

WELLSBORO AREA SCHOOL DISTRICT
Board of Education Meeting
August 9, 2016

MINUTES

Called to order by President Matthew Feil at 6:37 PM in the Wellsboro Area High School Large Group Instruction Room, 225 Nichols Sreet, Wellsboro, PA.

President Feil led in the Pledge of Allegiance.

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

Present were the following: Dr. Brenda Freeman, Superintendent; Mrs. Bonnie Thompson, Business Manager; Mr. Mike Pietropola; Mr. Patrick Hewitt; Dr. Ben Largey; Mrs. Amy Repard; Mr. Daren Bryant; Natalie Kennedy (Wellsboro Gazette); Diane Eaton (Williamsport Sun Gazette); Linda Gamble, WASD Board Secretary; Shelby Osgood, Student Representative;

Visitors Present: Joann Osgood; Darin Rathbun; Jessica Witmer; Bonnie Wood; Mark Wood; Annette Nuss; Jim Reifer; Tammy Knowlton; Joyce Butler;

Announcement of Executive Sessions: June 22, 2016 - 5:30 PM, High School Faculty Room, for the purpose of personnel matter; August 9, 2016 – 5:45 PM, High School Faculty room, for the purpose of personnel matters;

Concerned Resident Issues – None

Approval of Agenda – A motion was made by Mr. McCratic, seconded by Mr. Gastrock, to approve the Agenda. The motion passed by unanimous voice vote.

Board Minutes/Financials – A motion was made by Mr. Gastrock, seconded by Mr. Hackett, to approve the Board Minutes/financial as presented:

- A. Minutes of Work Session of July 7, 2016;
Minutes of Special Meeting of July 12, 2016;
- B. Financial Reports: Board Summary Report (June 2016); Student Activity Fund Summary (June 2016); Capital Reserve Report (June/July 2016)
- C. Approval of Bills: General Fund Invoices (June/July 2016); School Lunch Fund Invoices (June 2016); School Lunch Fund Invoices (July 2016); Athletic Facility Renovations Invoices (July 2016)

The motion passed by unanimous voice vote.

Public Comment on Title I and other Federal Programs: None

Administrators:

Dr. Ben Largey spoke to the Board about Wellsboro On-Line Academy, the District's cyber charter school.

Mr. Pietropola thanked his custodians and maintenance team for all of their hard work and commitment to the Middle School. Raw PSSA scores are in and our preliminary scores seem to be on par for what they have been in the past. 35/36 of our students scored proficient/advanced on their Algebra 1 Keystone.

Mr. Hewitt reported that the first day of inservice this year will center on Mental Health awareness.

Mrs. Repard reported that the Extended School Year Programming has finished up; We will need to fill one Part-time aide position.

Mr. Bryant commended his maintenance team on a great summer of getting a lot of work orders done. I also commend my custodial staff on making the buildings look so wonderful. They are on target to be ready for the first day of School. Thanks to my Grounds Crew for all the extra projects they did this summer and to my summer painting crew for all they have done this year. The Charlotte Lappla new burners are being replaced this week and will be ready to go by the time we need heat.

Student Representative Shelby Osgood reported that Student Council is very excited for the new year and we have lots of things planned. Connect 4 will be helping with freshmen orientation.

Superintendent Freeman reported that on Wednesday, August 3, 2016 she was officially commissioned as Wellsboro Area School District Superintendent by the Honorable Jon Wheeler. She was very glad to be full time. She has been able to walk through the buildings and they look wonderful. We are looking forward to a great start in a new school year. We plan to provide a good inservice for the professional staff. She also attended the Senior Expo at the High School which was sponsored by Representative Matt Baker and was very glad to see this. She is also attending many construction meetings. She advised the Board that the administrators are looking at the re-vamping by PDE of graduation requirements and how that may affect our policies.

Bonnie Thompson, Business Manager, answered several questions that were brought up at the Work Session on August 2, 2016 (examples: attendance figures; budget figures; cyber school student attendance; special education funding).

