

WELLSBORO AREA SCHOOL DISTRICT

Board of Education Meeting

June 12, 2012

High School LGI Room – 7:00 PM

MINUTES

Called to order by President Craig West at 7:02 PM in the Wellsboro Area High School Large Group Instruction Room, 225 Nichols Street, Wellsboro, Pennsylvania.

President Craig West led in the Pledge of Allegiance.

Roll Call of Members: Mr. Carl Chambers, Mr. Christopher Gastrock, Mr. Jonathan Lawton, Mr. Christopher Neal, Mr. John Peropat, Mrs. Atalanta Shabloski, and Mr. Craig West. Members absent: Mr. Poirier and Mr. Kramer.

Present were the following: Mr. Christopher Morral, Mrs. Marcia Newcomb, Mr. Steven Adams (arriving at 7:05 PM), Mr. Patrick Hewitt, Mr. David Krick, Mr. Mike Pietropola, and Mrs. Amy Repard; Bruce Vickery, School Solicitor; Board Secretary, Linda Gamble; Press Present: Natalie Kennedy (Wellsboro Gazette) and Cheryl Clark (Williamsport Sun Gazette);

Announcement of any Executive Sessions: None

President Craig West read the Guidelines for Public Comment.

Concerned Resident Issues: Al Bieber of Wellsboro, PA addressed the Board concerning the hire of Architect Highland Associates for the Stadium Project. He asked how much money was left in the fund. Superintendent Morral answered his question. Mr. Bieber had several other issues concerning the stadium fund project to which Superintendent Morral offered an answer to.

Jim Reifer of Wellsboro, PA had questions on funding on the proposed new signage at Middle School. Superintendent Morral advised Mr. Reifer that the matter had been scratched entirely and that a letter had been written by Mr. Pietropola advising the Boro of this fact. Mr. Reifer also had questions why a new contract was negotiated for the Superintendent when in fact he already had a contract with the District due to expire 2013. Board Member Carl Chambers replied that it was a competitive issue, the superintendent had been offered to go someplace else for more money but stayed here for less.

Approval of Agenda – A motion was made by Mrs. Shabloski, seconded by Mr. Peropat to approve the Agenda as presented. The motion passed by unanimous voice vote.

Board Minutes/Financials – A motion was made by Mr. Peropat, seconded by Mr. Neal to approve the Board Minutes and Financials as presented.

- A. Minutes of Previous Meeting – Regular Board Meeting of May 8, 2012;
- B. Financial Reports – Board Summary Report and 2011-12 Student Activity Account Summary;
- C. Approval of Bills – 2011-2012 General Fund Invoices; 2011-12 Add-On General Fund Invoices; 2011-12 School Lunch Fund Invoices; 2011-12 Add-On School Lunch Fund Invoices;

The motion passed by unanimous voice vote.

Public Comment on Title I, Title VI and other Federal Programs – None

There were no reports from Student Representatives.

Report from the Superintendent

Superintendent Morral introduced three of the retiring teachers from this school year and presented each of them with a gift from the Board. Those teachers were: Stanley Korenkiewicz, Anna Miller, and Gloria Schwab. He also presented Mary Woodworth, School Psychologist, who was retiring this year with a gift.

Superintendent Morral then introduced Jonathan Cox, from Rhoads and Sinon who is our bond counsel, and Les Bear from R. W. Baird & Co. Attorney Cox spoke to the Board about the proposed Resolution on the Agenda. Les Bear spoke to the Board about the refinancing of the 2007 General Obligation Bonds.

No Report from the Business Manager

Report from the Administrators

Mr. Adams thanked the retiring teachers of this year for their dedication to the students and to the District.

Mr. Hewitt reported that the end of this school year went well. Awards Ceremony was held and Mr. Pietropola came and helped out.

Mr. Krick wished the retirees good luck. Numbers were down a bit at Alumni Banquet; advised that 97 students walked at Graduation; he is presently finalizing figures on all of the end of the year programs;

Bruce Vickery commented on what a great achievement the District had attained in regards to the A+ rating from Standard & Poor.

