



AGENDA

August 21, 2023 ♦ 7:00 p.m.
 Wattsburg Area Elementary Center

I. Call to Order – Mr. Jeremy Bloeser, Board President

- A. Pledge
- B. Roll Call:
 - Mrs. Britni Burlingham
 - Mrs. Nicole Lee
 - Mrs. Tara Pound
 - Mrs. Amanda Farrell
 - Mr. Shawn Matson
 - Dr. Andy Pushchak
 - Mrs. Lea Hetherington
 - Mr. Stephen Morvay
 - Mr. Jeremy Bloeser
- C. Approve Agenda and Addendum
- D. Approve Minutes from the June 19, 2023 Regular Board Meeting and the August 14, 2023 Work Session.

II. School Reports

III. Guest and Citizen Comments

- A. All Guests/Citizens will be recognized and directed by the Board President. The portion of the meeting during which participation of the public is invited shall be a maximum time limit of thirty (30) minutes.
- B. Guests/Citizens that have requested to be on the agenda are limited to 5 minutes.
- C. Guests/Citizens not on the agenda are limited to 3 minutes. Please sign in and provide your name and address.

IV. Superintendent’s Report – Dr. Ken Berlin

V. Business Administrator’s Report – Mrs. Vicki Bendig

- A. Treasurer’s Reports
 - General Fund: [June: \\$6,713,502.05](#) [July: \\$5,375,911.08](#)
 - [YTD Budget to Actual Report](#)
 - Capital Projects: [June: \\$499,953.75](#) [July: \\$502,106.36](#)
 - Cafeteria: [June: \\$739,529.54](#) [July: \\$701,925.94](#)
 - [Cafeteria Profit/Loss:](#) \$3,644.40
 - B. Bills
 - [Exhibit A1](#) Checks Already Written: \$1,271,155.27
 - [Exhibit A2](#) Checks Already Written: \$18,031.96
 - [Exhibit A3](#) General Fund Bills: \$13,507.25
 - [Exhibit B1](#) Cafeteria Checks Already Written: \$64,091.05
 - [Exhibit B2](#) Cafeteria Checks Already Written: \$9,117.27
 - [Exhibit B3](#) Cafeteria Bills: \$2,792.79
 - Exhibit D SHS Activity Fund Report: [D1 June: \\$72,518.94](#) [D2 July: \\$72,519.58](#)
- **Motion:** To approve the reports, payments and invoices as presented.

VI. Legal Advisement – Mr. Jeremy Bloeser

LA – 1 (A) All Hazards Plan 2023-2024

- Motion: To approve the District All Hazards Plan 2023-2024.

VII. Finance – Mr. Steve Morvay

F – 1 (A) Transfers

- Motion: To approve the following transfers:
o Monthly budgetary transfer from the 2022-2023 budget vs. actual report as outlined in Exhibit E.
o \$10,490 from the Committed Fund for Ball Field Score Boards to Batting Cage Purchase and Installation
o \$101.84 from the Committed Fund for SHS HVAC Repairs to Batting Cage Purchase and Installation
o \$1326 from the Committed Fund for Truck Purchase to Batting Cage Purchase and Installation

F – 2 (A) Purchasing Program

- Motion: To reauthorize the District to utilize all procurement programs including materials and services under the PA Department of General Services for 2023-2024

VIII. Building and Grounds – Mr. Shawn Matson

B – 1 (A) Facility Use Request

- Motion: To approve the following facility use requests:
o 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.
o Football field and concession stand on September 2nd and 16th by Wattsburg Little Gridders Football for football games at an estimated cost of \$141.

IX. Personnel – Mrs. Nicole Lee

P – 1 (A) ESS Substitute Additions

- Motion: To approve the ESS Substitute List for the 2023-2024 school year as outlined in Exhibit E.

P – 2 (A) Service Personnel Substitute List

- Motion: To approve the following as Service Personnel Substitutes for the 2023-2024 school year.

