

WELLSBORO AREA SCHOOL DISTRICT

Board of Education Meeting Minutes

May 13, 2025 - 6:30 PM

- I. Call to Order – The meeting was called to order at 7:00 PM by Mr. Christopher Gastrock.
- II. Pledge of Allegiance – Mr. Christopher Gastrock led the pledge of allegiance.
- III. Roll Call of Members – Mrs. Linda West; Mr. Eric Baldwin; Mr. Daniel Nowak; Mr. Scotty Brown; Mr. Albert Bieber; Mr. Glen Reese; Mrs. Maegan McConnell; Mr. Christopher Gastrock
- IV. Announcement of any Executive Sessions:
- V. Concerned Resident Issues: Mrs. Brandy Hirsch asked the board what the plan was moving forward with the elementary principal position.
- VI. Approval of Agenda – A motion was made by Mr. Brown, 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. Reese, seconded by Mr. Nowak 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 Meetings

Minutes of Work Session of April 1, 2025	(Attachment VII-A)
Minutes of Regular Board Meeting of April 8, 2025	(Attachment VII-A-1)
Minutes of Special Bd. Meeting of April 29, 2025	(Attachment VII-A-2)
Minutes of Buildings & Grounds Com. – March 25, 2025	(Attachment VII-A-3)
Minutes of Personnel Com. – March 25, 2025	(Attachment VII-A-4)
Minutes of Curriculum Com. – March 25, 2025	(Attachment VII-A-5)
Minutes of Policy Com. – March 25, 2025	(Attachment VII-A-6)

*B. Approval of Bills

General Fund Invoices;	(Attachment VII-B)
Student Activity Invoices;	
Capital Reserve Invoices;	
Disbursements – General Fund;	

☒ X Approved ☐ Disapproved ☐ Amended ☐ Tabled ☐ Postponed

VIII. A. Reports

1. Student Representatives – Mr. Ethan Pollaro gave the student report for the high school.
2. Superintendent – Mr. Steve Adams presented 5 retirees with a retirement gift. Mrs. Kramer, Mr. Davis, Mrs. Leach, Mr. Seeling and Mr. Outman.
3. Business Manager – Mrs. Jordan DeHaas reported to the board that they would be voting on the proposed budget and it would be out for review. She also reported to have received the farmstead/homestead numbers.
4. Board Members – None at this time.
5. Public Relations Follow-Up – Mr. Christopher Gastrock gave the PR follow-up. He stated the board

would be moving forward with transitioning Melissa Ryan to the middle school position she applied for, and hiring a new person for the elementary position. He also reported there had been some concerning issues found with the roof when samples were taken and the project would most likely cost more than projected. Concerning the softball field, Mr. Gastrock suggested the board move forward as the field is in very poor condition.

IX. CONSENT ITEMS

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

1. ADMINISTRATION AND ORGANIZATION

A. Appointment of District Treasurer

Consideration of approval for the appointment of Linda Gamble, Secretary to the Superintendent, as District Treasurer for the 2025-26 school year, effective July 1, 2025.

***B. Approval of Agreement between Commonwealth University of PA and W.A.S.D.**

Consideration of approval of Agreement between Commonwealth University of PA and Wellsboro Area School District, the term of which shall be until June 30, 2029. Said Agreement shall provide students of Commonwealth University of PA with the opportunity to apply theories of learning and professional skills to real life, practical experiences.

C. Approval of Law Firms Utilized by WASD During School Year 2024-2025:

1. Cox, Stokes and Lantz;
2. Sweet, Stevens, Kata & Williams;
3. Patrick J. Fanelli;
4. Eckert Seamans;

D. Approval of Changing Date of WASD Board of Education Meeting

Consideration of approval to change the date of June 10, 2025 for the WASD Board Meeting to **June 17, 2025 at 6:30 PM, Board Room, Administration Office.**

2. PERSONNEL

***A. Approval of Extra-Curricular Resignation**

Consideration of approval to accept extra-curricular resignation of Bryce Bitner, as High School/Middle School Girls Wrestling Head Coach, effective April 11, 2025;

