

**WATTSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
Work Session**

JUNE 8, 2020

The meeting of the Board Work Session convened on June 8, 2020 at 7:00 PM via Zoom Virtual Meeting Platform.

Dr. Pushchak announced that the Board met in Executive Session on June 1st to discuss the Superintendent's Annual Evaluation. He also announced an executive session was held June 8th prior to the work session to discuss the Business Administrator's Contract and Instructional Technology Director position. The Board will plan to meet in Executive Session on June 15, 2020 to discuss the required Act 44 Safety and Security Report.

The meeting began with the Pledge of Allegiance.

Mr. Jeremy Bloeser, Mrs. Amanda Farrell, Mr. Shawn Matson, Mr. Steve O'Donnell, Mr. Josh Paris, Mrs. Julie Pikiewicz, Mrs. Tara Pound, Mr. Marty Pushchak and Dr. Andy Pushchak attended. Mr. Kenneth Berlin, Superintendent; Mrs. Rebecca Kelley, Assistant to the Superintendent; Mrs. Vicki Bendig Business Administrator also attended.

Roll Call

The citizen who signed to address the Board was not in attendance and no other guest or citizen requested addressing the Board.

Guest and Citizen
Comments

Mr. Berlin updated the Board with the information released by PDE concerning the re-opening of schools in the fall. This includes:

Superintendent
Report

- Elementary and secondary schools that want to begin offering in-person instruction or activities must first develop a health and safety plan, which will serve as a local guideline for all school opening activities. The plans should be tailored to the unique needs of each school and reflect a comprehensive, community approach created in consultation with local health agencies.
- The plans must be approved by local boards of directors and posted on the school or district public website before a school reopens. The plans must also be submitted to PDE but will not be subject to either approval or disapproval.

He is therefore recommending that we add a normal work session and board meeting to July to review and approve this plan and allow parents time to review and prepare for it. A motion will be on an addendum next week, followed by public advertisement in the newspaper and on the website.

Mr. Berlin also shared that heavy digging equipment has been staged on site for the athletic field work. There will be an additional Change Order (#5) if non-compactable or substandard earth is found. This is impossible to predict, and Keystone rarely runs into it, so it is usually handled through the recommend project contingency. We are recommending a motion be added to an addendum to remove and replace the material, if found, at a unit cost not to exceed

contingency. This would ensure that the project can remain on schedule in between board meetings.

Mrs. Bendig gave the Treasurer's Report with a balance of \$4,087,924.37 and a review of Checks Already Written in the amount of \$110,161.45. A full report will be given at the June 15, 2020 meeting.

Treasurer's
Report

The Board discussed the monthly budgetary transfer from the budget vs. actual report. This item to be placed on the June 15, 2020 agenda.

Budgetary
Transfer

The Board discussed the General Fund Budget for the 2020-2021 fiscal year in the amount of \$25,917,477.00. This item to be placed on the June 15, 2020 agenda.

General Fund
Budget

The Board discussed the Real Property Tax Resolution:

Resolved, that the Wattsburg Area Board of School Directors does hereby levy for the school fiscal year July 1, 2020, to and including June 30, 2021, 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 19.7786 mills or \$1,977.86 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. This amount reflects no increase from the 2019-2020 year. This item to be placed on the June 15, 2020 agenda.

Real Property Tax

The Board discussed the 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 five (\$5.00) dollars as provided for in the Public School Code of 1949 (Section 679) as amended during the Period July 1, 2020 and ending June 30, 2021. This item to be placed on the June 15, 2020 agenda.

Per Capita Tax

The Board discussed the 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, 2020 and ending June 30, 2021. This item to be placed on the June 15, 2020 agenda.

Act 511 Per
Capita Tax

The Board discussed the Earned Income Tax (Wage 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, 2020 and ending June 30, 2021, 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

Earned Income
Tax

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. This item to be placed on the June 15, 2020 agenda.

The Board discussed the Realty Transfer Tax Resolution:

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, 2020, and ending June 30, 2021, 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. This item to be placed on the June 15, 2020 agenda.

Realty Transfer
 Tax

The Board discussed the Local Services Tax Resolution:

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, 2020 through June 30, 2021. This item to be placed on the June 15, 2020 agenda.

Local Services Tax

The Board discussed the Act 1 Exclusion Resolution (Homestead/Farmstead). This item to be placed on the June 15, 2020 agenda.

Act 1 Homestead
 Farmstead

The Board discussed Food Services Lunch Prices for the 2020-2021 school year.