Table with 4 columns of names: Danielle Aldrich, Margaret Curtis, Marianne Hessinger, Diana Twaroski; Susan Bisbee, Barbara Eisert, Meckenzie Jones, Nicholas Vanhooser; Alissa Brooks, Christine Fry, Cryste Lorraine, Amanda Werner; BreeAnna Byers, Brooke Gibbs, Susan Oleski, Dale Will; Charity Cage, Julie Gottschling, Carolyn Post; Corinn Chernicky, Amanda Green, BeckySue Troutman.

P – 3 (A) Resignations

- **Motion:** To accept the following resignations:
 - Tiffany Crozier, Grade 2 Teacher effective June 23, 2023.
 - Matthew Calabrese, WAEC Assistant Principal effective July 28, 2023.
 - Kelly Niskanen-Carey, Special Education Aide effective August 9, 2023.
 - Amanda Green, Medical Assistant effective August 19, 2023.
 - Kayla Lunger, Support Aide effective August 8, 2023.

P – 4 (A) Summer Appointment

- **Motion:** To ratify the following 2023 summer appointments:
 - Stephanie Boyd as Extended School Year Teacher.
 - Emma McDermott as Kindergarten Boot Camp Teacher.

P – 5 (A) Appointments

- **Motion:** To approve the following appointments:
 - Lisa Jablonski as Secondary Assistant Principal effective October 2, 2023 and the agreement between Dr. Jablonski and WASD.
 - Justin Grossman as Elementary Assistant Principal effective August 21, 2023 and the agreement between Mr. Grossman and WASD.
 - Theresa Williams as School Psychologist and the agreement between Mrs. Williams and WASD effective August 23, 2023.
 - William Crosby as Band/Music Teacher at master's 30+, Step 14 effective August 23, 2023.
 - Olivia Dombkowski as Grade 8 English Language Arts Teacher at bachelor's, Step 4 effective August 23, 2023.
 - Kayla Trapp as Medical Assistant, Class B, 7.25 hours/day, 185 days/year effective August 23, 2023.
 - Tessa Rutkowsky as Special Education Aide, Class B, 7 hours/day, 180 days/year effective August 23, 2023.
 - Erin Urbaniak as Special Education Aide, Class B, 7 hours/day, 180 days/year effective August 23, 2023.
 - Samantha Davis as Special Education Aide, Class B, 7 hours/day, 180 days/year effective August 23, 2023.
 - Tammy Conroe as Special Education Aide, Class B, 7 hours/day, 180 days/year effective August 23, 2023.
 - Paul Trayer as Custodian, Class B, 7 hours/day, 210 days/year effective August 21, 2023.
 - Deputy Charles Bowers as School Resource Officer effective August 21, 2023.
 - Kari Dahlstrand as Cafeteria Aide, Class B, 5.25 hours/day, 180 days/year effective August 22, 2023.
 - Tracy Caroll as Cafeteria Aide, Class B, 4 hours/day, 180 days/year effective August 22, 2023.
 - _____ as Custodian, Class B, 7 hours/day, 210 days/year effective August 21, 2023.
 - _____ as Temporary Medical Assistant for the 2023-2024 school year effective August 23, 2023.

P – 6 (A) Per Diem Letter of Appointment

- **Motion:** To approve the Per Diem letter of appointment for Lisa Jablonski as Secondary Assistant Principal effective August 3, 2023 through August 28, 2023.

P – 7 (A) Substitute Rate

- **Motion:** To approve the Service Personnel Substitute rate at 80% of position rate.

P – 8 (A) Conference Requests

- **Motion:** To approve/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.

P – 9 (A) Tuition Reimbursement

- **Motion:** To approve tuition reimbursements as outlined in [Exhibit G](#).

P –10 (A) Leave Requests

- **Motion:** To approve 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.

