

WELLSBORO AREA SCHOOL DISTRICT  
Board of Education Meeting  
February 13, 2018 – Old Music Room, Administration Office

**MINUTES**

Called to Order by President Christopher Gastrock at 6:33 PM in the Old Music Room, Administration Office, 227 Nichols Street, Wellsboro, PA.

President Gastrock led in the Pledge of Allegiance.

Roll Call of Members: Mr. Christopher Gastrock; Mr. John Hoover; Mr. Wayne Hackett; Ms. Denise Sherman; Mr. Matthew Feil (present via cell phone communication); Mrs. Susan Judlin; Mr. David Messineo; Ms. Kacy Hagan; Ms. Tracy Doughtie;

Present were the following: Dr. Brenda Freeman, Superintendent; Mrs. Bonnie Thompson, Business Manager; Steven Adams, Elementary Principal (arriving at 6:50 PM); Michael Pietropola, Middle School Principal / Curriculum Director/Principal of Academic Affairs; Robert Kreger, High School Principal; Daren Bryant, Director of Buildings & Grounds; Natalie Kennedy (Wellsboro Gazette); Linda Gamble, WASD Board Secretary;

Visitors Present: Braelynn Butler; Matt Sweet; Jessica Witmer; Frank Deter, II; Kathryn Burnett; Mary Nance; Lindsey Cuneo; Jude Cuneo;

Announcement of any Executive Sessions – Tuesday, February 6, 2018 at 7:30 PM, Old Music Room, Administration Office, for the purpose of personnel; Tuesday, February 13, 2018 at 5:30 PM, Old Music Room, Administration Office, for the purpose of personnel and student;

Concerned Resident Issues – None

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

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

- A. Minutes:
  - Regular Board Meeting of January 9, 2018;
  - Special Board Meeting of February 6, 2018
- B. Financial Reports:
  - Board Summary Report
  - Student Activity Fund Summary
- C. Approval of Bills:
  - 2017-18 General Fund Invoices
  - 2017-18 School Lunch Fund Invoices
  - 2017-18 Capital Projects Invoice

The motion passed by unanimous voice vote.

Public Comment on Title I and other Federal Programs: None

Reports were given by Student Representatives Shelby Osgood (High School) and Jude Cuneo (Elementary); Dr. Brenda Freeman, Superintendent; Bonnie Thompson, Business Manager; Administrators (Steve Adams, Elementary Principal, Mike Pietropola, Middle School Principal; Rob Kreger, High School Principal; Daren Bryant, Director of Buildings & Grounds);

X. **CONSENT ITEMS**

A motion was made by Ms. Sherman, seconded by Ms. Hagan, to approve the Consent Items as follows:

1. **ADMINISTRATION AND ORGANIZATION**

A. **BLaST Intermediate Unit #17 Budget for Fiscal Year 2018-2019**

Consideration of approval of the BLaST Intermediate Unit #17 General Operations Budget for the fiscal year July 1, 2018 – June 30, 2019 in the amount of \$2,800,594 as presented.

B. **Sale of Unused/Un-Needed Equipment**

Consideration of approval for unused and un-needed WASD equipment to be placed for sale according to WASD District Policy 706.1. All items will be sold “as is”.

C. **Second Reading and Final Adoption of Revised WASD Board Policies #808, 203, 339, 439 and 53**

Consideration of approval for the second reading and final adoption of the following revised District Policies:

|      |                                       |
|------|---------------------------------------|
| #808 | Food Service                          |
| #203 | Immunizations & Communicable Diseases |
| #339 | Uncompensated Leave (Administrative)  |
| #439 | Uncompensated Leave (Professional)    |
| #539 | Uncompensated Leave (Classified)      |

D. **Approval to Retire WASD Board Policies 808.1 and 808.2**

Consideration of approval to retire Wellsboro Area School District Board Policies 808.1: SECTION: OPERATIONS, Title: Lost or Stolen Lunch Tickets; and Policy 808.2: SECTION: OPERATIONS, Title: LUNCH PAYMENTS;

E. **2017-18 Budgetary Transfers**

Consideration of approval for the 2017-18 budgetary transfers as presented.

