

WELLSBORO AREA SCHOOL DISTRICT
Board of Education Meeting Minutes
April 9, 2019

- I. Call to Order by President, LaRue Reese at 6:28 pm in the Old Music Room, Administration Office, 227 Nichols Street, Wellsboro PA.
- II. President Reese led the Pledge of Allegiance
- III. Roll Call of Members: LaRue Reese, Sue Judlin, Tracy Doughtie, Matthew Feil, Chris Gastrock, Wayne Hackett, Kacy Hagan, John Hoover, David Messineo.

Present were the following: Dr. Brenda Freeman, Superintendent, Bonnie Thompson, Business Manager/ Board Secretary, Robert Kreger, Middle School Principal, Mike Pietropola, Curriculum Director, Emily Ostrom Graham, High School Principal, Daren Bryant, Director of Buildings and Grounds.

Visitors Present: Natalie Kennedy, Wellsboro Gazette, Lauren Kosek, Elementary Student Representative, Zachary Bush High School Student Representative, Tina Kreisler, Molly Tice, Kristopher Davis, Katrina Doud, Nutrition Group, Joyce Butler, Nutrition Group, Shannon Tice, Paige Hagy, Matthew Guillaume

Announced a brief recess at 6:30 pm to move to the Auditorium to present awards to Oydsey of the Mind students. Reconvened the meeting at 6:44 pm.

- IV. Announcement of any Executive Sessions – None
- V. Concerned Resident Issues - None
- VI. Approval of Agenda – A motion was made by Matthew Feil, seconded by Chris Gastrock to approve the agenda. Dave Messineo moved to amend agenda to have Item 3B – Curriculum Guide moved to an Action Item. Mr. Feil and Mr. Gastrock amended their motion to amend the agenda. The motion passed by unanimous voice vote.
- VII. Board Minutes/Financials – A motion was made by Chris Gastrock, seconded by Kacy Hagan to approve the Board Minutes/Financial as presented:
 - A. Minutes of Previous Meeting (Policy #006.9)
 - Work Session of March 5, 2019
 - Regular Board Meeting of March 12, 2019
 - B. Financial Reports (Policy #006.5)
 - Board Summary Report (YTD 3/31/2019)
 - Student Activity Fund Summary
 - C. Approval of Bills (Policy 006.5)
 - March 2019 General Fund Invoices
 - March 2019 School Lunch Fund Invoices

The motion passed by unanimous voice vote.

- VIII. Public Comment on Title I and other Federal Programs (Policy #006.5) - None

Attachment VII-A-1

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- IX. A. Reports (Policy #006.5)
1. Student Representatives
 2. Superintendent:
 - a. Student of the Month Award Certificates
-Delaney Morral, Elementary; Zach Beiber, Middle School; Paige Hagy, High School
 - b. Volunteer Policy
 - c. Legislative update on Cyber Charter School legislation
 3. Business Manager – Budget Meeting scheduled for April 24th, provided handout on reserves
 4. Administrators
 5. Board Members
-Dave Messineo reported on NSBA conference

X. **CONSENT ITEMS**

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

1. **ADMINISTRATION AND ORGANIZATION**

A. **Approval of 2019-2020 Custodial Supplies, Athletic Supplies and Cafeteria Supplies with KPN**

Consideration of approval for the following bids:

Custodial Supplies, Keystone Purchasing Network, for School Year 2019-2020:

Veritiv – Xpedx	\$1,297.00
LIC Distributors	409.70
Hassinger & Company	801.14
PA Paper & Supply	<u>557.40</u>

TOTAL: \$3,065.24

Athletic Supplies, Keystone Purchasing Network, for School Year 2019-2020:

Pyramid School Supplies	\$ 967.58
Sportsmans	\$1,200.18
BSN Passons	<u>\$2,443.38</u>

TOTAL: \$4,611.14

Cafeteria Supplies, Keystone Purchasing Network, for School Year 2019-2020:

PA Paper & Supply	<u>\$ 9.81</u>
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TOTAL: \$ 9.81

GRAND TOTAL: \$7,686.19

B. **Approval of PenTeleData Dedicated Internet Access Exhibit/Point to Point Transport Exh. Sheet**

Consideration of approval for PenTeleData Dedicated Internet Access Service (monthly charge of \$892.80) and Point to Point Transport Exhibit Sheet Service Type (monthly charge of \$1,300), effective March 18, 2019 and is renewable for one year from the expiration date of March 18, 2020.

C. **Approval to Obtain Requests for Proposals for Extended School Year Transportation**

Consideration of approval for the Wellsboro Area School District Superintendent and/or Business Manager to solicit Proposals for Extended School Year Transportation for Summer of 2019.