P –11 (A) Northwest Tri-County Intermediate Unit/WASD Agreement

- **Motion:** To approve the agreement between Northwest Tri-County Intermediate Unit and Wattsburg Area School District for School Psychologist support for the 2023-2024 school year as outlined in [Exhibit H](#).

X. **Policy – Mrs. Amanda Farrell**

PL -1 (A) First Reading of Policies

[Executive Summary](#)

- **Motion:** To approve the first reading of the following policies:
 - 237 – Electronic Devices - [Exhibit I](#).
 - 006 - Meetings – [Exhibit J](#).
 - 216.1 – Supplemental Discipline Records – [Exhibit K](#).
 - 251 – Students Experiencing Homelessness, Foster Care and Other Educational Instability – [Exhibit L](#).

XI. **Curriculum – Dr. Andy Pushchak**

C – 1 (A) Erie County Special Education Transition Program

- **Motion:** To approve the Special Education Transition Operating Agreement as outlined in [Exhibit M](#).

C – 2 (A) Preliminary Third-Party Contractor Agreement for Title I Services

- **Motion:** To approve the Preliminary Third-Party Contractor Agreement for Title I Services for 2023-2024 school year as outlined in [Exhibit N](#).

C – 3 (A) Bethesda Partial Emotional Support Agreement

- **Motion:** To approve the contract for Northwest Tri-County Intermediate Unit Special Education Programs and Services agreement for the 2023-2024 school year as outlined in [Exhibit O](#).

XII. **Technology – Mrs. Lea Hetherington**

XIII. **Transportation – Mrs. Britni Burlingham**

T – 1 (A) Transportation Requests

- **Motion:** To approve the transportation requests and ratification of field trips since last meeting as outlined in [Exhibit P](#) 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.

T – 2 (A) Transportation Agreement

- **Motion:** To approve a parent transportation agreement effective August 23, 2023 for the 2023-2024 school year at the current IRS rate of 65.5¢/mile.

T – 3 (A) Bus Routes for 2023-2024

- **Motion:** To approve the bus routes for the 2023-2024 school year.

T – 4 (A) Durham Bus Drivers

- **Motion:** To approve the following as Durham Bus Drivers for WASD for the 2023-2024.

Bailey, Cathy	Durfee, Jeff (sub)	Kimmy, Karla	Stubbe, Christpher
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	

XIV. **Athletic/Extra-Curricular – Mrs. Tara Pound**

AE – 1 (A) Volunteer List

- **Motion:** To approve Christopher Gorniak, Amber Mongera, and Nicole Weilacher as additions to the WASD Volunteer List.

AE – 2 (A) Extra-Curricular Appointments

- **Motion:** To approve the following appointments for the 2023-2024 school year:
 - 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+.

AE – 3 (A) Athletic Appointments

- **Motion:** To approve the following 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.

AE – 4 (A) Summer/Fall Band Appointments

- **Motion:** To approve the following 2023-2024 summer/fall band appointments:
 - Grace Boozel as Assistant Band Front Advisor not to exceed \$1,050.
 - Katie Berlin as Assistant Instructor \$1,050.
 - Mandy Berlin as Assistant Woodwind Instructor \$1,050.
 - Christopher Gorniak as Band Technician at \$1,050.

XV. **Miscellaneous**

M- 1 (A) Surplus Items

- **Motion:** To declare items as surplus as outlined in [Exhibit Q](#).

M – 2 (A) Retention & Destruction of Special Education, Gifted Education and Chapter 15/Section 504 Records.

- **Motion:** To approve the Resolution Regarding the Retention and Destruction of Special Education, Gifted Education and Chapter 15/Section 504 records as outlined in [Exhibit R](#).

XVI. **Erie County Technical School – Mr. Steve Morvay**

XVII. **Northwest Tri-County Intermediate Unit – Dr. Andy Pushchak**

XVIII. **Board Correspondence and Dialogue**

XIX. **Adjournment**