

NORTHERN TIOGA SCHOOL DISTRICT  
110 Ellison Road  
Elkland, PA 16920

Minutes – February 14, 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 7:07 PM.

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

Executive Session – An executive session was held after the January 24, 2022 work session 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, Jean Kohut, Ben Howe, James Moyer, and Kim Strauser. Absent: Greg Cummings, Jolene Meisner and Jim Neal.

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

1.5 Student/Staff Recognitions & Presentations

Student of the Month

Williamson High School – Savanna Slaymaker

Savanna Slaymaker, daughter of David and Sara Slaymaker of Middlebury Center, PA, and a Sophomore at Williamson Jr./Sr. High School, has been selected as the high school Student of the Month for the month of February. Savanna was selected by teachers from the Business Department. Teachers in this department praised Savanna and her commitment to academic excellence. One teacher shared the following about Savanna:

Savanna is an exceptional student, she is poised, polite, dedicated, and present. She consistently demonstrates her abilities in all her classes and extracurricular activities. As an example, Savanna currently has a 100% in economics, with her lowest grade in any class being a 99%. In her economics class, she has taken what she has learned and combined it with a commitment to learn even more in the subject area. She transferred this knowledge to the Future Business Leaders of America Club, where she competed in the economics category and just recently took 1st place in our regional competition. She will be attending the state FBLA competition later this year.

In addition to excelling in FBLA, Savanna, who plays flute in the band, recently qualified for district band, and has helped to raise thousands of dollars for Veterans causes as a member of the History Club. Savanna's accomplishments inside and outside of the classroom are second to none, and she credits most of her success to work ethic, staying organized, and the support of her family. Savanna, 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 – Abby Gehman

Abby Gehman is an 8th grade student at Williamson. She is the daughter of Josh and Sarah Gehman of Lawrenceville. Her teachers describe her as respectable, task-driven, and kind. Abby is part of the Student Council, Honor Society, and the volleyball team. Outside of school she enjoys reading and horseback riding. She's an active member of the Beartown Alliance Church and earns extra money baby-sitting. Although Abby has no clue what her future holds, she is leaning towards a career involving horses or teaching. Williamson Middle School is honored to name Abigail Gehman as our Student of the Month for February.

#### Cowanesque Valley High School – Mackenzie Stermer

Mackenzie is a sophomore at Cowanesque Valley and is the daughter of Clifford Stermer of Knoxville. She is an active member of the School Pride Club and has a lot of great ideas! She is a great team member and works well with others. She leads by doing and setting a great example for others. She is a self-starter and follows through on all her commitments. Mackenzie and her family do a lot of community building activities in Knoxville. Recently she volunteered at Christmas in Billings Park and helped Santa answer the letters written to him that were dropped off in the Billings Park mailbox. She enjoys helping with the family business, noting that plowing is her favorite thing to do. Mackenzie is artistic and creative and plans to put those attributes to use as a contractor or landscaper.

#### Cowanesque Valley Middle School – Kendra Abbott

The Cowanesque Valley Middle School teachers are pleased to announce Kendra Abbott as our middle school student of the month. She is in seventh grade and is the daughter of Scott Abbott and the niece of Ashley Abbott of Knoxville. Kendra is a joy to have as a student. Her positive attitude and cheerful personality light up the classroom. She is polite, hardworking, and kind. In addition to being a great student, Kendra is involved in many extracurricular activities. She plays volleyball, basketball, and softball and is a member of student council. She also loves to color and play board games, and her favorite

subjects are science and math. Her favorite thing about middle school is the new friends she has made. One day, Kendra would like to be a veterinarian, and we think with her work ethic and compassionate personality, she will make a wonderful veterinarian someday!

R.B. Walter Elementary School – Walker Stephens

R.B. Walter Elementary would like to congratulate Walker Stephens as our student of the month for February. Walker is the son of Sabrina Greenwalt and Frederick Stephens Jr. Walker's favorite subjects are science and math, both subjects he excels in and loves. Walker's outside interests include spending time with his family. He enjoys hunting and fishing and driving his snowmobile, four-wheeler, and tractor. This past fall, Walker had the proud honor of driving his grandfather's Farmall tractor in the Tioga parade. Walker's teachers describe him as a mannerly, hardworking, and conscientious student who is helpful and caring to his peers. He is always eager to help others and has a great sense of humor. His family describes him as kind, caring, helpful, smart, funny, well mannered, loving and very outgoing. We are honored to recognize Walker as our Student of the Month!

Clark Wood Elementary School – Holly Peers

We at Clark Wood are very proud to share Holly Peers at our February Student of the Month. She is the daughter of Dawn Slonaker and the late Mike Peers of Osceola. Holly, a sixth-grade student in Ms. Lyon's classroom, works hard every day. The effort that she puts in to being her best is exceptional. Holly continues to succeed despite having to overcome several obstacles in her life. Holly is an inspiration to us all as she never complains and faces each day with a smile on her face.

