

WELLSBORO AREA SCHOOL DISTRICT  
Board of Education Meeting  
November 14, 2017

Called to Order by President Matthew Feil at 6:31 PM in the Wellsboro Area High School Large Group Instruction Room, 225 Nichols Street, Wellsboro, PA;

President Feil led in the Pledge of Allegiance. A moment of silence in honor of all veterans was announced by President Feil.

Roll Call of Members: Mr. Chris Gastrock; Mr. John Hoover; Mr. Wayne Hackett; Mr. Matthew Feil; Mrs. Susan Judlin; Mr. David Messineo; Ms. Denise Sherman; Mr. Stewart Burrous; Mr. Duane Cotner was absent;

Present were the following: Dr. Brenda Freeman, Superintendent; Mrs. Bonnie Thompson, Business Manager; Mr. Steve Adams; Mr. Michael Pietropola; Mr. Robert Kreger; Mrs. Amy Repard; Mr. Daren Bryant; Mr. Patrick Hewitt; Press: Natalie Kennedy (Wellsboro Gazette); Linda Gamble, WASD Board Secretary;

Visitors present: Dylan Hunt; Rena Kjelgaard; Dane Kjelgaard; Sharon Vargeson; Donna Burrous; S. Coolidge; Nina Coolidge; Katarina Swendroski; Rayann Pierce; Kylie Butler; McKenzie Sweigart; Kailyn & Jordan Judlin; Melanie Berndtson; Mr. & Mrs. Ed Ryan; Robert Bair, Jr.; Jude Cuneo; Karen Farrer; Kayla Mengee; Taylor Mengee; Ryan Stough; Paige Hagy;

Announcement of Executive Session: Tuesday, November 14, 2017 at 5:30 PM, High School Faculty Room, for the purpose of personnel issue;

Approval of Agenda – A motion was made by Mr. Gastrock, seconded by Mr. Hackett, to approve the Agenda. The motion passed by unanimous voice vote.

Board Minutes/Financials – A motion was made by Mr. Gastrock, seconded by Mr. Hoover, to approve the Board Minutes/Financials as presented:

- A. Minutes of Previous Meeting
  - Regular Meeting of October 16, 2017
- B. Financial Reports
  - Board Summary Report
- C. Approval of Bills
  - 2017-18 General Fund Invoices
  - 2017-18 School Lunch Fund Invoices

The motion passed by unanimous voice vote.

Public Comment on Title I and other Federal Programs: None

Student Representative Report:

Courtney Watkins (filling in for Shelby Osgood, WASD Student Representative) announced that the Student Council is participating in an annual local canned food drive from November 13-20, 2017. The FFA team that went to Nationals got gold. They are having an alumni dinner on November 18<sup>th</sup>. They completed their fruit fundraiser. Kailyn Judlin was recognized as finalist for her SAE project at Nationals. Taylor Hemingway was awarded her American degree at Nationals. National Honor Society is collecting items that could go in a care package for Geisinger Medical Center for the pediatric patients. The French class t-shirts were ordered. Mrs. Owlett applied for the Delta Kappa Gamma

Attachment XII-A

enrichment Grant and won. As a result, French 3 & 4 classes will be publishing children stories for kids in Haiti. The Senior Class will be parking cars at Dickens of a Christmas in the Goodwill plaza. The fall drama “An Evening of Comedic One Act Zombies” show dates are November 14, 15 & 16 at 7:00 PM. All tickets are \$5.00. The chorus concert is December 6<sup>th</sup> at 7:00 PM in the High School Auditorium.

Superintendent Brenda M. Freeman congratulated the Students of the Month Award and also presented retirement gifts from the Board to Rena Kjelgaard and Sharon Vargeson. Melanie Berndtson gave a presentation of the FFA students and their accomplishments at the National FFA Convention.

Business Manager, Administrators and Board Members gave their reports.

X. **CONSENT ITEMS**

A motion was made by Mr. Gastrock, seconded by Mr. Hackett, to approve the Consent Items as presented.

1. **ADMINISTRATION AND ORGANIZATION**

A. Approval of Job Description

Consideration of approval of Job Description for Part-Time High School Building Secretary as presented.

B. E-Rate Consortium E-Rate Letter of Agency for Funding Year 2018

Consideration of approval to participate in Intermediate Unit #17’s E-Rate Category 2 Consortium for the procurement eligible Category 2 technology equipment and/or services, as presented.

