

WATTSBURG AREA SCHOOL DISTRICT BOARD OF EDUCATION

June 19, 2023

The Wattsburg Area School District Board of Education held their Regular Board meeting at the Wattsburg Area Elementary Center on June 19, 2023.

The Pledge of Allegiance was recited.

President Jeremy Bloeser called the meeting to order at 7:00 p.m. Mrs. Britni Burlingham, Mrs. Amanda Farrell, Mrs. Lea Hetherington, Mrs. Nicole Lee, Mr. Shawn Matson, 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. Mr. Steve Morvay was absent.

Roll Call

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

Agenda

Motion by Mrs. Farrell, seconded by Mrs. Burlingham to approve the meeting minutes of May 15, 2023 Regular Board Meeting and the June 12, 2023 Work Session. Motion approved by a voice vote with no opposition. Motion carried.

Meeting Minutes

Becky Buona addressed the Board about concerns regarding the band program.

Guest and Citizen Comments

Dr. Berlin shared that he will be sworn in as Superintendent for another five years this week. He is very appreciative of the opportunity and trust the board has in him to lead the District.

Superintendent's Report

Motion by Mrs. Pound, seconded by Mrs. Lee to approve the following reports, payments, and invoices as presented:

Business Administrator's Report

- Revenue & Expenditure Reports for May
 - [General Fund](#): \$6,790,651.21
 - [YTD Budget to Actual Report](#)
 - [Capital Projects](#): \$497,897.18
 - [Cafeteria](#): \$731,287.73
 - [Cafeteria Profit/Loss](#): \$31,212.44
- Checks and Invoices
 - [Exhibit A1](#) Checks Already Written: \$67,943.30
 - [Exhibit A2](#) Checks Already Written: \$9,893.34
 - [Exhibit A3](#) General Fund Bills: \$470,920.58
 - [Exhibit B2](#) Cafeteria Checks Already Written: \$126.60
 - [Exhibit B3](#) Cafeteria Bills: \$41,704.50
 - [Exhibit C3](#) Capital Project Fund Bills: \$3,000.00
 - [Exhibit D](#) SHS Activity Fund Report: \$83,976.03

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

Mr. Bloeser asked about the federal reimbursements benefits for breakfast/lunch carrying over for the coming school year. Mrs. Bendig shared that all district students receive free breakfast, and all elementary students receive free breakfast and lunch through the Community Eligibility Program because we have a high ratio of high free and reduced lunch in our elementary population but the ratio for the entire district was not great enough for the entire district to receive the free lunch. Once we are eligible, we can use that same rate for the next five years. The elementary students will receive free breakfast and lunch for the next five years. If the ratio moves when those students reach middle school, we can use that percentage for the middle school to receive CEP. The USDA is currently talking about free lunches for everyone, which would be awesome for our families.

Motion by Dr. Pushchak, seconded by Mrs. Farrell to ratify the proposed Collective Bargaining Agreement between the Wattsburg Area School District and the Wattsburg Education Support Personnel Association Local #2 effective July 1, 2023 through June 30, 2028. Motion was approved by a voice vote with no opposition. Motion carried.

**WASD/WESPA Local
2 Collective
Bargaining
Agreement**

Motion by Dr. Pushchak, seconded by Mrs. Burlingham to the following transfers:

Transfers

- Monthly budgetary transfer from the budget vs. actual report as outlined in [Exhibit E](#).
- \$633,643.38 from the committed fund for paving to the committed fund for paving and concrete projects.
- \$3,000 from the committed fund for paving to capital projects for pavement line striping.

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

Motion by Dr. Pushchak, seconded by Mrs. Burlingham to approve the adoption of the [General Fund Budget for 2023 – 2024](#) fiscal year in the amount of \$28,774,214. In a recorded roll call vote, Dr. Pushchak, Mrs. Burlingham, Mrs. Farrell, Mrs. Hetherington, Mrs. Lee, Mr. Matson, Mrs. Pound and Mr. Bloeser voted to approve the adoption of the budget. Motion carried.

**2023-2024 Final
General Fund
Budget**

Dr. Pushchak echoed Mr. Morvay's comments last week complementing the administration and board on the budget. He said that it is a very student-centered budget while taking into consideration the taxpayers by not raising taxes as high as is permitted while maintaining our programming and planning for the future. He stated that he appreciates the administration's hard work and the Board's cooperation to get it to this point.

