

WELLSBORO AREA SCHOOL DISTRICT

Board of Education Meeting

High School LGI Room – 6:30 PM

June 13, 2017

(Changes/Additions appear in red added after 6/7/2017)

I. Call to Order

II. Pledge of Allegiance

III. Roll Call of Members

IV. Announcement of any Executive Sessions – Monday, May 15, 2017 at 8:40 PM, Old Music Room, for the purpose of personnel and student matter; June 13, 2017 at 5:00 PM, High School Faculty Room, for the purpose of personnel and student matters;

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 May 2, 2017; ([Attachment VII-A](#))

*B. Financial Reports (Policy #006.5)
Board Summary Report (May 2017) ([Attachment VII-B](#))
Student Activity Fund Summary (May 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

X. CONSENT ITEMS

Roll Call Vote

1. ADMINISTRATION AND ORGANIZATION

A. Second Reading and Adoption of Revised WASD Policy #246– Student Wellness

Consideration of approval of the second reading and adoption of revised Wellsboro Area School District Policy #217 - Section: PUPILS, Title: Student Wellness as presented.

- B. Motion to Rescind Prior Motion of Approval for Don Gill Roof Replacement
Consideration of approval to rescind the Board’s prior Motion to approve the 2017-18 roof replacement on the Don Gill Elementary School from Capital Reserve in the amount of \$427,106.28 to Weatherproofing Technologies, Inc. under State Contract Keystone Purchasing Network #201301-03B, said motion being approved at the regular board meeting of the WASD Board of Education of February 13, 2017. Further, this amount of \$427,106.28 will be earmarked in the Capital Reserve Fund for future District roof repairs as needed.
- *C. Athletic Trainer Service Agreement
Consideration of approval of Athletic Trainer Service Agreement between Susquehanna Health/Soldiers & Sailors Memorial Hospital and Wellsboro Area School District, effective August 14, 2017 and shall continue in effect for the 2017-18 school year, that is ending on or about June 6, 2018 in the amount of \$23,000 for the term of the Agreement. ([Attachment X-1C](#))
- *D. Special Education Agreement between WASD and BLaST I.U. #17
Consideration of approval of special Education Agreement between the Wellsboro Area School District and BLaST I.U. #17 for the Intermediate Unit to provide and operate the programs and services outlined in Appendix A (names deleted) at a projected annual cost of \$241,080.49 for a period running from July 1, 2017 – June 30, 2018. ([Attachment X-1D](#))
- *E. IDEA Agreement between WASD and BLaST I.U. #17
Consideration of approval of the 2017-2018 IDEA Agreement (Project #062-16-0-017-CFDA #84.027) between the Wellsboro Area School District and BLaST I.U. #17. Estimated IDEA allocation for the District is \$322,886.30. ([Attachment X-1E](#))
- F. Authorization for Year-End Budget Transfers
Consideration of approval to authorize the Business Manager to perform all year-end budget transfers, make all necessary revisions to the General Fund Budget upon the auditor’s final adjustments to financial records and assign fund balance amounts in accordance with the PA Public School Code and PA Department of education regulations; and further, the Business manager will report said revisions to the Board during the meeting following the completion of fiscal year audit.
- G. Approval to Pay July 2017 Bills
Consideration of approval to allow the WASD Business Manager to pay the July cafeteria, General and Capital Reserve Fund bills that would normally be approved at a July meeting. These bills will appear for retroactive approval at the August 8, 2017 meeting.
- H. Approval of Insurance Carriers
Consideration of approval of the recommendation of the Business Manager for the insurance carriers for the 2017-18 school year as follows:

	7/1/17-18
Liberty Mutual Auto	\$7,503
Liberty Mutual Package	\$74,711
Liberty Mutual E & O	\$ Incl.
Liberty Mutual Umbrella	\$5,595
PICS Workers Comp	\$59,700
Data Compromise/Cyber Security	Incl.
TOTAL:	\$147,509