Mr. Brian Kennedy reported on the PEP Grant. He advised the Board that Jennifer Davis had begun a summer dietetic internship with the Tioga County Partnership for Community Health on behalf of PEP Grant nutrition education objectives for students and parents. He also handed out a flyer concerning Summer Adventures series, compiling the many outdoor recreation opportunities. Will be posted on www.wellsbororecreation.org (Step Outdoors tab). Open to all WASD students and families as well as other community members as space allows. Funds paying for the transportation include a Drug-Free grant of the Tioga County Partnership, the PEP Grant, and some DCNR funds.

Report from Board Members

Board Members Carl Chambers and Craig West both commented on commencement ceremony that took place on Friday, June 8th.

CONSENT ITEMS:

A motion was made by Mr. Peropat, seconded by Mrs. Shabloski, to approve the Consent Items as presented.

1. **ADMINISTRATION AND ORGANIZATION**

A. Consultant Agreement

Consideration of approval to enter into Consultant Agreement with Soldiers and Sailors Memorial Hospital for physical therapy services at the rate of \$55.90 per hour and mileage of \$.50 per mile for the 2012-2013 school year.

B. Athletic Trainer Service Agreement

Consideration of approval of Athletic Trainer Service Agreement between Soldiers & Sailors Memorial Hospital and the Wellsboro Area School District, effective August 13, 2012 – May 24, 2013.

C. Tioga County Department of Human Services Agreement (Drug & Alcohol SAP)

Consideration of approval of Drug & Alcohol Student Assistance Program Letter of Agreement between the Wellsboro Area School District and Tioga County Department of Human Services dated July 1, 2012 through June 30, 2013 as presented.

D. Tioga County Department of Human Services Agreement (Mental Health SAP)

Consideration of approval of Mental Health Student Assistance Program Letter of Agreement between the Wellsboro Area School District and Tioga County Department of Human Services dated July 1, 2012 through June 30, 2013 as presented.

E. School Physicals

Consideration of approval for the employment of North Penn Comprehensive Health Services d/b/a Laurel Health Centers for the 2012-2013 school year to perform kindergarten, sixth grade, eleventh grade and all athletic physicals. The charge will be at \$56.00 per hour (estimated screening: 10-14 students per hour) plus mileage reimbursement at a rate of \$.51 per mile.

F. Approval of Provider of 403 (b) Deferred Compensation Plans

Consideration of approval of Robert W. Baird & Co. as a provider of 403 (b) Deferred Compensation Plans for the 2012-2013 fiscal year.

G. Approval of Insurance Carriers

Consideration of approval for the following recommended insurance carriers for the 2012-2013 fiscal year:

A.	General Property and Liability/Package Policy	Company: Ohio Casualty	Annual Premium: \$ 54,002
B.	Umbrella Excess Liability Policy	Company: Ohio Casualty	Annual Premium: \$ 10,560
C.	Auto Policy	Company: Ohio Casualty	Annual Premium: \$ 4,957
D.	School District Legal Liability-Errors & Omissions Policy	Company: Ohio Casualty	Annual Premium:\$ Included
E.	Workmen's Compensation Insurance Policy	Company: PICS'	Annual Premium: \$ 40,098

H. Approval of Student Exchange Program

Consideration of approval for AYUSA International as a foreign exchange student program to be recognized by the Wellsboro Area School District.

I. Approval of Bid Opening and Award of Lowest Bid

Consideration of approval of the minutes of the following bid opening and award the lowest bid:

1.	Bid Opening for Middle School Concrete Project - June 4, 2012 at 3:00 PM – Admin. Office
	Austin Construction Company \$23,000
	Haranin Construction Inc. \$29,300

2. PERSONNEL

A. Resignations for the Purpose of Retirement

Consideration of approval to accept letters of resignation from:

1. Jane Henkiel, Middle School English Teacher, for the purpose of retirement, with regret, effective June 7, 2012.
2. Agnes D. Arnold-Norman, High School/Middle School Family & Consumer Sciences Teacher, for the purpose of retirement, with regret, effective June 7, 2012.
3. Mary Ellen Rupert, Health & Physical Education Teacher, for the purpose of retirement, with regret, effective June 30, 2012.
4. Sherman Warner, High School Mathematics Teacher, for the purpose of retirement, with regret, effective June 7, 2012.

