

WELLSBORO AREA SCHOOL DISTRICT

Board of Education Meeting

August 13, 2013

High School LGI Room – 7:00 PM

MINUTES

Called to Order by President Craig West at 7:00 PM in the Wellsboro Area High School Large Group Instruction Room, 225 Nichols Street, Wellsboro, PA.

President Craig West led in the Pledge of Allegiance.

Roll Call of Members: Mr. Christopher Gastrock, Mr. Christopher Neal, Mr. John Peropat, Mr. Steven Kramer, Mr. Matthew Feil, Mr. Glenn Poirier, and Mr. Craig West. Member absent: Mrs. Atalanta Shabloski

Announcement of any Executive Session: None

Present were the following: Mr. Christopher Morral, Mrs. Marcia Newcomb, Mr. Patrick Hewitt, Mr. David Krick, Mr. Mike Pietropola, Mr. Scott Keck, Mr. Robert Kreger; Board Secretary, Linda Gamble; Bruce Vickery, WASD Solicitor; Press Present: Natalie Kennedy (Wellsboro Gazette); Cheryl Clarke (Williamsport Sun Gazette); Visitors Present: Wayne Hackett

Concerned Resident Issues: None

Approval of Agenda – A motion was made by Mr. Peropat, seconded by Mr. Poirier to approve the Agenda with Item 2-C-1 on the Consent Agenda pulled and placed under the Action Items for a roll call vote. The motion passed by unanimous voice vote.

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

- A. Minutes of Previous Meeting: June 11, 2013;
- B. Financial Reports – Board Summary Report for June 2013 and Board Summary Report for July 2013;
- C. Approval of Bills - 2012-13 General Fund Invoices (6/30/13); 2012-13 General Fund Invoices (7/10/13); 2012-13 General Fund Invoices (8/8/13); 2013-14 General Fund Invoices (7/10/13); Stadium Fund Bills (7/10/13); Stadium Fund Bills (8/8/13); 2012-13 School Lunch Fund Bills (7/10/13); 2013-14 School Lunch Fund Bills (9/9/13)

Public Comment on Title I and other Federal Programs – None

Report from Student Representative – Troy Kennedy reported to the Board that Home-Coming will be scheduled early this year – September 22-27. Sports have already started and they are still looking for additional school board reps.

Report from the Superintendent – Superintendent Morral brought to the Board's attention recent happenings as well as things to come. The District's Maintenance Department was commended by the Superintendent for the job they have done and continue to do on a daily basis. He noted the grounds were shaping up, and capital projects were getting completed. Mr. Morral also noted that his Administrative Team had been very busy during the summer with interviews, training, staffing, and final preparation for the new school year. He noted as a quick FYI on enrollment, the District had ended the 2013-13 school year with an enrollment of 1,512. As of August 11, 2013, the District was beginning the 2013-14 school year with a projected enrollment of 1,519.

Report from the Business Manager - Mrs. Newcomb reported that the business office was inundated with auditors, both local and state. We are finishing up the 2012-13 school year's business records and getting setup with the 2013-14 ones. We are very busy.

Report from the Administrators –

Mr. Mike Pietropola, Middle School Principal, advised the Board that the 6th Grade Hall painting had been completed as well as two classrooms. The concrete project is just about completed.

Mr. Robert Kreger, High School Assistant Principal, reported that the sport season started on Monday, August 12, 2013 and had a good start. The Coaches' Meeting was held on August 13th. Overall, sports numbers are stable or above last year.

Mr. Pat Hewitt, Federal Prog. Coord/Director of Curriculum & Instruction reported that he was trained and certified to deliver the first four day sessions of Learning Focused; he also took a course in using iPads in education and completed the NISL Coaching course this summer. Long summer of schooling!!

Mr. David Krick, High School Principal, reported on the Perkins Grant and other items of interest happening at the High School.

CONSENT ITEMS

A motion was made by Mr. Peropat, seconded by Mr. Feil to approve the Consent Agenda with Item 2-C1 pulled and placed under the Action Items.

