

WELLSBORO AREA SCHOOL DISTRICT

Board of Education Meeting

September 12, 2017

Called to Order by President Matthew Feil at 6:31 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. Chris Gastrock; Mr. John Hoover; Mr. Wayne Hackett; Mr. Matthew Feil; Mrs. Susan Judlin; Mr. Cotner, Mr. Messineo, Ms. Sherman and Mr. Burrous were absent;

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

Visitors Present: Brandy Rugh; Jacob Rogers; Dan Sensenig; Isaac Cary; Chelsey Rendos; James Mack; Jessica Witmer;

Announcement of Executive Session: None

Concerned Resident Issues: None

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

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

- A. Minutes of Previous Meeting –
 - Special Board Meeting of July 12, 2017;
 - Regular Board Meeting of August 8, 2017;
- B. Financial Reports
 - Board Summary Report
- C. Approval of Bills
 - 2017-18 General Fund Invoices
 - 2017-18 School Lunch Fund Invoices

The motion passed by unanimous voice vote.

Public Comment on Title I and other Federal Programs: None

Reports:

Brayden Button, filling in for student representative, Shelby Osgood, reported to the Board that Homecoming is fast approaching. Student council is very busy with preparing for it. Homecoming is October 2nd through October 6th. On Sunday, October 1, there will be a powerpuff game at the High School. Student council will be holding a carnival again this year that is open to the public on Wednesday, October 4th at 5:00 – 7:30 PM. The bonfire is right after the carnival. The parade is on Friday, October 6th at 5:00 PM. The Game is also on Friday, the 6th, against Cowanesque Valley. National Honor Society is collecting donations during tutorial from Monday, September 11 – 15. All monies collected will go to the American Red Cross to help those affected by Hurricane Harvey and Hurricane Irma. Whichever tutorial receives the most amount of money will get a pizza party. NHS is also hosting a blood drive on October 24. FFA are decorating the corn stocks on Main Street on Wednesday, September 13th. They will also be sending five freshmen and 4 officers to the FLC

(Fall Leadership Conference) on October 2nd. On September 20, they will be going on a poultry barn tour. On September 22nd, there will be a college fair at Mansfield University and seniors will be attending.

Elementary Principal Steve Adams reported that their STEM Program started on September 11th in 4th Grade. We have two community members helping – Rachael Smith and Melina Moyer. Mr. Adams also mentioned that our students stop whatever they are doing and honor the Flag wherever and whenever the Star Spangled Banner (our national anthem) is played. He witnessed a sports team stopping practice to listen to the anthem as well as other students who were just there.

Middle School Principal Mike Pietropola reported that the Middle School is off to a good start! CDT/Study Island benchmark assessments are just about done for students in Grades 5-8 in both Math and ELA and 8th Grade Science. Middle School will be offering tutoring to those students in need beginning September 18 and will run from 3:00 – 4:00 PM Monday – Thursday. Open House went well even with the change of schedule due to the weather!

Federal Programs Coordinator/Director of Curriculum & Instruction advised the Board that there isn't money in Title 1 for tutoring this year due to a \$50,000 decrease in funding. Because of the State Budget not being completed as yet, we are not sure if there will be tutoring monies from the Ready to Learn Grant. We use the majority of the funding to pay for two full day kindergarten teachers. Last year our Ready to Learn Allocation was \$219,000.

High School Principal Rob Kreger stated it was a great start to the school year at the High School. The students' welcome by teachers and administrators is always a hit. He invited board members to come tour the high school anytime.

Supervisor of Special Education Amy Repard welcomed Jake Rogers, School Psychologist and Chelsey Rendos, Speech & Language Impaired Therapist to the District. They fit right into our team! She stated that the District has two vacancies for part-time paraprofessionals.

Director of Buildings & Grounds Daren Bryant stated that it is that time of year again! The Maintenance Team is inspecting all the boilers and prepping to turn the heat back on. This always proposes a few challenges. Work Orders continue being completed. The Grounds Team has continued to be busy with keeping up with the grass. This mowing season has been relentless compared to most. They are also getting geared up and ready to apply the annual fall grounds treatment. We have added a top coating of screens to the pathway down to the football field. This has given the pathway a lot more stability. We are continuing to work on a long term plan in the upcoming spring.

X. CONSENT ITEMS

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

1. ADMINISTRATION AND ORGANIZATION

A. FusFoo Participation Agreement Amendment

Consideration of approval to enter into Fusfoo Participation Agreement Amendment whereby the stipend paid to the District of \$5,000 is removed and the mandatory posting of a set number of articles is also removed.

