

WELLSBORO AREA SCHOOL DISTRICT

Board of Education Meeting

September 11, 2012

High School LGI Room – 7:00 PM

MINUTES

Called to order by Vice President Carl Chambers at 7:01 PM in the Wellsboro Area High School Large Group Instruction Room, 225 Nichols Street, Wellsboro, Pennsylvania.

Vice President Carl Chambers led in the Pledge of Allegiance. Mr. Chambers asked the audience to remain standing in remembrance of the events that occurred on September 11, 2001.

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

Present were the following: Mr. Christopher Morral, Mrs. Marcia Newcomb; Mr. Steven Adams, Mr. Patrick Hewitt, Mr. David Krick, Mr. Mike Pietropola, Mr. Robert Kreger and Mr. Scott Keck; Board Secretary, Linda Gamble; Student Representatives: Troy Kennedy, Jr., James Mundy, Jr. and Justin Whelchel; Press Present: Natalie Kennedy (Wellsboro Gazette);

Announcement of any Executive Sessions: None

Vice President Carl Chambers read the Guidelines for Public Comment.

Concerned Resident Issues: None

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

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

- A. Minutes of Previous Meeting – Regular Board Meeting of September 11, 2012;
- B. Financial Reports – Board Summary Report (July, 2012); Board Summary Report (August, 2012); 2011-12 Student Activity Fund Summary 6/30/12; 2012-13 Student Activity Fund Summary 7/31/12; 2012-13 Student Activity Fund Summary 8/31/12; Capital Improvements/Stadium Fund/General Fund Information Report 8/31/12;
- C. Approval of Bills – 2011-12 and 2012-2013 General Fund Invoices; 2012-13 Add-On General Fund Invoices; 2012-13 School Lunch Fund Invoices; and Stadium Fund Invoice;

The motion passed by unanimous voice vote.

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

Report from Student Representatives

Mr. Krick introduced the senior representative, Justin Whelchel, along with two junior representatives, Troy Kennedy, Jr. and James Mundy, Jr. They reported to the Board all the various clubs and events happening in the District, as well as sporting events.

Report from the Superintendent

Superintendent Morral reported a good start for the new school year. He introduced as our new addition to the high school, Robert Kreger as our new Assistant High School Principal/ Head of Athletics. Superintendent Morral advised that more information will be forthcoming regarding the progression of the new athletic complex. He also advised that Board of the three professional development days that were offered to the teachers in August (August 23, 24 & 25th). The teachers are excited and enthusiastic about our new program, Learning Focused School Strategies. Superintendent Morral told the Board that Administration is putting together the Budget and Finance information for the coming school year and will be presented at the first meeting scheduled sometime in November.

Report from the Business Manager

Mrs. Newcomb reported that the Administration Office is in the process of closing out our 2011-2012 fiscal year (including Child Accounting). We will be getting ready for our local auditors, Allen, Rogers & Osgood in preparation for the 2011-12 audit.

Report from the Administrators

Mr. Adams reported that all new staff and staff that have transitioned to the elementary grades are working out well. Student Template is up and running. All emergency forms are on file for all students in both buildings.

Mr. Pietropola reported that school was off to a good start at the Rock L. Butler Middle School! The students have been doing some painting and decorating thanks to Mrs. Ladd and her art classes. Middle School sports are also going well.

Mr. Kreger reported that school was off to a good start (also) at the High School! It is the busiest time of year with multiple events happening every night. Mr. Kreger gave accolades to Scott Keck, Tyler DeLeonardis and Phil Gastrock for their work and promptness of completion. Rob also gave an update on the athletic facility and preparation of events (Press box, roping for crowd control, security, etc.) There was discussion held regarding spectators on the track and the potential damage to the surface.

Mr. Krick reported there are three types of delivery systems for Career and Technical Education (CTE) classes. In the past, the Occupational and Tech Prep delivery method was used. DPE has indicated that all CTE classes must use the Program of Study (POS) methods by the 2013-14 school year. Mr. Krick advised that he has successfully had all three of the District's current programs approved as a POS delivery and gained approval for a fourth program in the Construction area. He advised that the Perkins Grant has been substantially approved for the 2012-13 school year in the amount of \$26,320.00. The Wellsboro Chapter of the National Honor Society has two new advisors and a faculty committee which is getting ready for the 2012-13 selection process. He advised that his building office changes are going well and appear to be beneficial to all. Students had club sign ups and there are 22 clubs for students to choose.

