



**WELLSBORO AREA SCHOOL DISTRICT**  
Board of Education Meeting Minutes  
February 14, 2023 - 6:30 PM

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Called to order by President Christopher Gastrock at 6:32 PM, in the Old Music Room, Administration Office, 227 Nichols Street, Wellsboro PA.

- II. Pledge of Allegiance - Mr. Christopher Gastrock led the pledge of allegiance.
- III. Roll Call of Members – Mrs. Linda West; Mr. Lee Stocks; Mr. Daniel Nowak; Mrs. Tracy Doughtie; Mr. Christopher Gastrock; Mr. Albert Bieber; Mrs. Rebecca Charles; Mrs. Maegan McConnell; Mr. John Hoover was absent.
- IV. Announcement of any Executive Sessions – An executive session was held on Tuesday, February 7, 2023 in Board Room (Administration Office) at 7:30 PM for the purpose of personnel and legal.
- V. Concerned Resident Issues – Mr. David Messineo brought a set of books regarding the constitution to present to the board as well as a handout regarding said books.
- VI. Approval of Agenda - A motion was made by Mrs. Doughtie, seconded by Mrs. West to approve 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. Charles, seconded by Mr. Nowak 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 January 10, 2023; (Attachment VII-A)
  - Board Meeting of January 17, 2023; (Attachment VII-A-1)

- \*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. Student Representatives – None at this time.
  2. Superintendent - Mrs. Alanna Huck acknowledged the Middle School Play and reminded the board members of the timeline for those who plan to run again.
  3. Business Manager – Mrs. Jordan Dehaas reported being close to finishing up the 2021/2022 audit, and starting work on the 2023/2024 budget.
  4. Board Members – Mrs. Doughtie asked if there was a new budget meeting scheduled. She also reported that the Middle School Play was phenomenal and gave a reminder of the upcoming basketball games. Mrs. Charles acknowledged the custodial staff for their hard work during the time of the Middle School Play.

IX. CONSENT ITEMS

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

**1. ADMINISTRATION AND ORGANIZATION**

**\*A. WASD Teacher Equity Plan for School Year 2022-2023**

Consideration of approval of Wellsboro Area School District Teacher Equity Plan for School Year 2022-2023 as presented. (Attachment IX-1A)

**\*B. Agreement between Wellsboro Area School District and Snyder's Driving School, LLC**

Consideration of approval of Agreement between Wellsboro Area School District and Snyder's Driving School, LLC, the purpose of which is to assist WASD students to obtain their PA automobile operator's license and promote safe driving habits with the requirements of the PA Department of Transportation. (Attachment IX-1B)

**2. PERSONNEL**

**\*A. Conference Requests**

Consideration of approval for the following conference requests:

- 1. Daniel Sensenig, High School Music Teacher and 6 students: Olivia Chilson, Kate DeCamp, Noah Vickery; Hayne Webster, Wyatt Roth and Gunnar Bowen, to attend PMEA Region IV Chorus Festival, Williamsport, PA on February 22 – 24, 2023 (Estimated Expenses: Travel: School Van; Lodging: \$300; Meals: Covered with registration; Registration: \$1,176; Substitute Costs: \$300 **TOTAL: \$1,776 to be paid from General Fund**) (Attachment IX-2A-1)**
- 2. Marcia Smith, Elementary Special Education Teacher, to attend "QBS Trainer Recertification" in Binghamton, NY on March 10, 2023 (Estimated Expenses: Travel: \$125; Meals: \$10.00; Registration: \$600; **TOTAL: \$735 to be paid from Special Education Account #10-2271-360.**) (Attachment IX-2A-2)**
- 3. Karen Farrer, Supervisor of Special Education, Carla Tardieu, Marcia Smith, Jessica Witmer and Jamie Madlock, Special Education Teachers, to attend "Functional Behavior Assessment (FBA) And Behavior Improvement Plans (BIP)" in Canton, PA on March 21-22, 2023; (Estimated Expenses: Travel: \$205; Substitute Costs: \$1,280; **TOTAL: \$1,485 to be paid from Special Education Fund**) (Attachment IX-2A-3)**
- 4. Daniel Sensenig, High School Music Teacher, and student Hayne Webster, to attend "NAFME All-Eastern Honors Choir and Conference" in Rochester, NY on April 13-16, 2023; (Estimated Expenditures: Travel: \$180.68; Lodging: \$645; Meals: \$240; Registration: \$200 for Teacher; \$695 for student; Substitute costs: \$320 (**TOTAL: \$2,280.78 to be paid from General Fund**) (Attachment IX-2A-4)**
- 5. Amy Coots, Principal of Academic Affairs, to attend "PDE PA Federal Programs Annual Conference - Focus Forward" in Pocono Manor, PA on April 16-19, 2023; (Estimated Expenditures: Travel: \$183; Lodging: \$477; Meals: \$10; Registration: \$400; **TOTAL: \$1,070 to be paid from General Fund**) (Attachment IX-2A-5)**
- 6. Kristopher Davis, Elementary Teacher, to attend "QBS Trainer Training" in Williamsport, PA on June 12 – 14, 2023; (Estimated Expenditures: Travel: \$206.25; Registration: \$1,750; **TOTAL: \$1,956.25 to be paid from General Fund**) (Attachment IX-2A-6)**
- 7. Jennifer Erway, High School Spanish Teacher, to attend "Educator Workshop in Cuba" in Havana, Cuba on April 21 – 29, 2023 (**Estimated Expenditures: Travel-\$914.25; Lodging: \$400 (this cost is for a night's stay in Newark, NY before am flight and after the pm return; Registration (which includes lodging and meals (2 meals per day plus 1 dinner): \$2,050 Substitute Costs: \$1008; Meals (other than in registration costs)-\$400; TOTAL: \$4,592.25 WASD will be paying ½ of conference costs plus substitute costs**) (Attachment IX-2A-7)**

(THIS WAS ADDED TO THE AGENDA on Feb. 14, 2023 at 8:30 AM)

\*B. Approval of Revised Job Description for IT Support Technician  
Consideration of approval of revised job description for IT Support Technician as presented. (Attachment IX-2B)

\*C. Support Staff Resignation  
Consideration of approval to accept letter of resignation from Nancy VanDergrift, IT Technician, effective January 24, 2023; (Attachment IX-2C)

### 3. STUDENT

\*A. Approval of Independent Study Proposal  
Consideration of approval of Independent Study Proposal for Spencer Wetzel, WAHS Senior, for Semester 2 – **Advanced Natural Resources Topics**. Purpose of this course to provide student with opportunity to study advanced Natural Resource Management topics and to extend his knowledge beyond the Natural Resource Management and Environmental Science courses he has already taken and to give him more focused time to study topics we have not covered in prior courses. If student successfully completes this independent study, he will receive **one (1) science credit**. Teacher: Mrs. Melanie Berndtson (Attachment IX-3A)

### 4. OTHER

\*A. Additions to 2022-2023 WASD Substitute List  
Consideration of approval for the additions to the 2022-2023 Wellsboro Area School District Substitute List, as presented. (Attachment IX-4A)

B. Approval of School Van Driver  
Consideration of approval for the following school van driver:  
1. Kenneth Willow, Jr., van driver for Correll Student Transport, effective February 15, 2023;

Roll Call vote was as follows:

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

X Approved       Disapproved       Amended       Tabled       Postponed

## X. ACTION ITEMS:

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

### 1. ADMINISTRATION AND ORGANIZATION

\*A. Approval of First Reading of WASD Policy #823 - Naloxone  
Consideration of approval for the first reading of WASD Policy #823 – Naloxone as presented. (Attachment X-1A)

\*B. Approval of RMS (Robert M. Sides) Audio/Video Solutions Proposal

Consideration of approval of RMS (Robert M. Sides) Audio/Video Solutions Proposal, as presented. This proposal represents a complete, realized vision of addressing the technical needs for the audio/visual system in the Wellsboro High School Auditorium at 227 Nichols Street, Wellsboro, PA (Attachment X-1B)

