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**AGENDA**

June 17, 2024 ♦ 7:00 p.m.  
Wattsburg Area Elementary Center

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

- A. Pledge
- B. Roll Call:
  - ☐ Mr. Gregory Brumagin                      ☐ Mrs. Nicole Lee                      ☐ Mr. Jesse Williams
  - ☐ Mrs. Britni Burlingham                      ☐ Mr. Stephen Morvay                      ☐ Mr. Brian Young
  - ☐ Mrs. Lea Hetherington                      ☐ Dr. Andy Pushchak                      ☐ Mr. Jeremy Bloeser
- C. Approve Agenda and Addendum
- D. Approve Minutes from the May 20, 2024 Regular Board Meeting and the June 10, 2024 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
- B. Treasurer's Reports
  - [General Fund](#): \$8,348,644.54
  - [YTD Budget to Actual Report](#)
  - [Capital Projects](#): \$388,010.26
  - [Cafeteria](#): \$698,854.55
  - [Cafeteria Profit/Loss](#): \$14,409.10   YTD \$79,347.39
- C. Bills
  - [Exhibit A1](#)      Checks Already Written: \$63,537.86
  - [Exhibit A2](#)      Checks Already Written: \$25,009.55
  - [Exhibit A3](#)      General Fund Bills: \$258,469.18
  - [Exhibit B1](#)      Cafeteria Checks Already Written: \$700.49
  - [Exhibit B2](#)      Cafeteria Checks Already Written: \$56,651.81
  - [Exhibit D](#)      SHS Activity Fund Report: \$78,500.27
- **Motion:** To approve the reports, payments and invoices as presented.

VI. **Legal Advisement – Mr. Jeremy Bloeser**

VII. **Finance – Dr. Andy Pushchak**

F – 1 (A) Transfers

- **Motion:** To approve the following transfers:
  - Monthly budgetary transfer from the budget vs. actual report as outlined in [Exhibit E](#).

F – 2 (A) Adoption of the Proposed Final General Fund Budget for 2024 – 2025

- **Motion:** To approve the adoption of the General Fund Budget for 2024 – 2025 fiscal year in the amount of \$30,387,841.

F – 3 (A) Real Property Tax Resolution

- **Motion:** 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, 2024, to and including June 30, 2025, 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 23.6607mills or \$2,366.07 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.

F – 4 (A) Per Capita Tax Resolution

- **Motion:** 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, 2024 and ending June 30, 2025.

F – 5 (A) Act 511 Per Capita Tax Resolution

- **Motion:** 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, 2024 and ending June 30, 2025.

F – 6 (A) Earned Income Tax (Wage Tax) Resolution

- **Motion:** 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, 2024 and ending June 30, 2025, 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.

F – 7 (A) Realty Transfer Tax Resolution

- **Motion:** 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, 2024, and ending June 30, 2025, 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.

F – 8 (A) Local Services Tax Resolution

- **Motion:** 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, 2024 through June 30, 2025.

F – 9 (A) Act 1 Homestead and Farmstead Exclusion Resolution

- **Motion:** To approve the Act 1 Exclusion Resolution - Homestead/Farmstead as outlined in [Exhibit F.](#)

VIII. **Building and Grounds – Mr. Brian Young**

B – 1 (A) Public-School Facility Improvement Grant Resolution and Application Fee

- **Motion:** To approve the DCED Act 34 Public-School Facilities Improvement Grant Resolution, application fee of \$100 and the commitment of funds to the project as outlined in [Exhibit G.](#)

B – 2 (A) Snow Removal Agreement

- **Motion:** To approve the 2024-2025 Snow Removal Agreement between Nelson Trucking and the Wattsburg Area School District as outlined in [Exhibit H.](#)

IX. **Personnel – Mrs. Nicole Lee**

P – 1 (A) Request Deletion of Specified Credential

- **Motion:** To approve the request for a voluntary deletion of Special Education (PDE Instructional Code 9227) from Bretton Smith's Pennsylvania Teacher Certificate.

P – 2 (A) Conference Requests

- **Motion:** To approve the following conference requests:
  - Hillary Barboni, Justin Grossman, Rob Englert, Lisa Jablonski, Chris Paris, Susan Peebles, Becca Kelley, Ken Berlin and administrator pending to attend the Knox Law Title IX Training on Tuesday, July 23, 2024 in Erie, PA 16507 at an estimated cost of \$3,000. Funds from Professional Development.
  - Jesse Williams to attend PSBA Board Delegate meeting November 2, 2024 in Mechanicsburg, PA at an estimated cost of \$572.76.

P – 3 (A) Appointments

- **Motion:** To approve the following appointments:
  - Tirzah Kurien as a Long-Term Elementary Substitute Teacher anticipated August 20, 2024 through January 17, 2025 at bachelors, step 1.
  - Christian D. Constantine, Lt. Col. (Ret), USAF as Senior Aerospace Instructor effective July 1, 2024 and the agreement between Colonel Constantine and WASD.
  - Veronica Lipinski as a long-term district floating substitute anticipated August 20, 2024 through June 5, 2025 at bachelors, step 3.
  - Hunter Wagner as a long-term district floating substitute anticipated August 20, 2024 through June 5, 2025 at bachelors, step 2.

