

WELLSBORO AREA SCHOOL DISTRICT
Reorganization Meeting of the Board
High School LGI Room – 6:30 PM
December 6, 2016



- I. Call to Order
- II. Pledge of Allegiance
Moment of Silence - Honoring Our Veterans
- III. Roll Call of Members
- IV. Election of Temporary President – Voice Vote
Temporary President: Wayne Hackett
(Temporary President shall be elected from the hold-over membership)
- V. Temporary President opens the floor for nominations for President;
Receive Nomination(s);
If more than one nomination is received, voice vote will be taken;
- V-a. Election of President
President: _____

____ Approved ____ Disapproved ____ Amended ____ Tabled ____ Postponed
- VI. Presentation of Gavel to New President;
New President presides over remainder of meeting;
- VII. Newly elected President opens the floor for nominations for Vice President;
Receive Nomination(s);
If more than one nomination is received, voice vote will be taken;
- VII-a Election of Vice President
Vice President: _____

____ Approved ____ Disapproved ____ Amended ____ Tabled ____ Postponed
- VIII. Newly elected President opens the floor for nominations for Assistant Secretary;
Receive Nomination(s);
If more than one nomination is received, voice vote will be taken;
- VIII-a. Election of Assistant Secretary
Assistant Secretary: _____

____ Approved ____ Disapproved ____ Amended ____ Tabled ____ Postponed
- IX. Announcement of any Executive Session – Tuesday, December 6, 2016 at 5:45 PM, High School Conference Room, for the purpose of student matters;
- X. Concerned Resident Issues

XI. Approval of Agenda – Voice Vote (Policy #006.5)

___ Approved ___ Disapproved ___ Amended ___ Tabled ___ Postponed

XII. Board Minutes / Financials – Voice Vote

*A. Minutes of Previous Meetings (Policy #006.9)

Special Meeting of November 1, 2016 ([Attachment XII-A](#))

Regular Meeting of November 8, 2016 ([Attachment XII-A-1](#))

*B. Financial Reports (Policy #006.9)

Board Summary Report (November 2016) ([Attachment XII-B](#))

Student Activity Fund Summary (Nov. 2016) ([Attachment XII-B-2](#))

*C. Approval of Bills (Policy #006.9)

2016-17 General Fund Invoices ([Attachment XII-C](#))

2016-17 School Lunch Fund Invoices ([Attachment XII-C-1](#))

2016-17 Athletic Facility Renovations Invoices ([Attachment XII-C-2](#))

___ Approved ___ Disapproved ___ Amended ___ Tabled ___ Postponed

XIII. Public Comment on Title I, and other Federal Programs (Policy #006.5)

XIV. A. Reports (Policy #006.5)

1. Student Representatives
2. Superintendent
3. Business Manager
4. Administrators
5. Board Members

B. First reading of new WASD Policy #828 – Section: OPERATIONS; Title: Narcan® (Naloxone) Storage and Administration Section ([Attachment XIV-B](#))

XV. **CONSENT ITEMS**

Roll Call Vote

1. **ADMINISTRATION AND ORGANIZATION**

A. Board Meeting Location and Time (Policy #006)

Consideration of approval that the Board establish the High School Large Group Instruction Room (LGI) at 6:30 PM as the Board Meeting site and meeting time for the Year 2017.

*B. Board Meeting Schedule for Year 2016 (Policy #006)

Consideration of approval to adopt the Board Meetings for Year 2016 as presented.

([Attachment XV-1B](#))

*C. PlanCon Part J: Project Accounting Based on Final Costs

Consideration of approval for the approval document from the PA Department of Education for PlanCon Part J: Project Accounting Based on Final Costs, **Project No. 2892**, Wellsboro High School-Complex Phase 1, Additions / Alterations. ([Attachment XV-1C](#))

*D. PlanCon Part J: Project Accounting Based on Final Costs

Consideration of approval for the approval document from the PA Department of Education for PlanCon Part J: Project Accounting Based on Final Costs, **Project No. 3173**, Wellsboro High School – Complex Phase 2, Additions / Alterations. ([Attachment XV-1D](#))

E. Approval of The EasyProcure Program

Consideration of approval for the Wellsboro Area School District to participate in The EasyProcure Program and obtain procurement cards with PNC Bank (Pittsburgh/Provident National Corporation). This program offers a rebate to the District based on the aggregate total of all participant's purchases. ([Attachment XV-1E](#))

F. Approval of Financial Institutions as Depositories of District Funds

Consideration of approval to open accounts and have banking services be provided by First Citizens Community Bank for the accounts of General Fund, Capital Reserve fund, and Payroll Fund; and to continue accounts and banking services with Citizens & Northern Bank for the accounts of Food Service Fund, Athletic Fund, Student Activities Fund, Public Purpose Trust Fund, Private Purpose Trust Fund, and Park and Recreation Funds, Capital Project Fund and Real Estate Tax Fund; and also to continue accounts and banking services with PA Local Government Investment Trust (PLGIT) and PSDLAF (PA School District Liquid Asset Fund) to provide better interest rates and efficiencies for the District.