2. **PERSONNEL**

A. **Extra-Curricular Volunteer Appointments for School Year 2017-18**

Consideration of approval for the following extra-curricular volunteer appointments for School Year 2017-18:

1. Edward Ryan as Volunteer High School Boys Tennis Assistant Coach, effective February 14, 2018 to the end of school year;
2. Mackenzie Crawford as Volunteer High School Boys Tennis Assistant Coach, effective February 14, 2018 to the end of school year;
3. Howard Iseri as Volunteer High School Boys/Girls Track Assistant Coach, effective February 14, 2018 to the end of school year;
4. Tim Frazier as Volunteer High School Baseball Assistant Coach, effective February 14, 2018 to the end of school year;
5. Rob Brant as Volunteer High School Baseball Assistant Coach, effective February 14, 2018 to the end of school year;
6. Brett Hamblin as Volunteer High School Baseball Assistant Coach, effective February 14, 2018 to the end of school year;
7. John Johnston as Volunteer High School Baseball Assistant Coach, effective February 14, 2018 to the end of school year;
8. Brenda Brought as Volunteer High School Softball Assistant Coach, effective February 14, 2018 to the end of school year;

9. Aaron Yungwirth as Volunteer High School Softball Assistant Coach, effective February 14, 2018 to the end of school year;
10. Steven Adams as Volunteer High School Softball Assistant Coach, effective February 14, 2018 to the end of school year;
11. Stephanie Leister as Volunteer Middle School Cheerleading Assistant Advisor, effective February 14, 2018 to the end of school year;

B. Extra-Curricular Resignation

Consideration of approval to accept letter of resignation from:

1. Tonya Doane as Middle School Cross Country Head Coach, effective January 4, 2018;

C. Conference Requests

Consideration of approval for the following conference requests:

1. Daren Bryant, Director of Buildings & Grounds, to attend “Lutron Lighting Control Training” on February 22 & 23, 2018 in Coopersburg, PA (approximate costs of \$218.00 to be paid out of Building Budget;)
2. Daren Bryant, Director of Buildings & Grounds, to attend “Sanico Cleaning Solutions Show” on March 15, 2018 in Ithaca, New York (approximate costs of \$92.65 to be paid out of Building Budget)
3. Dr. Ben Largey, School Psychologist, Jake Rogers, School Psychologist and Mackenzie Crawford, School Psychology Intern, to attend “Advanced Practices in the Use of ROI for SLD Determination” on March 28, 2017 in Harrisburg, PA (approximate costs of \$281.38 to be paid out of Special Education Fund Account.

D. Approval of Revised Job Description for Middle School Principal

Consideration of approval for the revised job description for Middle School Principal.

**(Upon motion made by Ms. Hagan, seconded by Mr. Messineo, the following job descriptions were added:**

- 2. Business Manager; 3. Facility Maintenance Specialist**

E. Approval of Update to Retirement Date of Professional Employee

Consideration of approval to set resignation due to retirement date of **January 9, 2018** for Diane Stratton, Elementary Librarian recently approved at January 9, 2018 Board Meeting.

3. STUDENT

A. Overnight Field Trip Request

Consideration of approval for the following overnight field trip request:

1. Daniel Sensenig, High School Music Teacher, to take three (3) high school band students to Wyoming Area High School on February 22 – 24, 2018 to attend PMEA Region IV Band
2. Daniel Sensenig, High School Music Teacher, to take three (3) high school chorus students to Honesdale High School on February 28-March 3, 2018 to attend PMEA Region IV Chorus.

B. WASD 2018-19 Curriculum Guide

Consideration of approval for the Wellsboro Area School District 2018-19 High School Curriculum Guide as presented.

C. In Lieu of Expulsion Agreement

Consideration of approval for the following In Lieu of Expulsion Agreement:

1. Student #4 E – 2017-18;

4. **OTHER**

A. 2017-18 Additions to WASD Substitute List

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

B. Approval of Van Drivers for School Year 2017-18

Consideration of approval for the following Van Driver/Van Aides for School Year 2017-18:

Benedict's Bus Service:

Bonnie Stanley, Van Aide

Deb Fitch, Van Aide

Correll Student Transport:

Chad Hamilton, Van Driver

Niles Transportation:

Carrie Daugherty, Driver

Upon a roll call vote: Ms. Hagan, aye; Mr. Feil, aye; Mr. Gastrock, aye; Mr. Hackett, aye; Ms. Sherman, aye; Mrs. Doughtie, aye; Mr. Hoover, aye; Mrs. Judlin, aye; Mr. Messineo, aye; Motion passed;

XI. **ACTION ITEMS:**

1. **ADMINISTRATION AND ORGANIZATION**

A. Assigned Fund Balance Account for Curriculum – A motion was made by Mrs. Judlin, seconded by Mr. Hackett, to establish an Assigned Fund Balance Account for Curriculum. This account will be used for district-wide curriculum related initiatives and expenses.

Upon a roll call vote: Mr. Messineo, aye; Ms. Hagan, aye; Mr. Feil, aye; Mrs. Judlin, aye; Mr. Hoover, aye; Mr. Gastrock, aye; Mr. Hackett, aye; Ms. Sherman, aye; Mrs. Doughtie, aye; Motion passed;

B. Fund Transfer from General Fund to the Curriculum Assigned Reserve Fund – A motion was made by Mr. Messineo, seconded by Mr. Hackett, to approve to transfer \$150,000 from the General Fund Unassigned Fund Balance to the Curriculum Assigned Reserve Fund.

