

**WELLSBORO AREA SCHOOL DISTRICT**

Board of Education Meeting Minutes

October 11, 2022 - 6:30 PM

- I. Call to Order by President Christopher Gastrock at 6:30 PM in the Old Music Room, Administration Office, 227 Nichols Street, Wellsboro, PA.
- II. President Gastrock led the Pledge of Allegiance
- III. Roll Call of Members: Mrs. Linda West; Mr. Albert Bieber, Mr. Lee Stocks; Mr. Dan Nowak; Mr. John Hoover; Mrs. Megan McConnell; Mr. Christopher Gastrock; Mrs. Rebecca Charles; Mrs. Tracy Doughtie was absent.
- IV. Announcement of any Executive Sessions – Tuesday, October 4, 2022 at 5:30 PM in Conference Room, Administration Office, for the purpose of personnel;
- V. Concerned Resident Issues: None at this time.
- VI. Approval of Agenda – A motion was made by Mrs. Rebecca Charles, seconded by Mr. Albert Bieber, to accept the agenda as presented. On a voice call, there were 8 yes votes. Motion passed.

Approved     Disapproved     Amended     Tabled     Postponed

- VII. Board Minutes/Financials – A motion was made by Mrs. Linda West, seconded by Mrs. Rebecca Charles to accept the board minutes and approval of bills as presented. On a voice call, there were 8 yes votes. Motion passed.

\*A. Minutes of Previous Meeting

Work Session of September 6, 2022;

(Attachment VII-A)

Board Meeting of September 13, 2022;

(Attachment VII-A-1)

OAC Committee Minutes of Sept. 22, 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. A. Reports

- 1. Superintendent - Mrs. Alanna Huck reviewed the Unreserved Fund Balance Discussion spreadsheet and recommended moving forward with the roof project at the High School.
- 2. Business Manager
- 3. Board Members
- 4. Student Representatives – High School: Hayne Webster

IX. **CONSENT ITEMS**

A motion was made by Mrs. Charles, seconded by Mr. Nowak, to approve the Consent Items, as follows:

**1. ADMINISTRATION AND ORGANIZATION**

**\*A. Approval of Members of WASD Career and Technical Education OAC**

Consideration of approval of the members of the Wellsboro Area School District Career and Technical Education Occupational Advisory Committee as presented. (Attachment IX-1A)

**2. PERSONNEL**

**\*A. Extra-Curricular Resignation**

Consideration of approval to accept letter of resignation from:

1. Hannah Smith, High School Softball Head Coach, effective September 28, 2022; (Attachment IX-2A)

**\*B. Support Service Administrator Resignation**

Consideration of approval to accept letter of resignation from Elizabeth M. Himmelberger, Administrative Assistant – Transportation/Purchasing, effective September 28, 2022; (Attachment IX-2B)

**\*C. Approval of Support Staff Resignation**

Consideration of approval to accept letter of resignation from Felicia Kizer, Part-Time High School Special Education Paraprofessional, effective September 21, 2022; (Attachment IX-2C)

**\*D. Approval of Professional Staff Resignation**

Consideration of approval to accept letter of resignation from Brandie Phillips, Elementary Teacher, effective November 23, 2022; (Attachment IX-2D)

The roll call vote was as follows:

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

Approved     Disapproved     Amended     Tabled     Postponed

**X. ACTION ITEMS:**

A motion was made by Mrs. Charles, seconded by Mrs. McConnell, to approve the Action Items, as follows:

**1. ADMINISTRATION AND ORGANIZATION**

**\*A. Approval of 2022-23 S.T.A.R. Program Collaboration Agreement**

Consideration of approval of Collaboration Agreement between Tioga County Department of Human Services (TCDHS), Wellsboro Area School District (WASD) and Service Access & Management Inc. (S.A.M.) to promote and maintain the maximum level of coordination and cooperation between TCDHS, WASD and SAM and to coordinate partnership between the juvenile justice system, the school system and parents/guardians to deal with Students in Grades 6 – 9, ages 9-15, for a total amount of \$9,435 and shall cover the period of July 1, 2022 – June 30, 2023. (Attachment X-1A)

**B. Approval of Memorandum of Understanding between WASD and WESPA**

Consideration of approval for Memorandum of Understanding between Wellsboro Area School District and Wellsboro Education Support Professionals Association dated October 11, 2022. (Attachment X-1B)

C. Approval of Items for Sale Via a Bid Process

Consideration of approval of the following items for sale via a bid process:

1. Henger MultiMax – 3 Precision Saw                      Asset No. 16047
2. Rockwell/Delta Shaper                                      Asset No. 16158
3. Rockwell/Delta Bandsaw                                    Asset No. 16048
4. Grizzly Jointer    Asset No. 16519
5. Rockwell/Delta Drill Press                                Asset No. 16050
6. Sears Roebuck Drill Press                                Asset No. 16049
7. Rockwell Bandsaw    Asset No. 16125
8. Grizzly 6" x 9" Belt & Disc. Sander                      Asset No. 16517
9. Western Tornado Salt Spreader (Slide-In Unit)
10. 8' Western Pro Plus Snow Plow
11. Buyers Salt Dogg Receiver Hitch Spreader
12. Blogget Oven
13. True Cooler (Milk Cooler)
14. Restroom trailer.

