



**WELLSBORO AREA SCHOOL DISTRICT**  
Board of Education Meeting Minutes  
March 12, 2024 - 6:30 PM

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- I. Called to order by Christopher Gastrock @ 6:43 PM, in the Old Music Room, Administration Office, 227 Nichols Street, Wellsboro, PA.
- II. Pledge of Allegiance – Mr. Christopher Gastrock led the pledge of allegiance.
- III. Roll Call of Members – Mrs. Linda West; Mr. Eric Baldwin; Mr. Daniel Nowak; Mr. Christopher Gastrock; Mr. Albert Bieber; Mr. Glen Reese; Mrs. Maegan McConnell; Mr. Jerry Curreri and Mr. Scotty Brown were absent.
- IV. Announcement of any Executive Sessions – Tuesday, March 5, 2024, at 6:00 PM, Board Room, for the purpose of personnel; Tuesday, March 5, 2024 (after Work Session) for purpose of school safety; Tuesday, March 12, 2024, at 6:00 PM, Board Room, for the purpose of personnel;
- V. Concerned Resident Issues: Mrs. Kim Neyhard addressed the board regarding the current Dress and Hygiene Policy. She expressed concern about feeling the current policy unfairly single's out girls. Mr. David Messineo distributed a handout with a list of all the guidebooks he has written. He requested the board address the points on his handout. Ms. Rowan Butters spoke on behalf of keeping hornet lunch, and believes it contributes to the positive mental health of the student body. Mr. Brian Burket, a representative from PHRC, distributed a handout and spoke about the purpose and opportunities provided by PHRC.
- VI. Approval of Agenda – Mr. Gastrock noted two addendum items under Action Items as follows. A motion was made by Mrs. West, seconded by Mrs. McConnell to approve the agenda as presented. On a voice vote, there were 7 yes votes. Motion passed.

G. Approval of the Nutrition Group as the Food Service Management Group for School Year 2024-2025  
Consideration of approval for the Nutrition Group as the Food Service Management Group for the Wellsboro Area School District for School year 2024-2025;

H. Approval of Service Agreement with BLAST for RWAN Connectivity  
Consideration of approval of the Service Agreement between the Wellsboro Area School District and the BLAST Intermediate Unit #17 for RWAN (Regional Wide Area Network) Services at a cost of \$531.71 per month for thirty-six (36) months;

X Approved       Disapproved       Amended       Tabled       Postponed

- VII. Board Minutes/Financials – A motion was made by Mr. Reese, seconded by Mr. Nowak to accept the board minutes and approval of bills as presented. On a voice vote, there were 7 yes votes. Motion passed.

\*A. Minutes of Previous Meetings  
Work Session of February 6, 2024;  
Special Board Meeting of February 6, 2024;  
Board Meeting of February 12, 2024;

\*B. Approval of Bills:  
General Fund Invoices  
Student Activity Invoices  
Capital Reserve Invoices  
Disbursements – General Fund

Approved       Disapproved       Amended       Tabled       Postponed

VIII. A. Reports

1. **Student Representatives** – Mr. Carter Campbell gave the student report for the high school.
2. **Superintendent** – Mrs. Alanna Huck addressed the additions to the agenda. She reported that GAI was scheduled to perform the drone scan on the High School roof on 3/13/24. Mrs. Huck suggested the first round of interviews for the elementary principal position be done on March 26<sup>th</sup> and the second round be done on April 3<sup>rd</sup>. She reported Kindergarten registration to be low this year, at 65 students and suggested the possibility of having a makeup session in the evening. Mrs. Huck handed out the second draft of the school calendar, which was revised in response to the feedback from the professional staff. Lastly, she spoke about the “Portrait of a Graduate”.
3. **Business Manager** – Mrs. Jordan DeHaas reported to have a meeting with First Citizens on 3/14 regarding CD rates. She reported that Asset Works was on site the previous week doing asset evaluations for the district. Lastly, she reported that she believes she has accounted for the bulk of the unallocated ESSER funds and will be working with the auditors to have this revised.
4. **Board Members** – Mrs. Linda West asked if the district would be subject to more frequent audits in the future. Mr. Bieber announced the next Policy meeting to be April 29<sup>th</sup>. Mr. Gastrock suggested a Public Relations, report section, be added to each agenda. He acknowledged the need to address the Dress Code Policy concerns and asked about having the agenda’s posted online earlier. He also acknowledged the staff for the hard work it takes to address and implement all changes asked of them.