X. **CONSENT ITEMS**

A motion was made by Mr. Gastrock, seconded by Mr. Hackett, to approve the Consent Items as presented:

1. **ADMINISTRATION AND ORGANIZATION**

A. **Second reading and adoption of WASD Policy #431**

Consideration of approval of the second reading and adoption of Wellsboro Area School District Policy #431 –
Section: Professional Employees; Title: Job Related Expenses as presented;

B. **Second reading and adoption of WASD Policy #626**

Consideration of approval of the second reading and adoption of Wellsboro Area School District Policy #626 –
Section: Finances; Title: Federal Fiscal Compliance as presented;

C. **Second reading and adoption of WASD Policy #626.1**

Consideration of approval of the second reading and adoption of Wellsboro Area School District Policy #626.1 –
Section: Operations; Title: Travel Reimbursement-Federal Programs as presented;

D. **Second reading and adoption of WASD Policy #827**

Consideration of approval of the second reading and adoption of Wellsboro Area School District Policy #827 –
Section: Operations; Title: Conflict of Interest as presented;

E. **Second reading and adoption of WASD Policy #006.1**

Consideration of approval of the second reading and adoption of Wellsboro Area School District Policy #006.1 –
Section: Local Board Procedures; Title: Board Member Participation at Public Meetings via Electronic Communications as presented;

F. Second reading and adoption of WASD Policy #808

Consideration of approval of the second reading and adoption of Wellsboro Area School District Policy #808 –
Section: Operations; Title: Food Services as presented;

G. Adoption of Resolution for Authorization of Electronic Signature with the PA Depart. of Education

Consideration of approval for the adoption of Resolution for Authorization of Electronic Signature with the PA
Department of Education as presented.

H. Contract for Music Therapy Services

Consideration of approval for “Contract for Music Therapy Services” contracted through Arts for All, effective
August 29, 2016 through June 2, 2017. (Fees: \$70 per direct service hour for group and individual sessions; \$55 per
hour for consultation (pro-rated for shorter meetings); \$115 for each completed assessment)

I. 2016-17 Voluntary Student Accident Insurance Coverage

Consideration of approval of AXIS Insurance Company as the District’s provider for Voluntary Student Accident
Insurance coverage for the 2016-17 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)

J. Approval of Interscholastic Sports Insurance Policy

Consideration of approval for the renewal of the WASD’s Interscholastic Sports Insurance Policy with AXIS Insurance
Company with a premium of \$12,246 for the 2016-17 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 9Grades 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;

K. Approval to Obtain Requests for Proposals for Banking Services

Consideration of approval for the Wellsboro Area School District Superintendent and/or Business Manager to solicit
Proposals for banking services from local banks.

L. Approval of Sale of Unused/Unneeded WASD Equipment

Consideration of approval for the sale of Unused/Unneeded Wellsboro Area School District equipment to be placed
in an auction in accordance with WASD Policy 706.1 All items will be sold “AS IS” as presented.

M. WOA (Wellsboro Online Academy) Dual-Enrollment Agreement with Galeton Area School District

Consideration of approval to authorize Wellsboro Online Academy to enter into Dual Enrollment Course Agreement
with Galeton Area School District to provide courses in the area of education to eligible students during the 2016-17
school year.

2. PERSONNEL

A. Extra-Curricular Resignation

Consideration of approval to accept letter of resignation from:

1. Tammy Martin as Middle School Volleyball Assistant Coach, effective July 16, 2016.
2. Greg Carr as High School Softball Head Coach, effective August 5, 2016;

B. Extra-Curricular Volunteer Appointments

Consideration of approval for the following extra-curricular volunteer appointments for the school year 2016-17:

1. Duane Cotner, as the Volunteer Swim Coach (designated as the individual responsible for all participating Wellsboro High School Swimmers for participation at PIAA swim meet(s)), effective September 1, 2016 for the 2016-17 school year;
2. Rochelle Boyd, Volunteer Cheerleading Assistant Advisor, effective August 10, 2016;
3. Keith Cavanaugh, Volunteer Middle School Football Assistant Coach, effective August 15 – December 17, 2016;
4. Luke Straniere, Volunteer High School Football Assistant Coach, effective August 15 – December 17, 2016;
5. Connor Coolidge, Volunteer High School Football Assistant Coach, effective August 15 –December 17, 2016;
6. Jared Hurlbert, Volunteer High School Football Assistant Coach, effective August 15 – December 17, 2016 pending receipt of all required clearances;
7. Robert Repard, Volunteer High School Golf Assistant Coach, effective August 15 – October 26, 2016;
8. Brian Berguson, Volunteer High School Golf Assistant Coach, effective August 15 – October 26, 2016 pending receipt of all required clearances;
9. Michele Warner, Volunteer Parent Swim Representative for Wellsboro High School swimmers, effective September 1, 2016;
10. Erin Szentesy, Volunteer Cross Country Assistant Coach, effective August 15 – November 5, 2016;
11. Isaac Cary, Volunteer High School Football Assistant Coach, effective August 15 – December 17, 2016, pending receipt of required clearances;

C. Mentor

Consideration of approval for Rhoda Mann (ESL/At Risk) as mentor for Jill Gianacopoulos, Speech and Language Impaired K-12 in accordance with the New Teacher Induction plan 2015-2018.

