

# WATTSBURG AREA SCHOOL DISTRICT BOARD OF EDUCATION

August 21, 2023

The Wattsburg Area School District Board of Education held their Regular Board meeting at the Wattsburg Area Elementary Center on August 21, 2023. President Jeremy Bloeser called the meeting to order at 7:00 p.m. and 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. Vicki Bendig Business Administrator and Attorney Christine McClure, Solicitor also attended.

## **Roll Call**

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

## **Agenda**

Motion by Mr. Morvay, seconded by Mrs. Lee to approve the meeting minutes of June 19, 2023 Regular Board Meeting and the August 14, 2023 Work Session. Motion approved by a voice vote with no opposition. Motion carried.

## **Meeting Minutes**

No guest or citizens request addressing the Board.

## **Guest and Citizen Comments**

Dr. Berlin introduced the District Building Principals who introduced their new teachers/administrators. Mrs. Barboni introduced Justin Grossman, elementary assistant principal and Ariel Bartlett, Emma McDermott, Skylar Lint, and Breanne Przybylski, elementary teachers.

## **School Report**

Mrs. Wehan introduced Keagan Yonkers and Lynn Orton, elementary special education teachers and Theresa Williams, School Psychologist.

Mr. Paris introduced middle school teachers: Will Cosby, Jamie Miller, Alyssa Cole, and Olivia Dombkowski. He shared they are also trying to fill two positions which were vacated last Thursday.

Mr. Englert introduced the new assistant principal, Dr. Lisa Jablonski and teacher Elizabeth Donikowski.

Dr. Berlin also shared that Mr. Englert is serving in a new position this year as Principal of Seneca High School and invited the new faculty to a meet and greet reception following the board meeting in the cafeteria.

Dr. Berlin shared the many updates made to the campus over the summer such as district wide LED lighting, installation of 3M security window film, new elementary center carpeting, and paving.

## **Superintendent's Report**

He also shared that there have been a few changes in the Standard Response Protocol, which is how students and staff respond to unusual or emergency situations. New this year is "Hold" (hold in class), which is meant to clear the hallways for a variety reasons. Also, "Lockout" has been changed to "Secure." This protocol brings everyone inside, and all doors are secured when there may be a potentially dangerous situation outside. All staff and students will be trained on the updates during the opening of school.

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

- Revenue & Expenditure Reports for MONTH  
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](#)
- Checks and Invoices  
[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 approved by a voice vote with no opposition. Motion carried.

Motion by Dr. Pushchak, seconded by Mr. Morvay to approve the District All Hazards Plan 2023-2024. Motion approved by a voice vote with no opposition.

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

- The following transfers:
  - Monthly budgetary transfer from the 2022-2023 budget vs. actual report as outlined in [Exhibit E](#).
  - \$10,490 from the Committed Fund for Ball Field Score Boards to Batting Cage Purchase and Installation
  - \$101.84 from the Committed Fund for SHS HVAC Repairs to Batting Cage Purchase and Installation
  - \$1326 from the Committed Fund for Truck Purchase to Batting Cage Purchase and Installation
- Reauthorize the District to utilize all procurement programs including materials and services under the PA Department of General Services for 2023-2024.

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

**Business  
Administrator's  
Report**

**All Hazards Plan  
2023-2024**

**Transfers**

**Purchasing Program**

Motion by Mr. Matson, seconded by Mrs. Burlingham to approve the following facility use requests:

- 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.
- Football field and concession stand on September 2<sup>nd</sup> and 16<sup>th</sup> by Wattsburg Little Gridders Football for football games at an estimated cost of \$141.

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

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

- The ESS Substitute List for the 2023-2024 school year as outlined in [Exhibit F](#).
- The following as Service Personnel Substitutes for the 2023-2024 school year.

Daniel 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	

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

## Facility Use Requests

## ESS Substitutes

## Service Personnel Substitutes

## Resignations

## Summer Appointments

## Personnel Appointments

- 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 Carroll as Cafeteria Aide, Class B, 4 hours/day, 180 days/year effective August 22, 2023.
- The Per Diem letter of appointment for Lisa Jablonski as Secondary Assistant Principal effective August 3, 2023 through August 28, 2023.
- The Service Personnel Substitute rate at 80% of position rate.
- 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 reimbursements as outlined in [Exhibit G](#).
- 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.
- 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](#).

