

WELLSBORO AREA SCHOOL DISTRICT

Board of Education Meeting Minutes

August 9, 2022 - 6:30 PM

- I. Call to Order by President Christopher Gastrock at 6:31 PM in the Old Music Room, Administration Office, 227 Nicholas Street, Wellsboro, PA.
- II. Pledge of Allegiance
- III. Roll Call of Members: Mrs. Linda West; Mr. John Hoover; Mr. Daniel A. Nowak; Mr. Chris Gastrock; Mr. Albert Bieber; Mrs. Rebecca Charles; Mrs. Megan McConnell
- IV. Announcement of any Executive Sessions – Tuesday, August 9, 2022 at 5:30 PM in the Old Music Room for the purpose of personnel;
- V. Concerned Resident Issues: Residents must first state clearly their full name and address. They will be allowed no more than five minutes to state their concern to the Board. Allegations regarding students or teachers are to be provided to the Administrators. They are not to be discussed in public. Speakers may be held liable for untrue statements:

Carrie Heath, of Wellsboro, PA, spoke to the board concerning her support of a GSA equality club. Ms. Lilac Burke also spoke about her support of a GSA club. Ms. Lilace Guignard gave thanks to the staff and school for making her sons feel safe in school. Christine Connell also spoke in favor of a GSA club. Eric Baldwin expressed concerns regarding school and student safety. Jennifer McCarthy spoke in favor of a GSA club. Joy Childs expressed her concerns regarding clubs in school. Kelly McConegy presented her concerns on having clubs for all students. Taylor Nickerson spoke in favor of the GSA club and children’s need to feel safe within their school environment.

- VI. Approval of Agenda – Voice Vote (Policy #006.5) - A motion was made by Mrs. Rebecca Charles, seconded by Mrs. McConnell.

Approved Disapproved Amended Tabled Postponed

- VII. Board Minutes/Financials – Voice Vote – A motion was made by Mrs. Linda West, seconded by Mrs. Rebecca Charles.

- *A. Minutes of Previous Meeting

- Work Session of June 7, 2022

- (Attachment VII-A)

- Regular Bd. Meeting of June 14, 2022;

- (Attachment VII-A-1)

- Special Meeting of June 30, 2022;

- (Attachment VII-A-2)

- *B. Approval of Bills

- General Fund Invoices;

- (Attachment VII-B)

- Student Activity Invoices;

- Capital Reserve Invoices;

- Disbursements – General Fund;

Approved Disapproved Amended Tabled Postponed

- VIII. Public Comment on Title I and other Federal Programs and ESSERS

- IX. A. Reports

1. Superintendent
2. Business Manager
3. Board Members

X. **CONSENT ITEMS**

Roll Call Vote

A motion was made by Mr. Al Bieber, seconded by Mrs. Rebecca Charles, to approve the consent items, as follows:

1. **ADMINISTRATION AND ORGANIZATION**

*A. School Physicals

Consideration of approval for the employment of North Penn Comprehensive Health Services d/b/a Laurel Health Centers for the 2022-2023 school-year to perform Kindergarten/1, Sixth Grade, Eleventh Grade and all athletic physicals. The charge will be \$83.00 per hour (estimated screening: 12-14 students per hour) (Attachment X-1A)

*B. Contract for UPMC Pediatric Therapy Services (Occupational)

Consideration of approval to enter into UPMC Contract for Pediatric Therapy Services for occupational therapy services for the school-year 2022-2023 at a total cost of \$62,250 (in ten (10) monthly payments of \$6,525 per month from September 2022 through June 2023, effective August 29, 2022 – June 8, 2023. (Attachment X-1B)

*C. Contract for UPMC Pediatric Therapy Services (Physical Therapy)

Consideration of approval to enter into UPMC Contract for Pediatric Therapy Services for physical therapy as follows:

Physical Therapy Hourly Fee	\$72.50
Travel Time Hourly Fee to District Site	\$72.50
Mileage to/from UPMCW & District Site	IRS Rate/Mile

Said Contract effective August 29, 2022 – June 8, 2023. (Attachment X-1C)

*D. Letter of Agreement with Service Access & Management, Inc. (Drug & Alcohol SAP)

