

NORTHERN TIOGA SCHOOL DISTRICT

110 Ellison Road  
Elkland, PA 16920

Minutes – Work Session  
January 24, 2022

The Northern Tioga School District Board of Directors met for a work session in the Board Room at 110 Ellison Road, Elkland, PA. The session was called to order by Board President Julie Preston at 6:07 PM.

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

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

Health & Safety Plan Update

Dr. Barnes said that the administration has reviewed the district's Health & Safety Plan. She stated that a revised plan will be presented to the board at the February board meeting. The administration suggests that some diagnostic and screening testing items that are no longer applicable be removed from the plan. These items will be updated to reflect that the district will follow CDC and DOH guidelines. Principals noted that, in talking with other districts, it appears that our district is following CDC and DOH guidelines more closely than many others. Ed Bonham asked if contact tracing is now optional. Dr. Barnes stated that DOH and PDE have stepped back from this. Some counties have their own departments of health that offer guidance. Principals noted that teachers are updated daily with a list of students who are required to mask under current guidelines.

McClure Update

Jeremy Freeman, Supervisor of Buildings and Grounds, stated that McClure has had people on site to look at our HVAC systems. He plans to meet with them late this week or early next week to look at the details and prepare a Scope of Work. Jeremy hopes to have a proposal ready to be voted on at the February meeting. The Buildings & Grounds Committee plans to meet to review the Scope of Work before the February meeting.

Submitting the ARP/ESSER Grant

Kris Kaufman, Principal of Academic Affairs, shared an overview of the allocations for the ARP/ESSER grant. He shared that the total amount of the grant is \$5,237,633.00. Of these funds, 20% will be allocated to learning loss including the following items: School Psychologist (22/23 and 23/24 school years), Elementary School Assistant Principal (21/22, 22/23, and 23/24 school years), K-8 Reading/ELA Purchase, MTSS Tutors (22/23 and 23/24 school years), Remote/Supplemental Learning Expenses (22/23 school year), APL Consultant Cost, VLN Material, After School Program Tutoring (2 per school for 22/23 school year), After School Program Transportation. The main allocation of the grant will be used for the HVAC project, pending board approval. The submission deadline for the grant is March 1, 2022. The Department of Federal Programs (DFP) award date for 90% of the funds is March 24, 2022. Normally, there is a 90 day review and approval period for DFP. Grants not posted to Financial Accounting Information (FAI) by March 24, 2022 will result in forfeiture of funds by school districts. The recommendation from the Department of Federal Programs is to submit the ARP/ESSER

grant application now. The grant can be revised as needed. The district is not bound to the allocations discussed. A stakeholder meeting will be held January 27, 2022 to receive further input on the grant. Following this meeting, the grant narrative will be posted to the district website. Board members agreed that it is okay for Mr. Kaufman to submit the application now.

### Equipment Requests

Jeremy Freeman provided the board with a handout detailing the district's maintenance equipment including the date of purchase and condition for each item. Ed Bonham asked if the items listed as being in poor condition are unsafe to operate. Jeremy said there are no safety issues but the items are in poor running condition. Jeremy said he also plans to create an end of life list for the equipment. Greg Cummings noted that such a list would be helpful so the district can plan for when things will need replaced.

### ESS Letter

Dr. Barnes shared a sample letter from ESS that they would like the district to send to our current substitutes as we work to transition to ESS for substitute fulfillment. The wording in the letter states that our current substitutes need to become employees of ESS in order to continue subbing. She noted that the board specifically stated that the agreement with ESS would not make them our exclusive substitute provider. Board members agreed that the letter should be revised to encourage our substitutes to join ESS but not make it a requirement.

### Open Forum

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

The board adjourned the work session at 6:32 PM.

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

Alyson Yerrick  
Board Secretary