

NORTHERN TIOGA SCHOOL DISTRICT
110 Ellison Road
Elkland, PA 16920

Minutes – December 1, 2020

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 7:10 PM.

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

Executive Session – An executive session was held on November 19, 2020 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, Greg Cummings, James Moyer, Jim Neal, and Kim Strauser. Via Zoom: Ed Bonham, Jean Kohut, Ian McLaughlin (entered the meeting at 7:22 PM), and Jolene Meisner.

Administrators Present: Superintendent Barnes, Kathy VanSchaick, Jeremy Freeman, Dan Fie, Amy Coots, Christina Fry, Jess Millard, and Kris Kaufman. Absent: Cheryl Sottolano and Matt Sottolano.

1.5 Election of Temporary President

A motion was made by Jean Kohut, seconded by Greg Cummings, to nominate Kim Strauser as Temporary President. The nominations were closed. All votes were affirmative and Kim Strauser assumed the role of President.

1.6 Election of President and Vice President

A motion was made by Greg Cummings, seconded by James Moyer, to nominate Julie Preston as President. The nominations were closed. All votes were affirmative to elect Julie Preston as President. Kim Strauser relinquished the Presidency seat and Julie Preston assumed the President's chair.

A motion was made by Jean Kohut to nominate Greg Cummings as Vice President. Greg noted that he currently serves as Treasurer for the Board and therefore cannot serve as Vice President.

A motion was made by Jean Kohut, seconded by Ed Bonham, to nominate Kim Strauser as Vice President. The nominations were closed. All votes were affirmative to elect Kim Strauser as Vice President.

- 1.7 Jolene Meisner remained as the district PSBA Liaison.
- 1.8 Dr. Barnes remained as the district Employee Relations Contact.
- 1.9 Jean Kohut remained as the School Board Sick Bank Representative.
- 1.10 Julie Preston remained as the I.U. Board Representative.
- 1.11 Student/Staff Recognitions & Presentations

Student of the Month

Williamson High School – Jakob Barner

Jakob Barner, son of Robert and Kayce Barner of Millerton, PA, is a Sophomore at Williamson Jr./Sr. High School and was selected as the high school student of the month. Jakob was nominated by the Industrial Arts department for his dedication and leadership in their classes. As one teacher in the department put it,

“Jake is currently enrolled in the Building Construction Principles class. Everyday Jake shows up to class ready to work with a good attitude. We are working on a shed project and Jakob has become a leader in the build. Every day when students meet for a briefing on what needs done, Jake pays attention and then gets the job done. He is willing to help others and often guides other students. He shows up to class like any individual should show up to work. I have every confidence that he will be a successful individual once he has graduated.”

Not only does Jakob apply himself in the classroom, but he also commits to hard work outside of the classroom. Although only a sophomore, Jakob enjoys finding work outside of the home and is currently helping on a local farm. In addition, he has taken his passion for the Industrial Arts outside of the classroom by doing some carpentry work on the side. Jakob has an interest in pursuing the metal fabrication industry after graduating from Williamson. Jakob, 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 – Daniel Wilson

Williamson Middle School is proud to honor Daniel Wilson as the December Student of the Month. Daniel is the son of Jamie and Kevin Wilson, of Nelson. He has an older sister Cori who is an Elkland High School graduate. Important to Daniel are his grandmother, Vicky Wiles, and his soon to be grandfather, Gus, along with his other grandparents, Roxi and Jim McClean

Daniel is a very outgoing and kind young man. He enjoys art, especially drawing. Daniel is a fan of both video and board games. He is an inducted member of the Williamson National Junior Honor Society.

This young man's dedication to the Lord is very important to him. Daniel is a Christian who attends church services every week. He enjoys his role as the projectionist at the Lawrenceville Baptist Church.

Daniel aspires to become an animator and/or a teacher. As a teacher, he would like to teach math or art. Again, Williamson Middle School is honored to recognize Daniel Wilson as the December Student of the Month! Congratulations Daniel!

Cowanesque Valley High School – Chris West

Chris is a sophomore at Cowanesque Valley and the son of Mike and Jennifer West of Westfield. Although Chris is quiet, he is extremely polite, courteous, and does an outstanding job in class! He participates well in class, does his work 100% and is an excellent example to his peers of a kind, hardworking student. Chris is a member of the football team. In his spare time, Chris enjoys spending time with his family and lifting with his teammates.