IX. **CONSENT ITEMS**

A motion was made by Mrs. McConnell, seconded by Mr. Reese to approve the Consent items as follows.

1. **ADMINISTRATION AND ORGANIZATION**

- \*A. WASD School Calendar for School Year 2024-25  
Consideration of approval of the Wellsboro Area School District School Calendar for School Year 2024-25. (Attachment IX-1A)

2. **PERSONNEL**

- \*A. Extra-Curricular Resignation  
Consideration of approval to accept letter of resignation from Sheri Sunderland, Middle School Soccer Assistant Coach, effective February 16, 2024.
- B. Approval of Adding WASD Business Manager to First Citizens Community Bank Accounts  
Consideration of approval to add the name of WASD Business Manager, Jordan DeHaas, to First Citizens Community Bank accounts including but not limited to General Fund, Money Market, Capital Reserve, Capital Project, Payroll, CD Accounts and Escrow Accounts.
- \*C. Approval of WESPA (Wellsboro Education Support Professionals Asso.) Resignations  
Consideration of approval to accept letters of resignation from:
1. Valery Weaver, Don Gill Building Secretary, effective March 15, 2024;
  2. Stacy Gridley, part-time paraprofessional, effective March 15, 2024;

3. **STUDENT**

- \*A. Approval of Overnight Field Trip Requests  
Consideration of approval for the following overnight field trip requests:

1. James Mack, High School Culinary Arts Teacher, to take two students (Skills USA) to the State Leadership Conference in Hershey, PA on April 3 – 5, 2024;
2. Michael Charles, FBLA Coordinator, to take three students (FBLA) to FBLA State Leadership Conference in Hershey, PA on April 8 – 10, 2024;

Roll call vote was as follows:

Mrs. West – Yes	Mr. Bieber – Yes	Mr. Nowak – Yes
Mr. Baldwin – Yes	Mrs. McConnell – Yes	Mr. Gastrock – Yes
Mr. Reese - Yes		

Approved       Disapproved       Amended       Tabled       Postponed

#### X. **ACTION ITEMS:**

A motion was made by Mrs. West, seconded by Mr. Nowak to approve the Action items as follows.

#### 1. **ADMINISTRATION AND ORGANIZATION**

- \*A. Approval of Second Reading and Adoption of WASD Policy #137.2 – Participation in Cocurricular Activities and Academic Courses by Home Education Students and Administrative Regulations 137.2 AR-0, 137.2 AR-1, and 137.2 AR-2  
Consideration of approval for the second reading and adoption of WASD Policy #137.2 – Participation in Cocurricular Activities and Academic Courses by Home Education Students & Administrative Regulations 137.2 AR-0, 137.2 AR-1, and 137.2 AR-2 as presented.
- \*B. Approval of Second Reading and Adoption of WASD Policy #137.3 – Participation in Career and Technical Education Programs by Home Education Students and Administrative Regulation 137.3 AR-0.  
Consideration of approval for the second reading and adoption of WASD Policy #137.3-Participation in Career and Technical Education Programs by Home Education Students and Administrative Regulation 137.3 AR-0, as presented.
- \*C. Approval of Second Reading and Adoption of WASD Policy #254 – Educational Opportunity for Military Children  
Consideration of approval for the second reading and adoption of WASD Policy #254 – Educational Opportunity for Military Children, as presented.
- \*D. Approval of Quote of TriMark for Replacement of Skittle Oven at Rock L. Butler Middle School  
Consideration of approval for the quote of TriMark for the replacement of a skittle oven at Rock L. Butler Middle School in the amount of \$43,738.00;
- E. Approval of Allowing AgriScience as a High School Science Credit with School Year 2024-25  
Consideration of approval to count Agri-Science as a High School Science credit starting with the 2024-2025 school year.
- F. Approval of Corning Community College (CCC) Enterprise Application  
Consideration of approval to allow Corning Community College (CCC) to submit the “Application for a Certificate of Authority as an Education Enterprise Offering College Credits or Continuing Education Units” to PA Department of Education on behalf of Wellsboro Area School District funded by Corning Community College (CCC).
- G. Approval of the Nutrition Group as the Food Service Management Group for School Year 2024-2025  
Consideration of approval for the Nutrition Group as the Food Service Management Group for the Wellsboro Area School District for School year 2024-2025;
- H. Approval of Service Agreement with BLAST for RWAN Connectivity

Consideration of approval of the Service Agreement between the Wellsboro Area School District and the BLAST Intermediate Unit #17 for RWAN (Regional Wide Area Network) Services at a cost of \$531.71 per month for thirty-six (36) months;

Roll call vote was as follows:

Mrs. West – Yes      Mr. Bieber – Yes      Mr. Nowak – Yes  
 Mr. Baldwin – Yes      Mrs. McConnell – Yes      Mr. Gastrock – Yes  
 Mr. Reese - Yes

Approved       Disapproved       Amended       Tabled       Postponed

## 2. **PERSONNEL**

A motion was made by Mrs. West, seconded by Mr. Nowak to approve the Action Items as follows.