Consideration of approval of Letter of Agreement with Service Access and Management, Inc. (S.A.M.) regarding liaison and other appropriate agency services to be offered in support of the Student Assistance Program Core Team(s), effective July 1, 2022 – June 30, 2023 as presented. (Attachment X-1D)

*E. Approval of Insurance Carrier for School Year 2022-2023

Consideration of approval for the insurance carrier for School Year 2022-2023 as follows: (Attachment X-1E)

<u>UTICA NATIONAL INSURANCE COMPANY</u>	<u>\$75,494</u>
Property	Included
General Liability	Included
Crime (includes burglary)	Included
Commercial Equipm. Floater	Included
Business Auto	\$3,462
Commercial Umbrella	\$6,270
Cyber Liability	\$13,890
Total Premium	\$99,116

F. Approval of Changing Date of 2022 WASD Re-Organization Meeting

Consideration of approval to change the date of the WASD Re-Organization Meeting **from** Thursday, December 1, 2022 at 6:30 PM in the Old Music Room, Administration Office **to** Tuesday, December 6, 2022 at 6:30 PM in the Old Music Room, Administration Office.

G. Appointment of Right-to-Know Officer

Consideration of approval to appoint Alanna R. Huck, Superintendent as primary and Linda Gamble, Secretary to the Superintendent, as secondary, Wellsboro Area School District Right-to-Know Officer, 227 Nichols Street, Wellsboro, PA 16901 effective August 10, 2022.

The roll call vote was as follows:

Mrs. West – Yes, (abstention to B&C)	Mr. Hoover – Yes	Mrs. Charles - Yes
Mr. Bieber – Yes	Mrs. McConnell - Yes	
Mr. Nowak – Yes	Mr. Gastrock - Yes	

1. **PERSONNEL**

A motion was made by Mrs. McConnell, seconded by Mrs. Rebecca Charles, to approve the consent items, as follows:

A. Extra-Curricular Volunteer Appointments for School Year 2022-23

Consideration of approval for the following volunteer appointments for School Year 2022-23:

1. Spencer W. Kreisler, Volunteer High School Boys Soccer Assistant Coach, effective August 10 – November 19, 2022;
2. Eric Barlett, Volunteer High School Girls Soccer Assistant Coach, effective August 15 – November 19, 2022;
3. Jessica Sandstrom, Volunteer High School Cheerleading Assistant Coach, effective August 10, 2022;
4. Marjorie Hoffman, Volunteer for High School Girls Tennis Assistant Coach, effective August 10 – November 5, 2022;
5. Marjorie Hoffman, Volunteer for High School Boys Tennis Assistant Coach, effective March 6 – May 5, 2023;
5. Ed Weaver, Volunteer Junior High Boys Basketball Assistant Coach, effective November 18 - March 25, 2022;
6. Shawn Bryant, Volunteer Middle School Soccer Assistant Coach, effective August 15 - November 19, 2022;
7. Jeremy Richardson, Volunteer Middle School Football Assistant Coach, effective August 10 – December 10, 2022;
8. Shannon Monahan, Volunteer for High School Volleyball Assistant Coach, effective August 15 – November 19, 2022;
9. Christian Parades, Volunteer for Middle School Soccer Assistant Coach, effective August 15 – November 19, 2022;
10. Brent English, Volunteer High School Football Assistant Coach, effective August 10 – December 10, 2022;
11. Tylor Hancock, Volunteer High School Football Assistant Coach, effective August 10 – December 10, 2022;
12. Ethan Nichols, Volunteer High School Football Assistant Coach, effective August 10 – December 10, 2022;

B. Support Staff Resignation due to Retirement

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

1. Steven Tasa, full-time (40 hrs. per week/12 months) Don Gill custodian, with regret, effective January 6, 2023.

*C. Tax Collection Committee Delegate Appointment Resolution

Consideration of approval to adopt Tax Collection Committee Delegate Appointment Resolution for Tioga County and Lycoming County, as presented. (Attachment X-2C)

D. Extra-Curricular Resignations for School Year 2022-2023

Consideration of approval to accept letters of resignation from:

1. Todd Rudy, High School Golf Assistant Coach, effective July 14, 2022;
2. Danielle Hand, Middle School Cheerleading Advisor, effective July 14, 2022;
3. Jonathan Rothermel, Middle School Baseball Assistant Coach, effective July 25, 2022;
4. Matthew Sweet, High School Football Assistant Coach, effective July 26, 2022;

***E. Conference Request**

Consideration of approval for the following conference request:

1. Jennifer Sporer, Elementary Teacher, to attend "2022 Annual PAGE (Pennsylvania Association for Gifted Education) Conference, Pocono Manor, PA on October 17 & 18, 2022 (approximate cost: \$180.32 for travel; \$246.00 for lodging; \$40 for meals; \$408.99 for registration; Total: \$875.31 to be paid from Professional Development Account) (Attachment X-2E)

***F. Support Staff Resignations;**

Consideration of approval for the following support staff resignation:

1. Julia Snowburg, Special Education Paraprofessional Instructional Aide, part-time (25 hrs. per week/9 months) effective July 16, 2022; (Attachment X-2F)

***G. Professional Staff Resignation**

Consideration of approval to accept letter of resignation from Jill Z. Marple, Middle School Family Consumer Science Teacher, effective August 3, 2022; (Attachment X-2G)

3. STUDENT

***A. Overnight Field Trip Request**

Consideration of approval for the following overnight field trip request:

1. Melanie Berndston, High School Vo-Agriculture Teacher, to take 9 Grand Canyon FFA Students to Eastern States Exposition – West Springfield, Massachusetts on September 14-18, 2022. (Attachment X-3A)

4. OTHER

***A. 2022-2023 WASD School Bus Driver List**

Consideration of approval for the 2021-2022 WASD School Bus Driver List as presented. (Attachment X-4A)

X Approved Disapproved Amended Tabled Postponed

The roll call vote was as follows:

Mrs. West – Yes	Mr. Hoover – Yes	Mrs. Charles - Yes
Mr. Bieber – Yes	Mrs. McConnell - Yes	
Mr. Nowak – Yes	Mr. Gastrock - Yes	

XI. ACTION ITEMS:

A motion was made by Mrs. Charles, seconded by Mrs. Hoover, to approve the action items, as follows:

1. ADMINISTRATION AND ORGANIZATION

***A. Approval of Memorandum of Understanding between WASD and Bradford-Tioga Head Start**

Consideration of approval of Memorandum of Understanding between Wellsboro Area School District and Bradford-Tioga Head Start, Inc. assuring continuum of quality of services for students and families,

to support children’s optimal development, school readiness and long-term success, to address unique strengths and needs of the local population, to promote collaboration regarding shared use of facilities, to promote further collaboration to reduce duplication and enhance efficiency of services, to define roles and responsibilities of named parties, to support ongoing communication and parent outreach and to coordinate staff trainings. (Attachment XI-1A)

- *B. BLaST IU#17 e-QUIP Online Learning Services Memorandum of Understanding
Consideration of approval for Memorandum of Understanding between Wellsboro Area School District and BLaST IU#17 e-QUIP Online Learning Services which will provide services as an in-house e-Learning alternative to WASD 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 2022-2023 Course fees, as presented. (Attachment XI-1B)
- *C. Contract for Music Therapy Services – Momentum Music Services
Consideration of approval for Contract for Music Therapy Services contracted through Momentum Music Services, effective August 29, 2022 – June 8, 2023 (Fees: \$74 per direct service hour for group and individual sessions; pro-rated for shorter sessions; \$50 per hour for consultation, pro-rated for shorter meetings; \$126 for each completed assessment) (Attachment XI-1C)
- *D. Approval of APPTEGY Purchase Agreement
Consideration of approval to enter into APPTEGY Purchase Agreement for website services in the amount of Nineteen Thousand and Five Dollars and no/100 (\$19,005) for the School Year 2022-2023; the sum of Ten Thousand Five Hundred and Five Dollars and no/100 (\$10,505) shall be due beginning September 2023 and every subsequent year following. (Attachment XI-1D)
- *E. Approval of Transportation Plan/MOU between WASD and Tioga County Children & Youth Agency
Consideration of approval for Memorandum of Understanding/Transportation Plan between WASD and Tioga County Children and Youth Agency to establish transportation procedure to ensure the provision of transportation for foster care youth enrolled in a LEA (Pre-K-12) when a best interest determination indicates that the student should remain in the school of origin, and alternative means of transportation to and from school have been fully explored and deemed unavailable. Revisions and updates to this Plan shall be made as needed and must be submitted to the PA Department of Education for approval. (Attachment XI-1E)
- *F. Approval of NFHS School Broadcast Program
Consideration to approve a five-year (5) agreement with the NFHS Network to broadcast athletic events at a cost of \$0.00 in return for a five-year commitment. (Attachment XI-1F)