C. 2016-17 Budgetary Transfers

Consideration of approval for the 2016-17 budgetary transfers as presented.

D. Adoption of Revised WASD Policy #819

Consideration of approval for the adoption of revised WASD Policy #819 – Section: Operations; Title: Suicide Awareness, Prevention and Response as presented.

E. Strategic Planning Committee

Consideration of approval for the following individuals to serve on the WASD Strategic Planning Committee for school years 2017-18 and 2018-19:

1. Benjamin Miller – High School Social Studies Teacher
2. Melanie Berndtson – High School Horticulture/AgScience Teacher
3. Robert Kreger – High School Principal
4. Shelby Osgood – High School Student
5. Todd Fitch – Middle School Phys Ed/Health Teacher
6. Tina Kreisler – Middle School ELA/Social Studies Teacher
7. Mike Pietropola – Middle School Principal
8. Regan Regina – Middle School Student Representative
9. Isaac Cary – Don Gill Elementary Teacher
10. Melissa Ryan – Kindergarten Teacher
11. Steven Adams – Elementary Principal
12. Patrick Hewitt – Federal Programs Coordinator/Director of Curriculum & Instruc.
13. Amy Repard – Supervisor of Special Education
14. Dr. Ben Largey – School Psychologist

15. Jacob Rogers – School Psychologist
16. Dr. Brenda M. Freeman – WASD Superintendent
17. Bonnie Thompson, WASD Business Manager
18. Matthew Rendos – High School Guidance Counselor
19. Tanya Harmon – Middle School Guidance Counselor
20. Shane Mascho – High School Guidance Counselor
21. Sarah Tinney – WASD School Nurse (elementary)
22. Sharon O’Shea – WASD School Nurse (secondary)
23. Daren Getty – High School Learning Support Teacher
24. Candy McNeely – Middle School Learning/Emotional Support Teacher
25. Jessica Witmer – Elementary Learning/Emotional Support Teacher
26. Rhoda Mann – Elementary Learning Support Teacher
27. Joyce Butler – Nutrition, Inc. – Food Service Director
28. Heather Callahan – Parent
29. Tina Colton – Parent
30. Robert Repard – Community

F. WASD’s Participation in Various Bid Programs

Consideration of approval for the Wellsboro Area School District’s participation in the following bid programs: PEPPM, U.S. Communities, COSTARS, Keystone Purchasing Network (KPN), AEPA Bid, Pa State Contracts, National Joint Powers Alliance (NJPA), and any BLaST IU bids.

G. Approval to Lock In Energy Rates

Consideration of approval for the WASD Business Manager, Bonnie Thompson, or WASD Superintendent, Dr. Brenda M. Freeman, to lock in energy rates for natural gas through UGI Energy Services and electricity with MP2 Energy/Muirfield Energy as long as it is a cost savings to the Wellsboro Area School District.

2. **PERSONNEL**

A. Conference Requests

Consideration of approval for the following conference requests:

1. Tanya Harmon, Middle School Guidance Counselor, and Matt Rendos, High School Guidance Counselor, to attend “PVAAS: Future Read Reports for School Counselors” , on November 8, 2017 in Williamsport, PA (approximate costs of \$58.76 to be paid from Building Budget)
2. Amy Repard, Supervisor of Special Education, to attend “Getting Ready for 2018 State Assessments”, on November 20, 2017 in Williamsport, PA (approximate costs of \$31.14 to be paid from Special Education Budget)
3. Amy Repard, Supervisor of Special Education, Dawn Bergen, High School Life Skills Support Teacher and Jessica Witmer, Charlotte Lappla Special Education Learning/Emotion Support Teacher, to attend “Preparing Transition Age Youth with Autism for Employment-Train the Trainer Sessions” on December 13 & 14, 2017 in Williamsport, PA (approximate costs of \$575.48 to be paid from Special Education Budget)
4. Daren Bryant, Director of Buildings & Grounds, to attend “63<sup>rd</sup> Annual PASBO Conference & Exhibits” on March 6 – 9, 2018 in Hershey, PA (approximate costs of \$1,006.56 to be paid from Maintenance Budget)
5. Isaac Cary and **Mary Jane Freeman**, Elementary Teachers, to attend “Foundations for Inquiry-Based Teaching & Learning”, Coudersport, PA on December 5 & 6, 2017 (approximate costs of \$246 to be paid from Building Budget)
6. Lara Owlett, High School French Teacher, to attend “SAS Institute...Innovative Students...Innovative Teachers” in Hershey, PA on December 3-5, 2017 (approximate costs of \$300 to be paid from School Business Account)
7. Amber Whitney, High School Technology Education Teacher, Drew Seeling, High School Industrial Technology Teacher, James Mack, Vocational Instructional (Culinary Arts) Teacher, and Melanie Berndtson, High School

