WELLSBORO AREA SCHOOL DISTRICT
Board of Education Meeting
Old Music Room, Administration Office – 6:30 PM
September 11, 2018

I. Call to Order

II. Pledge of Allegiance

III. Roll Call of Members

IV. Announcement of any Executive Sessions – Tuesday, September 4, 2018 at 5:45 PM, Old Music Room, Administration Office, for the purpose of legal matter; Tuesday, September 11, 2018 at 6:00 PM, Old Music Room, for the purpose of personnel;

V. Concerned Resident Issues
Allegations regarding students or teachers are to be provided to the Administration. They are not to be discussed in public. Speakers may be held liable for untrue statements.

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)**
Minutes of regular Board Meeting of June 12, 2018 (Attachment VII-A)
Minutes of Work Session of August 7, 2018 (Attachment VII-A-1)
Minutes of Special Board Meeting of August 7, 2018 (Attachment VII-A-2)
Minutes of regular Board Meeting of August 14, 2018 (Attachment VII-A-3)

*B. Financial Reports **(Policy #006.5)**
Board Summary August 2018 Report (Attachment VII-B)

*C. Approval of Bills **(Policy 006.5)**
2018-19 General Fund August 2018 Invoices (Attachment VII-C)
2018-19 School Lunch August 2018 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
3. Business Manager
4. Administrators
5. Board Members

X. **CONSENT ITEMS** Roll Call Vote

1. **ADMINISTRATION AND ORGANIZATION**

*A. New Teacher Induction Program 2018-2021
Consideration of approval of New Teacher Induction Program 2018-2021 as presented. (Attachment X-1A)

*B. School Physicals
Consideration of approval for the employment of North Penn Comprehensive Health Services d/b/a Laurel Health Centers for the 2018--2019 school year to perform Kindergarten/1, Sixth Grade, Eleventh Grade and all athletic physicals. The charge will be $64.00 per hour (estimated screening: 12-14 students per hour) plus mileage reimbursement at a rate of $.545 per mile. (Attachment X-1B)

C. Private Parent Transportation Contracts
Consideration of approval for private parent transportation contracts for the school year 2018-19, IRS mileage set at $.545 per mile:
Cheryl Worden (mornings only);
Michele Showers (AM & PM);
Glenda Aldinger (AM & PM);

*D. Adoption of Revised WASD Policy #808
Consideration of approval for the adoption of revised WASD Policy #808 – Section: 800 OPERATIONS; Title: Food Services as presented. (Attachment X-1D)

2. PERSONNEL

*A. Support Staff Resignations
Consideration of approval for the following support staff resignations:
1. Susan Jackson, part-time (5 hrs. per day/9 months) Charlotte Lappla Special Education Instructional Aide, effective September 21, 2018; (Attachment X-2A-1)
2. Karina Taft, full-time (7 hrs. per day/9 months) Don Gill Elementary School Special Education Instructional Aide, effective August 16, 2018; (Attachment X-2A-2)

*B. Support Service Administrator Resignation
Consideration of approval to accept letter of resignation from Vanessa Cornell, Administrative Assistant-Payroll & Personnel, effective September 14, 2018; (Attachment X-2B)

*C. Extra-Curricular Resignations
Consideration of approval to accept letters of resignation from:
1. Veronica Callahan as Fall Drama Director and Band Front Percussion Instructor position, effective immediately; (Attachment X-C1)

D. Extra-Curricular Volunteer Appointments for School Year 2018-2019
Consideration of approval for the extra-curricular volunteer appointment of
1. Matthew Sweet, as High School Volunteer Football Assistant, effective August 6 – December 8, 2018;
2. Marge Hoffman, as High School Volunteer Girls Tennis Assistant Coach, effective August 13 – November 3, 2018;

E. Approval of Tenure

Consideration of approval for tenure of:

1. Annette Nuss, Don Gill Elementary Teacher, who has attained tenure in accordance with the requirements of Section 1121 of the PA School Code, amended by Act 66 of 1996 after successfully completing three years of teaching;
2. Hannah Munnell Miller, Don Gill Elementary Teacher, who has attained tenure in accordance with the requirements of Section 1121 of the PA School Code, amended by Act 66 of 1996 after successfully completing three years of teacher;

F. Conference Requests:

Consideration of approval for the following conference requests:

1. Brandon Falk, High School Biology Teacher, and Jessica Webster, High School Biology/General Science Teacher, to attend "Collins Writing Workshop" in Williamsport, PA on October 4, 2018 (approximate costs of $584.68 (including sub costs) from Building Budget)
2. Kevin Cavanaugh, Middle School Eighth Grade Teacher, and Erin Szentesy, Middle School English Teacher, to attend "Teaching Deliberate Analysis" in Williamsport, PA on September 20, 2018 and January 7, 2019 (approximate costs of $551.36 (including sub costs) to be paid from Building Budget)
3. Lara Owlett, High School French Teacher, to attend "National Forum to Advance Rural Education" in Denver, Colorado on October 10 – 13, 2018 (Teacher was offered free attendance and associated costs of transportation and hotel room by the National Rural Education Association; there will be sub costs of $417)
4. Dr. Ben Largey, School Psychologist and Jacob Rogers, School Psychologist (Elementary Priority) to attend "Association of School Psychologists of PA" in State college, PA on October 24-25, 2018 (approximate costs of $700 to be paid from Psychologists' Account)
5. Daren Bryant, Director of Buildings & Grounds, to attend "2018 PASBO Facilities Safety Conference" in Grantville, PA on October 25 & 26, 2018 (approximate costs of $616.41 to be paid from Buildings & Grounds Account)
6. Benjamin Miller, High School Social Studies Teacher, to attend "7-12 Civics Teachers Professional Learning Opportunity" in Williamsport, PA on October 30, 2018 (approximate costs of $213.50 (including sub costs) to be paid from Building Budget)
7. Emily Ostrom-Graham, High School Principal, and Dr. Brenda M. Freeman, Superintendent, to attend "SAS (Standards Aligned System) Institute" in Hershey, PA on December 9-12, 2018 (approximate costs of $578 to be paid from Building Budget)
8. Dr. Brenda M. Freeman, Superintendent, to attend PASA-PSBA School Leadership Conference, Hershey, PA on October 17-19, 2018; (approximate costs of $1,066.99 from Superintendent's Budget)

3. **STUDENT**

*A. Request to Establish Student Activity Account

Consideration of approval to establish "WHS Horticulture CTE/POS", a new account created to maintain separate account for CTE generated funds to be used to enhance CTE program. The benefit for such account will be the ability to increase amount of materials purchased for project. There will be fundraising activities such as flower sales, wreath projects. Melanie Berndtston, High School Horticulture Teacher, will be the advisor. (Attachment X-3B)

4. **OTHER**

*A. 2018-2019 WASD Additions to Substitute List
Consideration of approval for the 2018-19 Additions to Substitute List. (Attachment X-4A)

B. Approval of Van Drivers/Aides
Consideration of approval for the following van drivers / aides:

Benedicts's Bus Service:
Kandice Stocum, Sub for Van Driver or Aide;
Tim Kaltenbach, Bus Driver;
Mary Wise, Sub Van Aide;
Cheryl Hall, Sub Van Driver or Aide;

Correll Student Transport:
Casey Simons, Van Driver & Aide;
Carol Gulliver, Van Driver & Aide;

____Approved ____Disapproved ____Amended ____Tabled ____Postponed

XI. **ACTION ITEMS**:

1. **ADMINISTRATION AND ORGANIZATION**

A. 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 19, 2018 occurring at the conclusion of PASA-PSBA School Leadership Conference, Hershey, PA

____Approved ____Disapproved ____Amended ____Tabled ____Postponed

*B. Forecast 5 Analytics, Inc. Roll Call Vote
Consideration of approval of Customer Agreement entered into by Forecast 5 Analytics, Inc. and the District for the sum of $4,182.50 as presented. (Attachment XI-1B)

____Approved ____Disapproved ____Amended ____Tabled ____Postponed

C. Approval to Use Capital Reserve Funds Roll Call Vote
Consideration of approval to use $15,623.36 from Capital Reserve Funds to pay Lezzer Commercial Door Company for double steel doors in Don Gill Elementary School for safety and security improvements. The total project costs are $43,312.36 with $27,689 being funded with the Title IV grant.

