

WELLSBORO AREA SCHOOL DISTRICT

Board of Education Meeting Minutes

January 17, 2023 - 6:30 PM

Called to order by President Christopher Gastrock at 6:30 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. John Hoover; Mr. Daniel Nowak; Mrs. Tracy Doughtie; Mr. Christopher Gastrock; Mr. Albert Bieber; Mrs. Rebecca Charles; Mrs. Maegan McConnell; Mr. Lee Stocks was absent.
- IV. Announcement of any Executive Sessions – An executive session was held on Tuesday, January 10, 2023 at 5:30 PM in the Business Office Conference Room for the purpose of personnel.
- V. Concerned Resident Issues - Mr. David Messineo gave thanks for Mr. Henneman and other retirees for their years of service. He also gave thanks to Jen Sporer for publishing the Math Challenge in the paper and revisited a book recommendation handout for the High School. Serinda Connor of Balsam Road voiced her concerns regarding busses being out on icy road conditions. Mrs. Alanna Huck responded with her procedure for making decisions on delays or cancellations.
- VI. Approval of Agenda – A motion was made by Mr. John Hoover, seconded by Mrs. Charles 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. Maegan McConnell, seconded by Mrs. 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
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| Re-Organizational Meeting of December 6, 2022; | (Attachment VII-A) |
| Regular Board Meeting of December 6, 2022; | (Attachment VII-A-1) |
| Minutes of Health Occupations – Advisory Committee Meeting of December 16, 2022 | (Attachment VII-A-2) |
- *B. Approval of Bills
- | | |
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| 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 provided a “Board Committee Dates” handout. She also provided a handout regarding Narcan, titled “Parents Guide to Fentanyl”.
 2. Business Manager – Mrs. Jordan DeHaas reported that she had attended a BEF training.
 3. Board Members – Mr. John Hoover confirmed the budget and finance meeting on the 13th. Mrs. McConnell gave thanks to the bus drivers for safely transporting our students in icy conditions. Mr.

Gastrock asked if the High School teachers could provide feedback on the book recommendations from Mr. Messineo. Mrs. West asked if teachers had access to a program that would check for plagiarism.

4. Student Representatives – Ms. Mikaella Posada gave a report on high school activities.

IX. CONSENT ITEMS

1. PERSONNEL

A motion was made by Mrs. West, seconded by Mr. Nowak to approve the personnel items as follows:

***A. Extra-Curricular Resignations**

Consideration of approval to accept letters of resignation from:

1. Darci Warriner, High School Volleyball Assistant Coach, effective January 10, 2023; (Attachment IX-1A-1)
2. Tanya Harmon, Middle School Volleyball Head Coach, effective January 11, 2023 and Middle School Girls Basketball Assistant Coach, effective January 11, 2023; (Attachment IX-1A-2)
3. Bryce Bitner, High School Boys Track Assistant Coach, effective January 16, 2023; (Attachment IX-1A-3)

***B. Professional Staff Resignations Due to Retirement**

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

1. Steven J. Henneman, Don Gill Elementary Teacher, with regret, effective June 30, 2023; (Attachment IX-1B-1)
2. Terri Dunkleberger-Robinson, Don Gill Elementary Teacher, with regret, effective June 30, 2023; (Attachment IX-1B-2)
3. Philip Snyder, High School Health & Physical Education Teacher, with regret, effective June 30, 2023; (Attachment IX-1B-3)
4. Jo Ann Yungwirth, Rock L. Butler Middle School Elementary Teacher, with regret, effective June 30, 2023; (Attachment IX-1B-4)

***C. Professional Staff Resignation**

Consideration of approval to accept letter of resignation from Denise Route, Rock L. Butler Middle School Business and Computer Teacher, effective January 11, 2023; (Attachment IX-1C)

Roll call vote was as follows:

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

Approved Disapproved Amended Tabled Postponed

X. ACTION ITEMS:

1. ADMINISTRATION AND ORGANIZATION

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

***A. Dual Enrollment Agreement between WASD and Lackawanna College for School Year 2022-23**

Consideration of approval to authorize the Wellsboro Area School District to enter into Dual Enrollment Course Agreement with Lackawanna College to provide courses in the area of education to eligible students during the 2022-2023 school year. (Attachment X-1A)

*B. Adoption of Resolution

Consideration of approval for the adoption of Resolution of the Board of School Directors of the Wellsboro Area School District Authorizing the Waiver of Additional Charges for the Late Payment of Real Estate Taxes in Certain Circumstances to Comply with Act 58 of 2022; (Attachment X-1B)

*C. Second Reading and Adoption of WASD Policy #202 – Eligibility of Nonresident Students

Consideration of approval for the second reading and adoption of Wellsboro Area School District Policy #202 – Eligibility of Nonresident Students as presented. (Attachment X-1C)

D. Approval of Mentor

Consideration of approval for the following:

1. Jessica Witmer, Rock L. Butler Middle School Special Education Teacher, as mentor of Krista Wheeler, Special Education Teacher, in accordance with the New Teacher Induction Plan 2021-2024;

E. Creation of WASD Health Occupations Program

Consideration of approval for the creation of a WASD Health Occupations Program that meets the requirements of a state-approved Career and Technical Education Program.

