Wellsboro Area School District
Board of Education
WORK SESSION
August 3, 2021 – 6:30 PM - High School Auditorium
AGENDA

I. Call to Order;

II. Roll Call of Members;

III. Discussion – Sponsor to Sponsor Agreement between Bradford Tioga Head Start and WASD; (handout)

IV. Discussion - Resolution Calling for Charter School Fund Reform; (handout)

V. Overnight Field Trip requested by Melanie Berndston (Grand Canyon FFA traveling to Indianapolis IN for National FFA Convention – October 26-30, 2021 (handout)

VI. Update on start of school (August 30) and in-service programs (August 25,26,27)

VII. New Hires: Rachel Smith – District-wide Librarian - Step #4, masters
Salary: $57,682;
Jennifer Sporer, Gifted Education Teacher, effective 8/25/2021
at present salary:
Amy Coots, Principal of Academic Affairs, effective start date to be determined at a salary of $105,357;

VIII. Mentors for New Teachers:
Tanya Harmon (for Jamie Madlock, HS Spec. Ed. Teacher)
Heather Callahan (for Carla Tardieu, Elementary Spec. Ed. Teacher)
Karen Farrer (for Hunter Cass, Elem. Spec. Ed Teacher)
Tammy Giarth (for Rachel Smith, District-Wide Librarian)

IX. Request to Establish a Student Activity: Science Olympiad (enrichment for students in the WASD (Francis Novak and Andy Borzok) (handout)

X. Request to Close a Student Activity: HS Class of 2020
(class of 2020 has graduated and account is now at $0) (handout)

XI. Resignation of Elementary Guidance Counselor (holding for 60 days) – Matt Shaffer
Advertising: Penn-Link Gazette, Penny Saver; PARSS; PSBA; (handout)

XII. Maternity Leaves: Emily Gowin; Lindsey Byrd; Kristen Rendos; Lara Owlett;

XIII. Coach Hiring (fall sports)

XIV. Extra Curricular Resignations (coaching and departmental chairpersons)

XV. Resignation Due to Retirement (Support Staff – custodial) (handout)

XVI. Hiring of temporary custodians for School Year 2021-2022

XVII. Laurel Health Care Providers (providing physicals (sports and students) (handout)
XVIII. Public Comment;
XIX. Adjournment

Handout - III

COMMONWEALTH OF PENNSYLVANIA
DEPARTMENT OF EDUCATION
333 MARKET STREET
HARRISBURG, PA 17126-0333
www.education.pa.gov

Sponsor-to-Sponsor Agreement

Between

Bradford Tioga Head Start, inc

373-59-579-8

(Purchaser)

and

Wellsboro School District

117-59-850-3

(Seller)

July 1, 2021 through June 30, 2022

Any Child Nutrition Program (CNP) Sponsor selecting to purchase meals from another CNP Sponsor must prepare an agreement utilizing this document which may not be re-typed or changed in any way. Addendums to the original Agreement are not permitted.

Agreement Page

The Pennsylvania Department of Education (PDE) provides this Sponsor-to-Sponsor Agreement; hereafter referred to as the Agreement, as a service to sponsors, therefore the PDE shall not be named as a party to this Agreement. The Sponsors are the responsible authorities, without recourse to the PDE and/or the United States Department of Agriculture (USDA) regarding the settlement and satisfaction of all issues arising under this Agreement. This includes, but is not limited to disputes, claims, protest of award or source evaluation.

This Agreement is made between the Sponsor purchasing meals, hereafter referred to as the Purchaser, and the Sponsor selling the meals, hereafter referred to as the Seller. A Sponsor is defined as a sponsor in any of the Child Nutrition Programs (CNPs), such as the National School Lunch Program (NSLP), Child and Adult Care Food Program (CACFP), and Summer Food Service Program (SFSP). This Agreement shall not be used between a Sponsor and a Food Service Management Company (FSMC).

All parties certify that he/she shall operate in accordance with all applicable Federal and State regulations governing the CNPs.

This Agreement shall be in effect from July 1, 2021 through June 30, 2022 . This Agreement may only be for a one-year period and cannot contain guaranteed renewal clauses.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed by their duly authorized representative on the date signed.