Miss Peers loves to participate in all kinds of activities especially those where she can help other children. Holly has the kindest of hearts. She is active in Girl Scouts, 4-H, and plays the clarinet in the band. She has played both indoor and outdoor soccer and has been a member of the Elkland Softball team for several years. She enjoys church family and attending the Good News Club at Clark Wood. Holly is an avid book reader and excels in earning AR points. Many of her favorite books are about animals as she has a keen interest in all kinds of furry and feathered critters. She also enjoys camping with her family. Holly exemplifies all of our RAMS expectations. We are very proud of you. Congratulations Holly.

Westfield Area Elementary School – Brody Bruce

The Westfield Area Elementary School Student of the Month is Brody Bruce. Brody is a 6<sup>th</sup> grade student and is the son of Tony and Jodi Bruce. Brody resides in Westfield with his parents and brother, Cale. Brody is the Student Council President. He is a member of band (where he plays the euphonium), chorus, and basketball. He also plays football for the CVYFL and baseball for the Knoxville Tigers and Elmira Elite 12U. In his free time, Brody helps on the farm, hunts (deer and pheasant), fishes, and plays outside. His favorite subject in school is math! His teachers describe a very respectful student. He is kind, friendly, and always has a positive attitude! Brody is very thoughtful when considering how to balance his many commitments. He thinks through things in a mature manner

when considering whether to take on another activity. In his first year as Student Council President, he has been incredibly responsible ensuring that the activities he delegates to others are carried out as planned. We are proud to have Brody Bruce represent WAES as our Student of the Month!

#### 1.6 Open Forum

Bob Goodrich, Osceola, PA

Mr. Goodrich offered words of encouragement and a prayer.

#### 1.7 Approval of Minutes

A motion was made by Jean Kohut, seconded by Ben Howe, to approve the monthly meeting minutes from the January 10, 2022 regular meeting and the January 24, 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 Jean Kohut, seconded by Ed Bonham, 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)

Jean Kohut asked why some of the organizations approved for facility use are not charged a fee. She stated that Policy 707 says they must pay for custodian costs if they are using our buildings outside school hours. The principals stated that facility use often does not require extra hours for custodians. They try not to charge fees if the groups include NTSD students.

#### 1.11 Information & Correspondence

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<sup>st</sup> deadline.

## 2.0 REPORTS

#### 2.1 Superintendent’s Report

Audit Report for July 1, 2020-June 30, 2021 (Exhibit #15)

A motion was made by Jean Kohut, seconded by Ben Howe, to approve the school district local audit report for the fiscal year ended June 30, 2021 as outlined in Exhibit #15. Roll Call Vote. All votes were affirmative. The motion carried.

Lion's Club

Dr. Barnes shared that the Lion's Club purchased and donated vision screeners to the school district. She thanked the Lion's Club for their donation. These will be wonderful for the schools to have.

Shoe Bank

Dr. Barnes shared that 23 people came through the Shoe Bank this month for shoes and winter gear. She noted what a wonderful program this is for the district.

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)

A motion was made by Ed Bonham, seconded by Kim Strauser, to approve the Payroll Rate Changes, 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, stated that as part of the building access project at Cowanesque Valley and Williamson High School, a kitchen entrance intercom, video, and door unlock stations will be installed. This work is planned to start on February 28, 2022. The bus radio project is pending punch list items. KC Communications is working to get the GPS component of the systems installed. They are also working to resolve a repeater issue with the radios at Westfield Area Elementary School. Jeremy stated that the board will be voting on a contract for the Cowanesque Valley High School restroom renovation project tonight. It is planned that the work will be completed over the summer. The Buildings & Grounds Committee has continued to meet to discuss the potential air quality improvement project. Jeremy shared a timeline for the project that includes having a contract for the board to vote on at the May board meeting. Construction is anticipated to start in the summer of 2023.

2.4 Grant Update

Kris Kaufman, Principal of Academic Affairs, provided the board with a handout giving updates on where things stand with the ESSER I, ESSER II, and ARP/ESSER grants. He stated that the ARP/ESSER grant has been submitted. The set asides for the grant have been approved. He reminded the board that there is some flexibility with these grants and that there may be revisions. He noted that grant money previously allocated to exact path has been moved to supplement Laurel Health for school based out-patient counseling. He shared that a Community Stakeholder Meeting was held on January 27, 2022. Meetings will continue every 6 months for the duration of the grant. He has also decided to hold building level meetings for feedback. These will continue at least once a year.

### 3.0 ACTION ITEMS

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

A motion was made by Kim Strauser, seconded by Ed Bonham, 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 James Moyer, seconded by Jean Kohut, to approve 2021/2022 substitutes as outlined in Exhibit #14. All votes were affirmative. The motion carried.

