

WELLSBORO AREA SCHOOL DISTRICT

Board of Education Meeting
Old Music Room, Administration Office – 6:00 PM
May 14, 2019

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call of Members
- IV. Announcement of any Executive Sessions –
- V. Concerned Resident Issues – Residents must first state clearly their full name and address. They will be allowed no more than five minutes to state their concern to the Board. 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)
Work Session of April 2, 2019 ([Attachment VII-A](#))
Regular Board Meeting of April 9, 2019 ([Attachment VII-A-1](#))
- *B. Financial Reports (Policy #006.5)
Board Summary Report (YTD 4/31/2019) ([Attachment VII-B](#))
Student Activity Fund Summary ([Attachment VII-B-1](#))
- *C. Approval of Bills (Policy 006.5)
April 2019 General Fund Invoices ([Attachment VII-C](#))
April 2019 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:
 - a. Student of the Month Award Certificates
 - b. Recognition of Retirement of Deborah Greco, Title I Reading Specialist
 - c. Update on Safety Grant
 - d. “Portrait of a Graduate”
 - 3. Business Manager
 - 4. Administrators
 - 5. Board Members

X. **CONSENT ITEMS**

Roll Call Vote

1. **ADMINISTRATION AND ORGANIZATION**

*A. Athletic Trainer Service Agreement

Consideration of approval of Athletic Training Services Agreement between UPMC Susquehanna and Wellsboro Area School District, effective August 1, 2019 and shall continue in effect for three years, ending on June 30, 2022 at the following rates: ([Attachment X-1A](#))

\$25,000 for the 2019-2020 scholastic year;

\$27,000 for the 2020-2021 scholastic year;

\$28,000 for the 2021-2022 scholastic year;

*B. Special Education Agreement between WASD and BLaST I.U. #17

Consideration of approval of Special Education Agreement between the Wellsboro Area School District for services at a projected annual cost of \$370,727.07 for a period running from July 1, 2019 – June 30, 2020. ([Attachment X-1B](#))

*C. 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”. ([Attachment X-1C](#))

*D. Dental Hygiene Program Outline for School Years 2019-2020 and 2020-2021

Consideration of approval to enter into Dental Hygiene Program Outline for School Years 2019-2020 and 2020-2021 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 cost of \$6.50. ([Attachment X-1D](#))

*E. Memorandum of Understanding

Consideration of approval of Memorandum of Understanding between Wellsboro Area School District and Wellsboro Area Education Association addressing the MS Marching Band as it exists in the collective bargaining agreement between the parties. ([Attachment X-1E](#))

*F. Memorandum of Understanding

Consideration of approval of Memorandum of Understanding between Wellsboro Area School District and Wellsboro Area Education Association addressing Dramatics – Fall Drama Varsity as it exists in the collective bargaining agreement between the parties. ([Attachment X-1F](#))

*G. Appointment of 2018-2019 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, 2019 at a cost not to exceed the sum of \$23,800 as presented. ([Attachment X-1G](#))

H. Approval of American Fidelity

Consideration of approval for American Fidelity to provide the Section 125 Flexible Fringe Benefits Plan for WASD employees to be effective on July 1, 2019.

- I. Approval of TSA Consultant Group and Kades-Margolis
Consideration of approval for TSA Consultant Group to be the Third Party Administrator for the 403B Plan and Kades-Margolis to be the retirement plan consultant and provide education for WASD employees to be effective June 1, 2019.

2. **PERSONNEL**

A. Conference Requests

Consideration of approval for the following conference request:

- 1. Shalane Gee, Elementary Reading Specialist, to attend “PA Federal Programs Coordinators Conference” in Pittsburgh, PA on May 4 – 8, 2019 (approximate costs of \$1,753 (Travel: \$453; Lodging: \$600; Meals - \$250; Registration - \$450) to be paid from Title I Grant;
- 2. Emily Ostrom-Graham to attend “PILS Day 5 (Make-Up Training), on May 21, 2019 at Lancaster Lebanon IU, Lancaster, PA (approximate costs of \$354 - \$150 (hotel) and mileage of \$204)

*B. Extra-Curricular Resignations

Consideration of approval to accept extra-curricular letter of resignation from:

- 1. Sherry Mohr as Yearbook Advisor and Yearbook Business Manager, effective July 1, 2019. ([Attachment X-2B](#))

3. **STUDENT**

A. Request for Homebound Instruction

Consideration of approval for the following Request for Homebound Instruction for the school year 2018-19:

- 1. For Student #10 HB 2018-2019 as per his family physician for the remaining school year 2018-19, commencing May 7, 2019;

B. Request for Extension of Homebound Instruction

Consideration of approval for an extension of four weeks of homebound instruction which was approved by the WASD Board of Education for Student #9 HB 2018-2019 on April 9, 2018;

C. In Lieu of Expulsion Agreement

Consideration of approval for In Lieu of Expulsion Agreement for Student #4 E-2018-19.