1. ADMINISTRATION AND ORGANIZATION

A. WASD Mission and Vision Statement and District Goals for School Year 2013-14

Consideration of approval of the Wellsboro Area School District's Mission and Vision Statement and Goals for School Year 2013-14.

B. 2013-14 Voluntary Student Accident Insurance Coverage

Consideration of approval of ACE American Insurance Company as the District's provider for Voluntary Student Accident Insurance Coverage for the 2013-14 school year including **Plan #1** School Time Coverage (\$30 per student-while student is traveling to and from school and while attending school sponsored activities during regular school day) and **Plan #2** 24 Hour Coverage (\$116 per student-covers student accidents 24 hours, 7 days per week).

C. Approval of Interscholastic Sports Insurance Policy

Consideration of approval for the renewal of the WASD's Interscholastic Sports Insurance Policy with ACE American Insurance Company with a premium of \$11,889 for the 2013-14 school year with the following coverage: all school sponsored interscholastic sports activities (Grades 7-12); marching band and cheerleader activities in conjunction with interscholastic sports; non-athletic one day in-state school sponsored and supervised student field trips (Grades K-12); all school sponsored class trips, including trips to Europe; students participating in School Work programs; off-season supervised physical conditioning rider; unpaid volunteers.

D. Approval of Revised Job Descriptions

Consideration of approval for the following revised job descriptions for:

1. Librarian (last revision: July 1997)
2. School Nurse (latest revision: July 1997)
3. Teacher (latest revision: July 1997)
4. Guidance Counselor (latest revision: July 1997)
5. Certified Reading Specialist (latest revision: May 2006)
6. E.S.L. Teacher (latest revision: December 2004)
7. Instructional Aide (latest revision: November 1997)

PERSONNEL

A. **Resignations**

Consideration of approval to accept letters of resignation from:

1. Melissa Kulka, School Psychologist, effective July 3, 2013;
2. Rachel Thompson, Middle School Special Education Instructional Aide, effective August 3, 2013;
3. Kimberly Smith, Middle School Music Teacher, effective August 27, 2013;

B. **Extra-Curricular Volunteer Appointments**

Consideration of approval for the following extra-curricular volunteer appointments for the school year 2013-2014:

1. Adrienne Hampson as Volunteer High School Assistant Cheerleading Advisor;
2. Sidnei Reese as Volunteer High School Assistant Cheerleading Advisor;
3. Ethan Callahan as High School Football Volunteer Assistant Coach, pending receipt of required clearances .
4. Keith Cavanaugh as Middle School Football Volunteer Assistant Coach;
5. Natalia Vogler as High School Girls Soccer Volunteer Assistant Coach, pending receipt of required clearances.

C. **Conference Requests**

Consideration of approval for the following conference requests:

1. Philip Snyder, High School Physical Education Teacher, to attend "Project Adventure-Debriefing", Beverly, MA on August 15-13, 2013 (approximate costs of \$1,400 to be paid from the PEP Grant)

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. Nathan Babcock after successfully completing three years of teaching as a Health & Physical Education teacher;
2. Tiffany Springsted Getty after successfully completing three years of teaching as a Chemistry teacher;
3. Lara Miller after successfully completing three years of teaching as a French teacher;
4. Benjamin Miller after successfully completing three years of teaching as a Social Studies teacher;
5. Shane Mascho after successfully completing three years of teaching as a School Counselor;

E. **Extra-Curricular Resignation**

Consideration of approval to accept letter of resignation from Carolyn Mitchell as High School Girls Soccer Head Coach, effective immediately.

3. **OTHER**

A. **2013-2014 WASD Substitute (Professional & Support) List**

Consideration of approval for the 2013-2014 WASD Substitute List as presented.

B. **2013-2014 WASD School Bus Driver List**

Consideration of approval for the 2013-2014 WASD School Bus Driver List as presented.

4. **STUDENT**

A. **Overnight Field Trip Request**

Consideration of approval for the following field trip request:

1. Melanie Berndtson, High School Horticulture/AgScience Teacher, to take 6 FFA students to Eastern States Expo in Springfield, MA on September 12-15, 2013.