3. STUDENT

***A. Approval of Overnight Field Trip Requests**

Consideration of approval for:

1. Amber Whitney, High School Technology/Industrial Arts Teacher and Bianca Parsons, High School Health Occupations Teacher, to take four (4) SkillsUSA students to Atlanta, Georgia Skills USA Nationals on June 22 – 28, 2025;
2. Melanie Berndtson, High School Horticulture Teacher, to take five (5) Grand Canyon FFA-Natural Resources students to Windber Park, Johnstown, PA on May 20 & 21, 2025;

B. Approval of Custodial Substitute for School Year 2024-2025 and 2025-2026

Consideration of approval of Austin Hendrickson as a custodial substitute at the rate of \$14.50 per hour; current clearances have been received;

4. OTHER

A. Approval of School Bus Drivers

Consideration of approval for the following school bus drivers:

1. Heather Beatty, school bus driver for Niles Transportation, effective May 14, 2025;
2. Molli Hall, school bus driver for Niles Transportation, effective May 14, 2025;

Roll Call Vote was as follows:

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

☒ X Approved ☐ Disapproved ☐ Amended ☐ Tabled ☐ Postponed

X. ACTION ITEMS:

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

1. ADMINISTRATION AND ORGANIZATION

- *A. Approval of Second Reading and Adoption of WASD Policy # 304.1 - Nepotism
Consideration of approval for the second reading and adoption of Wellsboro Area School District Policy #304.1, Nepotism;
- B. Approval of Supervising Dentist, Dr. Miroslav Nemet, with Dental Hygiene Program (DHSP) for School Year 2025-26
Consideration of approval for change of name of Supervising Dentist to Dr. Miroslav Nemet with the Dental Hygiene Program (DHSP) for School Year 2025-26.
- *C. Approval of Resolution Approving Proposed Final Budget for Fiscal Year 7/1/2025 – 6/30/2026
Consideration of approval for the adoption of Resolution Approving Proposed Final Budget for Fiscal Year 7/1/2025 – 6/30/2026 per Special Session Act 1 of 2006.
- *D. Approval of Pathway Agreement between PA College of Technology and Wellsboro High School
Consideration of approval of pathway Agreement between PA College of Technology and Wellsboro High School, said agreement to establish a mechanism for students of Wellsboro High School to earn credit for the defined coursework at Penn College in Building Construction Technology, A.A.S.
- *E. Approval of Memorandum of Understanding (MOU) between Northern Tier Regional Planning and Development Commission (NTRPDC) and Wellsboro Area School District (WASD)
Consideration of approval for the Memorandum of Understanding between the Northern Tier Regional Planning and Development Commission and Wellsboro Area School District to establish a framework for collaboration between NTRPDC and the District to enhance career education activities through the proposed Healthcare Industry Partnership Mini-Grant submitted by the District. The MOU is to facilitate the reimbursement of expenses incurred by the District in executing such activities. The amount of mini-grant is \$1,500 and runs from April 14 – June 30, 2025.
- *F. Approval of Petition to Confirm/Clarify & Amend Testamentary Trust of Delores A. Smith
Consideration of approval of Petition to Confirm/Clarify & Amend Testamentary Trust of Delores A. Smith, as presented.
- *G. Approval of Articulation Agreements with STATE UNIVERSITY of New York and Wellsboro Area High School
Consideration of approval for the following STATE UNIVERSITY of New York and Wellsboro High

School Articulation Agreements:

- A. Wellsboro Area High School Agricultural Business Instructor;
- B. Wellsboro Area High School Culinary Arts Instructor;
- C. Wellsboro Area High School Animal Science Instructor;
- D. Wellsboro Area High School Plant Science Instructor;

*H. Approval of Amendments to School Calendar 2025-26

Consideration of approval of the amendments to the School Calendar 2025-26 as follows:

- 1. October 24, 2025 – Act 80 Day with early dismissal of students at 1:00 PM;
- 2. February 13, 2026 – Act 80 Day with early dismissal of students at 1:00 PM;

I. Approval of LeChase as Clerk of Work Service for the Wellsboro Area High School Roofing Project;

Consideration of approval of **LeChase** as Clerk of Work Service for the Wellsboro Area High School Building Envelope Project, effective May 14, 2025, as presented.

