

NORTHERN TIOGA SCHOOL DISTRICT
110 Ellison Road
Elkland, PA 16920

Minutes – April 8, 2024

1.0 OPERATIONS

1.1 Call to Order

The regular monthly meeting of the Northern Tioga School District Board of Directors was called to order by Ed Bonham at 7:00 PM.

1.2 Moment of Silence

Ed Bonham led a moment of silence.

1.3 Pledge of Allegiance

Ed Bonham led those present in the Pledge to the Flag.

1.4 Board Attendance: Board Members Present: Ed Bonham, Craig Stage, Julie Preston (via Zoom), Kim Strauser, and James Moyer. Absent: Aaron Smith, Glen Hallead, Greg Cummings, and Daniel Costley.

Administrators Present: Superintendent Kaufman, Kathy VanSchaick, Rebecca Koehler, Bill Butterfield, Dan Fie, Kathryn Slavinski, Matt Sottolano, Cheryl Sottolano, Jess Milliard, and Daren Bryant.

1.5 Student/Staff Recognitions & Presentations

Student of the Month:

Williamson High School – Robin Weir

Robin Weir is the Student of the Month at Williamson. She is the daughter of Stephen and Andrea Weir of Millerton and was selected for her academic and artistic achievements. Robin stands out in her graduating class as an accomplished musician who has worked her way through District and Regional competitions to attend State Band during her junior year and State Orchestra this year. She is also known for her artistic ability as a visual artist who enjoys drawing, mostly in black and white. Academically, Robin is curious and diligent, making her an outstanding student. She is able to showcase these abilities as a member of FBLA, another club where she has excelled, reaching the Regional level of competition for the last two years and placing first both times in the category of User Experience Design. She is hoping to qualify for the FBLA National Competition this month. Her future plans are to go to college for Human Centered Design, the same discipline as her FBLA category just with a different name. Congratulations, Robin.

Williamson is proud of you and knows that your focus and consistency will enable you to achieve any goal you set for yourself.

Williamson Middle School – Maddison Fay

Williamson Middle School's student of the month for April is Maddison Fay. Maddison is the daughter of Heather and Jesse Fay of Tioga. Maddison enjoys math and science, as well as physical education. She is motivated to learn and always puts in tremendous effort. She is a member of the Williamson Warrior volleyball, wrestling, track, and softball teams. She also plays for Kaos fastpitch travel ball. In the future she hopes to attend college and become a pediatric surgeon. Congratulations Maddison!

Cowanesque Valley High School – Angela Carpenter

Angela is a senior at Cowanesque Valley and is the daughter of Chad and Jennifer Carpenter of Sabinsville. Her teachers describe her as a kind and responsible young woman. She is always willing to raise a hand to answer questions or share an idea or opinion during class discussion. Additionally, her kindness and patience also lead her to serve as a role model for younger students in class in how to discuss issues calmly and respectfully with others when you have a different opinion and to treat others with empathy. She not only works hard in class, but also participates in cheerleading, track, history club, and chorus, currently serving as the vice-president. She was also in the drama club and school pride club as an underclassman. Angela has joined the Air Force and will begin that chapter of her life on July 9th.

Cowanesque Valley Middle School – Mayla Bates

The CV middle school team chose Mayla Bates as their April student of the month because she is kind, hard-working, cheerful, and studious. Her parents are Ashley and William Bates, and they live in Westfield.

Mayla is part of the middle school student council, as well as the volleyball and softball teams. When she is not in school, she loves playing and practicing softball, spending time with her family (she has three siblings) and playing video games with her friends.

Mayla plans on going to college to play softball and becoming a professional softball player as an adult. Her favorite position is third base, but she normally plays right field. Mayla's favorite school subject is math because she's good at it. She said she got her love of math from her dad. Mayla's favorite thing about middle school is being able to go on fun AR field trips and the kindness ticket rewards. Mayla is most proud of earning high honor roll each marking period this school year.

R.B. Walter Elementary School – Alaina Coots

Alaina Coots has been chosen as R.B. Walter's Student of the Month for April. Alaina, daughter of Dana and Amy Coots, is a sixth-grade student. Her teachers selected her as the student of the month for her kindness to others, her work ethic, and her willingness to lend a helping hand in any situation.

Alaina is a hard-working student. She says that ELA and math are her favorite subjects in school because she LOVES TDA's, and Mrs. Kennedy relates stories and jokes to her math concepts. Also, Mrs. Kennedy and Alaina share a love of flamingos. Alaina

volunteers time tutoring Kindergarten students. She has always loved school and is especially thankful to have had such amazing teachers from Kindergarten all the way up through the grades.

