

NORTHERN TIOGA SCHOOL DISTRICT
110 Ellison Road
Elkland, PA 16920

Minutes – May 9, 2022

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 President, Julie Preston at 7:02 PM.

Executive Session – An executive session preceded the meeting for the purpose of legal and personnel issues.

Executive Session – An executive session was held after the May 9, 2022 meeting for the purpose of legal and personnel issues.

1.2 Moment of Silence

A moment of silence was led by Julie Preston.

1.3 Pledge of Allegiance

Julie Preston led those present in the Pledge to the Flag.

1.4 Board Attendance: Board Members Present: Julie Preston, Ed Bonham, Greg Cummings, Jean Kohut, Ben Howe, Jolene Meisner, James Moyer, Jim Neal, and Kim Strauser.

Administrators Present: Superintendent Barnes, Dan Fie, Kris Kaufman, Bill Butterfield, Jeremy Freeman, Matt Sottolano, and Cheryl Sottolano. Absent: Christina Fry, Jess Millard, and Christina Sheeley.

1.5 Student/Staff Recognitions & Presentations

Student of the Month

Williamson High School – Kate Morrell

Kate Morrell, daughter of Adam and Billianne Morrell of Tioga, PA and a Senior at Williamson Jr./Sr. High School, has been selected as the high school Student of the Month for the month of May. Kate has been selected as Student of the Month for Williamson High School by the Music and Arts Departments. According to Kate's teachers in that department, "on multiple occasions Kate has shown how responsible, mature, organized, dedicated, kind, and intelligent she is. Every teacher knows that they can count on Kate to complete tasks when assigned, and to communicate with them when problems arise. She has the integrity, and reliability that is rare to find in most adults, and therefore is quite

deserving of this award.” The traits described above have led to Kate earn many awards and honors while at Williamson, including being on the High Honor Roll every marking period, a member of the National Honors Society, and being selected as one of WENY’s “Everyday Heroes”.

In addition to applying herself in the classroom, Kate is also involved outside of the classroom. She is an active member of the Williamson Marching Band, and the current President. Kate also works part time at Three Rivers. As a Senior, Kate’s future plans are to attend Mansfield University in the Fall, majoring in Radiologic Technology. Kate, the faculty, and staff of Williamson High School would like to congratulate you and let you know that we are very proud of you.

Williamson Middle School – Breanna Orr

Breanna Orr is the Williamson Middle School student of the month. Breanna is the daughter of Michael Orr and Kelly Wheaton of Westfield. Bre is currently in the 7th grade. Her teachers comment that Breanna is a pleasure to have in class, as she is always very upbeat, on-task, and helpful to those around her. Breanna enjoys spending time with her family, fishing and walking and playing with her animals while she is at home. Breanna is always happy to be in school and is friendly with everyone! Congratulations Bre!

Cowanesque Valley High School – Ben Doran

Ben is a sophomore at Cowanesque Valley and is the son of Heather Doran of Knoxville and the late Mike Doran. Ben’s teachers describe him as wonderful young man. He is dependable, responsible, and a joy to have in class. He puts a lot of work into his classwork, he asks questions, participates in class, and will even help others. It is evident that he strives for personal growth on a regular basis. Ben is a member of the cross country and tennis teams. He is also a member of the chorus. His friends and teammates enjoy his sense of humor. Ben plans to participate in everything he can his last two years of high school and then pursue a career that he is passionate about.

Cowanesque Valley Middle School – Ashtyn Burdick

The Cowanesque Valley Middle School teachers are pleased to announce Ashtyn Burdick as our middle school student of the month. He is in seventh grade and is the son of Joey Tomb of Elkland and Sabrina Burdick of Westfield. Ashtyn is a respectful and dedicated student who works hard in the classroom. He is always conscientious about his classwork, and his teachers appreciate it. Outside of the classroom, Ashtyn is on the basketball and baseball teams and will be inducted into the National Junior Honor Society this month. He also enjoys hunting, fishing, and spending time with his family. His favorite subject is science, and he would like to eventually become a carpenter. Ashtyn says he is enjoying middle school, and when asked what he is most proud of, he responded, ‘They type of kid that I grew up to be.’ That is certainly something we are all proud of Ashtyn for as well!

R.B. Walter Elementary School – Aiden Jayne

RB Walter Elementary School would like to congratulate Aiden Jayne as our 5th grade student of the month for May. Aiden is the son of Dondi Jayne and Robin Weeks of Millerton, PA. Aiden is a friendly young man who embraces life with a passion and an infectious smile. Aiden’s teachers describe him as a well-mannered, conscientious student who cares deeply about others. He is eager to help his peers and goes above and beyond to

show his kindness. Academically, Aiden excels in math, his favorite subject. Aiden pursues academic challenges and frequently seeks extra work to provide that challenge. Aiden's outside interests are spending time with his family, playing baseball, and solving rubrics cubes. Congratulations Aiden. We are very proud of you!

