

WELLSBORO AREA SCHOOL DISTRICT

Board of Education Meeting
October 14, 2025 - 6:30 PM

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call of Members
- IV. Announcement of any Executive Session – Tuesday, October 7, 2025 at
6:00 PM in the Conference Room, Administration Office, for the purpose of legal and personnel issues;
- V. Public Comment on Board Agenda Items: **Residents must first state clearly their full name and address. They will be allowed no more than five minutes to state their concern to the Board regarding action to be taken on the Agenda. Allegations regarding students or teachers are to be provided to the Administrators. They are not to be discussed in public. Speakers may be held liable for untrue statements.**
- VI. Approval of Agenda – Voice Vote

____ Approved ____ Disapproved ____ Amended ____ Tabled ____ Postponed
- VII. Board Minutes/Financials – Voice Vote
- *A. Minutes of Previous Meetings
Work Session of September 2, 2025 [\(Attachment VII-A\)](#)
Regular Board Meeting of September 9, 2025; [\(Attachment VII-A-1\)](#)
- *B. Approval of Bills
General Fund Invoices; [\(Attachment VII-B\)](#)
Disbursements – General Fund
- ____ Approved ____ Disapproved ____ Amended ____ Tabled ____ Postponed
- VIII. A. Reports
1. Student Representative
 2. Superintendent
 3. Business Manager
 4. Public Relations Follow-Up
 5. Board Members

1. ADMINISTRATION AND ORGANIZATION

- A. Approval of Tioga County Department of Human Services Letter of Agreement for S.A.P. Liaison and Wellsboro Area School District
Consideration of approval to enter into Letter of Agreement of Tioga County Department of Human Services for S.A.P. Liaison and Wellsboro Area School District, for a term commencing July 1, 2025, expiring on June 30, 2026, the purpose of which is to provide a S.A.P. Liaison. ([Attachment IX-1A](#))

2. PERSONNEL

- *A. Approval of WESPA Support Staff Resignations
Consideration of approval to accept letter of resignations from the following:
1. Shanna Garverick, part-time Rock L. Butler Middle School WESPA Special Education Paraprofessional, effective 9/25/2025; (Attachment IX-2A-1)
 2. Allison Felipe, full-time Wellsboro High School WESPA Special Education Paraprofessional, effective 10/10/2025; (Attachment IX-2A-2)
- *B. Approval of Extra-Curricular Resignation
Consideration of the following extra-curricular resignation:
1. Chelsie Martin, High School Girls Basketball Assistant Coach, effective September 25, 2025; (Attachment IX-2B-1)
- *C. Approval of Professional Staff Resignation
Consideration of approval to accept letter of resignation by Ashley Hite, Charlotte Lappla Kindergarten teacher, effective September 26, 2025; (Attachment IX-2C)
- D. Approval of Tenure
Consideration of approval for tenure for the following teacher:
1. Courtney Russell, High School Social Studies teacher, who has attained tenure in accordance with the requirements of Section 1121 of the PA School Code, amended by Act 66 of 1996 after successfully completing three (3) years of teaching;

3. STUDENT

- A. Approval of Overnight Field Trip Requests
Consideration of approval of the following overnight field trip requests:
1. Melanie Berndtson, High School AgScience teacher, to take eight (8) Grand Canyon FFA students to State FFA Maple Contest and Lake Erie Maple Expo., Albion, PA on November 7-8, 2025; ([Attachment IX-3A-1](#))

2. Bryce Bitner, High School Social Studies Teacher, to take thirteen (13) Government/Economics and Aviation students to Pittsburgh Airport on November 12-13, 2025; ([Attachment IX-3A-2](#))
3. Melanie Berndtson, High School AgScience teacher, to take thirty (30) Grand Canyon FFA students to PA FFA Association 2025 Agricultural Cooperation Establishes Success Conference, in Harrisburg, PA on February 14-15, 2026; ([Attachment IX-3A-3](#))
4. Melanie Berndtson, High School AgScience teacher, to take six (6) Grand Canyon FFA students to 2025 State Legislative Leadership Conference, in Harrisburg, PA on March 22-24, 2026; ([Attachment IX-3A-4](#))
5. Melanie Berndtson, High School AgScience teacher, to take thirty (30) Grand Canyon FFA students State FFA Convention, in State College, PA on June 10-11, 2026; ([Attachment IX-3A-4](#))

4. OTHER

A. Approval of Bus Driver

Consideration of approval for Ernest Dauphinais, driving for Wilson's Transport, effective September 17, 2025; clearances and mandated reporter training certificate have been received;

