

**WELLSBORO AREA SCHOOL DISTRICT**

Board of Education Meeting

October 13, 2020 – 6:30 PM

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call of Members
- IV. Announcement of any Executive Sessions – Tuesday, October 6, 2020 at 5:45 PM for the purpose of personnel;
- V. Concerned Resident Issues: ***During this new format, any public comment will be typed into the CHAT Box. Please be mindful of length. Residents must state their full name and address. 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

Approved       Disapproved       Amended       Tabled       Postponed

VII. Board Minutes/Financials – Voice Vote

\*A. Minutes of Previous Meetings

Work Session of September 1, 2020

[\(Attachment VII-A-1\)](#)

Regular Board Meeting of September 8, 2020

[\(Attachment VII-A-2\)](#)

\*B. Financial Reports

Statement of Revenue & Expenditures;

[\(Attachment VII-B\)](#)

Student Activity Fund Summaries (July, Aug. Sept.);

[\(Attachment VII-B-2\)](#)

\*C. Approval of Bills

September 2020 General Fund Invoices

[\(Attachment VII-C\)](#)

September 2020 School Lunch Fund Invoices

[\(Attachment VII-C-1\)](#)

September 2020 Student Activity Fund Invoices

[\(Attachment VII-C-2\)](#)

September 2020 Athletic Fund Invoices

[\(Attachment VII-C-3\)](#)

Approved       Disapproved       Amended       Tabled       Postponed

VIII. Public Comment on Title I and other Federal Programs

IX. A. Reports

1. Student Representative (High School)
2. Superintendent
3. Business Manager
4. Administrators
5. Board Members

X. **CONSENT ITEMS**

Roll Call Vote

1. **ADMINISTRATION AND ORGANIZATION**

A. Creation of WAEA (Wellsboro Area Education Association) Professional Staff Positions

Consideration of approval for the creation of the following WAEA professional staff positions:

1. Interpreter for the Deaf and Hard of Hearing;
2. Lead Teacher for Wellsboro Online Academy (effective for the school year 2020-21)

\*B. Adoption of Revised Job Description of Athletic Director

Consideration of approval for revised job description of athletic director as presented.

[\(Attachment X-1B\)](#)

\*C. Adoption of Job Description of Lead Teacher (Wellsboro Online Academy)

Consideration of approval for job description of Lead Teacher (Wellsboro Online Academy)

[\(Attachment X-1C\)](#)

- \*D. Adoption of Job Description of Title 1 Family & Parent Engagement Liaison  
Consideration of approval for job description of Title 1 Family & Parent Engagement Liaison.  
([Attachment X-1D](#))

- \*E. Approval of Occupational Advisory Committees for Construction, Culinary and Horticulture  
Consideration of approval for the Occupational Advisory Committees for Construction, Culinary and Horticulture, as presented. The Occupational Advisor Committee shall provide advice on performance objectives to the classroom teacher. The Committee shall include representatives authorized by the workforce investment board, civic organizations, and higher education institutions. The committee shall meet at least once a year to advise on curriculum.  
([Attachment X-1E](#))

2. **PERSONNEL**

A. Extra-Curricular Volunteer Appointments for School Year 2020-2021

Consideration of approval for the following extra-curricular volunteer appointments for School Year 2020-2021:

1. Dylan Hunt, Volunteer Manager of Wellsboro Football Team, effective August 10 – December 12, 2020;
2. John S. Johnston, Volunteer High School Football Assistant Coach, Effective October 14, 2020;

\*B. Extra-Curricular Resignations

Consideration of approval for the following extra-curricular resignations:

1. Edwin Weaver, WASD Athletic Director, effective September 14, 2020;  
([Attachment X-2B-1](#))
2. John J. Johnston, High School Football Assistant Coach, effective September 8, 2020;  
([Attachment X-2B-2](#))
3. Kevin Cavanaugh, Social Studies Department Chairperson, effective September 11, 2020;  
([Attachment X-2B-3](#))

C. Approval of Tenure

Consideration of approval for the following individuals attaining tenure:

1. James Mack, High School Culinary 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. Sayward Mack, High School Special Education Learning Support 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;
3. Chelsey Rendos, Speech & Language Impaired K-12 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;
4. Isaac Cary, 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;

\*D. Conference Requests

Consideration of approval for the following conference requests:

1. Shane Mascho, Middle School Guidance Counselor, to attend "Crafting a Culture of Learning for School Counselors" in Williamsport, PA on October 23, 2020, January 29 & March 26, 2021.  
([Attachment X-2D-1](#)) (\$50 for Registration to be paid out of Building Budget; car pooling);
2. Matthew Shaffer, Elementary Guidance Counselor, to attend "Crafting a Culture of Learning for School Counselors" in Williamsport, PA on October 23, 2020; January 29 and March 26, 2021  
([Attachment X-2D-2](#)) (\$50 for Registration to be paid out of Building Budget; car pooling);