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

XI. **ACTION ITEMS:**

1. **ADMINISTRATION AND ORGANIZATION**

A. WASD School Breakfast/Lunch Meal Prices for School Year 2013-14 – A motion was made by Mr. Chambers, seconded by Mr. Poirier to approve the Wellsboro Area School District's School Breakfast/Lunch Meal Prices for School Year 2013-14 as presented (unchanged from School Year 2012-13).

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

B. PSBA Voting Delegates Appointment - A motion was made by Mr. Kramer, seconded by Mr. Gastrock, to approve the appointment of Atalanta Shabloski and John Peropat as voting delegates for the PSBA Legislative Policy Council Meeting held on Tuesday, October 15, 2013 during School Leadership Conference in Hershey, PA.

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

C. Agreement between Laurel Management Services and WASD – A motion was made by Mr. Neal, seconded by Mr. Gastrock, to approve Occupational Health Services from Laurel Management Services for alcohol and drug testing of District approved bus drivers for the school year 2013-2014.

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

2. **PERSONNEL**

(From the Consent Agenda)

C – 1 Conference Request - A motion was made by Mr. Peropat, seconded by Mr. Poirier, to approve the conference request of Janet Hill, Rock L. Butler Middle School Building Secretary, to attend "Microsoft Excel 2007-Excel Basics", Elmira, NY on August 22, 2013 (approximate costs of \$137.59 to be paid from Building Budget).

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

A. Transfer of Support Staff and Professional Personnel – A motion was made by Mr. Kramer, seconded by Mr. Neal, to approve the following transfers:

1. Tina Stadler, from part-time (5 hrs. per day/12 months) Rock L. Butler Middle School Custodian, to part-time (5 hrs. per day/12 months) Don Gill Elementary custodian, effective July 15, 2013. Pay rate will remain the same at \$14.20 per hour.
2. Morgan Shaffer, from Elementary Librarian, to Rock L. Butler Middle School Music Teacher, effective August 28, 2013, Step #5, Bachelors, salary of \$48,155 (Professional Salary Schedule for 2012-2013, said amount may be adjusted after negotiations are settled per Contract Agreement between Wellsboro Area School District and Wellsboro Area Education Association).

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

Hires - A motion was made by Mr. Peropat, seconded by Mr. Neal, to approve the following hires:

1. Carly Bowen-Clark, Elementary Teacher (Kindergarten), effective August 28, 2013, Step #1, Bachelors, Salary \$44,155 Professional Salary Schedule for 2012-13, said amount may be adjusted after negotiations are settled per Contract Agreement between WASD and WAEA).
2. Annette Nuss, long-term substitute Elementary (6th Grade) Teacher for the school year 2013-2014, effective August 28, 2013, Step #1, Bachelors, Salary \$44,155 (Professional Salary Schedule for 2012-13, said amount may be adjusted after negotiations are settled per Contract Agreement between WASD and WAEA).
3. Joyce Butler, High School Special Education Instructional Aide, part-time (5 hrs. per day/9 months) effective August 28, 2013 at a rate of \$10.00 per hour during the first 60-working day probationary period contingent on completion of required coursework at PATTaN; Upon satisfactory completion of the probationary period, starting rate of pay will be \$10.91 per hour;
4. Leslie Hilton, Rock L. Butler Middle School Special Education Instructional Aide, part-time (5 hrs. per day/9 months) effective August 28, 2013 at a rate of \$10.00 per hour during the first 60-working day probationary period contingent on completion of required coursework at PATTaN; Upon satisfactory completion of the probationary period, starting rate of pay will be \$10.91 per hour;
5. Kenneth Power, Custodian, part-time (5 hrs. per day/12 months) effective July 22, 2013 at the rate of \$10.00 per hour during the first 60-working day probationary period, then increased to beginning rate of \$11.14 per hour;
6. Amanda Nolan, Charlotte Lappla Special Education Instructional Aide, part-time (5 hrs. per day/9 months), effective August 28, 2013 at a rate of \$10.00 per hour during the first 60-working day probationary period contingent on completion of required coursework at PATTaN and receipt of all required clearances; Upon satisfactory completion of the probationary period, starting rate of pay will be \$10.91 per hour;

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

C. Mentors – A motion was made by Mr. Peropat, seconded by Mr. Kramer, to approve the following mentors:

1. Terri Dunkleberger as mentor of Carly Bowen-Clark, Elementary (Kindergarten) Teacher, for the school year 2013-14 in accordance with the New Teacher Induction Plan.
2. Tina Kreisler as mentor of Annette Nuss, long-term substitute Elementary (6th Grade) Teacher, for the school year 2013-14 in accordance with the New Teacher Induction Plan.

