

WELLSBORO AREA SCHOOL DISTRICT

Board of Education Meeting Minutes

August 12, 2025 - 6:30 PM

- I. Call to Order - The meeting was called to order at 6:35 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.
- IV. Announcement of any Executive Sessions –
- V. Concerned Resident Issues: - None at this time.
- VI. Approval of Agenda – A motion was made by Mrs. West, seconded by Mrs. McConnell to approve the agenda as presented. On a voice vote, there were 8 yes votes. Motion passed.
- ☒ X Approved ☐ Disapproved ☐ Amended ☐ Tabled ☐ Postponed
- VII. Board Minutes/Financials – A motion was made by Mr. Baldwin, seconded by Mr. Reese to accept the board minutes and approval of bills as presented. On a voice vote, there were 8 yes votes. Motion passed.

*A. Minutes of Previous Meeting

Work Session of June 3, 2025	(Attachment VII-A)
Special Bd. Meeting of June 3, 2025	(Attachment VII-A-1)
Regular Bd. Meeting of June 17, 2025	(Attachment VII-A-2)
Special Bd. Meeting of June 23, 2025	(Attachment VII-A-3)

*B. Approval of Bills

General Fund Invoices and
Disbursements

☒ X Approved ☐ Disapproved ☐ Amended ☐ Tabled ☐ Postponed

VIII. A. Reports

1. Student Representative – none at this time
2. Superintendent – Mrs. Cheryl Sottolano introduced Mr. Todd Webster, the girls head wrestling coach. Mr. Webster spoke about consideration of a co-op opportunity with Southern Tioga. He stated the students are missing out on tournaments because of the numbers and they don't always have practice partners. She also introduced Mrs. Jen Sporer and two of her students who spoke of their experience in Washington DC. They spoke about playing the Stock Market Game against 1500 teams and were able to secure a 5th place finish. They also spoke about having the opportunity to have breakfast at Morgan Stanley, visiting the white house and the capital building.
3. Business Manager - Mrs. Jordan DeHaas reported to be getting everything purchased for the school year. Regarding taxes, to be working on being able to accept payments online. She reported that Niles eliminated a bus route for bus 251 and that bus driver orientation was held and went well. Lastly, she reported the auditors would be starting soon.
4. Board Members – Mrs. West asked how many families were affected by the elimination of the bus route for bus 251. Mr. Gastrock thanked the staff for having the buildings looking great for school to begin. He also gave a welcome to all new employees and thanked Mr. Webster for his years of volunteer work to keep the wrestling program going.

5. Public Relations Follow-Up – Mrs. Maegan McConnell asked if Mrs. Sottolano met with the administrative team for ideas on how to get positive PR out to the public. Mrs. Sottolano responded that she did and there is a possibility of getting an Instagram and twitter account up and running for the school.

IX. **CONSENT ITEMS**

A motion was made by Mr. Brown, seconded by Mr. Baldwin 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 2025-2026 school-year to perform Kindergarten/1, Sixth Grade, Eleventh Grade and all athletic physicals. The charge will be \$250 per hour (estimated screening: 12-14 students per hour) (Attachment IX-1A)

B. **Approval of Insurance Carrier for School Year 2025-2026**

Consideration of approval for the insurance carrier for School Year 2025-2026 as follows:

<u>UTICA NATIONAL INSURANCE COMPANY</u>	<u>\$117,490</u>
Property	Included
General Liability	Included
Crime (includes burglary)	Included
Commercial Equip. Floater	Included
Business Auto	\$6,001
Commercial Umbrella	\$8,031
Cyber Liability	<u>\$35,000</u>
Total Premium	\$166,522

2. **PERSONNEL**

*A. **Approval of Support Staff Resignations**

Consideration of approval for the following resignation:

1. Mark P. Taylor, part-time Wellsboro High School paraprofessional, effective the end of school year 2024-25; (Attachment IX-2A-1)
2. Cristy Seven, part-time Wellsboro High School paraprofessional, effective July 23, 2025; (Attachment IX-2A-2)
3. Danielle Woodhouse, part-time Don Gill custodian, effective August 4, 2025; (Attachment IX-2A-3)
4. Hannah O'Neil, full-time Rock L. Butler Middle School paraprofessional, effective August 15, 2025; (Attachment IX-2A-4)
5. Kiana Smith, part-time Don Gill Elementary paraprofessional, effective August 6, 2025; (Attachment IX-2A-5)

*B. **Approval of Extra-Curricular Resignations**

Consideration of approval for the following extra-curricular resignations:

1. Catherine "Cat" Rush, as Middle School Girls Basketball Assistant Coach, effective June 18, 2025; (Attachment IX-B-1)
2. Todd Fleming, as Middle School Softball Head Coach, effective June 23, 2025; (Attachment IX-B-2)
3. Emily Dinan as Middle School Volleyball Head Coach, effective August 6, 2025; (Attachment IX-B-3)

C. Approval of Tenure

Consideration of approval for tenure for the following teacher:

1. Shari Macias, High School Special Education 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 years of teaching;

*D. Approval of Professional Resignation

Consideration of approval of resignation by Krista Wheeler, Special Education Teacher, effective August 6, 2025; (Attachment IX-2D)

3. OTHER

*A. Approval of 2025-2026 School Bus Driver List

Consideration of approval for the 2025-2026 WASD School Bus Driver List as presented. (Attachment IX-3A)

*B. Approval of Overnight Field Trip Request

Consideration of approval for:

1. Melanie Berndtson, High School Horticulture Teacher, to take 15 Grand Canyon FFA students to W. Springfield, MA and other New England locations (TBD) on September 10 – 14, 2025 Easter Regional FFA Conference. (Attachment IX-3B-1)

Roll Call Vote was as follows:

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

☒ Approved ☐ Disapproved ☐ Amended ☐ Tabled ☐ Postponed

X. ACTION ITEMS:

A motion was made by Mrs. West, seconded by Mrs. McConnell to approve the Action items as follows.

1. ADMINISTRATION AND ORGANIZATION

*A. Approval of Memorandum of Understanding between WASD and Wellsboro Education Support Professionals Association (WESPA)

Consideration of approval for Memorandum of Understanding between Wellsboro Area School District and Wellsboro Education Support Professionals Association dated August 12, 2025 whereby Music Department Aide is added to Article IX – Hours and Working Conditions, Section 9.02 Classifications. This is an MOU to be attached to Contract of Agreement between WASD and WESPA dated July 1, 2025 – June 30, 2029. (Attachment X-1A)

*B. Approval of Memorandum of Understanding between Bradford-Tioga Head Start & WASD

Consideration of approval for 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 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. (Attachment X-1B)

***C. Approval of Field Placement Affiliation Agreement between Grand Canyon University and Wellsboro Area School District**

Approval of Field Placement Affiliation Agreement between Grand Canyon University and Wellsboro Area School District, the purpose of which is to establish the terms and conditions under which candidates of Grand Canyon University may participate in College of Education ("COE") Practicum/Field Experience, Student Teaching, Educational Administration Internships, or College of Humanities and Social Sciences ("CHSS") School Counseling (SC) Practicum/Internships at the schools located in the District. Term of the Agreement is 07/01/2024 – 07/01/2027. (Attachment X-1C)

***D. Approval of Contract for Sign Language Interpreting Services**

Consideration of approval of Contract for Sign Language Interpreting Services between Wellsboro Area School District and Communication Services, Inc. d/b/a INTERPRETEK, as presented. (Attachment X-1D)

E. Approval of Changing Signatures on WASD Accounts

Consideration of approval for changing signatures (listed below) and to add signatures (listed below)

