

WELLSBORO AREA SCHOOL DISTRICT

Board of Education Meeting

May 14, 2013

High School LGI Room – 7:00 PM

MINUTES

Called to Order by President Craig West at 7:04 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. Christopher Gastrock, Mr. Christopher Neal, Mr. John Peropat, Mr. Glenn Poirier, Mrs. Atalanta Shabloski, Mr. Steven Kramer, Mr. Matthew Feil and Mr. Craig West. Member absent: Mr. Carl Chambers

Announcement of any Executive Sessions: President Craig West announced there was an executive session held on May 14, 2013 at 6:00 PM in the High School Faculty Room for the purpose of student matters, budget & finance, legal issue, negotiations and capital campaign update.

Present were the following: Mr. Christopher Morral, Mrs. Marcia Newcomb, Mr. Steven Adams, Mr. Patrick Hewitt, Mr. David Krick, Mr. Mike Pietropola and Mr. Robert Kreger; Board Secretary, Linda Gamble; Bruce Vickery, WASD Solicitor; Press Present: Natalie Kennedy (Wellsboro Gazette) ; Visitors Present: Wayne Hackett; Clayton and Deb Owlett; Steve and Glenda McCarthy; Mike, Bekka & Reese Charles;

Concerned Resident Issues: None

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

A. Minutes of Previous Meeting: April 9, 2013;

B. Financial Reports – Board Summary Report (April 2013); 2012-13 Student Activity Fund Summary; Capital Improvements/Stadium Fund/General Fund Information Report;

C. Approval of Bills – 2012-13 General Fund Invoices; 2012-13 School Lunch Fund Invoices; Stadium Fund Invoices; Capital Improvement Fund Invoices; 2012-13 Add-On General Fund Invoices; 2012-13 Add-On School Lunch Fund Invoices; 2012-13 Add-On Capital Improvement Invoices; 2012-13 Add-On Stadium Fund Invoices;

Public Comment on Title I and other Federal Programs – None

Report from Superintendent – Superintendent recognized the three retiring teachers – Deborah Owlett, Glenda McCarthy and Shirley Olmsted (not present). He presented each of them with a gift from the Board and wished them a happy retirement.

Report from Business Manager – Mrs. Newcomb reported that it has been a busy month in the Administration Office. This includes the completion of the 2013-14 Food Service Management Company Contract, kindergarten registration, budget, negotiations.

Report from the Administrators- Administrators gave a brief update of the prior month's activities.

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 #204 – Attendance**

Consideration of approval to adopt revised Board Policy #204 – Attendance.

B. **Financial Institutions as Depositories for District Funds**

Consideration of approval of the following financial institutions as depositories of District funds for fiscal year 2013-2014:

1. Citizens & Northern Bank: Activity Fund, School Lunch Fund, Athletic Fund, Payroll Fund, Parks & Recreation; Non-Expendable Trust Funds and Expendable Trust Funds;
2. Northwest Savings Bank: General Fund;
3. First Citizens National Bank: General Fund;
4. TD Wealth: Bonds;
5. Pennsylvania Local Government Investment Trust (PLGIT)

C. **Providers of 403 (b) Deferred Compensation Plans**

Consideration of approval of the following institutions as providers of 403 (b) Deferred Compensation Plans for the 2013-2014 fiscal year: Ameriprise Financial Services; First Investors; Franklin Templeton; Kades Margolis; Lincoln Financial Group; Lord Abbett & Company; Oppenheimer Funds; Pacific Life; Security Benefit Life; R. W. Baird

D. **Approval of Bid Opening and Award of Lowest Bid**

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

1. Bid opening for Concrete Sidewalk Project – April 23, 2013 at 3:00 PM – Administration Center Award of Bid: Vermilya Construction; Total Bid: \$39,300

E. **Appointment of District Solicitor for School Year 2013-14**

Consideration of approval for the appointment of Bruce L. Vickery, Esquire, Ginn & Vickery, PC, as solicitor for the Wellsboro Area School District for the school year 2013-14 at the rate of \$125 per hour. In the event that legal assistants are involved, their rate is \$50 per hour. Expenses and costs, including extraordinary postage and supplies, extraordinary duplicating, transportation expenditures, court filing, recording and reporting fees, and such other expenditures shall be billed and itemized on the monthly statement.

