

WELLSBORO AREA SCHOOL DISTRICT
Board of Education Meeting Minutes
May 14, 2019

- I. Call to Order by President, LaRue Reese at 6:00 pm in the Old Music Room, Administration Office, 227 Nichols Street, Wellsboro PA.
- II. President Reese led the Pledge of Allegiance
- III. Roll Call of Members: LaRue Reese, Sue Judlin, Tracy Doughtie, Mathew Feil, Chris Gastrock, Wayne Hackett, Kacy Hagan, David Messineo on the phone. Absent-John Hoover

Present were the following: Dr. Brenda Freeman, Superintendent, Bonnie Thompson, Business Manager/ Board Secretary, Steve Adams, Elementary Principal, Emily Ostrom Graham, High School Principal, Mike Pietropola, Curriculum Director, Dr. Liz Barnhart, Special Education Supervisor, Daren Bryant, Director of Buildings and Grounds.

Visitors Present: Natalie Kennedy, Wellsboro Gazette, Ariana Carleton High School Representative, Ian Long, Middle School Representative, Annette Nuss, Jeffrey Peleohide, Tim McBride, Colin Pietropola, Jordan J, Regan Regina, Cindy Long, Brandy Swartz, John Weaver, Dan Marple, Jeff Zuchowski, Robert Morral, Connie Morral, Toni Burtch, Lauren Morral & Family, Terri Dunkleberger, Irene Appel, Sandy Wilson, John.

- IV. Announcement of any Executive Sessions will be held for the purpose of personnel immediately following this meeting.
- V. Concerned Resident Issues - None
- VI. Approval of Agenda – A motion was made by Chris Gastrock, seconded by Wayne Hackett to amend agenda item Action 2F should state Creation of a Middle School ELA/Math position.

The motion passed by unanimous voice vote.
- VII. Board Minutes/Financials – A motion was made by Matt Feil, seconded by Chris Gastrock to approve the Board Minutes/Financial as presented:
 - A. Minutes of Previous Meeting (Policy #006.9)
Work Session of April 2, 2019
Regular Board Meeting of April 9, 2019
 - B. Financial Reports (Policy #006.5)
Board Summary Report (YTD 4/31/2019)
Student Activity Fund Summary
 - C. Approval of Bills (Policy 006.5)
April 2019 General Fund Invoices
April 2019 School Lunch Fund Invoices
- VIII. Public Comment on Title I and other Federal Programs -none
- IX. A. Reports (Policy #006.5)
 1. Student Representatives
 2. Superintendent:

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- a. Student of the Month Award Certificates
 - Elementary –Grady Morral;
 - Middle School-Carter Campbell;
 - High School –Bergen Weiner and Aidan Perry
 - b. Recognition of Retirement of Deborah Greco, Title I Reading Specialist
 - c. Update on Safety Grant- The district was awarded \$236,434 in a Safety Grant. \$25,000 was non-competitive, the remaining funding was a competitive grant. These funds will be used for: teller windows for office area, safety plan update, radio communication systems for buses and buildings, repeaters and tower site access for radio communications, badge kiosk system for entry into buildings
 - d. "Portrait of a Graduate"
 - e. Presentation of Wind Tunnel developed by Bergen Weiner and Aidan Perry
3. Business Manager – Final Budget Presentation
 4. Administrators
 5. Board Members

X. **CONSENT ITEMS**

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

1. **ADMINISTRATION AND ORGANIZATION**

A. **Athletic Trainer Service Agreement**

Consideration of approval of Athletic Training Services Agreement between UPMC Susquehanna and Wellsboro Area School District, effective August 1, 2019 and shall continue in effect for three years, ending on June 30, 2022 at the following rates:

- \$25,000 for the 2019-2020 scholastic year;
- \$27,000 for the 2020-2021 scholastic year;
- \$28,000 for the 2021-2022 scholastic year;

B. **Special Education Agreement between WASD and BLAST I.U. #17**

Consideration of approval of Special Education Agreement between the Wellsboro Area School District for services at a projected annual cost of \$370,727.07 for a period running from July 1, 2019 – June 30, 2020.

