

WELLSBORO AREA SCHOOL DISTRICT  
Board of Education  
Work Session  
April 5, 2016

MINUTES

Called to Order by President Matthew Feil at 6:36 PM in the High School LGI Room, 225 Nichols Street, Wellsboro, Pennsylvania.

Roll Call of Members: Mr. Duane Cotner; Mr. John Hoover; Mr. Wayne Hackett; Mr. Tim McCratic; Mr. Stewart Burrous; Ms. Denise Sherman; Mr. Matthew Feil; Mrs. Susan Judlin; Board Member absent: Mr. Chris Gastrock

Present were the following: Administrators: Mr. Patrick Hewitt, Acting Superintendent; Mrs. Bonnie Thompson, Business Manager; Mr. Steven Adams; Mr. Michael Pietropola; Mr. Daren Bryant; Press: Natalie Kennedy (Wellsboro Gazette); Diane Eaton (Williamsport Sun Gazette); Mrs. Linda Gamble, Board Secretary; Visitors: Tina Kreisler; 1<sup>st</sup> Sergeant Trescott; Captain Scarborough; Linda Martin; Marcia Reese; Al Bieber; John Johnston; Tammy Knowlton; Marty Knowlton; Bryan Berguson; Anna Miller; John DeLeonardis; Ben Miller; Heather Callahan; Linda West; Dawn Avery; Joe Avery;

Linda Gamble, WASD Board Secretary, read into the Minutes the Notice of Work Session.

IV. STAR Program – 1<sup>st</sup> Sergeant Trescott was introduced (6:37 PM) He spoke to the Board concerning the ages of students brought into the Program and how the students are brought in. Tim McCratic opened the discussion by saying he has concerns whether elementary students belong in the program. Sergeant Trescott advised that there is one second grade and two third grade students at the present time (repeat offenders). The 20 minute physical training in the morning is modified for students that young. Students also attend an afterschool tutoring time and the program includes visits to the homes of the students. Principal Steve Adams added that most referrals come from parents, who request students be placed in STAR. Principals make those referrals only after all other means have been tried. Principals may decline to make referrals if they feel it is not appropriate. Parents may also remove their child from the STAR program at any time. Board Member Susan Judlin stated that she had no problem with elementary students in the program, adding that it might be an optimal time to change behavior. Board Member John Hoover questioned Principal Mike Pietropola about the use of STAR for minor discipline issues. Principal Pietropola advised that parents sign their student's agenda, which states disciplinary time could be in the STAR room.

V. RACP Grant Progress (7:26 PM) – Acting Superintendent advised the Board that he is working with the Wellsboro Area Education Foundation, Solicitor Chris Lantz, architects, vendors and the State Office of the Budget to resolve bidding issues with the Redevelopment Assistance Capital Program grant. Turf, bleachers and light vendors have agreed to accept payment for work done and the District plans to get quotes for the remainder of the work bringing the District into compliance with grant requirements. The board is also looking at alternative fill material as an option on the bids. The change will probably delay the start of construction, which means fall sports may be held away or at a nearby sporting field.

VI. Wellsboro High School Weight Room (8:00 PM) – John DeLeonardis, WASD Strength and Conditioning Coach, presented to the Board new figures concerning the Weight Room's general supplies and minor repairs list, number of college students, volunteers, military personnel, etc. The Administrative Rule 707 will be presented for approval by the Board at the April 12<sup>th</sup> meeting.

VII. Administrative Cell Phone Usage (8:09 PM) – Bryan Murphy commented on this topic as well as Bonnie Thompson. A spreadsheet was furnished to the board members outlining who in the District had cell phones paid for by the District. He also passed out sample policies from various districts. The matter was directed to the Programs & Policy Committee after obtaining advice from the School Solicitor.

VIII. Memorandum of Understanding – Junior Varsity Baseball/Softball Coach – The Teachers' Union President had sent the Board a Memorandum of Understanding prepared by the Union concerning the Junior Varsity Baseball/Softball Coach matter. The Memorandum states that the Junior-Varsity (JV) Baseball/Softball Coach, as found in Appendix B-1, Extra Duty Salary Schedule, will be hereby referred to as Middle School Baseball/Softball Coach. Current base salary for this position of \$2,298 will remain unchanged. It shall be considered to be listed in the column labeled MS Var., as opposed to its current placement, in the JV (Asst.) column. It was directed by the Board to be placed on the April Agenda for approval.

IX. Buildings & Grounds Documentation – Daren Bryant, Director of Buildings & Grounds, addressed the Board regarding the fire which occurred on March 13, 2016 at the Administration Office. He advised the Board of Tremco's 2016 roof repair quote. Daren also submitted to the Board a warranty concerning the heat wheel which the District was purchasing for the high school. He indicated that a request for asphalt seal coating bids had been duly advertised in the local newspapers and webpage and are awaiting for the bids to come in. Due date: May 1, 2016. He presented to the Board a Quote Worksheet from Penske GMC Truck about the purchase of a GMC Sierra 2500 HD 4WD Double Cab truck. Mr. Bryant presented a quote of \$18,697 for boiler repairs at the Charlotte Lappla Elementary School. Mr. Bryant addressed the Board concerning gasoline pumping station for grounds equipment, the Middle School 17th & 8<sup>th</sup> Grade new locker quote and Don Gill's wall material test results.