F. **Wellsboro Area School-Based Juvenile Probation Program**

Consideration of approval of Agreement between the Wellsboro Area School District, Court of Common Pleas of Tioga County and Juvenile Probation Department to provide a school-based juvenile probation program for School Year 2013-2014 in the amount of \$21,612.

G. **Consultant Agreement**

Consideration of approval to enter into Consultant Agreement with Soldiers and Sailors Memorial Hospital for physical therapy services at the rate of \$58.00 per hour and mileage of \$.56 per mile for the 2013-2014 school year.

H. **Athletic Trainer Service Agreement**

Consideration of approval of Athletic Trainer Service Agreement between Soldiers and Sailors Memorial Hospital and the Wellsboro Area School District, effective August 13, 2013 – May 24, 2014 for a cost of \$10,000 for the term of the Agreement.

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, 2013 through June 30, 2014 as presented.

J. 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, 2013 through June 30, 2014 as presented.

K. IDEA Agreement between WASD and BLaST I.U. #17

Consideration of approval of the 2013-14 IDEA Agreement (Project #062-14-0-017 –CFDA #84.027) between the Wellsboro Area School District and BLaST I.U. #17. Estimated IDEA allocation for the District is \$233,446 (last year's was \$265,411).

L. Special Education Agreement between WASD and BLaST I.U. #17

Consideration of approval of Special Education Agreement between the Wellsboro Area School District and BLaST I.U. #17 for the Intermediate Unit to provide and operate the programs and services (including Detention Services of \$132,483) outlined in Appendix A at an annual cost of \$474,876 for a period running from July 1, 2013 – June 30, 2014. (Note: 2012-13 payment was \$447,855)

M. 2013-2014 Technology Services Contract

Consideration of approval of the 2013-2014 Technology Services Contract between the Wellsboro Area School District and BLaST I.U. #17, said contract providing for Option 1 – Service provided on call without a contract at \$88.00 per hour (8:00 AM – 4:00 PM, Monday-Friday). After hours - \$108.00 with a four hour minimum). Said Agreement shall be for a period from July 1, 2013 – June 30, 2014. (Note: terms remain the same as for Year 2012-13)

N. Dental Hygiene Services Agreement

Consideration of approval to enter into Dental Hygiene Services Agreement for School Year 2013-14 and School Year 2014-2015 with Nicola Kress, Dental Hygienist and Dr. Stephen Ollock, DDS to provide dental hygiene services for all students Kindergarten through Third Grade and Seventh Grade at a per student cost of \$6.50. (NOTE: the fee per student of \$6.50 has remained the same since 2008)

O. Private Parent Transportation Contract

Consideration of approval for private parent transportation contract for the school year 2012-13.

2. PERSONNEL

A. Resignation

Consideration of approval to accept letter of resignation from Robin Southard, Rock L. Butler Middle School Custodian, effective April 23, 2013.

B. Extra-Curricular Volunteer Appointment

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

1. Kristin West as High School Girls (JV) Volunteer Softball Coach;

C. Conference Requests

Consideration of approval for the following conference requests:

1. Pat Hewitt, Matt Guillaume and Joann Yungwirth, Middle School Math Teachers, and Penny Button, Mindy Kramer and Barbara West, High School Math Teachers, to attend “Introduction to Grades 6-12 Common Core Standards for the Math Classroom”, Williamsport, PA on May 23, 2013 (approximate costs of \$662.00 to be paid from the Building Budgets)

2. Melissa Johnston, Physical Education Teacher, to attend “Adventure Curriculum for PE”, Flemington, NJ on July 8 & 9, 2013 (approximate costs of \$829 to be paid from the PEP Grant)