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

D. Extra-Curricular Hires – A motion was made by Mr. Peropat, seconded by Mr. Chambers, to approve the following extra-curricular hires for the school year 2013-14. The stipend for each hire is not listed due to current negotiations being conducted between WASD and WAEA (Wellsboro Area Education Association) for a new contract.

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| 1. John Davis | High School Girls Basketball Head Coach | Season: 11/18/2013 – 03/2014 |
| 2. Ed Hamm | Middle School Boys Basketball Head Coach | Season: 11/18/2013 – 03/2014 |
| | Middle School Soccer Head Coach | Season: 08/12/2013 – 11/2013 |
| 3. Ben Miller | Middle School Boys Basketball Assist. Coach | Season: 11/18/2013 – 03/2014 |
| 4. Darrell Morris | MS Girls Basketball Head Coach | Season: 11/18/2013 – 03/2014 |
| 5. Adrienne Hampson | MS Cheerleading Advisor | |
| 6. Shane Mascho | Middle School Football Head Coach | Season: 08/12/2013 – 12/2013 |
| | High School Baseball Asst. Coach | Season: 03/03/2014 – 06/2014 |
| | Odyssey of the Mind Coordinator (MS) | |
| 7. Jen Outman | Middle School Volleyball Head Coach | Season: 08/12/2013 – 11/2013 |
| 8. Jeff Rupert | Middle School Wrestling Head Coach | Season: 11/18/2013 – 03/2014 |
| 9. Paul Hood | Middle School Cross Country Head Coach | Season: 08/12/2013 – 11/2013 |

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| 10. Philip Prough | HS Baseball Head Coach | Season: 03/03/2014 – 06/2014 |
| 11. Todd Outman | HS Boys Basketball Head Coach | Season: 11/18/2013 – 03/2014 |
| 12. Chase Kriner | High School Boys Basketball Assist. Coach | Season: 11/2013 – 03/2014 |
| 13. Chelsea Martin | High School Girls Basketball Assist. Coach | Season: 11/2013 – 03/2014 |
| 14. John Shaffer | High School Boys Soccer Head Coach | Season: 08/12/2013 – 11/2013 |
| | High School Boys Track Assist. Coach | Season: 03/03/2014 – 05/2014 |
| 15. Todd Fitch | High School Boys Soccer Assist. Coach | Season: 08/12/2013 – 11/2013 |
| 16. Ashley Redell | High School Girls Soccer Assist. Coach | Season: 08/12/2013 – 11/2013 |
| 17. Greg Carr | High School Girls Softball Head Coach | Season: 03/03/2014 – 06/2014 |
| 18. Michelle McNett | High School Girls Softball Assist. Coach | Season: 03/03/2014 – 06/2014 |
| | High School Volleyball Assist. Coach | Season: 08/12/2013 – 11/2013 |
| 19. Nathan Coolidge | High School Boys Tennis Head Coach | Season: 03/03/2014 – 05/2014 |
| 20. David Sanford | High School Boys Track Head Coach | Season: 03/03/2014 – 05/2014 |
| 21. Jeff Zuchowski | High School Girls Track Head Coach | Season: 03/03/2014 – 05/2014 |
| | High School Cross Country Assist. Coach | Season: 08/12/2013 – 11/2013 |
| 22. Elizabeth Hoover | High School Girls Track Assist. Coach | Season: 03/03/2014 – 05/2014 |
| 23. Thomas Schlichter | High School Cross Country Head Coach | Season: 08/12/2013 – 11/2013 |
| 24. Tammy Reese | High School Cheerleading Advisor | |
| 25. John DeLeonardis | Strength & Conditioning Coach | |
| 26. Sharon Zuchowski | High School Volleyball Head Coach | Season: 08/12/2013 – 11/2013 |
| 27. Steven Henneman | Don Gill Head Teacher | |
| 28. Todd Outman | Rock L. Butler Middle School Head Teacher | |
| 29. Mike McLaughlin | Percussion Coordinator | |
| 30. Cheri Butler | Band-Front Color Guard Instructor | |
| 31. Morgan Shaffer | MS/HS (Grades 7-12) Marching Band Instructor | |
| 32. Heather Ladd | Middle School Student Council Co-Advisor | |
| 33. Peter Davis | High School Fall Drama Director | |
| 34. Christina Simonis | Spring Musical | |
| 35. Shane Cleveland | AV Coordinator | |
| 36. Judi Hume | Odyssey of the Mind Coordinator (elementary) | |
| 37. Lara Miller | High School Senior Class Advisor | |
| 38. Jodi Wieder | High School Student Council Advisor | |
| 39. Erin Szentesy | High School Yearbook Business Co-Manager | |
| | High School Yearbook Co-Advisor | |
| 40. Tammy Knowlton | On-Line Education Mentor (WOA) | |
| 41. Sharon Mohr | On-Line Education Mentor (WOA) | |
| 42. Barbara West | On-Line Education Mentor (WOA) | |