Roll call vote was as follows:

Mrs. West – Yes	Mr. Bieber – Yes	Mr. Nowak – Yes
Mrs. Doughtie – Yes but no to 1C	Mr. Hoover – Yes	Mrs. McConnell – Yes
Mr. Gastrock – Yes	Mrs. Charles - Yes	

X Approved Disapproved Amended Tabled Postponed

2. PERSONNEL

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

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

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

1. Tyren Wetzel, as Volunteer High School Boys Basketball Assistant Coach, during the school year 2022-23;
2. Janessa Smith, Volunteer Middle School Odyssey of the Mind Coach, for School Year 2022-23;
3. Maegan Allysum Borzok, Elementary Volunteer, during the entire school year 2022-2023;

*B. Conference Requests

Consideration of approval for the following conference requests:

1. Alanna R. Huck, Superintendent, to attend "**PARSS Annual Conference**" on April 26-28, 2023 in State College, PA (Estimated Expenses: Travel: \$121.83; Lodging: \$300; Registration: \$275 **TOTAL ESTIMATED EXPENDITURES: \$696.83 to be paid from General Fund** (Attachment X-2B-1))
2. Karen Farrer, Supervisor of Special Education, to attend "**PA Fellowship Cohort 13 and PDE Making a Difference: Educational Practices that Work**" in Hershey, PA on February 28, March 1, 2 & 3, 2023; (Estimated Expenses: Travel: \$175.50; Lodging: \$482.85; Meals: \$150; **TOTAL ESTIMATED EXPENDITURES: \$808.35 to be paid from General Fund** (Attachment X-2B-2))
3. Morgan Shaffer, Rock L. Butler Middle School Music Teacher, to attend "**PMEA District 8 Orchestra Festival**" (with one student, Hayne Webster) on January 26 & 27, 2023 in Berwick, PA (Estimated Expenses: \$130 mileage; Lodging: \$200; Meals: \$120; Student Registration: \$143;

Substitute costs: \$336 (2 days); **TOTAL ESTIMATED EXPENDITURES:** \$929 to be paid from General Fund (Attachment X-2B-3)

4. Daniel Sensenig, Wellsboro High School Music Teacher, to attend "PMEA District 8 Band Festival" (with two students: Hayne Webster and Serena Gassner) on February 9 & 10, 2023 In Montoursville, PA; (Estimated Expenses: \$147; Meals: \$120; Registration: \$180; Substitute costs: \$336 (2 days); **TOTAL ESTIMATED EXPENDITURES:** \$783 to be paid from General Fund (Attachment X-2B-4)

C. Support Staff Hires

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

1. Jamie M. Maldonado, full-time (35 hours per week/9 months) Special Education paraprofessional pending completion of Highly Qualified Paraprofessional training to be completed within one year from date of hire; effective start date will be January 5, 2023 at a rate of \$14.50 per hour. Hire is dependent on completion of a satisfactory first forty-five (45) working day probationary period.
2. Andrew Gallagher, full-time (8 hrs. per day/12 months) Don Gill custodian, effective December 12, 2022 as defined by the Contract Agreement between Wellsboro Area School District and Wellsboro Education Support Professionals Association (7/1/2021 – 6/30/2025). Hire will serve out the first forty-five (45) working day probationary period satisfactorily at the rate of \$14.50 per hour.

D. Appointment of WASD Board Secretary for School Year 2022-23

Consideration of approval for the appointment of Heather Brown as Wellsboro Area School District Board Secretary for the School Year 2022-23 for a sum of \$5,000 (pro-rated) per annum, effective December 1, 2022.