5. Jeanne Warner, Don Gill Elementary Teacher, for the purpose of retirement, with regret, effective June 7, 2012.
6. Anna C. Miller, Don Gill Elementary Teacher, for the purpose of retirement, with regret, effective June 30, 2012.
7. Gloria D. Schwab, Charlotte Lappla Title I Reading Specialist, for the purpose of retirement, with regret, effective June 30, 2012.
8. Doreen Cimorelli, High School Special Education Instructional Aide, for the purpose of retirement, with regret, effective June 7, 2012.
9. Joyce M. Howey, High School Special Education Instructional Aide, for the purpose of retirement, with regret, effective June 30, 2012.

B. Extra-Curricular Resignation

Consideration of approval to accept letter of resignation from William Post, High School Girls Soccer Head Coach, effective May 25, 2012.

C. Extra-Curricular Volunteer Appointments

Consideration of approval for the following extra-curricular volunteer appointments for the school year 2012-2013:

1. Morgan Jimenez, senior, as Volunteer Middle School Cheerleading Advisor;
2. Craig West, as Volunteer Assistant to the Athletic Director, pending receipt of required clearances;
3. John Peropat, as Volunteer High School Girls Soccer Assistant Coach, pending receipt of required clearances;

D. Resignation

Consideration of approval to accept letter of resignation from Patti Hebert, High School Building Secretary, effective June 8, 2012.

E. Appointment of School Board Secretary

Consideration of approval for the appointment of Linda K. Gamble as Secretary of the Wellsboro Area School Board, effective July 1, 2012 – June 30, 2013 at an annual stipend of \$3,500.00.

3. STUDENT

A. Request for Homebound Instruction

Consideration of approval for homebound instruction for Student #7 2011-12 as per her family physician for a period of two (2) weeks or until the end of the school year.

Upon a roll call vote: Mr. Chambers, aye; Mr. Gastrock, aye; Mr. Neal, aye; Mr. Peropat, aye; Mr. West, aye; Mrs. Shabloski, aye; Mr. Lawton, aye; Motion carried. Board Members Mr. Poirier and Mr. Kramer were absent.

XI. ACTION ITEMS:

1. ADMINISTRATION AND ORGANIZATION

A. Approval of Highland Associates - A motion was made by Mr. Peropat, seconded by Mr. Chambers, to approve Highland Associates, 102 Highland Avenue, Clarks Summit, PA for completion of Phase I – Programming and Pricing Package Fee of WASD Stadium Project at a cost of \$96,260 to be paid from Stadium Fund.

Upon a roll call vote: Mr. Chambers, aye; Mr. Gastrock, aye; Mr. Neal, aye; Mr. Peropat, aye; Mr. West, aye; Mrs. Shabloski, aye; Mr. Lawton, aye; Motion carried. Mr. Poirier and Mr. Kramer were absent.

B. Approval of Larson Design Group – A motion was made by Mr. Neal, seconded by Mr. Peropat, to approve Larson Design Group for preparation of technical specifications to convert two existing single doors leading into the High

School Gymnasium to a double door to include code review, structural design calculations, framing plan, construction drawings, closure, signage, door and hardware schedules at a cost of \$3,550.

Upon a roll call vote, Mr. Chambers, aye; Mr. Gastrock, aye; Mr. Neal, aye; Mr. Peropat, aye; Mr. West, aye; Mrs. Shabloski, aye; Mr. Lawton, aye; Motion carried. Mr. Poirier and Mr. Kramer were absent.

C. 2012 Act 1 Board Resolution - A motion was made by Mrs. Shabloski, seconded by Mr. Chambers, to approve the adoption of the 2012 Act 1 Board Resolution authorizing and implementing the Homestead and Farmstead Exclusion applicable to the 2012-2013 fiscal year.