Bradford Tioga Head Start, Inc	Wellsboro School District
Name of Purchaser	Name of Seller
Jody Thomas Digitally signed by Jody Thomas Date: 2021.07.21 15:58:36 -04'00'	
Signature of Purchaser's Authorized Representative (**Blue ink only**)	Signature of Seller's Authorized Representative (**Blue ink only**)
Jody Thomas	
Printed Name of Purchaser's Authorized Representative	Printed Name of Seller's Authorized Representative
Executive Director	
Title	Title
07/21/2021	
Date Signed by Purchaser	Date Signed by Seller

Terms and Conditions

A. General Information

1. This Agreement is entered into for the purpose of purchasing meals for the operation of a nonprofit food service program for Bradford Tioga Head Start, Inc which will be supplied by Wellsboro School District according to the terms of this Agreement.
2. This is an inter-entity agreement authorized by Title 2 CFR 200.318(e). The Purchaser ensures the prices agreed upon are competitive.
3. This Agreement is used for the Seller that prepares, cooks, and packages unitized or bulk-form meals, with or without milk, at the Seller's own facilities. Seller delivers meals ready-to-eat or heat to the site(s) determined by the Purchaser or the Purchaser picks meals up from the Seller. The Seller shall not provide the Purchaser with on-site staff or provide assistance with other administrative aspects of the CNPs.
4. If the Seller contracts with a FSMC, the Purchaser and the Purchaser's sites must have been included in the Request for Proposal (RFP). If added after the RFP was awarded (initial year contract), the Division of Food and Nutrition (DFN) must evaluate if adding the Purchaser/site will constitute a material change to the contract between the FSMC and the Seller. The Seller's FSMC shall not provide the Purchaser with on-site staff or provide assistance with other administrative aspects of the CNPs.
5. The Seller shall procure all products and services used to prepare meals in accordance with all applicable Federal and State regulations.
6. It is agreed by the parties hereto that there are no other considerations, favors, promises, or interests passing between the parties other than what is expressly stated in this Agreement.
7. All parties certify that all terms and conditions within this Agreement shall be considered a part of the Agreement as is incorporated therein.

B. Meal Requirements

1. The Seller will provide meals/snacks, inclusive or exclusive of milk, in accordance with this Agreement and the Federal regulations and policies applicable to the USDA CNPs.
2. It is agreed that the Purchaser and the Seller will utilize the same meal pattern in accordance with the applicable CNPs.
3. The meals/snacks, inclusive or exclusive of milk, will conform to the meal pattern or milk in accordance with the requirements for the following CNPs (check all that apply):

   - [ ] School Breakfast Program (SBP) (Title 7 CFR Part 220)
   - [ ] National School Lunch Program (NSLP) (Title 7 CFR Part 210)
   - [ ] Afterschool Snack Program (ASP) (Title 7 CFR Part 210)
   - [ ] Special Milk Program (SMP) (Title 7 CFR Part 215)
   - [x] Child and Adult Care Food Program (CACFP) (Title 7 CFR Part 226)
   - [ ] Summer Food Service Program (SFSP) (Title 7 CFR Part 225)
4. Meals will be Inclusive of milk.
5. Meals will be provided to the Purchaser in the following manner: (check all that apply)

   - [ ] Unitized (individual) meals.
   - [x] In bulk quantities. Seller to provide written instructions listing the planned portion size to be served of each food component to meet the meal pattern requirements and any food safety/ Hazard Analysis Critical Control Point (HACCP) procedures, including but not limited to, heating or cooling instructions.

6. Seller will provide (check all that apply):

- ☐ Trays
- ☐ Serving utensils, i.e. spoons, tongs, ladles
- ☐ Eating utensils
- ☐ Condiments
- ☐ Disposable paper supplies, including but not limited to paper plates, napkins, and cups
- ☐ Safe transportation containers
- ☐ Cleaning of safe transportation containers
- ☐ Cooler(s)
- ☐ Cleaning of cooler(s)
- ☐ Other: _____

7. Meals must be delivered in food-grade containers approved by the state or local health departments that maintain the proper temperatures of food.

8. Seller will provide Purchaser with menus at a minimum of 1 weeks in advance of the first date listed on the menu. The menus must meet requirements established in Title 7 CFR Part 210, 215, 220, 225, and 226, as appropriate. Purchaser reserves the right to periodically suggest menu changes within the Seller's suggested food cost range throughout the agreement period.

9. Meals/snacks will be delivered or made available daily or other mutually agreed upon period in accordance with the appropriate menu cycle (21-day menus for NSLP, SBP, and ASP; 11-day menu for SFSP). Menu changes may be made only when agreed upon by both parties. When an emergency situation exists, which might prevent the Seller from delivering or offering a specified meal/snack component, the Seller shall notify the Purchaser immediately so substitutions can be agreed upon.

10. No payment will be made to the Seller for meals that are spoiled or unwholesome at the time of delivery or pick up, do not meet detailed specifications as developed by the Purchaser for each food component in the meal pattern, or do not otherwise meet the requirements of this Agreement.

