

WELLSBORO AREA SCHOOL DISTRICT



Board of Education Meeting
February 11, 2025 - 6:30 PM

- 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 regarding action to be taken on the Agenda. Allegations regarding students or teachers are to be provided to the Administrators. 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

Minutes of Work Session of January 7, 2025	(Attachment VII-A)
Minutes of Regular Board Meeting of January 14, 2025;	(Attachment VII-A-1)
Minutes of Special Meeting of January 28, 2025;	(Attachment VII-A-2)
Minutes of Buildings & Grounds Com. Mtg. of 1/28/25	(Attachment VII-A-3)
Minutes of Policy Com. Mtg. of 1/28/25	(Attachment VII-A-4)
Minutes of Curriculum Com Mtg. of 1/28/25	(Attachment VII-A-5)
Minutes of Personnel Com. Mtg. of 1/28/25	(Attachment VII-A-6)

*B. Approval of Bills

General Fund Invoices;	(Attachment VII-B)
Student Activity Invoices;	
Capital Reserve Invoices;	
Disbursements – General Fund;	

____ Approved ____ Disapproved ____ Amended ____ Tabled ____ Postponed

VIII. A. Reports

- 1. Student Representatives
- 2. Superintendent
- 3. Business Manager
- 4. Board Members
- 5. Public Relations Follow-Up

IX. CONSENT ITEMS

Roll Call Vote

1. ADMINISTRATION AND ORGANIZATION

- *A. Approval of Letter of Agreement with S.A.M. (Service Access & Management) Mental Health SAP
Consideration of approval of Letter of Agreement with Service Access & Management (SAM)

regarding liaison and other appropriate agency services to be offered in support of the Student Assistance Program Core Team(s), effective July 1, 2024 – June 30, 2025 as presented. ([Attachment IX-1A](#))

***B. Approval of Agreement between WASD and Snyder’s Driving School LLC**

Consideration of approval of Agreement between Wellsboro Area School District and Snyder’s Driving School, LLC, the purpose of which is to assist WASD Students to obtain their PA automobile operator’s license and promote safe driving habits with the requirements of the PA Department of Transportation; ([Attachment IX-1B](#))

***C. Approval of WASD Teacher Equity Plan for School Year 2024-2025**

Consideration of approval of Wellsboro Area School District Teacher Equity Plan for School Year 2024-2025 as required by PDE Federal programs. ([Attachment IX-1C](#))

***D. Approval of BLaST Intermediate Unit #17 Budget for Fiscal Year 2025-2026**

Consideration of approval of the BLaST Intermediate Unit #17 Budget for Fiscal Year July 1, 2025 – June 30, 2026 in the amount of \$3,438,459. ([Attachment IX-1D](#))

E. Approval of 2023-2024 Financial and Single Audit Reports presented by Klacik & Associates, P.C.

Consideration of approval of 2023-2024 Financial and Single Audit Reports presented by Klacik & Associates, P.C. as presented.

2. PERSONNEL

***A. Approval of Professional Staff Resignations due to Retirement**

Consideration of approval to accept letters of resignation due to retirement from:

1. Todd Outman, Wellsboro High School Assistant Principal, with regret, effective at the end of the 2024-2025 school year; ([Attachment IX-2A-1](#))
2. John Davis, High School Business/Computer Information Technology Teacher, with regret, effective June 6, 2025; ([Attachment IX-2A-2](#))
3. Melinda Kramer, High School Mathematics Teacher, with regret, effective at the end of the 2024-25 academic school year; ([Attachment IX-2A-3](#))

***B. Approval of WESPA Support Staff Resignation due to Retirement**

Consideration of approval to accept letter of resignation due to retirement, with regret, from Fay Driskell, Paraprofessional, effective February 28, 2025; ([Attachment IX-2B](#))

3. STUDENT

***A. Approval of Overnight Field Trip Request**

Consideration of approval for the following overnight field trip request:

1. Lara Owlett, High School French Teacher, and Heather Ladd, High School Art Teacher, to take 26 Wellsboro French and Art students to France on June 22 – 28, 2026; ([Attachment IX-3A](#))

