

NORTHERN TIOGA SCHOOL DISTRICT
110 Ellison Road
Elkland, PA 16920

Minutes – April 11, 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 7:03 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.

Julie Preston requested to amend the agenda to add under 4.0 New Business the approval of Memorandum of Understanding between the district and the Northern Tioga Education Support Professionals Association and to add under 3.0 Action Items the appointment of the School Psychologist. A motion was made by Jean Kohut, seconded by Ed Bonham. All votes were affirmative. The motion carried.

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, Kathy VanSchaick, Dan Fie, Jess Millard, Kris Kaufman, Bill Butterfield, Jeremy Freeman, Cheryl Sottolano, and Christina Fry.
Absent: Matt Sottolano.

1.5 Student/Staff Recognitions & Presentations

Student of the Month

Williamson High School – Kaydance Tracy

Kaydance Tracy, daughter of Tom and Liz Tracy of Lawrenceville, PA, and a Sophomore at Williamson Jr./Sr. High School, has been selected as the high school Student of the Month by the Foods Department. Her teachers find Kaydance to be a very pleasant and caring young lady. Her Foods teacher claimed that Kaydance is always helpful to others in the kitchen, even if they're not in her group, and is always making sure the kitchen is

cleaned up, often cleaning up others' messes. Another of Kaydance's teachers stated that if Kaydance sees a student in need, she will often assist them, and do her best to help. Kaydance's selflessness also extends beyond school, as she can be found helping local food pantries. Kaydance loves working with children and hopes to have a job where she can work with children all day. Kaydance, the faculty and staff of Williamson High School would like to congratulate you and let you know we are very proud of you.

Williamson Middle School – Abigail Schwartz

The Williamson Middle School Student of the Month is 8th grader Abigail Schwartz. Abbey is the eldest child of James Schwartz and Sara Weikel of Middlebury. Abbey enjoys hanging out with friends and family. Her favorite things to do in her spare time are painting and reading. Abbey's other world favorites include the movies *Talladega Nights* and *Tangled*. Her favorite foods are tacos and mac-n-cheese. Abbey is also pretty sure she knows all the words to all of Zach Brown Band's songs. This future lawyer says her favorite parts of being a Warrior are the students in the school and the positive environment. Williamson Middle School is proud to call Abigail Schwartz their April Student of the Month.

Cowanesque Valley High School – Brett Meise

Brett is a senior at Cowanesque Valley and is the son of Lisa Moulton of Westfield. Brett is always very polite and is genuinely an overall nice person. Brett is a member of the cheer team and a member of the tennis team. He has an amazing amount of school spirit and is an active participant in many school events. He also participates in Student Council and joins in volunteer activities. Outside of school, Brett has a job working at Pizza and Stuff. After graduation he plans to join the Air Force.

Cowanesque Valley Middle School – Judah Mummert

The Cowanesque Valley Middle School teachers are pleased to announce Judah Mummert as our middle school student of the month. He is in eighth grade and is the son of Nate and Amanda Mummert of Knoxville. Judah is a pleasure to have in class. He is a hardworking and dedicated student who takes great care in everything he does in the classroom. He is also a very caring student who is kind to his classmates and teachers. Judah is a member of the cross-country team, the student council, and National Junior Honor Society. He also plays the euphonium in the band. In his spare time, he enjoys playing the piano, writing music, talking to his cousin, and going downstate to visit family. His favorite subject is math. He would like to be a music composer someday. He is also very proud of his strong faith in Jesus. We are certainly fortunate to have a student as great as Judah as part of our middle school!

R.B. Walter Elementary School – Rachell Little

R.B. Walter would like to introduce you to Rachell Little, our sixth grade Student of the Month. Rachell is the daughter of Carrie Monk and Shawn McCurry and is an outstanding individual in all aspects. She is kind, respectful, responsible, and accountable. When choosing a deserving student of this honor, Rachell was an obvious choice. Kindness is one of the first traits you will notice about her. She treats everyone, whether they are a close friend or not, with the greatest kindness. Academically she is one of the hardest workers. The grit she brings out in herself to do her very best every day is impressive to observe. She is an incredible role model in the classroom. When a topic is difficult and hard to understand, she simply digs in more and refuses to give up. Her work ethic and positive attitude are contagious.

Rachell's interests outside of school are simply spending time with family and friends. She especially enjoys hanging out with her brother and discussing life and how their day has gone. Rachell's role model in life is her brother, Jayden. She chose him because he is always kind and caring.

