



## WELLSBORO AREA SCHOOL DISTRICT

Board of Education Meeting  
Old Music Room, Administration Office – 6:30 PM  
February 13, 2018

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call of Members
- IV. Announcement of any Executive Sessions – Tuesday, February 6, 2018 at 7:30 PM, Old Music Room, Administration Office, for the purpose of personnel; **Tuesday, February 13, 2018 at 5:30 PM, Old Music Room, Administration Office, for the purpose of personnel and student;**
- 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 January 9, 2018; ([Attachment VII-A-1](#))  
Special Board Meeting of February 6, 2018; ([Attachment VII-A-2](#))  
  
\*B. Financial Reports (Policy #006.5)  
Board Summary Report ([Attachment VII-B](#))  
Student Activity Fund Summary ([Attachment VII-B-1](#))  
  
\*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](#))  
**2017-18 Capital Projects Invoices** ([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

1. **ADMINISTRATION AND ORGANIZATION**A. **BLaST Intermediate Unit #17 Budget for Fiscal Year 2018-2019**

Consideration of approval of the BLaST Intermediate Unit #17 General Operations Budget for the fiscal year July 1, 2018 – June 30, 2019 in the amount of \$2,800,594 as presented.

B. **Sale of Unused/Un-Needed Equipment**

Consideration of approval for unused and un-needed WASD equipment to be placed for sale according to WASD District Policy 706.1. All items will be sold “as is”.

\*C. **Second Reading and Final Adoption of Revised WASD Board Policies #808, 203, 339, 439 and 539**

Consideration of approval for the second reading and final adoption of the following revised District Policies:

#808	Food Service ( <a href="#">Attachment X-1C-1</a> )
#203	Immunizations & Communicable Diseases ( <a href="#">Attachment X-1C-2</a> )
#339	Uncompensated Leave (Administrative) ( <a href="#">Attachment X-1C-3</a> )
#439	Uncompensated Leave (Professional) ( <a href="#">Attachment X-1C-4</a> )
#539	Uncompensated Leave (Classified) ( <a href="#">Attachment X-1C-5</a> )

\*D. **Approval to Retire WASD Board Policies 808.1 and 808.2**

Consideration of approval to retire Wellsboro Area School District Board Policies 808.1: SECTION: OPERATIONS, Title: Lost or Stolen Lunch Tickets; and Policy 808.2: SECTION: OPERATIONS, Title: LUNCH PAYMENTS; ([Attachment X-1D](#))

\*E. **2017-18 Budgetary Transfers**

Consideration of approval for the 2017—18 budgetary transfers as presented. ([Attachment X-1E](#))

2. **PERSONNEL**A. **Extra-Curricular Volunteer Appointments for School Year 2017-18**

Consideration of approval for the following extra-curricular volunteer appointments for School Year 2017-18:

1. Edward Ryan as Volunteer High School Boys Tennis Assistant Coach, effective February 14, 2018 to the end of school year;
2. Mackenzie Crawford as Volunteer High School Boys Tennis Assistant Coach, effective February 14, 2018 to the end of school year;
3. Howard Iseri as Volunteer High School Boys/Girls Track Assistant Coach, effective February 14, 2018 to the end of school year;
4. Tim Frazier as Volunteer High School Baseball Assistant Coach, effective February 14, 2018 to the end of school year;
5. Rob Brant as Volunteer High School Baseball Assistant Coach, effective February 14, 2018 to the end of school year;
6. Brett Hamblin as Volunteer High School Baseball Assistant Coach, effective February 14, 2018 to the end of school year;
7. John Johnston as Volunteer High School Baseball Assistant Coach, effective February 14, 2018 to the end of school year;
8. Brenda Brought as Volunteer High School Softball Assistant Coach, effective February 14, 2018 to the end of school year;
9. Aaron Yungwirth as Volunteer High School Softball Assistant Coach, effective February 14, 2018 to the end of school year;

10. Steven Adams as Volunteer High School Softball Assistant Coach, effective February 14, 2018 to the end of school year;
11. Stephanie Leister as Volunteer Middle School Cheerleading Assistant Advisor, effective February 14, 2018 to the end of school year;

**\*B. Extra-Curricular Resignation**

Consideration of approval to accept letter of resignation from:

1. Tonya Doane as Middle School Cross Country Head Coach, effective January 4, 2018;  
([Attachment X-2B](#))

**C. Conference Requests**

Consideration of approval for the following conference requests:

1. Daren Bryant, Director of Buildings & Grounds, to attend "Lutron Lighting Control Training" on February 22 & 23, 2018 in Coopersburg, PA (approximate costs of \$218.00 to be paid out of Building Budget;)
2. Daren Bryant, Director of Buildings & Grounds, to attend "Sanico Cleaning Solutions Show" on March 15, 2018 in Ithaca, New York (approximate costs of \$92.65 to be paid out of Building Budget)
3. Dr. Ben Largey, School Psychologist, Jake Rogers, School Psychologist and Mackenzie Crawford, School Psychology Intern, to attend "Advanced Practices in the Use of ROI for SLD Determination" on March 28, 2017 in Harrisburg, PA (approximate costs of \$281.38 to be paid out of Special Education Fund Account.

**\*D. Approval of Revised Job Description for Middle School Principal**

Consideration of approval for the revised job description for Middle School Principal.