Food Service
 Prices

	SHS	WAMS	WAEC
Breakfast	\$1.10	\$1.10	\$1.10
Lunch	\$2.60	\$2.60	\$2.35
Milk	.55	.55	.55

This item to be placed on the June 15, 2020 agenda.

The Board discussed the reallocation of the district's credit limit with Northwest to include Susan Huff, Accounting Clerk with a \$5,000 credit limit. This item to be placed on the June 15, 2020 agenda.

District Credit
 Limit Reallocation

The Board discussed the authorization of Susan Huff to transfer funds/wire transfers on behalf of the district up to \$2,000,000.00. This item to be placed on the June 15, 2020 agenda.

Fund/Wire
 Transfer
 Authorization

The Board discussed the district paving award to Cross Paving at the bid of \$46,000.00 This item to be placed on the June 15, 2020 agenda.

Paving Bid Award

The Board discussed the Athletic Field Change Orders to be funded out of the project contingency. Additional Drainage Change Order #3 and Backstop Fencing Change Order #4. This item to be placed on the June 15, 2020 agenda.

Athletic Field
 Change Orders

Change Order #5 non-compactable or substandard earth if found will be placed on an addendum for the June 15, 2020 meeting. Mr. Paris raised some questions regarding the retention pond and drainage. As Building and Grounds Chairman, he will join a conference call with Keystone to have some questions answered and will share those answers with the Board.

The Board discussed the resignations:

- Noelle Naughton, WAMS Learning Support Teacher effective August 18, 2020.
- David Knight, School Resource Officer effective June 5, 2020.
- Stephanie Guild, WAEC 3rd Grade Teacher effective June 8, 2020.
- Lesa Kimball, PIMS/Child Accounting Coordinator for the purpose of retirement effective June 30, 2020.

Personnel
Resignations

This item will be placed on the June 15, 2020 agenda.

The Board discussed the Sabbatical Leave request for Todd Talbot effective August 19, 2020 through January 15, 2021. This item to be placed on the June 15, 2020 agenda.

Leave Request

The Board discussed Summer Help

- Meckenzie Jones as Maintenance Summer Help at the rate of \$10.00/hour effective June 8, 2020.
- Noah Belden and Christopher Lynde as Summer Technology Help at the rate of \$10.00/hour effective June 1, 2020.

Personnel
Resignations

This item to be placed on the June 15, 2020 agenda.

The Board discussed Samantha Szoszorek as an ESY Teacher anticipated the month of July 2020 and possibly August 2020 to be paid at contractual rate according to the WASD/WEA Collective Bargaining Unit Agreement. This item to be placed on the June 15, 2020 agenda.

ESY Teacher

The Board discussed the agreement between Regional Health Service and Wattsburg Area School District for Certified Athletic Trainer Services effective July 1, 2020 and terminating June 30, 2025. This item to be placed on the June 15, 2020 agenda.

Athletic Trainer
Agreement

The Board discussed the Superintendent's 2019-2020 Annual Performance Evaluation. This item to be placed on the June 15, 2020 agenda.

Superintendent's
Annual
Performance
Evaluation

The Board discussed the appointments of:

- Amanda Ewanick as WAEC Teacher, at Bachelors, Step 2 effective August 19, 2020.
- Samantha Szoszorek as WAMS Learning Support Teacher at Masters, Step 1 effective August 19, 2020.
- Michael Rimdzius as LT Substitute – SHS anticipated August 19, 2020 through January 15, 2021 at Masters, Step 1.

Personnel
Appointments

This item to be placed on the June 15, 2020 agenda.

The Board discussed the revised job descriptions as follows:

- Business Administrator
- Client Technology Specialist
- Technology Systems and Service Administrator
- Technology Systems and Services Network Specialist
- PIMS & Child Accounting Coordinator

This item to be placed on the June 15, 2020 agenda.

Revised Job
Descriptions

The Board discussed the revised Act 93 Agreement for the Technology Systems & Services Administrator. This item to be placed on the June 15, 2020 agenda.

Act 93
Agreement

The Board discussed the revised WASD Organization Chart. This item to be placed on the June 15, 2020 agenda.

Organizational
Chart

The Board discussed the attendance for travel reimbursement for all PDE related meetings and following meetings for the 2020-2021 school year:

- 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
- Plant Operations and Transportation Supervisor
 - Plant Operations Supervisors' Meetings
- Superintendent Secretary
 - Personnel meetings
 - Certification meetings
 - Superintendent Secretary's meetings
- Tim Malinowski
 - Cyber Meetings
- PIMS Child Accounting Coordinator
 - A/CAPA Meetings
 - PIMS/Penndata
- Athletic Director
 - District 10 and the Erie County Athletic meetings
- School Psychologist

Travel
Reimbursement
for PDE Related
and District
Related Meetings

- 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

This item to be placed on the June 15, 2020 agenda.