____ Approved ____ Disapproved ____ Amended ____ Tabled ____ Postponed

X. ACTION ITEMS:

1. ADMINISTRATION AND ORGANIZATION

Roll Call

A. Approval of CONCERN BUSINESS ASSOCIATE AGREEMENT/INDEPENDENT

CONTRACTOR AGREEMENT between CONCERN and WASD

Consideration of approval of CONCERN Independent Contractor Agreement/ Business Associate Agreement and Wellsboro Area School District, as presented. ([Attachment X-1A](#))

B. Approval of Partnership Agreement between Keystone/Red Rock Job Corps and Wellsboro Area School District

Consideration of approval to enter into Partnership Agreement between Keystone/Red Rock Job Corps and Wellsboro Area School District to unite efforts to expend the education and training options and opportunities available to their respective students. Agreement shall be for a term commencing on July 1, 2025 and ending June 30, 2026; ([Attachment X-1B](#))

*C. Approval of “Resolution Authorizing Removal of WASD Employee Pursuant to Section 514 of the School Code

Consideration of approval for the adoption of Resolution Authorizing the Removal of an Employee Pursuant to Section 514 of the School Code. (Attachment X-1C)

D. Approval of Using WASD Reserved Funds

Consideration of approval to allow Jordan DeHaas, WASD Business Manager, and Cheryl O. Sottolano, Superintendent to use District reserves to make monthly operational expenses during the state budget impasse.

E. Approval to Use Capital Project Funds to Pay McClure Company for High School Boiler Improvements

Consideration of approval to allow Jordan DeHaas, WASD Business Manager, to use Capital Project Funds to pay \$89,090.00 to McClure Company for High School boiler improvements.

F. Approval of BLaST IU #17 Technology Services Agreement

Consideration of approval to enter into BLaST IU #17 Technology Services Agreement as presented. (Attachment X-1F)

G. Approval of Cooperative Sponsorship with Southern Tioga School District

Consideration of approval of Cooperative Sponsorship with Southern Tioga School District for Junior High and High School Girls Wrestling to begin with the School Year 2025-26 season, pending PIAA approval and approval from Southern Tioga Board of Education. This will be of no additional cost to the Wellsboro Area School District.

___ Approved ___ Disapproved ___ Amended ___ Tabled ___ Postponed

2. PERSONNEL

*A. Approval of Conference Requests

Consideration of approval for the following conference requests:

1. Rhoda Mann (Elementary Title I Reading Specialist teacher), Anjanette Cole (Middle School Special Education teacher), Marcia Kenyon (Elementary Special Education teacher) and Dr. Karen Farrer (Supervisor of Special Education) to attend required training: **“PASA DLM (Dynamic Learning Maps) Training”** on January 14, 2026 in Williamsport, PA. (Estimated Expenditures: Travel: \$149.80;) ([Attachment X-2A-1](#))

2. Chelsey Rendos (Speech & Language Impaired teacher) to attend **“They Say It Got Smart(er) and So Can We!”** (Webinar) on October 24, 2025) ([Attachment X-2A-2](#))

3. Jordan DeHaas, Business Manager, to attend **“PASBO’s 71st Annual Conference & Exhibits”** in Pittsburgh, PA on March 24-27, 2026 (Estimated Expenditures: Travel: \$313.60 All other costs will be paid by PASBO because of scholarship that Jordan obtained from PASBO) ([Attachment X-2A-3](#))

4. Erin Szentesy (Middle School ELA teacher) and Melissa Morral (Middle School ELA teacher) to attend “**IXL live: Classic Edition**” in Altoona, PA on October 22, 2025; (Estimated Expenditures: Travel: \$179.20; Registration: \$129) TOTAL: 308.20 ([Attachment X-2A-4](#))

5. Sarah Harris (Elementary School Nurse) to attend “**School Nurses: Enhance Effective Medical Emergency Response Teams at Each of Your School Sites**” (virtual) on October 27, 2025; (all four school nurses to view conference virtually) ([Attachment X-2A-5](#))

- B. Approval of Rock L. Butler Middle School Tutors for After-School Program
Consideration of approval for the following Rock L. Butler Middle School tutors to perform after-school learning from September 2025 – May 2026 at the rate of \$38.00 per hour:

Shane Mascho	Matthew Perry	Caitlyn Rivera	Matthew Hildebrand
Melissa Morral	Dan Marple	Matthew Guillaume	

