

WELLSBORO AREA SCHOOL DISTRICT
Board of Education Meeting Minutes
September 9, 2025 - 6:30 PM

- I. Call to Order – The meeting was called to order at 6:36 PM, by Mr. Christopher Gastrock.
- II. Pledge of Allegiance – Mr. Gastrock led the pledge of allegiance.
- III. Roll Call of Members – Mrs. Linda West; Mr. Eric Baldwin; Mr. Jerry Curreri; Mr. Scotty Brown; Mr. Christopher Gastrock; Mr. Albert Bieber; Mr. Glen Reese; Mrs. Maegan McConnell; Mr. Dan Nowak.
- IV. Announcement of any Executive Sessions: Tuesday, September 2, 2025 at 6:00 PM, Conference Room, for the purpose of personnel;
- V. Concerned Resident Issues: None at this time.
- VI. Approval of Agenda – A motion was made by Mr. Reese, seconded by Mr. Baldwin to approve the agenda as presented. On a voice vote, there were 9 yes votes. Motion passed.
- ☒ X Approved ☐ Disapproved ☐ Amended ☐ Tabled ☐ Postponed
- VII. Board Minutes/Financials – A motion was made by Mr. Nowak, seconded by Mr. Brown to accept the board minutes and approval of bills as presented. On a voice vote, there were 9 yes votes. Motion passed.
- *A. Minutes of Previous Meetings
- Minutes of Work Session of August 5, 2025; (Attachment VII-A)
Minutes of Regular Board Meeting of August 12, 2025; (Attachment VII-A-1)
Minutes of Special Meeting of August 5, 2025; (Attachment VII-A-2)
- *B. Approval of Bills
- General Fund Invoices;
Student Activity Invoices;
Capital Reserve Invoices;
Disbursements – General Fund;
- ☒ X Approved ☐ Disapproved ☐ Amended ☐ Tabled ☐ Postponed
- VIII. A. Reports
1. Student Representatives – Ms. Kate Ross gave the student report for the high school.
 2. Superintendent – Mrs. Cheryl Sottolano introduced Jim, who gave an update for the HS renovation. Jim reported the concrete work to be ongoing. He also reported they had run short on siding and the remaining siding was slated to be delivered the following Thursday. Jim reported the snow guards and down spouts were going up, the fitness center should reopen soon and the final step would be landscaping. Mrs. Sottolano also presented Rick Warren’s buildings and grounds report.
 3. Business Manager – Mrs. Jordan DeHaas gave updated number for Real Estate collection. She reported to be working with Wilson Transport for van transportation needs. She gave updated PLGIT rates and reported to be participating in Access Training.
 4. Board Members – Mr. Gastrock asked about lighting outside of Don Gill, Charlotte Lappla and the Administration building. The board also asked if we had to move wrestling mats back and forth between schools.
 5. Public Relations Follow-Up – Mrs. Maegan McConnell asked if we were seeing more involvement online for the schools. She also asked about the possibility of posting the sports schedule weekly.

IX. **CONSENT ITEMS**

A motion was made by Mrs. West, seconded by Mr. Brown to approve the Consent Items as follows.

1. ADMINISTRATION AND ORGANIZATION

A. Approval of Additional Language to the New Teacher Induction Program 2024-2030

Consideration of approval to include a Year 2 Mentor and a Needs Assessment.

B. Approval of Changing the 2025-2026 Wellsboro Area High School Course Reference Guide

Consideration of approval of changing Page 4 to read as "Art Elective" (instead of "Intro to Art") to be in place for 2025-26 school year.

2. PERSONNEL

*A. Approval of WESPA Support Staff Resignation

Consideration of approval to accept letter of resignation from Katrina Neuhauser, part-time Rock L. Butler Middle School custodian, effective August 29, 2025. (Attachment IX-1A)

*B. Approval of Extra-Curricular Resignations

Consideration of approval to accept letters of resignation from:

1. Michael Buckwalter, as Middle School Wrestling Head Coach, effective August 19, 2025; (Attachment IX-1B-1)
2. Valery Weaver, as Middle School Volleyball Assistant Coach, effective August 22, 2025; (Attachment IX-1B-2)
3. Shannon Tice, as Middle School Track and Field Head Coach, effective August 27, 2025; (Attachment IX-1B-3)

3. OTHER

A. Approval of Bus Drivers

Consideration of approval for the following bus drivers:

1. Robin R. Burch, for Benedict's Bus Service, effective August 20, 2025; clearances received pending receipt of Mandated Reporter training;
2. Gary Lee Pratt, for Wilson Transport, effective August 20, 2025; clearances received;
3. Helen R. VanDelinder, for Wilson Transport, effective August 20, 2025; clearances received;
4. Meghann Babcock, for Wilson Transport, effective August 20, 2025; clearances received;

Roll Call Vote was as follows:

Mrs. West – Yes
Mr. Baldwin – Yes
Mrs. Reese – Yes

Mr. Bieber – Yes
Mr. Brown – Yes
Mr. Gastrock – Yes

Mr. Curreri – Yes
Mrs. McConnell – Yes
Mr. Nowak - Yes

 X Approved

 Disapproved

 Amended

 Tabled

 Postponed

X. ACTION ITEMS:

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

1. ADMINISTRATION AND ORGANIZATION

- *A. Approval of Memorandum of Understanding (MOU) between The Bureau of Career and Technical Education's Technical Assistance Program (TAP) and Wellsboro Area School District
Consideration of approval for the Memorandum of Understanding between the Bureau of Career and Technical Education's Technical Assistance Program (TAP) and Wellsboro Area School District to significantly raise the academic and technical achievement of all students enrolled in approved Career & Technical Education programs.
(Attachment X-1A)
- *B. Approval of Awarding of Bid for Wellsboro Area School District Softball Field Restoration
Consideration of approval of awarding of bid in the amount of One Hundred and Ninety-Eight Thousand Dollars and no/100 (\$198,000) to Charles Construction Co., 838 East Central Avenue, Jersey Shore, PA for the restoration of District Softball Field located at 227 Nichols Street, Wellsboro, PA. (Attachment X-1B)
- *C. Approval of CO-STARS Proposal for Wellsboro Area School District Softball Field Restoration
Consideration of approval of CO-STARS Proposal for the infield renovation and fence construction in the amount of One Hundred Nine Thousand Eight Hundred and Twenty Dollars (\$109,820) to HUMMER TURFGRASS SYSTEMS, Inc. of 1527 S. Colebrook Road, Manheim, PA 17545; (Attachment X-1C)
- *D. Approval of Wellsboro High School Envelope Project Change Order G-03
Consideration of approval to pay to Eastern Roofing Systems, Inc. #G-03 for patching additional asphalt in front lot at Wellsboro High School, the sum of \$6,800 (retroactive)
(increase of \$6,800) (Attachment X-1D)
- E. Approval of Wellsboro High School Envelope Project Change Order
Consideration of approval to pay Eastern Roofing Systems, Inc. to install a sub-base for sidewalk replacement at the Wellsboro High School, 225 Nichols Street, Wellsboro, PA in the approximate amount of \$15,000; (retroactive)

Roll Call Vote was as follows:

Mrs. West – Yes	Mr. Bieber – Yes	Mr. Curreri – Yes
Mr. Baldwin – Yes	Mr. Brown – Yes	Mrs. McConnell – Yes
Mrs. Reese – Yes	Mr. Gastrock – Yes	Mr. Nowak - Yes

 X Approved Disapproved Amended Tabled Postponed

2. PERSONNEL

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

- A. Approval of Extra-Curricular Volunteer Appointments for School Year 2025-26
Consideration of approval for the following extra-curricular volunteer appointments for School Year 2025-26; required clearances have been submitted;
 - 1. Kayleigh Smith as Volunteer Middle School Volleyball Assistant Coach, for the School Year 2025-26; clearances received;
 - 2. John Shaffer as Volunteer for High School Boys and Girls Soccer

- Assistant Coach, for the School Year 2025-26; clearances received;
3. Alice Mann, Elementary Volunteer for School Year 2025-26; clearances received;
 4. Patsy Fichtner as Elementary Volunteer for School Year 2025-26; clearances received;
 5. Michael Buckwalter as Volunteer Middle School Wrestling Assistant Coach for School Year 2025-26; clearances received;
 6. Donna Burrous, as High School Activities Volunteer, for School Year 2025-26; clearances received;
 7. Joseph Whitney, as High School Activities Volunteer, for School Year 2025-26; clearances received;
 8. Quinn Henry as Volunteer High School Football Assistant Coach, for School Year 2025-26; clearances received pending receipt of Waiver of Act 141 Criminal History (fingerprint) record check;
 9. Nate Robinson as Elementary Volunteer for School Year 2025-26; clearances received;
 10. Bailey Flynn as Volunteer Middle School Volleyball Assistant Coach for School Year 2025-26; clearances received pending receipt of Waiver of Act 141 Criminal History (fingerprint) record check;
 11. Maegen Borzok, Volunteer for Middle School Robotics Program for the School Year 2025-26; clearances received;
 12. Shannon Tice, Volunteer for Middle School Robotics Program for the School Year 2025-26; clearances received;
 13. TJ Tice, Volunteer for Middle School Robotics Program for the School Year 2025-26; clearances received;
 14. Dan Spooner, Volunteer for Middle School Robotics Program for the School Year 2025-26; clearances received;
 15. Sarah Satalin, Volunteer for Middle School Robotics Program for the School Year 2025-26; clearances received pending receipt of Waiver of Act 141 Criminal History (fingerprint) record check;
 16. Drew Seeling, Volunteer for Middle School Soccer Assistant Coach for the School Year 2025-26; clearances received;
 17. Krista Wheeler, Volunteer for Middle School Robotics Program for the School Year 2025-26; clearances received;

