

WELLSBORO AREA SCHOOL DISTRICT
Board of Education Meeting
June 13, 2017

MINUTES

Called to Order by President Matthew Feil at 6:57 PM in the Wellsboro Area High School Large Group Instruction Room, 225 Nichols Street, Wellsboro, PA;

President Feil led in the Pledge of Allegiance.

Roll Call of Members: Mr. John Hoover, Mr. Wayne Hackett; Mr. Duane Cotner; Mr. Chris Gastrock; Mr. Stewart Burrous; Mr. Matthew Feil; Mr. David Messineo; Board Members Denise Sherman and Susan Judlin were absent;

Present were the following: Dr. Brenda Freeman, Superintendent; Mrs. Bonnie Thompson, Business Manager; Mr. Steven Adams; Mr. Michael Pietropola; Mr. Robert Kreger; Mr. Daren Bryant; Mrs. Amy Repard; Mr. Patrick Hewitt; Press: Diane Eaton (Williamsport Sun Gazette); Natalie Kennedy (Wellsboro Gazette); Linda Gamble, WASD Board Secretary;

Visitors Present: Tim McCratic; Bethany Salada; Charissa Mascho; J. Stephens; M. Stephens; Sarah Wagaman; Cynthia Long; Heather Callahan; Shalane Gee; Heather Ladd; Melissa Ryan;

Announcement of Executive Sessions: Monday, May 15, 2017 at 8:40 PM, Old Music Room for the purpose of personnel and student matter; June 13, 2017 at 5:00 PM, High School Faculty Room, for the purpose of personnel and student matters;

Concerned Resident Issues: none

Approval of Agenda – A motion was made by Mr. Gastrock, seconded by Mr. Hackett, 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/Financials as presented:

- A. Minutes of Regular Board Meeting of May 2, 2017;
- B. Financial Reports:
 - 1. Board Summary Report (May 2017)
 - 2. Student Activity Fund Summary (May 2017)
- C. Approval of Bills:
 - 1. 2016-17 General Fund Invoices
 - 2. 2016-17 School Lunch Fund Invoices
 - 3. 2016-17 Capital Projects Fund

The motion passed by unanimous voice vote.

Public Comment on Title I and other Federal Programs: None

Reports:

Superintendent Dr. Brenda Freeman reported on various subjects to the Board which included the Single Audit approval for School Year 2015-16; Mass Customized Learning; the District's baseball team's success.

Bonnie Thompson, WASD Business Manager, presented a Power Point to the Board on the budget.

Steven Adams, Elementary Principal, reported that all programs at the Elementary Schools went well and that the District-wide Art Show was a big success.

Michael Pietropola, Middle School Principal, spoke about a mass customized lesson that the teachers went through at the end of the year. The Middle School had their STING group talk about the different random acts of kindness the Middle School did.

Robert Kreger, High School Principal, spoke about graduation and thanked various people for their involvement.

Patrick Hewitt, Federal Programs Coordinator/Director of Curriculum and Instruction, advised the Board that the summer tutoring will run from June 20th to July 21, 2017 on Tuesday, Wednesday and Thursday. On July 21st there will be a field trip to Jim Howe's Animal Sanctuary and the PA Visitors' Center to listen to a presentation on the Bald Eagles. The tutoring is for Grades K-4 and approximately 40 students are expected to attend.

Amy Repard, Supervisor of Special Education, spoke about the Extended School Year Program which will run through the end of July, 2017.

Daren Bryant, Director of Buildings & Grounds, said "Echo, Mr. Kreger" on graduation exercises being exceptional and he thanked all who helped throughout that day. Summer Cleanup is under way. Eager and starting several summer projects around the District. Shaping up to be a very busy summer overall.

X. **CONSENT ITEMS**

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

1. **ADMINISTRATION AND ORGANIZATION**

A. **Second Reading and Adoption of Revised WASD Policy #246– Student Wellness**

Consideration of approval of the second reading and adoption of revised Wellsboro Area School District Policy #217 - *Section: PUPILS, Title: Student Wellness* as presented.