X. Review of Revised Job Descriptions for Director of Buildings & Ground, Head Custodian and Facility Maintenance Specialist. Mr. Bryant addressed the Board with changes in the descriptions of Director of Buildings & Grounds, Head Custodian and Facility Maintenance Specialist. It was directed to place the descriptions on the April Board Agenda for approval.

XI. Association Resolution to Obtain Business Credit Card – Mrs. Thompson addressed the Board concerning the need for the District to sign a Resolution in order to obtain a new Visa Credit Card. It was directed to place it on the April Board Agenda.

XII. Participation Agreement for Enrollment for Education Solutions; Service Agreement – PA Regional Wide Area Network (RWAN) E-Rate Consortium and BLaST IU #17 RWAN E-Rate Consortium - Bryan Murphy addressed the Board concerning this matter. He indicated that the Participation Agreement for Enrollment for Education Solutions will run from August 1, 2016 through July 31, 2019. Regarding the Service Agreement, it is a 10 year contract. As indicated in the Agreement, there are four options which the District can choose from. Projected Average Gross cost of \$1,055.77 per month for 120 months; projected Average Net Cost after E-rate is \$410.90 per month for 12 months; (1) Gross cost is \$122.53 per month for each entity. Net Cost after E-Rate is \$39.21 per month for each entity. (2) Following services for which monthly charges are assessed are not subject to E-Rate Discounts – equipment & fiber maintenance \$42.98 per entity per month for 120 months; network management fee \$65.79 per entity per month for 120 months; administrative fee to offset business office, E-Rate and IU bid management costs \$43.86 per entity per month for 120 months; PAIUnet fees –s \$75.66 per entity per month for 120 months; FOR WASD, monthly charges from July 1, 2-16 through June 30, 2016, estimated GROSS Monthly Fee for All Services: \$1,406.59 or less for 120 months. Estimated NET Monthly Fee (after anticipated applicable E-Rate discounts) (\$678.40 or less for 120 months. (Participation includes: postal rate pricing; installation, configuration and maintenance of RWAN Services; internet services; quantity of Private Virtual Circuits or Fiber connections; Regional WAN Consortium members; all related grant administration, E-Rate filing, bids, contracts and E-Fund administration; (3) Buyout Provision – WASD may cancel this agreement and withdraw from the RWAN consortium with no further commitment or responsibility by paying the lump sum of \$17,750 effective July 1, 2021 (withdrawal); \$14,200, effective July 1, 2022 (withdrawal); \$10,650 effective July 1, 2023 (withdrawal); \$7,100 effective July 1, 2024 (withdrawal); \$3,550 effective July 1, 2025 (withdrawal); (4) WASD agrees to budget GROSS amount of cost of services, assuming no E-Rate Discounts during each year of participation in the Regional WAN., WASD agrees to pay BLaST IU #17 an amount that includes an administrative fee applied to the net E-Rate adjusted costs;

Mr. Murphy advised there was a time line on this matter. President Feil asked Tim McCratic to work with Bryan Murphy and Solicitor Chris Lantz regarding this matter. The matter will be placed on the April Board Agenda; if the Board is not ready to make a decision, it will be tabled;

XIII. 2016-2017 WASD Budget – Mrs. Bonnie Thompson, WASD Business Manager, addressed the Board concerning the 2016-17 budget.

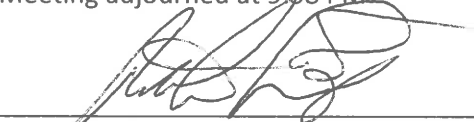
XIV. Approval of Keystone Purchasing Network bids of custodial and athletic supplies for 2016-17 school year - Mrs. Thompson addressed the Board concerning this matter. She indicated that several school districts were involved in this and that is what drives the prices down. It was directed that the approval be placed on the April Board Agenda.

XV. Review of WASD Policy #227 – Controlled Substances/Paraphernalia; Acting Superintendent Pat Hewitt addressed the Board concerning this matter. He indicated that policies should be general to avoid “backing yourself into a corner” but many people who are involved with this, indicate that we do have not definitions within the policy. There has been discussion that the District should start looking into this. What is paraphernalia? Even the law itself is vague. We as a district should bring more clarity to this policy. Joseph and Dawn Avery from the public addressed the Board with this matter in that he has been involved in it this year. Al Bieber also addressed the Board concerning this policy. It was directed that the Programs & Policy discuss this matter and present to the Board a revised policy. Hewitt stated that our philosophy is to change behavior into something more acceptable (first goal). Our procedures that we do have in place is not about pushing kids aside but to provide help getting services for children, allowing chances; however, it might be a good time to look at the policies.

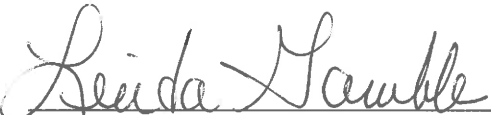
XVI. New District Policy – Board Member Participation at Public Meetings Via Electronic Communications – Board Member John Hoover indicated that a new policy would be forthcoming.

Public Comment – None

Meeting adjourned at 9:38 PM



Matthew Feil, President  
Wellsboro Area School District  
Board of Education



Linda Gamble, Board Secretary  
Wellsboro Area School District  
Board of Education