

WELLSBORO AREA SCHOOL DISTRICT

Board of Education Meeting Minutes

August 8, 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. Lee Stocks; Mr. John Hoover; Mr. Daniel Nowak; Mrs. Tracy Doughtie; Mr. Christopher Gastrock; Mr. Albert Bieber; Mrs. Rebecca Charles; Mrs. Maegan McConnell.
- IV. Announcement of any Executive Sessions – Tuesday, August 1, 2023, Board Room, at 8:00 PM for the purpose of Personnel;
- V. Concerned Resident Issues – None at this time.
- VI. Approval of Agenda – A motion was made by Mrs. Charles, seconded by Mrs. Doughtie to approve the agenda as presented. On a voice call, there were 9 yes votes. Motion passed.

☒ X Approved ☐ Disapproved ☐ Amended ☐ Tabled ☐ Postponed

- VII. Board Minutes/Financials – A motion was made by Mrs. Charles, seconded by Mrs. Doughtie to accept the board minutes and approval of bills as presented. On a voice call, there were 9 yes votes. Motion passed.

*A. Minutes of Previous Meeting

Work Session of June 6, 2023

Regular Bd. Meeting of June 13, 2023;

Work Session of July 12, 2023;

Special Meeting of July 12, 2023;

*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. Superintendent – Mrs. Alanna Huck spoke about approaching the new school year. She reported the PA budget had passed, excluding the Mental Health Grant. Mrs. Huck reported the Middle School will be ready for students to start on the first day of the 23/24 school year. She also gave recognition to the custodial staff for all their hard work over the summer and getting the Middle School ready for students.
2. Business Manager – Mrs. Jordan DeHaas reported to be working on updating the Chart of Accounts within CSIU. She also reported the business office completing their first month fully staffed and that bank reconciliations were underway.
3. Board Members – Mr. John Hoover reminded everyone the next Curriculum meeting would be held on September 18th. Mrs. Rebecca Charles reported the next Policy meeting was to be held on August 30th at 3:45 PM.

IX. **CONSENT ITEMS**

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

1. **ADMINISTRATION AND ORGANIZATION**

*A. **School Physicals**

Consideration of approval for the employment of North Penn Comprehensive Health Services d/b/a Laurel Health Centers for the 2023-2024 school-year to perform Kindergarten/1, Sixth Grade, Eleventh Grade and all athletic physicals. The charge will be \$91.00 per hour (estimated screening: 12-14 students per hour)

*B. **Approval of Insurance Carrier for School Year 2023-2024**

Consideration of approval for the insurance carrier for School Year 2023-2024 as follows:

<u>UTICA NATIONAL INSURANCE COMPANY</u>	<u>\$83,648</u>
Property	Included
General Liability	Included
Crime (includes burglary)	Included
Commercial Equipm. Floater	Included
Business Auto	\$3,736
Commercial Umbrella	\$6,884
Cyber Liability	\$27,785
Total Premium	\$122,047

C. **Approval of Representatives to Wellsboro Parks & Recreation Executive Committee**

Consideration of approval of the following representatives to Wellsboro Parks and Recreation Executive Committee:

- | | |
|---------------------------------------|-------------------------------------|
| 1. Dan Nowak – WASD Board Member | 4. Glenn Poirier – Community Member |
| 2. Tracy Doughtie – WASD Board Member | 5. Susan Gage – Community Member |
| 3. Chris Gastrock – WASD Board Member | 6. Gale Largey – Community Member |

2. **PERSONNEL**

*A. **Tax Collection Committee Delegate Appointment Resolution**

Consideration of approval to adopt Tax Collection Committee Delegate Appointment Resolution for Tioga County and Lycoming County, as presented.

3. **OTHER**

*A. **2023-2024 WASD School Bus Driver List**

Consideration of approval for the 2023-2024 WASD School Bus Driver List as presented.

Roll call vote was as follows:

Mrs. West – Yes	Mr. Bieber – Yes	Mr. Stocks – Yes
Mr. Nowak – Yes	Mrs. Doughtie – Yes	Mr. Hoover – 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. Doughtie, seconded by Mrs. McConnell to approve the Action Items as follows:

1. ADMINISTRATION AND ORGANIZATION

*A. Approval of Memorandum of Understanding between WASD and Bradford-Tioga Head Start

Consideration of approval of Memorandum of Understanding between Wellsboro Area School District and Bradford-Tioga Head Start, Inc. assuring continuum of quality of services for students and families, to support children's optimal development, school readiness and long-term success, to address unique strengths and needs of the local population, to promote collaboration regarding shared use of facilities, to promote further collaboration to reduce duplication and enhance efficiency of services, to define roles and responsibilities of named parties, to support ongoing communication and parent outreach and to coordinate staff trainings.)

*B. BLaST IU#17 e-QUIP Online Learning Services Memorandum of Understanding

Consideration of approval for Memorandum of Understanding between Wellsboro Area School District and BLaST IU#17 e-QUIP Online Learning Services which will provide services as an in-house e-Learning alternative to WASD students who leave the District to attend cyber charter schools, as well as course options for enrichment and credit recovery. Exhibits A & B set forth Service and Training Fees and 2023-2024 Course fees, as presented.