Upon a roll call vote, Mr. Chambers, aye; Mr. Gastrock, aye; Mr. Neal, aye; Mr. Peropat, aye; Mr. West, aye; Mrs. Shabloski, aye; Mr. Lawton, aye; Motion carried. Mr. Poirier and Mr. Kramer were absent.

D. 2012-2013 School District Budget - A motion was made by Mrs. Shabloski, seconded by Mr. Peropat, to approve the adoption of a General Fund Operating Budget for Fiscal Year ending June 30, 2013 with projected Expenditures of \$22,179,484 and projected Revenues of \$22,096,407. \$83,007 will be taken from the General Fund Committed Reserve for Future Retirement Expenses to balance the 2012-13 General Fund Budget.

Upon a roll call vote, Mr. Chambers, aye; Mr. Gastrock, nay; Mr. Neal, aye; Mr. Peropat, aye; Mr. West, aye; Mrs. Shabloski, aye; Mr. Lawton, nay; Motion carried. Mr. Poirier and Mr. Kramer were absent.

E. Adoption of Tax Rates for the 2012-2013 Fiscal Year - A motion was made by Mr. Peropat, seconded by Mr. Neal, to approve the adoption of the following tax rates for the 2012-2013 fiscal year:

Real Estate Tax:

Tioga County Real Estate Millage:	16.7545 mills
Lycoming County Real Estate Millage:	13.6498 mills

Act 511 Taxes:

Real Estate Transfer Tax:	.50 %
Earned Income Tax:	1.00 %
Local Services Tax:	\$5.00

Upon a roll call vote, Mr. Chambers, aye; Mr. Gastrock, nay; Mr. Neal, aye; Mr. Peropat, aye; Mr. West, aye; Mrs. Shabloski, aye; Mr. Lawton, nay; Motion carried. Mr. Poirier and Mr. Kramer were absent.

F. Creation of Committed Fund Balance Reserve - A motion was made by Mrs. Shabloski, seconded by Mr. Neal to approve to create a "Committed Fund Balance Reserve for Future Health Insurance Expenses".

Upon a roll call vote, Mr. Chambers, aye; Mr. Gastrock, aye; Mr. Neal, aye; Mr. Peropat, aye; Mr. West, aye; Mrs. Shabloski, aye; Mr. Lawton, aye; Motion carried. Mr. Poirier and Mr. Kramer were absent.

G. Refinancing of 2007 General Obligation Bonds - A motion was made by Mrs. Shabloski, seconded by Mr. Chambers, to approve a Resolution of the Board of School Directors of the Wellsboro Area School District authorizing the issuance of its General Obligation Bonds, Series of 2012, to currently refund this School District's General Obligation Bonds, Series of 2007, and pay related costs and expenses.

Upon a roll call vote, Mr. Chambers, aye; Mr. Gastrock, aye; Mr. Neal, aye; Mr. Peropat, aye; Mr. West, aye; Mrs. Shabloski, aye; Mr. Lawton, aye; Motion carried. Mr. Poirier and Mr. Kramer were absent.

H. AIA Agreement between Buchart Horn, Inc./BASCO Associates and WASD - A motion was made by Mr. Peropat, seconded by Mrs. Shabloski, to approve the AIA Agreement between Buchart Horn, Inc./BASCO Associates and the Wellsboro Area School District, for services rendered to prepare a Cost Estimate for **Task One: High School Auxiliary Building Renovations** at an hourly rate in accordance with the attached 2012 Hourly Rate Schedule.

Upon a roll call vote, Mr. Chambers, aye; Mr. Gastrock, aye; Mr. Neal, aye; Mr. Peropat, aye; Mr. West, aye; Mrs. Shabloski, aye; Mr. Lawton, aye; Motion carried. Mr. Poirier and Mr. Kramer were absent.

