

**WELLSBORO AREA SCHOOL DISTRICT**

Board of Education Meeting Minutes

May 9, 2023 - 6:30 PM

Called to order by President Christopher Gastrock at 6:30 PM, in the Old Music Room, Administration Office, 227 Nichols Street, Wellsboro, PA.

- II. Pledge of Allegiance - Mr. Christopher Gastrock led the pledge of allegiance.
- III. Roll Call of Members – Mrs. Linda West; Mr. Lee Stocks; Mr. John Hoover; Mr. Daniel Nowak; Mrs. Tracy Doughtie; Mr. Christopher Gastrock; Mr. Albert Bieber; Mrs. Rebecca Charles; Mrs. Maegan McConnell.
- IV. Announcement of any Executive Sessions – Tuesday, April 18, 2023, 6:00 PM, Board Room, for the purpose of personnel; Tuesday, April 18, 2023 at 8:00 PM, Board Room, for the purpose of personnel;
- V. Concerned Resident Issues: Mr. David Messineo distributed a handout regarding books focused on poetry. He also spoke about creating a website that focuses on teacher/student/parent relationships.
- VI. Approval of Agenda - A motion was made by Mr. Nowak, seconded by Mrs. West to approve the agenda as presented. On a voice call, there were 9 yes votes. Motion passed.

Approved       Disapproved       Amended       Tabled       Postponed

- VII Board Minutes/Financials – A motion was made by Mrs. Charles, seconded by Mrs. McConnel to accept the board minutes and approval of bills as presented. On a voice call, there were 9 yes votes. Motion passed.

\*A. Minutes of Previous Meeting

Work Session of April 4, 2023;	(Attachment VII-A)
Board Meeting of April 18, 2023;	(Attachment VII-A-1)
Personnel Committee Meeting	(Attachment VII-A-2)
Curriculum Committee Meeting	(Attachment VII-A-3)
Wellsboro Agriscience Advisory Committee Meeting Minutes (3/13/23)	(Attachment VII-A-4)
Wellsboro Agriscience Advisory Committee Meeting Minutes (4/3/23)	(Attachment VII-A-5)
Buildings & Grounds Committee Meeting	(Attachment VII-A-6)
Policy Committee Meeting	(Attachment VII-A-7)
Budget & Finance Committee Meeting	(Attachment VII-A-8)

\*B. Approval of Bills

General Fund Invoices	(Attachment VII-B)
School Lunch Fund Invoices	
Student Activity Invoices	
Disbursements – General Fund	

Approved       Disapproved       Amended       Tabled       Postponed

VIII. A. Reports

- 1. Student Representatives – Mr. Henry Whitney gave the student update for the High School.
- 2. Superintendent – Mrs. Alanna Huck gave 4 employees a gift in recognition of their retirement; Mr. Steve Henneman, Mr. Phil Snyder, Mrs. Teri Robinson and Mrs. Joann Yungwirth. She also

acknowledged Mr. David Messineo for his donation of books. Mrs. Huck recognized the upcoming band and chorus concerts as well as Mental Health Awareness Week.

3. Business Manager – None at this time.
4. Board Members - None at this time.

## IX. CONSENT ITEMS

A motion was made by Mrs. Charles, seconded by Mr. Nowak to approve the Consent Items as follows.

### 1. ADMINISTRATION AND ORGANIZATION

\*A. Letter of Agreement with Service Access & Management, Inc. (Mental Health S. A. P)

Consideration of approval of Letter of Agreement with Service Access and Management, Inc. (S.A.M.) regarding liaison and other appropriate agency services to be offered in support of the Student Assistance Program Core Team(s), effective July 1, 2023 – June 30, 2024 as presented. (Attachment IX-1A)

B. Appointment of District Treasurer

Consideration of approval for the appointment of Linda Gamble, Secretary to the Superintendent, as District Treasurer for the 2023-2024 school year, effective July 1, 2023.

