

WELLSBORO AREA SCHOOL DISTRICT
Board of Education Meeting Minutes
April 14, 2020

- I. Call to Order by President Susan Judlin at 6:36 PM via Zoom Meeting.
- II. President Judlin led the Pledge of Allegiance.
- III. Roll Call of Members: Mrs. Linda West, Mr. Lee Stocks, Mr. John Hoover, Mr. Wayne Hackett, Mrs. Tracy Doughtie, Mr. Matthew Feil, Mrs. Susan Judlin, and Mr. David Messineo. Mr. Chris Gastrock was joined the meeting at 6:38 PM.

Present were the following: Dr. Brenda Freeman, Superintendent, Laura Perry, Business Manager/ Board Secretary, Steve Adams, Elementary Principal, Rob Kreger, Middle School Principal, Benjamin Miller, Middle School Assistant Principal, Jeremy Byrd, High School Assistant Principal, Daren Bryant, Director of Operations and Maintenance, Bryan Murphy, Director of Technology, as well as, the Wellsboro Gazette reporter, and community members.
- IV. Announcement of any Executive Sessions – The Directors held an Executive Session on April 14, 2020, at 5:30 PM to discuss Personnel and Legal Topics.
- V. Concerned Resident Issues – None at this time.
- VI. Approval of Agenda – Mr. Messineo introduced discussion amongst the Directors and Administrators in regard to two specific agenda items; 2020/2021 Proposed Final Budget and the Memorandum of Understanding, Concurrent Enrollment Partnership between Mansfield University and Wellsboro Area School District. Following A motion was made by Mr. Hackett, seconded by Mr. Gastrock, to accept the agenda and as presented. On a voice call, there were 9 yes votes.
- VII. Board Minutes/Financials – A motion was made by Mr. Gastrock, second by Mrs. Doughtie, to accept the board minutes and financials as presented. On a voice call, there were 9 yes votes. Motion carried.

*A. Minutes of Previous Meeting
Work Session of March 3, 2020
Board Meeting of March 10, 2020

*B. Financial Reports
Statement of Revenues and Expenditures
Student Activity Fund Summary

*C. Approval of Bills
March, 2020, General Fund Invoices
March, 2020, School Lunch Fund Invoices
- VIII. Public Comment on Title 1 and other Federal Programs. None at this time.
- IX. A. Reports
 - A. Student Representatives
 - B. Superintendent
 1. Continuity of Education Plan Update
 2. Continuation of Student Meals
 - C. Business Manager
 1. Financial Information System request; software conversion has begun
 2. 2020/2021 Proposed Final Budget Adoption

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D. Administrators

1. Student/Family Surveys for Continuity of Education Plan roll-out

E. Board Members

1. Mr. Messineo stated that he had a number of financial questions as it relates to the 2020/2021 Budget development, as well as, sought clarification on the software license agreement between BLAST IU#17 and the WASD.

Further discussion ensued regarding the Memorandum of Understanding between Mansfield University and the WASD as to how classes were selected within the agreement. Dr. Freeman responded to the inquiries stating the MOU has been addressed throughout the past year and allows for WASD teacher to teach the courses and the course selections were made in partnership with Mansfield University based on their existing curriculum offerings and syllabuses.

Several directors engaged in discussion regarding the 2020/21 Proposed Final Budget, both with the possibility of having a zero-tax increase and with the addition of an administrative position of Director of School to Career. Dr. Freeman stated that the position of Director of School to Work would replace the eliminated administrative position of Director of Curriculum and lamented that during the current pandemic, this position has been greatly needed to bridge the guidance provided by the PA Department of Education, in conjunction with other districts, and to the administrators. This position would be responsible for keeping abreast of testing changes, textbook review and adoption, and budgeting. The discussion proceeded with the current curriculum review process and the role of the curriculum chairs, administrators, and the Programs and Policy Committee.

Based on the discussion, the Directors established a Budget and Financial Committee meeting for Tuesday, April 21, 2020 at 6 PM via Zoom, and a Programs and Policy Committee meeting for Thursday, April 23, 2020 at 6 PM via Zoom. These meetings will be advertised accordingly.