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D. State/Federal/Private/Local Grant Opportunities

Consideration of approval that authorization be granted to Michael Pietropola, Curriculum Director/Principal of Academic Affairs to submit grant applications for state/federal/private/local grant opportunities as they may become available.

E. Federal Programs Consolidated Opportunities

Consideration of approval that authorization be granted to Steven Adams, Elementary Principal, to submit grant applications for Federal Programs Consolidated as they may become available.

F. Budgetary Transfers for School Year 2018-19

Consideration of approval for the budgetary transfers for school year 2018-19 as presented.

2. **PERSONNEL**

A. Extra-Curricular Volunteer Appointments for School Year 2018-19

Consideration of approval for the following extra-curricular volunteer appointments for:

1. Rachael Shady as Volunteer Middle School Softball Assistant Coach, effective April 10 – June 14, 2019;

B. Conference Requests

Consideration of approval for the following conference requests:

1. Tiffany Getty, High School Chemistry Teacher, to attend "AOPA 10th Grade Training", Frederick, Maryland on April 7-9, 2019 (approximate total costs of \$867.96 (Costs of travel: \$267.96; Meals: \$120; Registration: \$200 and substitute costs of \$280 to be paid out of Flight Education Grant)
2. Dawn Bergen, High School Life Skills Support Teacher and Kevin Post, High School Learning/Emotional Support Teacher, to attend "Red Rock Influence Tour, Red Rock Job Corp Center, Sweet Valley, PA (approximate costs of \$380 to be paid from Special Education Fund)
3. Jennifer Erway, High School Spanish Teacher, to attend "ACTFL 2019 Annual Convention (American Council on the Teaching of Foreign Languages) on November 22-24, 2019 in Washington D.C. (approximate costs of \$460 to be paid from Building Budget – Teacher will cover travel, lodging, and meal costs personally)

C. Extra-Curricular Resignations

Consideration of approval to accept extra-curricular letters of resignation from:

1. Todd Outman, High School Boys Basketball Head Coach, effective March 12, 2019;
2. Dan Marple, High School Boys Basketball Assistant Coach, effective March 25, 2019;

3. **STUDENT**

A. Request for Homebound Instruction

Consideration of approval for the following Request for Homebound Instruction for the school year 2018-19:

1. For Student #9 HB 2018-2019 as per his family physician for a period of four (4) weeks, commencing March 20 – April 17, 2019;

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C. Overnight Field Trip Requests

Consideration of approval for the following overnight field trip requests:

1. Dan Sensenig, High School Music Teacher, to take one (1) WAHS Chorus Student to Pittsburgh, PA on April 3 – 6, 2019 to attend PMEA State Chorus Region IV. ([Attachment X-3C-1](#))
2. JoAnn Yungwirth, Middle School Sixth Grade Teacher, to take approximately 105 students (6th Grade) to Buffalo New and across the border into Canada on May 16, 2019. This request is not an overnight request but is a Class Trip and necessitates the approval by the Board via District Policy #231. ([Attachment X-3C-2](#))
3. Brandon Falk, High School Biology Teacher, to take 9 students (Running Club) to Cleveland, Ohio to participate in Rite Aid Cleveland Half Marathon, on May 18 & 19, 2019.

4. **OTHER**

A. Approval of Van Aide/Van Driver and Substitute School Bus Driver

Consideration of approval of the following Van Aide/Van Driver and Substitute School Bus Driver:

1. Gladys “Pip” Burrous, as Substitute Bus Driver for Niles Transportation;
2. Ann M. Grenier, as Van Aide and Van Driver for Correll Student Transport;

The motion passed unanimous vote.

XI. **ACTION ITEMS:**

1. **ADMINISTRATION AND ORGANIZATION**

A. Renewal Agreement for Food Service Management Services with Nutrition, Inc. A motion was made by Chris Gastrock, seconded by Matthew Feil for approval for a Renewal Agreement for Food Service management Services Nutrition, Inc. for One (1) year beginning July 1, 2019 - June 30, 2020

NOTE: The Board of Directors approved the initial year of the Renewal Agreement in June 2016 which contained a clause for annual renewals for up to four (4) additional one-year period(s) which was approved by the PDE’s Division of Food & Nutrition. The Nutrition Group is guaranteeing a \$59,639.65 profit to the District for the 2019-2020 fiscal year with this Contract.

Roll call vote. All votes were affirmative. The motion carried.

B. WASD School Breakfast/Lunch Meal Prices for School Year 2019-2020 – A motion was made by Kacy Hagan, seconded by Chris Gastrock for approval for the Wellsboro Area School District’s School Breakfast/Lunch Meal Prices for School Year 2019-2020 as presented.

Roll call vote. All votes were affirmative. The motion carried.