When she is not at school, Alaina enjoys raising cows and being in 4-H, being an usher at her church, and playing volleyball and the piano. Her future plans are to become an elementary teacher and to be a part of the field of agriculture.

When asked who her role model is, Alaina named her whole family. She is thankful to have young adult siblings who help her understand things in school and outside of school. She is also thankful for what her parents have taught her, such as allowing her to have her own bank account.

R.B. Walter is very proud to recognize Alaina as our April Student of the Month. We are confident that as she enters the high school next year, she will continue to thrive. We cannot wait to see what the future holds for this outstanding young lady!

Clark Wood Elementary School – Selena Lambert

Clark Wood Elementary School's Student of the Month is Selena Lambert. Selena is the daughter of Joseph and Ann Englehart of Osceola. She is a 6th grade student who contributes to her school in many ways. Selena is a PBIS student ambassador, an art helper, member of the school recycling team, and helps with the backpack program. She is a conscientious student, who always put forth her best effort, and has a positive attitude. Selena is friendly, helpful, caring, and known for her big smile. In her free time, Selena enjoys drawing Pokémon, reading, playing with her younger brother, and caring for her many pets, including three dogs, fish, reptiles, and chickens. Science is her favorite subject at school, and she hopes to be a veterinarian or work with animals when she grows up. Congratulations, Selena, you make us proud!

Westfield Area Elementary School – Daisy Bish

The Westfield Area Elementary School Student of the Month is Daisy Bish! Daisy, a 6th grade honor roll student, is the daughter of Suzie Bish of Westfield. Daisy is involved in chorus, basketball, art helpers and student council. She also cheers and plays the drums in the band. Outside of school, Daisy takes dance lessons. In her free time, she enjoys reading, talking with her sister, playing outside, and being with her family. Her favorite subjects in school are math and science. Daisy's teachers describe her as hard-working, polite, and compassionate. She always has her assignments completed and is willing to assist others who need it. She takes the lead in ensuring classrooms jobs are completed. Daisy's "can-do" attitude make her a great role model! We are proud to have Daisy Bish as our WAES Student of the Month!

1.6 Open Forum

Bob Goodrich, Osceola, PA

Mr. Goodrich provided recognition to the families of our district students. He commended their faithfulness in helping their students succeed. To conclude, he offered a prayer.

1.7 Approval of Minutes

A motion was made by Kim Strauser, seconded by Craig Stage, to approve the March 11, 2024, Regular Meeting Minutes, the March 25, 2024, Buildings and Grounds Committee Minutes, and the March 25, 2024, Work Session Minutes. All votes were affirmative. The motion carried.

1.8 Budget Transfers (Exhibit #2) (Removed)

1.9 Approval of Bills (Exhibit #3)

A motion was made by James Moyer, seconded by Kim Strauser, to approve bills as outlined in Exhibit #3. Roll Call Vote. All votes were affirmative. The motion carried.

1.10 Facility Use Permits & Conferences (Exhibits #4 & #5)

1.11 Information & Correspondence

Teacher Transfers: Amanda Robbins, Title I Teacher, R.B. Walter, Transfer from Williamson High School, Life Skills. Effective beginning with the 2024/2025 school year and Jane Spohn, Title I Teacher, R.B. Walter, Transfer from Williamson High School, Middle Level ELA. Effective beginning with the 2024/2025 school year.

2.0 REPORTS

2.1 Superintendent's Report

Mr. Kaufman and the High School Principals recognized those athletes and teams that competed in the post season, District IV tournaments along with our Unified Bocce Team that made it to the state tournament.

A discussion was held to determine if Kathy can proceed with the current 24/25 budget proposal, as presented to the Board at the Mark work session, to bring back to the board for approval at the May meeting.

Lastly, Mr. Kaufman noted the work Rebecca Koehler put in which helped lead to the district being awarded a \$1.1 million grant from the federal Bipartisan Safer Communities Act (BSCA) and its Stronger Connections Grant Program. He also references a press release from Representative Owlett and Senator Yaw regarding the grant award.

2.2 Business Manager's Report

Monthly Reports – (Exhibits #6 (none), #7, #8, #9, #10, # 11, and #12)

A motion was made by Kim Strauser, seconded by Craig Stage, to approve the Payroll Rate Changes(none), Capital Reserve Report, Financial Report, Cash Investment Report, Student Activity Report, Cafeteria Bills and Report, and Transportation Changes as outlined in Exhibits #7, #8, #9, #10, #11, and #12. All votes were affirmative. The motion carried.

2.3 Buildings and Grounds Report

Daren Bryant provided an update on various projects that have been completed or are in progress throughout the district by the buildings and grounds team, including twenty work orders. Mr. Bryant noted that several yearly inspections have been completed and everything is in working order. As well, they have been focusing on spring sports field maintenance this month. A special thanks was shared for the work Mike Orr has completed in repairing and maintaining the Hustler lawn mowers.

