

NORTHERN TIOGA SCHOOL DISTRICT  
110 Ellison Road  
Elkland, PA 16920

Minutes – March 8, 2021

**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 7:08 PM.

Executive Session – An executive session preceded the 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, James Moyer, Jim Neal, and Kim Strauser. Absent: Jolene Meisner and Ian McLaughlin.

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

1.5 Williamson Jazz Band Performance – Music in Our Schools Month

The Williamson Jazz Band performed three pieces virtually for the board in honor of Music In Our Schools Month. Dr. Barnes thanked them for the wonderful performance.

1.6 Student/Staff Recognitions & Presentations

Student of the Month

Williamson High School – Michael Lundy

Michael Lundy, son of Michael Lundy of Mansfield, PA and Ashley Bellows of Millerton, PA, is a freshman at Williamson Jr./Sr. High School and was selected as the high school Student of the Month. Michael Lundy was selected as Student of the Month by the English/Language Arts Department. Those that nominated him find Michael to be a very pleasant young man, with a very outgoing personality. They claim that he strives to turn in all assignments correctly and on time, and is never afraid to ask for assistance if needed.

Michael also works very well with others and communicates his ideas effectively, in two languages if necessary, according to his Spanish teacher.

Michael is an Honor Roll student who was also awarded Student of the Month in 6th grade, which goes to show the impression he has left on his teachers. He is a pleasant addition to his classes and well-deserving of recognition as our March Student of the Month. Outside of school, Michael enjoys being outdoors and riding his skateboard. Michael, 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 – Pyper Button

Williamson Middle School is proud to honor Pyper Button as the March Student of the Month. Pyper is the daughter of Stephanie and Joseph Button of Tioga, PA. She has three siblings, Tate, Lila, and Finnegan. Pyper is also the granddaughter and great-granddaughter of Lori Baxter and Kaye Baxter and of Byron and Betsy Button and Virginia Button.

Pyper is a very active young lady. She and her family work on her grandparent's farm. Pyper loves showing her Holstein cattle. Pyper has been involved with 4-H and showing her cows for the past five years.

At school, Pyper plays volleyball for the middle school team and is a student council Representative. Pyper also loves to ski.

Pyper aspires to become a large animal veterinarian and continue her family's farm. Pyper's plan is to care for the animals and simultaneously save costs of veterinary care for the livestock on the Button farm. Williamson Middle School is very proud to recognize Pyper Button as the March Student of the Month! Congratulations, Pyper!

Cowanesque Valley High School – Kade Sottolano

Kade is a junior at Cowanesque Valley and is the son of Matt and Cheryl Sottolano of Lawrenceville. Kade is always respectful, polite, and kind to everyone. One teacher noted that Kade has been working diligently this year and makes good use of Lunch & Learn time to ask questions and get extra help. Kade participates in football, wrestling, and baseball. He is also a member of the National Honor Society, student council and recently won the North Sectional Title in wrestling. He was also named an Everyday Hero at CV last school year. In his spare time, he enjoys hunting, fly fishing, and weightlifting.

Cowanesque Valley Middle School – Brayden McDonnell

The Cowanesque Valley Middle School teachers are pleased to announce Brayden McDonnell as our middle school student of the month. Brayden is in seventh grade and is the son of Erik and Ashley McDonnell of Westfield. Brayden is a pleasure to have as a student. The teachers enjoy his fun-loving attitude and great sense of humor. He participates actively in all of his classes and is very hardworking and conscientious about his schoolwork. He is kind to his classmates and works well independently and in groups. When he is not in school, Brayden loves to go sledding, solve Rubik's Cubes, play video games, and play outside with his friends. His favorite subject is math, and he plans to go to college someday.