C. Resolution Approving Proposed Final Budget for Fiscal Year 7/1/2019 – 6/30/2020 A motion was made by Matthew Feil, seconded by Chris Gastrock for approval for the adoption of Resolution Approving Proposed Final Budget for Fiscal Year 7/1/2019 – 6/30/2020 per Special Session Act 1 of 2006.

Roll call vote. The motion carried with negative vote by David Messineo.

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D. Approval of Receipt of Private Monies in School Year 2018-2019 – A motion was made by Kacy Hagan, seconded by Chris Gastrock for approval of the following private monies received by Wellsboro Area School District in School Year 2018-19:

1. \$800 received from an anonymous donor to be applied toward the 2019 Senior Prom location;

Roll call vote. All votes were affirmative. The motion carried.

E. Fund Transfer from Unassigned Funds to Curriculum Assigned Reserves – A motion was made by Chris Gastrock, seconded by Matthew Feil for approval to move the sum of \$70,000 from Unassigned Funds into Curriculum Assigned Reserves;

Roll call vote. All votes were affirmative. The motion carried.

F. Fund Transfer from Unassigned Funds to Capital Reserves Fund – A motion was made by Chris Gastrock, seconded by Sue Judlin for approval to move the sum of \$700,000 from Unassigned Funds to Capital Reserves Fund.

Roll call vote. The motion carried with negative vote by Wayne Hackett.

G. Fund Transfer from Unassigned Funds to PSERS/Health Insurance Reserves Committed – A motion was made by Chris Gastrock, seconded by Kacy Hagan for approval to move the sum of \$230,000 from Unassigned Funds to PSERS/Health Insurance Reserves Committed;

Roll call vote. The motion carried with negative vote from Wayne Hackett.

H. Approval of WASD Roofing Projects – A motion was made by Chris Gastrock, seconded by Tracy Doughtie for approval to use Capital Reserve Funds for the following roofing projects to be completed by Budget Renovations and Roofing, Inc.

Don Gill Elementary	Tapered Sections	\$361,355.00
	Gym Roof	\$247,221.00
Administration Office	Gym/Auditorium Area	\$429,428.00
	TOTAL:	\$1,038,004.00
	Discount for doing 3 roofs	<u>20,000.00</u>
		\$1,018,004.00

Roll call vote. The motion carried with negative vote from Wayne Hackett.

I. Approval of PFM Financial Advisors LLC – A motion was made by Matthew Feil, seconded by Chris Gastrock for approval to approve PFM Financial Advisors LLC as the Financial Advisors for Wellsboro Area School District, effective April 10, 2019.

Roll call vote. All votes were affirmative. The motion carried.

J. WASD 2019-2020 Curriculum Guide - A motion was made by David Messineo, seconded by Chris Gastrock for approval for the Wellsboro Area School District 2019-2020 High School Curriculum Guide as presented.

Roll call vote. The motion carried with negative votes by Tracy Doughtie and David Messineo.

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2. **PERSONNEL**

A. Extra-Curricular Hires – A motion was made by Matthew Feil, seconded by Chris Gastrock for approval for the extra-curricular hires for school year 2018-19:

1. Simone Lichty, High School Girls Basketball Assistant Coach, for a stipend of \$2,874 (effective November 16, 2018 – March 23, 2019);
2. Wesley Wood, High School Boys Soccer Assistant Coach, for a stipend of \$2,504.96, for the school year 2019-2020, effective August 12 – November 16, 2019;

Roll call vote. All votes were affirmative. The motion carried.

B. Support Staff Transfers – A motion was made by Chris Gastrock, seconded by Matthew Feil for approval for the following support staff transfers:

1. Todd Niles, **from** High School full-time Custodian (8 hrs. per day/12 months) **to** Charlotte Lappla Elementary full-time Custodian (8 hrs. per day/12 months), effective April 10, 2019. Rate of pay will remain the same at \$11.99 per hour.
2. Russell Heckert, **from** Rock L. Butler Middle School part-time Custodian (5 hrs. per day/12 months) **to** High School full-time Custodian (8 hrs. per day/12 months), effective April 10, 2019. Rate of pay will remain the same at \$11.99 per hour.

Roll call vote. All votes were affirmative. The motion carried.

C. Approval for Additional Hours at Contracted Pay Rate – A motion was made by Chris Gastrock, seconded by Kacy Hagan for approval for Jill Yusinki, Speech and Language Teacher, to work up to five (5) hours additional per week at the contracted rate of \$32.00 per hour for students transitioning from early intervention to Kindergarten, effective April 10, 2019 for the duration of Chelsey Rendos' maternity leave.

Roll call vote. All votes were affirmative. The motion carried.

XII. Public Comment None

XIII. Adjournment – The motion was made by David Messineo, seconded by Matthew Feil to adjourn the meeting at 8:54 pm

Bonnie Thompson, Board Secretary