2.4 Grant Update

Rebecca Koehler provided an update regarding the five grants she has been focused on; two we are under consideration for, and the other three have been awarded for a total of \$1,260,026.00, to complete various projects throughout the district.

3.0 ACTION ITEMS

3.1 2023/2024 Co-Curricular Appointments (Exhibit #13)

A motion was made by Craig Stage, seconded by James Moyer, to approve the 2023/2024 co-curricular appointments as outlined in Exhibit #13. All votes were affirmative. The motion carried.

3.2 Substitutes (Exhibit #14)

A motion was made by Kim Strauser, seconded by Craig Stage, to approve the additional substitutes be added to the 2023/2024 substitute list as outlined in Exhibit #14. All votes were affirmative. The motion carried.

3.3 Resignations

A motion was made by James Moyer, seconded by Kim Strauser to accept the following resignation: Vallery Ives, Clark Wood Elementary School, Special Education Teachers Aide, effective March 25, 2024. All votes were affirmative. The motion carried.

3.4 Classified Appointments (Exhibit #15)

A motion was made by Kim Strauser, seconded by James Moyer, to appoint Melinda Brown to a 4.0 hour per day Instructional Aide position assigned to Westfield Area Elementary School, \$15.62 per hour, effective March 15, 2024, in accordance with the contractual agreement between the Northern Tioga School District and the Northern Tioga Education Support Professionals as outlined in Exhibit #15. Roll Call Vote. All votes were affirmative. The motion carried.

3.5 Approval of Temporary Professional Contracts (Exhibit #16)

A motion was made by Craig Stage, seconded by James Moyer, to approve the following Temporary Professional appointments in accordance with the contractual agreement between the Northern Tioga School District and the Northern Tioga Education Association as they now hold their Pennsylvania Teaching Certificates, McKenna Haskins, Special Education Teacher, Westfield Area Elementary School Certification: Special Education PK-12, Instructional I; Issued- January 1, 2024; David Benjamin, English Teacher, Williamson High School Certification: English 7-12, Instructional I; Issued- March 1, 2024; and Kayla McCaig, Special Education Teacher, Clark Wood Elementary School Certification: Special Education PK-12, Instructional I; Issued- March 01, 2024, as outlined in Exhibit #16. Roll Call Vote. All votes were affirmative. The motion carried.

3.6 Approval of Volunteer

A motion was made by Craig Stage, seconded by James Moyer, to approve the following volunteers: Matthew Watkins. Cowanesque Valley High School, and Joshua Colegrove, Williamson High School. All votes were affirmative. The motion carried.

3.7 Approval of MTSS Interventionist Position

A motion was made by Kim Strauser, seconded by James Moyer, to approve the pilot position of MTSS Interventionist at RB Walter Elementary School for the 24/25 school year. This position is being created with existing teacher staff. Roll Call Vote. All votes were affirmative. The motion carried.

3.8 Approval of Principal's Special Requests

A motion was made by Kim Strauser, seconded by James Moyer, to approve Mr. Sottolano, Principal of Cowanesque Valley High School, requests the Board's approval to use up to \$2,800.00 from his Principal's Special Request Fund to support student rewards, field trips and possibly a deposit on next year's first day guest speaker; Mrs. Sottolano, Principal of Westfield Area Elementary School, requests the Board's approval to use up to \$1,500.00 from her Principal's Special Request Fund to support PBIS rewards, field trips, end of year expenses and assisting the PTO with an assembly in May; Mr. Millard, Principal of Clark Wood Elementary School, requests the Board's approval to use up to \$1,500.00 from his Principal's Special Request Fund to support student field trips and end of the year student rewards and recognitions; and Mr. Butterfield, Principal of Williamson High School, requests the Board's approval to use up to \$2,000.00 from his Principal's Special Request Fund to support student field trip transportation, PBIS incentives, and next year's first day guest speaker. Roll Call Vote. All votes were affirmative. The motion carried.

3.9 Approval of Window Project (Exhibit #17)

A motion was made by Craig Stage, seconded by Kim Strauser, to approve the Proposal for Architectural/Engineering Services with Hunt Engineers/Architects/Surveyors for the Window Replacement Project at the Clark Wood Elementary School and Williamson High

School in the amount of \$39,000.00. These services are needed for assistance with filing the Public-School Facility Improvement Grant through the Pennsylvania Department of Community and Economic Development, as outlined in Exhibit #17. Roll Call Vote. All votes were affirmative. The motion carried.

