

WORK SESSION MINUTES

July 12, 2023 – 5:00 PM

Board Room Administration Office

- I. Called to Order by Mr. John Hoover at 5:00 PM in the Old Music Room, Administration Office, 227 Nichols Street, Wellsboro, PA.
- II. Roll Call of Members: Mrs. Linda West; Mr. John Hoover; Mr. Daniel Nowak; Mrs. Tracy Doughtie; Mr. Mr. Albert Bieber; Mrs. Rebecca Charles; Mrs. Maegan McConnell; Mr. Lee Stocks and Mr. Christopher Gastrock were absent.
- III. Reading of Notice of Work Session;
- IV. Updates from Administration: Mr. Jeremy Byrd gave recognition to the maintenance department for their completion of many work orders. He also reported to have the majority of vacant positions filled. Mr. Steve Adams reported an eventful summer and to have completed the hiring process for vacant positions within his schools. Mrs. Jordan DeHaas reported to the board that Ann Erdmann and Mona Clark had started their positions within the Administration Office and her thanks to having them onboard. She reported to have implemented new processes for purchases which comply with the audit. She has also been correcting the chart of accounts and cleaning up CSIU. Mrs. Alanna Huck gave thanks to the Business Office for their work in wrapping up the Fiscal Year End. She also reported that she had just received the news that the current auditing firm was going to be dropping most school districts as clients.
- V. Stadium Bathroom Project: Mr. Richard Warren reported that M&W Precast had received the purchase order and that he is waiting for pricing for the site work.
- VI. Middle School Project: Mr. Richard Warren reported the project to be on schedule and that abatement was about to begin. He also spoke to the board about keeping the wood floors and that the caulking issue on the windows had been resolved.
- VII. High School Roof Project: Mr. Richard Warren reported that a claim had been opened on the roof and he was waiting to hear from GAF to come out and do the inspection. He also reported that there was a 20 year warranty on misapplication of the roof.
- VIII. Middle School Retaining Wall Issue: Mr. Richard Warren reported that they would not be restacking the wall, rather just re-sloping the bank.
- IX. Discussion of Board Meeting Agenda: Mrs. Alanna Huck reviewed the Board Meeting Agenda.

- X. Superintendent's Report: Mrs. Alanna Huck reported the State Budget to be at a standstill, but she estimated the Basic Education Funding to be higher than expected. She also reported that on July 18th, all email and phone communication for the Administration Building would be down due to scheduled maintenance.
- XI. Updates/Questions/Concerns from Board Members: Mrs. Linda West asked if all teaching and secretarial positions had been filled. Mr. Albert Bieber spoke to the board about the possibility of doing a Facility Study. He reported they should be done every 10 – 15 years but that it was not a state requirement, rather a benefit for budgeting purposes.
- XII. Public Comment: None at this time.
- XIII. Adjournment: The Work Session was adjourned at 5:59 PM.

Respectfully submitted,

Heather Brown
Board Secretary