D. Resignations Due to Retirement

Consideration of approval to accept letters of resignation due to retirement from:

1. Bonnie Wood, Don Gill Elementary Teacher, with regret, effective November 18, 2016. (Attachment X-2D)
2. Sarah Piaquadio, Administrative Assistant/Accounting, with regret, effective December 31, 2016. Approval to seek and begin application process in order for a new hire to be in place to work with Sarah for thirty (30) days prior to retirement date.

E. Support Staff Resignation

Consideration of approval to accept letter of resignation from Katharine Sammons, Charlotte Lappla Special Education Instructional Aide, effective August 2, 2016. (Attachment X-2E)

3. STUDENT

A. Overnight Field Trip Requests

Consideration of approval for the following overnight field trip requests:

1. Melanie Berndtson, High School Horticulture/AgScience Teacher, to take 15 Grand Canyon FFA students to Indianapolis, IN (National FFA Convention) on October 17-22, 2016;

B. Homebound Instruction Request

Consideration of approval for homebound instruction for Student #1 HB 2016-17 as per her family physician for a period of approximately six (6) weeks.

4. OTHER

A. 2016-17 WASD Substitute (Support) List

Consideration of approval for the 2016-17 WASD Substitute (Support) as presented.

B. 2016-17 WASD School Bus Driver/Aide List

Consideration of approval for the 2016-17 WASD School Bus Driver/Aide List as presented.

Upon a roll call vote: Mr. Feil, aye; Mr. Gastrock, aye; Mr. McCratic, aye; Mr. Hackett, aye; Ms. Sherman, aye; Mr. Burrous, aye; Mr. Hoover, aye; Motion passed; Board Members Mr. Cotner and Mrs. Judlin were absent;

XI. ACTION ITEMS:

1. ADMINISTRATION AND ORGANIZATION

A. Approval of Natural Gas Water Heater Quote - A motion was made by Mr. Gastrock, seconded by Ms. Sherman, to approve the replacement of a natural gas water heater at Rock L. Butler Middle School. Cost to be paid from Capital Reserve Fund.

Upon a roll call vote: Mr. Burrous, aye; Mr. Feil, aye; Mr. Gastrock, aye; Mr. Hoover, aye; Mr. Hackett, aye; Mr. McCratic, aye; Ms. Sherman, aye; Motion passed; Board Members Mr. Cotner and Mrs. Judlin were absent;

B. Approval of Cost of Charlotte Lappla Burner Replacement – A motion was made by Mr. Gastrock, seconded by Mr. Hackett, to approve the cost of a Burner Replacement at Charlotte Lappla Elementary School to be paid from Capital Reserve Fund. (Payment for such burner in the amount of \$18,697 plus freight was approved by the WASD Board of Education on July 12, 2016.)

Upon a roll call vote: Mr. Hackett, aye; Mr. Burrous, aye; Ms. Sherman, aye; Mr. Gastrock, aye; Mr. Feil, aye; Mr. McCratic, aye; Mr. Hoover, aye; Motion passed; Board Members Mr. Cotner and Mrs. Judlin were absent;

C. Request to Draw Down on Existing Line of Credit – A motion was made by Mr. Gastrock, seconded by Ms. Sherman, to allow the Wellsboro Area School District Superintendent and/or Business Manager to draw down the remaining balance of the existing line of credit for deposit into the Wellsboro Area School District's project account. **NOTE:** The WASD received proposals from Citizens & Northern Bank and First Citizens to refinance the District's construction line of credit for the Wellsboro Community Athletic Facility Improvement Project on a long-term basis (approximately 20 years, prepayable at any time) as requested by the Office of the Budget as a condition to closing the RACP Grant. The Administration recommends proceeding with the proposal from Citizens & Northern Bank (maximum long-term fixed rate of interest equal to 2.79%). A refinancing Resolution was previously approved by the WASD Board of Education as Resolution #112, adopted April 14, 2015.