P – 4 (A) Summer Program Appointment

- **Motion:** To approve the following summer program appointments for June 17 – July 25, 2024 Tuesdays, Wednesdays, and Thursdays, 8:00 A.M. – 12:00 P.M.
  - Jenna Wright, Special Education Teacher.
  - Amanda Green as Medical Assistant.

P – 5 (A) Superintendent Annual Performance Evaluation

- **Motion:** To approve the Superintendent's 2023-2024 Annual Performance Evaluation.

P – 6 (A) Tuition Reimbursement

- **Motion:** To approve the tuition reimbursement as outlined in [Exhibit I](#).

P – 7 (A) Resignations

- **Motion:** To accept the following resignation:
  - Kayla Ballew, Special Education Aide effective June 5, 2024.
  - Derek Peterman, Technology Education teacher effective June 10, 2024.
  - Krista Wehan, Supervisor of Special Education effective July 1, 2024.

P – 8 (A) Summer Help Appointments

- **Motion:** To approve Christopher Lynde as summer help maintenance retro effective to May 21, 2024.

P – 9 (A) Leave Request

- **Motion:** To approve the following Leave Requests:
  - Family Medical Leave of Absence utilizing paid time off for Jeffrey Gifford beginning June 10, 2024.
  - Family Medical Leave of Absence utilizing paid time off for Christopher Paris beginning July 10, 2024.

P – 10 (A) Administration and Staff Travel Reimbursement for Attendance at Meetings

- **Motion:** To approve attendance for travel reimbursement for all PDE related meetings and the following meetings for the 2024-2025 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
  - 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

X. **Policy – Mrs. Britni Burlingham**

XI. **Curriculum – Mr. Steve Morvay**

C – 1 (A) Contracts for Refocus Classroom Program

- **Motion:** To approve the Refocus Room Service Contracts with Sarah Reed for the 2024 – 2025 school year for Seneca High School and Wattsburg Area Middle School as outlined in [Exhibit J](#).

C – 2 (A) Language Instructional Education Program Services Contract

- **Motion:** To approve the contract for Language Instructional Education Program Services (LIEP) between Northwest Tri-County Intermediate Unit and Wattsburg Area School District as outlined in [Exhibit K](#).

C – 3 (A) Therapeutic Social-Emotional Classroom Agreement

- **Motion:** To approve the agreement between Sarah Reed and WASD to provide the district with mental health support and services as outlined in [Exhibit L](#).

C – 4 (A) Robert Morris University Enrollment Agreement

- **Motion:** To approve the College in the High School Enrollment Agreement between Robert Morris University and the Wattsburg Area School District as outlined in [Exhibit M](#).

C – 5 (A) 95 Percent Group

- **Motion:** To approve the purchase of the 95 Phonemic Awareness and Phonics Core Library Interventions and professional development as outlined in [Exhibit N](#).

XII. **Technology – Mr. Jesse Williams**

TE 1 (A) Renewal of Sapphire Suite Software

- **Motion:** To approve the renewal of the Sapphire Suite Software as outlined in [Exhibit O](#).

XIII. **Transportation – Mr. Greg Brumagin**

T – 1 (A) Transportation Requests

- **Motion:** To approve the weekly field trips for Extended School Year students for the summer of 2024 Extended School Year Program.

XIV. **Athletic/Extra-Curricular – Mrs. Lea Hetherington**

AE – 1 (A) Volunteer List Additions

- **Motion:** To approve Steven Barnett and Courtney Wroblewski as additions to the WASD Volunteer List.

AE – 2 (A) Extracurricular Appointments

- **Motion:** To approve the extracurricular appointments as outlined in [Exhibit P](#).

AE – 3 (A) Athletic Appointments

- **Motion:** To approve the athletic appointments for fall sports as outlined in [Exhibit Q](#).

AE – 4 (A) Game Help

- **Motion:** To approve the following as game help for the 2024-2025 school year:

○ Jerry Adamus	○ Alyssa Forte	○ Sue Nolan
○ Donna Banks	○ Kyle Forte	○ Debby Peck
○ Katy Beebe	○ Mike Grove	○ Jay Pikiewicz
○ Vicki Bendig	○ Sheri Hoffman	○ Julie Pikiewicz
○ Bernie Cage	○ Kevin Linza	○ Paul Semrau
○ Bethany Cage	○ Elizabeth Linza	○ Lisa Smith
○ Ryan Derner	○ Stacey Mattocks	○ Emily Sonney
○ Elizabeth Diehl	○ Andrea Moreno	○ Eric Sonney

XV. **Miscellaneous**

M – 1 (A) Safe Harbor Agreement

- **Motion:** To approve the Affiliation Agreement with Safe Harbor Behavioral Health of UPMC Hamot and Wattsburg Area School District for the 2024-2025 school year as outlined in [Exhibit R](#).

M – 2 (A) Surplus Items

- **Motion:** To approve as surplus the items as outlined in [Exhibit S](#).

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

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

XVIII. **Board Correspondence and Dialogue**

XIX. **Adjournment**