

WELLSBORO AREA SCHOOL DISTRICT
Board of Education Meeting
June 12, 2018

MINUTES

Called to Order by President Christopher Gastrock at 6:42 PM in the Old Music Room, Administration Office, 227 Nichols Street, Wellsboro, PA 16901

President Gastrock led in the Pledge of Allegiance.

Roll Call of Members: Mr. Christopher Gastrock; Mr. John Hoover; Mr. Wayne Hackett; Ms. Denise Sherman; Mr. Mathew Feil; Ms. Kacy Hagan; Mrs. Tracy Doughtie; Mr. David Messineo; Board Member Susan Judlin was absent;

Present were the following: Dr. Brenda Freeman, Superintendent; Bonnie Thompson, Business Manager; Steven Adams, Elementary Principal; Michael Pietropola, Curriculum Director/Principal of Academic Affairs; Mrs. Amy Repard, Supervisor of Special Education; Mr. Daren Bryant, Director of Buildings and Grounds; Mrs. Emily Graham, Principal of Middle School; Natalie Kennedy (Wellsboro Gazette); Linda Gamble, WASD Board Secretary;

Visitors Present: Ashley Jones, Rachel Smith, Dick Miskovitz, Tina Kreisler, Brenda Lowe; Bethany Salada, Karen Swendrowski; Christie Blackwell; Eric Abernathy; Brigitte Largey;

Announcement of any Executive Sessions – Tuesday, June 12, 2018 at 5:45 PM, Old Music Room, for the purpose of personnel and legal matters;

Concerned Resident Issues – Richard Miskovitz of Wellsboro, PA presented the Board with a three page document of issues and recommendations for management and accountability. He spoke to the Board for the allotted time.

Approval of Agenda – A motion was made by Wayne Hackett, seconded by Kacy Hagan to approve the Agenda.

Dave Messineo made a motion to move Consent Item X, Administration and Organization, 1-I and 1-S, to Action Items XI-Action Item, 1. Administration and Organization, 1- E & F. John Hoover seconded the motion. Voice Vote was taken and all voted in favor.

Wayne Hoover made a motion to move Consent Item X, Personnel, 2-E and Consent Item X- Student, 3-A to Action Items. Tracy Doughtie seconded the motion. Voice Vote was taken and all voted in favor.

Board Minutes/Financials – A motion was made by Matthew Feil, seconded by Wayne Hackett, to approve the Board Minutes/Financials as presented;

- A. Minutes:
 - Regular Board Meeting of May 15, 2018;
 - Special Board Meeting of June 5, 2018;
- B. Financial Reports:
 - Board Summary Report
 - Student Activity Fund Summary
- C. Approval of Bills:
 - 2017-18 General Fund Invoices
 - 2017-18 School Lunch Fund Invoices

Attachment VII-A

The motion passed by unanimous voice vote.

Public Comment on Title I and other Federal Programs: None

Reports were given by Student Representatives; Dr. Brenda M. Freeman, Superintendent; Bonnie Thompson, Business manager; Administrators: Steve Adams, Elementary Principal, Mike Pietropola, Curriculum Director, Rob Kreger, High School Principal and Emily Ostrom-Graham, Middle School Principal; Amy Repard, Supervisor of Special Education; Daren Bryant, Director of Buildings & Grounds;

X. CONSENT ITEMS

A motion was made by Matthew Feil, seconded by John Hoover, to approve the Consent Items as follows:

1. **ADMINISTRATION AND ORGANIZATION**

A. Consultant Agreement – Occupational Therapy

Consideration of approval to enter into Consultant Agreement with Susquehanna Health/Soldiers & Sailors Memorial Hospital for occupational therapy services for the school year 2018-19 at a total cost of \$59,319.00.

B. Consultant Agreement - Physical Therapy

Consideration of approval to enter into Consultant Agreement with Susquehanna Health/Solders & Sailors Memorial Hospital for physical therapy services for the school year 2018-19 at a cost of \$65.91 per hour and mileage at the yearly IRS rate.

C. Appointment of School Board Secretary

Consideration of approval for the appointment of Bonnie Thompson, as Secretary of the Wellsboro Area School Board, effective July 1, 2018 – June 30, 2021. This position is a four year term; former Board Secretary Linda Gamble has served the first year, thereby the remaining three years will be served by Bonnie Thompson, Business Manager.

