

WATTSBURG AREA SCHOOL DISTRICT BOARD OF EDUCATION

MAY 15, 2023

The Wattsburg Area School District Board of Education held their Regular Board meeting at the Wattsburg Area Elementary Center on May 15, 2023

President Jeremy Bloeser called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

Mrs. Britni Burlingham, Mrs. Amanda Farrell, Mrs. Lea Hetherington, Mrs. Nicole Lee, Mr. Shawn Matson, Mr. Steve Morvay, Mrs. Tara Pound, Dr. Andy Pushchak, and Mr. Jeremy Bloeser attended. Dr. Kenneth Berlin, Superintendent; Mrs. Rebecca Kelley, Assistant to the Superintendent; Mrs. Vicki Bendig Business Administrator and Attorney Christine McClure, Solicitor also attended.

Roll Call

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

Agenda

Motion by Mr. Morvay, seconded by Mrs. Farrell to approve the meeting minutes of the April 17, 2023 Regular Board Meeting and the May 8, 2023 Work Session. Motion approved by a voice vote with no opposition. Motion carried.

Meeting Minutes

No guest or citizen requested addressing the Board this evening.

Guest and Citizen Comments

Mr. Englert introduced Life Skills Teacher, Mr. Trejchel, to present Seneca's School Report. He explained that he had approached Mr. Trejchel with the suggestion of having the Life Skills class operate the vending machines. Mr. Trejchel stated that he took the idea and incorporated it into the curriculum for the Life Skills class as a small business. He said that the students are each assigned jobs: stocking the machine, making lists, shopping for the products, counting money, and all operations entailed with keeping the machine functioning. The Life Skills students have been running the machines since fall 2022 and it has been a learning and fundraising success. Mr. Trejchel shared that although the Life Skills students are often on the receiving end of giving, he is proud to report that the students have decided to use the funds earned from the machines to "give back" with donations of \$300 each to the Erie Autism Society, the Erie Animal Network and the SHS Leadership Class (for their Summer Kickoff). He then shared a video of the students explaining their "job" and stated the students take great pride in their work. Dr. Berlin thanked Mr. Trejchel and noted that Mr. Trejchel is retiring at the end of the school year and wished him well in his future endeavors.

School Report

Dr. Berlin provided the board with an overview of the District's mission, educational achievements, curriculum initiatives, and related faculty professional development. He also reviewed the campus plan highlighting improvements scheduled to be completed during the summer of 2023. Dr. Berlin concluded his presentation stating that the proposed 2023-24 budget with a 3.39% tax increase invests in our students and remains below the allowable Act 1 Index increase of 5.6%. Dr. Pushchak thanked Dr. Berlin for the presentation and for putting initiatives into practice and accomplishing so much. Dr. Berlin thanked the Board for their support.

Superintendent's Report

Motion by Mr. Morvay, seconded by Mrs. Farrell to approve the following reports, payments, and invoices as presented:

- Revenue & Expenditure Reports for the month of April
[General Fund](#): \$9,976,071.28
[YTD Budget to Actual Report](#)
[Capital Projects](#): \$495,814.93
[Cafeteria](#): \$623,977.86
[Cafeteria Profit/Loss](#): \$15,304.94 YTD \$42,443.22
- Checks and Invoices
[Exhibit A1](#) General Fund Checks Already Written: \$95,754.65
[Exhibit A2](#) General Fund Checks Already Written: \$17,107.37
[Exhibit A3](#) General Fund Bills: \$559,550.80
[Exhibit B1](#) Cafeteria Checks Already Written: \$457.75
[Exhibit B3](#) Cafeteria Bills: \$36,074.52
[Exhibit C3](#) Capital Project Fund Bills: \$49,360.00
[Exhibit D](#) SHS Activity Fund Report: \$82,152.39

Business Administrator's Report

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

Motion by Dr. Pushchak, seconded by Mrs. Hetherington to appoint the firm of MacDonald Illig with Mr. Mark Kuhar as the Labor Relations solicitor for the 2023-2024 fiscal year. Motion approved by a voice vote with no opposition. Motion carried.

