

NORTHERN TIOGA SCHOOL DISTRICT  
110 Ellison Road  
Elkland, PA 16920

Minutes – January 8, 2024

**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 Ed Bonham 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

Ed Bonham led a moment of silence.

1.3 Pledge of Allegiance

Ed Bonham led those present in the Pledge to the Flag.

1.4 Board Attendance: Board Members Present: Ed Bonham, Greg Cummings, Glen Hallead, James Moyer, Aaron Smith, and Kim Strauser. Absent: Daniel Costley, Craig Stage, and Julie Preston.

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

1.5 Student/Staff Recognitions & Presentations

Student of the Month:

*Williamson High School* – Phillip Robertson

The Williamson Social Studies Department is pleased to name Phillip Robertson as the Student of the Month. This senior is the son of Sonya Campbell. Phillip's favorite subjects include physical education and history. His Government teacher says that Phillip has really excelled in class, including earning a perfect score on the Government portion of the U.S. Citizenship Test. Phillip participates in a meaningful way and demonstrates a strong work ethic. He enjoys playing football and is on the Williamson basketball team. Over the summer he volunteered to officiate middle school basketball games to help the future players on the team. Phillip's plans are to attend either Bloomsburg or Mansfield University majoring in Business Management. Congratulations, Phillip! Williamson is proud of you!

*Williamson Middle School – Kyleigh Weiler*

Williamson Middle School's student of the month for January is seventh grader Kyleigh Weiler. Kyleigh is the daughter of Samantha and Jesse Weiler of Lawrenceville. Kyleigh is an outstanding student who is dependable and kind. She strives to do her best. Kyleigh is a member of the Williamson Warrior Marching Band and plays the clarinet. She enjoys reading and crocheting. In the future she hopes to become an ophthalmologist. Congratulations Kyleigh.

*Cowanesque Valley High School – Judah Mummert*

Judah is a sophomore at Cowanesque Valley and is the son of Nate and Amanda Mummert of Knoxville. Judah is an exceptional young man who excels in everything he does. He works hard by putting extra time into all his classes. Judah is always there to lend a helping hand to his fellow classmates and is a pleasure to have in the classroom! Judah also puts extra time and effort into his interests. He participates in cross country and band. He has qualified for County Band, District Band, and the Susquehanna University's Honors Band Festival already during the first half of this school year. Judah is also an aspiring music composer who has submitted his music for various national competitions and has already won one award.

*Cowanesque Valley Middle School – Isaiah Mummert*

Isaiah Mummert is the CV middle school team's choice for January student of the month. Isaiah is a 7th grader at CV and the son of Nate and Amanda Mummert of Knoxville. He is kind, respectful, volunteers in class, and always works hard in and out of the classroom. Isaiah is a member of FFA, chorus, band, and student council. He is a linebacker on the football team and plays the trumpet in the band.

When he is not in school, Isaiah likes to fish, hunt, and play football with his siblings. He is most proud of his family and loves spending time with them. He really enjoys fishing with his dad.

Isaiah's favorite subject in school is ELA, and his favorite thing about middle school is that the classes are not super long. When he is an adult, he wants to work in horticulture.

*R.B. Walter Elementary School – Avery Hutcheson*

Our Student of the Month for January is Avery Hutchinson. Avery is the son of Michael and Melissa Hutcheson of Tioga. Avery is a kind, compassionate, and caring 11-year-old. His favorite subject in school is Math. Avery enjoys Math because it is at times challenging, but also rewarding once you push through the more difficult steps in a problem. During all subjects, Avery enjoys learning. It is his favorite part of school.

As much as Avery enjoys Math, he also loves history. His favorite era is World War II. One of his favorite things to do outside of school is to collect History memorabilia. His collection includes a German Merit Award, a World War II helmet, and a British Civilian Defense Helmet. Once of age, Avery hopes to be able to participate in reenactments. Avery truly enjoyed our Veterans Day assemblies as we had two veterans come in to talk to students about their experiences. Avery was on the edge of his seat as the veterans shared their stories with the students.

