

WELLSBORO AREA SCHOOL DISTRICT
Board of Education Meeting
January 19, 2017

MINUTES

Called to Order by President Matthew Feil at 6:43 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. Duane Cotner; Mr. Chris Gastrock; Mr. John Hoover; Mr. Wayne Hackett; Mr. Stewart Burrous; Ms. Denise Sherman; Mr. Matthew Feil; Mrs. Susan Judlin; Mr. David Messineo;

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

Visitors Present: Che Regina; Steve Boyce;

Announcement of Executive Session: Thursday, January 5, 2017 at 7:50 PM, Old Music Room, Administration Office for the purpose of legal and personnel matters; Thursday, January 19, 2017 at 5:30 PM, High School Conference room, for the purpose of legal and personal 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 Mrs. Judlin, to approve the Board minutes/financial as presented:

- A. Minutes of Re-Organization Board Meeting of December 6, 2016;
- B. Financial Reports: Board Summary Report (December 2016); Student Activity Fund Summary (December 2016)
- C. Approval of Bills: 2016-17 General Fund Invoices; 2016-17 School Lunch Fund Invoices; 2016-17 Capital Reserve Fund Invoices; 2016-17 Capital projects Fund (Athletic Field);

The motion passed by unanimous voice vote.

Public Comment on Title I and other Federal Programs: None

Student Representative: Regan Regina, Middle School student representative, reported that December 7th was our annual Holiday Chorus concert and on December 20th was our annual band concert, both performances were very well attended and our students did a wonderful job. On December 22nd the Middle School participated in Holly Days where students participated in many fun activities and community service. We had numerous students and staff donate their time at local organizations to help our community. Our students and staff spent time at The Green Home, Goodies for our Troops, Montessori, Don Gill and Carleton Nursing Home. Tomorrow, the Wellsboro Home page will be coming to do a small program on our maker space and some coding activities. Our next Middle School Dance will be January 20th. In addition, a major initiative has begun at the Middle School where we want to notice positive actions of our students. People can be nominated by teachers; students or staff that notice a positive action a student has completed; Once the student is nominated a certificate is printed up and a hornet is cut out with a magnet to be placed on their locker. Students will have their pictures taken and placed on our "Hornet" wall. Finally, this year's annual theatre play is

"Cinderella". The play will take place at the Auditorium on February 10-13th. All evening shows start at 7:00 PM. Sunday show will be at 2:00 PM.

Superintendent Freeman: Superintendent Freeman reported that the most pressing on my mind is a property tax elimination proposal created by House and Senate members in cooperation with the Pennsylvania Coalition of Taxpayer Associations. The Property Tax Independence Act would eliminate billions of dollars in school property taxes statewide. To accomplish this, legislators would replace the educational property tax by increasing Pennsylvania's personal Income Tax and Sales Tax rates and expanding the Sales and Use Tax to include additional goods and services not currently taxed. The Superintendent also reported that the District currently has a 1.7 million dollar shortfall for next year's budget. She reported that they are looking at everything we do to see how we can come to a balanced budget for 2017-18. Since this is the beginning of the budget process. The District has no information about how much it will receive in local property taxes or in state and federal funding for next year. Governor Wolf's budget address is February 7th. She also spoke on source4teachers and other various topics.

Board Member Chris Gastrock addressed the Board with the matter of removing all ash trees as proposed by D.C.N.R. located at the Rock L. Butler Middle School.

Business Manager: Mrs. Thompson reported that the Board's Budget & Finance committee members, led by President Matt Feil, are planning to meet once or twice a month until work on the budget is completed. Hopefully, by May we can be pretty close. The final budget has to be adopted by the board and sent to the state by June 30th. She also reported that our auditors, Buffamante Whipple Buttafaro, PC presented our single audit financial report to the Budget & Finance Committee Members and all board members were furnished copies of the same.