- *C. Approval of Career & Technical Education Local Advisory Committee and Occupational Advisory Committee (OAC) Members
Consideration of approval of the individuals comprising the WASD Career and Technical Education Local Advisory Committee and Occupational Advisory Committee (OAC) members. ([Attachment X-2C](#))

- D. 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 furnished to the District;

1. Noell McConnell, Volunteer for School Activities, for School Year 2025-26;
2. Robbyn Bathrick, Volunteer for School Activities, for School Year 2025-26;
3. Brandy Hirsch, Volunteer for School Activities, for School Year 2025-26;
4. Elizabeth Niles, Volunteer for School Activities, for School Year 2025-26;
5. Jennifer Dresser, Volunteer for School Activities, for School Year 2025-26;
6. Jodi Stevens, Volunteer for Middle School Cheerleading, for School Year 2025-26;
7. William Lellis, Volunteer for Robotics, for School Year 2025-26;
8. William Stokes, Volunteer for Middle School Robotics Program, for School Year 2025-26;
9. Melissa Stokes, Volunteer for Middle School Robotics Program for School Year 2025-26;
10. Sue Voigtland, Volunteer for School Activities, for School Year 2025-26;
11. Nina Coolidge, Volunteer for F.F.A. Activities, for School Year 2025-26;
12. Stacey Coolidge, Volunteer for F.F.A. Activities, for School Year 2025-26;
13. Susan Jackson, Volunteer for F.F.A. Activities, for School Year 2025-26;
14. Noel Ross, Volunteer for School Activities, for School Year 2025-26;

E. Approval of Mentor

Consideration of approval for Jessica Witmer, Middle School Special Education teacher as mentor for Tracey Schmouder, Middle School Learning Support Teacher, in accordance with the New Teacher Induction Program of 2024-2030;

F. Approval of Extra-Curricular Hire

Consideration of approval for the extra-curricular hire of Deven Martin as Middle School Wrestling Head Coach at a stipend of \$3,169 for School Year 2025-26.

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

Consideration of approval for the following WESPA Support Staff Hires for SY 2025-26:

1. Haylee Berry as part-time Special Education paraprofessional (up to 29.5 hours per week/nine (9) months) effective start date of October 14, 2025. Starting payrate will be \$16.00 per hour. Hire is dependent on completion of Highly Qualified Paraprofessional Training within one year of date of hire. Hiring is also dependent on a satisfactory completion of a first thirty (30) working day probationary period.
2. Renae Casson as part-time Special Education paraprofessional (up to 29.5 hours per week/nine (9) months) effective start date to be determined pending receipt of PA State Police clearance, PA Child Abuse clearance, and Mandated Reporter Training Certificate. Starting payrate will be \$16.00 per hour. Hire is dependent on completion of Highly Qualified Paraprofessional Training within one year of date of hire. Hiring is also dependent on a satisfactory completion of a first thirty (30) working day probationary period.
3. John Yocum as part-time Don Gill Custodian (5 hrs. per day/12 months), effective start date to be determined pending receipt of clearances and Mandated Reporter Training Certificate. Starting payrate will be \$16.00 per hour. Hiring is dependent on a satisfactory completion of a first thirty (30) working day probationary period.
4. Jacqueline Sewell as part-time Rock L. Butler Middle School Custodian (5 hrs. per day/12 months), effective start date to be determined pending receipt of clearance and Mandated Reporter Training Certificate. Starting payrate will be \$16.00 per hour. Hiring is dependent on a satisfactory completion of a first thirty (30) working day probationary period.
5. Jordan Baldwin as full-time Wellsboro High School Custodian (8 hrs. per day/12 months), effective start date to be determined pending receipt of FBI clearance and Mandated Reporter Training Certificate. Starting payrate will be \$16.00 per hour. Hiring is dependent on a satisfactory completion of a first thirty (30) working day probationary period.

H. Approval of Professional Hire for School Year 2025-26

Consideration of approval for the hire of Dawn Adams as Elementary Teacher currently placed at Charlotte Lappla in Kindergarten, effective October 15, 2025 at Step #1, Bachelors, salary of \$56,866.

____Approved ____Disapproved ____Amended ____Tabled ____Postponed

XI. **Concerned Resident Issues:** Residents must first state clearly their full name and address. They will be allowed no more than five minutes. Allegations regarding students or teachers are to be provided to the Administrators. They are not to be discussed in public. Speakers may be held liable for untrue statements.

XII. Adjournment

ITEMS OF INFORMATION:

1. Interview Notices