Mr. Hewitt reported that the School Improvement Plan for the Rock L. Butler Middle School was submitted. The major area of focus was the continued implementation of Learning Focused as well as the emphasis on using Study Island as a resource and providing training to all teachers and instructional aides.

CONSENT ITEMS:

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

1. **ADMINISTRATION AND ORGANIZATION**

A. **Second Reading and Adoption of Revised Board Policy #620-Fund Balance**

Consideration of approval to adopt revised Board Policy #620 – Fund Balance, as presented.

B. **Second Reading and Adoption of Revised Board Policy #117-Homebound Instruction**

Consideration of approval to adopted revised Board Policy #117 – Homebound Instruction, as presented.

C. **Approval of Bid Opening and Award of Bid**

Consideration of approval of the Minutes of the following bid opening and award of bid:

1. Bid Opening for WASD Pole Building Materials – August 28, 2012 at 2:00 PM - Administration Center
Award of Bid: M & M Barn Sales, Inc. \$31,833.43

D. **WASD Mission and Vision Statement and District Goals for School Year 2012-2013**

Consideration of approval of the Wellsboro Area School District Mission and Vision Statement and District Goals for School Year 2012-2013 as presented.

E. **Appointment of Allen, Rogers and Osgood, CPA**

Consideration of approval to appoint Allen, Rogers and Osgood CPA to perform the independent financial audit of Wellsboro Area School District's records for the fiscal year ending June 30, 2012 and to perform the Single Audit of Federal Programs for fiscal year ending June 30, 2012 at a cost not to exceed the sum of \$20,500 (standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to the audit).

2. **PERSONNEL**

A. **Extra-Curricular Resignation**

Consideration of approval to accept letter of resignation from Dan Marple, Middle School Boys Basketball Head Coach, effective August 13, 2012;

B. **Extra-Curricular Volunteer Appointments**

Consideration of approval for the following extra-curricular volunteer appointments for the school year 2012-2013:
Kody McCracken, as Volunteer High School Volleyball Assistant Coach, pending receipt of all required clearances;
Elizabeth Hoover, as Volunteer Middle School Soccer Assistant Coach, effective August 8, 2012;
Keith Cavanaugh, as Volunteer Middle School Football Assistant Coach, effective August 10, 2012;
Brianna L. Erdmann, as Volunteer High School and Middle School Marching Band Assistant Instructor, effective August 13, 2012;
Melinda Kramer, as Volunteer Northern Tier Aquatics Club representative for Wellsboro High School swimmers, for the school year 2012-2013.

C. **Appointment of Internship**

Consideration of approval for the following appointment: Christine Higgs, Mansfield University, interning with Dr. Ben Largey, School Psychologist from August 27 – December 15, 2012, pending receipt of all required clearances.

D. Tenure

Consideration of recognition of the following teachers who have attained tenure in accordance with the requirements of Section 1121 of the PA School Code, amended by Act 66 of 1996:

1. Jessica Copp after successfully completing three years of teaching as an elementary teacher;
2. Heather (Curchoe) McCabe after successfully completing three years of teaching as an elementary teacher;
3. Matthew Perry after successfully completing three years of teaching as an elementary teacher;
4. Brandon Falk after successfully completing three years of teaching as a High School Biology teacher;
5. Mary Nance after successfully completing three years of teaching as an English 7-12 teacher;
6. Leah Mosher after successfully completing three years of teaching as an elementary teacher;
7. Angela Rhone after successfully completing three years of teaching as an elementary teacher;
8. Mary Freeman after successfully completing three years of teaching as an elementary teacher;
9. Shannon Ferry after successfully completing three years of teaching as a Special Education teacher;
10. Brandie Boyce after successfully completing three years of teaching as an elementary teacher;
11. Anjanette Cole after successfully completing three years of teaching as a Special Education teacher;

E. Resignation

Consideration of approval to accept letter of resignation from Nicole VanDixon, Special Education Instructional Aide, effective August 8, 2012.