11. The Seller shall not deliver nor bill for incomplete, damaged, or spoiled meals/snacks. The Seller will provide adequate refrigeration or heating to ensure the wholesomeness of food in accordance with state and/or local health codes. Upon delivery or pick up it is the Purchaser's responsibility to maintain adequate refrigeration or heating.

12. The Seller shall deliver the meals/snack(s) to site(s) at the specified site location(s) at the delivery time(s) listed on Attachment A, Site Information, unless there is a schedule change agreed to by both parties. If the Purchaser is picking up, then the meals/snack(s) shall be ready at the time specified on Attachment A, unless there is a schedule change agreed to by both parties.

13. The Seller shall provide a delivery slip with the date and number of meals/snack(s) delivered or picked up. The Purchaser's authorized representative or designee must sign the delivery slip and verify the condition of the meals. The Seller shall only bill the Purchaser for these meals/snacks. The name and address of the Seller and Purchaser must be clearly identified on each delivery slip and each invoice. Payment shall be to the Seller and not to any other party.

14. The Purchaser shall notify the Seller of any modifications and substitutions in meals for students/children whose disabilities restrict their diet. Meal modifications and substitutions shall be made on a case-by-case basis and must be supported by a medical statement with the required information when the modification or substitution cannot be made within the Program meal pattern. Meal substitutions or modifications may result in a different price, to which both parties must agree. There will be no additional charge to the student/child for such substitutions or modifications.

15. The Purchaser will order meals/snacks inclusive or exclusive of milk on a weekly basis notifying the Seller 1 days preceding the week of delivery or pick up. Orders will include totals for each site and each type of meal/snack inclusive or exclusive of milk.

16. The Purchaser reserves the right to increase or decrease the number of meals/snacks ordered with a minimum notice of 2 hours of delivery or pick up time.

17. The Purchaser reserves the right to add or delete sites and provide one (1) week's written notice to the Seller. If a site is added, the Seller would need to agree to the change. Either party reserves the right to cancel the Agreement and provide 30 days notice.

18. The Seller agrees to supply meals/snacks, inclusive or exclusive of milk, to the Purchaser for the prices as described in Attachment B, Price Per Meal Rates.

19. Any costs incurred under this Agreement that does not meet the requirement of regulations are unallowable costs.

C. Certifications

1. If the Purchaser is a sponsor of the NSLP the Seller shall comply with the Buy American provision for agreements involving the purchase of food, Title 7 CFR §210.21 (d). The Seller shall purchase, to the maximum extent practicable, domestic commodities or products which are either an agricultural commodity produced in the United States (U.S.) or a food product processed in the U.S. substantially using agricultural commodities produced in the U.S. The Seller shall certify the percentage of U.S. content in the products supplied to the Purchaser. The Purchaser reserves the right to review Seller purchase records to ensure compliance with the Buy American provision.

2. The Seller shall comply with the mandatory standards and policies relating to energy efficiency contained in the State Energy Conservation Plan in compliance with the Energy Policy and Conservation Act (P.L. 94-163).

3. The Seller shall comply with Executive Order 11246, entitled "Equal Employment Opportunity," as amended by Executive Order 11375, and as supplemented in Department of Labor regulations, Title 41 CFR Part 60.

4. For agreements in excess of $100,000, the Seller shall comply with Sections 3702 of the Contract Work Hours and Safety Standards Act (Act), 40 U.S.C. §3701-3708, as supplemented by the Department of Labor Regulations, Title 29 CFR Part 5. Under Section 3702 of the Act, the Seller shall be required to compute the wages of every laborer on the basis of a standard workweek of 40 hours. Work in excess of the standard workweek is permissible, provided that the worker is compensated at a rate of not less than 1 ½ times the basic rate of pay for all hours worked in excess of forty hours in any work week.

5. The Seller agrees that state and/or local health and sanitation requirements will be met at all times. All food will be properly stored, prepared, packaged, and transported free of contamination and at appropriate temperatures following HACCP guidelines.

6. The Seller shall maintain state and/or local health certifications for any facility in which it prepares meals and shall maintain their health certification for the duration of the Agreement.

7. The Purchaser shall be legally and financially responsible for the conduct of the food service and shall ensure compliance with the rules and regulations of DFN and the USDA regarding CNPs.

D. Records

1. The Seller will maintain full and accurate records pursuant to the provisions of Federal regulations the Purchaser is required to meet. Recording responsibilities shall be on a calendar month basis supported by invoices, receipts, or other records. The Seller shall promptly submit itemized monthly invoices and daily delivery receipts to the Purchaser. These records are to be kept at the Purchaser's site.

