

WELLSBORO AREA SCHOOL DISTRICT

Board of Education Meeting
September 9, 2025 - 6:30 PM

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call of Members
- 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: **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
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;
____ Approved ____ Disapproved ____ Amended ____ Tabled ____ Postponed
- VIII. A. Reports
1. Student Representatives
 2. Superintendent
 3. Business Manager
 4. Board Members
 5. Public Relations Follow-Up

IX. CONSENT ITEMS

Roll Call Vote

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;**

____ Approved ____ Disapproved ____ Amended ____ Tabled ____ Postponed

X. ACTION ITEMS:

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)

___Approved ___Disapproved ___Amended ___Tabled ___Postponed

2. PERSONNEL

- 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 Tennis 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.

____ Approved ____ Disapproved ____ Amended ____ Tabled ____ Postponed

XI. Public Comment – Residents must first state clearly their full name and address. They will be allowed no more than five (5) minutes to state their concern to the Board. Allegations regarding students or teacher 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 Schedules