

WELLSBORO AREA SCHOOL DISTRICT
Board of Education Meeting
High School LGI Room – 6:30 PM
November 14, 2017 *(Additions in red added after 11/6/17)*



- I. Call to Order
 Honoring our Veterans
- II. Pledge of Allegiance
- III. Roll Call of Members
- IV. Announcement of any Executive Sessions – November 14, 2017 at 5:30 PM, High School Faculty Room, for the purpose of personnel issue;
- 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
 Regular Meeting of October 16, 2017 (Attachment VII-A)

 *B. Financial Reports (Policy #006.5)
 Board Summary Report (Attachment VII-B)

 *C. Approval of Bills (Policy 006.5)
 2017-18 General Fund Invoices (Attachment VII-C)
 2017-18 School Lunch Fund Invoices (Attachment VII-C-1)

 ___ 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
 Presentation of Student of the Month Award
 Presentation of Board Retirement Gifts for Rena Kjelgaard and Sharon Vargeson
 Presentation of FFA students and their accomplishments at National FFA Convention
 3. Business Manager
 4. Administrators
 5. Board Members

X. **CONSENT ITEMS**

Roll Call Vote

1. **ADMINISTRATION AND ORGANIZATION**

*A. Approval of Job Description

Consideration of approval of Job Description for Part-Time High School Building Secretary as presented. (Attachment X-1A)

*B. E-Rate Consortium E-Rate Letter of Agency for Funding Year 2018

Consideration of approval to participate in Intermediate Unit #17's E-Rate Category 2 Consortium for the procurement eligible Category 2 technology equipment and/or services, as presented. (Attachment X-1B)

*C. 2016-17 Budgetary Transfers

Consideration of approval for the 2016-17 budgetary transfers as presented. (Attachment X-1C)

*D. Adoption of Revised WASD Policy #819

Consideration of approval for the adoption of revised WASD Policy #819 – Section: Operations; Title: Suicide Awareness, Prevention and Response as presented. (Attachment X-1D)

E. Strategic Planning Committee

Consideration of approval for the following individuals to serve on the WASD Strategic Planning Committee for school years 2017-18 and 2018-19:

1. Benjamin Miller – High School Social Studies Teacher
2. Melanie Berndtson – High School Horticulture/AgScience Teacher
3. Robert Kreger – High School Principal
4. Shelby Osgood – High School Student
5. Todd Fitch – Middle School Phys Ed/Health Teacher
6. Tina Kreisler – Middle School ELA/Social Studies Teacher
7. Mike Pietropola – Middle School Principal
8. Regan Regina – Middle School Student Representative
9. Isaac Cary – Don Gill Elementary Teacher
10. Melissa Ryan – Kindergarten Teacher
11. Steven Adams – Elementary Principal
12. Patrick Hewitt – Federal Programs Coordinator/Director of Curriculum & Instruc.
13. Amy Repard – Supervisor of Special Education
14. Dr. Ben Largey – School Psychologist
15. Jacob Rogers – School Psychologist
16. Dr. Brenda M. Freeman – WASD Superintendent
17. Bonnie Thompson, WASD Business Manager
18. Matthew Rendos – High School Guidance Counselor
19. Tanya Harmon – Middle School Guidance Counselor
20. Shane Mascho – High School Guidance Counselor
21. Sarah Tinney – WASD School Nurse (elementary)
22. Sharon O'Shea – WASD School Nurse (secondary)
23. Daren Getty – High School Learning Support Teacher
24. Candy McNeely – Middle School Learning/Emotional Support Teacher
25. Jessica Witmer – Elementary Learning/Emotional Support Teacher
26. Rhoda Mann – Elementary Learning Support Teacher

27. Joyce Butler – Nutrition, Inc. – Food Service Director
28. Heather Callahan – Parent
29. Tina Colton – Parent
30. Robert Repard – Community

F. WASD's Participation in Various Bid Programs

Consideration of approval for the Wellsboro Area School District's participation in the following bid programs: PEPPM, U.S. Communities, COSTARS, Keystone Purchasing Network (KPN), AEPA Bid, Pa State Contracts, National Joint Powers Alliance (NJPA), and any BlaST IU bids.

G. Approval to Lock In Energy Rates

Consideration of approval for the WASD Business Manager, Bonnie Thompson, or WASD Superintendent, Dr. Brenda M. Freeman, to lock in energy rates for natural gas through UGI Energy Services and electricity with MP2 Energy/Muirfield Energy as long as it is a cost savings to the Wellsboro Area School District.

2. PERSONNEL

A. Conference Requests (Policy #433 & 438)

Consideration of approval for the following conference requests:

1. Tanya Harmon, Middle School Guidance Counselor, and Matt Rendos, High School Guidance Counselor, to attend "PVAAS: Future Read Reports for School Counselors", on November 8, 2017 in Williamsport, PA (approximate costs of \$58.76 to be paid from Building Budget)
2. Amy Repard, Supervisor of Special Education, to attend "Getting Ready for 2018 State Assessments", on November 20, 2017 in Williamsport, PA (approximate costs of \$31.14 to be paid from Special Education Budget)
3. Amy Repard, Supervisor of Special Education, Dawn Bergen, High School Life Skills Support Teacher and Jessica Witmer, Charlotte Lappla Special Education Learning/Emotion Support Teacher, to attend "Preparing Transition Age Youth with Autism for Employment-Train the Trainer Sessions" on December 13 & 14, 2017 in Williamsport, PA (approximate costs of \$575.48 to be paid from Special Education Budget)
4. Daren Bryant, Director of Buildings & Grounds, to attend "63rd Annual PASBO Conference & Exhibits" on March 6 – 9, 2018 in Hershey, PA (approximate costs of \$1,006.56 to be paid from Maintenance Budget)
5. Isaac Cary and **Mary Jane Freeman**, Elementary Teachers, to attend "Foundations for Inquiry-Based Teaching & Learning", Coudersport, PA on December 5 & 6, 2017 (approximate costs of \$246 to be paid from Building Budget)
6. Lara Owlett, High School French Teacher, to attend "SAS Institute...Innovative Students... Innovative Teachers" in Hershey, PA on December 3-5, 2017 (approximate costs of \$300 to be paid from School Business Account)
7. Amber Whitney, High School Technology Education Teacher, Drew Seeling, High School Industrial Technology Teacher, James Mack, Vocational Instructional (Culinary Arts) Teacher, and Melanie Berndtson, High School VoAgTeacher, to attend "Career Pathways 101 Work Session I" in Williamsport, PA on November 15, 2017; (approximate costs of \$400 to be paid from School Business Account)
8. Anjanette Cole, Middle School Life Skills Teacher, Norma Kohler and Judi Hume, Middle School Special Education Instructional Aides, to attend "Quality Behavior Support Solutions-Safety Care Advanced Skills-High Severity Behavior 1 & 2" in Williamsport, PA on December 12, 2017 (approximate costs of **\$370** to be paid from Special Education Account)

***B. Support Staff Resignation Due to Retirement**

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

1. Gail Miller, Rock L. Butler Middle School Instructional Aide, with regret, effective December 1, 2017; (Attachment X-2B)

C. Sabbatical Leave Request

Consideration of approval for the Sabbatical Leave Request for Nancy Bair, **effective October 30, 2017** for the remainder of the 2017-18 school year with benefits and a salary of one-half the regular salary pursuant to 24 P.S. Section 11-1169.

3. STUDENT

***A. Independent Study Proposal**

Consideration of approval for Taylor Mengee, senior, to take an independent study – **“CP Sociology”** – a .5 credit course. Instruction will be provided during the Spring 2018 semester by Ms. Sherry Mohr, High School Social Studies Teacher; (Attachment X-3A)

Approved Disapproved Amended Tabled Postponed

XI. ACTION ITEMS:

Roll Call Vote

1. ADMINISTRATION AND ORGANIZATION

A. Approval of Receipt of Private Monies in School Year 2017-18

Roll Call Vote

Consideration of approval of the following private monies received by Wellsboro Area School District in School Year 2017-18:

1. Donation from College Community Services, Inc., Mansfield University, in the amount of \$400 to be used to aid in the purchasing of snacks for the students involved in the Wellsboro School District Tutoring Program.

Approved Disapproved Amended Tabled Postponed

***B. 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, 2018) 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 XI-1B)

Approved Disapproved Amended Tabled Postponed

2. PERSONNEL

A. Administrative Assistant Hire

Roll Call Vote

Consideration of approval for the hire of Vanessa Cornell as Administrative Assistant for Payroll/Benefits/Taxes, effective October 30, 2017 at a salary of \$38,000 pro-rated with a six month probationary period running from October 30, 2017 – April 30, 2018. This position will be part of the Support Services Administrative Compensation Plan of July 1, 2015 – June 30, 2019.

Approved Disapproved Amended Tabled Postponed

B. Hire of Long-Term Substitute Roll Call Vote
Consideration of approval for the hire of Margaret Sensenig as a long-term substitute English 7-12 teacher at the Wellsboro High School, Step #1, pro-rated salary of \$33,859.32, effective November 6, 2017 for the remaining 2017-18 school year.

Approved Disapproved Amended Tabled Postponed

C. Hire of Wellsboro Area School District Crossing Guard for School Year 2017-18 Roll Call Vote
Consideration of approval for the following individual as Wellsboro Area School District Crossing Guards during the school year 2017-18. Rate of pay will be \$7.25 per hour, one (1) hour per school day:

1. Tyren Wetzel

Approved Disapproved Amended Tabled Postponed

D. Support Staff Hire Roll Call Vote
Consideration of approval for the following support staff hire:

1. Jennifer Leckey, Don Gill Elementary Special Education Life Skills Instructional Aide, part-time (5 hrs. per day/9 months), effective November 15, 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 \$10.91 hour. This hire is contingent on completion of required coursework at PATTAN.

Approved Disapproved Amended Tabled Postponed

E. Support Staff Transfers Roll Call Vote
Consideration of approval for the following support staff transfers:

1. Richard Ralph, **from** part-time (5 hrs. per day/12 months) Rock L. Butler Middle School Custodian, **to** part-time (5 hrs. per day/12 months) Don Gill Elementary Custodian, effective November 15, 2017. Rate of pay will remain the same at \$11.59 per hour.
2. Tonya Doane, **from** part-time (5 hrs. per day/9 months) Wellsboro High School Special Education Instructional Aide, **to** part-time (5 hrs. per day/10 months) Wellsboro High School Building Secretary, effective November 6, 2017. Rate of pay will remain the same at \$12.29 per hour.

Approved Disapproved Amended Tabled Postponed

F. Extra-Curricular Hires Roll Call Vote
Consideration of approval for the extra-curricular hire for the school year 2017-18 of:

1. Corrine Evans, as WASD Spring Musical Director at a salary of \$2, 236;
2. Heather Callahan, as English Language Arts Curriculum Chairperson, effective November 15, 2017 for the remaining 2017-18 school year at a stipend of \$1,500 prorated.

Approved Disapproved Amended Tabled Postponed

XII. Public Comment

XIII. Adjournment

Items of Information:

1. Approved Facility Use Requests
2. Interview Schedules
3. Conference Reports
4. Nutrition Newsletter