C. Approval of Law Firms Utilized by the WASD during School Year 2022-23

Consideration of approval of law firms utilized by the Wellsboro Area School District during School Year 2022-23:

1. Cox & Stokes, 19 Central Avenue, Wellsboro, PA.;
2. Sweet, Stevens, Katz & Williams, LLP, 331 E. Butler Avenue, New Britain, PA;
3. Patrick J. Fanelli, Esq., 2875 Route 764, Suite 4, Duncansville, PA;
4. Eckert, Seamans, Cherin & Mellott, LLC, PO Box 643187, Pittsburgh, PA;
5. RKL LLP, PO Box 8408, 1800 Fruitville Pike, Lancaster, PA;

### 2. PERSONNEL

\*A. Support Service Staff Resignation Due to Retirement

Consideration of approval to accept letter of resignation due to retirement from Sharon Vargeson, Administrative Assistant/Payroll/Benefits, with regret, effective June 23, 2023; (Attachment IX-2A)

\*B. Extra-Curricular Resignation

Consideration of approval to accept letter of resignation from Janelle Tombs, Middle School Girls Basketball Head Coach, effective April 17, 2023. (Attachment IX-2B)

C. Support Staff Resignation Due to Retirement

Consideration of approval to accept resignation due to retirement of Richard Ralph, part-time Don Gill Elementary Custodian, with regret, effective May 4, 2023;

### 3. STUDENT

\*A. Approval of Independent Study Approval

Consideration of approval of Independent Study Proposal for Natasha Maddox, WAHS Senior, to study for

Spring Semester 2 – Advanced Dairy Management Topics (*Dairy Leaders of Tomorrow*). Purpose of this course is to provide student with opportunity to study topics not covered in prior courses including animal science topics needed for success in the animal science field. May include but not limited to Introduction to Dairy, Introduction to Dairy Herd Management, Introduction to Dairy Business Management and Introduction to Dairy Technologies. If student successfully completes this study, she will receive **one (1) science credit**. Teacher: Mrs. Melanie Berndtson (Attachment IX-3A)

Roll call vote was as follows:

Mrs. West – Yes	Mr. Bieber – Yes	Mr. Stocks – Yes
Mr. Nowak – Yes	Mrs. Doughtie – Yes	Mr. Hoover- Yes
Mrs. McConnell – Yes	Mr. Gastrock – Yes	Mrs. Charles – Yes

Approved     Disapproved     Amended     Tabled     Postponed

## X. ACTION ITEMS:

A motion was made by Mrs. Charles, seconded by Mr. Nowak to approve the Action Items as follows:

### 1. ADMINISTRATION AND ORGANIZATION

- \*A. Northern Tier Industry Education Consortium Service Agreement for School Years 2023-24 and 2024-25  
Consideration of approval to enter into Service Agreement between Northern Tier Industry and Education Consortium to provide services to WASD students for School Year 2023-24 and 2024-25 as provided in said program. Fee structure will be \$1,400 per student for the first eight (8) students; \$9,000 per student for 9 – 15 students; \$700 per student for 15+ students; Invoicing will be done three (3) times per year (November, March and May) (Attachment X-1A)
- \*B. Approval of Job Description – HS Indoor Bocce Head Coach  
Consideration of approval of job description for High School Indoor Bocce Head Coach as presented. (Attachment X-1B)
- \*C. Resolution Approving Proposed Final Budget for Fiscal Year 7/1/2023 – 6/30/2024  
Consideration of approval for the adoption of Resolution Approving Proposed Final Budget for Fiscal Year 7/1/2023 – 6/30/2024 per Special Session Act 1 of 2006. (Attachment X-1C)
- \*D. Final Review of WASD Policy #004 – Membership – (Section (000) - Local Board Procedures)  
Consideration of approval for final review of WASD Policy #004 – Membership (Section 000 – Local Board Procedures) as presented. (Attachment X-1D)
- \*E. Final Review of Revised WASD Policy #249 – Bullying/Cyberbullying - (Section 200 Pupils)  
Consideration of approval for final review of revised WASD Policy #249 – Bullying/Cyberbullying (Section 200 – Pupils) as presented. (Attachment X-1E)
- \*F. Approval of First Reading of WASD Policy #236.1-Threat Assessment – (Section 200 Pupils)  
Consideration of approval for first reading of WASD Policy #236.1 Threat Assessment – Section 200 Pupils, as presented. (Attachment X-1F)
- \*G. Approval of First Reading of WASD Policy #805-Emergency Preparedness and Response – (Section 800 Operations)  
Consideration of approval for first reading of WASD Policy #805 – Emergency Preparedness and

Response (Section 800 Operations), as presented. (Attachment X-1G)

\*H. Approval of First Reading of WASD Policy #805.2 – School Security Personnel – (Section 800 Operations)

Consideration of approval for first reading of WASD Policy #805.2 – School Security Personnel (Section 800 Operations), as presented. (Attachment X-1H)

Roll call vote was as follows:

Mrs. West – Yes	Mr. Bieber – Yes	Mr. Stocks – Yes
Mr. Nowak – Yes	Mrs. Doughtie – Yes	Mr. Hoover- Yes
Mrs. McConnell – Yes	Mr. Gastrock – Yes	Mrs. Charles – Yes

