

NORTHERN TIOGA SCHOOL DISTRICT
110 Ellison Road
Elkland, PA 16920

Minutes – April 13, 2026

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 Rod Butler at 7:06 PM.

1.2 Moment of Silence

Rod Butler led a moment of silence.

1.3 Pledge of Allegiance

Rod Butler led those present in the Pledge to the Flag.

1.4 Board Attendance: Board Members Present: Allison D’Haene, Greg Cummings, Rod Butler, Denise Mack, James Moyer, Kim Strauser. Absent: Craig Stage, Julie Preston, and Ed Bonham.

Administrators Present: Superintendent Kaufman, Kathryn Slavinski, Dan Fie, Matt Sottolano, Daren Bryant, Bonnie Walker, William Butterfield, Kathy VanSchaick, Jess Millard, and Becky Koehler.

1.5 Student/Staff Recognitions & Presentations

Student of the Month

Williamson High School – Almer Cruttenden III

The student of the month for Williamson is Almer Cruttenden III, son of Laura and Almer Cruttenden II of Elkland. This senior enjoys 3-D printing, anything related to computers, and music. Almer recently auditioned for and participated in PMEA District 8 Band, where he auditioned again and gained acceptance to the PMEA Region IV Band on Euphonium. He also had a standout solo on Trombone and was a drum major for marching band last fall. Most recently, he auditioned for and won 1st chair for bass guitar for PMEA District 8 Jazz Band. Almer often helps students around him to achieve by helping them understand classwork more fully with patient explanation and empathy. His positive spirit is infectious, and he is a joy to be around. His future plans are to attend Shippensburg University for Computer Engineering. Congratulations, Almer! Williamson is proud to call you a warrior!

Williamson Middle School – Selena Lambert

Selena Lambert, an outstanding student at Williamson Middle School, has earned Student of the Month recognition for her exceptional academic achievements and contributions to her school and community. The daughter of Joseph and Ann Englehart of Oceola, Selena is an integral part of her 8th grade class. She is a leader in the classroom, works diligently in all her classes, and always has a smile on her face. Selena is kind, conscientious and considerate which makes her a great student and classmate. She is extremely creative and imaginative, which serves her well in her classes and allows her to think outside of the box. She loves to read and write her own stories, and she stated that she would like to become an author when she gets older. Selena is always willing to take on any challenge placed in front of her. Congratulations, Selena!

Cowanesque Valley High School – Lilah LaBarron

Cowanesque Valley proudly announces sophomore Lilah LaBarron, daughter of Bradley and Christina LaBarron of Westfield, as the April student of the month. Lilah is a dedicated and well-rounded student. She is known for her kind-hearted nature, strong work ethic, and willingness to go the extra mile to help others. Teachers describe her as a dependable student they can rely on to complete tasks thoroughly and with care. Lilah is actively involved in school activities, serving as class secretary and participating in student council and media club. She also plays both basketball and softball. Her teachers commended her positive attitude and commitment and encourage her to continue making a difference in both the classroom and her school community. Great job, Lilah!

Cowanesque Valley Middle School – Lileigh Stahli

The Cowanesque Valley Middle School teachers are proud to name Lileigh Stahli as April's student of the month. She lives in Little Marsh with her parents, Josetta, and Marty Stahli, and enjoys spending time with family, practicing softball, and drawing. Lileigh is a conscientious and dedicated student who consistently puts forth commendable effort in her classes. She is responsible, respectful, and actively engaged, taking pride in both her academic performance and timely completion of assignments. Lileigh is actively involved in extracurricular activities, including band, student council, volleyball, basketball, and softball. In the future, she hopes to become a veterinarian. Her teachers commend her dedication and encourage her to continue striving for excellence. Great job, Lileigh!

R.B. Walter Elementary School – Willa Hultz

We are pleased to announce that Willa Hultz is our April Student of the Month. Willa is the daughter of Aaron and Kaitlynn Hultz of Millerton. She is a kind, enthusiastic, creative, and artistic student. Willa's favorite subject in school is art class because she can show her creativity in many ways. She also participates in band, chorus, and Battle of the Books. Outside of school, Willa enjoys playing rugby, participating in puppetry, attending horse camp at Triple-D Farm, and being involved in 4-H. She earned Reserve Junior Champion with her Brown Swiss calf and beef heifer. Willa's goal for the future is to become a pediatric nurse, because she enjoys working with kids and watching "The Good Doctor." Congratulations, Willa! We are proud of you!

Clark Wood Elementary School – Carson Butler

Carson is the son of Aaron and Kimberly Butler of Tioga, PA. In school, Carson works really hard to make sure that his work is always completed and he participates frequently during his classes. He is an exceptional role model for all of Clark Wood and a complete joy to have in class. Carson gets along well with his peers and is willing to help his teachers with extra tasks. He also helps with the backpack program and plays basketball. Outside of school, Carson is a member of the Lions Rugby team of Corning. He is actively involved in 4-H where he shows Holstein cows. In his free time, Carson enjoys deer, bear and turkey hunting while also spending his time fishing and working on the farm. We are so proud of you Carson, congratulations!

