

**WATTSBURG AREA SCHOOL DISTRICT**  
**BOARD OF EDUCATION**  
**Work Session**  
**August 14, 2023**

The meeting of the Board Work Session convened on August 14, 2023 at 7:00 PM at the Wattsburg Area Elementary School.

The Pledge of Allegiance was recited.

Mrs. Britni Burlingham, Mrs. Amanda Farrell, Mrs. Lea Hetherington, Mrs. Nicole Lee, Mr. Steve Morvay, Mrs. Tara Pound, Dr. Andy Pushchak, and Mr. Jeremy Bloeser, attended. Dr. Kenneth Berlin, Superintendent and Mrs. Vicki Bendig, Business Administrator, also attended. Mr. Shawn Matson was absent.

Roll Call

No visitors requested addressing the Board.

Guest and Citizen  
Comments

Dr. Berlin shared that the principals will introduce new staff members for the school reports at the regular board meeting next week.

School Reports

Dr. Berlin shared that he would give an official report at the August 21<sup>st</sup> meeting however, it looks like we are fully staffed when school begins. Dan Sokolowski, our School Resource Officer, is moving on to Edinboro Police Department. Athletics began today, and the concrete at the middle school has been installed. The sidewalks are now heated, and they are working on completing the project.

Superintendent's  
Report

Mrs. Bendig gave the Treasurer's Report of the General Fund:  
June: \$6,713,502.05; July: \$5,375,911.08; Capital Projects: June: \$499,953.75 July: \$502,106.36; Cafeteria: June: \$739,529.54 July: \$701,925.94 and Checks Already Written: \$1,271,155.27; Cafeteria Checks Already Written: \$64,091.05; SHS Activity Fund Report: June: \$72,518.94 and July: \$72,519.58. A full report will be given at the August 21, 2023 meeting.

Treasurer's Report

The Board discussed the All Hazards Plan for 2023-2024. This item to be placed on the August 21, 2023 agenda.

All Hazards Plan

The Board discussed financial transfers. This item to be placed on the August 21, 2023 agenda.

Financial Transfers

The Board discussed the procurement programs including materials and services under the PA Department of General Services for 2023-2024. This item to be placed on the August 21, 2023 agenda.

Procurement  
Program

The Board discussed the facility use requests of Seneca High School auditorium and classrooms by Miss Lucy's Dancing School on June 7-9, 2024 for a dance recital at an estimated cost of \$1,262.88 and the Football field and concession stand on September 2nd and 16th by Wattsburg Little Gridders Football for football games at an estimated cost of \$141. This item to be placed on the August 21, 2023 agenda.

Facility Use  
Requests

The Board discussed the following:

