

WELLSBORO AREA SCHOOL DISTRICT
Board of Education Meeting Minutes
July 14, 2020 Special Meeting

- I. Call to Order by President Susan Judlin at 6:35 PM via Zoom Meeting.
- II. President Judlin led the Pledge of Allegiance.
- III. Roll Call of Members: Mrs. Linda West, Mr. Lee Stocks, Mr. John Hoover, Mr. Wayne Hackett, Mrs. Tracy Doughtie, Mr. Chris Gastrock, and Mrs. Susan Judlin. Mr. Matt Feil and Mr. David Messineo were absent.

Present were the following: Dr. Brenda Freeman, Superintendent, Laura Perry, Business Manager/ Board Secretary, Steve Adams, Elementary Principal, Robert Kreger, Middle School Principal, Benjamin Miller, Middle School Assistant Principal, Jeremy Byrd, High School Principal, Daren Bryant, Director of Buildings and Grounds, Bryan Murphy, Director of Technology, Tim Hanner, Supervisor of Special Education, as well as, the Wellsboro Gazette reporter, and community members.

- IV. Announcement of any Executive Sessions – The Directors held an Executive Session on July 14, 2020 at 6 PM for the purpose of personnel matters.
- V. Reading of Notice of Special Meeting. The Wellsboro Area School District Board of Education will hold a Special Meeting for the purpose of approving any general business that may come before the Board on Tuesday, July 14, 2020, at 6:30 PM. Attendees are encouraged to attend the meeting via Zoom.
- VI. Concerned Resident Issues – None at this time.
- VII. Approval of Agenda – A motion was made by Mr. Hoover, seconded by Mr. Stocks, to accept the agenda as presented. On a voice call, there were 7 yes votes. Motion carried.
- VIII. **CONSENT ITEMS**

A motion was made by Mrs. West, second by Mr. Lee, to accept the consent items as presented. On a voice call, there were 7 yes votes.

1. **ADMINISTRATION AND ORGANIZATION**

- A. **Affiliation Agreement between WASD and Mansfield University**

Consideration of approval of Affiliation Agreement between Wellsboro Area School District and Mansfield University, the term of which shall be five (5) years from the date of execution. Said Agreement shall provide students of Mansfield University with the opportunity to apply theories of learning and professional skills to real life, practical experiences. (Attachment VIII-1A)

- B. **Memorandum of Understanding with Bradford-Tioga Head Start, Inc.**

Consideration of approval for the Memorandum of Understanding between Bradford-Tioga Head Start, Inc. and Wellsboro Area School District, for purposes to assure a continuum of quality of services; to support children's optimal development, school readiness and long-term success, to address unique strength and needs of the local population; to promote collaboration regarding shared use of facilities; to promote further collaboration to reduce duplication and enhance efficiency of services; to define roles and responsibilities of the named parties; to support ongoing communication and parent outreach; and to coordinate staff trainings, as presented. (Attachment VIII-1B)

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2. PERSONNEL

A. Conference Requests

Consideration of approval for the following conference requests:

1. Daniel Long, High School Mathematics Teacher, to attend "Calculus BC-APS Online at William & Mary College, on July 20 – 24, 2020. (Approximate cost of \$ 600 for registration are to be paid through Building Budget.) (Attachment VIII-2A-1)
2. Lenore Schmitt, High School Social Studies Teacher, to attend "Advanced Institute Summer Institute Government and Politics" at Drew University (online) August 3 – 6, 2020. (Approximate cost of \$ 750 for registration will be paid from Building Budget.) (Attachment VIII-2A-2)

B. Extra-Curricular Resignations

Consideration of approval to accept letter of resignation from Scot Boyce, High School Girls Basketball Assistant Coach, effective June 22, 2020. (Attachment VIII-2B)

C. Extra-Curricular Volunteer Appointments for School Year 2020-2021

Consideration of approval for the following extra-curricular volunteer appointments for School Year 2020-2021:

Name:	Volunteer Position:	Term:
Derek Stevens	Middle School Soccer Assistant Coach	August 17, 2020 – November 21, 2020
Darci Warriner	High School Volleyball Assistant Coach	August 17, 2020 – November 21, 2020
Jason Gehman	High School Boys Soccer Assistant Coach	August 17, 2020 – November 21, 2020
Brian Morral	High School Boys Soccer Assistant Coach	August 17, 2020 – November 21, 2020
Brandon Plume	High School Boys Soccer Assistant Coach	August 17, 2020 – November 21, 2020
Rebecca Dodson-Webster	Swim Coach for all High School swimmers	School Year 2020-2021
Michelle Warner	Swim Coach for all High School swimmers	School Year 2020-2021
Charlotte Worthington (pending clearances)	MS and HS Cross Country Assistant Coach	August 17, 2020 - November 21, 2020
Taylor Doud (pending clearances)	MS and HS Cross Country Assistant Coach	August 17, 2020 - November 21, 2020

D. Motion to Rescind Board Action of June 9, 2020

Consideration of approval to rescind unanimous Board approval of Marcy Fenn as Special Education Instructional Aide, part-time, effective August 24, 2020, said board action appearing as ACTION ITEMS, I. Support Staff Hires, #2 at virtual board meeting of Tuesday, June 9, 2020.

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E. School Physicals

Consideration of approval for the employment of North Penn Comprehensive Health Services d/b/a Laurel Health Centers for the 2020-2021 school year to perform Kindergarten/1, Sixth Grade, Eleventh Grade, and all athletic physicals. The charge will be \$ 64.00 per hour (estimated screening: 12-14 students per hour) plus mileage reimbursement at a rate of \$.545 per mile. (Attachment VIII-2E)

F. Support Administrator Resignation due to Retirement

Consideration of approval to accept letter of resignation due to retirement, with regret, from Sandra Mead, Administrative Assistant-Child Accounting/Registrar/Taxes, with an effective date of retirement of November 30, 2020. (Attachment VIII-2F)

G. Professional Staff Resignation

Consideration of approval to accept resignation letter from Carrie Heath, High School Special Education Teacher, effective August 18, 2020. (Attachment VIII-2G)

The roll call vote was as follows:

Mr. Stocks – Yes	Mr. Hackett – Yes
Mrs. West – Yes	Mr. Hoover – Yes
Mrs. Doughtie – Yes	Mrs. Judlin – Yes
Mr. Gastrock - Yes	

XI. **ACTION ITEMS:**

1. **ADMINISTRATION AND ORGANIZATION**

A. Approval of WASD Labor Counsel for School Year 2020-2021

Consideration of approval for the appointment of Patrick Fanelli, Esquire, to act as Labor Counsel for the Wellsboro Area School District in all labor related cases for the school year 2020-2021 at the rate of \$ 165 per hour.

On a motion made by Mr. Hoover, second by Mrs. Doughtie, the Directors approved the appointment, as presented.

The roll call was as follows:

Mr. Stocks – Yes	Mr. Hackett – Yes
Mrs. West – Yes	Mr. Hoover – Yes
Mrs. Doughtie – Yes	Mrs. Judlin – Yes
Mr. Gastrock – Yes	

B. Approval of WASD Solicitor for School Year 2020-2021

Consideration of approval for the appointment of Christopher Lantz, Esquire, to act as WASD Solicitor for the School Year 2020-2021 at the rate of \$ 150 per hour.

On a motion made by Mr. Hackett, second by Mrs. Doughtie, the Directors approved the appointment, as presented.

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The roll call vote was as follows:

Mrs. West – Yes	Mr. Hoover – Yes
Mrs. Doughtie – Yes	Mrs. Judlin – Yes
Mr. Gastrock – Yes	Mr. Stocks – Yes
Mr. Hackett - Yes	

- C. Creation of (WAEA) Wellsboro Area Educational Association Professional Staff Position
Consideration of approval for the creation of one (1) Reading Specialist (Elementary) effective for the 2020-2021 school year.