2. PERSONNEL

A. Transfers of Support Staff Personnel - A motion was made by Mrs. Shabloski, seconded by Mr. Peropat, to approve the following support staff transfers:

1. Neva Miller, **from** part-time (5 hrs. per day/9 months) Middle School Special Education Learning Support Aide, **to** full-time (7 hrs. per day/9 months) High School Special Education Life Skills Aide, effective August 23, 2012;
2. Fay Driskell, **from** part-time (5 hrs. per day/9 months) Middle School Special Education Learning Support Aide, **to** full-time (7 hrs. per day/9 months) High School Special Education Life Skills Aide, effective August 23, 2012;
3. Julie Foil, **from** part-time (5 hrs. per day/9 months) Don Gill Elementary Special Education Life Skills Aide, **to** full-time (7 hrs. per day/9 months) Don Gill Elementary Special Education Life Skills Aide, effective August 23, 2012;
4. Deborah Gastrock, **from** part-time (5 hrs. per day/9 months) Middle School Building Secretary, **to** full-time (8 hrs. per day/10 months) High School Building Secretary, effective June 13, 2012;

Upon a roll call vote, Mr. Chambers, aye; Mr. Gastrock, aye; Mr. Neal, aye; Mr. Peropat, aye; Mr. West, aye; Mrs. Shabloski, aye; Mr. Lawton, aye; Motion carried. Mr. Poirier and Mr. Kramer were absent.

B. Transfers of Professional Staff Personnel - A motion was made by Mrs. Shabloski, seconded by Mr. Neal, to approve the following professional staff transfers:

1. Miranda Smith, **from** Elementary Life Skills Support Teacher **to** Elementary (4th Grade) Teacher, effective August 23, 2012;
2. Jeff Zuchowski, **from** Grades 7 & 8 – Title I Reading Specialist **to** Middle School Language Arts/Reading Specialist, effective August 23, 2012;
3. John Davis, **from** Grades 5-8 Business/Computer Informational Technology/Gifted Teacher **to** High School Business/Computer Informational Technology K-12, effective August 23, 2012;
4. Donna Burrous, **from** High School Learning Support Teacher **to** Charlotte Lappla Reading Specialist, effective August 23, 2012;
5. Jill Marple, **from** Grades 7 & 8 Mathematics Teacher **to** Grades 9-12 Consumer Science, effective August 23, 2012;

Upon a roll call vote, Mr. Chambers, aye; Mr. Gastrock, aye; Mr. Neal, aye; Mr. Peropat, aye; Mr. West, aye; Mrs. Shabloski, aye; Mr. Lawton, aye; Motion carried. Mr. Poirier and Mr. Kramer were absent.

C. Recall of Furloughed Wellsboro Area School District Employee - A motion was made by Mrs. Shabloski, seconded by Mr. Neal, to approve the recall of furloughed WASD employee, Daniel Long, as Grades 7 & 8 Mathematics Teacher, Step #14, Bachelors, \$60,155, effective August 23, 2012, in accordance with Appendix D, Section D-10 – Suspension and Recall.

Upon a roll call vote, Mr. Chambers, aye; Mr. Gastrock, aye; Mr. Neal, aye; Mr. Peropat, aye; Mr. West, aye; Mrs. Shabloski, aye; Mr. Lawton, aye; Motion carried. Mr. Poirier and Mr. Kramer were absent.

D. Extra-Curricular Hires - A motion was made by Mr. Chambers, seconded by Mrs. Shabloski, to approve the following extra-curricular hires for the school year 2012-2013:

1. Glenda McCarthy	Charlotte Lappla Head Teacher	\$1,980.70
2. Heather Ladd	Middle School Student Council Co-Advisor	690.62
3. Shane Mascho	Odyssey of the Mind Coordinator (MS)	824.00
4. Kimberly Smith	Middle School Marching Band Instructor	2,753.11
5. Erin Szentesy	High School Yearbook Business Co-Manager	523.76
6. Erin Szentesy	High School Yearbook Co-Advisor	1,109.83
7. Judi Hume	Odyssey of the Mind Coordinator (Elem.)	856.00
8. Todd Outman	Middle School Head Teacher	1,980.70
9. Peter Davis	HS Fall Drama Director	1,184.49
10. Christina Simonis	Spring Musical	2,303.08
11. Ed Hamm	MS Soccer Head Coach	2,431.83
12. John Shaffer	HS Boys Soccer Head Coach	3,676.07
13. Carolyn Mitchell	HS Girls Soccer Head Coach	3,569.00
14. Chelsea Martin	HS Girls Basketball Assistant Coach	2,874.00
15. Lara Miller	HS Senior Class Advisor	1,360.00
16. Jodi Wieder	HS Student Council Advisor	1,341.00
17. John DeLeonardis	Strength & Conditioning Coach	7,066.28
18. Shane Cleveland	AV Coordinator	1,538.00
19. Tammy Knowlton	On-Line Education Mentor (WOA)	\$32.00/hr – maximum of ten (10) hours per week
20. Sharon Mohr	On-Line Education Mentor (WOA)	\$32.00/hr-maximum of ten (10) hours per week
21. Barbara West	On-Line Education Mentor (WOA)	\$32.00/hr-maximum of ten(10) hours per week

Upon a roll call vote, Mr. Chambers, aye; Mr. Gastrock, aye; Mr. Neal, nay; Mr. Peropat, aye; Mr. West, aye; Mrs. Shabloski, aye; Mr. Lawton, aye; Motion carried; Mr. Poirier and Mr. Kramer were absent.

E. Extra-Curricular Hire - A motion was made by Mr. Chambers, seconded by Mr. Peropat, to approve the following extra-curricular hire for the school year 2012-2013:

1. Kristen West	MS Student Council Co-Advisor	\$ 690.62
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Upon a roll call vote, Mr. Chambers, aye; Mr. Gastrock, aye; Mr. Neal, aye; Mr. Peropat, aye; Mr. West, abstained; Mrs. Shabloski, aye; Mr. Lawton, aye; Motion carried; Mr. Poirier and Mr. Kramer were absent.

F. Extra-Curricular Hire - A motion was made by Mr. Neal, seconded by Mr. Chambers, to approve the following extra-curricular hire for the school year 2012-2013:

1. Jill Gastrock	HS Yearbook Business Co-Manager	\$ 523.76
	HS Yearbook Co-Advisor	\$1,109.83
	On-Line Education Mentor (WOA)	\$32.00/hr-maximum of ten (10) hours per week

Upon a roll call vote, Mr. Chambers, aye; Mr. Gastrock, abstained; Mr. Neal, aye; Mr. Peropat, aye; Mr. West, aye; Mrs. Shabloski, aye; Mr. Lawton, aye; Motion carried; Mr. Poirier and Mr. Kramer were absent.

G. Hires for Wellsboro Online Academy Summer School Teachers - A motion was made by Mrs. Shabloski, seconded by Mr. Neal, to approve the following individuals to serve as Wellsboro Online Academy Summer School Teachers, effective June 18, 2012 at the rate of \$32 per hour – maximum of ten (10) hours per week and contingent on the number of students enrolled for Wellsboro Online Academy Summer School:

- | | | |
|---------------------|----------------------|-------------------|
| 1. Susan Hackett | 6. Jeff Zuchowski | 11. Erin Szentesy |
| 2. Tammy Martin | 7. Tina Colton | |
| 3. Karen Farrer | 8. Rhoda Mann | |
| 4. Heather Callahan | 9. Brandon Falk | |
| 5. Edward Hamm | 10. Elizabeth Hoover | |

Upon a roll call vote, Mr. Chambers, aye; Mr. Gastrock, aye; Mr. Neal, aye; Mr. Peropat, aye; Mr. West, aye, Mrs. Shabloski, aye; Mr. Lawton, aye; Motion carried; Mr. Poirier and Mr. Kramer were absent.