Westfield Area Elementary School – Risley Howe

Risley Howe is a 6th grade student at WAES and is the daughter of Ben and Mackenzie Howe of Knoxville. At school, she is a member of the Student Council and in the chorus. She also participates in intramural basketball and volleyball. She plays softball for the Knoxville Tigers and plays on a travel softball team as well, Fury Fastpitch. Risley also enjoys golf and is a part of the Operation 36 program and other youth golf programs at River Valley. Her favorite subject in school is reading. Her teachers say that Risley is a wonderful student! She is a role model for others, especially when it comes to our BRAVE expectations. She is organized, hardworking, caring, and kind. She is always willing to help others and has a great attitude, especially when it comes to a challenge! She is always engaged in the lessons and participates often! Risley is also responsible as she follows directions and completes and hands in work on time. In her free time, she is learning to play the guitar and is taking voice lessons. Her future goal is to become a singer. Congratulations, Risley. We are very proud of you!

Winter Sport District Qualifiers- Wrestling and Unified Bocce and PMEA District Chorus and Band Qualifiers.

Battle of the Books Participants- R.B. Walter Elementary, Westfield Area Elementary, and Williamson High Middle School

1.6 Open Forum

Bob Goodrich, Osceola, PA.

Mr. Goodrich shared a prayer with the board.

1.7 Approval of Minutes

A motion was made by Kim Strauser, seconded by Allison D’Haene, to approve the monthly meeting minutes from March 9, 2026. All votes were affirmative. The motion carried.

1.8 Budget Transfers (Exhibit #2) - None

1.9 Approval of Bills (Exhibit #3)

A motion was made by Kim Strauser, seconded by Denise Mack, 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

Correction: From the March 9, 2026, meeting. Caitlin Barr, Autistic Teacher, Clark Wood Elementary School, Step 9 Master's Degree +15.

Ethics Statements: As required by law, the Commonwealth of Pennsylvania "Statements of Financial Interest" have been distributed to all Board members, administrators, and the superintendent. These must be completed and returned to the Board Secretary prior to the May 1, 2026, deadline.

2.0 REPORTS

2.1 Superintendent's Report

Athletic Facility Project Update

Mr. Kaufman shared that the work on the athletic complex at CVHS has begun. Cottle's Asphalt Management (CAM) mobilized on site on April 6th, as planned. Throughout the first week, initial staging and site work was completed. Starting with the second week, grading of the football field and adjoining areas has been taking place. Work will be starting soon at WHS. As work progresses, pictures will be posted on social media and the school district website for the public.

Recent Conferences

Mr. Kaufman also shared that he and Mrs. Koehler had the opportunity to attend two conferences. The Stronger Connections conference was a required conference associated with the \$1 million Building Safer Communities Act (BSCA) grant that the district received two years ago. Presenters from the PA Attorney General's Office presented on bullying during one of the sessions. As a follow up, the district will be working with the same presenters to train administration, staff and students on bullying. The training focuses on the effects of bullying but also the best practices on how to approach and address situations involving bullying. The second conference was the PDE (PA Department of Education) Data Summit. Follow up from this conference will include the district reviewing attendance policies and procedures which will include how schools support students and families struggling with school attendance.

House Bill 2358

Lastly he shared that, HB 2358, "Ensuring High Quality Cyber Education Options for Students", has been recently introduced. This bill would require students who are interested in online learning to use a school district's online learning program, provided that program meets specific criteria and has been approved by PDE.

2027-30 Comprehensive Plan Priority Goals

Mrs. Koehler presented on the 2027-2030 Comprehensive Plan Priority Goals.

Federal Monitoring

Mrs. Koehler also shared that federal monitoring took place on March 26th. This monitoring included a review of fiscal and program compliance across the three Title programs at both Westfield Area Elementary and RB Walter Elementary Schools. Mrs. Koehler gave an initial report to the board that included an overview of some findings, although the district has not received the official notice of corrective action. Steps have already been taken to address the findings, and a more comprehensive report will be presented to the board in the future.

2.2 Business Manager's Report

26/27 Budget Presentation

Kathy VanSchaick, Business Manager, presented a handout and reviewed information regarding the proposed 2026/2027 Budget.

