

NORTHERN TIOGA SCHOOL DISTRICT
110 Ellison Road
Elkland, PA 16920

Minutes – December 4, 2023

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 Julie Preston at 7:04 PM.

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

1.2 Moment of Silence

Julie Preston led a moment of silence.

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, Craig Stage, Kim Strauser, Glen Hallead, and Ed Bonham. Absent: Aaron Costley and Dan Costley.

Administrators Present: Superintendent Kaufman, Bill Butterfield, Dan Fie, Jess Millard, Kathryn Slavinski, Matt Sottolano, Rebecca Koehler, Cheryl Sottolano, Kathy VanSchaick and Daren Bryant.

1.5 Election of Temporary President

A motion was made by Kim Strauser, seconded by Ed Bonham, to nominate Greg Cummings as Temporary President. All votes were affirmative, and Greg Cummings assumed the role of Temporary President.

1.6 Oath for Re-Elected Board Members

Temporary President Greg Cummings administered the Oath to James Moyer and Ed Bonham.

1.7 Election of President and Vice President

A motion was made by Kim Strauser, seconded by Ed Bonham, to nominate Julie Preston as President. All votes were affirmative to elect Julie Preston as President. Julie Preston assumed the President's chair.

A motion was made by Kim Strauser, seconded by Glen Hallead, to nominate Ed Bonham as Vice President. All votes were affirmative to elect Ed Bonham as Vice President.

- 1.8 Kim Strauser was appointed as the district PSBA Liaison.
- 1.9 Kristopher Kaufman was appointed as the district Employee Relations Contact.
- 1.10 James Moyer was appointed as the School Board Sick Bank Representative.
- 1.11 Julie Preston remained as the I.U. Board Representative.
- 1.12 Student/Staff Recognitions & Presentations

Student of the Month:

Williamson High School – Brayden Roe

The Tech-Ed. Department at Williamson High School is pleased to select Brayden Roe as the Student of the Month. He is the son of Breanne and Colton Roe of Middlebury Center. The favorite part of Brayden's school day is the time spent in the shops, both Metal and Wood. One of the best projects he completed was a table in Woodshop, which included an epoxy pour that had spent shells in it. His instructors say that he is helpful in that he organizes the shops, does inventories, and processes materials so that other students can use them. Brayden also installed a new motor on the District's zero turn. Basically, if there is something that needs to be done correctly and quickly, they ask Brayden. His shop teachers also praise his smarts because he knows how to do math, knows how to look up parts, and can look at a project, create an assembly/disassembly plan, troubleshoot it, and complete it. Besides using all of these wonderful skills, in his free time, Brayden enjoys hunting, fishing, and working on trucks. He intends to pursue a career in construction when he graduates in June, a skill he learned to appreciate from his Dad. Congratulations, Brayden!

Williamson Middle School – Karma Bellows

Karma Bellows, daughter of Katlyn Mack, is Williamson's Middle School Student of the Month. Karma is a pleasant student who always works hard and does her best with her schoolwork. She is kind to others. Karma enjoys playing basketball, travelling, and food. She recently travelled to Erie to watch a wrestling competition. Karma would like to be a nurse and/or a counselor after she graduates from high school. Congratulations, Karma!

Cowanesque Valley High School – Kendra Abbott

Kendra Abbott is the senior high student of the month. Kendra is a freshman at CV and the niece of Ashley Abbott of Knoxville. Kendra is a wonderful, hardworking, and kind student. She completes all her work, studies hard, participates in class, and helps others! She always tries her best and when she struggles with something she is good at asking

questions and seeking help. She is a joy to have in class. At school, Kendra plays volleyball and softball. She also participates in Student Council. Her hobbies include coloring and doing arts and crafts in her free time. She also likes to hang out with friends and family, and enjoys playing with her pet hamster, Johnny and dog, Bandit.

Cowanesque Valley Middle School – Parker Warren

Parker Warren is the CV middle school student of the month. Parker is hardworking, contributes thoughtful answers in class, and is helpful to his classmates. He is always prepared for class and encourages his classmates to stay on task. Parker is a member of FFA. His favorite subject in school is math and his favorite thing about middle school is the responsibility that the teacher's give the students. Parker also has a successful mowing business. In his free time, he loves to be outside, and enjoys helping his dad in the garage as well as hunting and fishing. He also enjoys playing video games. Parker wants to be a mechanic when he's an adult. He plans on staying in the area because he wants to be close to his family, which is important to him.