B. **Motion to Rescind Prior Motion of Approval for Don Gill Roof Replacement**

Consideration of approval to rescind the Board's prior Motion to approve the 2017-18 roof replacement on the Don Gill Elementary School from Capital Reserve in the amount of \$427,106.28 to Weatherproofing Technologies, Inc. under State Contract Keystone Purchasing Network #201301-03B, said motion being approved at the regular board meeting of the WASD Board of Education of February 13, 2017. Further, this amount of \$427,106.28 will be earmarked in the Capital Reserve Fund for future District roof repairs as needed.

C. **Athletic Trainer Service Agreement**

Consideration of approval of Athletic Trainer Service Agreement between Susquehanna Health/Soldiers & Sailors Memorial Hospital and Wellsboro Area School District, effective August 14, 2017 and shall continue in effect for the 2017-18 school year, that is ending on or about June 6, 2018 in the amount of \$23,000 for the term of the Agreement.

D. **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 outlined in Appendix A (names deleted) at a projected annual cost of \$241,080.49 for a period running from July 1, 2017 – June 30, 2018.

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

Consideration of approval of the 2017-2018 IDEA Agreement (Project #062-16-0-017-CFDA #84.027) between the Wellsboro Area School District and BLaST I.U. #17. Estimated IDEA allocation for the District is \$322,886.30.

F. Authorization for Year-End Budget Transfers

Consideration of approval to authorize the Business Manager to perform all year-end budget transfers, make all necessary revisions to the General Fund Budget upon the auditor's final adjustments to financial records and assign fund balance amounts in accordance with the PA Public School Code and PA Department of education regulations; and further, the Business Manager will report said revisions to the Board during the meeting following the completion of fiscal year audit.

G. Approval to Pay July 2017 Bills

Consideration of approval to allow the WASD Business Manager to pay the July cafeteria, General and Capital Reserve Fund bills that would normally be approved at a July meeting. These bills will appear for retroactive approval at the August 8, 2017 meeting.

H. Approval of Insurance Carriers

Consideration of approval of the recommendation of the Business Manager for the insurance carriers for the 2017-18 school year as follows:

	7/1/17-18
Liberty Mutual Auto	\$7,503
Liberty Mutual Package	\$74,711
Liberty Mutual E & O	\$ Incl.
Liberty Mutual Umbrella	\$5,595
PICS Workers Comp	\$59,700
Data Compromise/Cyber Security	Incl.
TOTAL:	\$147,509

I. Contract to Purchase Meals from Schools

Consideration of approval for Contract to Purchase Meals from Schools between Bradford Tioga Head Start Inc., Blossburg, PA and the Wellsboro Area School District , wherein seventeen (17) children and four (4) adults will purchase lunches at \$3.25 and \$3.50, respectively for 180 servings per year or a total of \$12,465.

J. Dental Hygiene Program Outline for School Years 2017-2018 and 2018-2019

Consideration of approval to enter into Dental Hygiene Program Outline for School Years 2017-2018 and 2018-2019 with Nicola Kress, Dental Hygienist/Public Health DH Practitioner to provide dental hygiene services for students in Kindergarten, Third Grade and Seventh Grade at a per student costs of \$6.50.

K. Appointment of School Board Secretary

Consideration of approval for the appointment of Linda K. Gamble as Secretary of the Wellsboro Area School Board, effective July 1, 2017 – June 30, 2018 at an annual stipend of \$4,000.

L. Appointment of District Treasurer

Consideration of approval for the appointment of Bonnie Thompson, Business Manager, as District Treasurer for the 2017-2018 school year.

M. Consultant Agreement – Occupational Therapy

Consideration of approval to enter into Consultant Agreement with Susquehanna Health/Soldiers & Sailors Memorial Hospital for occupational therapy services for the school year 2017-18 at a total cost of \$59,319.00.

N. Consultant Agreement – Physical Therapy

Consideration of approval to enter into Consultant Agreement with Susquehanna Health/Soldiers & Sailors Memorial Hospital for physical therapy services for the school year 2017-2018 at a cost of \$65.91 per hour and mileage at \$.545 per mile (IRS Rate).