### A. Extra-Curricular Volunteer Appointments for School Year 2023-2024

Consideration of approval for the following extra-curricular volunteer appointments for School Year 2023-24:

1. Gretchen Regina, Volunteer for High School Baseball Assistant Coach, effective March 4 – June 14, 2024; clearances received;
2. Caleb Tennis, Volunteer for High School Baseball Assistant Coach, effective March 4 – June 14, 2024; clearances received;
3. Anne V. Matthews, Volunteer for District Art Show, effective March 12, 2024 through June 30, 2024; clearances received;
4. Jamie Frantz, Volunteer for High School Softball Assistant Coach, effective March 4 – June 14, 2024; clearances received;
5. Erick Kosek, Volunteer for Middle School Track, effective March 4 – June 25, 2024; clearances received;
6. Tyler Upham, Volunteer for Middle School Track, effective March 4 – June 25, 2024; clearances received;
7. Carla Tardieu, Volunteer for Middle School Track, effective March 4 – June 25, 2024; clearances received;
8. Nicole Schea, Volunteer for Middle School Track, effective March 4 – June 25, 2024; clearances received;
9. Charley Taft, Volunteer for Middle School Track, effective March 4 – June 25, 2024, pending receipt of required clearances;
10. Casey Hoover, Volunteer for HS Boys Track Assistant Coach, effective March 4 – June 25, 2024; clearances received;
11. Jeremy Richardson, Volunteer for Middle School Baseball Assistant Coach, effective March 4 – June 14, 2024; clearances received;
12. Ronald Doughtie, Volunteer for Middle School Baseball Assistant Coach, effective March 4 – June 14, 2024; clearances received;
13. Sam Pollock, Volunteer for Middle School Softball Assistant Coach, effective March 4 – June 14, 2024; clearances received;
14. Tanya Harmon, Volunteer for Middle School Softball Assistant Coach, effective March 4 – June 14, 2024; clearances received;
15. Todd Fleming, Volunteer for Middle School Softball Assistant Coach, effective March 4 – June 14, 2024; clearances received;
16. Noel Ross, Volunteer to chaperone 9<sup>th</sup> Grade Class Trip to Washington, DC on March 28, 2024; clearances received;
17. Heather S. Galbraith, Volunteer to chaperone 9<sup>th</sup> Grade Class Trip to Washington, DC on March 28, 2024; clearances received;
18. Lee C. Meyers-Pollaro, Volunteer to chaperone 9<sup>th</sup> Grade Class Trip to Washington, DC on March 28, 2024; clearances received;

19. Carol E. Barrett, Volunteer to chaperone 9<sup>th</sup> Grade Class Trip to Washington, DC on March 28, 2024; clearances received;
20. Leland Barrett, Volunteer to chaperone 9<sup>th</sup> Grade Class Trip to Washington, DC on March 28, 2024; clearances received;
21. Ashley Reese, Volunteer to chaperone 9<sup>th</sup> Grade Class Trip to Washington, DC on March 28, 2024; clearances received;
22. Jodi L. Richter, Volunteer to chaperone 9<sup>th</sup> Grade Class Trip to Washington, DC on March 28, 2024; clearances received;
23. Noell McConnell, Volunteer to chaperone 9<sup>th</sup> Grade Class Trip to Washington, DC on March 28, 2024; clearances received;
24. Joseph S. Italo, Volunteer to chaperone 9<sup>th</sup> Grade Class Trip to Washington, DC on March 28, 2024; clearances received;
25. Rebecca Charles, Volunteer for FBLA Leadership Conference, April 8-10, 2024; clearances received;
26. Donna Burrous, Volunteer to chaperone 9<sup>th</sup> Grade Class Trip to Washington, DC on March 28, 2024; clearances received;
27. Michael Reese, Volunteer Middle School Baseball Assistant Coach, effective March 4 – June 14, 2024; clearances received;
28. Brian Loher, Volunteer for WASD High School Theatre Department, effective March 12 – June 30, 2024; clearances received;
29. David Driskell, Volunteer for WASD High School Theatre Department, effective March 12 – June 30, 2024; clearances received;
30. Jeni Cleveland, Volunteer chaperone for New York City trip on May 3, 2024; clearances received;
30. Jason Gao, Volunteer for WASD High School Theatre Department, effective March 12 – June 30, 2024; clearances received;
31. Mikki Gifford, Volunteer for WASD High School Theatre Department, effective March 12 – June 30, 2024; clearances received;