\*E. Professional Staff Resignation

Consideration of approval for the following professional staff resignation:

1. Kevin Cavanaugh, Middle School Social Studies Teacher, September 11, 2020; ([Attachment X-2E-1](#))

\*F. Professional Staff Resignation Due to Retirement

Consideration of approval for the following professional staff resignation due to retirement:

1. Dawn Bergen, High School Special Education Life Skills Teacher, with regret, effective December 31, 2020; ([Attachment X-2F-1](#))

\*G. Support Staff Resignation Due to Retirement

Consideration of approval for the following support staff resignation due to retirement:

1. Nancy Cobb, Special Education Instructional Aide, with regret, effective October 2, 2020; ([Attachment X-2G](#))

**3. STUDENT**

A. Request for Homebound Instruction

Consideration of approval for the following Request for Homebound Instruction for School Year 2020-21:

1. For Student # \_\_\_ HB 2020-2021 as per \_\_\_ family physician for a period of approximately

\*B. Approval of Requests for Approved Educational Field Trips

Consideration of approval for the following Requests for Approved Educational Field Trips:

1. Emmerie Johnson, 9<sup>th</sup> Grade Student, Kynlee Johnson, 3<sup>rd</sup> Grade Student and Ray Johnson, 6<sup>th</sup> Grade Student, will travel from October 12 – November 1, 2020 visiting arch in St. Louis and Arizona Grand Canyon. ([Attachment X-3B-1](#))

2. Landon Owlett, 4<sup>th</sup> Grade Student (remote), Cameron Owlett, 7<sup>th</sup> Grade Student (remote), and Abby Owlett, 9<sup>th</sup> Grade Student (remote), will travel from October 12 – October 28, 2020 visiting Lincoln Pass, Thermopolis, Red Desert, Wind River Canyon, Legend Rock Petroglyphy. ([Attachment X-3B-2](#))

3. Kaitlyn Owlett, 4<sup>th</sup> Grade Student, and Dustin Owlett, 8<sup>th</sup> Grade Student, will travel from October 12 – October 28, 2020 to Rawlins Wyoming and then to Thermopolis Wyoming. Will visit Lincoln Pass, the Red Desert, Wind River Canyon, Hot Springs State Park. ([Attachment X-3B-3](#))

\*C. Independent Study Proposal

Consideration of approval for the Independent Study Proposal to provide Isabella Soto, 11<sup>th</sup> Grade Student, with an opportunity to enroll in the Agriculture Business, an upper level agri-science elective course. The course will introduce Isabella to business management in agriculture, Mathematics, reading and writing components. The Agricultural Business Foundations course includes starting a business, financial documents, risk management, and writing a business plan. If student successful completes this independent study, she will receive .5 elective credit.

([Attachment X-3C](#))

**4. OTHER**

A. Approval of Van Drivers / Substitute School Bus Driver

Consideration of approval for the following van drivers / school bus driver:

1. Heather Beatty, van driver for Correll Student Transport, pending all clearances/credentials;  
2. Suzanne Frye, van driver for Correll Student Transport, pending all clearances/credentials;  
3. Luke Starkweather, substitute bus driver for Niles Transportation, pending all clearance/credentials;

\*B. Approval of Receipt of Private Monies in School Year 2020-2021

Consideration of approval of the following private monies received by Wellsboro Area School District in School Year 2020-2021:

1. Donation from First Citizens Community Bank in the amount of \$750 to be used to sponsor the Wellsboro Hornets Football games home-broadcasted events. ([Attachment XI-1A](#))

\*C. PlanCon Part K: Project Refinancing

Consideration of approval to enter into the minutes the approval document from the PA Department of Education for PlanCon Part K: Project Refinancing for Lease Number: 202667 for the Issuance of General Obligation Notes, Series of 2020 to Refund Series of 2015 (Lease Number 152667) and Series of 2012 and 2017 (Both Non-Reimbursable). ([Attachment XI-1C](#))

Approved       Disapproved       Amended       Tabled       Postponed

**XI. ACTION ITEMS:**

1. **ADMINISTRATION AND ORGANIZATION**

- \*A. Northern Tier Industry Education Consortium Career Development Training Prog. Roll Call Vote  
Consideration of approval to enter into Service Agreement between Northern Tier Industry & Education Consortium to provide services to WASD students for School Year 2020-2021 as provided in said program. Fee structure shall be \$1,200 per student for the first eight (8) students; \$925 per additional student for 9-15 students; \$540 per additional student for 15+ students. The District will be invoiced twice a year (December & May) ([Attachment XI-1B](#))

Approved       Disapproved       Amended       Tabled       Postponed

- B. Refinancing of WASD General Obligation Bonds/Notes- Series A of 2016 Bonds Roll Call Vote  
Consideration of approval for the Board of School Directors of the Wellsboro Area School District to authorize the WASD Administration to work with PFM Financial Advisors LLC, as Independent Financial Advisor, Eckert Seamans as Bond Counsel and the District's Solicitor, Chris Lantz, Esquire, to proceed with the issuance of General Obligation Bonds/Notes, the proceeds of which will be used towards the current refunding of all or a portion of the District's outstanding Series A of 2016 Bonds via a bank loan or competitive internet auction with a minimum net savings target of 2% of the refunded par amount.