D. Approval of Rejection of all High School Greenhouse Project Bids

Consideration of approval to reject all bids received for the High School Greenhouse Project.

The roll call vote was as follows:

Mrs. West – Yes	Mr. Bieber – Yes	Mr. Stocks – Yes
Mr. Nowak – Yes with abstention on 1B	Mr. Hoover – Yes	Mrs. McConnell – Yes
Mr. Gastrock – Yes	Mrs. Charles - Yes	

Approved       Disapproved       Amended       Tabled       Postponed

2. PERSONNEL

A motion was made by Mrs. Charles, seconded by Mr. Nowak, to approve the Personnel Items, as follows:

A motion was made by Mrs. McConnell, seconded by Mr. Nowak to remove personnel items J & L until a more formal MOU is secured and agreed upon. All in favor, motion passed.

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

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

1. Steve Bolt, Elementary Volunteer, during the entire school year 2022-23;
2. Kimberly Neyhard, Elementary Volunteer, during the entire school year 2022-23;
3. Janessa Smith, Elementary Volunteer, during the entire school year 2022-23;
4. Whitney Robinson, Elementary Volunteer, during the entire school year 2022-23;
5. Sue Voigtland, Elementary Volunteer, during the entire school year 2022-23;
6. Jeffrey Bobinko, Volunteer Middle School Football Assistant Coach, effective October 12 – December 10, 2023;
7. Paige M. Howell, as Rock L. Butler Middle School tutor, for the 2022-23 After School Tutoring Program;
8. Calvin Ricker, as Rock L. Butler Middle School tutor, for the 2022-23 After School Tutoring Program;
9. Bianca M. Sutton, as Rock L. Butler Middle School tutor, for the 2022-23 After School Tutoring Program;
10. Morgan Boyette, as Rock L. Butler Middle School tutor, for the 2022-23 After School Tutoring Program;
11. Paige P. Gumaer, as Rock L. Butler Middle School tutor, for the 2022-23 After School Tutoring Program;

\*B. Conference Requests

Consideration of approval for the following conference requests:

1. Jennifer Erway, High School Spanish Teacher, to attend "ACTFL (American Council on the Teaching of Foreign Languages) World Languages Conference", in Boston, MA on November 18 – 20, 2022 (Estimated Expenses: Travel-\$145; Registration: \$400; Meals: \$175; Day Substitute: \$168 **TOTAL:** \$888 to be paid from Registration Fee Account; (Attachment X-2B-1))
2. Hannah Kroll, MS/HS School Nurse, to attend "SAP Training" on November 7, 9, & 11, 2022 (Virtual) (Estimated Expenses: Registration - \$325; Substitute for Two Days: \$268 **TOTAL:** \$593 to be paid Registration Fee Account; (Attachment X-2B-2))
3. Dan Sensenig, High School Music Teacher, to attend "NAFME (National Association for Music Education) National Conference", in National Harbor, Maryland on November 3-6, 2022; (Estimated Expenses: Travel: \$375; Lodging-\$840; Meals: \$300; Registration-\$255 (for music teacher and \$875 for student); Substitute Costs: \$336 **TOTAL:** \$2981 to be paid from High School Travel Account (Attachment X-2B-3))
4. Melanie Berndtson, High School Horticulture/Ag Science Teacher, to attend "National Association of Agricultural Educators National Conference" on November 30 – December 2, 2022 in Las Vegas, NV (Estimated Expenses: \$480 substitute costs; **TOTAL:** \$480 to be paid out of Registration Fee Account) (Attachment X-2B-4)
  
5. Denise Route, Middle School Business/Computer/Info Tech Teacher, to attend "PA Business Education Association", in Grantville, PA on November 17 & 1, 2022; (Estimated Expenses: Mileage: \$175; Lodging: \$110; Sub. Cost: \$160 **TOTAL:** \$445 to be paid out of Travel & Conference Expense Account) (Attachment X-2B-5)

C. Extra-Curricular Hires

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

1. Tina Colton	Science Department Chairperson	\$1500
2. Melissa Ryan	Math Department Chairperson	\$1500
3. Brenda Brought	ELA Department Chairperson	\$1500
4. Jessica Witmer	Special Education Department Chairp.	\$1500
5. Tammy Giarth	Unified Arts Department Chairperson	\$1500

D. 2022-23 Professional Hire for Wellsboro Online Academy

Consideration of approval for the following individual (with identified certification) to serve as Wellsboro Online Academy Teacher effective August 29, 2022 – June 7, 2023 at the rate of \$34.00 per hour. Number of hours per week will be contingent on the number of students enrolled for Wellsboro Online Academy for school year 2022-23:

1. Jessica Witmer – certifications include Elementary K-6, and Special Education PK-12;

E. Hires of Wellsboro Area School District Crossing Guards for School Year 2022-2023

Consideration of approval for the students listed below to serve as Wellsboro Area School District Crossing Guards during the school year 2022-23. Rate of pay will be \$7.25, one (1) hour per school day:

<b>High School:</b>		<b>Middle School:</b>	<b>SUBSTITUTES</b>
Alyssa Bisbing	Ethan West	Mazie Johnson	Braydon Cole
Lindsey Benedict	Micaiah Fitch	Ellie Largey	Peter Doan
Conner Adams	Joseph Busch	Maxwell Mascho	Jaydn Dunlap
Madeline Mascho	Nehemiah Burrous	Ethan Pollaro	Blake Eckart
Jack Poirier	Kristina Belz	Reese Regina	Piper Hoprich
Lillianna Witmer	Megan Mosher		Angela Mack
Hayes Campbell	Kiernen Whitsell		Ava Magli
Hayden Campbell	Madison Robbins		Justin Mosher
Hayden Zuchowski	Marek Mascho		Zander Rachiele
Spencer Wetzell			Katelyn Redell

Charlie Stephens  
Phil Butler (Borough)  
Camden Tom

Emiliee Reese  
Nevaeh Ross  
Jacob Smith

F. Approval of Homebound Teacher for School Year 2022-23

Consideration of approval for Brittany Nelson, Middle School Learning Support Teacher, to provide homebound instruction for Student #1 HB 2022-23 commencing September 13, 2022 through October 3, 2022 at the rate of \$34.00 per hour (6 hrs. per week including prep time) and mileage allowed at the IRS rate of \$.625 per mile.

G. Approval of School Van Driver

Consideration of approval for the following school bus driver:

1. Ann Gulliver, school van driver for Correll Student Transport, effective September 16, 2022;

H. Approval of Head Custodian Stipend

Consideration of approval for the payment of \$5,000 (Five Thousand Dollars and no/100) as Head Custodian Stipend to Brett Mengee for additional duties from April 2022 – September 2022.

I. Approval of Transfer

Consideration of approval for the transfer of position of Director of Buildings and Grounds from the Act 93 Support Services Administrative Compensation Plan to the Act 93 Compensation Plan, effective July 1, 2022.

J. Approval to Increase Starting Rate of Salary for Employment of Paraprofessionals

Consideration of approval to increase starting rate of salary for employment of paraprofessionals to \$14.50 (Fourteen Dollars and 50/100) per hour. Salary adjustments for those currently employed will be made accordingly.

\*K. Approval of 2022-23 Extra-Curricular Contracts for Benedicts Bus Service and Niles Transportation

Consideration of approval for the 2022-23 extra-curricular contracts for Benedicts Bus Services and Niles Transportation. (Attachment X-2K)

L. Support Staff Hire

Consideration of approval for the hire of Lisa M. Coolidge as part-time (up to 29.5 hrs. per week/9 months) special education paraprofessional, pending completion of Highly Qualified Paraprofessional training, hire date effective October 12, 2022 at a starting rate of \$14.50 per hour. Hire is dependent on completion of a satisfactory first forty-five (45) day probationary period.

The roll call vote was as follows:

Mrs. West – Yes

Mr. Bieber – Yes

Mr. Stocks – Yes

Mr. Nowak – Yes

Mr. Hoover – Yes

Mrs. McConnell – Yes

Mr. Gastrock – Yes

Mrs. Charles - Yes

Approved       Disapproved       Amended       Tabled  
 Postponed

3. STUDENT

A motion was made by Mrs. McConnell, seconded by Mrs. Charles, to approve the Personnel Items, as follows:

\*A. Approval of Overnight Field Trip Requests

Consideration of approval for the following Overnight Field Trip Requests from:

1. Daniel Sensenig, HS Music Teacher, to take one student (HS Chorus) to NAFME National Chorus Conference on November 3 – 6, 2022 at National Harbor, Maryland; (Attachment X-3A-1)
2. James Mack, High School Culinary Teacher, to take 10 students (Culinary Arts/Skills USA) to

Walt Disney World Resort, Orlando, Florida on April 20 – 25, 2023 to observe International Culinary Competition and Hospitality Experience; (Attachment X-3A-2)

3. Amber Whitney, Heather Ladd and Kristen Rendos, High School and Middle School Teachers, to take twelve (12) Student Council students to Boyertown Area High School, Boyertown, PA on November 4 & 5, 2022 to attend a conference; (Attachment X-3A-3)

The roll call vote was as follows:

Mrs. West – Yes

Mr. Bieber – Yes

Mr. Stocks – Yes

Mr. Nowak – Yes

Mr. Hoover – Yes

Mrs. McConnell – Yes

Mr. Gastrock – Yes

Mrs. Charles - Yes

Approved

Disapproved

Amended

Tabled

Postponed

- XI. Public Comment: Mr. Dave Messineo spoke of his opinion on the spending of funding. He encouraged the board to be very clear about where they allocate money and encouraged an investment plan.
- XII. Adjournment: A motion was made by Mrs. Charles, seconded by Mr. Albert Bieber, to adjourn the meeting at 7:06 PM. Motion passed.

Respectfully submitted,

Heather Brown  
Acting Board Secretary