Administrators Steve Adams, Mike Pietropola, Pat Hewitt, and Daren Bryant gave reports on their buildings/staff.

At 7:08 PM, Board Member Chris Gastrock left the meeting.

X. CONSENT ITEMS

1. ADMINISTRATION AND ORGANIZATION

A. Second Reading and Adoption of new WASD Policy #828 – Narcan (Naloxone) Storage and Administration Section
Consideration of approval of the second reading and adoption of Wellsboro Area School District Policy #828 - *Section: Operations, Title: Narcan (Naloxone) Storage and Administration Section.*

B. Tax Collection Committee Delegate Appointment Resolution
Consideration of approval to adopt Tax Collection Committee Delegate Appointment Resolution for Tioga County and Lycoming County, as presented.

C. Addendum to Settlement Agreement and Release
Consideration of approval of Addendum to Settlement Agreement and Release as presented.

D. WASD Single Audit Financial Report for Year Ending June 30, 2016
Consideration of approval for the Single Audit Financial Report for Year ending June 30, 2016 prepared by Buffamante Whipple Buttafaro, P.C. as presented.

2. PERSONNEL

A. Conference Requests

Consideration of approval for the following conference requests:

1. Tina Colton, Middle School Math/Science teacher, to attend "CRA (Concrete, Representational, Abstract) – Fraction, Integers, Equations" in Williamsport, PA on February 21, 2017; (approximate costs of \$160 to be paid from Curriculum Professional Development Fund)
2. Jessica Witmer, Irene Appel, Joanne Shaw, Cindy Carr, Annette Nuss, Deborah Greco, Verla Bryant, Shalane Gee, Heather Callahan, Elementary Teachers, and Mary Lou Dean, Title I Instructional Aide to attend "50 Nifty Activities for Three Tiers of Reading", held on January 20, 2017 in Wellsboro, PA (approximate costs of \$780 to be paid from Title Funds)
3. Tina Colton, Matt Perry, JoAnn Yungwirth, Middle School Math Teachers, to attend "Math Design Collaborative", Williamsport, PA on January 18, 2017 (approximate costs of \$360 to be paid from Building Budget)
4. Matt Hildebrand, High School Football Head Coach/Elementary Teacher; Benjamin Miller, High School Football Asst. Coach/HS Social Studies Teacher; Nate Babcock, HS Football Asst. Coach/Elementary Physical Ed. Teacher; Shane Mascho, Middle School Football Head Coach/MS Guidance Counselor; John Johnston, HS Football Assistant Coach; Chase Kriner, HS Football Asst. Coach, to attend "PSFCA (PA State Football Coaches Association Conference" at Penn State University, State College, PA on February 9-11, 2017 (approximate costs of \$1,068.48 to be paid from Athletics Fund)

B. Extra-Curricular Volunteer Appointments for School Year 2016-

Consideration of approval for the following extra-curricular volunteer appointments for:

1. Steven Adams as High School Volunteer Softball Assistant Coach, for the 2016-17 school year (Season: March 6 – June 16, 2017);
2. Brenda Brought as High School Volunteer Softball Assistant Coach, for the 2016-17 school year (Season: March 6 – June 16, 2017);
3. Jennifer Stephens as Volunteer Odyssey of the Mind Middle School Coach, effective January 11, 2017 for the 2016-17 school year;
4. Sarah Vickery as Volunteer Odyssey of the Mind Middle School Coach, effective January 11, 2017 for the 2016-17 school year;
5. Jason Gehman as Volunteer Odyssey of the Mind Middle School Coach, effective January 11, 2017 for the 2016-17 school year, pending receipt of all required clearances;
6. Aaron Yungwirth as High School Volunteer Softball Assistant Coach, for the 2016-17 school year pending receipt of required clearances (Season: March 6 – June 16, 2017)
7. Mary Grab as Middle School Volunteer Boys Basketball Assistant Coach, for the 2016-17 school year (Season: November 18, 2016 – March 25, 2017)
8. Howard Iseri as High School Boys/Girls Volunteer Track Assistant Coach, for the 2016-17 school year (Season: March 6 – May 27, 2017);