Approved     Disapproved     Amended     Tabled     Postponed

**2. PERSONNEL**

A motion was made by Mrs. Charles, seconded by Mr. Nowak to approve the Action Items as follows:

A. Support Staff Hires

Consideration of approval for the following support staff hires for School Year 2022-2023:

1. Stacy McKay, as part-time (up to 29.5 hours per week/9 months) Special Education Paraprofessional. Hire date is April 24, 2023 at a starting rate of \$14.50 per hour. Hire is dependent on completion of a satisfactory first forty-five (45) day probationary period;
2. Linda Getgen, as part-time (up to 29.5 hours per week/9 months) Special Education Paraprofessional, pending completion of Highly Qualified Paraprofessional training. Hire date is April 24, 2023 at a starting rate of \$14.50 per hour. Hire is dependent on completion of a satisfactory first forty-five (45) day probationary period.
3. Mikala C. Coats, as part-time (up to 29.5 hours per week/9 months) Special Education Paraprofessional. Hire date is May 8, 2023 at a starting rate of \$14.50 per hour. Hire is dependent on completion of a satisfactory first forty-five (45) day probationary period.

B. Volunteer Appointments for School Year 2022-2023

Consideration of approval for the following volunteer appointments in school year 2022-23:

1. Valerie R. Weaver, Elementary Volunteer, for the entire school year 2022-2023;
2. Lauren Sargent, Elementary Volunteer, for the entire school year 2022-2023;
3. David M. Gordon, Elementary Volunteer, for the entire school year 2022-2023;
4. Deborah Leidy, pending receipt of PA Child Abuse Clearance and FBI fingerprinting Clearance, elementary chaperone;
5. Anne Anderegg, chaperone for 7<sup>th</sup> and 8<sup>th</sup> Grade Field Trip (May 20, 2023);

C. Approval of Hire of Career Technical Educator

Consideration of approval for the hire of Bianca J. Parsons, as Career Technical Educator, at Step #1, Bachelors, at a salary of \$52,118, effective August 28, 2023.

D. Approval of Summer Professional Development in Curriculum and Instruction for Summer of 2023

Consideration of approval of WASD teachers participating in Summer Professional Development for K-12 English Language Arts Curriculum and Instruction Professional Development up to seven (7) hours on June 12, 13 or 14, 2023 at the rate of \$34.00 per hour funded by Federal Programs and ESSER's:

Krista Wheeler	Sadie Mack	Bethany Salada	Cindy Carr
Marcia Smith	Jeff Zuchowski	Sean Callahan	Heather McCabe
Shannon Tice	Tina Kreisler	Jessica Palmer	Lara Owlett

Carla Starkweather	Jennifer Butler	Melissa Morral	Heather S. Callahan
Mary Jane Freeman	Erin Szentesy	Ashley Bowen	Jill Gastrock
Brenda Copp	Ashley Baker	Laura Lightner	Nancy Bair
Ashley Lovejoy	Rhoda Mann	Hunter Cass	Jessica Gay
Kevin Post	Melissa Ryan	Brittany Nelson	Leah Mosher
Brenda Brought	Hannah Miller	Charissa Mascho	Darci Warriner
Spring Lohr	Brett English	Wade Owlett	Daren Getty
Holden Kennedy	Elizabeth Hoover	Jamie Madlock	

Ed Hamm - 5<sup>th</sup> & 6<sup>th</sup> Grade Social Studies Curriculum - up to thirty (30) hours @\$34.00 per hr.  
Wade Owlett – 5<sup>th</sup> & 6<sup>th</sup> Grade Social Studies Curriculum-up to ten (10) hours @\$34.00 per hr.  
Tiffany Getty – AOPA Teacher Training – up to seven (7) hours @\$34.00 per hr.

E. Approval to Increase Rate of Pay for Part-time Groundskeeper

Consideration of approval to increase the rate of pay per hour **from** \$12.50 per hour **to** \$14.50 per hour for Scott Burrous, part-time Groundskeeper, effective May 10, 2023.