**Per Diem Letter of  
Appointment  
Substitute Rate**

**Conference  
Requests**

**Tuition  
Reimbursement  
Leave Requests**

**School Psychologist  
Agreement IU5**

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

Dr. Pushchak thanked the administration for the hard work in open filling positions over the summer. He also welcomed Rob Englert as principal he shared that good things are happening in WASD.

Motion by Mrs. Farrell, seconded by Mr. Morvay to approve the first reading of the following policies:

- 237 – Electronic Devices - [Exhibit I](#).
- 006 - Meetings – [Exhibit J](#).

**First Reading  
Policies**

- 216.1 – Supplemental Discipline Records – [Exhibit K.](#)
- 251 – Students Experiencing Homelessness, Foster Care and Other Educational Instability – [Exhibit L.](#)

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

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

- The Special Education Transition Operating Agreement as outlined in [Exhibit M.](#)
- The Preliminary Third-Party Contractor Agreement for Title I Services for 2023-2024 school year as outlined in [Exhibit N.](#)
- 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.](#)
- The Schoolwide Title I School Plan as outlined in [attachment 1.](#)

Motion approved by a voice vote with no opposition.

**Special Education  
Transition  
Agreement  
Title I Agreement  
3<sup>rd</sup> Part Contactor  
IU5 Special  
Education  
Programs/Services  
Schoolwide Title 1**

Motion by Mrs. Burlingham, seconded by Mrs. Farrell to approve the following transportation requests:

- [Exhibit P](#)
- 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.
- 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.
- 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	

**Transportation  
Requests**

**Parent  
Transportation  
Agreement  
Bus Routes  
Durham Bus Drivers**

Motion approved by a voice vote with no opposition.

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

- Barbara Burdick, Christopher Gorniak, Amber Mongera, and Nicole Weilacher as additions to the WASD Volunteer List.
- 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+.
- 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.

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

Motion by Mrs. Pound, seconded by Dr. Pushchak 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.

Motion approved by a voice vote with no opposition and one abstention (Mrs. Pound). Motion carried.

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

- Declare items as surplus as outlined in [Exhibit Q](#) and [attachment 2](#).
- The Resolution Regarding the Retention and Destruction of Special Education, Gifted Education and Chapter 15/Section 504 records as outlined in [Exhibit R](#).

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

Mr. Morvay updated the Board on the June ECTS meeting.

- Wattsburg had four students for B Attitudes: Kowyn Matczak, Mackenzie Trayer, Nicholas Smith and Katlyn Tuholski
- Over thirty [Wattsburg Exemplary Students](#) for the 4<sup>th</sup> quarter.
- Enrollment was at 762 or 84% capacity.
- The labs are being put back together and should be ready for the new school year.
- About 40% contingency has been spent with 85% of the project complete.
- The potential for additional cosmetology lab is still on track.
- Thursday, August 24, 2023 is the next meeting.

## **Volunteer List**

## **Extra-Curricular Appointments**

## **Fall Marching Band Appointments**

## **Athletic Appointments**

## **Surplus Items Resolution Regarding Retention & Destruction of Records**

## **Erie County Technical School**

Dr. Pushchak shared the Northwest Tri-County Intermediate Unit #5 will have in-service for about 400 employees last Thursday. Next meeting is scheduled for Wednesday.

**Northwest Tri-  
County  
Intermediate Unit**

During Board Correspondence and Dialogue, Mrs. Hetherington shared that the campus looks fantastic. Dr. Pushchak shared that he has been to three freshmen orientations, and this was the best one yet. Everything was well put together. Kudos to those who put together the "Meet the Bobcats" it was a great program.

**Board  
Correspondence  
and Dialogue**

There being no further business before the Board, upon motion by Dr. Pushchak, seconded by Mrs. Hetherington, meeting was adjourned at 7:55 p.m.

**Adjournment**

Signature on File  
Vicki Bendig  
School Board Secretary