*C. Contract for Music Therapy Services – Momentum Music Services

Consideration of approval for Contract for Music Therapy Services contracted through Momentum Music Services, effective August 30, 2023 – June 6, 2024 (Fees: \$75 per direct service hour for group and individual sessions; pro-rated for shorter sessions; \$60 per hour for consultation, pro-rated for shorter meetings; \$127 for each completed assessment)

D. Approval of Volunteer Appointments for School Year 2023-2024

Consideration of the following volunteer appointments for School Year 2023-24:

1. Margery Hoffman, Volunteer HS Boys and Girls Tennis Assistant Coach, for the School Year 2023-24;
2. Brent English, Volunteer for HS Boys Football Assistant Coach, effective August 9 – December 9, 2023;
3. Sara Ritchey, Volunteer Parent/Education at Charlotte Lappla Elementary School, For the School Year 2023-24;
4. Jacob Singer, Volunteer for HS Boys Football Assistant Coach, effective August 9 – December 9, 2023;

E. Approval of Additional Middle School Asbestos Abatement (this was added as an Addendum at the Board Meeting)

Consideration of approval for Sunstream Corporation to abate an additional area (1,575 square feet) At the Middle School at a cost, not to exceed \$17,325.00. This price is consistent with the Contractual price initially quoted for the project of \$11/square foot.

Roll call vote was as follows:

Mrs. West – Yes	Mr. Bieber – Yes	Mr. Stocks – Yes
Mr. Nowak – Yes	Mrs. Doughtie – Yes	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. Doughtie, seconded by Mrs. West to approve the following Personnel Items as follows:

A. Approval of WASD Support Staff Transfers for School Year 2023-24

Consideration of approval for the transfer of:

1. Stacy VanGorden from part-time (25 hrs. per week/9 months) High School Special Education Paraprofessional to full time (35 hrs. per week/9 months) High School Special Education Paraprofessional, effective August 28, 2023; rate of pay remains the same;
2. Donette Post from part-time (5 hrs. per day/10 months) High School Office Secretary to full-time (8 hrs. per day/10 months) High School Office Secretary; effective August 21, 2023; rate of pay remains the same;

B. Approval of Mentors

Consideration of approval for the following mentors:

1. Amber Whitney, High School Technology Education/Industrial Arts Teacher as mentor for Bianca Parsons, Health Occupations Teacher, in accordance with the New Teacher Induction Plan 2021-2024;
2. Jessica Webster, High School Biology/General Science Teacher as mentor for Rachel Holz, Biology Teacher, in accordance with the New Teacher Induction Plan 2021-2024;

C. Approval of Head Teachers and Stem Coach for School Year 2023-24

Consideration of approval for the following head teacher hires and Stem Coach for School Year 2023-2024:

1. Isaac Cary as Don Gill Head Teacher, for a stipend of \$1,923, effective August 28, 2023 – June 6, 2024;
2. Melissa Ryan as Charlotte Lappla Head Teacher, for a stipend of \$2,057.61, effective August 28, 2023 – June 6, 2024;
2. Melina Moyer as Elementary STEM Coach, at a stipend of \$20,000 (Title 4 Grant), effective August 28, 2023 – June 6, 2024;

D. Approval of Extra-Curricular Hires for School Year 2023-24

Consideration of approval for the following extra-curricular hires for School Year 2023-24:

1.	Jill Gastrock	High School Boys Track Head Coach Effective March 4 – May 25, 2024	\$3,623.54
2.	Erin Butters	High School Boys Track Assistant Coach Effective March 4 – May 25, 2024	\$2,399
3.	Matt Hildebrand	High School Football Head Coach Effective August 7 – December 9, 2023	\$6,084.65
4.	Bryce Bitner	High School Football Assistant Coach Effective August 7 – December 9, 2023	\$3,595.73
5.	Nate Babcock	High School Football Assistant Coach Effective August 7 – December 9, 2023	\$3,875.01
6.	Ethan Nichols	High School Football Assistant Coach Effective August 7 – December 9, 2023	\$3,491
7.	Todd Fitch	High School Boys Soccer Head Coach Effective August 14 – November 18, 2023	\$3,961.59
8.	Wesley Wood	High School Boys Soccer Assistant Coach Effective August 14 – November 18, 2023	\$2,602.24
9.	Jason Gehman	High School Girls Soccer Head Coach Effective August 14 – November 18, 2023	\$3,569
10.	William Stokes III	High School Girls Soccer Assistant Coach Effective August 14 – November 18, 2023	\$2,504.96
11.	Andrew Borzok	High School Girls Tennis Head Coach Effective August 14 – November 4, 2023	\$2,555.43
12.	Elizabeth Hoover	High School Girls Track Head Coach Effective March 4 – May 25, 2024	\$4,045.70
13.	Kate Gehman	High School Girls Track Assistant Coach Effective March 4 – May 25, 2024	\$2,470.97
14.	Gregory Carr	High School Softball Head Coach	\$3,314