F. Approval of Summer “Extended Work Year” Days

Consideration of approval of the following summer extended work year days at contracted per diem rates for the school year 2022-2023 and 2023-2024:

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 twenty (20) days;
5. Mona Clark-Garrison, High School Guidance Secretary (support staff) not to exceed ten (10) days;

G. Approval for Hires for Special Education Extended School Year (ESY) Program (2022-2023)

Consideration of approval for the following hires for Special Education Extended School Year (ESY) Program 2022-2023 (June 20 – July 21, 2023)

**Teachers:**

1. Brenda Copp, Special Education Teacher, for a maximum of forty-five (45) hours; up to nine (9) hours per week, Tuesday – Thursday, three (3) hours per day 8:00 – 11:00 AM at the rate of \$34.00 per hour;
2. Rhoda Mann, Special Education Teacher, for a maximum of forty-five (45) hours; up to nine (9) hours per week, Tuesday – Thursday, three (3) hours per day 8:00 – 11:00 AM at the rate of \$34.00 per hour;
3. Meg Ralston, Special Education Teacher, for a maximum of forty-five (45) hours; up to nine (9) hours per week, Tuesday – Thursday, three (3) hours per day 8:00 – 11:00 AM at the rate of \$34.00 per hour;
4. Heather Callahan, Special Education Teacher, for a maximum of forty-five (45) hours; up to nine (9) hours per week, Tuesday – Thursday, three (3) hours per day 8:00 – 11:00 AM at the rate of \$34.00 per hour;
5. Shari Macias, Special Education Teacher, for a maximum of thirty (30) hours; up to six (6) hours per week, Tuesday – Thursday, two (2) hours per day 8:00 – 11:00 AM at the rate of \$34.00 per hour;
6. Carla Tardieu, Special Education Teacher, for a maximum of ten (10) hours; up to two (2) hours per week, Tuesday – Thursday, two (2) hours per day 9:00 – 11:00 AM at the rate of \$34.00 per hour;
7. Marcia Smith, Special Education Teacher, for a maximum of ten (10) hours; up to two (2) hours per week, Tuesday – Thursday, two (2) hours per day 9:00 – 11:00 AM at

the rate of \$34.00 per hour;

**Paraprofessionals:**

1. Norma Kohler, special education paraprofessional, to attend PARTNERS SUMMER ADVENTURE PROGRAM (PSAP), Mansfield, PA; working for five (5) weeks on Mondays and Wednesdays, 9:00 AM – 4:00 PM (total of fourteen (14) hours per week) at the rate of \$14.50 per hour;
2. Theresa Austin, special education paraprofessional, for a maximum of forty-five (45) hours; nine (9) hours per week, Tuesday – Thursday, for (3) hours per day 8:00 – 11:00 AM at the rate of \$14.50 per hour;

Roll call vote was as follows:

Mrs. West – Yes	Mr. Bieber – Yes	Mr. Stocks – Yes
Mr. Nowak – Yes	Mrs. Doughtie – Yes	Mr. Hoover- Yes
Mrs. McConnell – Yes	Mr. Gastrock – Yes	Mrs. Charles – Yes

Approved     Disapproved     Amended     Tabled     Postponed

**3. STUDENT**

A motion was made by Mrs. Charles, seconded by Mrs. McConnell to approve the Action Items as follows:

- A. Approval of Extension of Request for Homebound Request for School Year 2022-23  
Consideration of approval for Extension of Request for Homebound Instruction, to provide homebound instruction for Student #3 HB 2022-23 commencing May 13 – June 7, 2023 (Homebound Teacher having been approved on March 14, 2023 by the Board of Education of the Wellsboro Area School District).
- \*B. Approval of Overnight Field Trip Request  
Consideration of approval for Melanie Berndtson, High School Horticulture/AgScience Teacher, to take five (5) students (Ag Science/FFA) to Camp Mt. Luther, Mifflinburg, PA to attend 39<sup>th</sup> Annual PA State Envirothon to test students' knowledge of PA's natural resources on May 23 & 24, 2023. (Attachment X-3B)

Roll call vote was as follows:

Mrs. West – Yes	Mr. Bieber – Yes	Mr. Stocks – Yes
Mr. Nowak – Yes	Mrs. Doughtie – Yes	Mr. Hoover- Yes
Mrs. McConnell – Yes	Mr. Gastrock – Yes	Mrs. Charles – Yes

Approved     Disapproved     Amended     Tabled     Postponed

- XI. Public Comment – Mr. David Messineo distributed a second handout about books focused on plays. He also handed out a “gift pack of books” that he would recommend our students have from 9<sup>th</sup> grade through 12<sup>th</sup> grade. Mrs. Donna Burrous, a retired teacher from WASD, gave recognition to the significance of us hosting NTL's for track and the effort it took by all.
- XII. A motion was made by Mrs. West, seconded by Mr. Stocks to adjourn the meeting at 7:06 PM.

Respectfully Submitted,

Heather Brown  
Acting Board Secretary