- Projects the district was able to schedule and/or complete during the 2025/26 School Year:
 - Continue Upgrades of HVAC Controls – Williamson High School \$185,000.00
 - Sanitary Plumbing Project – Williamson High School - \$314,106.00
 - Replacement of the Pole Barn at Westfield Elementary School – cost covered by insurance recovery funds received in 2024/25 - \$419,229.00
- Projects Funded with Grants:
 - Upgrading Intercom Systems at all Schools – Funded by the COPS Grant – Awarded \$306,653.00. District will contribute \$102,218.00
- Projects Funded with the Capital Reserve Fund:
 - Gym Floor Refurbishing – Clark Wood - \$58,700.00
 - Replace 3 gas trains on the boilers – Clark Wood - \$45,000.00
 - Re-tube boilers #2 and #3 – Clark Wood - \$38,000.00
 - Railings for the inside bleachers – Williamson - \$29,000.00
 - Repave Gym Area – Williamson - \$26,456.00
 - Remove trees around gym blacktop – Williamson - \$8,400.00
 - Pillar Protectors – Williamson - \$10,450.00
- Some of the 2026-2027 Budget Expenditures include:
 - Health Insurance Increase of 13.0% - \$747,669
 - Professional Staff Salaries - \$839,509
 - PSERS Decrease - \$77,400
 - Increase utilities, software, transportation, IU Services, turf tank, bus radios, athletic transfer, supply accounts, elementary consumables, property insurance, science kits, tuition, curriculum, travel, athletic travel, conferences, PBIS, district presenters, update staffing, anticipated unknown contractual increases, increase athletic trainer, etc. - \$688,178
 - Remove STARR expenses \$21,000 decrease
 - Eliminate Speech and 1 Elementary Position \$271,443

- 2026/27 Equipment Request Total--\$270,756 -will be funded by carryover from 2025/26 budget, if any.
- 2026/27 Technology Replacement Equipment was approved for purchase February 2, 2026, to avoid possible price increase and current supply shortages. This will be funded by the technology reserve.
- Some of the 2026-2027 Budget Revenues include:
 - No Tax Increase equates to \$71,498 decrease in revenues
 - Increasing taxes to the Act 1 Index of 5.2% = \$508,031. This is only realized IF the Board raises taxes to the Index.
 - Increase retirement reimbursement \$100,000
 - Increase School Health Reimbursement \$16,000
 - Increase transportation reimbursement \$250,000
 - Increase EIT Collections - \$50,000
 - Increase Plan Con Reimbursement \$179,200.00
 - Increase Basic Ed per the Governor's Proposed Budget \$101,571
 - Increase Spec Ed per the Governor's Proposed Budget \$63,690
 - Increase RTL Base to 2025/26 Funding Level -\$683,460
 - Update Budgeted Title Funding to 25/26 allocation decrease of \$1,870
 - Current Deficit of \$457,555

Kathy provided a list of examples on how to close the deficit, ranging from increasing taxes to the Act 1 Index of 5.2% (0.5064 mills) to 1% (0.0974 mills). She also reviewed with the Board some of the median assessed values of these and the impact on taxpayers if the Board were to raise taxes. Kathy reminded the Board the deadline to adopt a Proposed Final Budget is May 11, 2026, with a Final Budget Adoption of June 10, 2026.

26/27 Equipment Requests

Kathy VanSchaick, Business Manager, presented a handout that reviewed the 2026/2027 Equipment Requests by building.

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

A motion was made by Greg Cummings, seconded by James Moyer, to approve the Payroll Rate Changes, Capital Reserve Report, Financial Report, Cash Investment Report, Student Activity Report, Cafeteria Bills and Report, and Transportation Changes, as outlined in Exhibits #6, #7, #8, #9, #10, #11, and #12. All votes were affirmative. The motion carried.

Approval of Bid - (Exhibit #15)

A motion was made by Kim Strauser, seconded by Allison D'Haene, to approve the 2026/2027 Paper and Small Ware Bids as outlined in Exhibit #15. Roll Call Vote. All votes were affirmative. The motion carried.

2.3 Buildings and Grounds Report

Daren Bryant prepared a report to provide the board with an update on the various projects that have been completed or are in progress throughout the district by the buildings and

grounds team. Including set up and preparation for spring sporting practices and games across the district.

2.4 Grant Update – None.

3.0 ACTION ITEMS- VOICE VOTE

3.1 Voice Vote (Exhibits #13 and #14)

A motion was made by Greg Cummings, seconded by Allison D’Haene to approve the following voice vote action items as outlined below and in Exhibits #13 and #14. All votes were affirmative. The motion carried.

3.1.1 2025/2026 Co-Curricular Appointments (Exhibit #13)

3.1.2 Substitutes (Exhibit #14)

3.1.3 Retirements & Resignations: Izabella Provorse, Teacher's Aide, Williamson High School, resignation effective March 23, 2026; Logan Chapman, Custodian, Westfield Area Elementary School, resignation effective March 27, 2026; and Jacob Lane, Teacher's Aide, Cowanesque Valley High School, resignation effective April 2, 2026.

