

NORTHERN TIOGA SCHOOL DISTRICT  
110 Ellison Road  
Elkland, PA 16920

Minutes – Special Meeting  
January 23, 2023

**1.0 SPECIAL MEETING**

**2.0 OPERATIONS**

2.1 Call to Order

The special meeting of the Northern Tioga School District Board of Directors was called to order by President, Julie Preston at 6:01 PM.

2.2 Pledge of Allegiance

Julie Preston led those present in the Pledge to the Flag.

2.3 Board Attendance: Board Members Present: Julie Preston, Ed Bonham, Jean Kohut, Ben Howe, Jolene Meisner, James Moyer, Greg Cummings, and Jim Neal. Absent: Kim Strauser.

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

2.4 Open Forum

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

**3.0 ACTION ITEMS**

3.1 Foundations

A motion was made by Ben Howe, seconded by Jim Neal, to approve the office of Owlett and Lewis act as special counsel for Northern Tioga School District and create a Northern Tioga Education Foundation (NTEF) and 501(c) (3) status at a cost of approximately \$5,400.00. The cost to establish the foundation will be shared with the Kuehn Endowment and the Kuehn Endowment will be a sub foundation under the Northern Tioga Education Foundation. This will also allow the district to add other sub foundations under the Northern Tioga Education Foundation in the future. Roll Call Vote. All votes were affirmative. The motion carried.

3.2 Approval of MOU (Exhibit #1)

A motion was made by Jean Kohut, seconded by Ben Howe, to approve the LinkIt! Pilot Memorandum of Understanding allowing the District to participate in a pilot program with LinkIt! to work with and assess the data warehousing program as outlined in Exhibit #1. If

the pilot is successful, the administration may recommend entering into a contract with LinkIt!. Roll Call Vote. All votes were affirmative. The motion carried.

3.3 Semester 1 Reporting (Exhibit #2)

Kris Kaufman, Principal of Academic Affairs, reviewed the semester 1 highlights for Northern Tioga Academy as outlined in Exhibit #2.

Buildings and Grounds:

Cowanesque Valley High School Bathrooms Project:

Kathy VanSchaick, Business Manager, stated Larry Foor, from Foor and Associates, is finishing up the revised drawings for the Cowanesque Valley High School Bathrooms project and asked the Board when would be a good date and time for the Buildings and Grounds Committee to meet with him to review. It was decided there will be a Buildings & Ground Committee meeting on Wednesday, February 1, 2023 starting at 4:00 PM.

Westfield Area Elementary School Domestic Hot Water Project:

Kathy VanSchaick let the Board members know she is waiting to hear from McClure on a firm price on the Domestic Water at Westfield Area Elementary School before signing an agreement.

**4.0 ADJOURNMENT OF SPECIAL MEETING**

A motion was made by Ben Howe, seconded by Jim Moyer, to adjourn the special meeting. All votes were affirmative. Meeting adjourned at 6:46 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.