Approved       Disapproved       Amended       Tabled       Postponed

- C. Refinancing of WASD General Obligation Bonds/Notes-Series AA of 2016 Bonds Roll Call Vote  
Consideration of approval for the Board of School Directors of the Wellsboro Area School District to authorize the WASD Administration to work with PFM Financial Advisors LLC, as Independent Financial Advisor, Eckert Seamans as Bond Counsel and the District's Solicitor, Chris Lantz, Esquire, to proceed with the issuance of General Obligation Bonds/Notes, the proceeds of which will be used towards the current refunding of all or a position of the District's outstanding Series AA of 2016 Bonds via a bank loan or competitive internet auction with a minimum net savings target of 2% of the refunded par amount.

Approved       Disapproved       Amended       Tabled       Postponed

2. **PERSONNEL**

- A. Request for F.M.L.A. (Family Medical Leave) Roll Call Vote  
Consideration of approval to grant F.M.L.A. (Family Medical Leave) to Employee #1423 for a period of

twelve (12) weeks beginning on or about September 17, 2020 – ending on or about December 11, 2020 in accordance with his physician’s statement.

Approved       Disapproved       Amended       Tabled       Postponed

B. Request for Sabbatical

Roll Call Vote

Consideration of approval to grant Request for Sabbatical from Employee #2632 for two semesters in the 2020-2021 school year (beginning October 5, 2020 – June 9, 2021) in accordance with her physician’s statement.

Approved       Disapproved       Amended       Tabled       Postponed

C. Professional Staff Hire

Roll Call Vote

Consideration of approval for the hire of Emily Gowin, Interpreter for the Deaf and Hard of Hearing, Step #3, Bachelors, at a salary of \$53,704 pro-rated, with an effective hire date of October 14, 2020.

Approved       Disapproved       Amended       Tabled       Postponed

D. Extra-Curricular Hires

Roll Call Vote

Consideration of approval for the following extra-curricular hires for School Year 2020-21:

1. Sharon Mohr, Social Studies Department Chairperson, at a stipend of \$1500, pro-rated, with an effective start date of October 14, 2020;
2. Bryce Bitner, High School Football Assistant Coach, effective October 14 – December 12, 2020 at a stipend of \$3,491 pro-rated pending a regular PIAA schedule or if season is altered, stipend will be pro-rated;

Approved       Disapproved       Amended       Tabled       Postponed

E. Support Staff Hires

Roll Call Vote

Consideration of approval for the following support staff hires:

1. Jenell Pelton, High School Special Education Learning Support Instructional Aide, part-time (5 hrs. per day/9 months) effective September 14, 2020 at a starting rate of \$10.00 per hour during the first 60 (sixty) 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. Jesse O’Neil, part-time temporary custodian (5 hrs. per day/10 months), effective September 14, 2020 – June 10, 2021 at a starting rate of \$10.00 per hour during the first 60 (sixty) day probationary period. Upon satisfactory completion of the probationary period, starting rate of pay will be \$11.14 per hour; if school year of 2020-21 is altered, salary will be pro-rated.

Approved       Disapproved       Amended       Tabled       Postponed

F. Hire of Wellsboro Area School District Crossing Guards for School Year 2020-21

Roll Call Vote

Consideration of approval for the following students to serve as Wellsboro Area School District Cross Guards during the school year 2020-21. Rate of pay will be \$7.25 per hour, one (1) hour per school day:

1. Kristina Belz
2. Jack Bryant
3. Kendall Hastings
4. Desiree Solow
4. Kamyrn Campbell

Approved       Disapproved       Amended       Tabled       Postponed

G. Transfers for Professional Staff for School Year 2020-21

Roll Call Vote

Consideration of approval for the following professional staff transfers:

1. Nathan Babcock, from Elementary Physical Education & Health Teacher, to High School

Social Studies Teacher, effective September 14, 2020. Salary will remain unchanged;  
2. Tammy Giarth, from District-Wide Librarian/Library Classroom Teacher, to District-Wide Librarian/Lead Teacher (WOA), effective date to be determined; Salary will remain unchanged;

\_\_\_ Approved

\_\_\_ Disapproved

\_\_\_ Amended

\_\_\_ Tabled

\_\_\_ Postponed

XII. Public Comment

XIII. Adjournment

**ITEMS OF INFORMATION:**

1. Interview Schedules
2. Facility Use Requests Approvals