3. **STUDENT**

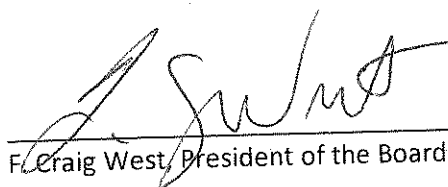
A. Overnight Field Trip Request - A motion was made by Mr. Shabloski, seconded by Mr. Neal, to approve the following overnight field trip request:

1. Lara Miller, High School French Teacher, to take approximately 25 students to France, Spain and Monaco on March 11 - 20, 2014.

Upon a roll call vote, Mr. Chambers, aye; Mr. Gastrock, aye; Mr. Neal, aye; Mr. Peropat, nay; Mr. West, aye, Mrs. Shabloski, aye; Mr. Lawton, aye; Motion carried; Mr. Poirier and Mr. Kramer were absent.

XII. Public Comment - Jim Reifer of Wellsboro, PA questioned the Board about the short term plan for the football stadium this fall. Superintendent Morral announced that the District had looked into portable bleachers which would cost approximately \$20,000 for 150 seats. This was not feasible. He stated that there is no perfect solution but the District will do the best as we can possibly do. There will be home games and fortunately, we are blessed to have the "hill" which will help out.

XIII. Adjournment – A motion was made by Mrs. Shabloski, seconded by Mr. Chamber, to adjourn the meeting at 7:59 PM. All ayes.


Craig West, President of the Board


Linda K. Gamble, Board Secretary

Conflict of Interest Abstention Memorandum

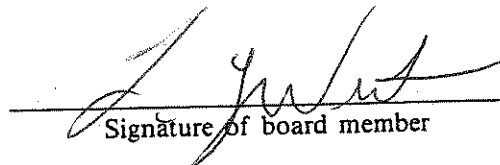
TO: Board Secretary, Wellsboro Area School District
FROM: F. Craig West board member
DATE: June 12, 2012

Pursuant to Pennsylvania's "Public Official and Employee Ethics Law" I hereby declare that I am required to abstain regarding the following issue/motion:

XI. Action Item:
2. Personnel
E. Extra-curricular Hire of Kristen West

My conflict/reason for abstaining is as follows:

She is my daughter.



Signature of board member

NOTE: Section 3(J) requires the following procedure:

"Any public official or public employee, who in the discharge of his official duties, would be required to vote on a matter that would result in a conflict of interest shall abstain from voting and, prior to the vote being taken, publicly announce and disclose the nature of his interest as a public record in a written memorandum filed with the person responsible for recording the minutes for the meeting at which the vote is taken" (emphasis added)

This memorandum does **not** have to be utilized when a conflict is defined "by any law, rule, regulation, order or ordinance," for example the School Code (Section 1111) prohibits voting to hire certain relatives.

Conflict of Interest Abstention Memorandum

TO: Board Secretary, Wellsboro Area School District

FROM: Christopher Gastrock board member

DATE: June 12, 2012

Pursuant to Pennsylvania's "Public Official and Employee Ethics Law" I hereby declare that I am required to abstain regarding the following issue/motion:

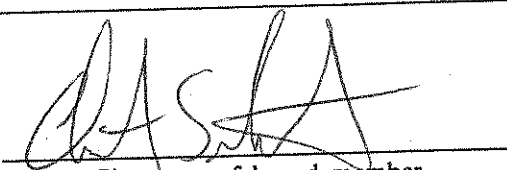
XI. Action Item:

2. PERSONNEL

F. Extra-Curricular Hire of Jill Gastrock

My conflict/reason for abstaining is as follows:

Jill is my wife.


Signature of board member

NOTE: Section 3(J) requires the following procedure:

"Any public official or public employee, who in the discharge of his official duties, would be required to vote on a matter that would result in a conflict of interest shall abstain from voting and, prior to the vote being taken, publicly announce and disclose the nature of his interest as a public record in a written memorandum filed with the person responsible for recording the minutes for the meeting at which the vote is taken" (emphasis added)

This memorandum does **not** have to be utilized when a conflict is defined "by any law, rule, regulation, order or ordinance," for example the School Code (Section 1111) prohibits voting to hire certain relatives.