One person that Avery admires is Albert Einstein. He loves Einstein's ability to persevere and solve problems. Avery is not sure about what he hopes to be when he grows up, but he knows that his own love of learning, history, and challenging tasks will take him far in life.

*Clark Wood Elementary School – Leah Gee*

We are very proud to announce that Miss Leah Gee is the Clark Wood Student of the Month. She is the granddaughter of Roger and Virginia Gee and lives in Lawrenceville. Leah was chosen as our student of the month because of her strong work ethic. She strives to do well in class and works well with other students. She is a high achieving student that grasps concepts quickly. Leah has shown a lot of growth in her relationships this year.

Many of her classmates enjoy her silliness and sense of humor. Leah shows an eagerness to be here each day. She deserves this recognition.

One of Leah's favorite animals is the cat. Her family just adopted a new outside cat named Jerry and she shares another pet cat named Tom. Leah is very artistic. You can find her using free time to draw. She also likes to dance with her sister and cousins. Singing is a special interest. At the beginning of the year, Leah wrote a song that mentioned everyone in the class. She even performed it in front of everyone! Leah's talents and interests add to the amazing student she is.

We are very proud of her.

*Westfield Area Elementary School – Ashlynn Watkins*

The Westfield Area Elementary School Student of the Month is Ashlynn Watkins. She is a 6<sup>th</sup> grade student that is the daughter of Michelle and Matt Watkins of Little Marsh. In school, Ashlynn is a member of the WAES Student Council, chorus, and she is an Art Helper. Ashlynn is consistently on the Principal's 100 Club. Outside of school, Ashlynn plays softball for the Knoxville Tigers and the Fury travel team. She is also a member of 4H Club and she shows her pigs at the Tioga Co Fair. Last year, she also competed in cake decorating and floral arranging at the fair. In her free time, Ashlynn enjoys coloring, playing card games, hunting, and being outside. Ashlynn's teachers describe her as a hard-working student who is always willing to lend a helping hand to anyone in need. She is positive, polite, and engaging! Ashlynn is a great role model for other students, consistently demonstrating BRAVE behaviors! She is willing to volunteer her own time to make our school better by decorating the bulletin boards in the hallways and helping with morning announcements. WAES is proud to have Ashlynn Watkins as our January Student of the Month!

1.6 Open Forum

Bob Goodrich, Osceola, PA

Mr. Goodrich provided a brief overview of initiatives and goals for education enacted by past presidents. Although he feels that education has been failed at the national level, he commended the Superintendent and Principals for the work they have done to help reach these goals at a local level. He also offered a prayer.

1.7 Approval of Minutes

A motion was made by Kim Strauser, seconded by Jamer Moyer, to approve the December 4, 2023, Regular Meeting Minutes. All votes were affirmative. The motion carried.

1.8 Budget Transfers (None)

1.9 Approval of Bills (Exhibit #3)

A motion was made by Glen Hallead, 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)

1.11 Attendance Area Exceptions Requests

1.12 Information & Correspondence (None)

## 2.0 REPORTS

2.1 Superintendent's Report (Exhibit #20)

Mr. Kaufman took some time to recognize the time and support that our board provides to the district. He then read the PSBA Governing Board Resolution, as outlined in Exhibit #20. He also announced publicly that Williamson was released from its school improvement designation, A-TSI. Mr. Kaufman noted the work that the staff at Williamson has put in over the last four years to improve student achievement and growth to exit from A-TSI status.

He explained that students have started utilizing VR Devices and BAS kits that were purchased by grants to support trade skill development.

Lastly, he explained that the appraisal is complete on the Coates Avenue Property and there will be a recommendation for listing in the upcoming months.