Clark Wood Elementary School – Matthew Hayward

We are very proud at Clark Wood Elementary School to announce that Matthew Hayward, a 6th grade student in Mrs. Johnson's room, is our May Student of the Month. Matthew lives in Lawrenceville with his mother Felicia. Matthew was nominated by his teachers because he is helpful, responsible, and has a very charismatic personality. He is always positive to be around and enjoys a good conversation. He is always looking to be helpful around the school. His eagerness to please is infectious. In school Matthew enjoys his peers and teachers. His favorite subject is math class, but he has the most fun participating in gym. He has been involved on our Recycling Team, Back-Pack Team, and as a morning food delivery helper. Outside of school Matt enjoys fishing, hunting, riding his bike and especially tinkering on his lawnmowers. We are very proud of you.

Westfield Area Elementary School – Zander Wilson

The Westfield Area Elementary School Student of the Month is Zander Wilson. Zander is the son of Kevin and Charrisse Wilson of Westfield. Zander, a 6th grade student, is consistently on the honor roll. His favorite subject in school is math. He is involved in many activities, including band, chorus, drama club, and he is a 1st grade helper. He plays football for the CVYFL, wrestles with Ride Out Wrestling Club, plays baseball for the Knoxville Tigers, and also runs track. Zander competed at both the PJW and the Keystone State wrestling tournaments this year. In his free time, he enjoys traveling with his family and hanging out with his friends. His teachers describe him as a student that positively adds to classroom discussion, especially in math! He is a kind-hearted student that is a quiet helper to everyone. He is trustworthy and willing to do anything asked of him! We are proud to have Zander Wilson as our Student of the Month!

1.6 Open Forum

Bob Goodrich, Osceola, PA

Mr. Goodrich gave a thank you and recognition to the support structure for the kids in Northern Tioga School District, and stated he is grateful for the family support and noted the entire staff are all important. He also offered a prayer.

Christina Snell, Addison, NY

Ms. Snell, spoke about her son and the \$10,000.00 tuition expense to allow her son to attend Northern Tioga School District. Ms. Snell requested the Board discuss creating a scholarship or a tuition waiver to help with the tuition expense. Ms. Snell said she is currently a teacher at Westfield Area Elementary School, and it is becoming increasingly difficult to afford the tuition for her son, and may need to consider moving from her family owned land in Addison, NY or changing jobs in order to provide for her family.

1.7 Approval of Minutes

A motion was made by Jim Neal, seconded by James Moyer, to approve the monthly meeting minutes from the April 7, 2022 Buildings & Grounds Committee Meeting, the April 11, 2022 Regular Meeting, and the April 25, 2022 Work Session. All votes were affirmative. The motion carried.

1.8 Budget Transfers (Exhibit #2)

A motion was made by Kim Strauser, seconded by Jim Neal, to approve budget transfers as outlined in Exhibit #2. Roll Call Vote. All votes were affirmative. The motion carried.

1.9 Approval of Bills (Exhibit #3)

A motion was made by Greg Cummings, seconded by Jolene Meisner, 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) – None

1.11 Information & Correspondence

2.0 REPORTS

2.1 Superintendent's Report

PA Rural Recruitment Summit:

Dr. Barnes stated there is a lack of practitioners in this area, and medical students are going more into specialty areas than into Family Practice. She is involved with PARRS on the discussion on how to attract, and keep, practitioners in our area.

Kindergarten Registration:

Dr. Barnes shared the current numbers for Kindergarten registration are as follows: Westfield Area Elementary School: 26; R.B. Walter Elementary School: 55; Clark Wood Elementary School: 31. These numbers are down from last year, and she wanted to make the Board aware.

PASSA Update:

Dr. Barnes receives a weekly update from PASSA (Superintendent's Association for the state of PA) and wanted to share some good news. Collected \$6.5 billion in General Fund revenue in April, which is \$1.8 billion (38%) over their estimate and is the most tax revenue collected in a single month. Fiscal Year to Date General Fund Collections total \$40.7 billion, which is \$4.5 billion (12.4%) above estimates. She is hoping this positive information will help impact Legislature during Budget discussions.