O. Consultant Agreement for Extended School Year 2016-2017

Consideration of approval to enter into Consultant Agreement for Extended Year (2016-17) with Susquehanna Health/Soldiers & Sailors Memorial Hospital to provide consultation through a Physical and Occupational Therapist with respect to planning, policy and development and priority-setting for treatment of children enrolled in the School District at the rate of \$63.99 per hour and mileage of \$.545 per mile.

P. Dual Enrollment Agreement between WASD and Lackawanna College for 2017-18 School Year

Consideration of approval to authorize Wellsboro Area School District to enter into Dual Enrollment Course Agreement with Lackawanna College to provide courses in the area of education to eligible students during the 2017-18 school year.

Q. Budgetary Transfers for School Year 2016-17

Consideration of approval for the budgetary transfers for School year 2016-17 as presented.

2. PERSONNEL

A. Approval of Administrative and Support Administrative Salaries for School Year 2017-2018

Consideration of approval of the Wellsboro Area School District administrators' salaries and support services administrators' salaries for the school year 2017-2018 as presented. 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 WASD Board of Education on March 10, 2015 (said Plan effective July 1, 2015 – June 30, 2019). Support services administrators' salaries are determined in accordance with Support Services Administrative Compensation plan duly adopted and approved by the WASD Board of Education on March 10, 2015 (said Plan effective July 1, 2015 – June 30, 2019).

B. 2017-2018 School Year Professional Staff Transfers

Consideration of approval for the following 2017-18 school year professional staff transfers:

Rock L. Butler Middle School:

	<u>From</u>	<u>To:</u>
Edward Hamm	6 th Grade Math/Science	5 th Grade Math/Science
Matthew Perry	5 th Grade Math/Science	6 th Grade Math/Science
Mary Nance	7 th Grade ELA	6 th Grade ELA
Candy McNeely	5 th Grade LS/ES	5 th & 6 th Grade LS/ES
Bridget Largey	7 th Grade LS/ES	7 th & 8 th Grade LS/ES
Tammy Martin	5 th Grade Science/SS/Math/ELA	5 th -8 th Grade Emotional Suppt.
Jill Marple	- Jill will be Consumer Science Teacher/Librarian solely at Middle School.	
Matt Erway	– Grades 5-8, Industrial Technology and Grades 5 & 6 Gifted	
Denise Route	– Grades 5-8 Computer/Digi-Com/Personal Finance and Grades 7 & 8 Gifted	
Shane Mascho,	Middle School Guidance Counselor	High School Guidance Counselor

Charlotte Lappla Elementary

	<u>From</u>	<u>To:</u>
Brenda Copp	6 th Grade ELA/S.S./Math/Science	Charlotte Lappla Life Skills Support K-1

Don Gill Elementary

	<u>From</u>	<u>To</u>
Rhoda Mann	3 rd Grade Elementary Teacher	3 rd & 4 th Grade LS
Angela Rhone	Kindergarten	2 nd Grade Elem. Teacher
Brenda Brought	3 rd Grade Elementary Teacher	2 nd Grade Elem. Teacher

Wellsboro High School

Tanya Harmon
Heather Steinbacher

From

Guidance Counselor
Spanish Teacher

To

Elementary/ Middle School Guidance Counselor
Half-Time Spanish Teacher

C. Resignation Due to Retirement

Consideration of approval to accept letter of resignation due to retirement from Sharon Vargeson, Administrative Assistant – Payroll/Personnel/Tax Collector, with regret, effective November 30, 2017.

D. Approval of Superintendent’s Evaluation for School Year 2016-17

Pursuant to WASD Superintendent’s current contract, effective July 1, 2017, the Superintendent shall receive the defined increase in salary for achieving a satisfactory evaluation rating (“Proficient”) for the 2016-2017 school year.

