

WELLSBORO AREA SCHOOL DISTRICT

Board of Education Meeting
High School LGI Room – 6:30 PM
May 2, 2017

(Changes/Additions appear in red added after 4/26/2017)

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call of Members
- IV. Announcement of any Executive Sessions – Tuesday, May 2, 2017 at 5:30 PM, High School Faculty Room, for the purpose of Student Matter;
- V. Concerned Resident Issues

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

Approved Disapproved Amended Tabled Postponed

VII. Board Minutes/Financials – Voice Vote

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

Regular Board Meeting of April 11, 2017; (Attachment VII-A)

*B. Financial Reports (Policy #006.5)

Board Summary Report (April 2017) (Attachment VII-B)

Student Activity Fund Summary (April 2017) (Attachment VII-B-1)

*C. Approval of Bills (Policy 006.5)

2016-17 General Fund Invoices (Attachment VII-C)

2016-17 School Lunch Fund Invoices (Attachment VII-C-1)

2016-17 Capital Projects Fund (Attachment VII-C-2)

Approved Disapproved Amended Tabled Postponed

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

IX. A. Reports (Policy #006.5)

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

*B. First reading of revised WASD Policy #246, Section: PUPILS, Title: Student Wellness as recommended by WASD Wellness Committee Meeting of April 19, 2017 as required under Healthy-Hunger-Free Kids Act of 2010; (Attachment IX-B)

X. **CONSENT ITEMS**

Roll Call Vote

1. **ADMINISTRATION AND ORGANIZATION**

- A. Second Reading and Adoption of Revised WASD Policy #217 – Graduation Requirements
Consideration of approval of the second reading and adoption of revised Wellsboro Area School District Policy #217 - *Section: PUPILS, Title: Graduation Requirements* as presented.
- B. Second Reading and Adoption of Revised WASD Policy #227 – Controlled Substances/Paraphernalia
Consideration of approval of the second reading and adoption of revised Wellsboro Area School District Policy #227 – *Section: PUPILS, Title: Controlled Substances/Paraphernalia* as presented.
- C. Second Reading and Adoption of Revised WASD Policy #233 – Suspension and Expulsion
Consideration of approval of the second reading and adoption of revised Wellsboro Area School District Policy #233 – *Section: PUPILS, Title: Suspension and Expulsion* as presented.
- *D. Appointment of 2016-17 Independent Auditor
Consideration of approval to appoint the independent auditing firm of ***Buffamante Whipple Buffafaro***, P.C., Certified Public Accountants & Business Advisors, 130 South Union Street, Suite 200, Olean, New York to perform the independent financial audit of the Wellsboro Area School District’s records and to perform the single Audit of Federal Programs for the fiscal year ending June 30, 2017 at a cost not to exceed the sum of \$22,800 as presented. (Attachment X-1D)
- *E. BLaST, IU#17 eQUIP Online Learning Services Memorandum of Understanding
Consideration of approval for Memorandum of Understanding between Wellsboro Area School District and BLaST IU #17 eQUIP Online Learning Services which will provide services as an in-house eLearning alternative to District student leave the District to attend cyber charter schools, as well as course options for enrichment and credit recovery. Exhibits A & B set forth Service and Training Fees and 2017-18 Pearson Connexus Enrollment Licenses Fees effective for the 2017-18 school year (including summer school) (Attachment X-1E)
- F. Federal Programs Consolidated and Other State/Federal/Private/Local Grant Opportunities
Consideration of approval that authorization be granted Patrick Hewitt, Federal Programs Coordinator/Director of Curriculum & Instruction, to submit grant applications for Federal Programs consolidated and other state/federal/private/local grant opportunities as they may become available.
- *G. Approval of 2017-2018 Art, General Supplies, Computer Supplies, Copy Paper Supplies , Athletic Supplies, Cafeteria Supplies and Custodial Supplies Bid with Keystone Purchasing Network (KPN)
Consideration of approval for the following bids: (Attachment X-1G)

Art Supplies	\$ 20,331.05
Pyramid School Products	\$1,374.98
Phillips Supply Company	\$ 468.10
Kurtz Brothers	\$2,812.12
National Art & School Supl.	\$4,512.19
School Specialty	\$4,864.72
Triarco Arts & Crafts	\$ 63.56
Cascade School Supplies	\$1,415.54
Nasco	\$4,819.84