- *I. Contract to Purchase Meals from Schools
Consideration of approval for Contract to Purchase Meals from Schools between Bradford Tioga Head Start Inc., Blossburg, PA and the Wellsboro Area School District , wherein seventeen (17) children and four (4) adults will purchase lunches at \$3.25 and \$3.50, respectively for 180 servings per year or a total of \$12,465. ([Attachment X-1I](#))
- *J. Dental Hygiene Program Outline for School Years 2017-2018 and 2018-2019
Consideration of approval to enter into Dental Hygiene Program Outline for School Years 2017-2018 and 2018-2019 with Nicola Kress, Dental Hygienist/Public Health DH Practitioner to provide dental hygiene services for students in Kindergarten, Third Grade and Seventh Grade at a per student costs of \$6.50. ([Attachment X-1J](#))
- K. Appointment of School Board Secretary
Consideration of approval for the appointment of Linda K. Gamble as Secretary of the Wellsboro Area School Board, effective July 1, 2017 – June 30, 2018 at an annual stipend of \$4,000.
- L. Appointment of District Treasurer
Consideration of approval for the appointment of Bonnie Thompson, Business Manager, as District Treasurer for the 2017-2018 school year.
- *M. Consultant Agreement – Occupational Therapy
Consideration of approval to enter into Consultant Agreement with Susquehanna Health/Soldiers & Sailors Memorial Hospital for occupational therapy services for the school year 2017-18 at a total cost of \$59, 319.00. ([Attachment X-1M](#))
- *N. Consultant Agreement – Physical Therapy
Consideration of approval to enter into Consultant Agreement with Susquehanna Health/Soldiers & Sailors Memorial Hospital for physical therapy services for the school year 2017-2018 at a cost of \$65.91 per hour and mileage at \$.545 per mile (IRS Rate). ([Attachment X-1N](#))
- *O. Consultant Agreement for Extended School Year 2016-2017
Consideration of approval to enter into Consultant Agreement for Extended Year (2016-17) with Susquehanna Health/Soldiers & Sailors memorial Hospital to provide consultation through a Physical and Occupational Therapist with respect to planning, policy and development and priority-setting for treatment of children enrolled in the School District at the rate of \$63.99 per hour and mileage of \$.545 per mile. ([Attachment X-1O](#))
- *P. Dual Enrollment Agreement between WASD and Lackawanna College for 2017-18 School Year
Consideration of approval to authorize Wellsboro Area School District to enter into Dual Enrollment Course Agreement with Lackawanna College to provide courses in the area of education to eligible students during the 2017-18 school year. ([Attachment X-1P](#))
- *Q. Budgetary Transfers for School Year 2016-17
Consideration of approval for the budgetary transfers for School year 2016-17 as presented. ([Attachment X-1Q](#))

2. **PERSONNEL**

- *A. Approval of Administrative and Support Administrative Salaries for School Year 2017-2018
Consideration of approval of the Wellsboro Area School District administrators' salaries and support

services administrators’ salaries for the school year 2017-2018 as presented. Administrative salaries are determined in accordance with the Act 93 Compensation Plan between the Wellsboro Area School District and Wellsboro Area School District Act 93 Administrators, said Plan duly adopted and approved by the WASD Board of Education on March 10, 2015 (said Plan effective July 1, 2015 – June 30, 2019). Support services administrators’ salaries are determined in accordance with Support Services Administrative Compensation plan duly adopted and approved by the WASD Board of Education on March 10, 2015 (said Plan effective July 1, 2015 – June 30, 2019). (Attachment X-2A)

B. 2017-2018 School Year Professional Staff Transfers

Consideration of approval for the following 2017-18 school year professional staff transfers:

Rock L. Butler Middle School:

	From	To:
Edward Hamm	6 th Grade Math/Science	5 th Grade Math/Science
Matthew Perry	5 th Grade Math/Science	6 th Grade Math/Science
Mary Nance	7 th Grade ELA	6 th Grade ELA
Candy McNeely	5 th Grade LS/ES	5 th & 6 th Grade LS/ES
Bridget Largey	7 th Grade LS/ES	7 th & 8 th Grade LS/ES
Tammy Martin	5 th Grade Science/SS/Math/ELA	5 th -8 th Grade Emotional Suppt.
Jill Marple	- Jill will be Consumer Science Teacher/Librarian solely at Middle School.	
Matt Erway	– Grades 5-8, Industrial Technology and Grades 5 & 6 Gifted	
Denise Route	– Grades 5-8 Computer/Digi-Com/Personal Finance and Grades 7 & 8 Gifted	
Shane Mascho,	Middle School Guidance Counselor	High School Guidance Counselor

Charlotte Lappla Elementary

	From	To:
Brenda Copp	6 th Grade ELA/S.S./Math/Science	Charlotte Lappla Life Skills Support K-1

Don Gill Elementary

	From	To
Rhoda Mann	3 rd Grade Elementary Teacher	3 rd & 4 th Grade LS
Angela Rhone	Kindergarten	2 nd Grade Elem. Teacher
Brenda Brought	3 rd Grade Elementary Teacher	2 nd Grade Elem. Teacher

Wellsboro High School

	From	To
Tanya Harmon	Guidance Counselor	Elementary/ Middle School Guidance Counselor
Heather Steinbacher	Spanish Teacher	Half-Time Spanish Teacher

***C. Resignation Due to Retirement**

Consideration of approval to accept letter of resignation due to retirement from Sharon Vargeson, Administrative Assistant – Payroll/Personnel/Tax Collector, with regret, effective November 30, 2017. ([Attachment X-2C](#))

D. Approval of Superintendent’s Evaluation for School Year 2016-17

Pursuant to WASD Superintendent’s current contract, effective July 1, 2017, the Superintendent shall receive the defined increase in salary for achieving a satisfactory evaluation rating (“Proficient”) for the 2016-2017 school year.