2. The Seller shall provide meal allergen information and standardized recipes upon request by the Purchaser.

3. The Seller shall maintain and provide to the Purchaser production records for the School Nutrition Programs (SNP). The records must show how the meals provided contribute to the required food components in order to be creditable. Records and supporting documentation (recipes, manufacturer formulation statement, Child Nutrition label, etc.) shall be provided to the Purchaser. The Purchaser must maintain records for a period of three (3) years after the end of the fiscal year to which they pertain (or longer if an audit is in progress). The Seller may maintain this information for the Purchaser, under the Purchaser's name, in the PrimeroEdge Menu Planning system.
4. Upon request, the Seller shall make available all accounts and records pertaining to the program to representatives of PDE, USDA, the Office of Inspector General, and/or the General Accounting Office for audit and/or administrative review purposes.
5. This Agreement shall be construed under the laws of the Commonwealth of Pennsylvania. Any action or proceeding arising out of this Agreement shall be heard in the appropriate courts of the Commonwealth of Pennsylvania.
6. No waiver of any default shall be construed to be or constitute a waiver of any subsequent claim.
7. The Seller and Purchaser shall regard any silence, absence, or omission from Agreement specifications concerning any point as meaning that only the best commercial practices prevail. The Seller shall use materials (i.e., food, supplies, etc.) and workmanship of a quality normally specified by the Purchaser.
8. In the event of the Seller's nonperformance under this Agreement and/or the violation or breach of the Agreement terms, the Purchaser shall have the right to pursue administrative, contractual, and legal remedies against the Seller and shall have the right to seek appropriate sanctions and penalties.

E. Term and Termination

1. The Purchaser or the Seller may terminate the agreement for cause or for convenience by giving 60 days written notice.
2. At any time, because of circumstances beyond the control of the Purchaser or the Seller, either party may terminate the agreement by giving 10 days written notice to the other party.
3. Force Majeure. Neither the Seller nor the Purchaser shall be responsible to the other for losses should the fulfillment of the terms of the Agreement be delayed or prevented by causes beyond its control and without the fault or negligence of either party. Causes beyond a party's control may include, but are not limited to, wars, acts of public enemies, strikes, work stoppages, natural disasters, acts of God, civil disorders, public health crises, freight embargos, or loss or malfunctions of utilities, respectively, and which by the exercise of due diligence the Seller or Purchaser were unable to prevent.
4. The Purchaser is protected under the Commonwealth of Pennsylvania's Tort Claims Act (act), and as such, cannot and shall not be held responsible or otherwise liable for those actions or inactions specifically enumerated under the Act. Based on the foregoing, each party agrees to protect, indemnify, and hold harmless the other party and its agents, employees, directions, officers, affiliates, consultants, and/or contractors from and against any and all damages, injuries (including bodily injury, dismemberment, and/or death), claims, liabilities, and costs (including reasonable attorneys' fees), which arise or may be suffered or incurred in whole or in part as a result of the acts or omissions of the indemnifying party, its agents, employees, directors, officers, affiliates, consultants, and/or contractors, and whether arising under this Agreement, to the extent permitted by law.

F. Additional Information

The Sponsor may add any additional items that need to be covered in the Agreement.

If the agreement is to begin after the start of the school year (July 1) or the start of the program year (October 1) and the beginning Agreement term date is later than July 1 or October 1, respectively, enter the beginning Agreement term date under this section. The ending Agreement term date will always be June 30 or September 30, respectively.

Do not repeat any items/specifications outlined above.

Enter Additional Information

Bradford Tioga Head Start, Inc agrees to purchase adult meals from Wellsboro School District for the agreed upon price listed below. The adult meals will follow the same guidelines and regulation as outlined above.

Lunch - $3.50

Wellsboro School District agrees to provide adult meals to the following locations:

Wellsboro classroom in Akiko's building, Wellsboro, PA

Sponsor-to-Sponsor Agreement

Site Information

Purchaser Name: Bradford Tioga Head Start, Inc.

Seller Name: Wellsboro School District

Site Name	Complete Site Address	Site Contact Name	Site Contact Phone Number	Meal Service Specifications				
				Meal Type	*Meal Service Time*	*Number of Daily Servings*	*Availablity Time*	*Availability Method*
Wellsboro	29 east Ave, Wellsboro, PA 16901	Jena Miller	(570) 724-5290	Lunch	11:00 AM	17	10:00 AM	Picked-Up

Sponsor-to-Sponsor Agreement

Price Per Meal Rates

Purchaser Name: Bradford Tioga Head Start, Inc.