- \*C. Approval of Updated WASD Policy #822-Automated External Defibrillator (AED)  
Consideration of approval of the updated WASD Policy #822 – Automated External Defibrillator (AED) / Cardiopulmonary Resuscitation (CPR), as presented. (Attachment X-1C)
- \*D. Approval of NRG Controls North, Inc. Security Expert Upgrade (all District Buildings)  
Consideration of approval for proposal from NRG Controls North, Inc. for the installation of equipment to upgrade the security in all District Buildings. Funding for the project will be taken from the ARP Grant. (Attachment X-1D)
- \*E. Approval of NRG Controls North, Inc. Security Expert Upgrade (for District Administration Building)  
Consideration of approval for proposal from NRG Controls North, Inc. for the installation of equipment to upgrade the security in the District Administration Building, 227 Nichols Street, Wellsboro, PA. Funding for the project will be taken from the PCCD School Safety Grant. (Attachment X-1E)
- \*F. Approval of Linkage Agreement between Keystone/Red Rock Job Corps and W.A.S.D.  
Consideration of approval for Linkage Agreement between Keystone/Red Rock Job Corps and Wellsboro Area School District, as presented. (Attachment X-1F)

Roll Call vote was as follows:

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

X Approved       Disapproved       Amended       Tabled       Postponed

## 2. PERSONNEL

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

- A. Extra-Curricular Volunteer Appointments for School Year 2022-2023  
Consideration of approval for the following extra-curricular volunteer appointments:
  1. Erick Coolidge, as Volunteer Middle School Baseball Assistant Coach for the School Year 2022-2023 (3/6 – 6/16/2023) pending receipt of PA Child Abuse Clearance;
  2. Joe Mickey, as Volunteer for Wellsboro High School Ski & Snowboard Club Weekend Trip to Vermont (3/10-12/2023);
  3. Cynthia Carr, Volunteer for High School Softball Assistant Coach (3/6 – 6/16/2023);
  4. Jennifer Dresser, Elementary Volunteer, for the School Year 2022-23;
  5. Carla Tardieu, Volunteer Middle School Track and Field Assistant Coach (3/6 – 6/16/2023);
  6. Melina Moyer, Volunteer Middle School Track and Field Assistant Coach (3/6 – 6/16/2023);
  7. Dawson Prough, Volunteer Middle School Baseball Assistant Coach (3/6 – 6/16/2023);
  8. John Rothermel, Volunteer Middle School Baseball Assistant Coach (3/6 – 6/16/2023);
  9. Spencer Kreisler, Volunteer High School Boys Tennis Assistant Coach (3/6 – 5/27/2023);
  10. Eric Barlett, Volunteer High School Boys Tennis Assistant Coach (3/6 – 5/27/2023);
  11. Kyle Smith, Volunteer High School Baseball Assistant Coach (3/6 – 6/16/2023);
  12. Ron Brought, Volunteer High School Baseball Assistant Coach (3/6 – 6/16/2023);
  13. Brett Hamlin, Volunteer High School Baseball Assistant Coach (3/6 – 6/16/2023);

14. Kim Warriner, Volunteer Middle School Softball Assistant Coach (3/6 – 6/16/2023);
15. Sam Pollock, Volunteer Middle School Softball Assistant Coach (3/6 – 6/16/2023);
16. John DeLeonardis, Volunteer High School Boys/Girls Track Assistant Coach (3/6 – 5/27/2023);
17. Melanie Berndtson, Volunteer High School Boys/Girls Track Assistant Coach (3/6-5/27/23);
18. Eric Kosek, Volunteer High School Boys/Girls Track Assistant Coach (3/6 – 5/27/23);
19. Chris Gastrock, Volunteer High School Boys/Girls Track Assistant Coach pending receipt of required clearances (3/6 – 5/27/2023);
20. Jason Gehman, Volunteer High School Boys/Girls Track Assistant Coach (3/6 – 5/27/2023);
21. Jen Sporer, Volunteer High School Boys/Girls Track Assistant Coach (3/6 – 5/27/2023);
22. Brigitte Largey, Volunteer Junior High Boys/Girls Track Assistant Coach (3/6 – 5/27/2023);
23. Eric Kosek, Volunteer Junior High Boys/Girls Track Assistant Coach (3/6 – 5/27/2023);
24. Tyler Upham, Volunteer Junior High Boys/Girls Track Assistant Coach (3/6 – 5/27/2023);
25. Brenda Kohler, Volunteer High School Softball Assistant Coach (3/6 – 6/16/2023);
26. Mark Taylor, Volunteer for Odyssey of the Mind Program, effective 2/15/2023 through the end of the school year 2022-23;
27. Florence Prough, Volunteer Middle School Track and Field Assistant Coach, effective 3/6 – 6/16/23 (pending receipt of FBI Clearance);
28. Susan Gage, Volunteer for Girls High School Track and Field Assistant Coach, effective 3/6 – 6/16/23;
29. Susan Gage, Parent Volunteer for Future Business Leaders Association (FBLA) for School Year 2022-23;