R.B. Walter Elementary School – Emmerson Fay

Emmerson Fay has been chosen for student of the month! She is a 4th grade student at RB Walter. Emme is a wonderful and kind student. She comes in with a smile every day and a story to tell. She is a good listener who works hard, and she is an excellent role model. Emme likes school and really loves seeing her friends! She enjoys learning and thinks school is important. Math class is her favorite and she is good at it! She enjoys music with Mrs. Faust and likes learning about rhythms and playing games. This year Emme has joined the book club and is reading lots of awesome books! Outside of school, Emme participates in dance and is on the softball team. Emme is the daughter of Jesse and Heather Fay from Tioga. During her free time, she likes to spend time outdoors and kayaking in the summer. Emme also really enjoys going hunting with her family. In the future, she would like to become an art teacher because she would like to teach others how to draw new things. Congratulations Emme!

Clark Wood Elementary School – Anaiis Doan

Anaiis Doan is the daughter of Katrina and Joshua Doan. Anaiis lives with her parents and many younger siblings in Elkland, Pennsylvania. She loves her math and language arts classes as well as gym class. Anaiis is a spectacular team player and easily takes on leadership roles when playing with her peers. She is very well liked and has many friends. When she grows up, Anaiis would like to be an Art teacher who also teaches Math. When asked, Anaiis says she loves to take tests, draw pictures, and eat sushi. Her teachers would describe her as hard working, helpful, caring, and so kind. We are very proud of Anaiis and congratulate her on this well-earned recognition!

Westfield Area Elementary School – Travis Webster

The Westfield Area Elementary School Student of the Month is Travis Webster. Travis, a 6th grade student, is the son of Travis and Chelsie Webster of Westfield. Travis is a member of the WAES chorus, band, and Student Council. Outside of school Travis enjoys bowling, where his personal best score is 164. He also enjoys racing, playing board games, and he likes to read. He particularly enjoys the "Who Was" series! Travis's teachers describe him as a hard-working student that perseveres even when something is

difficult or not enjoyable for him. He uses humor and makes the best of things! His personality is very engaging and that makes him enjoyable to be around. When Travis is interested in a topic, he is a self-motivated learner who seeks out knowledge through reading! In addition to this, he is a very active member of our WAES Student Council, offering ideas and working to make our school even better! We are proud to have Travis Webster as our Student of the Month!

1.13 Open Forum (None)

1.14 Approval of Minutes

A motion was made by Glen Hallead, seconded by James Moyer, to approve the monthly meeting minutes from the November 13, 2023, Regular Meeting. The motion carried.

1.15 Budget Transfers (None)

1.16 Approval of Bills (Exhibit #3)

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

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

1.18 Information & Correspondence (None)

2.0 REPORTS

2.1 Superintendent's Report

Local Auditors Report for July 1, 2022-June 30, 2023, Roll Call:

Kim Stank and Joseph Tokar discussed the July 1, 2022-June 30, 2023, Audit Report with the Board Members. Kim Stank provided an overview of the audit. A motion was made by Ed Bonham, seconded by Kim Strauser to approve the Local Auditors Report for July 1, 2022-June 30, 2023. Roll Call Vote. All votes were affirmative. The motion carried.

NASP Student POWER Award and Possibilities in Actions Partner Awards:

The district psychologists: Kiersten Le, Allison Derrick, and Brooke Webster presented the following Students and Staff with their NASP Awards:

Student POWER Awards:

Clark Wood Elementary School: Jackson Roupp and Gavin Patrick
Westfield Area Elementary School: Lileigh Stahli and Aiden McFall
R.B. Walter Elementary School: Madeline-Ann Knapp and Cameron Aldrich

Possibilities in Actions Partner Awards:

Clark Wood Elementary School: Angela Rowland and Carrie Hackett
Westfield Area Elementary School: Elizabeth Kulish, Erin Good, and Janine Beiser
R.B. Walter Elementary School: Nicole VanGorden and Debra Ricci

2.2 Business Manager's Report

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

A motion was made by James Moyer, seconded by Greg Cummings, to approve the Payroll Rate Changes (none), Capital Reserve Report (none), Financial Report (none), Cash Investment Report (none), Student Activity Report, Cafeteria Bills and Report, and Transportation Changes (none), as outlined in Exhibits #10 and #11. All votes were affirmative. The motion carried.

2.3 Buildings and Grounds Report

Daren Bryant provided an update on various projects that have been completed or are in progress throughout the district by the buildings and grounds team, which included twenty-five completed work orders. He also mentioned that all snow removal equipment has been prepped for the upcoming winter season.