R.B. Walter Elementary School – Elizabeth O’Neil

Elizabeth O’Neil is R.B. Walter’s Student of the Month. Lizzy, as she likes to be called, is the daughter of Johnathon and Colleen O’Neil, and lives in Lawrenceville. Lizzy is a very kind fourth grader who maintains a positive attitude and has a daily smile to share. Her lively nature and sense of humor make her fun to be around. Lizzy is a hard worker who gives 100% participation and strives for excellence in all that she does. It is characteristic of her to put in extra time and go out of her way to help others as well. She is an excellent role model for her peers and well-liked by everyone.

Elizabeth’s favorite subject is science. She loves doing experiments! She is intrigued by how things work and how one reaction causes another. Reading is another love of Lizzy’s and cites “Diary of a Wimpy Kid” as one of her favorite books. Recently, Lizzy joined band and is learning how to play the clarinet. Finally, this talented young woman enjoys the outdoors with her brother and her parents, even her 2 dogs and cat. Anything active excites her, i.e. skiing, snowboarding, ice skating, camping, swimming, and playing soccer. Although there are lots of exciting future career options, at this point, Lizzy thinks she might like to go into the medical field and become a nurse or a doctor.

Congratulations, Elizabeth! We are very proud of you.

Clark Wood Elementary School – Kendra Abbott

Kendra is a 6th grade student in Ms. Lyon's room. She is the daughter of Amanda Losinger of Mansfield and Scott Abbott of Elkland. Kendra always has a smile on her face and is friendly to everyone. She works hard and puts in a great deal of effort. She is helpful and kind and exemplifies all the RAMS. She volunteers to help whenever she can. In the past she has participated in chorus. She also loves to draw, play with her sister and animals. She has a guinea pig, bird, and several dogs she gets to spend time with. Her favorite subject is Math. Kendra wants to be a Veterinarian when she grows up. With all her hard work and dedication, she can be anything she wants. Kendra, we are very proud of you.

Westfield Area Elementary School – Beckett Pritchard

The Westfield Area Elementary School Student of the Month is Beckett Pritchard. Beckett is a 6<sup>th</sup> grade, honor roll student who is the son of Nicole and Jim Pritchard. Beckett has been a part of the WAES drama club and soccer team. In his free time, Beckett enjoys reading, hanging out with his family, and playing with his dogs! His favorite subject in school is gym. At recess, you can often find Beckett telling jokes and laughing with his friends! Beckett’s teachers describe him as a caring and kind student who has a great sense of humor. He is very thoughtful and often does special things to brighten the day for others. Beckett is a conscientious student that works hard and works well with others. WAES is proud to have Beckett Pritchard as our Student of the Month!

## 1.7 Open Forum

Bob Goodrich, Osceola, PA

Mr. Goodrich offered a prayer.

Chris Collum, NTEA President

Chris Collum addressed the board regarding the recent remote learning day. He stated that, due to inconsistencies between buildings, he has received some questions from staff. He had requested the policy on remote days but has been told that requirements for these days are procedure, not policy, and are not written down. As a result, staff have been unable to get answers to their questions. Mr. Collum requested an open discussion with the board on this procedure.

## 1.8 Approval of Minutes

A motion was made by Jim Neal, seconded by Jean Kohut, to approve the monthly meeting minutes from the February 8, 2021 regular meeting. All votes were affirmative. The motion carried.

## 1.9 Budget Transfers (Exhibit #2)

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

## 1.10 Approval of Bills (Exhibit #3)

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

## 1.11 Facility Use Permits (None) &amp; Conferences (Exhibits #4 &amp; #5)

## 1.12 Information &amp; Correspondence

**2.0 REPORTS**

## 2.1 Superintendent's Report

Water Sample Testing

Dr. Barnes shared that the district received notification from the company that monitors our water testing that some water sample tests were missed at Williamson High School. She discussed this with Jeremy Freeman, Supervisor of Buildings & Grounds, and steps have been put in place to ensure this does not happen again. The district is required to post notices of the missed tests on the doors and windows of the school.