**B. Extra-Curricular Hires for School Year 2022-23 and 2023-24**

Consideration of approval for the following School Year 2022-23 extra-curricular hires of :

1. Brooke Kohler Webster, as High School Softball Assistant Coach, effective March 6 – June 16, 2023 at a stipend of \$2,298.
2. Melissa Belz, Coach for Wellsboro High School Odyssey of the Mind, effective 2/15/2023 through the end of the school year 2022-23, in the amount of \$250;
3. Shannon Tice, Coach for Wellsboro High School Odyssey of the Mind, effective 2/15/2023 through the end of the school year 2022-23, in the amount of \$250;
4. Tanya Harmon, as High School Volleyball Assistant Coach, effective August 12 – November 16, 2023 at a stipend of \$2,399;

**C. Support Staff Hires**

Consideration of approval for the following support staff hires for School Year 2022-23:

1. Ronda Heinrich, as part-time (up to 29.5 hrs. per week/9 months) Special Education Paraprofessional, pending completion of Highly Qualified Paraprofessional training. Hire date is February 15, 2023 at a starting rate of \$14.50 per hour. Hire is dependent on completion of a satisfactory first forty-five (45) day probationary period.
2. Tyren Wetzel, as part-time High School custodian (5 hrs. per day/12 months), effective January 23, 2023 at a rate of pay of \$14.50 per hour. Hire is dependent on completion of a satisfactory first forty-five (45) day probationary period.
3. Danielle Woodhouse, as part-time Don Gill custodian (5 hrs. per day/12 months), effective February 6, 2023 at a starting rate of \$14.50 per hour. Hire is dependent on completion of a satisfactory first forty-five (45) day probationary period.
4. Breanna M. McNett, as part-time High School custodian (5 hrs. per day/12 months), effective January 23, 2023 at a rate of \$14.50 per hour. Hire is dependent on completion of a satisfactory first forty-five (45) day probationary period.

Roll Call vote was as follows:

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

\_X\_ Approved      \_Disapproved      \_Amended      \_Tabled      \_Postponed

**3. CURRICULUM**

A motion was made by Mrs. West, seconded by Mr. Bieber to approve the Action Items as follows:

**A. Textbook Adoptions**

Consideration of approval for the following textbooks which were reviewed by the K-12 ELA teachers:

1. Grades K-5, McGraw Hill Wonders  
Copyright 2023  
Authors: Dr. Timothy Shanahan, Dr. Douglas Fisher, Dr. Jan Hasbrouck;
2. Grades 6-12, Houghton Mifflin Harcourt, Into Literature  
Copyright 2021  
Authors: Kylene Beers, Martha Hougen, Tyrone C. Howard, Elena Izquierdo,  
Carol Jago, Weston Kieschnick, Erick Palmer, Robert E. Probst

Roll Call vote was as follows:

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

\_X\_ Approved      \_Disapproved      \_Amended      \_Tabled      \_Postponed

- XI. Public Comment – Mr. David Messineo read a few sentences from a handful of the books he brought and referred to the handout that he had presented. He also reported the books to be free with the use of Open Source.
- XII. A motion was made by Mrs. Doughtie, seconded by Mrs. Charles to adjourn the meeting at 7:11 PM.

Respectfully Submitted,

Heather Brown  
Acting Board Secretary