____ Approved ____ Disapproved ____ Amended ____ Tabled ____ Postponed

X. ACTION ITEMS:

1. ADMINISTRATION AND ORGANIZATION

- *A. Approval of Career & Technology Articulation Agreement between WASD and Commonwealth Univ.
Consideration of approval of Career & Technology Articulation Agreement between Commonwealth University of PA (Mansfield) and Wellsboro Area High School Career & Technology Center Health Science Program as presented. ([Attachment X-1A](#))
- *B. Approval of ELS911 Wayfinding System Scope of Work for the Wellsboro Area School District
Approval of the ELS911 Wayfinding System Scope of Work performed by ELS911/Public Safety Network, Inc. including but not limited to payment terms of \$875 per school (5 buildings) – \$4,375/year for a period of five (5) years from the date of signing. ([Attachment X-1B](#))
- *C. Approval of Wellsboro High School Course Guide for School Year 2025-26
Approval of consideration of Wellsboro High School Course Guide for School Year 2025-26 as presented. ([Attachment X-1C](#))
- *D. Approval of Memorandum of Understanding between B/S/S/T Area Agency on Aging, Inc. Foster Grandparent Program (AMERICorps Seniors) and Wellsboro Area School District
Consideration of approval of Memorandum of Understanding between B/S/S/T Area Agency on Aging, Inc. Foster Grandparent Program (AMERICorps Seniors) and the Wellsboro Area School District, including but not limited to serving special or exceptional children or children with conditions or circumstances identified as limiting their academic, social, or economic development to provide one-on-one assistance and perform duties based on the needs of selected children for a period five to forty hours per week with approval of FGP (Foster Grandparent Program) staff. ([Attachment X-1D](#))
- *E. Approval of First Readings of Policy #005; Policy #113.1; Policy #113.2; Policy #200; Policy #236.1; Policy #308; Policy #823; AR's: 202-0, 202-3; 308-1; 308-2; 607-0; 607-1; ([Attachment X-1E](#))
Consideration of approval for the first readings of the following WASD policies/AR's:
- | | |
|-------------------|---|
| 1. Policy #005 | Organization |
| 2. Policy #113.1 | Discipline of Students with Disabilities |
| 3. Policy #113.2 | Behavior Support |
| 4. Policy #200 | Eligibility of Nonresident Students |
| 5. AR 202-0 | Nonresident Student Administrative Regulation |
| 6. AR 202-3 | Information to Substantiate Sworn Statement by Resident |
| 7. AR 308-1 | Employee Resignation |
| 8. AR 308-2 | Form for Acceptance of Resignations |
| 9. AR 607-0 | Nonresident Tuition |
| 10. AR 607-1 | Notice of Tuitions Past Due |
| 11. Policy #236.1 | Threat Assessment |
| 12. Policy #308 | Employment Contract/Board Resolution (Updated Policy) |
| 13. Policy #823 | Opioid Antagonist |
- *F. Approval of Wellsboro Area High School Roof and Envelope Project Bid
Consideration of approval for the bid from **Eastern Roofing System, Jessup, PA**, in the amount of **\$3,859,737** for the Wellsboro Area High School Roof and Envelope Project.

____ Approved ____ Disapproved ____ Amended ____ Tabled ____ Postponed

2. PERSONNEL

A. Extra-Curricular Volunteer Appointments for School Year 2024-25

Consideration of approval for the following extra-curricular volunteer appointments for School Year 2024-25; required clearances have been submitted;

1. Steven Hoprich, Volunteer for High School Track, effective February 12, 2025 through the end of school year.
2. Tanya Harmon, Volunteer for High School Softball, effective February 12, 2025 through the end of school year;
3. Cindy Carr, Volunteer for High School Softball, effective February 12, 2025 through the end of school year;
4. Ashley M. Smith, Elementary Volunteer, effective February 12, 2025 through the end of school year;
5. Samantha Stevens, Volunteer for Middle School Track, effective February 12, 2025 through the end of school year;
6. Derek Stevens, Volunteer for Middle School Track, effective February 12, 2025 through the end of school year;
7. Joseph Davis, Volunteer for Rock L. Butler Middle School, effective February 12, 2025 through the end of school year;
8. Jennifer Roth, Volunteer for Wellsboro Area School District, effective February 12, 2025 through the end of school year;
9. Sheila Yungwirth, Volunteer for Wellsboro Area School District, effective February 12, 2025 through the end of school year;

*B. Conference Requests

Consideration of approval for the following conference requests:

1. Matthew Hildebrand, HS Football Head Coach and Nathan Babcock, HS Football Assist. Coach to attend PSFCA (PA State Football Coaches Association) in Camp Hill, PA on February 14, 2025 Costs: Approximately \$320 costs – 2 subs ([Attachment X-2B-1](#))
2. Bethany Salada (CL Title 1 Reading), Rachel Smith (District Librarian), Brigitte Largey (Elementary Guidance Counselor), Melissa Ryan (Elementary Assistant Principal), Isaac Cary (Computer/DG Head Teacher), and Shane Mascho (Middle School Guidance Counselor) to attend PASAP (PA Association of Student Assistance Professionals) in State College, PA on February 23-25, 2025. (Approximate costs: Registration: \$3,000; Mileage: \$304; Meals: \$420; Lodging: \$1,060; Substitute Costs-(6 days=\$960) TOTAL: \$5,744 ([Attachment X-2B-2](#))
3. Chelsey Rendos, Elementary Speech & Language Impaired), to attend “Rethinking Eligibility in Schools”, online on March 17, 2025; ([Attachment X-2B-3](#))
4. Marcia Kenyon, Special Education Teacher, to attend “QBS, Train the Trainer Re-Certification” in State College, PA on March 19, 2025; (Approximate costs: Travel: \$123.28; Meals: \$10; Registration: \$799; Substitute costs: \$160 TOTAL: \$1,093) ([Attachment X-2B-4](#))
5. Jessica Witmer, Special Education Teacher, to attend “Safety-Care (v7) Recertification” in State College, PA on March 18, 2025; (Approximate costs: Travel: \$120.60; Registration: \$799; Substitute costs: \$160 TOTAL: \$1,079) ([Attachment X-2B-5](#))
6. Selina Bogaczyk, High School Physical Education Teacher, to attend “QBS Trainer Recertification”, in State College, PA on March 18, 2025; (Approximate costs: Meals \$12; Registration: \$799; Substitute costs: \$160 TOTAL: \$910) ([Attachment X-2B-6](#))
7. Amy Coots, Principal of Academic Affairs, (or Alanna R. Huck, Superintendent) to attend “PDE PA 2025 Federal Programs Annual Conference” in Hershey, PA on May 11-14, 2025; (Approximate costs: Travel - \$227.80; Lodging: \$477; Meals: \$10; Registration: \$400; TOTAL: \$1,114.80) ([Attachment X-2B-7](#))
8. Amy Coots, Principal of Academic Affairs, to attend “Bureau of Career and Technical Education Spring 2025 Perkins’s Regional Workshop” in SUN Area Technical Institute, Berlin, PA” on April 9, 2025; (Approximate costs: Travel: \$114) ([Attachment X-2B-8](#))

9. Sarah Harris, Kristin Scott, Beverly Wesneski and Alice Nowak (School Nurses/Aides) to attend “School nurses: Enhance Effective Medical Emergency Response Teams at Each of your School Sites” virtually on either February 17th or 18th, 2025; (Approximate costs: \$395 for registration; days are Act 80 Day/In service Day) ([Attachment X-2B-9](#))
- C. Approval of Extra-Curricular Hires for School Year 2025-26
Consideration of approval for the 2025-26 extra-curricular hire of :
1. Christopher Reese, as Middle School Football Head Coach, effective February 12, 2025 at a stipend of \$3,325 (play period of August 4 – December 6, 2025);
2. Michael Reese, as High School Girls Soccer Head Coach, effective February 12, 2025 at a stipend of \$3,569 (play period of August 11-November 15, 2025)
- D. Approval of WESPA Support Staff Hire for School Year 2024-2025
Consideration of approval for the hire of Alisha McNett, full-time custodian (40 hrs. per week/ 12 months) with a starting rate of \$14.50 per hour, effective start date to be determined. Hire is dependent on completion of a satisfactory first forty-five (45) day probationary period.
- E. Approval of After-School Family Engagement STEM funded by Title I Funds for School Year 2024-25
Consideration of approval of After-School Family Engagement STEM Program beginning in mid-February and concludes in March 2025. Support tutor, Angela Casher, will receive pay at her individual rate with her total work and tutoring hours not to exceed 40 hours per week.

____ Approved ____ Disapproved ____ Amended ____ Tabled ____ Postponed

3. STUDENT

- *A. Approval of Request to Establish a Student Activity Club
Consideration of approval for Request to Establish a Student Activity Club, to wit, **Wellsboro High School Swim Team**, for students to hold funds from fundraising/donations, so we can use funds for equipment, senior gifts, end of season shirts, etc. Advisor: Head Coach Jenn Sporer ([Attachment X-3A](#))

____ Approved ____ Disapproved ____ Amended ____ Tabled ____ Postponed

XI. Public Comment

XII. Adjournment