2.2 Business Manager's Report

Monthly Reports – (Exhibits #6, #7, #8, #9, #10, #11, #12)

A motion was made by Ed Bonham, seconded by Ben Howe, to approve the Payroll Rate Changes, Capital Reserve Report, Financial Report, Cash Investment Report, Student Activity Report, Cafeteria Bills & Report, and Transportation Changes as outlined in Exhibit #6, #7, #8, #9, #10, #11, and #12. All votes were affirmative. The motion carried.

2.3 Buildings and Grounds Report

Jeremy Freeman, Supervisor of Buildings and Grounds, gave an update on the following items:

Bus Radios: Bus radio testing was conducted Friday, May 6th, and all seemed to be working properly during the test. The GPS system firmware needs to be updated on a few buses to complete the upgrade.

CV Gang Bathroom Project: There will be a special Board meeting on May 23, 2022 for voting purposes on this project. The remaining schedule for this project is as follows: Board Awards at May 23, 2022 Board Meeting; Contractors start 2nd week on June 13, 2022 (9.5 weeks); Construction complete August 19, 2022.

Classroom HVAC Project: The Buildings & Grounds Committee met on May 5, 2022 and based on that meeting, the committee is recommending the Board approve doing the Classroom HVAC Project at Cowanesque Valley High School and Williamson Jr/Sr High School with McClure. Jeremy will have an update on this project at the May 23, 2022 Board meeting and will have firm numbers from McClure for doing the HVAC project at the two high schools. The remaining schedule for this project is as follows: May 23, 2022: Board selection of Company to Partner with; Summer 2023: Construction to start. Class Room List: CVHS: 30 Classrooms; WHS: 22 Classrooms.

2.4 Grant Update

Kris Kaufman, Principal of Academic Affairs, provided updates to the board on where things stand with the ESSER grant. Mr. Kaufman stated the ESSER report was submitted and corrected. Michelle Van Order is working on setting up codes in CSIU which will assist with tracking students and ESSER funding. Kris also stated they are currently signing contracts for the summer programs and will provide an update on those at the next Board Meeting.

3.0 ACTION ITEMS

3.1 2021/2022 Co-Curricular Appointments (Exhibit #13)

A motion was made by Jean Kohut, seconded by Jim Neal, to approve 2021/2022 co-curricular appointments as outlined in Exhibit #13. All votes were affirmative. The motion carried.

3.2 2021/2022 Substitutes (Exhibit #14) - None

3.3 Retirement

A motion was made by Jean Kohut, seconded by James Moyer, to accept the retirement of Pamela Casbeer from her position of guidance secretary at the Williamson High School, effective November 7, 2022, and thanked her for her dedicated service. All votes were affirmative. The motion carried.

3.4 Extended School Year Appointments (Exhibit #15)

A motion was made by Jean Kohut, seconded by Greg Cummings, to approve the extended school year appointments as outlined in Exhibit #15. Roll Call Vote. All votes were affirmative. The motion carried.

3.5 Proposed Final Budget Adoption (Exhibit #16)

A motion was made by Jim Neal, seconded by Kim Strauser, to approve the proposed final budget for the 2022/2023 school year in the amount of \$44,623,183.00 as outlined in Exhibit #16. This reflects an increase of .7384 mills or 4.0% in real estate millage. The budget will be on display for public inspection on the PDE 2028 form beginning May 10, 2022 and the public will have the opportunity under Open Forum at the June 13, 2022 Board Meeting to comment prior to the final adoption of the budget. Roll Call Vote. The motion carried with Jean Kohut and James Moyer casting a negative vote.

3.6 Approval of Act 93 Agreements 2022-2026 (Exhibits #17, #18, #19, #20, #21, #22)

A motion was made by Kim Strauser, seconded by Greg Cummings, to approve the Act 93 Agreements for Groups 1, 2, 3, 4, 5, and 6 effective July 1, 2022 – June 30, 2026 as outlined in Exhibits #17, #18, #19, #20, #21, and #22. Roll Call Vote. The motion carried with Jean Kohut casting a negative vote.

3.7 Election of Treasurer – One Year Appointment

A motion was made by Jean Kohut, seconded by Kim Strauser, to appoint Greg Cummings as treasurer for a one year appointment. No other nominations were made. Nominations were closed. Roll Call Vote. All votes were affirmative. The motion carried.

3.8 Appointment of General Fund Depository

A motion was made by Kim Strauser, seconded by Jolene Meisner, to continue with PSDLAF (PA School District Liquid Asset Fund) as school district depository for local, state, and federal monies for the 2022/23 school year, continuing to utilize Citizens & Northern Bank of Elkland, PA as the primary checking institute. Roll Call Vote. All votes were affirmative, with Ben Howe abstaining. The motion carried.