D. Appointment of District Treasure

Consideration of approval for the appointment of Linda Gamble, Secretary to the Superintendent, as District Treasurer for the 2018-19 school year.

E. Authorization for Year-end Budget Transfers

Consideration of approval to authorize the Business Manager to perform all year-end budget transfers, make all necessary revisions to the General Fund Budget upon the auditor's final adjustments to financial records and assign fund balance amounts in accordance with the PA Public School Code and PA Department of Education regulations; and further, the Business Manager will report said revisions to the Board during the meeting following the completion of fiscal year audit.

F. Approval to Pay July 2018 Bills

Consideration of approval to allow the WASD Business Manager to pay the July cafeteria, General and Capital Reserve Fund bills that would normally be approved at a July meeting. These bills will appear for retroactive approval at the August 14, 2018 meeting.

G. Athletic Trainer Service Agreement

Consideration of approval of Athletic Training Services Agreement between UPMC Susquehanna and Wellsboro Area School District, effective August 1, 2018 and shall continue in effect for a one year period ending on June 30, 2019 in the amount of \$25,000.

H. Approval of Financial Institutions as Depositories of District Funds

Consideration of approval to continue with Financial Institutions as Depositories of district funds with First Citizens Community Bank, Citizens & Northern Bank; PA Local Government Investment Trust (PLGIT) and PSDLAF (PA School District Liquid Asset Fund) for the 2018-19 school year.

I. **(MOVED TO ACTION ITEMS)** BLaST, IU#17 eQUIP Online Learning Services Memorandum of Understanding

Consideration of approval for Memorandum of Understanding between Wellsboro Area School District and BLaST IU #17 eQUIP Online Learning Services which will provide services as an in-house e-Learning alternative to District students who leave the District to attend cyber charter schools, as well as course options for enrichment and credit recovery. Exhibits A & B set forth Service and Training Fees and 2018-19 Pearson Connexus Enrollment Licenses Fees effective for the 2018-19 school year (including summer school).

J. Dual Enrollment Agreement between WASD and Lackawanna College for 2018-19 School Year

Consideration of approval to authorize Wellsboro Area School District to enter into Dual Enrollment Course Agreement with Lackawanna College to provide courses in the area of education to eligible students during the 2018-19 school year.

K. Special Education Agreement between WASD and BLaST I.U. #17

Consideration of approval of Special Education Agreement between the Wellsboro Area School services at a projected annual cost of \$353,029,45 for a period running from July 1, 2018 – June 30, 2019.

L. IDEA Agreement between WASD and BLaST I.U. #17

Consideration of approval of the 2018-2019 IDEA Agreement (Project #062-19-0-017-CFDA #84.027) between the Wellsboro Area School District and BLaST I.U. #17. Estimated IDEA allocation for the District is \$328,562.05. (

M. Second Reading and Adoption of Revised WASD Policy #105

Consideration of approval for the second reading and adoption of revised WASD Policy #105- Curriculum as presented.

N. Second Reading and Adoption of Revised WASD Policy #138

Consideration of approval for the second reading and adoption of revised WASD Policy #138 - Language Instruction Educational Program for English Learners as presented.

O. Second Reading and Adoption of Revised WASD Policy #239

Consideration of approval for the second reading and adoption of revised WASD Policy #239- Foreign Exchange Students as presented.

P. Second Reading and Adoption of Revised WASD Policy #906

Consideration of approval for the second reading and adoption of revised WASD Policy #906 - Public Complaint Procedures as presented.

Q. Participation in State Bids

Consideration of approval to participate in the following state bid programs: PEPPM, PA State Contract, U.S. Communities, COSTARS, Keystone Purchasing Network Bids, BLaST IU Bids, Association of Educational Purchasing Agencies (AEPA) Bid during the 2018-2019 school year.

R. Transportation Proposals

Consideration of approval to advertise for any special education transportation proposals that may be necessary during the 2018-19 school year.

S. **(MOVED TO ACTION ITEMS)** Request for Proposals

Consideration of approval for the WASD Superintendent/Business Manager to solicit proposals for the materials and installation of Variable Speed Pumps at the High School. The funding for this project would come from the Capital Reserve Fund.

T. 2017-2018 Budgetary Transfers

Consideration of approval for the 2017-2018 budgetary transfers as presented.