3. STUDENT

A. Request for Approval of Overnight Field Trip

Consideration of approval for approval of overnight field trip from:

- Melanie Berndtson, High School Horticulture/AgScience Teacher, to take 20 Grand Canyon FFA students to State College, PA to attend FFA Activities Week on June 13-15, 2017; ([Attachment X-3A](#))

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. Approval of Receipt of Private Grant Monies in School Year 2016-17

Roll Call Vote

Consideration of approval of the following private grant monies received by Wellsboro Area School District in School Year 2016-17:

1. Donation from *Wellsboro Hornets Sports Booster Club* in the amount of \$500 to be used toward purchasing athletic trainer equipment;
2. Donation from *Wellsboro Social Club* in the amount of \$500 to be used toward purchasing athletic trainer equipment;

Approved Disapproved Amended Tabled Postponed

B. PSBA Voting Delegate Appointment

Roll Call Vote

Consideration of approval for the appointment of _____ as voting delegate for the PSBA Delegate Meeting to be held on Friday, October 20, 2017 occurring at the conclusion of PASA-PSBA School Leadership Conference, Hershey, PA.

Approved Disapproved Amended Tabled Postponed

*C. Adoption of Resolution for the 2017-18 Wellsboro Area School District General Fund Operating Budget

Roll Call Vote

Consideration of approval for the Resolution to Adopt the 2017-18 Wellsboro Area School District General Fund Operating Budget (PDE 2028) with projected revenues of \$25,019,172 and projected expenditures of \$25,328,923. \$309,751 will be taken from the General Fund Committed Reserve for Future Retirement Expenses. ([Attachment XI-1C-PDE 2028](#))
([Attachment XI-1C-1-Final General Budget Resolution](#))

Approved Disapproved Amended Tabled Postponed

*D. Adoption of Tax Resolution for Setting the Tax Rates for the 2017-18 Fiscal Year

Roll Call Vote

Consideration of approval for the adoption of Tax Resolution setting forth the following tax rates for the 2017-18 fiscal year: ([Attachment XI-1D](#))

Real Estate Tax:

Lycoming County Real Estate Millage:	18.1960 mills
Tioga County Real Estate Millage:	14.0930 mills

Act 511 Taxes:

Real Estate Transfer Tax:	.50%
Earned Income Tax:	1.00%

Local Services Tax: \$5.00

___ Approved ___ Disapproved ___ Amended ___ Tabled ___ Postponed

*E. 2017 Act I Homestead/Farmstead Exclusion Resolution Roll Call Vote
Consideration of approval for the adoption of the 2017 Act I Resolution authorizing and implementing the Homestead and Farmstead Exclusion applicable to the 2017-18 fiscal year. ([Attachment XI-1E](#))

___ Approved ___ Disapproved ___ Amended ___ Tabled ___ Postponed

*F. Vantage Financial Proposal for Computer Equipment Roll Call Vote
Consideration of approval to enter into Lease Agreement between Wellsboro Area School District and Vantage Financial for the leasing of the following equipment related to the Elementary School Computer Replacement. Term of Lease shall be forty-eight (48) months with an annual lease charge of \$63,480 and a one-time security deposit of \$2264. ([Attachment XI-1F](#))

- 500 Lenovo IdeaPad N23 Yoga Chromebooks with Google Management Licenses;
- 53 Lenovo ThinkPad Yoga 370;
- 53 sets of Lenovo peripherals (docks, keyboards, monitors, and mice);
- 34 Lenovo ThinkCentre M715 Tiny Desktop PC's;
- 34 Lenovo Tiny Accessories (mounting bracket, monitor adapter);
- 87 Asus monitors;
- 25 Lenovo ThinkPad USB Network Adapters;

___ Approved ___ Disapproved ___ Amended ___ Tabled ___ Postponed

2. **PERSONNEL**

A. Hire Roll Call Vote
Consideration of approval for the following support staff hire:

1. Katherine M. Sammons as Wellsboro High School Custodian, full-time (8 hrs. per day/ 12 months), effective June 14, 2017 at a rate of \$10.00 per hour during the first 60-working day probationary period. Upon satisfactory completion of the probationary period, starting rate of pay will be \$11.14 per hour.