District Labor Counsel for 2023-2024

Motion by Mrs. Farrell, seconded by Mrs. Lee to appoint the firm of Knox, McLaughlin, Gornall and Sennett with Ms. Christine McClure as the School District's solicitor for the 2023-2024 fiscal year. Motion approved by a voice vote with no opposition. Motion carried.

District Solicitor for 2023-2024

Motion by Mr. Morvay, seconded by Mrs. Lee to approve the following transfers:

- Monthly budgetary transfer from the budget vs. actual report as outlined in Exhibit E.
- \$6,702.98 from the Committed Fund for Steel White Boards to the high school auditorium lighting and sound upgrades.
- \$3,816.16 from the Committed Fund for the Laser Engraver to the high school auditorium lighting and sound upgrades.

Transfers

- \$0.30 from the Committed Fund for the Above Ground Fuel Tanks to the high school auditorium lighting and sound upgrades.
- \$2,980.56 from the Committed Fund for the SHS HVAC Repairs to the high school auditorium lighting and sound upgrades.
- \$89,480 from the Committed Fund to Capital Projects for high school auditorium lighting and sound upgrades.

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

Motion by Mr. Morvay, seconded by Mrs. Lee to elect Steven Morvay as the WASD Treasurer and designated signatory for the 2023-2024 fiscal year.

**Treasurer for
2023-2024**

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

Motion by Mr. Morvay, seconded by Dr. Pushchak to approve Northwest Savings Bank as the WASD Depository for the 2023-2024 fiscal year. Motion approved by a voice vote with no opposition. Motion carried.

**Depository for
2023-2024**

Motion by Mr. Morvay, seconded by Mrs. Hetherington to appoint Berkheimer Associates as the current delinquent per capita collector for the 2023-2024 fiscal year. Motion approved by a voice vote with no opposition. Motion carried.

**Delinquent Per
Capita Tax Collector**

Motion by Mr. Morvay, seconded by Mrs. Farrell to approve the adoption of the Proposed Final General Fund Budget for 2023 – 2024 ([Exhibit F](#)) in the amount of \$28,727,719 to authorize the Secretary to post the following notice: The Board of Directors tentatively approved the proposed final budget for the Wattsburg Area School District for the fiscal year of 2023-2024 on May 15, 2023. A copy of the said budget in the amount of \$28,727,719 is open for inspection by the public on the District Website. Adoption of the final budget is scheduled for June 19, 2023, 7:00 p.m. at the Wattsburg Area School District Elementary Center. In a recorded roll call vote, Mr. Morvay, Mrs. Pound, Dr. Pushchak, Mrs. Burlingham, Mrs. Farrell, Mrs. Hetherington, Mrs. Lee, Mr. Matson and Mr. Bloeser voted to approve the adoption of the Proposed Final General Fund Budget. Motion carried.

**Proposed Final
General Fund
Budget for
2023-2024**

Motion by Mr. Morvay, seconded by Mrs. Lee to approve the budgetary amendment as outlined in [attachment 1](#). Motion approved by a voice vote with no opposition. Motion carried.

**Budgetary
Amendment**

Motion by Mrs. Lee, seconded by Dr. Pushchak to approve the following:

- Joshua Espinosa and Alanna Young as additions to the ESS Substitute List.
- Leave requests:
 - Intermittent FMLA Leave for Susan Huff retroactive to March 27, 2023.
 - FMLA utilizing paid time off for Jennifer Turner effective May 18, 2023
- Resignations:

ESS Substitutes

Leave Requests

Resignations

- Barbara Burdick, elementary teacher for the purpose of retirement effective June 13, 2023.
- Richard Fenney, custodian effective March 25, 2023.
- Randy Gunther, middle school teacher for the purpose of retirement effective June 13, 2023.
- Valerie Dolph, cook/baker effective June 1, 2023.
- Julie Sierota, elementary teacher for the purpose of retirement effective June 13, 2023.
- Conference requests:
 - Matthew Harman and Josh Thayer to attend Cyber Planning Workshop on May 16 17, 2023 in Edinboro, PA at an estimated cost of \$100. Funds from Professional Development.
 - Debbie Nuhfer and Sara Land to attend PSERS Training for HR Staff on May 8, 2023 virtually at an estimated cost of \$39. Funds from Professional Development.
 - Meredith Reininger, Kelsey Schwartz, Lynn Orton, Autistic Support Teacher to attend Ukeru The Least Resistance Approach to Crisis Management on August 8-9, 2023 in Erie, PA at an estimated cost of \$5,262. Funds from Professional Development/Special Education.

Conference Requests

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

Motion by Mrs. Lee, seconded by Mrs. Burlingham to approve the following appointments:

Appointments

- Suzanne Zuba as Educational Support Aide, Class B, 7 hours/day, 185 days/year effective August 29, 2023.
- Breanne Przybylski as Elementary Art Teacher at bachelor's, Step 1 effective August 23, 2023.
- Laura Pushchak as a long-term district daily floating substitute for the 2023-2024 school year at master's +15, Step 2.
- Veronica Lipinski as long-term district daily floating substitute for the 2023-2024 school year at bachelor's, Step 2.
- Hallie Runser as cook/baker, Class B, 180 days/year 5.50 hours/day effective June 9, 2023.

Motion approved by a voice vote with one abstention (Dr. Pushchak). Motion carried.

Motion by Mrs. Lee, seconded by Mr. Morvay to approve Memorandum of Agreement between Wattsburg Area School District and the Wattsburg Educational Support Personnel Association. In a recorded roll call vote, Mrs. Lee, Mr. Matson, Mr. Morvay, Mrs. Pound, Dr. Pushchak, Mrs. Burlingham, Mrs. Farrell, Mrs. Hetherington, and Mr. Bloeser voted to approve the MOA between WASD and WESPA. Motion carried.

Memorandum of Agreement Between WASD & WESPA

Motion by Mrs. Lee, seconded by Mrs. Burlingham to approve the Memorandum of Agreement between Wattsburg Area School District and the Wattsburg Education Association. In a recorded roll call vote, Mrs. Lee, Mr. Matson, Mr. Morvay, Mrs. Pound, Dr. Pushchak, Mrs. Burlingham, Mrs. Farrell,

Memorandum of Agreement Between WASD & WEA

Mrs. Hetherington, and Mr. Bloeser voted to approve the MOA between WASD and WEA. Motion carried.

Motion by Mrs. Lee, seconded by Mrs. Pound to approve the summer help appointments at \$12.42/hour effective June 12, 2023:

- Maintenance
 - Meckenzie Jones
 - Christopher Lynde
- Information Technology (IT)
 - Logan Altadonna
 - Gavin Bendig
 - Aeneva Shumac

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

Motion by Mrs. Lee, seconded by Mrs. Pound to approve the addition of Nicholas Vanhooser to the service substitute list effective May 16, 2023. Motion approved by a voice vote with no opposition. Motion carried.

**Service Substitute
List**

Motion by Mrs. Farrell, seconded by Dr. Pushchak to approve the following:

- The first reading of the following policies:
 - 800 Records Management [Exhibit G](#)
 - 830 Security of Computerized Personal Information/Breach Notification [Exhibit H](#)
 - 830.1 Data Governance – Storage/Security [Exhibit I](#).
- The second reading of the following policies:
 - 011 Principles for Governance and Leadership [Exhibit J](#).
 - 137 Home Education Programs [Exhibit K](#).
 - 137.1 Extracurricular Participation by Home Education Students [Exhibit L](#).
 - 137.2 Participation in Cocurricular Activities and Academic Courses by Home Education Students [Exhibit M](#).
 - 137.3 Participation in Career and Technical Education Programs by Home Education Students [Exhibit N](#).
 - 200 Enrollment of Students [Exhibit O](#).
 - 202 Eligibility of Nonresident Students [Exhibit P](#).
 - 204 Attendance [Exhibit Q](#).
 - 217 Graduation [Exhibit R](#).
 - 221 Dress and Grooming [Exhibit S](#).
 - 233 Suspension and Expulsion [Exhibit T](#).
 - 251 Students Experiencing Homelessness, Foster Care and Other Educational Instability *Merge and replace the following with revised policy 251* [Exhibit U](#).
 - 251 Homeless Students
 - 255 Educational Stability for Children in Foster Care
 - 810 Transportation [Exhibit V](#).
- Rescind policy 255 Educational Stability for Children in Foster Care.

