

**WATTSBURG AREA SCHOOL DISTRICT**  
**BOARD OF EDUCATION**  
**Work Session**  
**November 13, 2023**

The meeting of the Board Work Session convened on November 13, 2023 at 7:00 PM at the Wattsburg Area Elementary School.

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 also attended. The Pledge of Allegiance was recited.

Roll Call

No visitors requested addressing the board.

Guest and Citizen  
Comments

Dr. Berlin highlighted that the District is eligible to provide free breakfast and lunch to all K-12 students due to a recent change in the Community Eligibility Provision guidelines. The administration is recommending approval of the midyear application for district-wide CEP participation, which could begin as soon as December 1, 2023.

Superintendent's  
Report

Dr. Berlin gave the Treasurer's Report of the General Fund: \$14,594,690.35; Capital Projects: \$376,346.23; and Cafeteria: \$583,667.37 and a overview of Checks Already Written: Exhibit A1 General Fund: \$203,683.79; Exhibit B1 Cafeteria Checks Already Written: \$283 and Exhibit D SHS Activity Fund Report: \$63,367.98. A full report to be given on November 20, 2023.

Treasurer's Report

The Board discussed the Exoneration of Delinquent Property Taxes from the Erie County Tax Claim Bureau for the removal of taxes for the tax years noted and all future years for Parcel numbers: 44-015-037.1-002.65; 44-015-0037.1-002.64; 44-003-008.01-001.11; 44-015-037.1-002.58. These parcels were recently removed from the Assessment records based on the determination of no value or existence of each trailer per field review. This item to be placed on the November 20, 2023 agenda.

Exoneration of  
Delinquent Property  
Taxes

The Board discussed the following:

- The following transfers:
  - Monthly budgetary transfer from the budget vs. actual report as outlined.
  - \$186,591.87 from Committed Fund for Paving and Concrete to Capital Projects for the Middle School Sidewalk and Athletic Complex and Batting Cage Projects.
  - \$200,000 from Unassigned Fund Balance to the Committed Fund for safety and security projects.
  - \$400,000 from Unassigned Fund Balance to the Committed Fund for paving and concrete projects.
- The waiver to elect Community Eligibility Provision to provide free meals to all students districtwide as outlined.

Transfers

Community Eligibility  
Provision

- The Accelerated Budget Opt-Out Resolution certifying that the tax rate will remain within the inflation index and no need to comply with the Act 1 Accelerated Budget Procedures for the 2024-2025 General Fund Budget

Accelerated Budget  
Opt-Out Resolution

These items to be placed on the November 20, 2023 agenda.

The Board discussed the following:

- The installation of additional Doyle security system access points, doors, and associated hardware as outlined at a cost not to exceed \$35,000. Funds from Committed Funds for Safety and Security.
- The snow melt system for the middle school walkway at a cost of \$28,250. Funds from Committed Funds for Paving/Concrete Projects.

Access Doors  
WAMS

Snow Melt System

These items to be placed on the November 20, 2023 agenda.

The Board discussed the following:

- Scarlett Seneta as an addition to the ESS Substitute List.
- Mercedes Myers (retro to October 17, 2023) as an addition to the Service Personnel Substitute List for the 2022-2023 school.
- Accept the following resignations:
  - Barbara Daniels for the purpose of retirement effective October 21, 2021.
  - Elizabeth Garcia Learning Support Teacher effective November 17, 2023.
  - Joel Burlingame Technology Client Support Specialist effective October 24, 2023.
- Approve the following appointments:
  - Skylar Lint as Elementary Teacher at Bachelors, Step 1 retroactive to August 23, 2023.
  - Stacy Praetzel as Cafeteria Aide, Class B, 4.50 hours/day, 180 days/year retroactive to October 19, 2023.
  - Ashton Prothero as Custodian, Class B, 7 hours/day, 210 days/year effective retroactive to October 25, 2023.
  - Bethany Kula as Support Aide, Class B, 3 hours/day, 180 days/year retroactive to October 30, 2023.
  - Brooke Gibbs as Special Education Aide, Class B, 7 hours/day, 180 days/year retroactive to October 23, 2023.
  - Jennifer Morris as Long-Term Substitute Elementary Teacher anticipated November 28, 2023 through January 19, 2024 at Bachelors, Step 1.
  - Hunter Wagner as Long-Term Learning Support Teacher anticipated November 13, 2023 through June 7, 2024 at Bachelors, Step 1.
  - Mercedes Myers as Custodian, Class B, 7 hours/day, 210 days/year effective November 21, 2023.
- Tuition reimbursements.
- The agreement between Bayada Home Health Care Inc. and Wattsburg Area School District for substitute nurses

ESS Substitute  
Service Substitute

Resignations

Appointments

Tuition  
Reimbursements  
Bayada Home Health  
Agreement  
Leave Request

Conference Requests

- The following Leave Requests:
  - A Leave of Absence utilizing Family Medical Leave of Absence and paid time off for Jennifer Malec beginning December 12, 2023.
  - A Leave of Absence utilizing Family Medical Leave of Absence and paid time off for Jerome Adamus beginning November 15, 2023.
- The following conference requests:
  - Vicki Bendig and Susan Huff to attend PASBO Annual Conference March 5-8, 2024 in Hershey, PA at an estimated cost of \$2,368. Funds from Professional Development.
  - Becca Kelley to attend Annual PAFPC Federal Programs Conference April 14-17, 2024 in Pittsburgh, PA at an estimated cost of \$3,500. Funds from Title IV.

These items to be placed on the November 20, 2023 agenda.

The Board discussed the school calendar for 2024-2025 and August 26 and 27, 2024 as Act 80 days for the excusal of a partial group of Kindergarten students. Dr. Berlin noted the draft calendar will be revised for accuracy as well as clarification of the Kindergarten Act 80-day dates. This item to be placed on the November 20, 2023 agenda.

2024-2025 School  
Calendar

The Board discussed the transportation requests. This item to be placed on the November 20, 2023 agenda.

Transportation  
Requests

The Board discussed the following:

Volunteer List

- Ryan Bemis, Amanda Bush, Katherine Graeca, Jessica Heaven, Amy Heslop, June Morey, Jaime Reynolds, and Andrea Yates as additions to the WASD Volunteer List.
- The resignation of Kim Myers 2<sup>nd</sup> Assistant Track and Field Coach effective October 25, 2023.
- The following extra—curricular resignations:
  - Donna Banks as ELA Extra-Effort Tutor effective October 27, 2023.
  - Michelle Kappler as Detention Monitor – WAMS, effective November 28, 2023.

Athletic Resignation

Extra-Curricular  
Resignations

These items to be placed on the November 20, 2023 agenda.

A review of October Erie County Technical School and the Northwest Tri-County Intermediate Unit board meetings will be given at the November 20, 2023 meeting.

Dr. Pushchak attended WAMS Parent/Teacher Conference and Mrs. Pushchak attended WAEC Parent/Teacher Conference, and they were impressed by the teachers' presentation of the student assessment data. It was presented in an easy-to-understand presentation. Mrs. Kelley has done a great job in working with our teachers and administration.

There being no further business, upon motion by Mrs. Farrell, seconded by Dr. Pushchak the meeting was adjourned at 7:19 PM.

Adjournment

Signature on File  
Nicole Lee  
Assistant Board Secretary