Seller Name: Wellsboro School District

Indicate whether Seller will provide meals/snacks *inclusive* or *exclusive* of milk to the Purchaser: Inclusive

The Seller agrees to supply meals/snacks to the Purchaser for the prices listed below:

Meal Type	Unitized or Bulk Form	Estimated Daily Servings	Estimated Serving Days Per Year	Unit Price	Estimated Total
Breakfast	Choose One				$ 0.00
AM Snack	Choose One				$ 0.00
Lunch	Bulk	17	180	$ 3.25	$ 9,945.00
PM Snack	Choose One				$ 0.00
Supper	Choose One				$ 0.00
PM Snack	Choose One				$ 0.00
Adult Breakfast	Bulk				$ 0.00
Adult Lunch	Bulk	3	180	$ 3.50	$ 1,890.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
					$ 0.00
				Grand Total of Agreement	$ 11,835.00

Handout IV

RESOLUTION CALLING FOR CHARTER SCHOOL FUNDING REFORM

BY THE BOARD OF DIRECTORS OF THE

_____ SCHOOL DISTRICT

WHEREAS, the average Pennsylvania school district spends millions of dollars in taxpayer money annually in mandatory payments to brick-and-mortar and cyber charter schools; and these payments are calculated in a manner which requires districts to send more money to charter schools than is needed to operate their programs and places a significant financial burden on districts' resources and taxpayers; and

WHEREAS, the current charter school funding formula was established in 1997 under the state's Charter School Law and has not been changed in the 24 years since it was first created; and the formula for regular education programs is unfair because it is based on a school district's expenditures and not what it actually costs to educate a child in the charter school; and

WHEREAS, the calculation for charter special education tuition is unfair because it is also based on the special education expenditures of the school district rather than the charter school; and although the General Assembly revised the special education funding formula in 2014 to more accurately target special education resources for students identified with high, medium and low needs, this formula was applied only to school districts and not to charter schools; and

WHEREAS, because the tuition rate calculations are based on the school district's expenses, they create wide discrepancies in the amount of tuition paid by different districts for the same charter school education and result in drastic overpayments to charter schools; and these discrepancies in tuition rates for regular education students can vary by almost $13,000 per student and by $35,000 for special education students; and

WHEREAS, the latest data from the PA Department of Education (PDE) shows that in 2018-19, total charter school tuition payments (cyber and brick-and-mortar) were more than $2.0 billion, with $606 million of that total paid by districts for tuition to cyber charter schools; and

WHEREAS, further analysis of PDE data shows that in 2014-15, school districts paid charter schools more than $100 million for special education services in excess of what charter schools reported spending on special education; and

WHEREAS, the costs of charter schools for school districts continue to grow significantly each year; and on a statewide basis are the most identified source of pressure on school district budgets; and

WHEREAS, the need for significant charter school funding reform is urgent; and school districts are struggling to keep up with growing charter costs and are forced to raise taxes and cut staffing, programs and services for their own students in order to pay millions of dollars to charter schools.

NOW, THEREFORE BE IT RESOLVED that the _____School Board calls upon the General Assembly to meaningfully revise the existing flawed charter school funding systems for regular and special education to ensure that school districts and taxpayers are no longer overpaying these schools or reimbursing for costs the charter schools do not incur. We, along with the Pennsylvania School Boards Association, are advocating for substantial change.

Adopted this _____ day of _____, 2021.

Signed,

_____ _____

School Board President Board Secretary

WELLSBORO AREA SCHOOL DISTRICT
Field Trip Transportation Request Form

Handout V

Overnight Trip

RECEIVED JUL - 1 2021

1. Teacher: Melanie Berndtson School: WAHS
2. No. of Students: 15 Adults: 2 Class or Organization: Grand Canyon FFA
3. Date of Trip: 10/26-10/30/21 Destination: National FFA Convention - Indianapolis, IN Total Miles: _____
4. Estimated departure time: 10/26/2021 5:00 From: Wellsboro High School
5. Estimated return time (arrival in the district): 10/30/2021 22:00
6. Meal Plans (if applicable): Some meals will be provided and some will be paid for by students
7. Is school bus transportation required? ○ Yes ◉ No How many? _____
8. Will a coach bus be required? ○ Yes ◉ No How many? _____
9. Are private cars to be used? ◉ Yes ○ No If yes, how many cars will be used? 1

   Who are the drivers? School Van & Additional rental van

   Are all of the cars to be used covered by at least $50,000 - $100,000 (preferably $100,000 - $300,000) of insurance, and do you have proof ? ◉ Yes ○ No
10. The district is requested to pay $ _____ out of the total cost of $ _____

    Account Code Number FFA
11. If the district is not expected to pay all of the costs, what other funds are going to be used?

    FFA funds will be used Account Code, if appropriate: _____

Notes: Two teams of students may be competing and students will be participating in the convention and educational tours.