She doesn't have a favorite subject in school but is looking forward to a speech in Language Arts. The topic she chose for her speech is one on mental health and the importance of taking care of yourself. Socializing and painting in art are activities she specifically enjoys about school. When Rachell grows up, she would like to be a child therapist or school counselor because she doesn't like seeing people hurt knowing she can help. When asked what she felt was her strongest character trait, she responded by saying, "My kindness and loving myself. Everyone needs to love themselves first and being kind is just the best thing anyone can be." We are so proud Rachell is representing RB Walter as Student of the Month. Congratulations.

Clark Wood Elementary School – Colton Rowan

Colton Rowan is a sixth-grade student at Clark Wood Elementary school. He is the son of Shawn Rowan of Elkland, PA. Colton is an extremely hard working student who takes pride in doing his best and following the RAMS expectations daily. He has been named Art student of the month, plays saxophone in the band, is a member of the Art Helper's club, as well as plays sports outside of school. In his free time, he enjoys drawing, designing shoes, playing video games, and hanging out with his friends. Colton, we are very proud of you.

Westfield Area Elementary School – Kaycie Shenk

The Westfield Area Elementary School Student of the Month is Kaycie Shenk. Kaycie is a 6th grade student who is the daughter of Mike and Christina Shenk of Knoxville. She is an honor roll student that is involved in many activities. Kaycie is a member of the WAES band, where she plays the clarinet, drama club, and soccer. She is a member of 4H and shows her cows and rabbits at the Tioga County Fair. At home, Kaycie enjoys hunting, camping, riding her 4-wheeler and playing in the river. Her favorite subject in school is math. Her teachers describe her as kind and patient toward her classmates. She is a quiet leader that can be counted on to get things done. Kaycie has a strong work ethic and always has a positive attitude. We are proud to have her as our Student of the Month!

1.6 Open Forum

Bob Goodrich, Osceola, PA

Mr. Goodrich gave a thank you and recognition to teachers and support staff and offered a prayer.

Bob Cunningham, Knoxville, PA

Mr. Cunningham spoke regarding the gazebo project at Westfield Area Elementary School. He is currently working on plans and budget numbers (volunteer work) and requested the Board's permission to continue moving forward.

1.7 Approval of Minutes

A motion was made by James Moyer, seconded by Ben Howe, to approve the monthly meeting minutes from the March 14, 2022 regular meeting and the March 28, 2022 work session. 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 Greg Cummings, 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) – Exhibit #5 (None)

1.11 Information & Correspondence

Stephanie Young, Elementary Teacher at R.B. Walter going to Elementary Teacher at Westfield Elementary School.

Amanda Robbins, Learning Support Teacher at Westfield Elementary School, to Life Skills Teacher at Williamson High School.

Kaitlyn Hultz, Science Teacher at Cowanesque High School to Science Teacher at Williamson.

2.0 REPORTS

2.1 Superintendent's Report

Develop Tioga:

Dr. Barnes noted that she will be attending a 1 day conference in State College, PA to learn about working with the medical community and how to attract doctors to our area.

MU ERCA:

Dr. Barnes shared there will be a new training site for first responders and will be located at the old State Police barracks on route 6 in Mansfield, PA. She expressed they will have amazing training opportunities with equipment and will also be offering scholarships.

Bus Accident 04/11/2022:

Dr. Barnes shared there was a bus accident near the railroad tracks on business route 15 in Lawrenceville on April 11, 2022. Dr. Barnes conveyed her sincere gratitude for all of the wonderful volunteer first responders we have in the community and thanked them for their dedication to keeping our students and staff safe.

AEDY Program Application

Dr. Barnes shared the AEDY Program Application is moving forward. They are currently working on filling out the application with the assistance of Mary Wilson.

2.2 Business Manager's Report

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

A motion was made by Jean Kohut, seconded by Greg Cummings, to approve the Payroll Rate Changes (none), Capital Reserve Report, Financial Report, Cash Investment Report, Student Activity Report, Cafeteria Bills & Report, and Transportation Changes 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, gave an update on the following items:

CV Gang Bathroom Project: The Buildings & Grounds Committee met with Larry Foor on April 7, 2022 get an update on the Drawings and scope of work. The bidding will occur during the month of April to May 5th (4 weeks); Bid review and recommendations to the Board May 9, 2022; Board Awards at May Board Meeting; Contractors start 2nd week on June 13, 2022 (9.5 weeks); Construction complete August 19, 2022. A special Board meeting will be held on May 23, 2022 for voting purposes.