C. **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".

D. **Dental Hygiene Program Outline for School Years 2019-2020 and 2020-2021**

Consideration of approval to enter into Dental Hygiene Program Outline for School Years 2019-2020 and 2020-2021 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 cost of \$6.50.

E. **Memorandum of Understanding**

Consideration of approval of Memorandum of Understanding between Wellsboro Area School District and Wellsboro Area Education Association addressing the MS Marching Band as it exists in the collective bargaining agreement between the parties.

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F. Memorandum of Understanding

Consideration of approval of Memorandum of Understanding between Wellsboro Area School District and Wellsboro Area Education Association addressing Dramatics – Fall Drama Varsity as it exists in the collective bargaining agreement between the parties.

G. Appointment of 2018-2019 Independent Auditor

Consideration of approval to appoint the independent auditing firm of Buffamante Whipple Buffafaro, P.C., Certified Public Accountants & Business Advisors, 130 South Union Street, Suite 200, Olean, New York to perform the independent financial audit of the Wellsboro Area School District's records and to perform the single Audit of Federal Programs for the fiscal year ending June 30, 2019 at a cost not to exceed the sum of \$23,800 as presented.

H. Approval of American Fidelity

Consideration of approval for American Fidelity to provide the Section 125 Flexible Fringe Benefits Plan for WASD employees to be effective on July 1, 2019.

I. Approval of TSA Consultant Group and Kades-Margolis

Consideration of approval for TSA Consultant Group to be the Third Party Administrator for the 403B Plan and Kades-Margolis to be the retirement plan consultant and provide education for WASD employees to be effective June 1, 2019.

2.

PERSONNEL

A. Conference Requests

Consideration of approval for the following conference request:

1. Shalane Gee, Elementary Reading Specialist, to attend "PA Federal Programs Coordinators Conference" in Pittsburgh, PA on May 4 – 8, 2019 (approximate costs of \$1,753 (Travel: \$453; Lodging: \$600; Meals - \$250; Registration - \$450) to be paid from Title I Grant;
2. Emily Ostrom-Graham to attend "PILS Day 5 (Make-Up Training), on May 21, 2019 at Lancaster Lebanon IU, Lancaster, PA (approximate costs of \$354 - \$150 (hotel) and mileage of \$204)

B. Extra-Curricular Resignations

Consideration of approval to accept extra-curricular letter of resignation from:

1. Sherry Mohr as Yearbook Advisor and Yearbook Business Manager, effective July 1, 2019.

3.

STUDENT

A. Request for Homebound Instruction

Consideration of approval for the following Request for Homebound Instruction for the school year 2018-19:

1. For Student #10 HB 2018-2019 as per his family physician for the remaining school year 2018-19, commencing May 7, 2019;

B. Request for Extension of Homebound Instruction

Consideration of approval for an extension of four weeks of homebound instruction which was approved by the WASD Board of Education for Student #9 HB 2018-2019 on April 9, 2018;

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C. In Lieu of Expulsion Agreement

Consideration of approval for In Lieu of Expulsion Agreement for Student #4 E-2018-19.

D. Overnight Field Trip Requests

Consideration of approval for the following overnight field trip request:

1. Melanie Berndtson, FFA Advisor, to take 5 Grand Canyon FFA students to Pennsylvania Environthon State Event, University of Pittsburgh Johnstown on May 21-22, 2019.

4. **OTHER**

A. Approval of Van Aide/Van Driver and Substitute School Bus Driver

Consideration of approval of the following Van Aide/Van Driver and Substitute School Bus Driver:

1. Wendy Borden as Substitute Bus Driver for Benedicts Bus;
2. Chandler Correll as Van Driver for Correll Student Transport;

Voice vote. All votes were affirmative. The motion carried.

XI. **ACTION ITEMS:**

1. **ADMINISTRATION AND ORGANIZATION**

A. Wayfair Facility Management Company. A motion was made by Matt Feil, seconded by Chris Gastrock for approval to use Capital Reserve Funds for Wayfair Facility Management Company to do a complete restoration to the High School Gymnasium floor over the 2019 summer months for a total amount of \$31,550 (Co-Star Contract #534-325). This will include a complete sanding of the entire floor to bare wood, repainting of all sports floor lines and Logo, and a new 1907 floor finish, both base and finish coats.