3. Melissa Johnston, Physical Education Teacher, to attend “Achieving Fitness: Adventure Approach”, Flemington, NY on July 10 & 11, 2013 (approximate costs of \$829 to be paid from the PEP Grant)

4. Melissa Johnston, Physical Education Teacher, to attend “Creating Healthy Habits”, Flemington, NY on August 1 & 2, 2013 (approximate costs of \$928 to be paid from the PEP Grant)

5. Melanie Berndtson, High School Horticulture/AgScience Teacher, to attend “Pennsylvania Association of Agricultural Educators Strategic Planning Meeting” on May 22, 2013, State College, PA (no costs incurred by the District)

D. Change of Resignation Date

Consideration of approval to allow a change of resignation date due to retirement from Cynthia Boyce, Transportation/Purchasing Coordinator, with regret, from June 28, 2013 (prior Board Approval on 3/12/2013) to May 20, 2013.

E. Request for Child Rearing Leave

Consideration of approval for the Request for Child-Rearing Leave by Shannon Tice, Elementary Teacher, extending from May 14, 2013 through the end of the school year 2012-13.

3. STUDENT

A. Expulsion Agreements

Consideration of approval of Expulsion Agreements for:

1. Student #6-E 2012-2013;
2. Student #7-E 2012-2013;
3. Student #8-E 2012-2013;
4. Student #9-E 2012-2013;

B. Request to Establish Student Activity Account

Consideration of approval to establish the following student activity account:

1. Middle School Drama – Purpose: to produce plays & musicals at the Middle School Level; Benefit: Students will gain experience and confidence and learn the “In’s and Out’s” of a theatre performance; Fund Raising: Ticket sales from the shows.

C. Request to Close Student Activity Account

Consideration of approval to close the following student activity account:

1. Middle School Art Club – with no remaining balance. (Attachment X-3C-1)

D. Overnight Field Trip Request

Consideration of approval for the following field trip request:

1. Lisa Higham, High School English Teacher, to take 4 students (Scholarship Challenge) to Atlanta, Georgia on May 24 – 27, 2013.

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

ACTION ITEMS:

PERSONNEL

A. Hire – A motion was made by Mrs. Shabloski, seconded by Mr. Poirier, to approve the following hire:

1. Jessica Witmer, Special Education Learning/Emotional Support Teacher, effective August 28, 2013, Step #1, Master's, \$46,820 (Professional Salary Schedule for 2012-20123, said amount may be adjusted after negotiations are settled per Contract Agreement between WASD and WAEA).

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

B. Transfer of Support Staff - A motion was made by Mrs. Shabloski, seconded by Mr. Peropat, to approve the following support staff transfer:

1. James Casher from Wellsboro High School Custodian (full-time) to Rock L. Butler Middle School Custodian (full-time), effective Monday, May 20, 2013.

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

C. Extra-Curricular Hires - A motion was made by Mrs. Shabloski, seconded by Mr. Peropat, to approve the following extra-curricular hires for school year 2013-14:

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| 1. Vincent Pollaro | Middle School Soccer Assistant Coach | Amount to be determined |
| 2. Corey Lewis | High School Golf Head Coach | Amount to be determined |
| 3. Scott Ingerick | High School Wrestling Head Coach | Amount to be determined |
| 4. Don Abplanalp | High School Golf Assistant Coach | Amount to be determined |

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

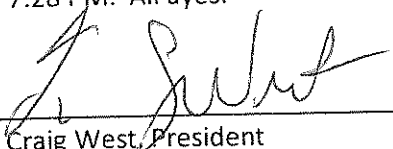
D. Security Guard Hire - A motion was made by Mr. Neal, seconded by Mr. Peropat, to approve the hiring of the following security guard as needed by the Athletic Program:

1. Ken R. Raymond Jr. 56 Bodine Street, Wellsboro, PA

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

XII. Public Comment – None

XIII. Adjournment – A motion was made by Mrs. Shabloski, seconded by Mr. Peropat, to adjourn the meeting at 7:28 PM. All ayes.



F. Craig West, President

Wellsboro Area School District Board of Education



Linda K. Gamble, WASD Board Secretary