<u>Account Name</u>	<u>To Remove:</u>	<u>To Add:</u>
<u>Cafeteria Fund</u>	<u>Brenda Freeman; Laura Perry</u>	<u>Cheryl Sottolano</u>
<u>Tax Account</u>	<u>Brenda Freeman; Laura Perry</u>	<u>Cheryl Sottolano</u>
<u>Student Activity Account</u>	<u>Brenda Freeman; Laura Perry</u>	<u>Cheryl Sottolano</u>
<u>Expendable Trust Account</u>	<u>Brenda Freeman; Laura Perry</u>	<u>Cheryl Sottolano</u>
<u>Nonprofit Silver Checking</u>	<u>Brenda Freeman; Laura Perry</u>	<u>Cheryl Sottolano</u>
<u>Tax Free Account</u>	<u>Laura Perry</u>	<u>Cheryl Sottolano</u>
		<u>Christopher Gastrock</u>
		<u>Jordan DeHaas</u>
		<u>Linda Gamble</u>

***F. Approval of Amergis Healthcare Staffing Agreement, Inc.**

Consideration of approval for approving Amergis Healthcare Staffing Agreement to provide personnel to supplement District's staff. Term of Agreement shall be for a school calendar year. (Attachment X-1F)

G. Approval of Drug & Alcohol Counseling in Wellsboro Area School District

Consideration of approval to allow Crossroads Counseling to provide drug and alcohol counseling as needed to the students in Rock L. Butler Middle School and Wellsboro High School. This program will be funded through S.C.A. (Single County Authority) and will be used as a resource to the District's Guidance Departments and SAP teams.

H. Approval of CCI (Community Care Initiative) to Provide After-School Program for School Year 2025-26

Consideration of approval for CCI (Community Care Initiative) to provide an After-School Program for students at the Charlotte Lappla Elementary and Don Gill Elementary in accordance with the grant received by the Partnership. At this time, the District will be responsible to provide two (2) tutors at the rate of one (1) hour per night for each tutor at the rate of \$38.00 per hour for said individual tutor. Effective start date to be determined.

Roll Call Vote was as follows:

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

☒ Approved ☐ Disapproved ☐ Amended ☐ Tabled ☐ Postponed

2. **PERSONNEL**

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

A. Approval of Volunteer Appointments for School Year 2024-2025

Consideration of approval for the following extra-curricular **volunteer** appointments for School Year 2025-26, required clearances have been submitted;

1. Julian Stam, Volunteer High School Girls Tennis Assistant Coach for School Year 2025-2026;
2. Andrew Borzok, Volunteer High School Girls Tennis Assistant Coach for School Year 2025-2026;
3. Douglas Scott Champaign, Volunteer Middle School Football Assistant Coach for School Year 2025-26;
4. Shawn Pietrzyk, Volunteer High School Golf Assistant Coach, for School year 2025-26;
5. Anne Anderegg, Volunteer High School Swim Team Assistant Coach, for School Year 2025-26;

*B. Approval of Conference Requests of School Year 2025-26

Consideration of approval for the following conference requests:

1. Ashley Baker, Elementary Special Education Teacher, to attend ES (Emotional Support) Intensive Skills Training, BLAST IIU 17, Williamsport, PA. on October 8, November 5, and December 3, 2025; (Estimated Expenditures: Travel: \$218.40; Meals: \$51.00; \$525 (substitute teacher costs) Total: \$794.40) (Attachment X-2B-1)
2. Nicole Schea, High School Special Education Teacher, to attend PASA DLM (Pennsylvania Alternate System of Assessment/Dynamic Learning Maps) in Canton, PA on October 13, 2025; (Estimated Expenditures: Travel: \$57.40; Other: \$114 (money to be paid to Teacher because of no school scheduled for 10/13/25;)) (Total: \$171.40) (Attachment X-2B-2)
3. Joyce Butler, Administrative Assistant-Child Accounting/Registrar, to attend "A/CAPA – Attendance/Child Accounting Professional Association" in Hersey, PA (Hotel Hershey) on November 4-7, 2025; (Estimated Expenditures: Travel: \$210; Lodging: \$890; Meals: \$150; Registration: \$380; Total: \$1,630) (Attachment X-2B-3)