J. Approval of Wellsboro Area High School Boiler Improvement Project

Consideration of approval of proposal from McClure Company in the amount of \$89,090 for the Wellsboro Area High School Boiler Improvement Project, as presented.

*K. Approval of Contract for UPMC Pediatric Therapy Services (Occupational)

Consideration of approval to enter into UPMC Contract for Pediatric Therapy Services for occupational therapy services for the School Year 2025-2026 at a total cost of \$85,500 (In ten (10) monthly payments of \$8,550 per month from September 2025 through June 2026), effective 1st day of July, 2025 and ending June 30, 2026.

*L. Approval of Contract for UPMC Pediatric Therapy Services (Physical Therapy)

Consideration of approval to enter into UPMC Contract for Pediatric Therapy Services for physical therapy as follows:

- | | |
|--|---------------|
| 1. Physical Therapy Hourly Fee | \$95.00 |
| 2. Physical Therapy Evaluation/Re-Evaluation | \$165.00 |
| 3. Travel Time Hourly Fee to District Site | \$53.00 |
| 4. Mileage to/from UPMCW and District Site | IRS Rate/Mile |

Said Contract effective July 1, 2025 – June 30, 2026.

*M. Approval of DaRTS Software Agreement between BLaST Intermediate Unit #17 and WASD

Consideration of approval of DaRTS Software Agreement between BLaST Intermediate Unit #17 and Wellsboro Area School District, effective July 1, 2025 – June 30, 2026, as presented.

Roll Call Vote was as follows:

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

☒ Approved ☐ Disapproved ☐ Amended ☐ Tabled ☐ Postponed

2. PERSONNEL

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

A. Extra-Curricular Volunteer Appointments for School Year 2024-25 and 2025-26

Consideration of approval for the following extra-curricular volunteer appointments for School Year 2024-25 and 2025-26; required clearances have been submitted;

1. Matt J. Sweet, Volunteer Chaperone, for field trips conducted during the School Year 2024-25;
2. Rachel Smith, Volunteer Chaperone, for field trips conducted during the School Year 2024-25;
3. Joyce Butler, Volunteer Chaperone, for field trips conducted during the School Year 2024-2025;
4. Michael Reese, Volunteer Chaperone, for field trips conducted during the School Year 2024-2025;
5. Brianne Coolidge, Volunteer Chaperone, for field trips conducted during the School Year 2024-25;
6. Dr. Lee Meyers (Pollaro), Volunteer Chaperone, for field trips conducted during the School Year 2024-25;
7. Brigitte Olson-Largey, Volunteer Chaperone, for field trips conducted during the School Year 2024-25;
8. Amber Leigh Hildebrand, Volunteer Chaperone, for field trips conducted during the School Year 2024-25;
9. Sierra Johnson, Volunteer Chaperone, for field trips conducted during the School Year 2024-25;
10. Sam Pollock, Volunteer Volleyball Assistant Coach, for School Year 2025-26;
11. Dixie L. West, Volunteer Chaperone, for field trips conducted during the School Year 2024-25;
12. Robin Acevedo, Volunteer Chaperone, for field trips conducted during the School Year 2024-25;
13. Tammy Jo Benedict, Volunteer Chaperone, for field trips conducted during the School Year 2024-25;
14. Sandra Hulslander, Volunteer Chaperone, for field trips conducted during the School Year 2024-25;

B. Approval of Hire of WASD Student Workers/College Worker for 2025 Buildings & Grounds Help

Consideration of approval for the hire of WASD student workers/college workers for 2025 Buildings and Grounds help. Payrate for student/college worker help is \$14.50 per hour, effective June 9 - August 8, 2025. Workers are: Stephen Salada; Stephen Tokarz; Jacoby Strang; Jake Starkweather; Wes Starkweather; Conner Adams (college student).