General Supplies		\$ 16,583.98
Pyramid School Products	\$4,843.30	
Phillips Supply Company	\$ 621.94	
Kurtz Brothers	\$2,441.63	
National Art & School Supplies	\$5,121.07	
School Specialty	\$1,761.15	
Cascade School Supplies	\$1,587.08	
Nasco	\$ 207.81	
Computer Supplies		\$ 489.95
Phillips Supply Company	\$ 85.53	
The Tree House, Inc.	\$ 352.20	
Kurtz Brothers	\$ 52.22	
Copy Paper Supplies		\$ 17,769.85
Contract Paper Group	\$ 417.50	
Lindenmeyr Munroe	\$1,617.15	
Veritiv Corporation	\$15,735.20	
Athletic Supplies		\$ 4,919.10
Pyramid School Products	\$ 715.27	
Sportsmans	\$3,532.57	
Riddell/All American	\$ 41.40	
BSN Passons	\$ 588.28	
Cafeteria Supplies		\$ 298.02
Calico Industries, Inc.	\$ 278.22	
PA Paper & Supply Co.	\$ 19.80	
Custodial Supplies		\$ 2,244.84
W. A. DeHart, Inc.	\$ 172.80	
Veritiv-Harrisburg/XPEDX	\$ 902.25	
Calico Industries, Inc.	\$ 214.24	
Dauphin Electric	\$ 333.12	
LJC Distributors	\$ 375.50	
Hassingier & Co.	\$ 42.32	
PA Paper & Supply Co.	\$ 204.61	
TOTAL:		\$ 62,595.21

H. Approval of E-Rate Bids for Verizon (cellular service) and PenTeleData (Wide Area Network Service)

Consideration of approval for the following bids for e-rate: (Attachment X-1H)

Cellular Phone Bid:

1. Verizon - \$49.35/line/month (plus taxes/fees) – 400 shared minutes; unlimited data/texts

District WAN (Wide Area Network) Contract:

1. PenTeleData - \$630/month for (3) 1Gbps circuits between HS-MS; HS-DG, HS-CL for a five (5) year contract.

2. **PERSONNEL**

A. Conference Requests (Policy #433 & 438)

Consideration of approval for the following conference requests:

1. Denise Route, Middle School Computer Teacher, Tammy Knowlton, High School Librarian, and Patrick Hewitt, Federal Programs Coordinator/Director of Curriculum & Instruction, to attend “Innovation Technology Collaborative”, in Williamsport, PA on May 16, 2017 (approximate costs of \$273.50 to be paid from Curriculum Fund Account)
2. Erin Szentesy, High School English Teacher, to attend “AP Summer Institute”, Wilkes Barre, PA on July 17-21, 2017 (approximate costs of \$905 to be paid from Curriculum Fund Account)

***B. Resignation Due to Retirement**

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

1. Judy Smithgall, High/Middle School Vocal Music Teacher , with regret, effective June 8, 2017; (Attachment X-2B)

***C. Extra-Curricular Resignations**

Consideration of approval for the following extra-curricular resignations from:

1. Erin Szentesy, as High School Yearbook Advisor / High School Yearbook Manager, effective August 1, 2017; (Attachment X-2C-1)
2. Jill Gastrock, as High School Yearbook Advisor / High School Yearbook Manager, effective August 1, 2017; (Attachment X-2C-2)
3. Leighanne Ingram, as High School Cheerleading Advisor, effective April 11, 2017 (Attachment X-2C-3)
4. Jodi L. Niver, as Dramatics-Spring Musical Director, effective April 26, 2017. (Attachment X-2C-4)

3. STUDENT

A. Request for Homebound Instruction

Consideration of approval for homebound instruction as follows:

1. for Student #12 HB 2016-17 as per her family physician for a period of approximately six (6) weeks, effective April 24, 2017;

B. In Lieu of Expulsion Agreement

Consideration of approval for In Lieu of Expulsion Agreement for Student #4 2016-17.

4. OTHER

***A. 2016-17 Additions to WASD Substitute List**

Consideration of approval for 2016-17 additions to WASD Substitute List as presented. (Attachment X-4A)

Approved Disapproved Amended Tabled Postponed

XI. ACTION ITEMS:

1. ADMINISTRATION AND ORGANIZATION

***A. Northern Tier Industry Education Consortium Career Development Training Program Roll Call Vote**

Consideration of approval to enter into Career Development Training Program with Northern Tier

Industry Education Consortium to provide services to WASD students for School Year 2017-18 as provided in said Program. Fee structure shall be \$1,100 per student for the first ten (10) students, \$850 per student for eleven-fifteen (11-15) students, and \$600 per student for all additional students. The District will be invoiced twice a year. ([Attachment XI-1A](#))

Approved Disapproved Amended Tabled Postponed

- *B. Renewal Agreement for Food Service Management Services w/Nutrition, Inc. Roll Call Vote
Consideration of approval for a Renewal Agreement for Food Service Management Services with Nutrition, Inc. for one (1) year beginning July 1, 2017 – June 30, 2018. ([Attachment XI-1B](#)) NOTE: The Board of Directors approved the initial year of the Renewal Agreement in June 2016 which contained a clause for annual renewals for up to four (4) additional one-year period(s) which was approved by the PDE’s Division of Food & Nutrition. The Nutrition Group is guaranteeing a \$45,448 profit to the District for the 2017-18 fiscal year with this Contract. ([Attachment XI-1B](#))