U. Approval of Insurance Carriers

Consideration of approval for the WASD Business Manager to select the insurance carriers for the 2018-19 school year.

2. **PERSONNEL**

A. Approval of Administrative and Support Administrative Salaries for School Year 2018-19

Consideration of approval of the Wellsboro Area School District Administrators' salaries and Support Services Administrators' salaries for the school year 2018-19 as presented. Administrative salaries are determined in accordance with the Act 93 Compensation Plan between the Wellsboro Area School District and Wellsboro Area School District Act 93 Administrators, said Plan duly adopted and approved by the WASD Board of Education on March 10, 2015 (said Plan effective July 1, 2015 – June 30, 2019). Support Services Administrators' salaries are determined in accordance with Support Services Administrative Compensation Plan duly adopted and approved by the WASD Board of Education on March 10, 2015 (said Plan effective July 1, 2015 – June 30, 2019).

B. 2018-19 School Year WAESPA Support Staff Transfers

Consideration of approval for the following 2018-19 school year WESPA support staff transfers, effective August 20, 2018:

FROM:

Sharon Schickling, Spec. Ed. I. Aide at
Charlotte Lappla (full time)

Neva Miller, Spec. Ed. I. Aide at Middle School (full time)

Faye Driskell, Spec. Ed. I. Aide at Wellsboro High School, full time

TO:

Wellsboro High School (full-time)

Charlotte Lappla/Don Gill (undetermined) (full time)

Rock L. Butler Middle School (full time)

C. Extra-Curricular Resignations

Consideration of approval to accept letters of resignation from:

1. Lara Owlett, as High School Senior Class Advisor, effective July 1, 2018;

2. Jason Greenfield, as Middle School Boys Basketball Head Coach, effective June 1, 2018;

D. Extra-Curricular Volunteer Appointment for School Year 2018-2019

Consideration of approval for the extra-curricular volunteer appointment of Margaret Sensenig as High School Marching Band Volunteer Assistant Director, effective June 13, 2018.

E. **(MOVED TO ACTION ITEMS)** Conference Request

Consideration of approval for the following conference request:

1. Phillip Snyder, High School Physical Education Teacher, to attend "Gopher PE Summit", Middleburg, PA on August 6, 2018 (approximate costs of \$105.28 for mileage to be paid out of Building Budget)

3. **STUDENT**

A. **MOVED TO ACTION ITEMS** Overnight Field Trip Request

Consideration of approval for the following overnight field trip request:

1. Denise Route, Middle School Computer Teacher and FBLA-Advisor, to take four (4) FBLA Middle Level students to Baltimore, MD on June 27 – July 1, 2018 to attend National Leadership Conference.
2. Melanie Berndtson, High School Horticulture/AgScience Teacher, to take six (6) Grand Canyon FFA students to Elk County, PA on June 30 – July 1, 2018 for cabin and kayaking.

B. Requests to Close Student Activities Accounts

Consideration of approval to close the following Student Accounts:

1. Home Ec/Community SVC for the reason of inactivity for two years; funds will be transferred to High School Student Body Account;
2. High School International Travel Club for the reason of inactivity for four years; funds will be transferred to Student Council Account;

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

XI. ACTION ITEMS:

1. ADMINISTRATION AND ORGANIZATION

A. Special Needs Transportation for 2017-2018 Extended School Year – A motion was made by Mr. Feil, seconded by Ms. Sherman, to approve Correll Transport to provide special needs transportation for Extended School Year at a rate of \$90 per day for approximately fifty-one days (51) or a total sum of \$4,590.

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

B. Textbook Adoption – A motion was made by Mr. Messineo, seconded by Mr. Feil, to table Action Item

1. Administration and Organization, B. Textbook Adoption. Upon a roll call vote: Ms. Hagan, nay; Mr. Feil, nay; Mr. Gastrock, nay; Mr. Hackett – aye; Ms. Sherman, nay; Mrs. Doughtie, aye; Mr. Hoover, aye; Mr. Messineo, aye; Motion failed (vote was a tie). Board Member Sue Judlin was absent.

A motion was then made by Ms. Hagan, seconded by Mr. Messineo, to approve to adopt and purchase a K-8 Math Curriculum; **Author:** Ready Mathematics; **Publisher:** Curriculum Associates, for the total sum of \$126,952.64. Said funds will be drawn from the Curriculum Assigned Reserve Fund.