C. Approval of Mentors

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

1. James Mack, High School Vocational Instruction (Culinary Arts) Teacher, as mentor for James Reifer, High School Career Technical Educator, in accordance with the New Teacher Induction Program 2024-2030;
2. Barbara West, High School Mathematics Teacher, as mentor for Joshua Beals, High School Mathematics Teacher, in accordance with the New Teacher Induction Program of 2024-2030;
3. Bryce Bitner, High School Social Studies Teacher, as mentor for Peter M. Buonaiuto, High School Business/Computer & Information Technology Teacher, in accordance with New Teacher Induction Program of 2024-2030;

D. Approval of Head Teachers for School Year 2025-2026

Consideration of approval for the following head teacher hires for School Year 2025-2026:

1. Isaac Cary as Don Gill Head Teacher, for a stipend of \$1,980.69, effective August 20, 2025 – June 4, 2026;
2. Charissa Mascho as Charlotte Lappla Head Teacher, for a stipend of \$1,923, effective August 20, 2025 – June 4, 2026;
3. Matthew Hildebrand as Rock L. Butler Middle School Head Teacher, for a stipend of \$1,923, effective August 20, 2025 – June 4, 2026;

E. Approval of Support Staff Hires (WESPA) for School Year 2025-26

Consideration of approval for the following WESPA Support Staff hires for School Year 2025-26:

1. Jennifer Mosher, full-time Music Department Aide, (Hours: 7:50 AM – 3:20 PM) twelve (12) months; effective start date August 18, 2025 with a starting rate of pay of \$16.00 per hour. Hire is dependent on completion of a satisfactory first thirty (30) day probationary period. This position will be a part of the Contract Agreement between Wellsboro Area School District and Wellsboro Education Support Professionals Association (July 1, 2025 – June 30, 2029).
2. Allison Felipe, full-time special education paraprofessional (35 hours per week/ 9 months) effective August 8, 2025 with a starting rate of pay of \$16.00 per hour. Hire is dependent on completion of a satisfactory first thirty (30) day probationary period. Hire is also dependent on completion of Highly Qualified Paraprofessional training to be completed within one year from the date of hire.

F. Approval of Support Staff (WESPA) Transfers for School Year 2025-26

Consideration of approval for the following support staff transfers for the School Year 2025-26:

1. Elizabeth (Lisa) Baker, **from** part-time (5 hrs. per day/9 months) Rock L. Butler Middle School special education paraprofessional, **to** full-time (7 hrs. per day/9 months) Don Gill Elementary special education paraprofessional, effective August 18, 2025;
2. Kendal Warren, **from** part-time (5 hrs. per week/12 months) Rock L. Butler Middle School custodian, **to** full-time (8 hrs. per day/12 months) Don Gill Elementary custodian, effective July 7, 2025;
3. Renee Woodhouse, **from** part-time (5 hrs. per day/12 months) Don Gill Elementary custodian **to** full-time (8 hrs. per day/12 months) Don Gill Elementary custodian, effective June 9, 2025;

G. Approval of Hires of Wellsboro Area School District Crossing Guards for School Year 2025-26

Consideration of approval for the students listed below to serve as Wellsboro Area School District Crossing Guards during the School Year 2025-26. Rate of pay will be \$7.25, one (1) hour per day:

Rock L. Butler Middle School

Hunter Frazier
Jackson Largey
Nate Rudy
Will Rudy
Beau Smith
Aaron Salvesky

Substitutes

Alexis Dunning
Bentley Kerr
Anna Rivera
Hannah Smith
Hailey Stevens

H. Approval of Music Therapy Intern Shadowing District's Contracted Music Therapy Provider

Consideration of approval to allow Sarah Decker as Music Therapy Intern to shadow the District's contracted Music Therapy Provider, Momentum Music Services. Momentum Music Services was approved on June 17, 2025 by the Board of Education of the Wellsboro Area School District to provide music therapy services for the School Year 2025-26. There will be no expense to the District for this intern. This approval is pending receipt of Sarah Decker's FBI fingerprinting clearance. All other clearances have been received.