2. **PERSONNEL**

A. Conference Requests

Consideration of approval for the following conference requests:

1. Tiffany Getty, High School Chemistry Teacher, to attend "Technology Initiative Conference" on December 14, 2016 in the Wellsboro High School (7:30 AM – 3:30 PM) (approximate costs of \$100 to be paid from Building Budget)
2. Jennifer Outman, Middle School 5th Grade Teacher, to attend "Collins Writing Workshop" on January 31, 2017 in Williamsport, PA (approximate costs of \$225 to be paid from Building Budget)

*B. Resignations Due to Retirement

Consideration of approval to accept letters of resignation due to retirement from:

1. Jacqueline Moss, elementary instructional aide, with regret, effective January 2, 2017. ([Attachment XV-2B](#))
2. **Ralph Topf, custodian, with regret, effective January 31, 2017;** ([Attachment XV-2B-2](#))

*C. Extra-Curricular Coaching Resignation

Consideration of approval to accept letter of resignation from Sam Kreger, Middle School Boys Basketball Assistant Coach, effective November 28, 2016. ([Attachment XV-2C](#))

3. **STUDENT**

A. Request for Homebound Instruction

Consideration of approval for homebound instruction for Student #6 HB 2016-16 as per his family physician for a period of approximately eight (8) weeks, effective November 21, 2016.

B. In Lieu of Expulsion Agreements

Consideration of approval for the following In Lieu of Expulsion Agreements:

1. Student #2 E 2016-17;
2. Student #3 E 2016-17;

4. **OTHER**

*A. Additions to 2016-17 WASD Substitute List

Consideration of approval for the additions to the 2016-17 WASD Substitute List as presented. ([Attachment XV-4A](#))

___ Approved ___ Disapproved ___ Tabled ___ Amended ___ Postponed

XVI. **ACTION ITEMS**

1. **ADMINISTRATION AND ORGANIZATION**

*A. Lease Agreement between WASD and PA College of Technology

Roll Call Vote

Consideration of approval to enter into a Lease Agreement with PA College of Technology for multiple rooms and offices to advance education and instruction for students enrolled at the PA College of Technology. Said Lease to include but not be limited to rent, custodial and maintenance fees, any and all applicable utilities, and parking fees. Total consideration for the term of the Lease (January 1 – December 31, 2017) totals \$32,310.00. Said Lease may be renewed for one additional year with an increase to the rental payments to an amount no greater than \$77.50 per month. ([Attachment XVI-1A](#))

___ Approved ___ Disapproved ___ Tabled ___ Amended ___ Postponed

2. **PERSONNEL**

A. Recall of Furloughed WASD Employee

Roll Call Vote

Consideration of approval to recall the following furloughed employee:

1. Richard Ralph as part-time Rock L. Butler Middle School Custodian (night shift), effective November 29, 2016 in accordance with Article VIII-Layoff and Recall/Vacancies and Transfers, Section 8-03-Recall of the Contract Agreement between Wellsboro Area School District and Wellsboro Area Education Support Professionals Association, July 1, 2014 – June 30, 2018; rate of pay will be \$11.36 per hour.

___ Approved ___ Disapproved ___ Tabled ___ Amended ___ Postponed

B. Support Staff Transfer

Roll Call Vote

Consideration of approval for the transfer of Daniel Haug **from** part-time (5 hrs. per day, 12 months) Rock L. Butler Middle School custodian **to** full-time (8 hrs. per day, 12 months) Wellsboro High School custodian (night-shift), effective November 29, 2016. Rate of pay will remain at \$11.36 per hour.

___ Approved ___ Disapproved ___ Tabled ___ Amended ___ Postponed

C. Approval of 2016-17 Reading and Math Tutor K-8

Roll Call Vote

Consideration of approval of Deborah Patterson, Special Education Learning/Emotional Support Teacher as 2016-17 Reading and Math Tutor K-8, said tutor shall be used for students in Grades K-8 in sessions: February 6 – March 23, 2017 and June 19 – July 24, 2017. Tutor will be paid the contracted extended duty hourly rate of \$32.00 per hour. Certified teacher shall have knowledge and/or experience in mathematics and/or language arts content/standards at the various grade levels. Number of positions will be contingent upon qualified student/parent participation by grade level and building and will be at the discretion of administration.

___Approved

___Disapproved

___Tabled

___Amended

___Postponed

XVII. Public Comment

XVIII. Adjournment

Items of Information: (Will be handed out at meeting)

1. Approved Facility Use Requests
2. ***The Buzzword***
3. Conference Report
4. Insert for WASD Policy Book