

WELLSBORO AREA SCHOOL DISTRICT  
Board of Education Meeting Minutes  
October 9, 2018 – Old Music Room, Administration Office

- I. Called to Order by President Christopher Gastrock at 7:12 PM in the Old Music Room, Administration Office, 227 Nichols Street, Wellsboro, PA.
- II. President Gastrock led in the Pledge of Allegiance.
- III. Roll Call of Members: Christopher Gastrock; Matthew Feil; Susan Judlin; Tracy Doughtie; John Hoover; LaRue Reese. Absent: Kacy Hagan, Wayne Hackett, David Messineo

Present were the following: Dr. Brenda Freeman, Superintendent; Bonnie Thompson, Business Manager/Board Secretary; Steven Adams, Elementary Principal; Michael Pietropola, Curriculum Director/Principal of Academic Affairs; Emily Ostrom-Graham, High School Principal; Robert Kreger, Middle School Principal; Daren Bryant, Director of Buildings & Grounds; Natalie Kennedy (Wellsboro Gazette); Student Representatives- Ariana Carleton High School, Tristan Allen Middle School, Lauren Kosek, Elementary.

Visitors Present: Becky Kosek, Beth Stone, Annette Nuss, Lisa Allen, Denise Woodhouse, Kirah Boyce, Raine Alexander, Lisa Manning, Hannah Morey, Brianna Corje, Jacob Rogers

- IV. Announcement of any Executive Sessions – Tuesday, October 9, 2018 at 5:30 PM, Conference Room, Administration Office, for the purpose of negotiations.
- V. Concerned Resident Issues – None
- VI. Approval of Agenda – A motion was made by LaRue Reese, seconded by Matthew Feil, to approve the Agenda. The motion passed by unanimous voice vote.
- VII. Board Minutes/Financials – A motion was made by Matthew Feil, seconded by LaRue Reese, to approve the Board Minutes/Financials as presented:
  - A. Minutes of Previous Meeting (Policy #006.9)  
Minutes of regular Board Meeting of September 11, 2018
  - B. Financial Reports (Policy #006.5)  
Board Summary September 2018 Report
  - C. Approval of Bills (Policy 006.5)  
2018-19 General Fund September 2018 Invoices  
2018-19 School Lunch September 2018 Fund Invoices  
2018-19 Capital Projects Invoices

The motion passed by unanimous voice vote.

- VIII. Public Comment on Title I and other Federal Programs: None
- IX. Reports were given by Dr. Brenda Freeman, Superintendent; Bonnie Thompson, Business Manager- Mrs. Thompson stated the Act 1 Index for 2019-20 is set at 2.9%.  
Administrators: Steve Adams, Elem. Principal, Emily Ostrom Graham-High School Principal, Rob Kreger-Middle School Principal, Mike Pietropola, Curriculum Director; Daren Bryant, Director of Buildings and Grounds.

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X. **CONSENT ITEMS**

A motion was made by Matt Feil, seconded by Susan Judlin, to approve the Consent Items as follows:

1. **ADMINISTRATION AND ORGANIZATION**

A. **2017-18 Budgetary Transfers**

Consideration of approval for the 2017-18 budgetary transfers as presented. (Attachment X-1A)

2. **PERSONNEL**

A. **Extra-Curricular Volunteer Appointments for School Year 2018-2019**-Consideration of approval for the extra-curricular volunteer appointment of

1. Elliot Worthington, as Volunteer Middle School Boys Soccer Assistant Coach, effective October 10 – November 17, 2018;
2. Michelle Warner as Wellsboro Volunteer Swim Coach for all Wellsboro High School Swimmers, for the school year 2018-19;

B. **Conference Requests**- Consideration of approval for the following conference requests:

1. Chelsey Rendos and Jill Yusinski, Speech and Language Impaired Teachers, to attend “Strategies & Resources for Improving Executive Functioning Skills” in Williamsport, PA on November 29, 2018 (approximate costs of \$192.82 (no sub costs) to be paid from Building Budget)
2. Bonnie Thompson, Business Manager, to attend “Susquehanna Valley Association of School Business Officials Conference”, State College, PA on October 23-25, 2018 (approximate costs of \$348.28 to be paid from Building Budget)
3. Jessica Webster, High School Biology/General Science Teacher, to attend “2018 Annual Biology Teacher Workshop” in Williamsport, PA on November 20, 2018 (approximate costs of \$236 to be paid from Building Budget)

3. **STUDENT**

A. **Request to Establish Student Activity Account**

Consideration of approval to establish “Culinary CTE”, a new account created to maintain separate account for Culinary CTE funds and SKILLS USA funds. There will be fundraising activities such as luncheons, catering, etc. James Mack, High School Culinary Teacher, will be the advisor. (Attachment X-3A)

B. **Overnight Field Trip Requests**

Consideration of approval for the following overnight field trip requests:

1. Heather Ladd, Middle School Art Teacher, to take 4 Student Council students to Lebanon, PA to attend “PASC State Conference” on November 8-10, 2018; (Attachment X-3B-1)
2. James Mack, High School Culinary Teacher, to take 4 Culinary Arts Skills USA students to “Skills USA Leadership Conference” in Gettysburg, PA on November 7-9, 2018; (Attachment X-3B-2)
3. James Mack, High School Culinary Teacher, to take 4 Culinary Arts students to Walt Disney World Resort (Orlando, Florida) to attend “International Culinary and Hospitality Experience for Students on April 26-29, 2019; (Attachment X-3B-3)
4. James Mack, High School Culinary Teacher, to take 35 students (Senior Class trip) to Tennessee’s Smoky Mountain Spectacular on May 11-15, 2019; (Attachment X-3B-4)