___ Approved ___ Disapproved ___ Amended ___ Tabled ___ Postponed

B. Extra-Curricular Hires Roll Call Vote
Consideration of approval of the following extra-curricular hires for the school year 2017-18: (Stipends are not available because of pending negotiations between WASD and WAEA)

1. Shane Mascho Middle School Football Head Coach (effective August 14–December 16, 2017)
2. Chris Reese Middle School Football Assist. Coach (effective August 14–December 16, 2017)
3. **REMOVED**
4. Wes Wood Middle School Soccer Head Coach (effective August 14–November 18, 2017)
5. Tonya Doane Middle School Cross Country Head Coach (effective August 14–November 4, 2017)
6. Joanne Boyd Middle School Cheerleading Advisor
7. Jen Outman Middle School Volleyball Head Coach (effective August 14–November 18, 2017)
8. **REMOVED**
9. Matt Hildebrand High School Football Head Coach (effective August 14–December 16, 2017)

- 10. Ben Miller High School Football Asst. Coach (effective August 14-December 16, 2017)
- 11. **REMOVED**
- 12. Nate Babcock High School Football Asst. Coach (effective August 14-December 16, 2017)
- 13. Chase Kriner High School Football Asst. Coach (effective August 14-December 16, 2017)
- 14. Veronica Callahan Fall Marching Band Director (August – November 30, 2017)
- 15. Morgan Shaffer Spring Marching Band Director ((March – June 30, 2018)
- 16. Steve Macensky High School Golf Head Coach (effective August 14-October 25, 2017)
- 17. John Shaffer High School Boys Soccer Head Coach (effective August 14-November 18, 2017)
- 18. Todd Fitch High School Boys Soccer Asst. Coach (effective August 14-November 18, 2017)
- 19. Jorge Taboada High School Girls Soccer Asst. Coach (effective August 14-November 18, 2017)
- 20. Brianna Thompson High School Girls Tennis Head Coach (effective August 14-November 4, 2017)
- 21. Ronald Brought High School Boys/Girls Cross Country Hd. Coach (effective August 14-Nov. 4, 2017)
- 22. John DeLeonardis Strength and Conditioning Coach (10 months)
- 23. Alexis Knowlden Strength and Conditioning Coach (2 months)
- 24. Sharon Zuchowski High School Volleyball Head Coach (effective August 14-November 18, 2017)
- 25. Michelle McNett High School Volleyball Asst. Coach (effective August 14-November 18, 2017)
- 26. Melissa Ryan Charlotte Lappla Head Teacher
- 27. Steve Henneman Don Gill Elementary Head Teacher
- 28. Todd Outman Middle School Head Teacher
- 29. Shane Cleveland A.V. Coordinator
- 30. Heather Ladd Middle School Student Council Co-Advisor
- 31. Kristen **West** Middle School Student Council Co-Advisor
- 32. Amber Whitney High School Student Council Advisor
- 33. Colleen Jackson High School Band Front Colorguard
- 34. **Sharon Mohr High School Yearbook Advisor
High School Yearbook Manager**

Approved Disapproved Amended Tabled Postponed

- C. Appointment of WASD Athletic Director Roll Call Vote
Consideration of approval of Matthew Rendos as Wellsboro Area School District Athletic Director, effective July 1, 2017 – June 30, 2018 for a stipend of \$5,000 per annum.

Approved Disapproved Amended Tabled Postponed

- D. **Removed at Request of District Solicitor, Chris Lantz.**

- E. Alteration of High School/Middle School Spanish Teaching Position Roll Call Vote
Consideration of approval of the alteration of one full-time Spanish teaching position to a half-time Spanish teaching position.

Approved Disapproved Amended Tabled Postponed

- F. **Removed at Request of District Solicitor, Chris Lantz.**

- G. Discharge Agreement Roll Call Vote
Consideration of approval to authorize the WASD Superintendent of Schools, Dr. Brenda M. Freeman, to enter into a discharge agreement with Steven Vargeson.

Approved Disapproved Amended Tabled Postponed

H. Special Education Placement

Roll Call Vote

Consideration of approval to accept Resolution regarding a special education placement.

___Approved

___Disapproved

___Amended

___Tabled

___Postponed

XII. Public Comment

XIII. Adjournment

Items of Information:

1. Approved Facility Use Requests
2. Interview Schedule
3. Nutrition Inc. – Spring 2017