Jean Kohut asked if these substitutes will need to join ESS. Dr. Barnes stated that the board passed the contract with ESS with the stipulation that it not be exclusive. ESS had originally stated that they were okay with this but is now expressing concerns that our substitutes do not have to join ESS. Dr. Barnes is working with ESS on this.

#### 3.3 Retirements

A motion was made by Jean Kohut, seconded by James Moyer, to accept the intents of retirement of Jacqueline Erickson, teacher at the R.B. Walter Elementary School, effective July 1, 2022 and Susan Dexter, cook at the Westfield Area Elementary School, effective March 11, 2022 and thank them for their dedicated service. All votes were affirmative. The motion carried.

#### 3.4 Resignations

A motion was made by Jean Kohut, seconded by James Moyer, to accept the resignations of Calli Cody, teacher aide at Williamson High School, effective January 21, 2022 and Alyson Yerrick, Administrative Assistant to the Superintendent, effective March 16, 2022 and thank them for their dedicated service. All votes were affirmative. The motion carried.

#### 3.5 Assistant Principal Appointment (Exhibit #16)

A motion was made by James Moyer, seconded by Ed Bonham, to appoint Christina Sheeley to the position of Assistant Principal, currently assigned at the R.B. Walter Elementary School, effective March 7, 2022 at a salary of Level 1 of the current Act 93 agreement as outlined in Exhibit #16. Roll Call Vote. The motion carried with Jean Kohut casting a negative vote.

#### 3.6 School Psychologist Appointment (Exhibit #17)

A motion was made by Jean Kohut, seconded by James Moyer, to appoint Allison Derrick to the position of 208 day School Psychologist at a salary of \$62,100.00, effective June 9, 2022 in accordance with the Act 93 Agreement as outlined in Exhibit #17. Roll Call Vote. All votes were affirmative. The motion carried.

### 3.7 Classified Appointment (Exhibit #18)

A motion was made by Jean Kohut, seconded by James Moyer, to appoint Jessy Newberry to the position of 5.5 hour per day Special Education Teacher Aide, currently assigned at the Williamson High School at the rate of \$13.80 per hour, effective February 23, 2022 in accordance with the contractual agreement between the Northern Tioga School District and the Northern Tioga Education Support Professionals as outlined in Exhibit #18. Roll Call Vote. All votes were affirmative. The motion carried.

### 3.8 Realignment of Cafeteria Personnel

A motion was made by Jean Kohut, seconded by Ben Howe, to approve the following changes in hours for cafeteria personnel effective February 15, 2022, unless otherwise noted:

Clark Wood Elementary School:

- Eliminate the vacant 3.25 hour per day cafeteria aide position.
- Increase hours for cooks Kathleen Watkins and Jeanette Farris from 4.0 to 5.5 hours per day.

Westfield Area Elementary School:

- Decrease the hours for the vacant cook position from 6.0 to 5.75 hours per day effective March 14, 2022.

R.B. Walter Elementary/Williamson High School:

- Eliminate the vacant 2.25 hour per day cafeteria aide position.
- Increase hours for cook Maureen Wilber from 4.0 to 5.75 hours per day.
- Increase hours for cafeteria aides Margo Thompson and Erynn Taft from 2.5 to 2.75 hours per day.

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

### 3.9 First Reading of Policies (Exhibits #19, #20, #21, #22, & #23)

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

Policy #146.1 - Trauma-Informed Approach (Exhibit #19)

Policy #247 – Hazing (Exhibit #20)

Policy #249 - Bullying/Cyberbullying (Exhibit #21)

Policy #317.1 - Educator Misconduct (Exhibit #22)

Policy #824 - Maintaining Professional Adult/Student Boundaries (Exhibit #23)

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

### 3.10 Second Reading and Final Adoption of Policy (Exhibit #24)

A motion was made by Kim Strauser, seconded by Ben Howe, to approve the second reading and final adoption of proposed changes to Policy #611 – Purchases Budgeted as outlined in Exhibit #24. Roll Call Vote. All votes were affirmative. The motion carried.

### 3.11 2021/22 Equipment Requests

A motion was made by Kim Strauser, seconded by Jean Kohut, to approve the use of approximately \$57,869.00 from the unassigned fund balance to purchase 2021/22 equipment requests. It is anticipated that carryover funds from 2020/21 will be approximately \$75,995.00 and equipment requests total is \$133,864.00. The district may be able to fund approximately \$3,600.00 of the equipment requests with a grant and if successful, this will lower the amount to be used from the unassigned fund balance. Roll Call Vote. The motion carried with Jean Kohut casting a negative vote.

### 3.12 Approval of Act 93 Compensation Plan (Exhibit #25)

A motion was made by Jean Kohut, seconded by Ben Howe, to approve the amended Group 2 Act 93 Agreement as outlined in Exhibit #25. Roll Call Vote. All votes were affirmative. The motion carried.