3.1.4 Approval of Volunteers: Kellie Vargas, Jared Patt, and Lilly Dodson - Clark Wood Elementary and Monique Knapp- Williamson High School.

3.1.5 Appointment of PSBA Voting Delegates: Appointment of Craig Stage and James Moyer to be voting delegates for the PSBA Delegate Assembly Meeting being held on Saturday, November 7, 2026, at 9:00 a.m., in-person at Cumberland Valley School District’s Mountain View auditorium.

3.1.6 Approval of 2026/27 Board Meeting & Work Session Dates

Regular Board Meetings
(Begin at 7:00 PM)

August 10, 2026
September 14, 2026
October 13, 2026
November 9, 2026
December 01, 2026
January 11, 2027
February 8, 2027
March 8, 2027
April 12, 2027
May 10, 2027
June 9, 2027

Board Work Sessions
(Begin at 6:00 PM)

August 24, 2026
September 28, 2026
October 26, 2026
January 25, 2027
February 22, 2027
March 22, 2027
April 26, 2027

- 3.1.7 Additional Vacancies During April- to interview and offer positions to successful candidates for any teacher, classified, or Act 93 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.)

4.0 ACTION ITEMS- ROLL CALL VOTE

- 4.1 Roll Call Vote (Exhibits #16, #17, #18, #19, #20, #21, #22, and #23)

A motion was made by Kim Strauser, seconded by Allison D'Haene to approve the following roll call vote action items as outlined below and in Exhibits #16, #17, #18, #19, #20, #21, #22, and #23. Roll Call Vote. All votes were affirmative. All votes were affirmative, with Greg Cummings abstaining from item 4.1.9.

- 4.1.1 Classified Appointments: in accordance with the contractual agreement between the Northern Tioga School District and the Northern Tioga Education Support Professionals: Deborah Walker, 6.5 hours per day Teacher's Aide, Clark Wood Elementary School, \$17.32 per hour, effective March 16, 2026; Cordell Cady, fulltime Custodian, Westfield Area Elementary School, \$18.15 per hour, effective April 13, 2026; Heather Hurd, 6.5 hours per day Teacher's Aide, Williamson High School, \$17.32 per hour, effective April 13, 2026; and Abrionna Stiles, 6.5 hours per day Teacher's Aide, Cowanesque Valley High School, \$17.32 per hour, effective April 13, 2026.
- 4.1.2 MTSS Tutor Appointments: Katie Roe, Westfield Area Elementary School, \$25.00 per hour, effective April 13, 2026, for the remainder of the 25/26 school year.
- 4.1.3 Extended School Year: Mr. Fie requests the Board's approval to advertise in-house for three (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 per day and six (6) paraprofessional positions at their current hourly wage. The ESY Program will begin June 23, 2026, and end July 23, 2026. 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.
- 4.1.4 Principal's Special Requests: 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 in support of student's needs for field trips, special transportation, and end of year activities; Mrs. Walker, 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 in support of student's field trips and end of year activities and awards; and Mr. Butterfield, Principal of Williamson High School, requests the Board's approval to use up to \$1,200.00 for his Principal's Special Request Fund in support of PBIS incentives and remaining field trips.

- 4.1.5 Transfer of Funds: Approval of the transfer of funds currently assigned to the COVID and Plan Con Reimbursement Fund Balances in the amount of \$1,204,759.00 to the capital reserve account. These funds will be used for the athletic field project and any other projects approved by the Board.
- 4.1.6 Administrative Building Summer Worker: Approve the hiring of a summer worker at \$13.00 per hour to assist with various projects in the administration offices during the summer.
- 4.1.7 Resolution (Exhibits #16 & #17): Approval of the resolution outlining the post-issuance compliance procedures.
- 4.1.8 Affiliation Agreement (Exhibit #18): Approval of the Affiliation Agreement with Commonwealth University through June 30, 2031.
- 4.1.9 Appointment of Construction Administrator (Exhibit #19)
 - The Superintendent, Business Manager, and Buildings and Grounds Supervisor recommend the board approve to hire LDG as a Construction Administrator for the Athletic Project.
- 4.1.10 State Budget Resolution (Exhibit #20)
- 4.1.11 Policy Second Reading and Adoption- of proposed changes to the following policies: (Exhibits #21, #22, and #22)
 - Policy 204- Attendance, Policy 610- Purchases Subject to Bid/Quotation, and Policy 611- Purchases Budgeted.

4 NEW BUSINESS

5 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 27, 2026, 6:00 PM

Regular Board Meeting– May 11, 2026, 7:00 PM

5.2 Committee Meetings

Building and Grounds Committee Meeting– April 21, 2026, 6:00 PM

6 ADJORN

6.1 Adjourn

A motion was made by Greg Cummings, seconded by Denise Mack to adjourn. All votes were affirmative. The motion carried.

Adjournment was at 8:41 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.