**Policies
First Reading**

Second Reading

Rescind Policy

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

Motion by Dr. Pushchak, seconded by Mrs. Farrell to approve the following:

- Seniors who meet all graduation requirements to receive a Seneca High School diploma as outlined [Exhibit W](#).
- Academic services of LearnWell for a middle school student anticipated April 17, 2023 through June 9, 2023.
- The training agreement between Grafton School Inc. and Wattsburg Area School District for Ukeru: "The Least Resistance" Approach to Crisis Management as outlined in [attachment 2](#).

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

Motion by Mrs. Burlingham, seconded by Mr. Matson to approve the transportation requests and ratification of field trips since last meeting as outlined in [Exhibit X](#). Motion approved by a voice vote with no opposition. Motion carried.

Motion by Mrs. Pound, seconded by Mrs. Lee to approve the following:

- Melinda Barnes, Elizabeth Bille, Ryan Gilfoyle, Stephanie Gilfoyle, Jessica Keffer, and Jacob Malec as additions to the WASD Volunteer List.
- Jack Corey as weight lifting coach for the 2022-2023 school year at Step 2+.
- accept the resignation of Noah Runser, 7th & 8th grade football coach effective May 3, 2023.

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

Motion by Dr. Pushchak, seconded by Mr. Morvay to approve the following:

- Items as surplus as outlined in [Exhibit Y](#) and the district 2007 F350 pickup truck.
- Affiliation Agreement with Safe Harbor Behavioral Health of UPMC Hamot and Wattsburg Area School District for the 2023-2024 school year as outlined in [attachment 3](#).

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

Mr. Morvay updated the Board on the happenings at the Erie County Technical School:

- They continue to discuss an additional Cosmetology program. Construction of the additional lab may be funded out of the contingency fund. This was approved and could begin late this year into early next year. This is a change order to the contractors and contractors have yet to price this project out.
- Safe Schools plan was approved.
- Approved Articulation Agreement with Butler County Community College for the Sports Therapy Program.
- Matthew Laverde will be taking over as director upon Joe Tarasovitch's retirement.
- Labs are at 84% capacity with no labs below 62%.
- Projecting 800 students next year.
- Renovations are in the punch list stage.

2023 Graduates

LearnWell Agreement

Ukeru Training Agreement

Transportation Requests

WASD Volunteer List

Athletic Appointment

Athletic Resignation

Surplus Items

Safe Harbor Affiliation Agreement

Erie County Technical School

Dr. Pushchak reminded the Board that he sends out the update for the Northwest Tri-County Intermediate Unit Board meeting following the meeting date. He also stated that this is the first time in many years that all seventeen districts approved the budget.

**Northwest Tri-
County
Intermediate Unit**

During Board Dialogue and Correspondence, Dr. Pushchak shared that he enjoyed attending both the band and chorus concerts this month. He also attended the recent Honor Roll Breakfast at the middle school and commended the teachers for providing end of the year activities. Mrs. Pound reminded the Board that they can nominate a male and female athlete for the Sports Booster's Scholarship and Athlete of the Year.

**Board
Correspondence
and Dialogue**

There being no further business before the Board, upon motion by Dr. Pushchak, seconded by Mrs. Lee, the meeting was adjourned at 8:03 p.m.

Adjournment

Signature on File
Vicki Bendig
School Board Secretary