Pennsylvania Department of Education (PDE) – Mask Requirements

Dr. Barnes shared that one of our schools was recently turned in to PDE for students, staff, and administration not wearing masks properly or at all. Mask requirements listed in our Health & Safety Plan as well as documentation from each school showing their enforcement of the district's mask policy were sent to PDE. PDE has responded stating that, based on their review, the district is adhering to mask requirements and no further action is required.

COVID Vaccines

Dr. Barnes stated that the state of Pennsylvania has made the decision to vaccinate school personnel. Staff were sent a survey to complete to indicate whether they are interested in receiving the vaccine. The district has reviewed the survey results and prioritized the list of those interested based on state prioritization requirements. Staff members will be receiving emails to register to receive the vaccine. Our district has been allotted 131 vaccines for this round. It is possible that there will be a second round of vaccines for those who do not make the first round.

ESSER II Grant

The district will be receiving funds from the ESSER II grant. A portion of these funds must be dedicated to learning loss recovery. Administration has decided that the district will use a portion of these funds to hire ESSER II tutors to work with students during the school day. Running the program during the school day will help to ensure that students who need help can get it. Tutors will be placed in the elementary schools. College students majoring in education will be given the opportunity to apply for the positions. The program will run for the 2021/2022 school year only.

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

## 2.3 Buildings and Grounds Report

Jeremy Freeman, Supervisor of Buildings and Grounds, reported that the roof replacement at Cowanesque Valley High School is still progressing. Mr. Sottolano stated that the leaks that were previously discussed have not been leaking anymore, however, the warmer weather could result in leaks again. Jean Kohut asked why the leaks took so long to fix and wondered who will be held responsible for the damage. Jeremy stated that he will look at any damage caused by the leaks once they are fixed and the roof is complete. Kathy VanSchaick, Business Manager, noted that the district is holding a 10% retainage on the project. Ed Bonham asked Jeremy to let the contractor know that the district wants any damage caused by the leaks addressed. Ed said members of the Buildings & Grounds Committee can be part of this conversation.

Jeremy stated that the secure entrance at Clark Wood Elementary is all but complete. They are currently working to finish Westfield Area Elementary and will then move on to R.B. Walter Elementary. He hopes that the project will be mostly complete in the next couple of weeks.

Jean Kohut asked Jeremy where he is with the punch lists for the building projects. Jeremy stated that the punch lists have been completed. He will review any final items with the principals. Mr. Kaufman and Mr. Sottolano stated that they do have a few issues to be addressed.

### 3.0 ACTION ITEMS

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

A motion was made by Jean Kohut, seconded by Jim Neal, to approve 2020/2021 co-curricular appointments as outlined in Exhibit #13. All votes were affirmative. The motion carried.

#### 3.2 2020/2021 Substitutes (Exhibit #14) – None

#### 3.3 Professional Appointment (Exhibit #16)

A motion was made by Ed Bonham, seconded by Jean Kohut, to appoint Donna Rentschler to the position of Culinary Arts/Family and Consumer Science Teacher currently assigned at the Williamson High School at Step 7, Master's Degree + 30 (pending receipt of official transcripts) effective May 3, 2021 (may start sooner depending on release from current district) in accordance with the contractual agreement between the Northern Tioga School District and the Northern Tioga Education Association as outlined in Exhibit #16. Roll Call Vote. All votes were affirmative. The motion carried.

#### 3.4 School Psychologist Intern for 2021/22

A motion was made by Jean Kohut, seconded by Jim Neal, to appoint Allison Derrick as School Psychologist Intern for the 2021/22 school year at a stipend of \$20,000.00. Roll Call Vote. All votes were affirmative. The motion carried.

#### 3.5 First Reading of Policies (Exhibit #17, #18, and #19)

A motion was made by Greg Cummings, seconded by Jean Kohut, to approve the first reading of proposed changes to the following policies:

#123.2 - Sudden Cardiac Arrest (Exhibit #17)

#237 - Electronic Devices/Personal Property (Exhibit #18)

#907 - School Visitors (Exhibit #19)

Roll Call Vote. All votes were affirmative. The motion carried.

