

WELLSBORO AREA SCHOOL DISTRICT
Board of Education Special Meeting Minutes
June 15, 2021

- I. Call to Order by President Gastrock at 5:30 PM.
- II. President Gastrock led the Pledge of Allegiance.
- III. Roll Call of Members: Mrs. Rebecca Charles (left the meeting before voting occurred), Mrs. Tracy Doughtie, Mr. Matthew Feil (left meeting early), Mr. Chris Gastrock, Mr. Wayne Hackett, Mr. David Messineo, and Mr. Lee Stocks.

Present were the following: Dr. Brenda Freeman, Superintendent, Mrs. Laura Perry, Business Manager, Mr. Bryan Murphy, Director of Technology.

- IV. Mrs. Perry, Secretary to Board, read the notice of special meeting.
- V. Concerned resident issues. None at this time.
- VI. Approval of Agenda – On a motion made by Mr. Gastrock, second by Mrs. Doughtie, the Directors accepted the agenda, as presented. On a voice call, there were 7 yes votes.
- VII. **CONSENT ITEMS:**

Consent items were moved for consideration on a motion made by Mrs. Doughtie, second by Mr. Hackett.

1. **ADMINISTRATION AND ORGANIZATION**

- A. **Approval of ARP ESSER Health & Safety Plan Updated Template**

Consideration of approval of ARP ESSER Health & Safety Plan Updated Template, as presented. (Attachment VII-1A)

2. **PERSONNEL**

- A. **Support Staff Transfers**

Consideration of approval for the following support staff transfers for School Year 2021-2022:

1. Margaret Adams, **from** full-time (8 hrs. per day/10 months) Charlotte Lappla Secretary **to** full-time (8 hrs. per day/10 months) Wellsboro High School Guidance, effective date to be determined. Pay rate will remain the same.
2. Mona Clark-Garrison, **from** full-time (8 hrs. per day/10 months) Wellsboro High School Guidance Secretary **to** full-time (8 hrs. per day/10 months) Charlotte Lappla Office Secretary, effective July 1, 2021. Pay rate will remain the same.

- B. **Summer "Extended Work Year" Days**

Consideration of approval of the following summer extended work year days at contracted per diem rates for the school year 2020-21 and 2021-2022:

1. Margaret Adams, High School Guidance Secretary (support staff) not to exceed ten (10) days; **NOTE:** Board approval for ten (10) days summer extended work year days was granted to Deb Gastrock on June 8, 2021; Deb Gastrock has now transferred to Rock L. Butler Middle School Building Secretary as of June 21, 2021.

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3. STUDENT

A. Request to Establish Student Activity Account

Consideration of approval to approve a proposed student-led activity club within the parameters of Wellsboro Area School District Policy #122 – Extra-Curricular Activities.

The roll call vote was as follows:

Mrs. Doughtie – Yes

Mr. Hackett – Yes

Mr. Feil – Yes

Mr. Messineo – Yes

Mr. Gastrock – Yes

Mr. Stocks – Yes

Motion carried with 6 affirmative votes.

VIII. ACTION ITEMS:

Mr. Gastrock made a motion to move the action items for consideration, second by Mr. Messineo.

1. ADMINISTRATION AND ORGANIZATION

A. Creation of Act 93 Support Services Administrative Position

Consideration of Approval for the creation of “Administrative Assistant to the Business Manager”, effective July 1, 2021 and consideration of approval of job description for Administrative Assistant to the Business Manager. (Attachment VIII-1A)

B. Memorandum of Understanding – WASD and Act 93 Administrative Support Services

Consideration of approval of Memorandum of Understanding between the Wellsboro Area School District and the Act 93 Administrative Support Services, as presented. (Attachment VIII-1B)

C. Maximum Parameter’s Resolution

Consideration of approval that the Board of School Directors of the Wellsboro Area School District does hereby authorize the Administration to work with PFM Financial Advisors, LLC, as Independent Financial Advisor, Eckert Seamans as Bond Counsel, and the District’s Solicitor, to complete all necessary advertising and legal filings to proceed with the issuance of General Obligation Bonds/Notes, the proceeds of which will be used towards new capital projects of the District via a bank loan or competitive internet auction with a maximum project fund deposit of \$5,000,000. The Board of School Directors understands that a formal voting of the Directors will be required following the necessary advertising and legal filings at a special meeting to be held on Monday, June 21, 2021.

The roll call was as follows:

Mr. Feil – Yes

Mr. Messineo – Yes

Mr. Gastrock – Yes

Mr. Stocks – Yes

Mr. Hackett – Yes

Mrs. Doughtie – Yes

Motion carried with 6 affirmative votes.

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2. **PERSONNEL**

A. Support Staff Hire

Consideration of approval for the hire of John D. Tubbs, full-time (8 hrs. per day/12 months) Charlotte Lappla custodian, effective June 22, 2021 at the rate of \$11.14 per hour. Probationary period of sixty (60) days is hereby waived due to former employment of John D. Tubbs with Wellsboro Area School District from 2/14/2007 – 8 /17/2018.

B. Support Services Administrator Hire

Consideration of approval for the hire of Michael Wolff, as Network Administrator/Computer Technician , at a salary of \$60,000, effective July 2, 2021. This position will be part of the Support Services Administrative Compensation Plan of July 1, 2019 – June 30, 2022.

The roll call was as follows:

Mr. Gastrock – Yes
Mr. Hackett – Yes
Mr. Messineo – Yes

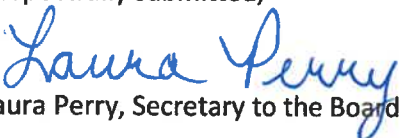
Mr. Stocks – Yes
Mrs. Doughtie – Yes

Motion carried with 5 affirmative votes.

IX. Concerned Resident Issues – None at this time.

X. Adjournment – The meeting adjourned on a motion made by Mr. Gastrock, second by Mr. Messineo, at 6:00 PM.

Respectfully submitted,


Laura Perry, Secretary to the Board