C. Resignation Due to Retirement

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

1. Vicki J. Campbell, Middle School ELA Teacher, with regret, effective June 5, 2017;

D. Support Staff Transfers

Consideration of approval for the transfers of:

1. Julie Foil, **from** full-time 7 hrs. per day/9 months High School Special Education Instructional Aide **to** full-time 7 hrs. per day/9 months Charlotte Lappla Special Education Instructional Aide, effective January 3, 2017. Present pay rate will remain the same.

2. Rosalind Statts, from part-time 5 hrs. per day/9 months Middle School Special Education Instructional Aide to full-time 7 hrs. per day/9 months High School Special Education Instructional Aide, effective January 20, 2017. Present pay rate will remain the same.

3. **STUDENT**

A. Overnight Field Trip Request

Consideration of approval for the following overnight field trip request:

1. Judy Smithgall, High School Vocal Music Teacher, to take nine students (District Chorus) to Berwick High School on January 11-13, 2017. (Attachment X-3A)
2. Judy Smithgall, High School Vocal Music Teacher, to take seven students (District Band) to Danville Area High School on February 8-10,)

B. Requests for Homebound Instruction

Consideration of approval for homebound instruction as follows:

1. for Student #7 HB 2016-17 as per her family physician for a period of approximately four (4) weeks, effective January 11, 2017;
2. for Student #8 HB 2016-17 as per her family physician for a period of approximately six (6) weeks, effective January 11, 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; Nay to 2. PERSONNEL, A. Conference Request #4; Mr. Feil, Aye; Mr. Hackett, Aye; Ms. Sherman, Aye; Mr. Burrous, Aye; Mr. Hoover, Aye; Mrs. Judlin, Aye; Nay to 2. PERSONNEL, A. Conference Request #4; Mr. Messineo, Aye; Nay to 2. PERSONNEL, A. Conference Request #4; Motion passed; Board Member Chris Gastrock was absent;

XI. **ACTION ITEMS:**

1. **ADMINISTRATION AND ORGANIZATION**

A. Adoption of Resolution – A motion was made by Mr. Hackett, seconded by Mrs. Judlin, to approve the adoption of Resolution of the Board of Education for the Wellsboro Area School District indicating that the District will not raise the rate of any tax for the support of its public schools for the 2017-18 fiscal year by more than the index established by the Department of Education of 3.2%.

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

B. Request for Approval of Additional Services of HUNT Engineers R.C.V. – A motion was made by Mrs. Judlin, seconded by Ms. Sherman, to approve the payment of additional services provided by HUNT Engineers, Architects, Land Surveyors & Landscape Architect, DPC in the amount of \$44,580 - fees are based on the assumption of full time services for the month of November, 2016; part-time of 2 days per week in December, 2016; 1 day per week for the months of January, 2017; 3 days per week for the month of May 2017.

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

C. Approval of Removal of Ash Trees Located on WASD Property – A motion was made by Mr. Hackett, seconded by Mr. Messineo, to approve proceeding with the removal of designated ash trees as proposed by D.C.N.R. (Department of Conservation and Natural Resources) located at the Rock L. Butler Middle School, 9 Nichols Street, Wellsboro, PA.

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

D. Approval of Forecast 5 Customer Agreement - A motion was made by Mr. Hoover, seconded by Mr. Cotner, to approve to enter into Customer Agreement with Forecast 5 thru Central Susquehanna Intermediate Unit to provide opinions or representations with respect to the financial feasibility and/or fiscal prudence of assumptions and/or projections that the District may select for inclusion in 5Cast Financial Projections, as presented.