3. **STUDENT**

A. Request for Approval of Overnight Field Trip

Consideration of approval for approval of overnight field trip from:

1. Melanie Berndtson, High School Horticulture/AgScience Teacher, to take 20 Grand Canyon FFA students to State College, PA to attend FFA Activities Week on June 13-15, 2017;

4. **OTHER**

A. 2016-17 Additions to WASD Substitute List

Consideration of approval for 2016-17 additions to WASD Substitute List as presented.

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

XI. **ACTION ITEMS:**

1. **ADMINISTRATION AND ORGANIZATION**

A. Approval of Receipt of Private Grant Monies in School Year 2016-17 - A motion was made by Mr. Gastrock, seconded by Mr. Hackett, to approve the following private grant monies received by Wellsboro Area School District in School Year 2016-17:

1. Donation from *Wellsboro Hornets Sports Booster Club* in the amount of \$500 to be used toward purchasing athletic trainer equipment;
2. Donation from *Wellsboro Social Club* in the amount of \$500 to be used toward purchasing athletic trainer equipment;

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

B. PSBA Voting Delegate Appointment – A motion was made by Mr. Gastrock, seconded by Mr. Cotner, to approve the appointment of John Hoover as voting delegate for the PSBA Delegate Meeting to be held on Friday, October 20, 2017 occurring at the conclusion of PASA-PSBA School Leadership Conference, Hershey, PA.

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

C. Adoption of Resolution for the 2017-18 Wellsboro Area School District General Fund Operating Budget – A motion was made by Mr. Gastrock, seconded by Mr. Messineo, to approve the Resolution to Adopt the 2017-18 Wellsboro Area School District General Fund Operating Budget (PDE 2028) with projected revenues of \$25,019,172 and projected expenditures of \$25,328,923. \$309,751 will be taken from the General Fund Committed Reserve for Future Retirement Expenses.

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

D. Adoption of Tax Resolution for Setting the Tax Rates for the 2017-18 Fiscal Year – A motion was made by Mr. Gastrock, seconded by Mr. Messineo, to approve the adoption of Tax Resolution setting forth the following tax rates for the 2017-18 fiscal year:

Real Estate Tax:

Tioga County Real Estate Millage: 18.1960 mills

Lycoming County Real Estate Millage: 14.0930 mills

Act 511 Taxes:

Real Estate Transfer Tax: .50%

Earned Income Tax: 1.00%

Local Services Tax: \$5.00

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

E. 2017 Act I Homestead/Farmstead Exclusion Resolution - A motion was made by Mr. Gastrock, seconded by Mr. Messineo, to approve the adoption of the 2017 Act I Resolution authorizing and implementing the Homestead and Farmstead Exclusion applicable to the 2017-18 fiscal year.

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

F. Vantage Financial Proposal for Computer Equipment – A motion was made by Mr. Gastrock, seconded by Mr. Hoover, to approve the District to enter into Lease Agreement with Vantage Financial for the leasing of the following equipment related to the Elementary School Computer Replacement. Term of Lease shall be forty-eight (48) months with an annual lease charge of \$63,480 and a one-time security deposit of \$2264.

500 Lenovo IdeaPad N23 Yoga Chromebooks with Google Management Licenses;

53 Lenovo ThinkPad Yoga 370;

53 sets of Lenovo peripherals (docks, keyboards, monitors, and mice);

34 Lenovo ThinkCentre M715 Tiny Desktop PC's;

34 Lenovo Tiny Accessories (mounting bracket, monitor adapter);

87 Asus monitors;

25 Lenovo ThinkPad USB Network Adapters;

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

2. **PERSONNEL**

A. Hire - A motion was made by Mr. Gastrock, seconded by Mr. Hoover, to approve the support staff hire of Katherine M. Sammons as Wellsboro High School Custodian, full-time (8 hrs. per day/12 months), effective June 14, 2017 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 \$11.14 per hour.