C. **Requests for Approved Educational Field Trips**

Consideration of approval for the following requests for approved educational field trips:

1. to allow Cameron Owlett, 5th Grader at Rock L. Butler Middle School to travel to Rifle Falls &

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- Glenwood Springs and through the Rocky Mountains from November 1 – 16, 2018; (Attachment X-3C-1)
2. to allow Abigail Owlett, 7th Grader at Rock L. Butler Middle School to travel to Rifle Falls & Glenwood Springs and through the Rocky Mountains from November 1 – 16, 2018; (Attachment X-3C-2)
  3. to allow Dustin Owlett, 6th Grader at Rock L. Butler Middle School to travel to Rifle Falls & Glenwood Springs and through the Rocky Mountains from October 31 – November 16, 2018; (Attachment X-3C-3)
  4. to allow Kaitlyn Owlett, 2nd Grader at Don Gill Elementary School to travel to Rifle Falls & Glenwood Springs and through the Rocky Mountains from October 31 – November 16, 2018; (Attachment X-3C-4)

D. In Lieu of Expulsion Agreement

Consideration of approval of In Lieu of Expulsion Agreement for Student #1 E – 2018-19.

**4. OTHER**

A. Approval of Van Drivers/Aides/Bus Drivers

Consideration of approval for the following van drivers / aides:

Benedict's Bus Service: Jeffrey Quick, Sub Bus Driver; James Oliver, Sub Bus Driver

Correll Student Transport: Chad Hamilton, Sub Van Driver and Aide; Christina Shelman, Sub Aide;

Roll call vote. All votes were affirmative. The motion carried.

**XI. ACTION ITEMS**

**1. ADMINISTRATION AND ORGANIZATION**

A. Ratification of Contract Agreement

A motion was made by Matthew Feil, seconded by LaRue Reese to approve the ratification of the Collective Bargaining Contract Agreement between the Wellsboro Area School District and the Wellsboro Education Support Professionals Association, October 10, 2018 – June 30, 2021. The Agreement will be for the 2018-2019 (Oct. 10, 2018 -2019, 2019-2020, and 2020-2021 school years. (Attachment XI-1A)

Roll call vote. All votes were affirmative. The motion carried.

**2. PERSONNEL**

A. Support Staff Hires— A motion was made by Matthew Feil, seconded by Susan Judlin to approve the following support staff hires of:

1. Kailee Clymer, Special Education Learning Support Instructional Aide (Charlotte Lappla), part-time, (5 hrs. per day/9 months) effective October 1, 2018 at a starting 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. This hire is contingent on satisfactory completion of required coursework at PATTAN.
2. Angela Casher, Special Education Learning Support Instructional Aide (Rock L. Butler Middle School) part-time (5 hrs. per day/9 months) effective October 3, 2018 at a starting 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. This hire is contingent on satisfactory completion of required coursework at PATTAN.
3. Jennifer Busch, Special Education Emotional Support Instructional Aide (Rock L. Butler Middle School), part-time (5 hrs. per day/9 months) effective October 3, 2018 at a starting 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. This hire is contingent on satisfactory completion of required coursework at PATTAN.

Roll Call Vote. All votes were affirmative. The motion carried.

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- B. Extra-Curricular Hire – A motion was made by Matthew Feil, seconded by Tracy Doughtie to approve the following extra-curricular hires of:
1. Jennifer Stephens, Odyssey of the Mind Coordinator, effective October 10, 2018 for a stipend of \$800 for school year 2018-2019;
  2. Jennifer Sporer, Odyssey of the Mind (elementary) Coordinator, effective October 10, 2018 for a stipend of \$800 for school year 2018-19;

Roll Call Vote. All votes were affirmative. The motion carried.

- C. Administrative Assistant Hire -A motion was made by Matthew Feil, seconded by Susan Judlin to approve the following Administrative Assistant hire of Beth Ann Stone as Administrative Assistant for Payroll/Benefits/Taxes, effective October 1, 2018 at a salary of \$34,000 pro-rated with a six month probationary period running from October 1, 2018 - April 1, 2019. This position will be part of the Support Services Administrative Compensation Plan of July 1, 2015 – June 30, 2019.

Roll Call Vote. All votes were affirmative. The motion carried.

- D. Overnight Field Trip (Class Trip) Approval for French 2 Student (one-time only)  
A motion was made by Matthew Feil, seconded by LaRue Reese to approve this one-time to allow a WASD French 2 student to fundraise and participate in the Class Trip to Paris, Normandy and Brittany France on March 13-21, 2020. Said trip was previously approved by the Board of Education at their August.

Roll call vote. All votes were affirmative. The motion carried.

XII. Public Comment – None

XIII. Adjournment – A motion was made by Matthew Feil, seconded by LaRue Reese, to adjourn the meeting at 8:23 PM.  
All ayes.



Bonnie Thompson, Board Secretary  
Wellsboro Area School District  
Board of Education