15.	Brooke K. Webster	Effective March 4 – June 14, 2024; High School Softball Assistant Coach	\$2,298
16.	Shane Mascho	Effective March 4 – June 14, 2024; Middle School Football Head Coach	\$3,690.75
17.	Chris Reese	Effective August 7 – December 9, 2023 Middle School Football Assistant Coach	\$2,291.95
18.	Isaac Cary	Effective August 7 – December 9, 2023 Middle School Football Assistant Coach	\$2,132.51
19.	Derek Stevens	Effective August 7 – December 9, 2023 Middle School Soccer Head Coach	\$2,431.83
20.	Mike Buckwalter	Effective August 14 – November 18, 2023 Middle School Wrestling Head Coach	\$3,264.07
21.	Bryce Bitner	Effective November 17, 2023 – March 9, 2024 High School Wrestling Head Coach	\$4,644.27
22.	Matt Pell	Effective November 17, 2023 – March 9, 2024 High School Wrestling Assistant Coach	\$3,079.70
23.	Eric Kosek	Effective November 17, 2023 – March 9, 2024 High School X-Country (Boys & Girls)	\$2,740.83
24.	Tyler Upham	Effective August 14 – November 4, 2023 Middle School X-Country (Boys & Girls)	\$2,740.33
25.	Shannon Tice	Effective August 14 – November 4, 2023 Middle School Track & Field Head Coach	\$2,361
26.	Amber Whitney	Effective March 4 – May 25, 2024 Middle School Track & Field Asst. Coach	\$1,684
27.	Darci Warriner	Effective March 4 – May 25, 2024 High School Volleyball Head Coach	\$3,518
28.	Tanya Harmon	Effective August 14 – November 18, 2023 High School Volleyball Assistant Coach	\$2,399
29.	Darci Warriner	Effective August 14 – November 18, 2023 Middle School Girls Softball Head Coach	\$2,487.45
30.	Tanya Harmon	Effective March 4 – June 14, 2024 Middle School Girls Softball Assistant Coach	\$1,730.40
31.	Todd Outman	Effective March 4 – June 14, 2024 Middle School Boys Basketball Head Coach	\$3,760
32.	Chase Kriner	Effective November 17, 2023 – March 23, 2024 Middle School Boys Basketball Assistant Coach	\$2,256
33.	Darrell Morris	Effective November 17, 2023 – March 23, 2024 High School Girls Basketball Head Coach	\$4,798.77
34.	Maureen Poirier	Effective November 17, 2023 – March 23, 2024 High School Girls Basketball Assistant Coach	\$2,960.22
35.	Francis Novak	Effective November 17, 2023 – March 23, 2024 Strength and Conditioning Coach	\$6,802.12
36.	Dan Sensenig	Effective August 2023 – June 2024 Middle School Fall Marching Band (1/2)	\$1,364.75
37.	Morgan Shaffer	Effective School Year 2023-24 Middle School Spring Marching Band (1/2)	\$1,417.75
38.	Heather Ladd	Effective School Year 2023-24 Middle School Dramatic – Fall Drama	\$1,140.21
39.	Jill Gastrock	Effective School Year 2023-24 High School Yearbook Advisor	\$2,219.65
40.	Jill Gastrock	Effective August 28 – June 30, 2024 High School Yearbook Business Manager	\$1,047.51
41.	Heather Ladd	Effective August 28 – June 30, 2024 High School Spring Musical Director	\$2,303.08

42.	Margaret Sensenig	Band Front – Colorguard Effective School Year 2023-24	\$1,140.21
43.	Jennifer Mosher	Band Front – Percussion Effective School Year 2023-24	\$1,140.21
44.	Mackenzie Hastings	Middle School Cheerleading Advisor Effective August 28, 2023 – June 30, 2023	\$2,052.00
45.	Carol Weimar	High School Cheerleading Advisor Effective August 28, 2023 – June 30, 2023	\$3,441.36
46.	Amber Whitney	High School Student Council Advisor Effective August 28, 2023 – June 30, 2024;	\$1,535.31
47.	Amber Whitney	HS Odyssey of the Mind Coordinator Effective for School Year 2023-24;	\$800
48.	Daniel Sensenig	High School Fall & Spring Marching Band Effective for School Year 2023-24;	\$3,715.21

Roll call vote was as follows:

Mrs. West – Yes	Mr. Bieber – Yes	Mr. Stocks – Yes
Mr. Nowak – Yes	Mrs. Doughtie – Yes	Mr. Hoover – 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 Mrs. Doughtie to approve the Action Items as follows:

A. Textbook Adoption

Consideration of approval for the following textbook which was reviewed and evaluated;

1. High School - ***Medical Terminology and Illustrated Guide***, 9th Edition,
Copyright 2021; Authors: Barbara Janson Cohen; Shirley A. Jones

Roll call vote was as follows:

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

☒X Approved ☐ Disapproved ☐ Amended ☐ Tabled ☐ Postponed

XII. Public Comment – None at this time.

XIII. A motion was made by Mrs. Doughtie, seconded by Mrs. Charles to adjourn the meeting at 6:46 PM.

Respectfully Submitted,


Heather Brown
Board Secretary