

WELLSBORO AREA SCHOOL DISTRICT

Board of Education Meeting

June 11, 2024 - 6:30 PM

I. Call to Order

II. Pledge of Allegiance

III. Roll Call of Members

A. Presentation of Retirement Gift to Robert Kreger, Principal, Rock L. Butler Middle School

IV. Announcement of any Executive Sessions – Tuesday, May 14, 2024 at 7:37 PM, Board Room, for the purpose of personnel; Monday, May 20, 2024, Conference Room, for the purpose of personnel; Tuesday, June 4, 2024 after Work Session, for the purpose of personnel;

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

___ Approved

___ Disapproved

___ Amended

___ Tabled

___ Postponed

VII. Board Minutes/Financials – Voice Vote

*A. Minutes of Previous Meeting

Work Session of May 7, 2024;

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

Board Meeting of May 14, 2024;

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

Curriculum Committee Minutes of May 15, 2024

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

Personnel Committee Minutes of May 15, 2024

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

Buildings & Grounds Com. Minutes of May 23, 2024

[\(Attachment VII-A-4\)](#)

Policy Comm. Minutes of April 29, 2024

[\(Attachment VII-A-5\)](#)

*B. Approval of Bills

General Fund Invoices /

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

Disbursements – General Fund

___ Approved

___ Disapproved

___ Amended

___ Tabled

___ Postponed

VIII. A. Reports

1. Student Representatives

2. Superintendent

3. Business Manager

4. Public Relations Follow-Up

5. Board Members

IX. CONSENT ITEMS

Roll Call Vote

1. ADMINISTRATION AND ORGANIZATION

A. Authorization for Year-End Budget Transfers

Consideration of approval to authorize the WASD Administration to perform all year-end

budget transfers making all necessary revisions to the General Fund Budget upon the Auditor's final adjustments to financial records and assign fund balance amounts in accordance with the PA Public School Code and PA Department of Education regulations; and further, the WASD Administration will report said revisions to the Board during the meeting following the completion of the fiscal year audit.

B. Approval to Pay 2024 Bills

Consideration of approval to allow the WASD Administration to pay the July cafeteria, General, and Capital Reserve Fund bills that would normally be approved at a July 2024 meeting. These bills will appear for retroactive approval at the August 13, 2024 Board Meeting.

C. Approval to Employ

Consideration of approval for permission provided to the WASD Administration to complete summer employment as necessary for the continuity of District operations. This would not include the creation of any new positions. Any summer hires will be presented for formal approval by the Board at the August 13, 2024 Board Meeting.

*D. Dental Hygiene Program Outline for School Years 2024-25 and 2025-26

Consideration of approval to enter into Dental Hygiene Program Outline for School Years 2024-25 and 2025-26 with Nicole 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 IX-1D](#))

2. **PERSONNEL**

*A. Approval of Professional Resignations

Consideration of approval to accept letters of resignation from:

1. Kristopher Davis, Elementary Teacher, effective August 1, 2024; ([Attachment IX-2A-1](#))
2. Jessica Gay, Elementary Teacher, effective August 1, 2024; ([Attachment IX-2A-2](#))

*B. Approval of Support Staff Resignation

Consideration of approval to accept resignation letter from Vicki Mahon, part-time special education paraprofessional, effective June 3, 2024. ([Attachment IX-2B](#))

*C. Approval of Extra-Curricular Resignation

Consideration of approval to accept resignation letter from Darci Warriner, Middle School Softball Head Coach, effective June 4, 2024; ([Attachment IX-2C](#))

3. **OTHER**

*A. Approval of Custodial Substitute for School Year 2023-24 and 2024-25

Consideration of approval of Jordyn McNett as a custodial substitute during the summer of June, July and August, 2024 at a rate of \$14.50 per hour; current clearances have been received; ([Attachment IX-3A](#))

___ Approved ___ Disapproved ___ Amended ___ Tabled ___ Postponed

X. **ACTION ITEMS:**

1. **ADMINISTRATION AND ORGANIZATION**

A. Adoption of Tax Resolution for Setting the Tax Rates for the 2024-25 Fiscal Year

Consideration of approval for the adoption of the following tax rates for the 2024-25

fiscal year:

Real Estate Tax:

Lycoming County Real Estate
Millage 20.9600 Mils

Tioga County Real Estate
Millage 9.9600 Mils

Act 511 Taxes:

Real Estate Transfer Tax 0.50%
Earned Income Tax 1.00%
Local Services Tax \$5.00

- *B. Adoption of 2024-25 Wellsboro Area School District General Fund Operating Budget
Consideration of approval for the adoption of the 2024-25 Wellsboro Area School District General Fund Operating Budget (PDE 2028) with projected revenues of \$29,232,816 and projected expenditures of \$29,582,535. ([Attachment X-1B](#))
- *C. 2024-2025 Act 1 Homestead/Farmstead Exclusion Resolution
Consideration of approval for the adoption of the 2024-2025 Act 1 Resolution authorizing and implementing the Homestead and Farmstead Exclusion applicable to the 2024-2025 fiscal year. ([Attachment X-1C](#))
- *D. Approval of Sponsor to Sponsor Agreement between Bradford Tioga Head Start and WASD
Consideration of approval to enter into Sponsor to Sponsor Agreement between Bradford Tioga Head Start and Wellsboro Area School District (7/1/2024 – 6/30/2025) ([Attachment X-1D](#))
- *E. Approval of CSIU Financial Information System Proposal
Consideration of approval for the payment of the CSIU Financial Information System Proposal (Fund Accounting, Human Resources, Payroll, Tax Billing (mailers), and Tax Collection) as presented. ([Attachment X-1E](#))
- F. Approval of WASD School Breakfast/Lunch Prices for School Year 2024-25
Consideration of approval for the Wellsboro Area School District’s School Breakfast/Lunch Meal Prices for School Year 2024-25 will remain the same as School Year 2023-2024, with adult meal prices increasing to \$3.00 for breakfast and \$4.75 for lunch.
- G. Approval of Allocation of Unassigned Fund Balances
Consideration of approval of unassigned fund balances into the following reserve accounts:

<u>Reserve Account</u>	<u>Amount to Allocate</u>
Capital Reserve	\$ 1,500,000
Greenhouse Improvements	\$ 150,000
Curriculum	\$ 775,000
RLB Middle School Renovation	\$ 1,250,000
Stadium Field Reserve	\$ 300,000
Athletic Field Reserve	\$ 10,000
Playground Reserve	\$ 100,000
Vehicle Reserve	\$ 100,000
High School Roof Repair	\$ 3,500,000
Technology Reserve	\$ 775,000

TOTAL \$ 8,460,000

- H. Approval of Transfer Assigned Covid Funds to School Safety
 Consideration of approval of \$750,000 to Covid Reserve funds to be transferred to a School Safety Reserve fund.
- I. Approval of Letter of Engagement by Klacik & Associates for School Years 2023-2024, 2024-2025 and 2025-2026
 Consideration of approval for the Wellsboro Area School District to accept the letter of engagement by Klacik & Associates for the following years:

School Year	2023-2024	\$36,250
School Year	2024-2025	\$36,250
School Year	2025-2026	\$37,750