Upon a roll call vote: Mr. Feil, aye; Mr. Hoover, aye; Mr. Gastrock, aye; Mr. Burrous, aye; Mr. McCratic, aye; Mr. Hackett, aye; Ms. Sherman, aye; Motion passed; Board Members Mr. Cotner and Mrs. Judlin were absent;

2. PERSONNEL

A. Hires (Professional/Support) - A motion was made by Mr. McCratic, seconded by Mr. Gastrock to approve the following hires:

1. Jill Gianacopoulos as Speech & Language Impaired K-12, at Step #5, Masters, with a salary of \$53,402 effective start date of August 26, 2016.

2. Jennifer Heath, Special Education Instructional Aide, part-time (5 hrs. per day/9 months) effective August 26, 2016 at a rate of \$10.00 per hour during the first 60-working day probationary period. Upon satisfactory completion of the probationary period, starting rate of pay will be \$10.91 per hour;

Upon a roll call vote: Mr. McCratic, aye; Ms. Sherman, aye; Mr. Hoover, aye; Mr. Gastrock, aye; Mr. Feil, aye; Mr. Hackett, aye; Mr. Burrous, aye; Motion passed; Board Members Mr. Cotner and Mrs. Judlin were absent;

B. Extra-Curricular Hires – A motion was made by Mr. Gastrock, seconded by Ms. Sherman, to approve the 2016-2017 school year extra-curricular hires of:

1. Ronald Brought	High School Softball Head Coach (effective 3/6/ - 6/16/2017)	\$3,314
2. Jorge Taboada	High School Girls Soccer Asst. Coach (effective 8/15 – 11/19/2016)	\$2,432
3. Brianna Thompson	High School Girls Tennis Head Coach (effective 8/25 – 11/5/2016)	\$2,481
4. JoAnn Osgood	Middle School Soccer Assistant Coach effective 8/15 – 11/19/2016)	\$1,684
5. Tonya Doane	Middle School Cross Country Head Coach (effective 8/15 – 11/5/2016)	\$2,661
6. Peter Davis	High School Fall Drama Director	\$1,228.77

Upon a roll call vote: Mr. Gastrock, aye; Mr. Hoover, aye; Mr. Burrous, aye; Mr. Hackett, aye; Ms. Sherman, aye; Mr. McCratic, aye; Mr. Feil, aye; Motion passed; Board Members Mr. Cotner and Mrs. Judlin were absent;

C. 2016-17 WASD Security Guard Approvals – A motion was made by Mr. Gastrock, seconded by Mr. McCratic, to approve the following WASD Security Guards for school year 2016-17:

1. Terry Starkweather 2. Matthew West 3. Richard Osgood 4. Kenneth Power 5. Kenneth Raymond

Upon a roll call vote: Mr. Feil, aye; Mr. Gastrock, aye; Mr. McCratic, aye; Mr. Hackett, aye; Ms. Sherman, aye; Mr. Burrous, aye; Mr. Hoover, aye; Motion passed; Board Members Mr. Cotner and Mrs. Judlin were absent;

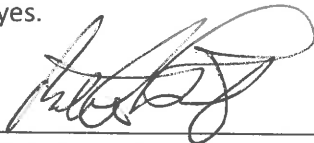
President Feil announced that we have an additional item to add:

D. Approval of Administrative Salary for School Year 2016-17 – A motion was made by Mr. Gastrock, seconded by Mr. Burrous, to approve the administrative salary for Patrick Hewitt – Federal Programs Coordinator/Director of Curriculum and Instruction for the school year 2016-17 in the amount of \$107,249. Administrative salaries are determined in accordance with the Act 93 Compensation Plan between the Wellsboro Area School District and Wellsboro Area School District Act 93 Administrators, said Plan duly adopted and approved by the Board of Education on March 10, 2015 (said Plan effective July 1, 2015 – June 30, 2019).

Upon a roll call vote: Mr. Gastrock, aye; Mr. Hoover, aye; Mr. Feil, aye; Mr. Burrous, aye; Ms. Sherman, aye; Mr. McCratic, aye; Mr. Hackett, aye; Motion passed; Board Members Mr. Cotner and Mrs. Judlin were absent;

XII. Public Comment - None

XIII. Adjournment – A motion was made by Mr. McCratic, seconded by Mr. Gastrock, to adjourn the meeting at 7:20 PM. All ayes.



Matthew Feil, Board President
Wellsboro Area School District
Board of Education



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