12. ☐ For overnight field trips, a list of Students and Chaperones is attached.
13. ☑ A brief itinerary/description of trip is attached.
14. Signature of Teacher: Melanie Berndtson Date Submitted: 6/29/21
15. Principal's Approval: _____ Date: 6/29/21
16. Superintendent's Approval: Brenda M Freeman Date: 7/6/21
17. Received by Transportation Coord.: _____ Date: _____
18. Estimated Cost: _____ Bus Contractor: _____

Distribution:

☐ Original - Superintendent/Transportation Coordinator

☐ Copy 1 - Business Office (SS, FS, AA)

☐ Copy 2 - Building Secretary

☐ Copy 3 - Faculty Member

National FFA Convention List:

Ag Issues Team:

Emma Coolidge

Rita Champaign

Grace Hines

Nicole Pierce

Alexis Banik (Graduate)

Allyson Brostrom (Graduate)

Environmental Science and Natural Resources Team:

Lucas VanDergrift

McKenzie Sweigart (Graduate)

Kylie Butler (Graduate)

Makayla Holleran (Graduate)

Additional students will be added to this roster that are attending as participants.

National FFA CONVENTION

Indianapolis, Indiana

October 30-November 2nd 2019

Join other FFA members and guests in celebrating our **92nd year!**

National Contests **Motivational Speakers** **Career Shows**

Leadership Workshops **American Degrees/Award Winners** **General Sessions**

Community Service **Agricultural Tours** **Concert/Rodeo**

- **Estimated costs to attend National Convention are between $300-400 dollars (Not including food, and incidental expenses)**
- **Fundraising will be done this summer/fall to help pay for the trip**
- **We will miss four days of school to attend the trip in the fall (see dates above)**
- **We need commitment from students by July 1st that will be coming on the trip. A $50.00 deposit will be required at that time with a commitment to raise or bring in the rest of the money.**
- **We will be selecting a group of students to attend the trip to represent the chapter.**

Handout
TX

WELLSBORO AREA SCHOOL DISTRICT
REQUEST TO ESTABLISH A STUDENT ACTIVITY

All Activity clubs must follow the guidelines and procedures established by the Business Office.

1. NAME OF ORGANIZATION:
Science Olympiad

2. PURPOSE OR OBJECTIVE: (Briefly describe why this organization is being formed.)
Student Interest

3. BENEFIT: (Briefly describe how the students/district will benefit from the establishment of this organization.)
Enrichment for students in the WASD.

4. FUND RAISING: a. Will this organization raise funds? Yes ✓ No ___

b. If "yes", briefly describe typical fund-raising activities and who will be involved.
TBD Science Olympiad offers grants for start up. Fundraising and budget.

5. FINANCIAL RESPONSIBILITY: (who will be the advisor? How will fund-raising, expenditure and/or transfer decisions be made?)
Francis Novak, ~~Science Olympiad~~ Registration fees, cost of transportation to invitationals.
Andy Borzok

Date Submitted: 6/02/2021

Submitted by: _____ (Advisor)

Approved by: _____ (Principal)

Approved by: _____
Business Manager

SCHOOL BOARD ACTION

This request was (Approved ___ Disapproved ___) by the School Board at the meeting held on _____.

Reasons for disapproval or qualifications of approval, if applicable, were as follows.

_____

_____ Date:

_____ Secretary: _____

SUBMIT ORIGINAL TO BUSINESS OFFICE COPY WITH PRINCIPAL

Hello members of the school board. We propose starting an educational club for the next school year. The club is called Science Olympiad, and it is an international science-based competition. Students in this club study different subjects throughout the year and compete in their chosen events. Competitions include any number of optional invitationals and a mandatory competition. If the team places highly enough throughout the competition, it may be able to go to states or even nationals. This club is recognized nationally by colleges and is a great opportunity. We are here asking you for money to fund the start of the team, the transportation to competitions, and the materials needed for practice. We have estimated that we would need about $3,000. We already have 16 members that have signed up for our club which is more than enough for us to compete. Our coach will be Mr. Novak and our assistant coach will be Mr. Borzock. Our goal in starting this club is to allow current and future students the chance to show their knowledge in science related activities at a high level. Thank you for your time, and we hope that you will allow us to start this educational adventure.

Handout
X

Wellsboro Area High School
225 Nichols Street
Wellsboro, PA 16901
(570) 724-3547
FAX: (570) 724-3027

Christopher Morral, Superintendent
Bonnie Thompson, Business Manager
David Krick, High School Principal
Patrick Hewitt, Federal Programs Coordinator / Director of Curriculum & Instruction
Michael Pietropola, Middle School Principal
Steve Adams, Elementary Principal
Amy Repard, Supervisor of Special Education

REQUEST TO CLOSE A STUDENT ACTIVITY

1. NAME OF ORGANIZATION: HS Class of 2020

2. REASON FOR CLOSING: (Briefly describe why this organization is being disbanded.) Class of 2020 has graduated and account is now at 80.