Classroom HVAC Project: Key Dates: April 1, 2022: Publish RFP; April 22, 2022: RFP Due to District; April 25, 2022: Review, and presentations from responding ESCO Companies; May 9, 2022: Board selection of Company to Partner with; Summer 2023: Construction to start. Class Room List: CV: 30 Classrooms; WE: 30 Classrooms; CW: 23 Classrooms; WH: 22 Classrooms; RBW: 35 Classrooms.

Baseball & Softball Field Report:

CV - Softball Field - overall good shape - Nail Drag infield conditioner into playing surface

CV – Baseball field - poor field condition – Make playable for season, 3rd Base line - remove grass edge holding water, nail drag infield conditioner to playing surface.

After season/ Fall – Redo infield cost? – working on quotes

WH/CW - Softball field – overall good shape – redo pitcher's mound, catchers, and batter's box.

WH – Baseball field – overall good condition – Nail drag infield conditioner into playing surface

Redo pitcher's mound, batter's boxes, base lines

Filters: Jeremy stated he hopes to receive the new filters and have them changed before the start of the 2022/23 school year.

2.4 Grant Update

Kris Kaufman, Principal of Academic Affairs, provided updates to the board giving updates on where things stand with the ESSER I, ESSER II, and ARP/ESSER grants. Mr.

Kaufman stated the ARP/ESSER grant has been approved and posted to FAI. A report will be submitted to PIMS by the end of April listing the ESSER expenditures through June 30, 2021.

3.0 ACTION ITEMS

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

A motion was made by Jean Kohut, seconded by James Moyer, 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)

A motion was made by Kim Strauser, seconded by Ben Howe, to approve 2021/2022 substitutes as outlined in Exhibit #14. All votes were affirmative, with Julie Preston abstaining. The motion carried.

3.3 Resignations

A motion was made by Jean Kohut, seconded by James Moyer, to accept the resignations of the following employees and thanked them for their dedicated service. All votes were affirmative. The motion carried.

- Tom Perry, Science teacher at Williamson High School, effective August 5, 2022.
- Sherri Blackwell, Life Skills teacher at Williamson High School, effective March 25, 2022.
- Thomas Woodhouse, School Psychologist, effective June 30, 2022.
- Melita Foulkrod, Special Education Teacher Aide at Williamson High School, effective April 18, 2022.
- Trina Marzo, Special Education Aide at Williamson High School, effective April 20, 2022.

3.4 Retirement

A motion was made by Jim Neal, seconded by James Moyer, to accept the intent of retirement of Amy Adams, Elementary teacher at Westfield Elementary School, effective June 9, 2022 and Shirley Heitzenrater, Elementary teacher at Clark Wood Elementary School, effective June 30, 2022 and thank them for their dedicated service. All votes were affirmative. The motion carried.

3.5 Professional Appointments (Exhibit #15)

A motion was made by Ben Howe, seconded by James Moyer, to appoint Lacy Miles to the position of Agriculture Teacher at the Cowanesque Valley High School, Step 13, BS +30, effective August 1, 2022, pending Agriculture Teacher Certification from the Pennsylvania Department of Education; Madelen Brunner, to the position of Life Skills Teacher at the Clark Wood Elementary School. Step 1, BS, effective August 22, 2022, pending Special Education Teacher Certification from the Pennsylvania Department of Education; Michael Merloe to the position of Elementary Teacher at R.B. Walter Elementary School, Step 5, Masters, effective August 22, 2022; Lauren Johnson to the position of Elementary Teacher at Clark Wood Elementary School, Step 1, BS, effective August 22, 2022; Taylor L'Amoureux to the position of Elementary Teacher at R.B. Walter Elementary School, Step 1, BS, effective August 22, 2022; Hannah Gilliland to the position of Science Teacher at Cowanesque Valley High School, Step 1, BS, effective August 22, 2022, pending Science Teacher Certification from the Pennsylvania Department of Education. All in accordance with the contractual agreement between the Northern Tioga School District and the Northern Tioga Education Association as outlined in Exhibit #15. Roll Call Vote. All votes were affirmative. The motion carried.