Approved Disapproved Amended Tabled Postponed

- *C. Source4Teachers Addendum to Extend Agreement Roll Call Vote
Consideration of approval to enter into an Addendum to Extend Agreement with Source4Teachers, effective July 1, 2017 – June 30, 2018 for outsourcing services for substitute teachers and support staff services. ([Attachment XI-1C](#))

Approved Disapproved Amended Tabled Postponed

- *D. Resolution Approving Proposed Final Budget for Fiscal Year 7/1/2017 – 6/30/2018 Roll Call Vote
Consideration of approval for the adoption of Resolution Approving Proposed Final Budget for Fiscal Year 7/1/2017 - 6/30/2018 per Special Session Act 1 of 2006. ([Attachment XI-1D](#)) and ([Attachment XI-1D \(1\)](#))

Approved Disapproved Amended Tabled Postponed

- E. Creation of Committed Fund Balance Account for Athletic Field Roll Call Vote
Consideration of approval to create a Committed Fund Balance Account for Athletic Field. This account will be used for repairs associated with the athletic field for turf and track replacement and other related expenses to the athletic field.

Approved Disapproved Amended Tabled Postponed

- *F. Approval of Change Order of Susquehanna Valley Sound & Video LLC Roll Call Vote
Consideration of approval for Change Order from Susquehanna Valley Sound & Video LLC in the amount of \$1,390 to cover cost of additional 1200’ AQ227 All Weather Speaker Wire for use on the High School Athletic Field. ([Attachment XI-1F](#))

Approved Disapproved Amended Tabled Postponed

2. **PERSONNEL**

- A. Hires for Special Education Extended School Year Program Roll Call Vote
Consideration of approval for the following hires for Special Education Extended School Year Program – Summer 2017 funded with IDEA Funds:

1. Marcia Smith, Special Education Teacher (ESY life Skills), \$32.00 per hour (total maximum of twelve (12) hours per week for six (6) weeks);
2. Jessica Witmer, as Special Education Teacher, \$32.00 per hour (total maximum of sixty (60) hours);
3. Rhoda Mann, as Special Education Teacher, \$32.00 per hour (total maximum of sixty (60) hours);
4. Michelle McNett shall serve as a Substitute Special Education Teacher for the Special Education Extended School Year Program – Summer of 2017 at a rate of \$32.00 per hour as needed;
5. Jill Gianacopoulos shall serve as Speech & Therapy Teacher for the Special Education Extended School Year Program – Summer of 2017 at a rate of \$32.00 per hour as needed;
6. Brenda Ebert, Special Education Instructional Aide, \$10.91 per hour (total maximum of forty (40) hours per week for approximately ten (10) weeks);
7. Sharon Schickling, Special Education Instructional Aide, \$10.91 per hour (total maximum of sixteen (16) hours per week (2 days per week) for approximately ten (10) weeks;

Approved Disapproved Amended Tabled Postponed

B. Summer “Extended Work Year” Days

Roll Call Vote

Consideration of approval of the following summer extended work year days at contracted per diem rates for the school year 2016-2017 / 2017-2018:

1. Matthew Rendos, High School Guidance Counselor, not to exceed twenty (20) days;
2. Tanya Harmon, High School Guidance Counselor, not to exceed twenty (20) days;
3. Shane Mascho, Middle School Guidance counselor not to exceed twenty (20) days;
4. Melanie Berndtson, High School Vocational Agriculture Teacher, not to exceed ten (10) days;

Approved Disapproved Amended Tabled Postponed

C. Hire of Wellsboro Area School District Crossing Guards for School Year 2016-17

Roll Call Vote

Consideration of approval for students, Laney Mattison and Jonathan Wetzel to serve as Wellsboro Area School District Crossing Guards during the school year 2016-17. Rate of pay will be \$7.25 per hour, one (1) hour per school day.

Approved Disapproved Amended Tabled Postponed

D. Approval of Emergency Declaration

Roll Call Vote

Consideration of approval to allow Dr. Brenda M. Freeman, Superintendent, to advise the PA Department of Education that the Wellsboro Area School District be allowed to satisfy the School Code’s 80 instruction day requirement by providing a minimum of 900 hours of instruction at the elementary level and 990 hours of instruction at the secondary level in lieu of 180 days.

Approved Disapproved Amended Tabled Postponed

XII. Public Comment

XIII. Adjournment

Items of Information:

1. Approved Facility Use Requests
2. March 2017 Food Service Report from Nutrition Inc.