VoAgTeacher, to attend "Career Pathways 101 Work Session I" in Williamsport, PA on November 15, 2017;  
(approximate costs of \$400 to be paid from School Business Account)

8. Anjanette Cole, Middle School Life Skills Teacher, Norma Kohler and Judi Hume, Middle School Special Education Instructional Aides, to attend "Quality Behavior Support Solutions-Safety Care Advanced Skills-High Severity Behavior 1 & 2" in Williamsport, PA on December 12, 2017 (approximate costs of **\$370** to be paid from Special Education Account)

B. Support Staff Resignation Due to Retirement

Consideration of approval to accept letter of resignation due to retirement from:

1. Gail Miller, Rock L. Butler Middle School Instructional Aide, with regret, effective December 1, 2017;

C. Sabbatical Leave Request

Consideration of approval for the Sabbatical Leave Request for Nancy Bair, **effective October 30, 2017** for the remainder of the 2017-18 school year with benefits and a salary of one-half the regular salary pursuant to 24 P.S. Section 11-1169.

3. STUDENT

A. Independent Study Proposal

Consideration of approval for Taylor Mengée, senior, to take an independent study – "**CP Sociology**" – a .5 credit course. Instruction will be provided during the Spring 2018 semester by Ms. Sherry Mohr, High School Social Studies Teacher;

Upon a roll call vote: Mr. Feil, aye; Mr. Gastrock, aye; Mr. Hackett, aye; Mr. Hoover, aye; Mrs. Judlin, aye; Mr. Messineo, aye; Ms. Sherman, aye; Mr. Burrous, aye; Motion passed; Board Member Mr. Cotner was absent;

XI. ACTION ITEMS:

1. ADMINISTRATION AND ORGANIZATION

A. Approval of Receipt of Private Monies in School Year 2017-18 – A motion was made by Mr. Gastrock, seconded by Mrs. Judlin, to approve the following private monies received by Wellsboro Area School District in School Year 2017-18:

1. Donation from College Community Services, Inc., Mansfield University, in the amount of \$400 to be used to aid in the purchasing of snacks for the students involved in the Wellsboro School District Tutoring Program.

Upon a roll call vote: Ms. Sherman, aye; Mr. Gastrock, aye; Mr. Messineo, aye; Mr. Hoover, aye; Mrs. Judlin, aye; Mr. Hackett, aye; Mr. Feil, aye; Mr. Messineo, aye; Motion passed; Board Member Mr. Cotner was absent.

B. Lease Agreement between WASD and PA College of Technology – A motion was made by Mr. Gastrock, seconded by Mrs. Judlin to approve to enter into a Lease Agreement with PA College of Technology for multiple rooms and offices to advance education and instruction for students enrolled at the PA College of technology. Said Lease to include but not be limited to rent, custodial and maintenance fees, any and all applicable utilities, and parking fees. Total consideration for the term of the Lease (January 1 – December 31, 2018) totals \$32,310.00. Said Lease may be renewed for one additional year with an increase to the rental payments to an amount no greater than \$77.50 per month.

Upon a roll call vote: Mr. Hackett, aye; Mr. Hoover, aye; Mrs. Judlin, aye; Mr. Feil, aye; Ms. Sherman, aye; Mr. Messineo, aye; Mr. Gastrock, aye; Mr. Burrous, aye; Motion passed; Board Member Mr. Cotner was absent;

## 2. PERSONNEL

A. Administrative Assistant Hire – A motion was made by Mr. Gastrock, seconded by Ms. Sherman, to approve the hire of Vanessa Cornell as Administrative Assistant for Payroll/Benefits/Taxes, effective October 30, 2017 at a salary of \$38,000 pro-rated with a six month probationary period running from October 30, 2017 – April 30, 2018. This position will be part of the Support Services Administrative Compensation Plan of July 1, 2015 – June 30, 2019.