D. Overnight Field Trip Requests

Consideration of approval for the following overnight field trip request:

- 1. Melanie Berndtson, FFA Advisor, to take 5 Grand Canyon FFA students to Pennsylvania Environthon State Event, University of Pittsburgh Johnstown on May 21-22, 2019.

([Attachment X-3D-1](#))

4. **OTHER**

A. Approval of Van Aide/VanDriver and Substitute School Bus Driver

Consideration of approval of the following Van Aide/Van Driver and Substitute School Bus Driver:

- 1. Wendy Borden as Substitute Bus Driver for Benedicts Bus;
- 2. Chandler Correll as Van Driver for Correll Student Transport;

____ Approved ____ Disapproved ____ Amended ____ Tabled ____ Postponed

XI. **ACTION ITEMS:**

1. **ADMINISTRATION AND ORGANIZATION**

A. Wayfair Facility Management Company Roll Call Vote
Consideration of approval to use Capital Reserve Funds for Wayfair Facility Management Company do a complete restoration to the High School Gymnasium floor over the 2019 summer months for a total amount of \$31,550 (Co-Star Contract #534-325). This will include a complete sanding of the entire floor to bare wood, repainting of all sports floor lines and Logo, and a new 1907 floor finish, both base and finish coats.

Approved Disapproved Amended Tabled Postponed

*B. Contract to Purchase Meals from Schools from Sponsor to Sponsor Roll Call Vote
Consideration of approval for Contract to Purchase Meals from Sponsor to Sponsor (Bradford Tioga Head Start Inc., Blossburg, PA and the Wellsboro Area School District), wherein seventeen (17) children and adults will purchase lunches at \$3.25 and \$3.50, respectively for 180 servings per year. ([Attachment XI-1B](#))

Approved Disapproved Amended Tabled Postponed

*C. NAVIANCE Contract Roll Call Vote
Consideration of approval to enter into Terms of Service for Naviance Participating High Schools, effective June 3, 2019 and ending June 2, 2021 for the cost of \$12,850.00. The subscription to Naviance includes: Naviance eDocs; Naviance Alumni Tracker; Naviance for High School – District Edition; Naviance College and Career Readiness Curriculum; ([Attachment XI-1C](#))

Approved Disapproved Amended Tabled Postponed

*D. Agreement for AgendaManager Services Roll Call Vote
Consideration of approval to enter into Agreement with *AgendaManager Services* and the Wellsboro Area School District whereby CAIU (Capital Area Intermediate Unit) will provide access to *AgendaManager* and WASD shall have the ability to use its *AgendaManager* account to create unlimited meetings, agendas, groups and users for up to 5 GB of data. Said Agreement shall commence July 1, 2019 and shall terminate June 30, 2022. Cost of services shall be \$3,000 for the first year in fulfillment of the Agreement (first 90 days is a free trial period ending on August 12, 2019; first year runs 8/13/19 – 6/30/20; additional years will be invoiced at a cost of \$3,400 per year and additional cost terms, if any, shall be addressed in Section 25 herein or subsequent Addenda as agreed to by both parties. ([Attachment XI-1D](#))

Approved Disapproved Amended Tabled Postponed

*E. Adoption of Resolution for the 2019-2020 Wellsboro Area School District General Fund Operating Budget Roll Call Vote
Consideration of approval for the Resolution to Adopt the 2019-2020 Wellsboro Area School District General Fund Operating Budget (PDE 2028) with projected revenues of \$25,984,970 and projected expenditures of \$26,951,887 (inclusive of a \$500,000 budgetary reserve). \$361,000 will be taken from the General Fund Committed Reserve for Future Retirement expenses and \$105,917 from Unassigned Fund Balance for the Final 2019-2020 General Fund Budget. ([Attachment XI-1E](#))

Approved Disapproved Amended Tabled Postponed

- *F. Adoption of Tax Resolution for Setting the Tax Rates for the 2019-2020 Fiscal Year Roll Call Vote
 Consideration of approval for the adoption of Tax Resolution setting forth the following tax rates for the 2019-2020 fiscal year: ([Attachment XI-1F](#))