([Attachment X-2D](#)) (Upon motion made by Kacy Hagan, seconded by Dave Messineo, the following job descriptions were added:

2. Business Manager;
3. Facility Maintenance Specialist

**E. Approval of Update to Retirement Date of Professional Employee**

Consideration of approval to set resignation due to retirement date of **January 9, 2018** for Diane Stratton, Elementary Librarian recently approved at January 9, 2018 Board Meeting.

**3. STUDENT**

**\*A. Overnight Field Trip Request**

Consideration of approval for the following overnight field trip request:

1. Daniel Sensenig, High School Music Teacher, to take three (3) high school band students to Wyoming Area High School on February 22 – 24, 2018 to attend PMEA Region IV Band.  
([Attachment X-3A](#))
2. Daniel Sensenig, High School Music Teacher, to take three (3) high school chorus students to Honesdale High School on February 28-March 3, 2018 to attend PMEA Region IV Chorus.  
([Attachment X-3A-2](#))

**B. WASD 2018-19 Curriculum Guide**

Consideration of approval for the Wellsboro Area School District 2018-19 High School Curriculum Guide as presented.

**C. In Lieu of Expulsion Agreement**

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

1. Student #4 E – 2017-18;

4. **OTHER**

\*A. 2017-18 Additions to WASD Substitute List

Consideration of approval for 2017-18 additions to WASD Substitute List as presented.  
([Attachment X-4A](#))

B. Approval of Van Drivers for School Year 2017-18

Consideration of approval for the following Van Driver/Van Aides for School Year 2017-18:

Benedict's Bus Service:

Bonnie Stanley, Van Aide

Deb Fitch, Van Aide

Niles Transportation:

Carrie Daugherty, Driver

Correll Student Transport:

Chad Hamilton, Van Driver

\_\_\_ Approved    \_\_\_ Disapproved    \_\_\_ Amended    \_\_\_ Tabled    \_\_\_ Postponed

XI. **ACTION ITEMS:**

1. **ADMINISTRATION AND ORGANIZATION**

A. Assigned Fund Balance Account for Curriculum

Roll Call Vote

Consideration of approval to establish an Assigned Fund Balance Account for Curriculum. This account will be used for district-wide curriculum related initiatives and expenses.

\_\_\_ Approved    \_\_\_ Disapproved    \_\_\_ Amended    \_\_\_ Tabled    \_\_\_ Postponed

B. Fund Transfer from General Fund to the Curriculum Assigned Reserve Fund

Roll Call Vote

Consideration of approval to transfer \$150,000 from the General Fund Unassigned Fund Balance to the Curriculum Assigned Reserve Fund.

\_\_\_ Approved    \_\_\_ Disapproved    \_\_\_ Amended    \_\_\_ Tabled    \_\_\_ Postponed

C. Fund Transfer from General Fund to the Athletic **Committed** Reserve Fund

Roll Call Vote

Consideration of approval to transfer \$50,000 from the General Fund Unassigned Fund Balance to the Athletic Field Reserve **Committed** Fund.

\_\_\_ Approved    \_\_\_ Disapproved    \_\_\_ Amended    \_\_\_ Tabled    \_\_\_ Postponed

D. Approval to Use Unassigned Funds

Roll Call Vote

Consideration of approval to use Unassigned Fund balance to pay NRG the sum of \$18,633 which is the final payment for the JACE Upgrade that is due in next school year. This was a 3-year contract.

\_\_\_ Approved    \_\_\_ Disapproved    \_\_\_ Amended    \_\_\_ Tabled    \_\_\_ Postponed

E. Settlement Agreement

Roll Call Vote

Consideration of approval for Settlement Agreement in a Special Education matter.

\_\_\_ Approved    \_\_\_ Disapproved    \_\_\_ Amended    \_\_\_ Tabled    \_\_\_ Postponed

## 2. PERSONNEL

### A. Hires

Roll Call Vote

Consideration of approval for the following hires for the school year 2017-18:

1. Lindsey Harper as Middle School Odyssey of the Mind Coach, effective February 14, 2018 for a stipend of \$250.00;
2. Jack Witmer, part-time groundskeeper, at a rate of \$12.25 per hour, **on an “as-needed basis”**, effective March 5 – November 16, 2018.

\_\_\_\_ Approved    \_\_\_\_ Disapproved    \_\_\_\_ Amended    \_\_\_\_ Tabled    \_\_\_\_ Postponed

### B. Hire of Intern

Roll Call Vote

Consideration of approval for the hire of Raymond Schroeder, M.S. as School Psychology Intern for the school year 2018-2019, effective the first day of August 2018 Inservice Training. Rate of pay will be \$15.55 per hour for a period of 180 days for a total stipend of \$21,000.

\_\_\_\_ Approved    \_\_\_\_ Disapproved    \_\_\_\_ Amended    \_\_\_\_ Tabled    \_\_\_\_ Postponed

### C. Increase in Rate of Pay for Cleaning Services

Roll Call Vote

Consideration of approval to increase Selby Jean Pier’s hourly rate for cleaning the District Administration Center (5 hours per week) **from** \$11.11 per hour (2% increase) **to** \$11.33, effective January 1 – December 30, 2018.

\_\_\_\_ Approved    \_\_\_\_ Disapproved    \_\_\_\_ Amended    \_\_\_\_ Tabled    \_\_\_\_ Postponed

XII. Public Comment

XIII. Adjournment

### Items of Information:

1. Approved Facility Use Requests
2. Conference Reports
3. Interview Schedule for MS Principal
4. **Nutrition Food Service Report - January**