The motion to approve the position creation was made by Mrs. Doughtie, second by Mr. Hoover. The roll call vote was as follows:

Mrs. Doughtie – Yes	Mrs. Judlin – Yes
Mr. Gastrock – Yes	Mr. Stocks – Yes
Mr. Hackett – Yes	Mrs. West – Yes
Mr. Hoover - Yes	

2. **PERSONNEL**

- A. Approval of Mentors

Mentor appointments for the 2020-2021 School Year for the following was approved on a motion made by Mr. Hoover, second by Mrs. Doughtie. These appointments are made in accordance with the New Teacher Induction Plan 2018-2021. If the school year 2020-2021 is altered, stipend will be pro-rated.

Mentor	Dept/Bldg.	To	Dept/Bldg.
Karen Farrer	Don Gill Elementary	Darci Warriner	Special Education/Learning Support / Elementary
Jessica Webster	HS Biology/General Science	Andrew Borzok	HS Physics Teacher
Penny Button	HS Mathematics	Paige Weston	HS Special Education / Learning Support
Jeffrey Zuchowski	HS English	Bryce Bitner	HS Special Education/Emotional Support
Sarah Tinney	Elementary School Nurse	Hannah Kroll	School Nurse (Secondary)
Erin Szentesy	MS English	Lindsey Byrd	MS ELA

The roll call vote was as follows:

Mr. Gastrock – Yes	Mr. Stocks – Yes
Mr. Hackett – Yes	Mrs. West – Yes
Mr. Hoover – Yes	Mrs. Doughtie – Yes
Mrs. Judlin – Yes	

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B. Extra-Curricular Hires

The Directors approved the following extra-curricular hires on a motion made by Mrs. Doughtie, second by Mr. Hoover. The stipends are contingent upon a regular PIAA schedule. If the season is altered, the stipend will be pro-rated.

Name	Position	Stipend	Term
Matthew Hildebrand	HS Football Head Coach	\$ 5,873	August 10, 2020 – December 12, 2020
John Johnston	HS Football Assistant Coach	\$ 3,875	August 10, 2020 – December 12, 2020
Matthew Sweet	HS Football Assistant Coach	\$ 3,491	August 10, 2020 – December 12, 2020
Nathan Babcock	HS Football Assistant Coach	\$ 3,735	August 10, 2020 – December 12, 2020
Shane Mascho	MS Football Head Coach	\$ 3,558	August 10, 2020 – December 12, 2020
Isaac Cary	MS Football Assistant Coach	\$ 2,053	August 10, 2020 – December 12, 2020
Christopher Reese	MS Football Assistant Coach	\$ 2,292	August 10, 2020 – December 12, 2020
Sharon Zuchowski	HS Volleyball Head Coach	\$ 3,905	August 17, 2020 – November 21, 2020
Michelle McNett	MS Volleyball Head Coach	\$ 2,258	August 17, 2020 – November 21, 2020
Jacob Rogers	MS Volleyball Assistant Coach	\$ 1,482	August 17, 2020 – November 21, 2020
Todd Fitch	HS Boys Soccer Head Coach	\$ 3,819	August 17, 2020 – November 21, 2020
Wesley Wood	HS Boys Soccer Assistant Coach	\$ 2,505	August 17, 2020 – November 21, 2020
Sam Mitchell	MS Soccer Head Coach	\$ 2,432	August 17, 2020 – November 21, 2020
Steve Macensky	HS Golf Head Coach	\$ 2,195	August 17, 2020 – October 28, 2020
Bryan Berguson	HS Golf Assistant Coach	\$ 1,173	August 17, 2020 – October 28, 2020
Andrew Borzok	HS Girls Tennis Coach	\$ 2,481	August 17, 2020 – November 7, 2020
John Weiner	HS Boys & Girls Cross Country Head Coach	\$ 2,740	August 17, 2020 – November 7, 2020
Karen Hoose	MS Boys & Girls Cross Country Head Coach	\$ 2,661	August 17, 2020 – November 7, 2020
Melissa Ryan	Charlotte Lappla Head Teacher	\$ 2,058	School Year 2020-2021
Steven Henneman	Don Gill Head Teacher	\$ 2,058	School Year 2020-2021
Jennifer Mosher	HS Percussion Director	\$ 1,140	School Year 2020-2021
Margaret Sensenig	HS Band Front-Colorguard	\$ 1,140	School Year 2020-2021