Motion by Dr. Pushchak, seconded by Mrs. Farrell to approve the Real Property Tax Resolution: Resolved, that the Wattsburg Area Board of School Directors does hereby levy for the school fiscal year July 1, 2023, to and including June 30, 2024, 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 22.051

Real Property Tax

mills or \$2,205.10 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. Motion approved by a voice vote with no opposition. Motion carried.

Motion by Dr. Pushchak, seconded by Mrs. Lee to approve 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, 2023 and ending June 30, 2024. Motion approved by a voice vote with no opposition. Motion carried.

Per Capita Tax

Motion by Dr. Pushchak, seconded by Mr. Matson to approve 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, 2023 and ending June 30, 2024. Motion approved by a voice vote with no opposition. Motion carried.

Act 511 Per Capita Tax

Motion by Dr. Pushchak, seconded by Mrs. Pound to approve 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, 2023 and ending June 30, 2024, 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. Motion approved by a voice vote with no opposition. Motion carried.

Earned Income Tax

Motion by Dr. Pushchak, seconded by Mrs. Matson to approve 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, 2023, and ending June 30, 2024, 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. Motion approved by a voice vote with no opposition. Motion carried.

Realty Transfer Tax

Motion by Dr. Pushchak, seconded by Mrs. Burlingham to approve 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, 2023 through June 30, 2024. Motion approved by voice vote with no opposition. Motion carried.

Local Services Tax

Motion by Dr. Pushchak, seconded by Mrs. Pound to approve the Act 1 Exclusion Resolution - Homestead/Farmstead as outlined in [Exhibit F](#). Motion approved by a voice vote with no opposition. Motion carried.

Act 1 Exclusion Homestead Farmstead

Motion by Mr. Matson, seconded by Dr. Pushchak, to direct the administration to award bids for paving and concrete projects not to exceed \$480,000 combined. Motion approved by a voice vote with no opposition. Motion carried.

Paving and Concrete Projects

Motion by Mr. Maton, seconded by Mrs. Farrell to approve the 2023-2024 Snow Removal Agreement between Nelson Trucking and the Wattsburg Area School District as outlined in [Exhibit G](#). Motion approved by a voice vote with no opposition. Motion carried.

Snow Removal Agreement

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

- Michelle Barnett and Amber Steiger, and Dustin Steiger as additions to the ESS Substitute List.
- The resignations of:
 - Susan Green, special education aide for the purpose of retirement, effective June 10, 2023.
 - Keith Miller, high school principal for the purpose of retirement, effective August 28, 2023.
 - Meredith Reininger, school psychologist, effective June 30, 2023.
 - Samantha Borland, music teacher, effective June 12, 2023.
 - Dana Miller, eighth grade teacher, effective August 23, 2023.
- The following appointments:
 - Robert Englert as Secondary Principal effective July 1, 2023 and the agreement between Mr. Englert and WASD effective July 1, 2023.
 - Keagan Yonkers as Elementary Autistic Support Teacher effective August 23 2023 at bachelor's, step 3.
 - Ariel Fields as Elementary Teacher effective August 23, 2023 at bachelor's, step 2.
 - Elizabeth Donikowski as Life Skills Teacher Grade 7 – Age 21 effective August 23, 2023 at master's, step 7.
 - Emma McDermott as Elementary Teacher effective August 23, 2023 at bachelor's, step 1.