Cowanesque Valley Middle School – Starr Ordway

The Cowanesque Valley Middle School teachers are pleased to announce Starr Ordway as our middle school student of the month. She is in seventh grade and is the granddaughter of Elizabeth McCullen of Sabinsville. Starr is a joy to have in the classroom. One of the traits that stands out about Starr is her positive attitude; she always has a smile on her face. She is also helpful to her teachers, focused on her schoolwork, and kind to her peers. She is on the soccer team and a member of ski club. In her spare time, she enjoys riding horses and spending time with her friends. We are lucky to have Starr as part of our middle school!

R.B. Walter Elementary School – Barrett Heyler

Barrett is a wonderful 4th grade student at R.B. Walter who arrives every morning with a smile. He works hard and goes out of his way to help others. He is a great role model for the other students. Barrett is a good listener and an inquisitive student who shows an obvious love for learning. His sweet nature and sense of humor make him fun to be around, not only for his peers but also for his teachers.

He has many friends and is actively involved in extracurricular activities. Barrett loves football and plays for the CV Youth League. He has a competitive drive which helps him to succeed on the field and in school. Barrett plays percussion in band.

Barrett is the oldest son of Allen and Amber Heyler, from Sabinsville. He has a younger brother and a baby sister. Barrett loves hunting with his dad and hanging out with his family. In the future, he would like to be a professional football player.

Clark Wood Elementary School – Kayleigh Costellic

We're very pleased and proud to announce that second grader, 7 year old, Kayleigh Costellic, daughter of Anthony and Erica Costellic of Lawrenceville, is the Clark Wood student of the Month. Kayleigh exemplifies RAMS in school and out. She loves to read

and play with her cousins, and her American Girl doll. Kayleigh is also interested in dance, swimming, and Jujitsu. Kayleigh has a fun personality and is a pleasure to have in class. We are so proud of you, Kayleigh. Congratulations, we at Clark Wood are very proud of you.

Westfield Area Elementary School – Kayden Brockman

The Westfield Area Elementary School Student of the Month is Kayden Brockman. Kayden is a 4th grade student. He resides in Westfield with his mom, Kiya Brockman, and his three brothers. Kayden participated in the WAES soccer program this year. In his free time, Kayden likes to ride his hoverboard, play outside, and play video games. His teachers describe him as a determined young man that strives to reach and exceed all expectations of him. The quality of his work is important to him. In addition to his strong work ethic, Kayden is compassionate to his peers and demonstrates good manners. We are proud to have Kayden Brockman as our WAES December Student of the Month!

1.12 Open Forum

No one from the public wished to address the Board at this time.

1.13 Approval of Minutes

A motion was made by Jim Neal, seconded by James Moyer, to approve the monthly meeting minutes from the November 9, 2020 regular meeting. All votes were affirmative. The motion carried.

1.14 Budget Transfers (Exhibit #2) – None

1.15 Approval of Bills (Exhibit #3)

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

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

1.17 Information & Correspondence

Ian McLaughlin entered the meeting at this time (7:22 PM).

2.0 REPORTS

2.1 Superintendent's Report

PDE Form

Dr. Barnes shared that the Pennsylvania Department of Education (PDE) has required that all districts submit a form indicating which mode of instruction they are currently using, either remote or in-person. The district has submitted the form indicating that we are currently in remote instruction. The form will need resubmitted each time the district changes modes of instruction. The Board does not need to approve the form.

EITC Funds

Dr. Barnes shared that Develop Tioga notified her that Cowanesque Valley High School and Williamson High School will receive over \$11,000 in EITC funds to be split between the schools. This money will be used for tech programs. Dr. Barnes expressed her thanks to Develop Tioga and the organizations that donated funds.

District Update

The District Update was made available in the usual format.

2.2 Business Manager's Report

Monthly Reports – (Exhibits #6, #7, #8, #9, #10, #11, #12, #15)

A motion was made by Kim Strauser, seconded by Jim Neal, to approve the Payroll Rate Changes, Capital Reserve Report (None), Financial Report (None), Cash Investment Report (None), Student Activity Report, Cafeteria Bills & Report (Bills Register Only), Transportation Changes, and Capital Projects Report (Bills Register Only) as outlined in the Exhibits. All votes were affirmative. The motion carried.

Due to the timing of the meeting, the November reports were not available and will be considered in January as has been done in the past.

Bus Contractor Payment

Kathy VanSchaick, Business Manager, shared that Governor Wolfe signed Senate Bill 1216 into law and that is now Act 136 of 2020. The bill provides that school districts will receive the greater of either what this year's formula data would drive out or what they were allocated for the this fiscal year (2020-21). School districts must continue to pay school bus contractors even when transportation is not provided. The amount paid to them will be calculated based on what they would have received had the pandemic not occurred minus variable costs to be defined and determined by PDE. Guidance will be provided within 30 days of the effective date and school bus contractors must certify the amount of the variable cost reduction to school districts.