B. Approval of Wellsboro High School Head Teacher Job Description

Consideration of approval for Wellsboro High School Head Teacher Job Description as presented.

C. Letter of Agreement with Service Access & Management, Inc. (Mental Health SAP)

Consideration of approval of Letter of Agreement with Service Access and Management, Inc. (S.A.M.) regarding liaison and other appropriate agency services to be offered in support of the Student Assistance Program Core Team (s), effective July 1, 2017 – June 30, 2018 as presented.

D. Letter of Agreement with Service Access & Management, Inc. (Drug & Alcohol SAP)

Consideration of approval of Letter of Agreement with Service Access and Management, Inc. (S.A.M.) regarding liaison and other appropriate agency services to be offered in support of the Student Assistance Program Core Team (s), effective July 1, 2017 – June 30, 2018 as presented.

E. Revised Job Description for Administrative Assistant/Payroll/Benefits

Consideration of revised job description for Administrative Assistant/Payroll/Benefits as presented.

F. Collaboration Agreement w/Tioga County Dept. of Human Services, WASD & S.T.A.R.

Consideration of approval to enter into Collaboration Agreement with the Tioga County Department of Human Services, Wellsboro Area School District, and S.T.A.R. (The Student Transition and Recovery Program) at an annual cost of \$9,435, effective July 1, 2017 – June 30, 2018 as presented. (No increase from last year)

2. **PERSONNEL**

A. Conference Requests

Consideration of approval for the following conference requests:

1. Melanie Berndtson, High School Horticulture/AgScience Teacher, to attend “Eastern States Exposition - Veterinary Science Career Development Event Superintendent” on September 15, 2017 in West Springfield, Massachusetts (approximate costs of \$100 to be paid from Building Budget)
2. Daren Bryant, Director of Buildings & Grounds, to attend “2017 PASBO Facilities Management/Transportation Conference & Exhibits” on October 26 & 27, 2017 in Grantville, PA (approximate costs of \$610.50 to be paid from Maintenance Budget)
3. Jacob Rogers, School Psychologist, to attend “Association of School Psychologists of Pennsylvania” in State College, PA on October 25 & 26, 2017 (approximate costs of \$332 to be paid from Special Education Budget)

B. Support Staff Resignations

Consideration of approval to accept letters of resignation from:

1. Carla Tardieu, Rock L. Butler Middle School Special Education Instructional Aide, effective August 1, 2017;
2. Marcia A. Holsomback, Don Gill Elementary Special Education Instructional Aide, effective August 16, 2017;

C. Professional Staff Resignation

Consideration of approval to accept letter of resignation from Angela Rhone, Don Gill Elementary Teacher, effective August 18, 2017.

D. Approval of Mentors

Consideration of approval for the following mentors;

1. Karen Farrer, Don Gill Elementary Teacher, as mentor for Isaac Cary, Don Gill Elementary Teacher, in accordance with the New Teacher Induction Plan 2015-2018;
2. Joanne Shaw, Don Gill Elementary Teacher, as mentor for Chelsey Rendos, Speech and Language Impaired K-12 Teacher, in accordance with the New Teacher Induction Plan 2015-2018;
3. Brenda Brought, Don Gill Elementary Teacher, as mentor for Brandy Rugh, Elementary Teacher, in accordance with the New Teacher Induction Plan 2015-2018;

E. Extra-Curricular Appointments for School year 2017-2018:

Consideration of approval for the following extra-curricular appointments for school year 2017-18:

1. Aaron Singer as Volunteer High School Girls Soccer Assistant Coach, effective September 13 – November 18, 2017;
2. Michael Tuttle as Volunteer High School Boys Basketball Assistant Coach, effective November 17, 2017 – March 24, 2018;
3. Courtney G. Sweigart as Volunteer High School Cheerleading Assistant Coach, effective September 13, 2017;

F. Tenure

Consideration of approval for tenure of the following individuals:

1. Jill (Gianacopoulos) Yusinski, Speech & Language Impaired K-12 Teacher, who has attained tenure in accordance with the requirements of Section 1121 of the PA School Code, amended by Act 66 of 1996 after successfully completing three years of teaching as a Speech and Language Impaired K-12 teacher;
2. Carly Bowen-Clark, Elementary Teacher, who has attained tenure in accordance with the requirements of Section 1121 of the PA School Code, amended by Act 66 of 1996 after successfully completing three years of teaching as an Elementary Teacher;
3. Jessica Witmer, Special Education Learning/Emotional Support Teacher, who has attained tenure in accordance with the requirements of Section 1121 of the PA School Code, amended by Act 66 of 1996 after successfully completing three years of teaching as a Special Education Learning/Emotional Support Teacher;

3. **STUDENT**

A. Overnight Field Trip Requests

Consideration of approval for the following overnight field trip request:

1. Melanie Berndtson, High School Horticulture/AgScience Teacher, to take 15 Grand Canyon FFA students to Indianapolis, IN to attend National FFA Convention on October 24-28, 2017.
2. Philip Prough, High School Baseball Coach, to take approximately 20-22 students (baseball team) to Cocoa Beach Training Facility, Florida on March 18-25, 2018.

B. Independent Study Proposal

Consideration of approval for Olivia Ryan, senior, to take an independent study – *“Introduction to Abnormal Psychology”* – a one-credit course. Instruction will be provided during the Fall 2017 semester and the Spring 2018 semester by Ms. Sherry Mohr, High School Social Studies Teacher.

4. **OTHER**

A. Approval of School Bus Drivers

Consideration of approval for the following individuals as school bus drivers for Benedict’s Bus Service, for the school year 2017-18:

1. Kevin Mengee – Extra-Curricular (Drive School Bus as a Charter Trip)
2. Mike Muirhead – Extra-Curricular (Drive School Bus as a Charter Trip)

B. 2017-18 Additions to WASD Substitute List

Consideration of approval for 2017-18 additions to WASD Substitute List as presented.

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

XI. **ACTION ITEMS:**

Roll Call Vote

1. ADMINISTRATION AND ORGANIZATION

A. Approval of Receipt of Private Grant Monies in School Year 2017-18 – A motion was made by Mr. Gastrock, seconded by Mrs. Judlin, to approve the following private grant monies received by Wellsboro Area School District in School Year 2017-18:

1. Donation from Pitney Bowes in the amount of \$500 to be used toward the Gifted Program in the Rock L. Butler Middle School under the administration of Mrs. Denise Route for purposes of investing STEM research using robotics or other technology deemed appropriate in the classroom.

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

B. Approval of Additional Change Orders for WASD Community Athletic Complex – A motion was made by Mr. Gastrock, seconded by Mr. Hackett, to approve the following change orders:

S-C016 Astroturf, LLC – Replacement of Exg Corrugated Pipe & Waterline Relocation - **ADDITION** \$11,546.71
1. Change order is for the removal & disposal of existing 12" Metal Corrugated Pipe, replace with 12" HDPE solid pipe and tie into back existing corrugated metal pipe. Extend existing 10" HDPE Pipe from upper parking lot into catch basin.
2. Extend 1" waterline from existing ground hydrant to BBQ pit. Remove and reinstall existing ground hydrant next to BBQ pit.

S-C017 Astroturf, LLC – Jump pit Cover Change **DEDUCTION** \$5,283.00
1. Change order credit for providing a 12" x 28" green vinyl jump pit cover in-lieu of aluminum.

2. S-C018 Astroturf, LLC – Replacement of Existing paving Behind Bleachers - **ADDITION** \$17,760
Mill and pave approximately 280 SY behind bleacher damaged by Southern Bleacher Co.

B-C02 Southern Bleacher Co. – Replacement of Existing Paving Behind Bleachers **DEDUCTION** \$17,760
Mill and pave approximately 280 SY behind bleacher damaged by Southern Bleacher Co.

B-C03 Southern Bleacher Co. – Power Washing and Cleaning of the Bleachers **DEDUCTION** \$1,000
Hot water pressure washing of existing bleachers prior to graduation ceremonies.