Real Estate Tax:

Lycoming County Real Estate Millage:	15.23 mils
Tioga County Real Estate Millage:	18.69 mils

Act 511 Taxes:

Real Estate Transfer Tax:	.50%
Earned Income Tax:	1.00%
Local Services Tax:	\$5.00

Approved Disapproved Amended Tabled Postponed

- *G. 2019 Act I Homestead/Farmstead Exclusion Resolution Roll Call Vote
 Consideration of approval for the adoption of the 2019 Act I Resolution authorizing and implementing the Homestead and Farmstead Exclusion applicable to the 2019-2020 fiscal year. ([Attachment XI-1G](#))

Approved Disapproved Amended Tabled Postponed

- *H. Approval of Lease Proposal by First American Education Finance for High School Computers Roll Call Vote
 Consideration of approval for Lease Proposal of First American Education Finance in the amount of **\$101,605.21** to provide various computer equipment and hardware (listed below) for the Wellsboro Area High School. ([Attachment XI-1H](#))

- (64) Dell Latitude 5300 2-in-1 (Staff Laptops)
- (10) Dell Premium Active Pens (for Staff Laptops)
- (64) Dell WD19 Docking Stations (for Staff Laptops)
- (534) Dell Latitude 3190 2-in-1 (Student Laptops)

Approved Disapproved Amended Tabled Postponed

2. **PERSONNEL**

- A. Hire of Support Staff Personnel Roll Call Vote
 Consideration of approval for the hire of Kendal Warren, as part-time (5 hrs. per day/12 months) Rock L. Butler Middle School Custodian, effective May 15, 2019 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 hires for school year 2018-19 and 2019-2020:

1. Student Audio-Visual Worker, Caleb Grebill, at the rate of \$10.00 per hour, effective May 11, 2019;
2. Andrew Borzok, High School Girls Tennis Head Coach, effective August 12 – November 2, 2019 at a stipend of \$2,481;
3. Matthew Sweet, High School Football Assistant Coach, effective August 5 – December 8, 2019 at a stipend of \$3,491;

4. Steven Adams, High School Boys Basketball Head Coach, effective November 18 – March 21, 2020 at a stipend of \$4,659;
5. Ronald Doughtie, High School Boys Basketball Assistant Coach, effective November 18 – March 21, 2020 at a stipend of \$2,874;
6. Sam Mitchell, Middle School Soccer Head Coach, effective August 12 – November 16, 2019 at a stipend of \$2,431.73
7. Jill Gastrock, as High School Yearbook Advisor, effective for the school year 2019-2020 at a stipend of \$2,155;
8. Jill Gastrock, as High School Yearbook Manager, effective for the school year 2019-2020 at a stipend of \$1,017;
9. Jill Gastrock as Homebound Teacher for Student #9 H 2018-2019, at a contractual rate of \$32.00 per hour;
10. Jill Gastrock as Homebound Teacher for Student #10 H 2018-19, at a contractual rate of \$32.00 per hour;

___ Approved ___ Disapproved ___ Amended ___ Tabled ___ Postponed

C. 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 years 2018-2019 and 2019-2020 :

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

D. Hire of Summer Technology Intern

Roll Call Vote

Consideration of approval for the hire of Brayden Button as 2019 Summer Technology Intern, effective June 10, 2019 for a maximum of thirty-six (36) days/10 hours per day at a rate of \$10.00 per hour, or a total of \$3,600.

___ Approved ___ Disapproved ___ Amended ___ Tabled ___ Postponed

E. Resignations

1. Consideration of approval for the resignation of Selby Pier, Administration Office cleaning person, effective May 3, 2019.

___ Approved ___ Disapproved ___ Amended ___ Tabled ___ Postponed

2. Consideration of approval for the resignation of Michael Pietropola, Director of Curriculum/Head of Athletics/Principal of Academic Affairs, effective June 30, 2019.

___ Approved ___ Disapproved ___ Amended ___ Tabled ___ Postponed

3. Consideration of approval for the resignation of Matthew Rendos, Athletic Director, effective June 30, 2019. ([Attachment X1-E3](#))

Approved Disapproved Amended Tabled Postponed

F. Creation of a Middle School ELA position

Consideration of approval for the creation of a Middle School English Language Arts position effective for 2019-20 school year.

Approved Disapproved Amended Tabled Postponed

XII. Public Comment

XIII. Adjournment

Items of Information:

1. Approved Facility Use Requests ;
2. Conference Reports;
3. PSBA District Profile
4. Interview Schedules;