*I. Approval of F.M.L.A. (maternity)

Consideration of approval to grant FMLA (maternity leave) to Employee #3045 to use a combination of FMLA Maternity and Child Rearing Leave for the period of December 14, 2025 – June 4, 2026. (Attachment X-2I)

J. Approval of Extra-Curricular Hires

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

1.	Christopher Reese	Middle School Football Head Coach	\$3,823.75
2.	Brent English	Middle School Football Assist. Coach	\$1,993
3.	Fred Yungwirth	Middle School Football Assist. Coach	\$1,993
4.	Matt Hildebrand	High School Football Head Coach	\$6,084.65
5.	Ethan Nichols	High School Football Assist. Coach	\$3,595.73
6.	Nathan Babcock	High School Football Assist. Coach	\$3,875.01
7.	Bryce Bitner	High School Football Assist. Coach	\$3,595.73
8.	Andrew Borzok	Middle School Soccer Head Coach	\$2,361
9.	Jorge Taboada	Middle School Soccer Assist. Coach	\$1,684
10.	Todd Fitch	High School Boys Soccer Head Coach	\$3,961.59
11.	Derek Stevens	High School Boys Soccer Assist. Coach	\$2,504.96
12.	Michael Reese	High School Girls Soccer Head Coach	\$3,569
13.	Christian Parades	High School Girls Soccer Assist. Coach	\$2,432
14.	Spencer Kreisler	High School Girls Tennis Head Coach	\$2,481
15.	Franciszka Lupkowski	High School Girls Tennis Assist. Coach	\$1,418
16.	Valery Weaver	Middle School Volleyball Head Coach	\$2,110
17.	Darci Pollock	High School Volleyball Head Coach	\$3,623.54
18.	Tanya Harmon	High School Volleyball Assist. Coach	\$2,570.97
19.	Mackenzie Hastings	Middle School Cheerleading Advisor (Football Cheerleading: \$1056.78 Basketball Cheerleading \$1056.78)	\$2,113.56
20.	Carol Weimar	High School Cheerleading Advisor (Football Cheerleading: \$1,147.42 Basketball Cheerleading: \$1,147.42 Wrestling Cheerleading: \$1,147.42)	\$3,442.26
21.	TJ Howe	High School Golf Head Coach	\$2,131
22.	Tyler Upham	Middle School Cross Country Head Coach	\$2,740.83
23.	Erie Kosek	High School Boys/Girls Cross Country Head Coach	\$2,740.83
24.	Kristen Lanphear	Middle School Softball Head Coach	\$2,415
25.	Valery Weaver	Middle School Softball Assist. Coach	\$1,680
26.	Cindy Carr	Title 1 Family & Parent Engagement Liaison	\$5,000
27.	Jennifer Sporer	High School Swim Team Head Coach	\$4,509
28.	Dr. Jake Rogers	High School Indoor Bocce Head Coach	\$1,000
29.	Nicole Schea	High School Indoor Bocce Assist Coach	\$1,000
30.	Taylor Keiser	Strength & Conditioning Coach	\$6,604
31.	Ben Lytle	Audio Visual Coordinator	\$1,538
32.	Amber Whitney	HS Odyssey of the Mind Coordinator	\$ 824

Roll Call Vote was as follows:

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

☒ Approved ☐ Disapproved ☐ Amended ☐ Tabled ☐ Postponed

2. **OTHER**

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

Approval of Elimination of School Bus Route 251

Upon recommendation of Business Manager Jordan DeHaas, consideration of approval to eliminate School Bus Route #251.

Roll Call Vote was as follows:

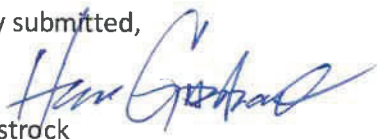
Mrs. West – Yes	Mr. Bieber – Yes	Mr. Curreri – Yes
Mr. Baldwin – Yes	Mr. Brown – Yes	Mrs. McConnell – Yes
Mr. Reese – Yes	Mr. Gastrock – Yes	

☒ Approved ☐ Disapproved ☐ Amended ☐ Tabled ☐ Postponed

XI. Public Comment – None at this time.

XII. Mr. Brown made a motion, seconded by Mrs. McConnell to adjourn the meeting at 7:12 PM.

Respectfully submitted,


Heather Gastrock
Board Secretary