The Board discussed adding the Business Administrators Employment Agreement to the Agenda for the June 15, 2020 meeting. This item to be placed on the June 15, 2020 agenda.

Business
Administrator's

The Board discussed the second reading of policies:

- Policy 006.1 Attendance at Meeting Via Electronic Communications
- Policy 222 Tobacco and Vaping Products – Students
- Policy 323 Tobacco and Vaping Products – Employees
- Policy 626 Federal Fiscal Compliance
- Policy 707 Use of School Facilities
- Policy 810.1 Commercial Driver's License Drug and Alcohol Clearinghouse
- Policy 904 Public Attendance at School Events (Attachment to policy also updated)

Second Reading
Policies

This item to be placed on the June 15, 2020 agenda.

The Board discussed the Administrative Guidelines for Policy 810. This item to be placed on the June 15, 2020 agenda.

Administrative
Guidelines

The Board discussed the Erie County Special Education Transition Program Operating Agreement. This item to be placed on the June 15, 2020 agenda.

Erie County
Special Education
Transition
Program

The Board discussed the pilot of Study Sync at the high school level for the 2020-2021 school year at a cost not to exceed \$4,002.46. This item to be placed on the June 15, 2020 agenda.

Study Sync

The Board discussed the addition of an honors distinction to 7th and 8th grade English beginning the Fall of 2020-2021. This item to be placed on the June 15, 2020 agenda.

Honors
Distinction

The Board discussed the implementation of Personal Finance Course for the high school for the 2020-2021 school year. This item to be placed on the June 15, 2020 agenda.

Personal Finance
Course

The Board discussed purchase of PearDeck (\$8,400) and Loom for online learning at a cost not to exceed \$3,000. This item to be placed on the June 15, 2020 agenda.

PearDeck and
Loom Online
Learning Tools

The Board discussed the resignation of Derek Peterman as Stage Coordinator effect May 19, 2020. This item to be placed on the June 15, 2020 agenda.

Extra-Curricular
Resignation

The Board discussed the extra-curricular and Fall athletic appointments for the 2020-2021 school year. The Board also discussed Back to Sports guidelines. There was discussion of concerns for fall sign-ups and athletics for the coming school year, Mr. Berlin will post the guideline to the website so parents and staff can become familiar with them. These items to be placed on the June 15, 2020 agenda. An Athletic/Extra-Curricular Committee meeting was requested for June 15, 2020 at 6:30 PM.

Extra-Curricular
and Athletic
Appointments

The Board discussed the Kidder Media Agreement for the Fall Newsletter production. This item to be placed on the June 15, 2020 agenda.
The Board discussed the surplus items. This item to be placed on the June 15, 2020 agenda.

Kidder Media
Agreement
Surplus Items

The Board discussed the Student Assistance Program Agreement between Pyramid Healthcare and Wattsburg Area School District for the 2020-2021 school year. This item to be placed on the June 15, 2020 agenda.

Pyramid
Healthcare

The Board discussed the Safe Harbor Behavioral Health of UPMC and WASD Affiliation Agreement for the 2020-2021 school year. This item to be placed on the June 15, 2020 agenda.

Safe Harbor
Affiliation
Agreement

There was no report for the Erie County Technical School this evening.

ECTS

Dr. Pushchak updated the Board on the Northwest Tri-County Intermediate Unit outcome from the May meeting.

- Dr. Pushchak was elected Vice President of the IU Board of Directors and will chair the committee for hiring a new executive director.
- The IU has furloughed two Occupational Therapist and some part-time Early Intervention Aides due to COVID-19.

Northwest
Tri-County
Intermediate Unit

During Board Correspondence and Dialogue, Dr. Pushchak shared his family viewed the commencement ceremony together this year something they usually cannot do. Kudos to the students upon graduating and to everyone who contributed to making the school year and end of the year a success even during these uncertain times.

Board
Correspondence
and Dialogue

Mrs. Farrell thanked everyone who worked on the commencement project. It was really cool for younger students to watch. Thank you to the administration for following the government rules and holding commencement virtually. They did what was allowed, what is right and still honored the graduates.

Mrs. Pikiwicz commented that commencement was very nice. And thanked everyone who worked on it for the great job.

Being no additional items before the Board, upon motion by Mr. Pushchak and second by Mr. Paris, the meeting was adjourned at 8:28 PM.

Signature on File
Vicki Bendig
Board Secretary