- *J. Approval of BLaST Inter-Governmental Agreement for shared Special Education Services
 Consideration of approval of BLaST IU #17 Inter-Governmental Agreement for shared Special Education Services between the Wellsboro Area School District and BLaST IU#17 at an annual projected cost of \$180,918.11 for a period running from July 1, 2024 – June 30, 2025. ([Attachment X-1J](#))
- *K. Approval of Memorandum of Understanding between Bradford-Tioga Head Start and WASD
 Consideration of approval for Memorandum of Understanding between Wellsboro Area School District and Bradford-Tioga Head Start, Inc. assuring continuum of quality of services for students and families, to support children’s optimal development, school readiness and long-term readiness and long-term success, to address unique strengths and needs of the local population, to promote collaboration regarding shared use of facilities, to promote further collaboration to reduce duplication and enhance efficiency of services, to define roles and responsibilities of named parties, to support ongoing communication and parent outreach and to coordinate staff trainings. ([Attachment X-1K](#))
- *L. Approval of Appendix II-Authorized Official Resolution
 Consideration of approval for Appendix II – Authorized Official Resolution as part of a Public School Facility Improvement Grant of \$2,663,214. from the Commonwealth Financing Authority to be used for the replacement of the Wellsboro High School Roof. Said Resolution does designate Alanna R. Huck, Superintendent and Amy Coats, Principal of Academic Affairs as the officials to execute all documents and agreements between the Wellsboro Area School District and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant. ([Attachment X-1L](#))
- *M. Approval of Contract for UPMC Pediatric Therapy Services (Occupational)
 Consideration of approval to enter into UPMC Contract for Pediatric Therapy Services for occupational therapy services for the School Year 2024-2025 at a total cost of \$76,500 (in ten (10) monthly payments of \$7,650 per month from September 2024 through June 2025, effective July 1, 2024 through June 2025. ([Attachment X-1M](#))
- *N. Approval of Contract for UPMC Pediatric Therapy Services (Physical Therapy)
 Consideration of approval to enter into UPMC Contract for Pediatric Therapy Services for physical therapy as follows:
- | | |
|---|---------------|
| Physical Therapy Hourly Fee | \$85.00 |
| Physical Therapy Evaluation/Re/Evaluation | \$160.00 |
| Travel Time Hourly Fee to District Site | \$50.00 |
| Mileage to/from UPMCW & District Site | IRS Rate/Mile |
- Said Contract effective July 1, 2024 – June 30, 2025 ([Attachment X-1N](#))

*O. Contract for Music Therapy Services – Momentum Music Services

Consideration of approval for Contract for Music Therapy Services contracted through Momentum Music Services, effective August 22, 2024 – June 10, 2025 (Fees: \$80 per direct service hour for group and individual sessions, pro-rated for shorter sessions; \$65 per hour for consultation, pro-rated for shorter meetings; \$130 for each completed assessment) ([Attachment X-10](#))

___ Approved ___ Disapproved ___ Amended ___ Tabled ___ Postponed

2. **PERSONNEL**

A. Approval of Support Staff Hire

Consideration of approval for the hire of:

1. Sara Kerr as Don Gill Elementary Building Secretary, full-time (8 hrs. per day / 12 months) at a starting rate of \$14.50 per hour, effective start date of June 24, 2024. Hire is dependent on completion of a satisfactory first forty-five (45) day probationary period.

B. Approval of WASD Professional Transfers for School Year 2024-25

Consideration of approval for the following professional transfers for School Year 2024-25:

1. Melissa Ryan **from** Charlotte Lappla Elementary Teacher, **to** Assistant Principal of Charlotte Lappla / Don Gill Elementary Schools at a salary of \$83,000 in accordance with Act 93 Agreement. Effective start date is July 1, 2024.
2. Matthew Hildebrand **from** Elementary Teacher **to** Middle School Computer Teacher; salary to remain the same. Effective start date is August 22, 2024.
3. Lewis Brill **from** Middle School Math Teacher **to** High School Math Teacher; salary to remain the same. Effective start date is August 22, 2024.
4. Heather Ladd **from** Middle School Art Teacher **to** High School Art Teacher; salary to remain the same. Effective start date is August 22, 2024.

C. Approval of Extra-Curricular Hires

Consideration of approval for the following extra-curricular hires for School Year 2024-2025:

1. Matthew Hildebrand as Rock L. Butler Middle School Head Teacher at a stipend of \$1,923 effective August 22, 2024 – June 30, 2025;
2. **Chelsie Martin**, as High School Girls Basketball Assistant Coach, at a stipend of \$2,874, effective November 18, 2024 – March 22, 2025 pending receipt of required clearances;
3. **Todd Outman**, as Middle School Boys Basketball Assistant Coach, at a stipend of \$2,256, effective November 18, 2024 – March 22, 2025;

D. Extra-Curricular Volunteer Appointments for School Year 2023-24 and 2024-2025

Consideration of approval for the following extra-curricular volunteer appointments for School Year 2023-24 and 2024-2025:

1. Lynsey Hastings, as Volunteer Cheerleading Advisor; clearances received; effective June 12, 2024;
2. Casey Hoover, as Volunteer High School Boys Soccer Assistant Coach; clearances received; effective June 12, 2024;
3. Carla Tardieu, as Volunteer for High School / Middle School Cross Country Assistant Coach; clearances received; effective June 12, 2024;
4. Sam Pollock, as Volunteer for High School Volleyball Assistant Coach; clearances received; effective June 12, 2024;
5. Kim Warriner, as Volunteer for High School Volleyball Assistant Coach; clearances received; effective June 12, 2024;

6. Jorge Taboada, as Volunteer for Middle School Soccer Assistant Coach; pending receipt of clearances; effective June 12, 2024;
7. Samantha Stevens, as Volunteer for Middle School Soccer Assistant Coach; clearances received; effective June 12, 2024;
8. Spencer Kreisler, as Volunteer for High School Boys Soccer Assistant Coach; clearances received; effective June 12, 2024;
9. Cathryn Brought, as Volunteer for High School Girls Basketball Assistant Coach; clearances received (pending FBI Waiver); effective June 12, 2024;
10. Christie L. Blackwell, as Volunteer for High School Girls Basketball Assistant Coach; clearances received; effective June 12, 2024;
11. Cathryn Brought, as Volunteer for High School Girls Basketball Assistant Coach, clearances received (pending FBI Waiver); effective June 12, 2024;
12. Sarah Mosher, as Volunteer for High School Girls Basketball Assistant Coach, clearances received; effective June 12, 2024;
13. Shawn Bryant, as Volunteer for High School Girls Basketball Assistant Coach, clearances received; effective June 12, 2024;

E. Approval of Moving 10-month Charlotte Lappla Building Secretary Position to a 12-month Position
 Consideration of approval of moving the present full-time 10-month Charlotte Lappla Building Secretary position to a full-time 12-month position according to terms of the Contract between the the Wellsboro Area School District and Wellsboro Education Support Professionals Association, effective June 12, 2024.

F. Approval of Payment to Purchasing Administrative Assistant for Additional Training
 Consideration of approval for the payment to Ann Erdmann, Purchasing Administrative Assistant up to an additional ten (10) hours/week for training new Don Gill Building Secretary; payment shall be at per diem rate of \$20.00 per hour, effective June 12, 2024.

G. Approval of Payment for Services Rendered by Bianca Parsons for CPR/AED Training for Staff
 Consideration of approval for the payment of services to Bianca Parsons, Health Occupations Teacher at the rate of \$34.00 per hour for payment of CPR/AED Training for staff, effective June 12, 2024.

Approved Disapproved Amended Tabled Postponed

3. **OTHER**

A. Approval of Class of 1976 Book Donation
 Consideration of approval of the Class of 1976 Book Donations as follows:

<u>Title of Book</u>	<u>Author</u>
<i>Once Upon a Prime</i>	Sarah Hart
<i>Images of America (Wellsboro)</i>	Ann C. Benjamin & Michael Cooney
<i>Images of America (Pine Creek Villages)</i>	David Ira Kagan
<i>Images of America (Corning)</i>	Charles R. Mitchell & Kirk W. House
<i>Pennsylvania's Historic Bridges</i>	Fred J. Moll
<i>Coach: The Greatest Teachers in Sports and Their Lessons for Us All</i>	Justin Spizman
<i>Photography: History, Art, Technique</i>	Tom Ang
<i>Smithsonian Music: The Definitive Visual History</i>	Dorling Kindersley

Smithsonian Science: The Definitive Visual Guide Adam Hart-Davis
*Smithsonian History: The Ultimate Visual Guide to
the Events that Shaped the World Year by Year* Dorling Kindersley

Approved Disapproved Amended Tabled Postponed

4. **CURRICULUM**

A. Approval of Elementary ELA Curriculum

Consideration of approval for the following teachers to attend seven (7) hours of Wonder's ELA training in August 2024 at \$35.00 per hour. Payment to come from Federal Program Title I Funds.

Brenda Copp Heather McCabe Joann Shaw

Approved Disapproved Amended Tabled Postponed

XI. Public Comment

XII. Adjournment

ITEMS OF INFORMATION:

1. Approved Facility Use Requests
2. Interview Schedules