3.6 Classified Appointments (Exhibit #16)

A motion was made by Jean Kohut, seconded by Jim Neal, to appoint Vicki Ozzone to the position of 2.5 hours per day cafeteria aide at Westfield Elementary, at the rate of \$13.00 per hour, effective April 25, 2022 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.

3.7 School Psychologist Appointment

A motion was made by Ed Bonham, seconded by Greg Cummings, to appoint Brooke Kohler to the position of 208 day School Psychologist, funded with ARP-ESSER grant funds, effective July 1, 2022 in accordance with the current Act 93 Agreement. Roll Call Vote. All votes were affirmative. The motion carried.

3.8 Appointment of Board Secretary

A motion was made by Kim Strauser, seconded by Jim Neal, to appoint Kelly Sherman as Board Secretary for the remainder of the term for Alyson Yerrick, which expires in May, 2025. Roll Call Vote. All votes were affirmative. The motion carried.

3.9 Approval of Resolution (Exhibit #17)

A motion was made by Kim Strauser, seconded by Ben Howe, to approve the Resolution as outlined in Exhibit #17. Roll Call Vote. All votes were affirmative. The motion carried.

3.10 Removal of Gazebo Westfield Elementary School

A motion was made by Kim Strauser, seconded by Ben Howe, to remove the gazebo at Westfield Elementary School and replace it with an outdoor classroom in the form of a pavilion, funded by the Keuhn Endowment. Roll Call Vote. All votes were affirmative. The motion carried.

3.11 Extended School Year

A motion was made by Jim Neal, seconded by Greg Cummings, to approve advertising in-house for two (2) 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 21, 2022 and end July 28, 2022. The ESY Program will operate 3 days per week, 4 hours per day. Roll Call Vote. All votes were affirmative. The motion carried.

3.12 Approval of 22/23 Yearbook Quotes for CVHS (Exhibit #18)

A motion was made by Kim Strauser, seconded by James Moyer, to approve the yearbook quote for Cowanesque Valley High School, Jostens, in the amount of \$66.00 per book as outlined in Exhibit #18. Roll Call Vote. All votes were affirmative. The motion carried.

3.13 Administrative Building Summer Worker

A motion was made by Kim Strauser, seconded by James Moyer, 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.

3.14 Principal's Special Request Funds

A motion was made by Jim Neal, seconded by Greg Cummings, to approve Mr. Millard, Principal of Clark Wood Elementary School to use \$1,500.00 of his principal's special request account to assist with student field trips, AR rewards, PBIS rewards and activities and any additional end of the year activities/expenses that may arise; and Mr. Butterfield, Principal of Williamson Jr/Sr High School to use \$1,000.00 of his principal's special request account to assist with student rewards and a deposit on next year's first day guest speaker. Roll Call Vote. All votes were affirmative. The motion carried.

3.15 Additional Vacancies During April

A motion was made by James Moyer, seconded by Jolene Meisner, 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 April and May Board meetings. Those recommendations will be made to the Board at the regular May meeting, which will eliminate the need to convene a special meeting. All votes were affirmative. The motion carried.

3.16 Review 2022-23 Equipment Requests

A discussion was held regarding the 2022/23 Equipment Request Summary. Jean Kohut requested the report be updated to reflect 90 additional chairs/desks for Williamson Jr/Sr High School instead of 120. Jeremy Freeman has requested state bids for a new 2022/23 72" mower for Westfield Area Elementary School, and will determine after receiving bids if trading in the Williamson Jr/Sr High School mower will be a good idea. It was also discussed to look into the possibility of hiring additional helpers for field groomers (for example: college students) for the summer months to help maintain the fields and tracks at Cowanesque Valley High School and Williamson Jr/Sr High School. Principals agreed they would be willing to reach out to some potential past seniors. Insurance policy will need to be reviewed as well.

4.0 NEW BUSINESS

4.1 Memorandum of Understanding

A motion was made by Ed Bonham, seconded by Kim Strauser, to approve a Memorandum of Understanding between the district and the Northern Tioga Education Support Professionals of Association. 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.

Board Work Session – April 25, 2022, 6:00 PM
Regular Board Meeting – May 9, 2022, 7:00 PM

5.2 Committee Meetings

6.0 ADJOURNMENT

A motion was made by Jim Neal, seconded by Ben Howe, to adjourn. All votes were affirmative. The motion carried.

Adjournment was at 8:26 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.