ESS Substitutes

Resignations

Appointments

- Alyssa Cole as WAMS Learning Support Teacher effective August 23, 2023 at master's +15, step 10.
- James Miller as WAMS Teacher effective August 23, 2023 at bachelor's, step 4.
- Elizabeth Bille as long-term district daily floating substitute for the 2023-2024 school year at master's, step 2.
- Mark Alloway as concert accompanist, vocal ensemble, Graduation and Baccalaureate for the 2023-2024 school year at a rate not to exceed \$2,000.
- Summer appointments:
 - Lynn Orton as Special Education Extended School Year Teacher for the 2022-2023 ESY Program.
 - Jamie Trayer as summer maintenance help effective June 12, 2023.
- Conference requests:
 - Erica Fox to attend PA STEEL Standards into Assessment June 19-22 and August 14 – 26, 2023 in Edinboro, PA at an estimated cost of \$892.89 Funds from Professional Development, Instructional Travel.
 - Lauren Zamperini to attend PA STEEL Standards into Assessment June 19-22 and August 14 – 26, 2023 in Edinboro, PA at an estimated cost of \$1,080.87. Funds from Professional Development, Instructional Travel.
 - Lauren Fye to attend PA STEEL Standards into Assessment June 19-22 and August 14 – 26, 2023 in Edinboro, PA at an estimated cost of \$1,099.21. Funds from Professional Development, Instructional Travel.
 - Matthew Calabrese to attend PA STEEL Standards into Assessment June 19-22 and August 14 – 26, 2023 in Edinboro, PA at an estimated cost of \$146.72. Funds from Professional Development, Non-Instructional Travel.
 - Megan Shindlecker to attend Education First Madrid Training Tour on October 5-9, 2023 in Madrid, Spain at an estimated cost of \$240. Funds from High School Instructional Professional Education Services.
 - David Segoviano to attend PSMLA Fall Conference November 2-4, 2023 in Seven Springs, PA at an estimated cost of \$1,182.98. Funds from Professional Development/substitute accounts.
 - Cheryl Krider to attend Computer Science A Workshops July 24-28, 2023 in Homestead, PA and virtually at an estimated cost of \$1,500. Funds from Professional Development, Instructional Travel.
 - Savannah Jakubowski to attend Plant Camp August 1-3, 2023 in Linesville, PA at an estimated cost of \$312.22. Funds from Professional Development, Instructional Travel.

Summer Appointments

Conference Requests

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

Dr. Pushchak recognized and thanked Mr. Miller for his service to the district. He also expressed surprise at the resignation of Dana Miller and wished her well. Both will be missed.

Motion by Mrs. Lee, seconded by Dr. Pushchak to approve the Superintendent's 2022-2023 Annual Performance Evaluation. Motion approved by a voice vote with no opposition. Motion carried. Dr. Pushchak congratulated Dr. Berlin on his performance evaluation. He is an excellent superintendent, and we are fortunate to have him as our superintendent. We are lucky to be able to sign him for five more years. He has done a lot for our students, parents and community. He also thanked the committee for drafting and administering the evaluation. Mr. Bloeser agreed with Dr. Pushchak's comments and stated the Board looks forward to working with Dr. Berlin for the next five years.

Superintendent's Annual Evaluation

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

- Tuition reimbursement as outlined in [Exhibit H](#).
- The College in High School MOA between Wattsburg Area School District and the Wattsburg Education Association as outlined in [Exhibit I](#).
- Attendance for travel reimbursement for all PDE related meetings and the following meetings for the 2023-2024 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/Assistant Business Administrator
 - PASBO Meetings
 - Business Administrators' Meetings
 - Federal and Special Programs 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
 - PASBO Meetings
 - Superintendent Secretary
 - Personnel meetings
 - Certification meetings
 - Superintendent Secretary's meetings
 - Guidance Counselors
 - Guidance Counselor meetings

Tuition Reimbursement College in High School MOA

PDE Related Meetings

- Cyber Mtg
- PIMS Child Accounting Coordinator
 - A/CAPA Meetings
 - PIMS/PennData
- Athletic Director
 - District 10 and the Erie County Athletic meetings
- Special Education Department Secretary
 - IU5
 - PIMS/PennData
 - SBAP
- 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
- The job descriptions for Information Technology Systems Supervisor, Information Technology Systems Network Administrator, and Information Technology Systems Technician as outlined in [Exhibit J](#).
- Act 93 Agreements
 - Matthew Harman, Information Technology Systems Supervisor
 - Joshua Thayer, Information Technology Systems Network Administrator
 - Matthew Calabrese, Assistant Principal
- The Wattsburg Area School District Organizational Chart as outlined in [Exhibit K](#).

Job Descriptions**Act 93 Agreements****Organizational Chart**

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

Motion by Mrs. Farrell, seconded by Dr. Pushchak to approve the second reading of the following policies:

- 800 Records Management – [Exhibit L](#).
- 830 Security of Computerized Personal Information/Breach Notification – [Exhibit M](#).
- 830.1 Data Governance – Storage/Security – [Exhibit N](#).