3.9 Summer Lump Sum Payment Requests (Exhibit #23)

A motion was made by Kim Strauser, seconded by Jean Kohut, to approve summer lump sum payment requests as outlined in Exhibit #23. All votes were affirmative. The motion carried.

3.10 Approval to Advertise for Proposals

A motion was made by Jean Kohut, seconded by Ben Howe, to advertise for any transportation proposals that may be necessary during the 2022/23 school year. All votes were affirmative. The motion carried.

3.11 Approval to Apply for Grants

A motion was made by Jim Neal, seconded by Jean Kohut, to approve the Superintendent's request to apply for any grants available, including federal funds applications, for the 2022/23 school year, as long as those grants are not contingent upon a commitment of local funds by the school district. All grants will be per-approved through the central administration offices according to the Board's motion in May, 1997. All votes were affirmative. The motion carried.

3.12 Approval to Participate in State Bids

A motion was made by Jean Kohut, seconded by Jim Neal, to approve the Business Manager to participate in the following state bid programs: PEPPM, L3P3, PA State Contract, U.S. Communities, COSTARS, Pittsburgh Regional Food Service Directors Bid, KPN Bids, BLaST IU Bids, AEPA Bid, National Purchasing Partners (NPP) Cooperative Purchasing Program, BLaST IU Purchasing Consortium, National IPA, and Central Westmoreland Council of Governments during the 2022/23 school year. All votes were affirmative. The motion carried.

3.13 Approval of Agreement Between NTSD and NTESPA (Exhibit #24)

A motion was made by Jean Kohut, seconded by Greg Cummings, to approve the agreement between Northern Tioga School District and the Northern Tioga Education Support Professionals Association to adjust the work week from June 20, 2022 – August 12, 2022 to reflect 4 ten hour days with Fridays being an off day and the work day starting at 6:00 AM and ending at 4:30 PM as outlined in Exhibit #24. All votes were affirmative. The motion carried.

3.14 Approval of English Language Learner Plan (Exhibit #25)

A motion was made by Jean Kohut, seconded by Greg Cummings, to adopt the revised English Language Learner Plan as outlined in Exhibit #25. The Plan has been developed and approved in coordination with support from PATTAN. All votes were affirmative. The motion carried.

3.15 Approval of Head Start MOU (Exhibit #26)

A motion was made by Jim Neal, seconded by Ed Bonham, to approve the Memorandum of Understanding between Bradford-Tioga Head Start and the district as outlined in Exhibit #26. Roll Call Vote. All votes were affirmative. The motion carried.

3.16 Approval of Cooperative Sponsorship (Exhibit #27)

A motion was made by Ed Bonham, seconded by Jim Neal, to approve the Cooperative Sponsorship in football with Galeton paying all cost associated with sponsorship as outlined in Exhibit #27. All votes were affirmative. The motion carried.

3.17 HVAC Upgrades – None

3.18 Dean of Students Appointment

A motion was made by Greg Cummings, seconded by Jean Kohut, to appoint Shelby Button as Dean of Students. This will be a temporary position. The position will end in one year or when Shelby Button obtains her Principal Certificate. Roll Call Vote. All votes were affirmative. The motion carried.

3.19 Approval of 2022/2023 Board Meeting & Work Session Dates

A motion was made by Jim Neal, seconded by Jean Kohut, to approve the following 2022/23 Board Meeting & Work Session Dates:

August 8, 2022	August 22, 2022 (work session)
September 12, 2022	September 26, 2022 (work session)
October 10, 2022	October 24, 2022 (work session)
November 14, 2022	November 29, 2022 (work session)
December 1, 2022	
January 09, 2023	January 23, 2023 (work session)
February 13, 2023	February 27, 2023 (work session)
March 13, 2023	March 27, 2023 (work session)
April 11, 2023	April 24, 2023 (work session)
May 8, 2023	
June 12, 2023	

3.20 Additional Vacancies During May

A motion was made by James Moyer, seconded by Greg Cummings, to approve the Superintendent's request to interview and offer positions to top ranking candidates for any teacher, classified, or Act 93 vacancies that may occur between the May and June Board meetings. Those recommendations will be made to the Board at the regular June meeting, which will eliminate the need to convene a special meeting. All votes were affirmative. The motion carried.

4.0 NEW BUSINESS - None

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.

Special Board Meeting – May 23, 2022, 7:00 PM

Regular Board Meeting – June 13, 2022, 7:00 PM

5.2 Committee Meetings

6.0 ADJOURNMENT

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

Adjournment was at 8:07 PM.

Kelly Sherman

Board Secretary

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