X Approved Disapproved Amended Tabled Postponed

The roll call vote was as follows:

Mrs. West – Yes	Mrs. Hoover	Mrs. McConnell - Yes
Mr. Bieber – Yes	Mr. Gastrock - Yes	
Mr. Nowak – Yes	Mrs. Charles - Yes	

2. PERSONNEL

A motion was made by Mrs. McConnell, seconded by Mr. Bieber, to table items C2 and E6.

A motion was made by Mrs. McConnell, seconded by Mr. Bieber to approve the following personnel items.

A. Professional Hires for School Year 2022-2023

Consideration of approval for the following professional hires

1.-Shari Macias, Special Education Teacher (pending emergency certification), at Step #8, Masters, at a salary of \$63,650, effective start date of August 25, 2022;

2. Nicole Schea, Special Education Teacher (pending emergency certification), at Step #1, Masters, at a salary of \$54,750 effective start date of August 25, 2022;
3. Selina Bogaczyk, High School Physical Education/Health Teacher, at Step #15, Masters, at a salary of \$74,550. Effective start date will be in accordance with PA School Code upon Southern Tioga School District's release.
4. Brent English, Elementary Teacher, at Step #1, Bachelors, at a salary of \$52,085 effective start date of August 25, 2022;
5. Jennifer Butler, Middle School Teacher, at Step #13, Masters, at a salary of \$71,450; Effective start date will be in accordance with PA School Code upon Northern Tioga School District's release;

B. Approval to Increase Special Education Paraprofessionals' Work Schedule

Consideration of approval to increase the part-time WASD Special Education Paraprofessionals' work schedule from 25 hrs. per week to no more than 29.5 hrs. per week, effective with the start of the 2022-23 school year.

C. Approval of Mentors

Consideration of approval for the following mentors:

1. Sean Callahan, Elementary Teacher as mentor for Brent English, Elementary Teacher, in accordance with the New Teacher Induction Plan 2021-2024;
2. Sharon Hazelton-Mohr, High School Social Studies Teacher, as mentor for Courtney Russell, High School Social Studies Teacher, in accordance with the New Teacher Induction Plan 2021-2024;
3. Philip Snyder, High School Physical Education Teacher, as mentor for Selina Bogaczyk, High School Physical Education/Health Teacher, in accordance with the New Teacher Induction Plan 2021-2024;
4. Anjanette Cole, MS Special Education Teacher, as mentor for Nicole Schea, Special Education Teacher, in accordance with the New Teacher Induction Plan 2021-2024;
5. Sayward Mack, HS Special Education Teacher (pending completion of Level II Certification) as mentor for Shari Macias, Special Education Teacher, in accordance with the New Teacher Induction Plan 2021-2024;

D. Support Staff Hires

Consideration of the following support staff hires for School Year 2022-2023:

1. Shawna Krout, part-time (up to 29.5 hrs. per week/9 months) Special Education Paraprofessional, pending completion of Highly Qualified Paraprofessional Training, hire date effective August 25, 2022 at a starting rate of \$10.00 per hour during the first forty-five (45) working day probationary period. Upon satisfactory completion of the probationary period, starting rate of pay will be \$10.91 per hour.