____Approved ____Disapproved ____Amended ____Tabled ____Postponed

*D. Approval of Addendum to Lease Agreement Roll Call Vote
Consideration of approval for Addendum to Lease Agreement between Wellsboro Area School District and Pennsylvania College of Technology as presented. (Attachment XI-1D)

____Approved ____Disapproved ____Amended ____Tabled ____Postponed

*E. Memorandum of Understanding between BLaST and WASD — Roll Call Vote

Consideration of approval to enter into Memorandum of Agreement between BLaST Intermediate Unit 17 and Wellsboro Area School District relating to the provision of medical Access billing services. (Attachment XI-1E)

____Approved ____Disapproved ____Amended ____Tabled ____Postponed

2. **PERSONNEL** — Roll Call Vote

A. Support Staff Hires

Consideration of approval for the following support staff hires:

1. Brenda Perry, Special Education Learning Support Instructional Aide, part-time, (5 hrs. per day/9 months) effective September 12, 2018 at a starting 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 per hour. This hire is contingent on satisfactory completion of required coursework at PATTAN.
2. Theresa Lamonski, Special Education Instructional Aide, part-time (5 hrs. per day/9 months) effective September 12, 2018 at a starting 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 per hour. This hire is contingent on satisfactory completion of required coursework at PATTAN.
3. Andrea Newton, Special Education Emotional Support Instructional Aide, part-time (5 hrs. per day/9 months) effective August 20, 2018 at a starting 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 per hour. This hire is contingent on satisfactory completion of required coursework at PATTAN.
4. Russell J. Heckert, Rock L. Butler Middle School custodian, part-time (5 hrs. per day, 12 months) effective September 12, 2018 at a starting 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 for the extra-curricular hire of:

1. Jacob Rogers, Middle School Volleyball Assistant Coach, effective August 13 – November 17, 2018 for a stipend of $1,439 for school year 2018-2019;
2. Ronald Doughtie, Middle School Boys Basketball Assistant Coach, effective November 16, 2018 – March 23, 2019 for a stipend of $2,256 for school year 2018-19;

____Approved ____Disapproved ____Amended ____Tabled _____Postponed

C. Support Staff Transfers:

Consideration of approval for the following transfers:

1. Peggy Dombach, **from** part-time Middle School Custodian (5 hrs. per day/12 months) **to** full-time Middle School Custodian (8 hrs. per day/12 months), effective August 30, 2018. Pay-rate shall remain the same at $11.14 per hour.
2. Nikole Cleveland, **from** part-time (5 hrs. per day/9 months) Don Gill Elementary Special

Education Instructional Aide **to** full-time (7 hrs. per day/9 months) Charlotte Lappla Special Education Instructional Aide, effective September 12, 2018; Pay rate shall remain the same at $12.05 per hour.

3. Joann Osgood, **from** part-time (5 hrs. per day/9 months) Middle School Special Education Instructional Aide, **to** full-time (7 hrs. per day/9 months) High School Special Education Instructional Aide, effective September 12, 2018; Pay rate shall remain the same at $11.35 per hour.

4. Kimberly Warriner, **from** part-time (5 hrs. per day/9 months) Charlotte Lappla Special Education Instructional Aide, **to** full-time (7 hrs. per day/9 months) Don Gill Elementary Special Education Instructional Aide, effective September 12, 2018; Pay rate shall remain the same at $11.35 per hour.

____Approved ____Disapproved _____Amended ____Tabled ____Postponed

D. Hire of Wellsboro Area School District Crossing Guards for School Year 2018-19 Roll Call Vote

Consideration of approval for the following students to serve as Wellsboro Area School District Crossing Guards during the school year 2018-2019. Rate of pay will be $7.25 per hour, one (1) hour per school day:

Spencer Wetzel	Charlie Stephens
Lindsey Benedict	Alden Tom
Adam Cornell	Nathan Myers
Lucia Mignango	

____Approved ____Disapproved ____Amended ____Tabled ____Postponed

E. Professional Staff Hire Roll Call Vote

Consideration of approval for the professional hire of Jennifer Sporer, Step #4, Masters, at a salary of $54,504 with an effective start date (unknown).

____Approved ____Disapproved ____Amended ____Tabled ____Postponed

F. Starting Salary of WASD Payroll / Administrative Assistant Position Roll Call Vote

Consideration of approval to offer position of Payroll/Administrative Assistant's starting salary at $34,000 and to allow WASD Administration to go forward with hiring process of said position.

____Approved ____Disapproved ____Amended ____Tabled ____Postponed

G. Vision & Mission Statement Roll Call Vote

Consideration of approval for the adoption of WASD Vision and Mission Statement for school year 2018-19 as presented.

____Approved ____Disapproved ____Amended ____Tabled ____Postponed

H. Extra-Curricular Hire Roll Call Vote

Consideration of approval for the extra-curricular hire of Matthew Perry as HS Baseball Head Coach, effective March 6 – June 14, 2019 at a stipend of $3,314 for school year 2018-19.

____Approved ____Disapproved ____Amended ____Tabled ____Postponed

XII. Public Comment

XIII. Adjournment

Items of Information:

1. Approval of Facility Use Requests
2. Interview Schedules