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

B. Contract to Purchase Meals from Schools from Sponsor to Sponsor. A motion was made by Kacy Hagan, seconded by Chris Gastrock for approval for Contract to Purchase Meals from Sponsor to Sponsor (Bradford Tioga Head Start Inc., Blossburg, PA and the Wellsboro Area School District), wherein seventeen (17) children and adults will purchase lunches at \$3.25 and \$3.50, respectively for 180 servings per year.

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

C. NAVIANCE Contract. A motion was made by Matt Feil, seconded by Chris Gastrock for approval to enter into Terms of Service for Naviance Participating High Schools, effective June 3, 2019 and ending June 2, 2021 for the cost of \$12,850.00. The subscription to Naviance includes: Naviance eDocs; Naviance Alumni Tracker; Naviance for High School – District Edition; Naviance College and Career Readiness Curriculum.

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

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D. Agreement for AgendaManager Services. A motion was made by Matt Feil, seconded by Sue Judlin for approval to enter into Agreement with *AgendaManager Services* and the Wellsboro Area School District whereby CAIU (Capital Area Intermediate Unit) will provide access to *AgendaManager* and WASD shall have the ability to use its *AgendaManager* account to create unlimited meetings, agendas, groups and users for up to 5 GB of data. Said Agreement shall commence July 1, 2019 and shall terminate June 30, 2022. Cost of services shall be \$3,000 for the first year in fulfillment of the Agreement (first 90 days is a free trial period ending on August 12, 2019; first year runs 8/13/19- 6/30/20; additional years will be invoiced at a cost of \$3,400 per year and additional cost terms, if any, shall be addressed in Section 25 herein or subsequent Addenda as agreed to by both parties.

Roll call vote. The motion failed with negative votes cast by all except LaRue Reese. John Hoover-absent.

E. Adoption of Resolution for the 2019-2020 Wellsboro Area School District General Fund Operating Budget. A motion was made by Sue Judlin, seconded by Chris Gastrock for approval for the Resolution to Adopt the 2019-2020 Wellsboro Area School District General Fund Operating Budget (PDE 2028) with projected revenues of \$25,984,970 and projected expenditures of \$26,951,887 (inclusive of a \$500,000 budgetary reserve). \$361,000 will be taken from the General Fund Committed Reserve for Future Retirement expenses and \$105,917 from Unassigned Fund Balance for the Final 2019-2020 General Fund Budget.

Roll call vote. The motion failed with negative votes cast by all except LaRue Reese. John Hoover-absent.

A motion was made by Matt Feil, seconded by Kacy Hagan to table Item F. & G.

F. Adoption of Tax Resolution for Setting the Tax Rates for the 2019-2020 Fiscal Year. Consideration of approval for the adoption of the Tax Resolution setting forth the following tax rates for the 2019-2020 fiscal year:

Real Estate Tax:

Lycoming County Real Estate Millage:	15.23 mils
Tioga County Real Estate Millage:	18.69 mils

Act 511 Taxes:

Real Estate Transfer Tax:	.50%
Earned Income Tax:	1.00%
Local Services Tax:	\$5.00

G. 2019 Act I Homestead/Farmstead Exclusion Resolution. Consideration of approval for the adoption of the 2019 Act I Resolution authorizing and implementing the Homestead and Farmstead Exclusion applicable to the 2019-2020 fiscal year.

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

H. Approval of Lease Proposal by First American Education Finance for High School Computers

A motion was made by Kacy Hagan, seconded by Chris Gastrock for approval for Lease Proposal of First American Education Finance in the amount of \$101,605.21 to provide various computer equipment and hardware (listed below) for the Wellsboro Area High School.

(64)	Dell Latitude 5300 2-in-1 (Staff Laptops)
(10)	Dell Premium Active Pens (for Staff Laptops)

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- (64) Dell WD19 Docking Stations (for Staff Laptops)
- (534) Dell Latitude 3190 2-in-1 (Student Laptops)

Roll call vote. All votes were affirmative. Motion carried.