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

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

- The agreement between the Caring Place and Wattsburg Area School District as outlined in [Exhibit O](#).
- Refocus Room Service Contracts with Sarah Reed for the 2023 – 2024 school year for Seneca High School and Wattsburg Area Middle School as outlined in [Exhibit P](#).
- The SAP/Mental Health Agreement with Sarah Reed for the 2023 – 2024 school year as outlined in [Exhibit Q](#).
- The SAFE Program at PennWest to be funded through ARP-ESSER Grant Funds.

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

Second Reading Policies**Caring Place Agreement Refocus Room Agreements****SAP Agreement – Sarah Reed****SAFE Program**

Motion by Mrs. Burlingham, seconded by Mrs. Lee to approve weekly field trips for Extended School Year students for the Summer of 2023 Extended School Year Program. Motion approved by a voice vote with no opposition. Motion carried.

Field Trips

Motion by Mrs. Burlingham, seconded by Mr. Matson to approve transportation to PennWest Campus for SAFE Program July 10 – August 3, 2023 to be funded through ARP-ESSER Grant Funds. Motion approved by a voice vote with no opposition. Motion carried.

**PennWest
Transportation**

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

- Amy Chapman and Noah Runser as additions to the WASD Volunteer List.
- The extracurricular appointments as outlined in [Exhibit R](#).
- The athletic appointments for fall sports as outlined in [Exhibit S](#).
- The following as game help for the 2023-2024 school year:
 - Jerry Adamus ○ Kyle Forte ○ Debby Peck
 - Donna Banks ○ Elizabeth Garcia ○ Derek Peterman
 - Katy Beebe ○ Becky Groenendaal ○ Jay Pikiwicz
 - Vicki Bendig ○ Mike Grove ○ Julie Pikiwicz
 - Samantha Black ○ Sheri Hoffman ○ Paul Semrau
 - Bernie Cage ○ Kevin Linza ○ Lisa Smith
 - Bethany Cage ○ Elizabeth Linza ○ Emily Sonney
 - Julie Canter ○ Stacey Mattocks ○ Eric Sonney
 - Ryan Derner ○ Dana Miller ○ Walter Staab
 - Elizabeth Diehl ○ Andrea Moreno ○ Ray Trejchel
 - Alyssa Forte ○ Sue Nolan ○ Cindy Widdowson
- Accept the resignation of Dana Miller, assistant cross country coach effective August 23, 2023.

Volunteer List

**Extra-Curricular
Appointments
Fall Athletic
Appointments
Game Help**

Resignation

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

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

- The Erie County Enhanced Screening Agreement between the Erie County Department of Health and the Erie County School District and Northwest Tri-County Intermediate Unit as outlined in [Exhibit T](#).
- The Student Assistance Program Agreement between Pyramid Healthcare and Wattsburg Area School District for the 2023-2024 school year as outlined in [Exhibit U](#).
- Declare items as surplus as outlined in [attachment 1](#).

**Erie County
Enhanced Screening**

**Student Assistance
Program - Pyramid**

Surplus Items

Motion approved in a voice vote with no opposition. Motion carried. Mrs. Burlingham commended the district for working so diligently to support our families and for providing the mental health options offered to our students' families. She noted that not many schools do that. This gives our families opportunities to make sure our students get everything they need.

Dr. Pushchak shared that the IU does not hold a reorganization meeting in December. They hold a mini convention in June and the mini convention. He reported that the nominations and election committee has nominated him to continue as president and Paul Mangione from Warren to continue as vice president. This will be voted on Wednesday, June 28, 2023. Mr. Bloeser wished Dr. Pushchak good luck and thanked him for representing the District well.

**Northwest Tri-
County
Intermediate Unit**

Mrs. Hetherington asked how many openings [faculty] we have to fill this summer. Dr. Berlin shared that there have been about nine openings to date, all of which have been filled except for a few. He noted that the hiring process is on track but that continued openings are expected due to the ongoing teacher shortage.

**Board
Correspondence
and Dialogue**

Mrs. Kelley recognized Mrs. Fields in the audience this evening as one of our new hires for teachers. Dr. Berlin stated that our new hires are excellent adding that, "we are sad to see our retirees go, but we are excited to have new dynamic people coming on."

There being no further business before the Board, upon motion by Mrs. Farrell, seconded by Mrs. Hetherington, the meeting was adjourned at 7:32 p.m.

Adjournment

Signature on File
Vicki Bendig
School Board Secretary