2.3 Buildings and Grounds Report

Jeremy Freeman, Supervisor of Buildings and Grounds, reported that building automation at Westfield Area Elementary School is up and running and the boiler system has been fixed. The roof replacement at Cowanesque Valley High School is underway. Work has also been progressing on the secure entrances. It is expected that it will be a couple of weeks before they are complete. Dr. Barnes and Jeremy expressed their satisfaction with the district's decision to switch to NRG for building automation. They have helped to solve many long standing issues that the district was previously unable to get fixed. Jeremy also noted that the building project punch lists are almost complete. Jean Kohut requested that Jeremy send an updated list to the Board once they are complete.

3.0 ACTION ITEMS

3.1 2020/2021 Co-Curricular Appointments (Exhibit #13)

3.2 2020/2021 Substitutes (Exhibit #14)

A motion was made by Greg Cummings, seconded by Kim Strauser, to approve (3.1) 2020/2021 co-curricular appointments as outlined in Exhibit #13; (3.2) 2020/2021 substitutes as outlined in Exhibit #14. All votes were affirmative. The motion carried.

3.3 Classified Appointment (Exhibit #16)

A motion was made by Jean Kohut, seconded by Jim Neal, to appoint Erin Wilson to the position of 4.0 hour per day special education teacher aide currently assigned at the R.B. Walter Elementary School at the rate of \$13.41 per hour, effective December 7, 2020 in accordance with the contractual agreement between the Northern Tioga School District and the Northern Tioga Education Support Professionals as outlined in Exhibit #16. Roll Call Vote. All votes were affirmative. The motion carried.

3.4 2021/2022 Budget Resolution (Exhibit #17)

A motion was made by Kim Strauser, seconded by James Moyer, to approve the attached resolution certifying that the 2021/2022 tax rate will be increased at a rate at or below the adjusted Act 1 Index for our district of 4.4% which equates to a maximum increase of 0.8122 mills as outlined in Exhibit #17. Roll Call Vote. All votes were affirmative. The motion carried.

3.5 Special Sick Leave (Exhibit #18)

A motion was made by Jean Kohut, seconded by Jim Neal, to approve the attached staff members for Special Sick Leave in accordance with the Special Sick Leave Guidelines approved by the Board at the October 12, 2020 meeting as outlined in Exhibit #18. Roll Call Vote. All votes were affirmative. The motion carried.

3.6 Principal's Special Request

A motion was made by Greg Cummings, seconded by James Moyer, to approve Ms. Fry, Principal of R.B. Walter Elementary School, to use up to \$1,000.00 from her Principal's Special Request Fund to fund PBIS school-wide incentives and rewards to be used during the holidays as well as in the spring. Roll Call Vote. All votes were affirmative. The motion carried.

3.7 Approval of Revised 2020/2021 School Calendar (Exhibit #19)

A motion was made by Jean Kohut, seconded by Jim Neal, to approve the revised 2020/2021 school calendar to include a full Act 80 day on February 5, 2021 as outlined in Exhibit #19. All votes were affirmative. The motion carried.

Dr. Barnes explained that the request for a full Act 80 day on February 5, 2021 is to allow all staff to receive a presentation on generational poverty. The presenter comes highly recommended and the training will provide an opportunity for staff to learn how they can help students dealing with poverty.

3.8 Appointment of Tioga TCC Delegates (Exhibit #20)

A motion was made by Kim Strauser, seconded by Jean Kohut, to approve the Tioga TCC Voting Delegate Appointment Resolution appointing Kathy VanSchaick as the primary voting delegate with Diana Barnes and Alyson Yerrick as the first and second alternates as outlined in Exhibit #20. All votes were affirmative. The motion carried.

3.9 Additional Vacancies During December

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

4.0 NEW BUSINESS

4.1 Special Sick Leave (Exhibit #21)

A motion was made by Jean Kohut, seconded by Greg Cummings, to approve the attached staff members for Special Sick Leave in accordance with the Special Sick Leave Guidelines approved by the Board at the October 12, 2020 meeting as outlined in Exhibit #21. All votes were affirmative. The motion carried.

4.2 Remote Work Guidelines (Exhibit #22)

A motion was made by Greg Cummings, seconded by James Moyer, to approve the Remote Work Guidelines with final review and/or revisions to be made by the Solicitor as outlined in Exhibit #22. Roll Call Vote. All votes were affirmative. The motion carried.

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.

Regular Board Meeting – January 11, 2021, 7:00 PM
Board Work Session – January 25, 2021, 6:00 PM

5.2 Committee Meetings

6.0 ADJOURNMENT

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

Adjournment was at 7:56 PM.

Alyson Yerrick
Board Secretary

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