3. DISPOSITION OF FUNDS:

a. Does this organization have any funds remaining? Yes ___ No ✓
If "yes", what is the present balance? $ _____

b. What disposition will be made of these funds?
(the last $234 has been transferred to the Class of 2021)

c. How will the funds be used after the above disposition is made? _____

4. DATE OF CLOSING: 6/1/21

Date Submitted: 5/27/21

Submitted by: DPat
Advisor

Approved by: _____
Principal

SCHOOL BOARD ACTION

This request was (Approved ___ Disapproved ___) by the School Board at their meeting held on _____.

Reasons for disapproval or qualifications of approval, if applicable, were as follows:

Date: _____

Secretary: _____

*SUBMIT ORIGINAL PLUS ONE (1) COPY TO PRINCIPAL

"The Wellsboro Area School District is an Equal Opportunity Employer and is in compliance with Title VI and Title IX."

BC3000

Wellsboro Area School District
ACCOUNT ACTIVITY ANALYSIS SUMMARY
BEGINNING 07/01/20 ENDING 06/30/21

07:52:48 22 JAN 2021
PAGE 1

ACCOUNT NUMBER: 80-0496-000-000-00-000-000-000-8860 DESCRIPTION: CLASS OF 2020
ASN: L860S ACCOUNT TYPE: LIABILITY

Opening Balance:	3,796.34	Encumbrance - Current :	0.00	Debits :	3,794.00
Transfers :	0.00	Encumbrance - Prior :	0.00	Credits :	0.00
Suppl/Adjustmt :	0.00	Requested :	0.00	Acct Balance :	2.34
Adjusted Budget:	0.00	Total Enc/Req :	0.00	Avail Budget :	0.00

>>>>>>>>>>>>>>>>>>>>>>>>>>

Opening Balance

Date	Description	Entry Date	Entered By	Beginning Bal
07/01/20		07/29/20	LAURA PERRY	4,630.20
07/01/20		12/15/20	LAURA PERRY	2.34
07/01/20		11/11/20	Keystone	-702.50
07/01/20		09/17/20	Keystone	-133.70
			Total Opening Balance	3,796.34

>>>>>>>>>>>>>>>>>>>>>>>>>>

Current Purchase Order Encumbrances

Date	PO#	Vendor		Requisition#	Encumber Amount
07/08/20	21000109	2740	WASHBURN ENTERTAINMENT	21000134	0.00
07/08/20	21000110	2090	RED SKILLET	21000135	0.00
07/08/20	21000111	2518	THE DEANE CENTER FOR THE PERFORMING ARTS	21000136	0.00
			Total CURRENT PURCHASE ORDER Encumbrances		0.00

>>>>>>>>>>>>>>>>>>>>>>>>>>

Account Debits and Credits - ACCOUNTS PAYABLE

Vendor	Date	Type	Invoice#	PO#	Req#	Check#	Date	Debit (Credit)
2090 RED SKILLET	07/09/20	APE	N	21000110+		80*5221	07/09/20	1,150.00
2518 THE DEANE CENTER FOR THE PE	07/09/20	APE	N	21000111+		80*5222	07/09/20	844.00
2740 WASHBURN ENTERTAINMENT	07/09/20	APE	N	21000109+		80*5224	07/09/20	1,800.00
							Net Debits (Credits) From AP Transactions	3,794.00

END OF REPORT

Hi Donette,

Laura has the $2.34 posted to L860S for now. I will let you know if/when she moves it to another account.

I hope your day is great!

Gloria

done

5/26/21 I spoke with Cathryn Brought today, she came into the school for a brief moment for scholarship, and she stated to close this account by transferring the $2.34 balance to the Class of 2021. Thank you!! Donette

L861S

Wellsboro Area School District
STUDENT ACTIVITIES ACCOUNT

Club # _____

Authorized Officer _____ Date _____

Fund Raising Activity _____ Deposit _____

Withdrawal _____

Account Name _____

DEPOSITS:

Please list all checks seperately by number.

	Dollars	Cents	Ck. No.	Dollars	Cents	Ck. No.	Dollars	Cents
Currency								
Coins								
Checks, Total								

(If more room is needed for checks please use back)

Amount of Total Deposit _____

Plus Previous Balance _____

Balance To Date _____

WITHDRAWAL: (Attach bill or invoice)

Pay to the order of _____ Date _____

Address _____ Amount $ _____

Account Name _____

to Class of 2021

Officer _____

Advisor _____

Principal _____

In Payment For:

Previous Balance $ _____

_____

Minus Withdrawal $ _____

Check No. _____

Balance To Date $ _____

Handout
XI

Matthew R. Shaffer

5236 Grange Drive Schnecksville, PA 18078 | (484)-226-7297 | mshaf440@live.kutztown.edu

6/30/21

Dr. Brenda Freeman, Superintendent
Wellsboro Area School District
227 Nichols St.
Wellsboro, PA 16901

Dear Dr. Freeman,

Please accept this letter as notice of my resignation from my position as guidance counselor. My last day of employment will be July 15, 2021.