3.10 Approval to Purchase Security Camera Servers (Exhibit #18)

A motion was made by Craig Stage, seconded by Kim Strauser, to approve the purchase of three new security camera servers from Spot AI, as well as the licensing to access their web-based camera surveillance and monitoring software. The cost to the district will be \$123,720.00. This will be funded from the technology reserve, as outline in Exhibit #18. Roll Call Vote. All votes were affirmative. The motion carried.

3.11 Revisions of 2023/2024 Calendar (Exhibit #19)

A motion was made by Kim Strauser, seconded by Julie Preston, to approve a revision to the 2023/2024 school calendar to include an early dismissal on April 8, 2024, due to the impending Solar Eclipse, as outlined in Exhibit #19. Roll Call Vote. All votes were affirmative. The motion carried.

3.12 Approval of Admin Retreat

A motion was made by Craig Stage, seconded by James Moyer, to approve an admin retreat June 19-21, 2024. The retreat will involve the administration staying 2 nights in Mechanicsburg, working with presenter Ron James who will also be presenting to district staff and students during the first week of school next year, and engaging in professional development at the Pennsylvania School Safety Institute (PennSSI). The approximate budget for this retreat would be \$5000.00. Ron James' expenses will be covered through a grant and the professional development at PennSSI is covered through the school district's PSBA membership. Roll Call Vote. All votes were affirmative. The motion carried.

3.13 Approval of Roofing Project (Exhibit #20)

A motion was made by Craig Stage, seconded by James Moyer, to approve the contract for the replacement of the Westfield Area Elementary School Roof at a total cost of \$1,004,583.00, pending final review of the contract by the district's solicitor. This project will be funded by the general fund and the capital reserve fund and will begin in June 2024 with final completion by August 1, 2024, as outlined in Exhibit #20. Roll Call Vote. All votes were affirmative. The motion carried.

3.14 Extended School Year

A motion was made by James Moyer, seconded by Kim Strauser, to approve advertising inhouse for two (3) extended school year special education teacher positions, one (1) social worker, one (1) nurse, and one (1) speech and language support teacher at the rate of \$150.00/day and six (6) paraprofessional positions at their current hourly wage. The ESY Program will begin June 25, 2024, and end July 27, 2024. The ESY Program will operate 3

days per week, 4 hours per day. Transportation will be provided for the students and the routes will be put out for bid. Extended School Year is required under IDEA regulations for eligible students. Roll Call Vote. All votes were affirmative. The motion carried.

3.15 Request to Attend Out-of-State Conferences (Exhibit #21 & #22)

A motion was made by Kim Strauser, seconded by James Moyer, to approve Daren Bryant to travel to Nichols, New York on April 11, 2024 to attend the 2024 Sanico Trade Show at a total cost of approximately \$93.67 to the District, as outlined in exhibit #21 and to travel to Wellsville, New York on April 18, 2024 to attend the I.D. Booth Product Expo at a total cost of approximately \$58.95 to the District, as outlined in exhibit #22. Roll Call Vote. All votes were affirmative. The motion carried.

3.16 Approval to Close Scholarship Fund

A motion was made by Ed Bonham, seconded by James Moyer, to approve to close the Jeff Reippel Scholarship Fund as funds were depleted during the 2022/2023 school year. Roll Call Vote. All votes were affirmative. The motion carried.

3.17 Administrative Building Summer Worker

A motion was made by James Moyer, seconded by Kim Strauser, to approve the hiring of a summer worker at \$10.00 per hour to assist with various projects in the administrative offices during the summer. Roll Call Vote. All votes were affirmative. The motion carried.

3.18 Additional Vacancies During April

A motion was made by Craig Stage, seconded by Ed Bonham, to approve the Superintendent to interview and offer positions to top ranking candidates for any teacher or classified vacancies that may occur between the April and May Board meetings. Those recommendations will be made to the Board at the regular May meeting. (This will eliminate the need to convene a special meeting.) All votes were affirmative. The motion carried.

4.0 NEW BUSINESS

5.0 ANNOUNCEMENTS

5.1 Future Board Meetings

An executive session for purposes authorized by the Sunshine Act may be held between tonight and the next Board meeting.

Board Work Session – April 22, 2024, 6:00 PM
Regular Board Meeting – May 13, 2024, 7:00 PM

5.2 Committee Meetings- None

5.3 Mr. Kaufman commended Kathy for the time and energy she has put into preparing the 2024/2025 budget proposal for the district.

6.0 ADJOURNMENT

6.1 Adjourn

A motion was made by Kim Strauser, seconded by Craig Stage to adjourn. All votes were affirmative. The motion carried.

Adjournment was at 8:13 PM.

Brittany Mondock
Board Secretary

All documents as attachments to the minutes not contained herein are maintained in a separate file located in the Superintendent's Office.