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James Mack	HS Senior Class Advisor	\$ 1,401	School Year 2020-2021
Heather Ladd	MS Student Council Advisor	\$ 744 (1/2)	School Year 2020-2021
Kristen West	MS Student Council Advisor	\$ 717.44 (1/2)	School Year 2020-2021
Dan Sensenig	HS Fall Marching Band Director	\$ 3,715	School Year 2020-2021
Heather Ladd	Dramatics – Fall Drama at MS	\$ 1,107	School Year 2020-2021
Jodi Nivers	Dramatics – Spring Musical	\$ 2,303	School Year 2020-2021
Jill Gastrock	HS Yearbook Advisor	\$ 2,155	School Year 2020-2021
Jill Gastrock	HS Yearbook Manager	\$ 1,017	School Year 2020-2021
Morgan Shaffer	Spring Marching Band Director	\$ 1,377 (1/2)	School Year 2020-2021
Dan Sensenig	Spring Marching Band Director	\$ 1,325 (1/2)	School Year 2020-2021
Rachelle Boyd	MS Football Cheerleading Coach	\$ 705	School Year 2020-2021
Rachelle Boyd	MS Basketball Cheerleading Coach	\$ 705	School Year 2020-2021
Joanne Boyd	HS Football Cheerleading Coach	\$ 1,147	School Year 2020-2021
Joanne Boyd	HS Basketball Cheerleading Coach	\$ 1,147	School Year 2020-2021
Melinda Moyer	WASD STEM Coach	\$ 15,000 (Title IV)	School Year 2020-2021

The roll call vote was as follows:

Mr. Gastrock – Yes	Mr. Stocks – Yes
Mr. Hackett – Yes	Mrs. West – Yes; Abstained from #25
Mr. Hoover – Yes	Mrs. Doughtie – Yes
Mrs. Judlin – Yes	

C. Professional Staff Transfer

Approval for the transfer of professional staff, as presented, was approved on a motion made by Mrs. West, second by Mrs. Doughtie. Salaries will be in accordance with the Contract Agreement between Wellsboro Area School District and Wellsboro Education Support Professionals Association (10/01/2018 – 06/30/2021) for the 2020-2021 school year, effective August 24, 2020.

Name:	From:	To:
Jessica Palmer	MS 5 th Grade	Charlotte Lappla
Bethany Salada	Charlotte Lappla Kindergarten	Charlotte Lappla Title 1 Reading Specialist

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The roll call vote was as follows:

Mr. Hackett – Yes	Mrs. West – Yes
Mr. Hoover – Yes	Mrs. Doughtie – Yes
Mrs. Judlin – Yes	Mr. Gastrock – Yes
Mr. Stocks – Yes	

D. Hire of Part-Time Temporary Groundskeeper

Approval for the employment of Jessica Witmer as WASD Part-Time Groundskeeper at the rate of \$ 10.00 per hour, up to 15 hours per week, effective immediately through August 21, 2020 or until such time as a permanent groundskeeper is hired, whichever event should occur first, was made on a motion by Mrs. Doughtie, second by Mr. Stocks. The roll call vote was as follows:

Mr. Hoover – Yes	Mrs. Doughtie – Yes
Mrs. Judlin – Yes	Mr. Gastrock – Yes
Mr. Stocks – Yes	Mr. Hackett – Yes
Mrs. West – Yes	