- |  |                                   |
|--|-----------------------------------|
| <ul style="list-style-type: none"> <li>• ESS Substitute List for the 2023-2024 school year. This item to be placed on the August 21, 2023 agenda.</li> </ul>   | ESS Substitute List               |
| <ul style="list-style-type: none"> <li>• Service Personnel Substitute List for the 2023 - 2024 school year.</li> </ul>   | Service Personnel                 |
| <ul style="list-style-type: none"> <li>• The resignation of:             <ul style="list-style-type: none"> <li>○ Tiffany Crozier, Grade 2 Teacher effective June 23, 2023.</li> <li>○ Matthew Calabrese, WAEC Assistant Principal effective July 28, 2023.</li> <li>○ Kelly Niskanen-Carey, Special Education Aide effective August 9, 2023.</li> <li>○ Amanda Green, Medical Assistant effective August 19, 2023.</li> <li>○ Kayla Lungert, Support Aide effective August 8, 2023.</li> </ul> </li> </ul>  | Resignations                      |
| <ul style="list-style-type: none"> <li>• To ratify the following 2023 summer appointments:             <ul style="list-style-type: none"> <li>○ Stephanie Boyd as Extended School Year Teacher.</li> <li>○ Emma McDermott as Kindergarten Boot Camp Teacher.</li> </ul> </li> </ul>  | Summer Appointments               |
| <ul style="list-style-type: none"> <li>• The following appointments:             <ul style="list-style-type: none"> <li>○ Lisa Jablonski as Secondary Assistant Principal effective October 2, 2023 and the agreement between Dr. Jablonski and WASD.</li> <li>○ Justin Grossman as Elementary Assistant Principal effective August 21, 2023 and the agreement between Mr. Grossman and WASD.</li> <li>○ Theresa Williams as School Psychologist and the agreement between Mrs. Williams and WASD effective _____.</li> <li>○ William Crosby as Band/Music Teacher at master's 30+, Step 14 effective August 23, 2023.</li> <li>○ Olivia Dombkowski as Grade 8 English Language Arts Teacher at bachelor's, Step 4 effective August 23, 2023.</li> <li>○ Tessa Rutkowsky as Special Education Aide, Class B, 7 hours/day, 180 days/year effective August 23, 2023.</li> <li>○ Erin Urbaniak as Special Education Aide, Class B, 7 hours/day, 180 days/year effective August 23, 2023.</li> <li>○ Samantha Davis as Special Education Aide, Class B, 7 hours/day, 180 days/year effective August 23, 2023.</li> <li>○ Kayla Trapp as Medical Assistant, Class B, 7.25 hours/day, 185 days/year effective August 23, 2023.</li> <li>○ Paul Trayer as Custodian, Class B, 7 hours/day, 210 days/year effective August 21, 2023.</li> <li>○ _____ as Custodian, Class B, 7 hours/day, 210 days/year effective August 21, 2023.</li> <li>○ _____ as Temporary Medical Assistant for the 2023-2024 school year effective August 23, 2023.</li> <li>○ _____ as Cafeteria Aide, Class B, 5.25 hours/day, 180 days/year effective _____.</li> <li>○ _____ as Cafeteria Aide, Class B, 4 hours/day, 180 days/year effective _____.</li> <li>○ Deputy Charles Bowers as School Resource Officer effective August 21, 2023.</li> </ul> </li> </ul> | Personnel Appointments            |
| <ul style="list-style-type: none"> <li>• The Per Diem letter of appointment for Lisa Jablonski as Secondary Assistant Principal effective August 3, 2023 through August 28, 2023.</li> </ul>   | Per Diem Letter                   |
| <ul style="list-style-type: none"> <li>• The Service Personnel Substitute rate at 80% of the position rate.</li> </ul>   | Service Personnel Substitute Rate |

- Ratify the following conference requests:
  - Sarah McCall and Tim Schweitzer to attend PA STEEL Standards into Assessment, August 14-16, 2023 in Edinboro, PA at an estimated cost of \$858. Funds from Instructional Professional Development.
- Tuition reimbursement requests.
- The following leave requests:
  - Intermittent Family Medical Leave of Absence for Barbara Daniels retro-active to July 14, 2023.
  - Leave of Absence utilizing Family Medical Leave of Absence and paid time off for Joel Burlingame retro-active July 31, 2023.
  - Leave of Absence utilizing Family Medical Leave of Absence and paid time off for George Roudybush retro-active August 9, 2023.
  - Leave of Absence utilizing Family Medical Leave of Absence and paid time off for Debra Nuhfer beginning November 9, 2023.
- Agreement between Northwest Tri-County Intermediate Unit and Wattsburg Area School District for School Psychologist support for the 2023-2024 school year.

Conference  
Requests

Tuition  
Reimbursement  
Leave Requests

School  
Psychologist  
Support  
Agreement

These items to be placed on the August 21, 2023 agenda.

The Board discussed the first reading of the following policies:

- 237 – Electronic Devices
- 006 - Meetings
- 216.1 – Supplemental Discipline Records
- 251 – Students Experiencing Homelessness, Foster Care and Other Educational Instability

Policy First  
Reading

This item to be placed on the August 21, 2023 agenda.

The Board discussed the following:

- The Special Education Transition Operating Agreement
- The Preliminary Third-Party Contractor Agreement for Title I Services for 2023-2024 school year.
- The contract for Northwest Tri-County Intermediate Unit Special Education Programs and Services agreement for the 2023-2024 school year.