B. Approval of Extra-Curricular Hires for School Year 2025-26

Consideration of approval for the 2025-26 School Year extra-curricular hires of :

1. Melina Moyer, as Elementary Stem Coach, at a stipend of \$20,000 (Title 4 Grant) effective August 22, 2025 – June 4, 2026;
2. Barbara St. John White, as Middle School Girls Basketball Head Coach, play period from November 17, 2025 – March 21, 2026, at a stipend of \$3,760;
3. Ryan Satalin, as Middle School Girls Basketball Assistant Coach, play period from November 17, 2025 – March 21, 2026 at a stipend of \$2,256;

C. Approval of WESPA Support Staff Hires for School Year 2025-26

Consideration of approval for WESPA Support Staff Hires for School Year 2025-26 as follows:

1. Douglas Champaign as part-time Special Education paraprofessional (up to 29.5 hours per week/nine (9) months) effective start date of September 29, 2025 at \$16.00 per hour. Hire is dependent on completion of Highly Qualified Paraprofessional training to be completed within one year from date of hire. Hiring is also dependent on a satisfactory completion of a first thirty (30) working day probationary period.
2. Tiffany Novinger as part-time Special Education paraprofessional (up to 29.5 hours per week/nine (9) months), effective start date of September 17, 2025 at \$16.00 per hour. Hiring is dependent on a satisfactory completion of a first thirty (30) working day probationary period.

***D. Approval of Conference Requests**

Consideration of approval for the following conference requests:

1. Amy Coots, Principal of Academic Affairs, to attend "Workshop: PDE CTE Nontraditional Concentrative Indicator (4S1) Improvement Plan Technical Assistant) on October 9, 2025. (Total Expenditures: \$131.60 (Attachment X-2D-1)
2. Cheryl Sottolano, Superintendent, to attend "PASA – New Superintendent's Academy – Phase 1" in Harrisburg, PA on September 24-25, 2025; November 6-7, 2025; January 15-16, 2026; (Estimated Expenditures: Travel: \$395.00; Lodging: \$400; Meals: \$200; Registration: \$840; TOTAL: \$1,834.80) (Attachment X-2D-2)
3. Dr. Jacob Rogers, school psychologist, to attend "National Association for Gifted Children Annual Convention (NAGC)" in Pittsburgh, PA on November 13 – 16, 2025; (Estimated Expenditures: Travel - \$291; Meals - \$150; Registration: \$769 **TOTAL: \$1210** (Attachment X-2D-3)

***E. Approval of Mentors for School Year 2025-26**

Consideration of approval for the following mentors for School Year 2025-26:

1. Sarah Harris, Elementary School Nurse and Tina Kreisler, Elementary Teacher, mentors for Kristin Scott, School Nurse (secondary) for School Year 2025-26 in accordance with New Teacher Induction Program 2024-2030;
2. Heather Ladd, High School Art Teacher and Morgan Shaffer, Middle School Music Teacher, mentors for Kaycee Reitz, Middle School Art Teacher for School Year year 2025-26 in accordance with New Teacher Induction Program 2024-2030;
3. Sean Callahan, Elementary Teacher, mentor of Sierra Lancaster, Elementary Teacher for School Year 2025-26 in accordance with New Teacher Induction Program 2024-2030;
4. Carla VanNess, Elementary Teacher, mentor of Rileigh Gerges, Elementary Teacher for School Year 2025-26 in accordance with New Teacher Induction Program 2024-2030;

***F. Approval of Professional Hire for School Year 2025-26**

Consideration of approval for the hire of Tracey Schmouder as Rock L. Butler Middle School Learning Support Teacher, effective (tentative) start date of Monday, September 29, 2025 at Step #15, salary of \$77,376.

***G. Approval of Resolution Authorizing the Statement of Charges**

Consideration of approval of the Resolution authorizing the Superintendent to provide a written Notice of Charges pursuant to the School Code and supporting case law. (Attachment X-2G)

Roll Call Vote was as follows:

Mrs. West – Yes	Mr. Bieber – Yes	Mr. Curreri – Yes
Mr. Baldwin – Yes	Mr. Brown – Yes	Mrs. McConnell – Yes
Mrs. Reese – Yes	Mr. Gastrock – Yes	Mr. Nowak - Yes

☒ X Approved ☐ Disapproved ☐ Amended ☐ Tabled ☐ Postponed

XI. Public Comment - None at this time.

III. Mr. Brown made a motion, seconded by Mrs. West to adjourn the meeting at 7:06 PM.

Respectfully submitted,



Heather Gastrock
Board Secretary