C. Approval of CPR/First Aid Training Funded Through Title IV Funds for 7/14-16/2025 & 8/7-8/2025

Consideration of approval for the following Wellsboro Area School District teacher and paraprofessional to participate in CPR/First Aid Training funded through Title IV Funds for July 14, 15, & 16, 2025 and August 7 & 8, 2025. Trainers will be Bianca Parsons and Jenna Boyce. Teacher will be paid in accordance with their respective Collective Bargaining Agreement (\$38.00 per hour) and paraprofessional will be paid in accordance with their Collective Bargaining Agreement:

Professional Staff:

Marcia (Smith) Kenyon

Paraprofessional:

Kiana Smith

D. Approval of Summer "Extended Work Year" Days

Consideration of approval of the following summer extended work year days at contracted per diem rates for the School Year 2024-2025 and School Year 2025-26:

1. Matthew Rendos, High School Guidance Counselor, not to exceed twenty-five (25) days;
2. Tanya Harmon, High School Guidance Counselor not to exceed twenty-five (25) days;

3. Shane Mascho, Middle School Guidance Counselor, not to exceed twenty (20) days;
4. Melanie Berndtson, High School Vocational Agriculture Teacher, not to exceed twenty (20) days;
5. Megan Copp, High School Guidance Secretary (support staff) not to exceed ten (10) days;

E. Approval for Hires for Special Education Extended School Year (ESY) Program (2024-25)
Consideration of approval for the following hires for Special Education Extended School Year (ESY) Program of 2024-2025 (June 17 – July 17, 2025 Program Length);

Teachers: 45-hours

1. Heather Callahan
2. Madelen Brunner
3. Marcia Smith Kenyon
4. Rhoda Mann
5. Meg Ralston

Teachers: 10-hours

1. Marcia Smith Kenyon
2. Meg Ralston

ESY Substitute Teacher: Nicole Schea

Paraprofessionals: 45-hour

1. Teresa Austin
2. Elizabeth Perry

ESY Paraprofessional Partners Summer Adventure Program (PSAP):

1. Norma Kohler

ESY Paraprofessional PSAP Substitute:

1. Shanna Garverick (June 18, July 14 and July 16, 2025)

ESY Paraprofessional Substitute:

1. Andrea Newton

F. Approval of WESPA Support Staff Hire for School Year 2024-25

Consideration of approval for the following WESPA Support Staff Hire for School Year 2024-25:

1. Connie Stoudt, part-time Special Education paraprofessional (up to 29.5 hours per week/nine (9) months) effective start date of May 8, 2025 with a starting rate of \$14.50 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 forty-five (45) working day probationary period.

G. Approval of Observation Conducted by Dr. Allison Polly, Independent BC Behavior Analyst

Consideration of approval to allow observation on Wellsboro Area School District Special Education Teacher, Madelyn Brunner, said observation to be performed by Dr. Allison Polly, up to five hours monthly to assess skills in the competency areas needed for board certification as a requirement of Slippery Rock University of Pennsylvania/Masters in Special Education with a concentration in Applied Behavior Analysis.

H. Approval of Request for FMLA (maternity)

Consideration of approval to grant FMLA (maternity leave) to Employee #3445 to use a combination of FMLA Maternity and Child Rearing Leave for the period of approximately August 21st – November 3, 2025.

I. Approval of Transfer Date Revision of Melissa Ryan

Consideration of approval to revise transfer of Melissa Ryan **from** Elementary Assistant Principal **to** Rock L. Butler Middle School Elementary K-6 teacher, at Step #15, Masters plus 30 at a salary of \$82,416, effective August 18, 2025.

J. Approval of Extra-Curricular Hire for School Year 2025-26

Consideration of approval for the extra-curricular hire of Todd Webster, High School/ Middle Girls Wrestling Head Coach for the School Year 2025-26 at a stipend of \$4,509 (play period from November 17, 2025 – March 7, 2026);

K. Approval of Temporary Title IX and School Safety Coordinator

Consideration of approval of Substitute Superintendent Steven Adams to perform duties of Title IX and School Safety Coordinator until June 30, 2025.