#### 3.6 Approval to Purchase Network Firewall

A motion was made by Jim Neal, seconded by Jean Kohut, to approve the Network Administrator to purchase a network firewall in the amount of \$8,000.00 to replace the current end of life system. If approved, this would be funded by using the remaining funds from the phone system upgrade which came in at a lower cost than anticipated. Roll Call Vote. All votes were affirmative. The motion carried.

3.7 Approval to Purchase Set of Volleyball Uprights (Exhibit #20)

A motion was made by Kim Strauser, seconded by Greg Cummings, to approve the quote of \$2,952.60 for the purchase of a new set of volleyball uprights for Williamson High School as outlined in Exhibit #20. Roll Call Vote. All votes were affirmative. The motion carried.

3.8 2021/22 Yearbook Quotes (Exhibit #21)

A motion was made by Kim Strauser, seconded by James Moyer, to approve the 2021/22 yearbook quotes as follows: Williamson High School, Jostens, in the amount of \$60.00 per book and Cowanesque Valley High School, Jostens, in the amount of \$60.00 per book as outlined in Exhibit #21. Roll Call Vote. All votes were affirmative. The motion carried.

3.9 Summer School (Grades 7-12)

A motion was made by Jean Kohut, seconded by Ed Bonham, to approve the 2021 summer school program for credit recovery for grades 7-12. A student may take up to 2 courses and the course work will be paid with ESSER's II Grant Funding. No transportation is provided. Guidance counselors will notify eligible students. Roll Call Vote. All votes were affirmative. The motion carried.

3.10 Summer School Teacher Compensation

A motion was made by Jean Kohut, seconded by Jim Neal, to approve the compensation for 2021 summer school teacher(s) at per diem rate for 3 weeks paid by ESSER's II Grant Funding. Roll Call Vote. All votes were affirmative. The motion carried.

3.11 Pupil Transportation Cost Index Adjustment (Exhibit #22)

A motion was made by Kim Strauser, seconded by Jim Neal, to approve the PDE pupil transportation cost index adjustment and the base fuel rate increase of 1.4% over the previous year for the 2021/2022 school year. This cost adjustment factor is utilized by the state for the transportation reimbursement formula and by the district for fuel adjustment allowances and athletic contract rate per mile adjustments as outlined in Exhibit #22. All votes were affirmative. The motion carried.

3.12 Approval of Course Selection Guide (Exhibit #23)

A motion was made by Jean Kohut, seconded by Greg Cummings, to approve the Course Selection Guide for grades 9-12 for the 2021/2022 school year as outlined in Exhibit #23. All votes were affirmative. The motion carried.

3.13 Approval of 2021/2022 School Calendar (Exhibit #24)

A motion was made by Jim Neal, seconded by James Moyer, to approve the 2021/2022 school calendar with Labor Day, December 24, December 31, Good Friday, and Easter Monday as official local school district holidays per BEC 24PS15-1502 as outlined in Exhibit #24. All votes were affirmative. The motion carried.

3.14 Out of Country Field Trip Request (Exhibit #25)

A motion was made by Ed Bonham, seconded by Jim Neal, to approve the Williamson High School History Club to travel to Austria, Germany, and Switzerland in June 2022 to expose students to cultures around the world, provide students with a lasting, hands-on, learning experience, and to aid students in developing independence, responsibility, and confidence as outlined in Exhibit #25. (Trip was previously approved to take place in June 2020. The trip has been rescheduled due to COVID.) All votes were affirmative. The motion carried.

3.15 Approval of Volunteer

A motion was made by Jean Kohut, seconded by Ed Bonham, to approve the following volunteer: Shane Lee - Cowanesque Valley High School. 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 – March 22, 2021, 6:00 PM

Regular Board Meeting – April 12, 2021, 7:00 PM

5.2 Committee Meetings

**6.0 ADJOURNMENT**

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

Adjournment was at 8:43 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.