I have been offered a guidance counselor position at Jim Thorpe Area School District, which I will be accepting. I enjoyed my first year of my professional career here at Wellsboro and I am thankful to you and all the staff I have worked with for their kindness and the lessons they have taught me. Working here in Wellsboro has been rewarding and I was happy to be welcomed into the school community so warmly. Currently, some members of my family are having health problems, and I feel it is most important for me to be closer to home to be with them, which this new position will allow me to do.

I am willing to assist in making the transition as smooth as possible for my replacement.

Best regards,

Matthew R. Shaffer

Matthew R. Shaffer

Handout
XV

614 Horn Hill Road

Morris, PA 16938

July 20, 2021

Dr. Brenda Freeman, Superintendent

Wellsboro Area School District

227 Nichols Street

Wellsboro, PA 16901

Dear Dr. Freeman,

This letter is to inform you of my decision to retire from my position as a custodian at Wellsboro Area High School effective August 27, 2021.

Thank you.

Sincerely,

Ed Dombach

Edward Dombach

Handout
XVII

June 21, 2021

Dr. Brenda Freeman
Superintendent
Wellsboro Area School District
227 Nichols Street
Wellsboro, PA 16901

Dear Dr. Freeman:

North Penn Comprehensive Health Services d/b/a/ Laurel Health Centers is proposing this quote to the Wellsboro Area School District for health care provider services to perform sports and classroom physicals for the 2021-2022 School Year. The Laurel Health Centers is pleased to offer the service at a price of $65.00 per hour, plus mileage reimbursement at a rate of .56/mile. Our estimate approximates we will see 12-14 children per hour.

The Laurel Health Center Providers, Nurse Practitioners and Physician Assistants, will conduct the Grade Level Physicals as required by Section 1402 of the Pennsylvania Public School Code to students in the Wellsboro Area School District.

The general health physical examination will include the following. No internal examinations are to be performed.

General Appearance/Posture/Gait Behavior during Examination
Ears – External/Canals/Tympanic Membranes
Eyes – Externals
Nose/Mouth/Pharynx
Teeth (use dental chart)
Heart
Lungs
Abdomen
Genitalia
Bones/Joints/Muscles
Neurological Examination
Pulse
Blood Pressure
Vision & Hearing Screening
Height/Weight

The School Nurse will be present during the physical examination and – will assist with the following: Blood Pressure, Pulse, Height & Weight, and Vision & Hearing screening.

The Laurel Health Center Providers - will conduct Athletic physicals for students participating in P.I.A.A. sports at the Wellsboro Area School District schools and as requested by the District, at the same rate.

The physical examination shall include an examination to determine the students' general physical condition and whether student is physically fit to participate in athletic contests in the sport(s) and during the sports season(s) as indicated on the PIAA Physician's Certificate, as noted in sections 4,5, and 6 in the PIAA Comprehensive Initial Pre-Participation Physical Evaluation form. Each athlete requires a physical before he/she may participate recertification unless an injury has been sustained since the last examination.

As stated, physicals would be arranged at the convenience of both the schools and the health care provider. It is our expectation that the respective school nurses will provide assistance at the various clinics to facilitate the overall process. To schedule these services listed above, please contact the Laurel Health Centers at 570-662-1948.

A review of the Wellsboro Area School District Protocol Manual for Standing orders will be included. **However, the Laurel Health Centers cannot provide Standing Orders for Over-the Counter (OTC) medications and cannot provide Vaccination Prescriptions and Administration.** These activities should be completed for students by their Primary Care Provider and are not included as part of our services.

Additionally, as part of our efforts to promote healthy children and health communities, we will provide information to children and parents regarding choices for their continued health care at the Laurel Health Center in their community. We believe a positive connection between the School District and the Community Health Center promotes healthy choices and alternatives for the students and their families. The Laurel Health Centers may provide educational materials for distribution. The Wellsboro Area School District will include these materials in their mailings to parents and guardians of the students scheduled for physicals.

Please review our proposal for the provision of health care screening services to the children of Wellsboro Area School District. Please don't hesitate to contact me if you have any questions or need additional information. We look forward to hearing from you in the near future.

Sincerely,

Krysta P. Wagner

Krysta P. Wagner, MBA
Chief Operations Officer