X. CONSENT ITEMS

A motion was made by Mrs. Doughtie, second by Mr. Feil to approve the consent items, as follows:

1. **ADMINISTRATION AND ORGANIZATION**

- A. Approval of 2020-2021 Custodial Supplies, Athletic Supplies and Cafeteria Supplies with KPN
Consideration of approval of the following bids: (Attachment X-1A)

Custodial Supplies, Keystone Purchasing Network, for School Year 2020/2021:

Veritiv – Xpedx	\$	80.00
LIC Distributors		212.75
Hassinger & Company		92.82
PA Paper and Supply		<u>1,536.01</u>
	\$	1,992.28

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Athletic Supplies, Keystone Purchasing Network, for School Year 2020/2021:

Pyramid School Supplies	\$ 2,725.77
Sportsmans	1,717.84
BSN Passons	<u>843.36</u>
	\$ 5,286.97

Cafeteria Supplies, Keystone Purchasing Network, for School Year 2020/2021:

Clark Food Service Equipment	\$ 502.05
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GRAND TOTAL: \$ 7,861.30

- B. 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.
- C. Memorandum of Understanding, Concurrent Enrollment Partnership between Mansfield University and Wellsboro Area School District
Consideration of approval to enter into Memorandum of Understanding-Concurrent Enrollment Partnership with Mansfield University, as presented, enabling students of the District to get an early start on their University education. The term of this Agreement shall be for a total of three years commencing upon the review and approval of all necessary Commonwealth officials. (Attachment X-1C)
- D. SUNY Corning Community College Accelerated College Enrollment Program (ACE)
Consideration of approval for the SUNY Corning Community College Accelerated College Enrollment Program (ACE), as presented. (Attachment X-1D)
- E. Software License Agreement between BLaST IU #17 and Wellsboro Area School District
Consideration of approval for Software Licensing Agreement between BLaST Intermediate Unit #17 and Wellsboro Area School District, as presented. (Attachment X-1E)

2. OTHER

- A. Additions to the 2019/2020 WASD Substitute List
Consideration of approval for the additions to the WASD 2019/2020 Substitute List as presented. (Attachment X-2A)

On a motion made by Mr. Gastrock, second by Mrs. West, the consent items were approved as presented. The roll call vote was as follows:

Mrs. Doughtie – Yes	Mrs. Judlin – Yes
Mr. Feil – Yes	Mr. Messineo – Yes
Mr. Gastrock – Yes	Mr. Stocks – Yes
Mr. Hackett – Yes	Mrs. West – Yes
Mr. Hoover – Yes	

The motion carried on a 9 affirmative votes.

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XI. **ACTION ITEMS:**

1. **ADMINISTRATION AND ORGANIZATION**

A. Resolution Approving Proposed Final Budget for Fiscal Year 7/1/2020 – 6/30/2021.

Consideration of approval for the adoption of Resolution Approving Proposed Final Budget for Fiscal Year 7/1/2020 – 6/30/2021 per Special Session Act 1 of 2006. (Attachment XI-1A).

President Judlin made an amendment to the motion to eliminate the proposed position of Director of School to Career.

Discussion occurred between the Administration and the Directors to reaffirm that this budget is only the Proposed Final and that changes will be made prior to the presentation of the Final Budget for consideration. The administration confirmed that there were a number of items that would be removed prior to presenting the Final Budget and that the new position of Director of School to Career was one such item.

As the discussion concluded, President Judlin withdrew her amendment to the motion.

On a motion made by Mrs. Doughtie, second by Mr. Gastrock, the Directors approved the Proposed Final Budget for Fiscal Year 7/1/2020 – 6/30/2021, as presented.

The roll call was as follows:

Mr. Feil – Yes	Mr. Messineo – Yes
Mr. Gastrock – Yes	Mr. Stocks – Yes
Mr. Hackett – Yes	Mrs. West – Yes
Mr. Hoover – Yes	Mrs. Doughtie – Yes
Mrs. Judlin - Yes	

Motion carried on 9 affirmative votes.

XII. Public Comment – None at this time.

XIII. Adjournment – The motion was made by Mr. Gastrock, seconded by Mrs. Doughtie to adjourn the meeting at 7:53 PM.

Respectfully Submitted,

Laura Perry, Secretary to the Board