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

C. Adoption of Resolution – A motion was made by Mr. Feil, seconded by Mrs. Doughtie, to approve the adoption of Resolution directing the WASD Administration to provide the Board of School Directors with information and to perform impact studies in accordance with the provisions contained in the Resolution.

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

D. Approval of Lease Summary by Winthrop Resources for Middle School Computers – A motion was made by Ms. Hagan, seconded by Mr. Feil, to approve Lease Summary of Winthrop Resources in the amount of \$272,779.18 to provide various computer equipment and hardware (listed below) for the Rock L. Butler Middle School.

- (515) Lenovo 500e Chromebooks with Google Management Licenses
- (41) Lenovo ThinkPad L380 Yoga Laptops
- (41) Lenovo ThinkPad USB=C Docks, Keyboards, Mice
- (41) ASUS 19" Monitors
- (52) Lenovo ThinkCentre M715q Tiny Workstations
- (52) Lenovo Tin-in-One Monitors

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

E. BLaST, IU #17 eQUIP Online Learning Services Memorandum of Understanding (originally listed as CONSENT ITEM X-1-I) A motion was made by Mr. Feil, seconded by Mr. Messineo, to approve Memorandum of Understanding between Wellsboro Area School District and BLaST IU #17 eQUIP Online Learning Services which will provide services as an in-house e-Learning alternative to District students who leave the District to attend cyber charter schools, as well as course options for enrichment and credit recovery. Exhibits A & B set forth Service and Training Fees and 2018-19 Pearson Connexus Enrollment Licenses Fees effective for the 2018-19 school year (including summer school).

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

F. Request for Proposals (originally listed as CONSENT ITEM X-1-S) – A motion was made by Mr. Feil, seconded by Mr. Messineo, to approve the WASD Superintendent/Business Manager to solicit proposals for the materials and installation of Variable Speed Pumps at the High School. The funding for this project would come from the Capital Reserve Fund.

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

2. PERSONNEL

A. Hire of Summer Technology Intern – A motion was made by Mr. Feil, seconded by Ms. Hagan, to approve the hire of Brayden Button as 2018 Summer Technology Intern, effective June 11, 2018 for a maximum of thirty-six (36) days/10 hours per day at a rate of \$10.00 per hour, or a total of \$3,600.

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

B. Extra-Curricular Hire for School Year 2018-19 - A motion was made by Ms. Sherman, seconded by Mr. Feil, to approve the extra-curricular hire of Daniel Sensenig as High School Fall Marching Band Director for the school year 2018-19 for a stipend of \$3,607, effective June 13 – December 21, 2018.

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

C. Appointment of WASD Athletic Director – A motion was made by Mrs. Doughtie, seconded by Mr. Feil, to table the approval of Matthew Rendos as Wellsboro Area School District Athletic Director, effective July 1, 2018 – June 30, 2019 for a stipend of \$5,000.

Upon a roll call vote: Ms. Sherman, nay; Mr. Messineo, aye; Mr. Hoover, aye; Mrs. Doughtie, aye; Mr. Feil, aye;

Mr. Hackett, aye; Mr. Gastrock, aye; Ms. Hagan, aye; Motion passed; Board Member Sue Judlin was absent;

D. Request for Approval of Summertime Painters – A motion was made by Mr. Feil, seconded by Mr. Messineo, to approve and allow Daren Bryant, Director of Buildings & Grounds, to hire two part-time painters at the rate of \$7.25 per hour, not to exceed 25 hours per week for each painter, effective June 18 – August 17, 2018.

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

E. Conference Request (originally listed as CONSENT ITEM X-2-E) – A motion was made by Mr. Feil, seconded by Mr. Messineo, to approve the following conference request: Phillip Snyder, High School Physical Education Teacher, to attend “Gopher PE Summit”, Middleburg, PA on August 6, 2018 (approximate costs of \$105.28 for mileage to be paid out of Building Budget)

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

XII. Public Comment – Brigette Largey, Wellsboro, PA addressed the Board regarding fiscal responsibility and accountability by the District.

XIII. Adjournment – A motion was made by Mr. Feil, seconded by Mr. Hoover, to adjourn the meeting at 8:20 PM. The motion passed by unanimous voice vote.

Christopher Gastrock, Board President
Wellsboro Area School District
Board of Education

Linda K. Gamble, Board Secretary
Wellsboro Area School District
Board of Education