PRESENTATION OF PHASED SCHOOL REOPENING HEALTH AND SAFETY PLAN

At this time, Dr. Brenda Freeman presented the Wellsboro Area School District's Reopening Health and Safety Plan for the 2020-2021 School Year. This plan was developed with the collaboration of internal and external committee members and was designed to meet the health and safety standards as outlined by the Pennsylvania Department of Education (PDE) and/or the Pennsylvania Department of Health (DOH). The committee member listing is contained on pages 5 and 6 of the plan document. The plan incorporates safety measures that will be adhered to under the designations of red, yellow, or green phases by PDE or DOH and includes cleaning, sanitizing, disinfection, and ventilation measures. Social distancing protocols, monitoring of student and staff health, and health and safety plan professional development is contained within the plan. This document requires formal Board of Director's approval and must be submitted to the Pennsylvania Department of Education, as well as, prominently displayed on the district's website. Dr. Freeman reminded all parties in attendance of the meeting that this is a fluid documentation and will change as additional guidance is provided to local school districts from either PDE or DOH. She also explained that this is the Health and Safety Plan and does not contain specific information on curriculum plans or methods of instruction. A Continuity of Education Plan is being developed that will specifically address the district's planned protocols and responses to curriculum plans and methods of instruction in the near future and that adoption of the Health and Safety Plan is a requirement prior to the Continuity of Education Plan development and distribution.

After the presentation of the Health and Safety Plan contents and the requirements of approval, there was discussion among Directors, meeting participants, and the administration. These included specific questions regarding social distancing measures, the use of face masks by faculty and students, facility cleaning, disinfection and ventilation measures, as well as, the review of the results from the district's community survey regarding community responses of recommendations and elections of the reopening plan.

ADDITIONAL AGENDA ITEM:

On a motion made by Mrs. Doughtie, second by Mrs. West, the Directors added an agenda item to consider the employment of Todd Outman as Temporary High School Assistant Principal. On a voice call, 7 affirmative votes were cast to amend the agenda to include the additional item.

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E. Assistant High School Principal Hire

The Board of Directors approved the employment of Todd Outman as Temporary High School Assistant Principal with an effective start date of August 17, 2020 through the end of the first semester of school year 2020-2021, slated to be January 20, 2021.

The motion to approve Mr. Outman's employment was made on a motion by Mrs. Doughtie, second by Mrs. West. The roll call vote was as follows:

Mrs. Judlin – Yes	Mr. Gastrock – Yes
Mr. Stocks – Yes	Mr. Hackett – Yes
Mrs. West – Yes	Mr. Hoover – Yes
Mrs. Doughtie – Yes	

ADDITIONAL AGENDA ITEM:

On a motion made by Mr. Stocks, second by Mrs. Doughtie, the Directors added an agenda item to consider the approval of the WASD Phased School Reopening Health and Safety Plan, as presented. On a voice call, 7 affirmative votes were cast to amend the agenda to include the additional item.

F. Approval of WASD Phased School Reopening Health and Safety Plan


The Board of Directors approved the WASD Phased School Reopening Health and Safety Plan, as presented, effective for the School Year 2020-2021 on a motion made by Mr. Hoover, second by Mr. Gastrock. The Directors expressed their interest in having a follow-up meeting during the first or second week of August to further discuss reopening measures. The roll call vote was as follows:

Mr. Stocks – Yes	Mr. Hackett – Yes
Mrs. West – Yes	Mr. Hoover – Yes
Mrs. Doughtie – Yes	Mrs. Judlin – Yes
Mr. Gastrock - Yes	

XII. Public Comment – No further comments currently.

XIII. Adjournment – On a motion made by Mrs. Doughtie, seconded by Mr. Gastrock, the meeting adjourned at 9:03 PM.

Respectfully Submitted,



Laura Perry, Secretary to the Board