F. Conference Requests

Consideration of approval for the following conference requests:

1. Jennifer Ingerick-Outman (5th Grade Teacher), Shannon Ferry (5th Grade Teacher), Margaret Ball (5th Grade Teacher), Vicki Campbell (5th & 6th Grade Teacher), Kevin Post (7th Grade Teacher), Jeff Zuchowski, (7th & 8th Grade Teacher) and Pat Hewitt, Fed. Prog. Coordinator, to attend "The Instructional Solutions Group: The Next Level- Literacy Strategies for the Common Core on September 18, 2012 in Williamsport, PA. (approximate costs of \$1,498 to be paid from 2010-2011 School Improvement Grant)
2. Jennifer Erway, High School/Middle School Spanish Teacher, to attend "ACTFL" (Language Conference), September 16-18, 2012 in Philadelphia, Pa (approximate costs of \$390.00 to be paid from Building Budget)

3. STUDENT

A. Independent Study Proposals

Consideration of approval for the following independent study proposals:

1. Elizabeth Pfisterer, senior, requests to take an independent study – **Dual Enrollment Psychology**, a .5 credit course. Instruction will be provided during the 2012-13 Fall semester by Ms. Sherry Mohr, High School Social Studies Teacher.)
2. Chance Borden, junior, requests to take an independent study – **Plant Science 3 + 4**, a one (1) science credit course. Instruction will be provided during the 2012-13 Fall and Spring semesters by Ms. Melanie Berndtson, High School Horticulture/AgScience Teacher.
3. Cheyenne Wetherbee, junior, requests to take an independent study – **Plant Science 3 + 4**, a one (1) science credit course. Instruction will be provided during the 2012-13 Fall and Spring semesters by Ms. Melanie Berndtson, High School Horticulture/AgScience Teacher.

B. Request for Homebound Instruction

Consideration of approval for homebound instruction for Student #1 2012-2013 as per her family physician for a period of four (4) weeks.

4. **OTHER**

A. **2012-2013 WASD Substitute List**

Consideration of approval for the 2012-2013 WASD Substitute List as presented.

B. **Handicap Aide Monitor**

Consideration of approval for the following handicap aide monitor for Benedict's Bus Service:

1. Thomas Brown, pending receipt of required clearances;

C. **Transportation Driver**

Consideration of approval for the following transportation driver:

1. Allen D. McCawley, school bus driver for Niles Transportation, pending receipt of required clearances;

D. **2012-2013 WASD School Bus Driver List**

Consideration of approval for the 2012-2013 WASD School Bus Driver List.

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

XI. **ACTION ITEMS:**

1. **ADMINISTRATION AND ORGANIZATION**

A. **Creation of WAESPA (Wellsboro Area Education Support Professionals Association) Position** – A motion was made by Mr. Peropat, seconded by Mr. Kramer to approve the creation of a full-time (8 hrs. per day/12 months) Middle School Custodian, effective September 17, 2012 to be included in the Contract between Wellsboro Area School District and Wellsboro Area Education Support Professionals Association, Article IX-9-1.02 Classifications (a) Bargaining Unit Employee Classifications.

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

B. **The EHL Consulting Group, Inc. Agreement** - A motion was made by Mr. Peropat, seconded by Mr. Neal to approve to enter into Memorandum of Understanding with The EHL Consulting Group, Inc. whereby they will represent the District for the ***“Implementation of a Pre-Campaign Assessment Leading to a Comprehensive Fundraising Initiative”*** for the sum of \$25,000 commencing August 15, 2012 and ending approximately November 15, 2012. Said Assessment shall include but not be limited to 35-40 in-person interviews as part of the project and conducting a conference with WASD's leadership to assess the possibility of moving forward on a comprehensive fundraising initiative to provide funding for a new community sports athletic complex.