PROPOSED NEW CHANGE ORDER TOTAL – AstroTurf LLC \$23,823.71

PROPOSED NEW CHANGE ORDER TOTAL – Southern Bleacher Co. - \$18,560.00

TOTAL NET CHANGE ORDER SUMMARY \$ 5,263.71

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

2. PERSONNEL

A. Professional Staff Hires – A motion was made by Mr. Gastrock, seconded by Mr. Hoover, to approve the professional hires of:

1. Chelsey Rendos, Speech and Language Impaired K-12, Step #1, Masters, at a salary of \$50,375, effective September 5, 2017;

2. Brandy Rugh, Elementary Teacher, Step #1, Bachelors, at a salary of \$47,710, effective September 11, 2017.

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

B. Hire of Wellsboro Area School District Crossing Guards for School Year 2017-18 – A motion was made by Mr. Gastrock, seconded by Mr. Hoover, to approve the following individuals as Wellsboro Area School District Crossing Guards during the school year 2017-18. Rate of pay will be \$7.25 per hour, one (1) hour per school day:

1. Bridget Wheeler
2. Quinn Henry
3. Alex Kozuhowski
4. Taylor Mengee
5. Max Johnson

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

C. Support Staff Hires – A motion was made by Mrs. Judlin, seconded by Mr. Gastrock, to approve the following support staff hires:

1. Alesha Pritchard, Rock L. Butler Middle School Special Education instructional Aide, part-time (5 hrs. per day/9 months), effective August 22, 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 \$10.91 hour.
2. Margaret Sensenig – Wellsboro High School Special Education Instructional Aide, part-time (5 hrs. per day/9 months), effective August 22, 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 \$10.91 per hour.
3. Mary Beth Sampson – Rock L. Butler Middle School Librarian Clerk, part-time (5 hrs. per day/9 months), effective August 22, 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 \$10.91 per hour.
4. Samantha Holler – Charlotte Lappla Special Education Life Skills Instructional Aide, part time (5 hrs. per day/9 months), effective August 22, 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 \$10.91 per hour.
5. Hannah Darrenkamp – Rock L. Butler Middle School Special Education Instruction Aide, part-time (5 hrs. per day/9 months), effective August 23, 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 \$10.91 per hour.
6. Ashley Timmons – Don Gill Elementary Special Education Instructional Aide, part-time (5 hrs. per day/9 months), effective August 22, 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 \$10.91 per hour.
7. Sheila Yungwirth – Don Gill Life Skills Support Special Education Instructional Aide, part-time (5 hrs. per day/9 months), effective August 22, 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 \$10.91 per hour.

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

D. Support Staff Transfers – A motion was made by Mr. Gastrock, seconded by Mr. Hoover, to approve the following support staff transfers:

1. Brenda Ebert, **from** full-time (7 hrs. per day/9 months) Don Gill Elementary Life Skills Support Special Education Instructional Aide, **to** full-time (8 hrs. per day/12 months) High School Custodian, effective August 21, 2017. Rate of pay will remain the same at \$16.33 per hour.
2. Karina Taft, **from** part-time (5 hrs. per day/9 months) Don Gill Elementary Life Skills Support Special Education Instructional Aide, **to** full-time (7 hrs. per day/9 months) Don Gill Elementary Life Skills Support Special Education Instructional Aide, effective September 6, 2017. Rate of pay will remain the same at \$12.29 per hour.
3. Krista Wheeler, **from** part-time (5 hrs. per day/9 months) Charlotte Lappla Learning Support Special Education Instructional Aide, **to** full-time (7 hrs. per day/9 months) Charlotte Lappla Personal Care Special Education Aide, effective September 11, 2017. Rate of pay will remain the same at \$12.05 per hour.

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

E. Extra-Curricular Hires – A motion was made by Mr. Hoover, seconded by Mr. Gastrock, to approve the extra-curricular hires of:

1. Isaac Cary, Middle School Football Assistant Coach, effective September 13, 2017 – December 16, 2017, at a stipend of \$1,993, for the school year 2017-18.
2. Sam Mitchell, Middle School Soccer Assistant Coach, pending receipt of required clearances, effective September 13, 2017 – November 18, 2017 at a stipend of \$1,684 for the school year 2017-18.
3. Rachele Boyd, Middle School Cheerleading Advisor, effective September 13, 2017 at a stipend of \$684 per sport for the school year 2017-18.
4. Veronica Callahan, Fall Drama Director, effective September 13, 2017 at a stipend of \$1,107 for the school year 2017-18.

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

F. Request for Administrative Leave- A motion was made by Mr. Gastrock, seconded by Mrs. Judlin, to approve Administrative Leave for _____ for a period of thirty (30) calendar days, effective September 11 – October 10, 2017.

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

XII. Public Comment – None

XIII. Adjournment – A motion was made by Mr. Gastrock, seconded by Mrs. Judlin, to adjourn the meeting at 7:26 PM. All ayes.

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

Linda K. Gamble
Board of Education
Wellsboro Area School District