2.4 Grant Update (None)

3.0 ACTION ITEMS

3.1 2023/2024 Co-Curricular Appointments (Exhibit #13)

A motion was made by Ed Bonham, seconded by Craig Stage, to approve the 2023/2024 co-curricular appointments as outlined in Exhibit #13. All votes were affirmative. The motion carried.

3.2 Substitutes (Exhibit #14)

A motion was made by Craig Stage, seconded by Greg Cummings, to approve the additional substitutes be added to the 2023/2024 substitute list as outlined in Exhibit #14. All votes were affirmative. The motion carried.

3.3 Retirements

A motion was made by James Moyer, seconded by Glen Hallead, to accept the following retirement and thank them for their dedicated service: Pamela Pickup, Cowanesque Valley High School, Teacher's Aide, effective December 8, 2023. All votes were affirmative. The motion carried.

3.4 Professional Appointment

A motion was made by Glen Hallead, seconded by Ed Bonham, to hire the following individual as a Professional Employee: Christina LaBarron, Math Teacher, Cowanesque Valley High School, effective January 22, 2024. Roll Call Vote. All votes were affirmative. The motion carried.

3.5 Head Custodian Appointment

A motion was made by Greg Cummings, seconded by Craig Stage, to hire Michael Orr, as Head Custodian, Clark Wood Elementary School/Administration Building, effective December 4, 2023. Roll Call Vote. All votes were affirmative. The motion carried.

3.6 Classified Appointments (Exhibit #15)

A motion was made by James Moyer, seconded by Glen Hallead, to appoint the following classified appointments; Joesetta Stahl to the position of 6.5 hours per day, Special Education Teacher's Aide, Westfield Area Elementary School, \$15.62 per hour, effective December 12, 2023; Andrea DeSera to the position of 6.5 hours per day, Special Education Teacher's Aide, Cowanesque Valley High School, \$15.62 per hour, effective December 12, 2023, in accordance with the contractual agreement between the Northern Tioga School District and the Northern Tioga Education Support Professionals, as outlined in Exhibit #15. Roll Call Vote. All votes were affirmative. The motion carried.

3.7 Approval of Volunteers

A motion was made by Greg Cummings, seconded by Craig Stage, to approve Jesse Fay, Williamson High School as a volunteer. All votes were affirmative. The motion carried.

3.8 Appointment of Tioga County TCC Delegates (Exhibit #16)

A motion was made by Ed Bonham, seconded by James Moyer, to approve the Tioga TCC Voting Delegate Appointment Resolution appointing Kathy VanSchaick as the primary voting delegate with Kristopher Kaufman and Brittany Mondock as the first and second alternates, as outlined in Exhibit #16. All votes were affirmative. The motion carried.

3.9 2024/2025 Budget Resolution (Exhibit #17)

A motion was made by Kim Strauser, seconded by James Moyer, to approve the resolution certifying that the 2024/2025 tax rate will be increased at a rate at or below the adjusted Act 1 index for our district, as outlined in Exhibit #17. Mrs. VanSchaick noted that although the 2024/25 Adjusted Act 1 Index is 7.8%, PA Statute 6926.327 notes that in the year following a county wide re-assessment, the Act 1 Index from the previous year (6.1%) applies rather than the index from the current year. Roll Call Vote. All votes were affirmative. The motion carried.

3.10 Approval to Purchase Auto Scrubber for Williamson High School

A motion was made by Greg Cummings, seconded by Craig Stage, to approve the request to purchase a Tennant T290 Auto Scrubber for Williamson High School at a cost to the district of \$5,000.00. This is being purchased with remaining funds from the skid steer bucket and forks that was approved in the 2023/24 equipment list and came in under budget. Roll Call Vote. All votes were affirmative. The motion carried.

3.11 Second Reading and Final Adoption of Policies (Exhibits #18, #19, #20, and #21)

A motion was made by Kim Strauser, seconded by Glen Hallead, to approve and adopt the Second Readings of proposed changes to the following policies: #137 - Home Education Programs, #137.1 - Extracurricular Participation by Home Education Students, #137.2 - Participation in Cocurricular Activities and Academic Course by Home Education Students, #137.3 - Participation in Career and Technical Education Programs by Home Education Students, as outlined in Exhibits #18, #19, #20, and, #21. Roll Call Vote. All votes were affirmative. The motion carried.

3.12 Additional Vacancies During December

A motion was made by Glen Hallead, seconded by Craig Stage 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

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 8, 2024, 7:00 PM
Board Work Session – January 22, 2024, 6:00 PM

5.2 Committee Meetings - None

6.0 ADJOURNMENT

6.1 Adjourn

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

Adjournment was at 7:51 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.