Spec Ed Transition  
Agreement  
Title Services  
Agreement  
Spec Ed Programs  
and Services

These items to be placed on the August 21, 2023 agenda.

The Board discussed the transportation requests since last board meeting and

- SHS Autistic Students to travel to area locations weekly during the 2023-2024 school year. Funding from Special Education.
- SHS Life Skills Students to travel to area locations weekly during the 2023-2024 school year. Funding from Special Education.
- AFROTC students to travel to area locations during the 2023-2024 school year. Funding from ROTC.
- Community Based Experience Program students to travel to area locations during the 2023-2023 school year. Funding from Special Education.
- K-6 LSS class to travel to area locations weekly during the 2023-2024 school year. Funding from Special Education.
- Science Olympiad students to travel to competitions during the 2023-2024 school year. Funding from Student Activities.

Transportation  
Requests

- Parent transportation agreement effective August 23, 2023 for the 2023-2024 school year at the current IRS rate of 65.5¢/mile.
- The bus routes for the 2023-2024 school year.
- The following as Durham Bus Drivers for WASD for the 2023-2024.

Bailey, Cathy	Durfee, Jeff (sub)	Kimmy, Karla	Stubbe, Christopher
Bingaman, Tad	Evans, Christopher	Kloss, Suzanna	Watkins, Misty
Caron, Amanda	Franklin, Jeff	Larson, Lisa (sub)	Woodfield, Ken
Caron, Corey	Graner, Robert	O'Connor, Deb	Young, William
Coverdale, James (sub)	Gee, Carey	Post, Craig	
Dailey, Conor	Gee, Kelsey	Rogers, Terri	
DeSanti, Trista	Griffith, Bonnie	Skinner, Britlee	
Devlin, Kaylee	Hromek, Kristopher	Stafford, Herbert	

Parent Agreement

Bus Routes

Durham Drivers

These items to be placed on the August 21, 2023 agenda.

The Board discussed the following:

- Christopher Gorniak, Amber Mongera, and Nicole Weilacher as additions to the WASD Volunteer List.
- Extra-Curricular Appointments:
  - Samantha Wilkinson as Class of 2027 advisor at Step 1.
  - William Cosby as Band Director retro to July 31, 2023 at Step 2+.
  - William Cosby as Pep Band Director at Step 2+.
  - \_\_\_\_\_ as Assistant Band Director at Step 2+.
- Athletic appointments for the 2023-2024 season:
  - Faith Bartlett as Cross Country First Assistant Coach at Step 2+.
  - Trey Pound as Football, Other Assistant 7/8 at Step 1.
  - Hunter Wagner as Head Wrestling Coach at Step 1.
  - Julian Goring as Wrestling First Assistant Coach at Step 1.
  - Charity Cage as 5th & 6th Grade Cross Country at Step 1.
- 2023-2024 summer/fall band appointments:
  - Grace Boozel as Assistant Band Front Advisor not to exceed \$1,050.
  - \_\_\_\_\_ as Assistant Instructor \$1,050.
  - Mandy Berlin as Assistant Woodwind Instructor \$1,050.
  - Christopher Gorniak as Band Technician at \$1,050.

WASD Volunteer List

Extra-Curricular Appointments

Athletic Appointments

Band Appointments

These items to be placed on the August 21, 2023 agenda.

The Board discussed the surplus items. This item to be placed on the August 21, 2023 agenda.

Surplus Items

The Board discussed the Retention and Destruction of Special Education, Gifted Education and Chapter 15/Section 504 Records Resolution. This item to be placed on the August 21, 2023 agenda.

Retention and Destruction of Spec Ed Records

There was no report on the Erie County Technical School nor the Northwest Tri-County Intermediate Unit meetings as they did not meet in July.

ECTS  
Northwest  
Tri-County IU

Mrs. Hetherington questioned why Dr. Jablonski was not starting with the district until October. Dr. Berlin shared that Fairview School District is requiring 60-days' notice to release her.

Board Correspondence and Dialogue

There being no further business, upon motion by Dr. Pushchak , seconded by Mrs. Farrell, the meeting was adjourned at 7:32 PM.

Adjournment

Signature on File  
Vicki Bendig  
Board Secretary