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

E. Approval of Receipt of Private Grant Monies in School Year 2016-17 – A motion was made by Mr. Hoover, seconded by Mr. Cotner to approve the receipt of the following private grant monies received by WASD in school year 2016-17:

1. PA Educational Improvement Tax Credit Program (EITC) in the amount of \$14,720 for HS Culinary Arts Program, HS Carpentry, HS Media Center and HS Agri-Science Program; Monies made available through Waste Management; Larson Design Group; First Citizens Community Bank; UGI Utilities; Citizens & Northern Bank;

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

F. Approval of Additional Change Orders for WASD Community Athletic Complex – A motion was made by Mr. Cotner, seconded by Mrs. Judlin to approve the following change orders:

S-C015 AstroTurf, LLC - Bleacher Steel Modifications – DEDUCTION \$52,650
for the refabrication, freight, labor and engineering costs from Southern Bleachers for the refabrication of support steel beams and columns. Existing elevations for the concrete piers and grade beam were provided to Southern Bleachers by AstroTurf.

B-C01 Southern Bleacher Company – Bleacher Steel Modifications – ADDITION \$52,650
for the refabrication, freight, labor and engineering costs from Southern Bleachers for the refabrication of support steel beams and columns. Existing elevations for the concrete piers and grade beam were provided to Southern Bleachers by AstroTurf.

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

2. PERSONNEL

A. Extra-Curricular Hire – A motion was made by Mr. Messineo, seconded by Ms. Sherman, to approve the following extra-curricular hires for the school year 2016-17:

1. Ellen Dunham Bryant	Odyssey of the Mind Coach	Stipend of \$250
2. Ed Weaver	Middle School Boys Basketball Asst. Coach	\$2,256

- (Season: Nov. 18, 2016 – March 25, 2017)
3. Holly Berguson High School Boys/Girls Track Assistant Coach \$2,470.97
(Season: March 6 – May 27, 2017)

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

B. Approval to Provide Education Services – A motion was made by Mr. Hackett, seconded by Mrs. Judlin, to approve Deborah Greco, Don Gill Title I Reading Specialist, to provide education instruction for a student housed in the Tioga County Prison, said instruction to become effective January 9, 2017 at a rate of \$32.00 per hour for a maximum of twenty (20) hours per week. Term of instruction will end June 6, 2017.

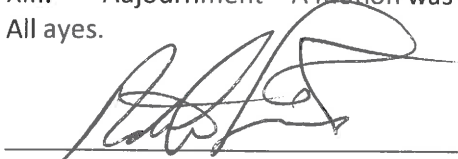
Upon a roll call vote: Mr. Burrous, aye; Mr. Feil, aye; Mr. Messineo, aye; Mr. Cotner, aye; Mrs. Judlin, aye; Mr. Hackett, aye; Ms. Sherman, aye; Mr. Hoover, aye; Motion passed; Board Member Chris Gastrock was absent;

C. Request for Temporary Leave of Absence – A motion was made by Mrs. Judlin, seconded by Ms. Sherman, to grant a temporary leave of absence, without pay, to Carla Tardieu, Middle School Special Education Instruction Aide for a period of fourteen (14) weeks, effective January 17, 2017.

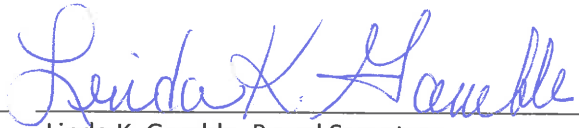
Upon a roll call vote: Ms. Sherman, aye; Mr. Messineo, aye; Mrs. Judlin, aye; Mr. Hoover, aye; Mr. Cotner, aye; Mr. Feil, aye; Mr. Hackett, aye; Mr. Burrous, aye; Motion passed; Board Member Chris Gastrock was absent;

XII. Public Comment - None

XIII. Adjournment – A motion was made by Mr. Hackett, seconded by Mr. Cotner to adjourn the meeting at 8:09 PM. All ayes.



Matthew Feil, President
Wellsboro Area School District
Board of Education



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