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

Quandel Construction Group, Inc. – A motion was made by Mr. Peropat, seconded by Mrs. Shabloski to approve the acceptance of the RFP for Construction Management Agency Services from Quandel Construction Group, Inc. for Phase I – Pre-Construction Management fee in the amount of \$17,500. Phase I (Program/Conceptual/Schematic Pricing Package) shall run for three (3) months, effective September 13, 2012 to December 13, 2012.

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

2. **PERSONNEL**

A. Transfer of Support Staff Personnel – A motion was made by Mrs. Shabloski, seconded by Mr. Poirier to approve the following support staff transfer:

1. Robin Southard, **from** full-time (8 hrs. per day/12 months) High School Custodian, **to** full-time (8 hrs. per day/12 months) Middle School Custodian, effective September 18, 2012. Present pay rate will remain the same.

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

B. Hires – A motion was made by Mr. Peropat, seconded by Mrs. Shabloski to approve the following hires:

1. Deanna Powell, Special Education Instructional Aide, part-time, 5 hrs/9 months, effective August 23, 2012 at a rate of \$10.00 per hour during the first 60-working day probationary period, contingent on completion of required coursework at PATTaN by September 21, 2012.
2. Kenneth Power, part-time groundskeeper, at a rate of \$10.00 per hour, on an “as-needed basis”, effective August 27 – November 16, 2012.

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

C. Hire - A motion was made by Mr. Peropat, seconded by Mr. Neal to approve the hire of Carol Anne Shabloski, part-time groundskeeper, at a rate of \$10.00 per hour, on an “as-needed basis”, effective August 27 – November 17, 2012, pending receipt of all required clearances.

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

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

1. John Davis	High School Football Assistant Coach	\$3,491
2. Rick Mihalik	High School Wrestling Head Coach	\$4,824.63
3. Cheri Butler	Band-Front Color Guard Instructor	\$1,107
4. Mike McLaughlin	Percussion Coordinator	\$1,140.11

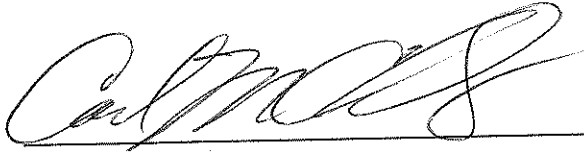
Upon a roll call vote: Mr. Chambers, aye; Mr. Gastrock, aye; Mr. Kramer, aye; Mr. Neal, nay; Mr. Peropat, aye; Mrs. Shabloski, aye; Mr. Poirier, aye; Motion carried. Mr. West and Mr. Lawton were absent.

E. Security Guard Hires – A motion was made by Mrs. Shabloski, seconded by Mr. Peropat to approve the hiring of the following security guards as needed by the Athletic Program:

1. Richard D. Osgood 7895 Route 6, Wellsboro, PA
2. Kenneth Power 8008 Route 549, Millerton, PA 16936

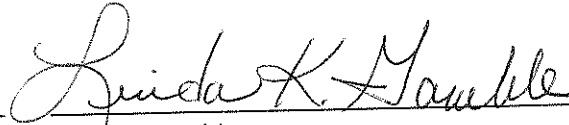
Upon a roll call vote: Mr. Chambers, aye; Mr. Gastrock, aye; Mr. Kramer, aye; Mr. Neal, aye; Mr. Peropat, aye; Mrs. Shabloski, aye; Mr. Poirier, aye; Motion carried. Mr. West and Mr. Lawton were absent.

- XII. Public Comment - Jim Reifer thanked the Board for providing funds for our Marching Band to travel to the football game played at Troy on September 7th. He accompanied the band on that trip.
- XIII. Adjournment – A motion was made by Mr. Peropat, seconded by Mr. Neal to adjourn the meeting at 7:34 PM. All ayes.



Carl Chambers

Vice President – WASD Board of Education



Linda K. Gamble

WASD Board Secretary

Conflict of Interest Abstention Memorandum

TO: Board Secretary, Wolkboro Area School District
FROM: Atalanta Shabloski board member
DATE: Sept 11, 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:

X1- 2 Personnel - C. (Hire)

My conflict/reason for abstaining is as follows:

relation


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.