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

B. Extra-Curricular Hires – A motion was made by Mr. Gastrock, seconded by Mr. Hoover, to approve the following extra-curricular hires for the school year 2017-18: (Stipends are not available because of pending negotiations between WASD and WAEA)

1. Shane Mascho Middle School Football Head Coach (effective August 14–December 16, 2017)
2. Chris Reese Middle School Football Assist. Coach (effective August 14–December 16, 2017)
3. REMOVED
4. Wes Wood Middle School Soccer Head Coach (effective August 14–November 18, 2017)
5. Tonya Doane Middle School Cross Country Head Coach (effective August 14–November 4, 2017)
6. Joanne Boyd Middle School Cheerleading Advisor
7. Jen Outman Middle School Volleyball Head Coach (effective August 14–November 18, 2017)
8. REMOVED
9. Matt Hildebrand High School Football Head Coach (effective August 14–December 16, 2017)
10. Ben Miller High School Football Asst. Coach (effective August 14–December 16, 2017)
11. REMOVED
12. Nate Babcock High School Football Asst. Coach (effective August 14–December 16, 2017)
13. Chase Kriner High School Football Asst. Coach (effective August 14–December 16, 2017)
14. Veronica Callahan Fall Marching Band Director (August – November 30, 2017)
15. Morgan Shaffer Spring Marching Band Director ((March – June 30, 2018)
16. Steve Macensky High School Golf Head Coach (effective August 14–October 25, 2017)
17. John Shaffer High School Boys Soccer Head Coach (effective August 14–November 18, 2017)
18. Todd Fitch High School Boys Soccer Asst. Coach (effective August 14–November 18, 2017)
19. Jorge Taboada High School Girls Soccer Asst. Coach (effective August 14–November 18, 2017)
20. Brianna Thompson High School Girls Tennis Head Coach (effective August 14–November 4, 2017)
21. Ronald Brought High School Boys/Girls Cross Country Hd. Coach (effective August 14–Nov. 4, 2017)
22. John DeLeonardis Strength and Conditioning Coach (10 months)
23. Alexis Knowlden Strength and Conditioning Coach (2 months)
24. Sharon Zuchowski High School Volleyball Head Coach (effective August 14–November 18, 2017)
25. Michelle McNett High School Volleyball Asst. Coach (effective August 14–November 18, 2017)
26. Melissa Ryan Charlotte Lappla Head Teacher
27. Steve Henneman Don Gill Elementary Head Teacher
28. Todd Outman Middle School Head Teacher
29. Shane Cleveland A.V. Coordinator
30. Heather Ladd Middle School Student Council Co-Advisor
31. Kristen West Middle School Student Council Co-Advisor
32. Amber Whitney High School Student Council Advisor
33. Colleen Jackson High School Band Front Colorguard
34. Sharon Mohr High School Yearbook Advisor
High School Yearbook Manager

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

C. Appointment of WASD Athletic Director – A motion was made by Mr. Gastrock, seconded by Mr. Cotner, to approve Matthew Rendos as Wellsboro Area School District Athletic Director, effective July 1, 2017 – June 30, 2018 for a stipend of \$5,000 per annum.

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

D. Removed at Request of District Solicitor, Chris Lantz (prior to Board Meeting)

E. Alteration of High School/Middle School Spanish Teaching Position – A motion was made by Mr. Gastrock, seconded by Mr. Hoover, to approve the alteration of one full-time Spanish teaching position to a half-time Spanish teaching position;

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

F. Removed at Request of District Solicitor, Chris Lantz (prior to Board Meeting)

G. Discharge Agreement – A motion was made to authorize the WASD Superintendent of Schools, Dr. Brenda M. Freeman, to enter into a discharge agreement with Steven Vargeson.

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

H. Special Education Placement - A motion was made by Mr. Gastrock, seconded by Mr. Hoover, to approve the Resolution regarding a special education placement.

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

XII. Public Comment – Tim McCratic, former WASD Board Member, challenged the Board concerning the financial condition of the District.

XIII. Adjournment – A motion was made by Mr. Gastrock, seconded by Mr. Messineo, to adjourn the meeting at 7:56 PM. All ayes;



Matthew Feil, President
Board of Education
Wellsboro Area School District



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