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

E. Extra-Curricular Hire – A motion was made by Mr. Chambers, seconded by Mr. Neal, to approve the extra-curricular hire of Jill Gastrock for the school year of 2013-14 as:

1. High School Girls Tennis Head Coach Season: 08/12/2013 – 11/2012
2. High School Yearbook Business Co-Manager
3. High School Yearbook Co-Advisor
4. On-Line Education Mentor (Wellsboro Online Academy)

(Stipend for each hire is not listed due to current negotiations being conducted between WASD and WAEA (Wellsboro Area Education Association) for a new contract)

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

F. Extra-Curricular Hire - A motion was made by Mr. Chambers, seconded by Mr. Peropat to approve the extra-curricular hire for the school year of 2013-14 of Kristen West as:

1. Middle School Girls Basketball Assistant Coach Season: 11/18/2013 - 03/2014
2. Middle School Student Council Co-Advisor

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

G. Hire of Sub-Contractor for Speech & Language Therapist – A motion was made by Mr. Kramer, seconded by Mr. Gastrock, to approve the hire of James Dinsmore, as sub-contractor for the Speech and Language Therapist position presently vacant in the Wellsboro Area School District at the rate of \$50 per hour up to twenty (20) hours per week for the duration of the 2013-14 school year, effective September 3, 2013.

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

H. 2013-2014 WASD Security Guard Approvals - A motion was made by Mr. Peropat, seconded by Mr. Gastrock, to approve the following WASD Security Guards for school year 2013-14:

1. Terry Starkweather
2. Kenneth Power
3. Richard Osgood
4. Kenneth Raymond


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

I. 2013-2014 WASD Security Guard Approval - A motion was made by Mr. Peropat, seconded by Mr. Gastrock, to approve Matthew West as a District Security Guard for the school year 2013-14.

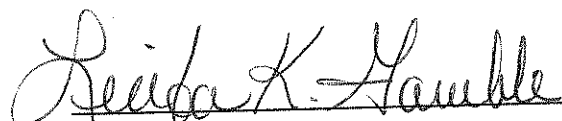
Upon a roll call vote: Mr. Gastrock, aye; Mr. West, abstained; Mr. Peropat, aye; Mr. Poirier, aye; Mr. Feil, aye; Mr. Neal, aye; Mr. Kramer, aye; Mr. Chambers, aye; Motion carried; Mrs. Shabloski was absent.

XII. Public Comment - None

XIII. Adjournment - A motion was made by Mr. Peropat, seconded by Mr. Chambers, to adjourn the meeting at 7:21 PM. All ayes.



F. Craig West
President – WASD Board of Education



Linda K. Gamble
WASD Board Secretary