L. Approval of Heather Brown, Adm. Asst./Accounting/Board Secretary as WASD Transportation Director

Consideration of approval of Heather Brown as WASD Transportation Director at a daily rate of \$58.00 as of Wednesday, May 15, 2025 – June 30, 2025. Beginning July 1, 2025 – June 30, 2026 Heather Brown will receive a stipend of Fifteen Thousand Dollars and no/100 (\$15,000) for school year 2025-26 to perform all duties of WASD Transportation Director.

M. Approval of Ann Erdmann, Adm. Asst./Purchasing/Parks & Recreation as WASD Real Estate Tax Collector

Consideration of approval of Ann Erdmann as WASD Real Estate Tax Collector for the School Year 2025-26 starting July 1, 2025 – June 30, 2026 at a stipend of Seven Thousand Dollars and no/100 (\$7,000.00) to perform all duties of WASD Real Estate Tax Collector.

N. Approval of Mona Clark-Garrison, Adm. Asst./Payroll/Benefits, and Joyce Butler, Adm. Asst./Child Accounting/Registrar to Cross Train Their Duties

Consideration of approval of Mona Clark-Garrison and Joyce Butler to cross train their respective duties for School Year 2025-26 with each individual receiving a Five Thousand Dollar and no/100 (\$5,000.00) stipend for such duties and training.

Roll Call Vote was as follows:

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

☒ Approved ☐ Disapproved ☐ Amended ☐ Tabled ☐ Postponed

3. CURRICULUM

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

A. Approval of Textbook Adoptions 2025

Consideration of adoption of the following textbooks:

<u>Grade/Course</u>	<u>Book Title, Edition, Publisher</u>
Grades K-4 Go Math	Houghton Mifflin Harcourt K ISBN 9780358725039 1 st ISBN 9780358725 039 2 nd ISBN 9780358725039 3 rd ISBN 9780358725039 4 th ISBN 9780358725039

Grades 5-6 iReady Math

Curriculum Associates

5th ISBN 9781728046723; 9781728046730

6th ISBN 9781728046723; 9781728046754

Grades 7-8 Reveal

McGraw Hill Education

7th Called Course 1 ISBN 9781265822156

8th Called Course 2 ISBN 9781265823900

Accelerated Mathematics (Pre-Algebra)

ISBN 9780076673773/9780078997198

B. Approval of APL Training for WASD Teachers for School Year 2025-26

Consideration of approval for the Wellsboro Area School District's teachers, to wit, Joshua Beals, James Reifer, Kevin Post and Peter Buonaiuto on July 28 – 30, 2025 to be paid at the rate of \$38.00 per hour. Funds will be used from Title I funding.

C. Approval of High School Curriculum Professional Development

Consideration of approval for WASD Anatomy and Physiology Teacher, Rachel Holtz, to be paid up to four (4) hours for meeting time with Corning Community College faculty professor to plan A & P Course Content at the rate of \$38.00 per hour in June 2025. Funds will be used from EITC PD funding.

Roll Call Vote was as follows:

Mrs. West – Yes

Mr. Bieber – Yes

Mr. Nowak – Yes

Mr. Baldwin – Yes

Mr. Brown – Yes

Mrs. McConnell – Yes

Mr. Gastrock – Yes

Mr. Reese - Yes

☒ X Approved ☐ Disapproved ☐ Amended ☐ Tabled ☐ Postponed

- XI. Public Comment – Mrs. Mary Heston commended the students and staff on the “Fidler On The Roof” production. Mr. Mike Greenfield asked if the electric company increase was built into the school district’s budget. Mr. Joseph Callahan asked for clarification on which positions would be posted for the next school year and also when they would be posted. Mrs. Wendy Clark asked when the school calendar was going to be posted. Mr. Wayne Gray clarified the electric charges were not increasing, it was the distribution charges that were going to increase.

- XII. Mr. Brown made a motion, seconded by Mr. Nowak to adjourn the meeting at 7:47 PM.

Respectfully submitted,


Heather Gastrock
Board Secretary