2. **PERSONNEL**

A. Hire of Support Staff Personnel. – A motion was made by Matt Feil, seconded by Chris Gastrock for approval for the hire of Kendal Warren, as part-time (5 hrs. per day/12 months) Rock L. Butler Middle School Custodian, effective May 15, 2019 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 \$11.14 per hour.

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

B. Extra-Curricular Hires . – A motion was made by Chris Gastrock, seconded by Kacy Hagan for approval for the extra-curricular hires for school year 2018-19 and 2019-2020:

1. Student Audio-Visual Worker, Caleb Grebill, at the rate of \$10.00 per hour, effective May 11, 2019;
2. Andrew Borzok, High School Girls Tennis Head Coach, effective August 12 – November 2, 2019 at a stipend of \$2,481;
3. Matthew Sweet, High School Football Assistant Coach, effective August 5 – December 8, 2019 at a stipend of \$3,491;
4. Steven Adams, High School Boys Basketball Head Coach, effective November 18 –March 21, 2020 at a stipend of \$4,659;
5. Ronald Doughtie, High School Boys Basketball Assistant Coach, effective November 18–March 21, 2020 at a stipend of \$2,874;
6. Sam Mitchell, Middle School Soccer Head Coach, effective August 12 – November 16, 2019 at a stipend of \$2,431.73
7. Jill Gastrock, as High School Yearbook Advisor, effective for the school year 2019-2020 at a stipend of \$2,155;
8. Jill Gastrock, as High School Yearbook Manager, effective for the school year 2019-2020 at a stipend of 1,017;
9. Jill Gastrock as Homebound Teacher for Student #9 H 2018-2019, at a contractual rate of \$32.00 per hour;
10. Jill Gastrock as Homebound Teacher for Student #10 H 2018-19, at a contractual rate of \$32.00 per hour;

Roll call vote. All votes were affirmative, with Chris Gastrock abstaining from #7, 8, 9, & 10 and Tracy Doughtie abstaining from # 5. The motion carried.

C. Summer “Extended Work Year” Days. A motion was made by Chris Gastrock, seconded by Sue Judlin for approval of the following summer extended work year days at contracted per diem rates for the school years 2018-2019 and 2019-2020 :

1. Matthew Rendos, High School Guidance Counselor, not to exceed twenty (20) days;
2. Tanya Harmon, High School Guidance Counselor, not to exceed twenty (20) days;
3. Shane Mascho, Middle School Guidance Counselor, not to exceed twenty (20) days;
4. Melanie Berndtson, High School Vocational Agriculture Teacher, not to exceed ten (10) days;

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

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D. Hire of Summer Technology Intern. A motion was made by Chris Gastrock, seconded by Matt Feil for approval for the hire of Brayden Button as 2019 Summer Technology Intern, effective June 10, 2019 for a maximum of thirty-six (36) days/10 hours per day at a rate of \$10.00 per hour, or a total of \$3,600.

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

E. Resignations

1. A motion was made by Chris Gastrock, seconded by Wayne Hackett for approval of the resignation of Selby Pier, Administration Office cleaning person, effective May 3, 2019.

Roll call vote. All votes were affirmative. The motion carried. Dave Messineo call was lost and left meeting.

2. A motion was made by Chris Gastrock, seconded by Kacy Hagan for approval of the resignation of Michael Pietropola, Director of Curriculum/Head of Athletics/Principal of Academic Affairs, effective June 30, 2019.

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

3. A motion was made by Chris Gastrock, seconded by Tracy Doughtie for approval of the resignation of Matthew Rendos, Athletic Director, effective June 30, 2019.

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

F. Creation of a Middle School ELA/Math position. A motion was made by Kacy Hagan, seconded by Sue Judlin to table the approval for the creation of a Middle School English Language Arts position effective for 2019-20 school year.

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

XII. Public Comment - None

XIII. Adjournment – The motion was made by Chris Gastrock, seconded by Wayne Hackett to adjourn the meeting at 7:30 pm. All ayes.


Bonnie Thompson, Board Secretary