### 3.13 Impact Statement (Exhibit #26)

A motion was made by Jean Kohut, seconded by Kim Strauser, to approve the Impact Statement requesting an additional Life Skills Support Classroom and the addition of one certified Special Education Teaching position effective immediately as outlined in Exhibit #26. Roll Call Vote. All votes were affirmative. The motion carried.

### 3.14 Impact Statement (Exhibit #27)

A motion was made by Jean Kohut, seconded by Kim Strauser, to approve the Impact Statement requesting that the hours for the Northern Tioga Academy teacher aide position be increased from 3.5 to 5.5 hours per day beginning with the 2022/23 school year as outlined in Exhibit #27. Roll Call Vote. All votes were affirmative. The motion carried.

### 3.15 Approval of Performance Based Energy Savings Agreement

A motion was made by Ed Bonham, seconded by Kim Strauser, to approve entering into a Performance Based Energy Savings Agreement and advertising for Request for Proposals. Partial funding will come from approximately \$4.19 million of ARP/ESSER funds. Roll Call Vote. All votes were affirmative. The motion carried.

### 3.16 Approval of AIA Agreement (Exhibit #28)

A motion was made by Kim Strauser, seconded by Ed Bonham, to approve the AIA Agreement between the district and Foor & Associates Architects for the Cowanesque Valley High School renovation project as outlined in Exhibit #28. Roll Call Vote. All votes were affirmative. The motion carried.



3.17 Approval of Contract (Exhibit #29)

A motion was made by Jean Kohut, seconded by Ben Howe, to approve the contract offered by PenTeleData for district internet access as outlined in Exhibit #29. This falls under E-Rate Category 1 and is partially reimbursable in accordance with our E-Rate discount. Roll Call Vote. All votes were affirmative. The motion carried.

3.18 Approval of Revised NTSD Health & Safety Plan (Exhibit #30)

A motion was made by Ben Howe, seconded by Jean Kohut, to approve the revised NTSD Health & Safety Plan as outlined in Exhibit #30. Roll Call Vote. All votes were affirmative. The motion carried.

3.19 Approval of Student Activity Account (Exhibit #31)

A motion was made by Ed Bonham, seconded by Jean Kohut, to approve establishing the WHS Entrepreneurship Class Student Activity Account as outlined in Exhibit #31. Roll Call Vote. All votes were affirmative. The motion carried.

3.20 Approval of IU 17 Budget (Exhibit #32)

A motion was made by Kim Strauser, seconded by Jean Kohut, to approve the 2022/23 IU 17 General Operations Budget as outlined in Exhibit #32. Roll Call Vote. All votes were affirmative. The motion carried.

3.21 Approval of Revised 2021/2022 School Calendar (Exhibit #33)

A motion was made by Jean Kohut, seconded by James Moyer, to approve the revised 2021/2022 school calendar to move the 3 hour early dismissal Act 80 Day scheduled for February 4, 2022 to March 11, 2022 as outlined in Exhibit #33. February 4, 2022 was a snow day and March 11, 2022 is a snow make up day. All votes were affirmative. The motion carried.

3.22 Approval of New Course

A motion was made by Kim Strauser, seconded by Jean Kohut, to approve the following course:

Intro to Modern Band and Songwriting Grades 9-12

Over the course of this exploratory class, students will be exposed to techniques and skills necessary to play guitar, bass guitar, keyboard, drumset, and vocalizing. Students will additionally learn the fundamentals of songwriting to include music and lyrics and the technical aspects of sound equipment setup. Through instruction and assessment, students would be prepared to perform original compositions and covers in a solo or group setting.

All votes were affirmative. The motion carried.

3.23 Approval of Course Selection Guide (Exhibit #34)

A motion was made by Jean Kohut, seconded by Ben Howe, to approve the Course Selection Guide for grades 9-12 for the 2022/2023 school year as outlined in Exhibit #34. All votes were affirmative. The motion carried.

3.24 Pupil Transportation Cost Index Adjustment (Exhibit #35)

A motion was made by Jean Kohut, seconded by Ben Howe, to approve the PDE pupil transportation cost index adjustment and the base fuel rate increase of 7.0% over the previous year for the 2022/2023 school year as outlined in Exhibit #35. 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. All votes were affirmative. The motion carried.

3.25 Approval of Volunteer

A motion was made by Jean Kohut, seconded by Kim Strauser, to approve the following volunteer: Mitchell Gruver - Williamson 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 – February 28, 2022, 6:00 PM  
Regular Board Meeting – March 14, 2022, 7:00 PM

5.2 Committee Meetings

**6.0 ADJOURNMENT**

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

Adjournment was at 8:43 PM.

The board convened for an executive session at this time for legal and personnel issues.

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.