lisa Smith
Donna Banks	Billy Kuhn	Eric Sonny
Scott Bollheimer	Brian Martin	Walter Staab
Samantha Black	Dana Miller	Janice Stalford
Julie Canter	Sue Nolan	Ray Trejchel
Alyssa Forte	Elizabeth Oslak-Diehl	Therese Wells
Kyle Forte	Debby Peck	Cindy Widdowson
David Frank	Emily Manino	Brandon Williams
Becky Groenendaal	Cecilia Polumbo	
Sheri Hoffman	Paul Semrau	

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

Motion by Dr. Hallock, seconded by Mr. Snippert to declare music books ISBN #0-02-295675-1 surplus due to deterioration. Motion was approved by a voice vote with no opposition. Motion carried.

**Surplus Music  
Books**

Dr. Hallock shared that the Erie County Technical School JOB will meet on Thursday, August 29<sup>th</sup> and he will update the board at the September meeting.

**Erie Co Technical  
School**

Dr. Pushchak shared that the Northwest Tri-County Intermediate Unit staff in-service will be Thursday and the next meeting of the board will be in two weeks. He will update the board at the September meeting.

**Northwest Tri-  
County  
Intermediate Unit**

Dr. Pushchak thanked the custodian and maintenance departments for their work in readying the school for the students' return. He also thanked Mr. Schultz, Administration and district workers for the work they have done. And, finally he wished a great school year to all the students and teachers.

**Board  
Correspondence  
and Dialogue**

There being no further business before the Board, upon motion by Dr. Hallock and seconded by Mr. Snippert, the meeting was adjourned at 8:46 p.m.

**Adjournment**

Aaron Snippert  
Assistant School Board Secretary