**B. Extra-Curricular Hires for School Years 2023-24 and 2024-25**

Consideration of approval for the following School Year 2023-24 and 2024-25 extra-curricular hires of :

1. Brigitte Largey as High School Boys Track Head Coach, effective March 4 – May 25, 2024 at a stipend of \$3,518 for School Year 2023-24;
2. Dr. Ben Largey as Middle School Boys Basketball Head Coach for School Year 2024-25, effective November 15, 2024 – March 22, 2025 at a stipend of \$3,760;

**\*C. Approval of Conference Requests**

Consideration of approval for the following conference requests:

1. Joyce Butler, Administrative Assistant-Child Accounting/Registrar, to attend "A/CAPA (Attendance/Child Accounting Professional Association)" on April 11 & 12, 2024 (virtual); (**Estimated Expenditure:** Registration: \$100.00)
2. Sayward Mack, High School Special Education teacher, to attend "AIM Institute for Learning & Research 2024 Symposium: The Intersection of Reading and Writing" on March 11, 2024 (virtual) (**Estimated Expenditure:** Substitute Teacher - \$165)
3. Shari Macias, High School Special Education teacher, to attend "AIM Institute for Learning & Research 2024 Symposium: The Intersection of Reading and Writing" on March 11, 2024 (virtual) (**Estimated Expenditure:** Substitute Teacher - \$165)
4. Kristopher Davis, elementary teacher, to attend "QBS Recert-Train the Trainer" on June 3, 2024 in Williamsport, PA (BLaST); ( PCCD Grant: **Estimated Expenditures:** Travel: \$69.58; Registration: \$700; Substitute costs \$165; **TOTAL:** \$934.58)

D. Approval of ECRI Part II Professional Development Funded Through Title I Federal Funds for 3/31/2024 - 5/1/2024

Consideration of approval for the following Wellsboro Area School District teachers to participate in online modules on Enhanced Core Reading Instruction (ECRI) paid with Title I Federal Funds for March 13 – May 1, 2024. Teachers will be paid a stipend of \$34.00 per hour. The training is up to three (3) hours.

Jessica Palmer	Bethany Salada	Heather Callahan	Daren Getty
Brenda Brought	Ashley Bowen	Mary Jane Freeman	Annette Nuss
Heather McCabe	Ashley Baker	Charissa Mascho	Laura Lightner
Kristopher Davis	Joanne Shaw	Jacob Singer	Cindy Carr
Rhoda Mann	Marcia Smith		

E. Approval of Homebound Teachers for School Year 2023-2024

Consideration of approval for Sayward Mack, High School Special Education Teacher, and Courtney Russell, High School Social Studies Teacher, to provide homebound instruction for Student #3 HB 2023-24 commencing March 13, 2024 through April 23, 2024 at the rate of \$34.00 per hour (6 hrs. per week including prep time) and mileage allowed at the IRS rate of \$.67 per mile.

F. Approval of Separation Agreement

Consideration of approval of the Separation Agreement with Employee #3261 as presented.

Roll call vote was as follows:


Mrs. West – Yes	Mr. Bieber – Yes	Mr. Nowak – Yes
Mr. Baldwin – Yes	Mrs. McConnell – Yes	Mr. Gastrock – Yes
Mr. Reese - Yes		

Approved       Disapproved       Amended       Tabled       Postponed

**XI.** Public Comment – Mr. David Messineo distributed a handout titled “Creating a Successful Parent-Teacher Partnership”. He asked the board to think about implementing some of his proposed ideas. Mrs. Brigitte Largey spoke regarding the online academy and announced they are going to a conference on 3/14 to present. She reported to the board that several parents have voiced they feel our online academy far exceeds other online academies at other school districts.

**XII.** A motion was made by Mrs. McConnell, seconded by Mrs. West to adjourn the meeting at 7:53 PM.

Respectfully Submitted,

  
 Heather Gastrock  
 Board Secretary