Upon a roll call vote: Mr. Hoover, aye; Ms. Hagan, aye; Mrs. Doughtie, aye; Mr. Gastrock, aye; Ms. Sherman, aye; Mr. Messineo, aye; Mrs. Judlin, aye; Mr. Feil, aye; Mr. Hackett, aye; Motion passed;

C. Fund Transfer from General Fund to the Athletic Committed Reserve Fund – A motion was made by Mrs. Doughtie, seconded by Ms. Hagan, to approve to transfer \$50,000 from the General Fund Unassigned Fund Balance to the Athletic Field Reserve **Committed** Fund.

Upon a roll call vote: Ms. Hagan, aye; Mr. Feil, aye; Mr. Gastrock, aye; Mr. Hackett, aye; Ms. Sherman, aye; Mrs. Doughtie, aye; Mr. Hoover, aye; Mrs. Judlin, aye; Mr. Messineo, aye; Motion passed;

D. Approval to Use Unassigned Funds – A motion was made by Ms. Hagan, seconded by Mrs. Judlin, to approve to use Unassigned Fund balance to pay NRG the sum of \$18,633 which is the final payment for the JACE Upgrade that is due in next school year. This was a 3-year contract.

Upon a roll call vote: Mr. Hoover, aye; Mr. Messineo, aye; Mrs. Doughtie, aye; Ms. Hagan, aye; Mr. Gastrock, aye; Mr. Feil, aye; Ms. Sherman, aye; Mr. Hackett, aye; Mrs. Judlin, aye; Motion passed;

E. Settlement Agreement – A motion was made by Mrs. Judlin, seconded by Mr. Ms. Hagan, to approve Settlement Agreement in a Special Education matter.

Upon a roll call vote: Mr. Hoover, aye; Mrs. Doughtie, aye; Mr. Hackett, aye; Mr. Feil, aye; Ms. Hagan, aye; Mr. Gastrock, aye; Ms. Sherman, aye; Mrs. Judlin, aye; Mr. Messineo, aye; Motion passed;

2. PERSONNEL

A. Hires – A motion was made by Mr. Messineo, seconded by Mr. Hackett, to approve the following hires for the school year 2017-18:

1. Lindsey Harper as Middle School Odyssey of the Mind Coach, effective February 14, 2018 for a stipend of \$250.00;
2. Jack Witmer, part-time groundskeeper, at a rate of \$12.25 per hour, on an “as-needed basis”, effective March 5 – November 16, 2018.

Upon a roll call vote: Mr. Messineo, aye; Mrs. Judlin, aye; Ms. Sherman, aye; Mr. Gastrock, aye; Ms. Hagan, aye; Mr. Feil, aye; Mr. Hackett, aye; Mrs. Doughtie, aye; Mr. Hoover, aye; Motion passed;

B. Hire of Intern – A motion to table was made by Mrs. Doughtie, seconded by Ms. Hagan to approve the hire of Raymond Schroeder, M.S. as School Psychology Intern for the school year 2018-2019, effective the first day of August 2018 Inservice Training. Rate of pay will be \$15.55 per hour for a period of 180 days for a total stipend of \$21,000.

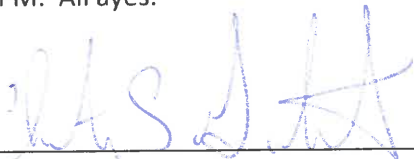
Upon a roll call vote: Mr. Hackett, aye; Mr. Gastrock, aye; Ms. Hagan, aye; Mr. Messineo, aye; Mr. Feil, aye; Mrs. Doughtie, aye; Mr. Hoover, aye; Mrs. Judlin, aye; Ms. Sherman, aye; Motion to table passed;

C. Increase in Rate of Pay for Cleaning Services - A motion was made by Mr. Hackett, seconded by Mrs. Doughtie, to approve to increase Selby Jean Pier’s hourly rate for cleaning the District Administration Center (5 hours per week) from \$11.11 per hour (2% increase) to \$11.33, effective January 1 – December 30, 2018.

Upon a roll call vote: Ms. Hagan, aye; Mr. Feil, aye; Mr. Gastrock, aye; Mr. Hackett, aye; Ms. Sherman, aye; Mrs. Doughtie, aye; Mr. Hoover, aye; Mrs. Judlin, aye; Mr. Messineo, aye; Motion passed;

XII. Public Comment - None

XIII. Adjournment – A motion was made by Mr. Messineo, seconded by Mr. Hackett, to adjourn the meeting at 8:01 PM. All ayes.

  
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Christopher Gastrock, Board President  
Wellsboro Area School District  
Board of Education

  
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Linda K. Gamble, Board Secretary  
Wellsboro Area School District  
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