

Wellsboro Area School District
Board of Education
WORK SESSION MINUTES
August 3, 2021

Called to Order by President Chris Gastrock at 6:30 PM in the Auditorium, Administration Office, 227 Nichols Street, Wellsboro, PA.

Roll Call of Members: Mrs. Rebecca Charles, Mrs. Tracy Doughtie, Mr. Matt Feil, Mr. Chris Gastrock, Mr. Wayne Hackett, Mr. David Messineo, Mr. Lee Stocks, Mr. John Hoover and Mrs. Linda West were present at roll call.

Present were the following: Dr. Brenda Freeman, Superintendent, Mrs. Laura Perry, Business Manager/Board Secretary; Administrators: Mr. Steve Adams, Mr. Ben Miller, Mr. Jeremy Byrd, Mr. Todd Outman, Mr. Daren Bryant, and Mr. Tim Hanner.

Superintendent Update – Dr. Brenda Freeman

- ✓ Updated the Directors on the current plans for the 2021/22 school opening, including In-Service Programs (August 25, 26, 27), and a reminder that students will begin on Monday, August 30, 2021.
- ✓ Dr. Freeman reviewed the district's approved Health and Safety Plan which included a no-mask requirement but did include language that the district would be following the recommendations of the CDC, PDE, and the PA Department of Health. Direction was provided that students would be required to wear a mask on school transportation under the CDC requirement of using public transportation. Dr. Freeman confirmed that the district would continue other mitigation efforts implemented in the 2020/21 school year. She advised that contract tracing would continue. The district will continue to utilize Seesaw and Google for remote learning situations on an individual basis but that the district's intended forms of instruction are either in-person or WOLA.

Following Dr. Freeman's review, further discussion was held amongst the administration and Directors about the requirement of face masks and the Directors proposed that when Tioga County is in a Substantial or High designation, that masks will be worn by all faculty, staff, students and visitors.

- ✓ Act 13 – The administrators participated in a Train the Trainer on Teacher Evaluation changes and protocols. The faculty and staff will be receiving training as well.
- ✓ Dr. Freeman welcomed our new Principal of Academic Affairs, Mrs. Amy Coots.
- ✓ Dr. Freeman announced that Mr. Hanner has accepted a position at Montoursville Area School District and wished him well on his endeavor and publicly thanked him for his services to our district.
- ✓ An updated was provided to the Directors regarding the timeline of bid release and acceptance for the Phase 1: Bathroom Renovations at Rock L. Butler Middle School. The advertisement dates will be August 7, 2021, August 11, 2021, and August 16, 2021. Drawings can be obtained on August 10, 2021 and a pre-bid meeting will be held on August 18, 2021. Request for information terminates on August 23, 2021 and bids are due on August 27, 2021. Anticipation of bid awards would be September 6, 2021, with

construction beginning on September 13, 2021. The various renovation stages would be substantially completed by October 22, 2021, December 17, 2021 and February 11, 2022.

- ✓ Dr. Freeman encouraged all in attendance to attend the Tioga County Fair to support our students and to see an accumulation of their work.
- ✓ Dr Freeman announced that administrative reports will now be presented at the Work Session instead of at the regularly scheduled board meeting. Student representatives will continue to provide their reports at the regularly scheduled board meeting.

Presentation:

- ✓ Mr. Byrd and Mrs. Berndston presented an update to the district's purchase and construction of a greenhouse at the Wellsboro Area High School to support the agricultural program. It appears that the purchase of the greenhouse is a separate endeavor from the construction of a greenhouse. It was reported that \$ 32,000 has been received to date in grant donations. The intended location of the greenhouse has been marked. The timeline for the greenhouse will require site work to be completed prior to the arrival of the greenhouse itself and the matching grant from the Department of Agriculture expires June 30, 2022.

Agenda items for August 10, 2021, meeting were reviewed, as follows:

- ✓ Mrs. Perry shared with the Directors a proposed Sponsor to Sponsor Agreement between Bradford Tioga Head Start and WASD for the 2021/22 School Year. Permission was granted to include the Agreement on the next board agenda for formal consideration. Dr. Freeman commented on the appreciation between the agencies.
- ✓ Dr. Freeman discussed a Resolution calling for Charter School Fund Reform that would be added on to the next board agenda for formal consideration.
- ✓ The Directors were updated on a request for an Overnight Field Trip as requested by Melanie Berndston for Grand Canyon FFA traveling to Indianapolis IN for National FFA Convention (October 26-30, 2021).
- ✓ A reminder that the next P & P Meeting is scheduled for August 17, 2021. Mr. Messineo stated that the district's accountability & expectations should be clearly defined with Mrs. Coots beginning her work within the district. Mrs. Doughtie stated that weighted GPAs discussion will continue and will be applicable for 9-12 grades.
- ✓ The Directors discussed the Board's committee structure. Several Directors commented that Buildings and Grounds and Policy and Programs would remain stand-alone committees with a strong board leader responsible for taking minutes and keeping the remaining board member apprised of the meeting topics and discussions.
- ✓ Capital Projects:
Mrs. Perry and Mr. Bryant addressed the Directors with the following Capital Projects and for permission to add the items onto the regularly scheduled board meeting agenda on August 10, 2021:
 - High School Dishwasher
 - Carpet Replacement in Adm. Office and Board Room
 - AEO Replacements (5 units)
 - Bird Jolt System @ Commons

- New hires for the 21-22 school year are;
Rachel Smith, District-wide Librarian
Jennifer Sporer, Gifted Education Teacher.
- Mentors for New Teachers are:
Tanya Harmon (for Jamie Madlock, HS Special Ed. Teacher)
Heather Callahan (for Carla Tardieu, Elem. Special Ed. Teacher)
Karen Farrer (for Hunter Cass, Elem. Special Ed. Teacher)
Tammy Giarth (for Rachel Smith, District-Wide Librarian)
- Request to Establish a Student Activity – Science Olympiad (enrichment for students in the WASD) (Francis Novak and Andy Borzok)
- Request to Close a Student Activity – HS Class of 2020 – Class of 2020 graduated and account is now \$0

Personnel:

- Resignation of Elementary Counselor (holding for 60 days) – Matt Shaffer
The district will be advertising for this position in Penn Link, Gazette, Penny Saver, PARSS and PSBA platforms.
- Maternity leave for this school year:
Emily Gowin, Lindsey Byrd, Kristen Rendos, and Lara Owlett
- Coach hiring (fall sports)
- Extra Curricular Resignations (coaching and departmental chairpersons)
- Resignation Due to Retirement (Support Staff – custodial – Edward Dombach, effective 8/27/2021)
- Hiring of temporary custodians for School Year 2021-2022
- ✓ Agreement with Laurel Health Care Providers to provide grade level student and sports physicals.

Administrator Reports:

- ✓ Mr. Hanner expressed the success of the ESY program and described the carnival that was provided on the last day of program based on ticket awards received by the students. He publicly thanked the faculty and staff who made the program successful.
- ✓ Mr. Adams reported that at the elementary level, there was 90% attendance in summer school. Federal programs funding will again provide an opportunity the continuation of a STEM coach. There will be some rooms being moved within the buildings to support the Gifted/STEM programs.
- ✓ Mr. Miller provided an updated on the summer school program in which twenty-five student participated. He publicly thanked the faculty and staff who made the program successful and felt it was very beneficial for the students.

- ✓ Mr. Byrd updated the Directors that the 2021/22 schedule at the High School will remain a block schedule and that tutorial time is yet to be determined. There will be several new initiatives at the High School, including hornet lunch. Mr. Byrd thanked the Counselors for completing all the student schedules. He also confirmed that fifty-five students participated in the High School Summer program.
- ✓ Mr. Outman soliciting referrals for the open remaining athletic positions.

Board Discussion:

Mrs. Doughtie inquired as to the Open House schedule. The dates below were provided:

MS Open House – 8/26/21 (Thursday)

HS Open House – 8/26/21 (Thursday)

Elem Open House – 8/25/21 (Wednesday)

Mrs. Doughtie inquired as to the degree of student movement within the buildings during lunch periods. Mr. Adams confirmed that the cafeterias would be utilized instead of the classrooms and Mr. Miller confirmed that lunches will move around the building and all students will remain at a minimum of three feet social distancing.

Mrs. Doughtie inquired as to the status of opening of the Concession Stand by the Booster Club. Dr. Freeman spoke of having on-going discussions with Booster Club representatives and discussed the desire to use pre-packaged products as much as possible. Also the district is requesting limited cooks and an outline of the process to eliminate multiple individuals handling the food items.

Visitor Comment – None currently.

The work session adjourned at 7:56 PM into a Special Meeting on a motion made by Mr. Messineo, second by Mrs. Doughtie.

Respectfully submitted,



Laura Perry, Secretary to the Board
Board Secretary

Wellsboro Area School District