E. Extra-Curricular Hires for School Year 2022-23 and 2023-24:

Consideration of approval for the extra-curricular hire of:

1. Darci Warriner as High School Volleyball Head Coach, effective August 14 – November 18, 2023 for a stipend of \$3,518 for School Year 2023-24;
2. Brigette Largey, Coach for Rock L. Butler Middle School Odyssey of the Mind, for School Year 2022-23 at a rate of \$250;
3. Rachel Smith, Coach for Rock L. Butler Middle School Odyssey of the Mind, for School Year 2022-23 at a rate of \$250;
4. Holly Campbell, Odyssey of the Mind Co-Ordinator for Don Gill Elementary, for School Year 2022-23 at a rate of \$800 pending receipt of required clearances; **(This was removed prior to the start of the meeting – Mrs. Campbell no longer wishes to be appointed as Elementary Co-Ordinator of the Odyssey of the Mind Program;**

F. Appointment of Unpaid School Psychology Intern for School Year 2022-2023

Consideration of approval for the appointment of Emilie Zuchowski, a Mansfield University psychology student, to do an unpaid 240 hour undergraduate internship with Dr. Ben Largey, WASD Psychologist from January 23 – May 19, 2023. Clearances have been submitted.

G. Approval of After-School Tutors K-4 funded through Title I and ESSER Set Aside After-School Federal Funds for School Year 2022-23

Consideration of approval for the following After-School Tutors K-4 through Title I and ESSER Set Aside After-School Federal Funds for School Year 2022-23. Program will commence January 30 – April 28, 2023; stipend will be paid at \$34.00 per hour and number of positions will be contingent upon qualified student/parent participation by grade level and building:

1. Brenda Brought
2. Ashley Bowen
3. Margaret J. Ralston

H. Hire of School Psychologist Intern for School Year 2023-24

Consideration of approval for the hire of Casey Hoover as Graduate School Psychology Intern for Wellsboro Area School District for the School Year 2023-24, effective the first day of inservice training for School Year 2023-24. Rate of pay will be \$15.55 per hour for 1350 hours for a total stipend of \$20,992.50.

I. Support Staff Transfers

Consideration of approval for the transfers of:

1. Janet Hale **from** Charlotte Lappla Custodian (full-time, 8 hrs. per day/12 months) **to** Charlotte Lappla Building Secretary (full-time, 8 hrs. per day/10 months), effective January 3, 2023; rate of pay shall remain the same;
2. Todd Niles **from** High School Custodian (full-time, 8 hrs. per day/12 months) **to** Charlotte Lappla Custodian, full-time (8 hrs. per day/12 months), December 19, 2022; rate of pay shall remain the same;
3. Penny Cruttenden **from** part-time (5 hrs. per day/9 months) Rock L. Butler Middle School librarian aide **to** full-time (7 hrs. per day/9 months) Rock L. Butler Middle School librarian aide, effective January 18, 2023; rate of pay shall remain the same;

J. Creation of WASD Health Occupations Teacher Position

Consideration of approval for the creation of a teaching position (part of Contract Agreement between WASD and Wellsboro Area Education Association 7/1/2021 – 6/30/2024) for the Health Occupations CTE Program. Approved teacher shall be certified per the guidelines of the Pennsylvania Department of Education and Bureau of Career and Technical Education.

Roll call vote was as follows:

Mrs. West – Yes	Mr. Bieber – Yes	Mr. Nowak – Yes
Mrs. Doughtie – Yes	Mr. Hoover – Yes but abstained from H	Mrs. McConnell – Yes
Mr. Gastrock – Yes	Mrs. Charles - Yes	

Approved Disapproved Amended Tabled Postponed

3. **STUDENT**

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

*A. Overnight Field Trip Request

Consideration of approval for the following overnight field trip request:

1. Andrew Borzok, High School Physics Teacher and Shari Macias, High School Special Education Teacher, to take nine (9) students (Hive Voltage – Wellsboro Robotics Team) to York, PA on January 20 & 21, 2023 (Expenses will be paid by Hive Voltage Account Funds) (Attachment X-3A-1)

*B. Approval of Request to Establish a Student Activity Account

Consideration of approval of Request to Establish a Student Activity Account, to wit, **“Wellsboro High School Accordion Club”** for the purpose of bringing joy to the school community through the musical arts; students will engage in fundraising such as car wash, musical performances, t-shirts, bake sales, selling pizza; Advisor: Tiffany Getty, High School Chemistry teacher; (Attachment X-3B)

Roll call vote was as follows:

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

Approved Disapproved Amended Tabled Postponed

XI. Public Comment – Kelly McConaghy asked about the lockdown drill for the 5th grade class. Mr. David Messineo referenced Alexis Petrov and encouraged the administration and teachers to let the students hear about history.

XII. A motion was made by Mrs. Charles, seconded by Mr. Nowak to adjourn the meeting at 7:07 PM.
Respectfully Submitted,

Heather Brown, Acting Board Secretary