Upon a roll call vote: Mr. Messineo, aye; Mrs. Judlin, aye; Mr. Hoover, aye; Mr. Burrous, aye; Ms. Sherman, aye; Mr. Hackett, aye; Mr. Gastrock, aye; Mr. Feil, aye; Motion passed; Board Member Mr. Cotner was absent;

B. Hire of Long-Term Substitute – A motion was made by Mrs. Judlin, seconded by Mr. Gastrock, to approve the hire of Margaret Sensenig as a long-term substitute English 7-12 teacher at the Wellsboro High School, Step #1, pro-rated salary of \$33,859.32, effective November 6, 2017 for the remaining 2017-18 school year.

Upon a roll call vote: Mr. Gastrock, aye; Mrs. Judlin, aye; Mr. Hackett, aye; Mr. Hoover, aye; Mr. Burrous, aye; Mr. Feil, aye; Ms. Sherman, aye; Mr. Messineo, aye; Motion passed; Board Member Mr. Cotner was absent;

C. Hire of Wellsboro Area School District Crossing Guard for School Year 2017-18 – A motion was made by Mr. Gastrock, seconded by Mrs. Judlin, to approve the following individual as Wellsboro Area School District Crossing Guard during the school year 2017-18. Rate of pay will be \$7.25 per hour, one (1) hour per school day:

1. Tyren Wetzel

Upon a roll call vote: Mr. Feil, aye; Mr. Gastrock, aye; Mr. Hackett, aye; Ms. Sherman, aye; Mr. Burrous, aye; Mr. Hoover, aye; Mrs. Judlin, aye; Mr. Messineo, aye; Motion passed; Board Member Mr. Cotner was absent;

D. Support Staff Hire – A motion was made by Ms. Sherman, seconded by Mr. Gastrock, to approve the following support staff hire:

1. Jennifer Leckey, Don Gill Elementary Special Education Life Skills Instructional Aide, part-time (5 hrs. per day/9 months), effective November 15, 2017 at a 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 \$10.91 hour. This hire is contingent on completion of required coursework at PATTAN.

Upon a roll call vote: Mr. Messineo, aye; Mrs. Judlin, aye; Mr. Hoover, aye; Mr. Burrous, aye; Ms. Sherman, aye; Mr. Hackett, aye; Mr. Gastrock, aye; Mr. Feil, aye; Motion passed; Board Member Mr. Cotner was absent;

E. Support Staff Transfers – A motion was made by Ms. Sherman, seconded by Mr. Gastrock, to approve the following support staff transfers:

1. Richard Ralph, **from** part-time (5 hrs. per day/12 months) Rock L. Butler Middle School Custodian, **to** part-time (5 hrs. per day/12 months) Don Gill Elementary Custodian, effective November 15, 2017. Rate of pay will remain the same at \$11.59 per hour.

2. Tonya Doane, **from** part-time (5 hrs. per day/9 months) Wellsboro High School Special Education Instructional Aide, **to** part-time (5 hrs. per day/10 months) Wellsboro High School Building Secretary, effective November 6, 2017. Rate of pay will remain the same at \$12.29 per hour.

Upon a roll call vote: Mrs. Judlin, aye; Ms. Sherman, aye; Mr. Hoover, aye; Mr. Messineo, aye; Mr. Burrous, aye; Mr. Feil, aye; Mr. Gastrock, aye; Mr. Hackett, aye; Motion passed; Board Member Mr. Cotner was absent;

F. Extra-Curricular Hires – A motion was made by Mr. Hackett, seconded by Mr. Messineo, to approve the extra-curricular hires for the school year 2017-18 of:

1. Corrine Evans, as WASD Spring Musical Director at a salary of \$2, 236;
2. Heather Callahan, as English Language Arts Curriculum Chairperson, effective November 15, 2017 for the remaining 2017-18 school year at a stipend of \$1,500 prorated.

Upon a roll call vote: Mr. Messineo, aye; Mr. Feil, aye; Mrs. Judlin, aye; Mr. Gastrock, aye; Mr. Burrous, aye; Mr. Hackett, aye; Ms. Sherman, aye; Mr. Hoover, aye; Motion passed; Board Member Mr. Cotner was absent;

XII. Public Comment – None

President Feil announced that the time of the Reorganization Meeting scheduled for Wednesday, December 6, 2017 has been changed to 6:00 PM (instead of 6:30 PM)

XIII. Adjournment – A motion was made by Mr. Gastrock, seconded by Mr. Hackett, to adjourn the meeting at 7:39 PM. All ayes.

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Matthew Feil, Board President  
Board of Education  
Wellsboro Area School District

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Linda K. Gamble  
Board of Education  
Wellsboro Area School District