E. Extra-Curricular Hires

Consideration of approval for the following extra-curricular hires for School Year 2022-2023:

1. Isaac Cary as Don Gill Head Teacher, for a stipend of \$1,923, effective August 25, 2022 – June 8, 2023;
2. Jill Gastrock as Yearbook Advisor at a stipend of \$2,219.65, effective August 25, 2022 – June 8, 2023;
3. Jill Gastrock as Yearbook Manager at a stipend of \$1,047.51, effective August 25, 2022 – June 8, 2023;
4. Janessa Smith as Middle School Odyssey of the Mind Coach at a stipend of \$250, effective December 2, 2021 – June 8, 2022; (retro)
5. Melina Moyer as Elementary STEM Coach, at a stipend of \$20,000 (Title 4 Grant), effective August 25, 2022 – June 8, 2023;
6. Sharon Hazelton-Mohr, as Social Studies Department Chairperson, at a stipend of \$1500; effective August 25, 2022 – June 8, 2023;

F. Appointment of WASD Athletic Director

Consideration of approval for the appointment of Matthew Rendos as Wellsboro Area School District Athletic Director, effective July 1, 2022 – June 30, 2023 for an annual stipend of \$15,000.

G. Support Services Administrator Hire

Consideration of approval for the hire of Richard L. Warren as WASD Director of Buildings and Grounds, at a salary of \$72,500, effective on or about August 22, 2022. This position will be part of the Support Services Administrative Compensation Plan of July 1, 2022 – June 30, 2027.

H. Correction of Previous Motion of Board Meeting of June 14, 2022

Consideration of approval to correct previous motion by the Board at Board Meeting of 6/14/2022 to read as follows: "Consideration of approval for the hire of Stacy Gridley, part-time Special Education Paraprofessional (up to 29.5 hrs. per week/9 months) effective May 25, 2022 at a starting rate of \$10.00 per hour during the first forty-five (45) working day probationary period. Upon satisfactory completion of the probationary period, starting pay rate will be \$10.91 per hr."

X Approved Disapproved Amended Tabled Postponed

The roll call vote was as follows:

Mrs. West – Yes	Mr. Hoover – Yes	Mrs. Charles - Yes
Mr. Bieber – Yes	Mrs. McConnell - Yes	
Mr. Nowak – Yes	Mr. Gastrock - Yes	

3. OTHER

A motion was made by Mrs. West, seconded by Mrs. Charles:

*A. Adopted Resolution

Consideration of approval to adopt Resolution authorizing Alanna R. Huck, Superintendent of the Wellsboro Area School District, to sign any and all contracts, agreements, grants and/or licenses with the Pennsylvania Department of Education and consents to the use of electronic signatures by Alanna R. Huck and that no handwritten signature shall be required in order for any contract with the Department to be legally enforceable. (Attachment XI-3A)

X Approved Disapproved Amended Tabled Postponed

The roll call vote was as follows:

Mrs. West – Yes	Mr. Hoover – Yes	Mrs. Charles - Yes
Mr. Bieber – Yes	Mrs. McConnell - Yes	
Mr. Nowak – Yes	Mr. Gastrock - Yes	

XII. Public Comment

XIII. Adjournment – The motion was made by Mrs. Charles, seconded by Mr. Nowak, to adjourn the meeting at 7:20 PM.

ABSTENTION FOR CONFLICT OF INTEREST MEMORANDUM

TO: Board Secretary, Heather Brown, Board Secretary, Wellsboro Area School District
(School District)

FROM: Linda West Board Member

DATE: August 9, 2022

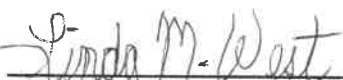
Pursuant to Pennsylvania's "Public Official and Employee Ethics Law", I hereby declare that I am required to abstain regarding the following issue/motion:

CONSENT ITEMS: 1. Administration and Organization: B. Contract for UPMC Pediatric Therapy Services (Occupational); C. Contract for UPMC Pediatric Therapy Serv. (Physical Therapy)

ACTION ITEMS: #2 PERSONNEL: F. Appointment of WASD Athletic Director

My conflict/reason for abstaining is as follows: I am an employee of UPMC.

Matt Rendos is my son-in-law.



Signature of Board Member

NOTE: Section 3 (J) requires the following procedure:

"Any public official or public employee, who in the discharge of his official duties, would be required to vote on a matter that would result in a conflict of interest shall abstain from voting and, prior to the vote being taken, publicly announce and disclose the nature of his interest as a public record in a written memorandum filed with the person responsible for recording the minutes for the meeting at which the vote is taken..." emphasis added). This memorandum does not have to be utilized when a conflict is defined "by any law, rule, regulation, order or ordinance," for example, the School Code (Section IIII) prohibits voting to hire certain relatives.