2.2 Business Manager's Report

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

A motion was made by Greg Cummings, seconded by James Moyer, to approve the Payroll Rate Changes, Capital Reserve Reports (November and December), Financial Reports (November and December), Cash Investment Reports (November and December), Student Activity Report, Cafeteria Bills and Report, and Transportation Changes as outlined in Exhibits #6, #7, #8, #9, #10, #11, and #12. 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 eighteen completed work orders. He also mentioned that all Ansul systems annual inspections have been completed.

#### 2.4 Grant Update

Becky Koehler announced there are several grants that will be released from the state, resulting in several opportunities within those grants to address various projects and goals in the district.

### 3.0 ACTION ITEMS

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

A motion was made by Glen Hallead, seconded by Kim Strauser, 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 James Moyer, 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 Resignations

A motion was made by James Moyer, seconded by Glen Hallead, to accept the following resignations: Korianne McManus, Clark Wood Elementary School, Autistic Teacher, effective December 15, 2023. All votes were affirmative. The motion carried.

#### 3.4 Retirements

A motion was made by Greg Cummings, seconded by James Moyer, to accept the following retirements and thank them for their dedicated service: Stephan Flynn, Williamson High School, Custodian, effective January 10, 2024; Mary Rudinski, R.B. Walter Elementary School, Title I Teacher, effective June 10, 2024; Lisa Kreisler, Cowanesque Valley High School, Mathematics/Computer Science Teacher, effective August 9, 2024; Joseph Dinan, R.B. Walter Elementary School, effective June 30, 2024. All votes were affirmative. The motion carried.

#### 3.5 Professional Appointment

A motion was made by Glen Hallead, seconded by James Moyer, to hire the following individual as a Professional Employee: Katherine Kulish, Autistic Teacher, Clark Wood Elementary School, Step 1 bachelor's degree, effective January 22, 2024. Roll Call Vote. All votes were affirmative. The motion carried.

### 3.6 Classified Appointments (Exhibit #15)

A motion was made by Greg Cummings, seconded by James Moyer, to appoint the following classified appointments; Victoria Stalter, 3.5 hours per day Cafeteria Aide, Cowanesque Valley High School, \$14.40 per hour, retroactive December 7, 2023; Christopher Koehler, 8 hours per day Custodian, Westfield Area Elementary School, \$16.87 per hour, retroactive December 27, 2023; Yvonne Matincheck, 2.75 hours per day Cafeteria Aide, R.B. Walter Elementary School, \$14.40 per hour, retroactive January 2, 2024; Aimee Stone, 5 hours per day MTSS Tutor, Westfield Area Elementary School, \$25.00 per hour, retroactive January 2, 2024; Abrionna Ackley, 5 hours per day MTSS Tutor, Westfield Area Elementary School, \$25.00 per hour, retroactive January 5, 2024; Tara Wells, High School Secretary, Williamson Area High School, \$18.38 per hour, effective January 16, 2024, 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 Out of Country Field Trip Request (Exhibit #16)

A motion was made by Glen Hallead, seconded by Kim Strauser, to approve the Cowanesque Valley High School Spanish Club to travel to the Dominican Republic in June 2025, as outlined in Exhibit #16. All votes were affirmative. The motion carried.

### 3.8 2024-2025 Future Planning Guide (Exhibit #17)

A motion was made by Kim Strauser, seconded by Greg Cummings, to approve the 2024-2025 Future Planning Guide, as outlined in Exhibit #17. All votes were affirmative. The motion carried.

### 3.9 Readoption of the Principles for Governance and Leadership Policy (Exhibit #18)

A motion was made by Glen Hallead, seconded by Greg Cummings, to re-adopt the Principles for Governance and Leadership Policy as outlined in Exhibit #18. All votes were affirmative. The motion carried.

### 3.10 Authorization for the Solicitor's Office to Pursue Settlement Discussions for the School District (Exhibit #19)

A motion was made by Greg Cummings, seconded by James Moyer, to authorize the Solicitor's office to pursue settlement discussions with Victaulic Company regarding a Tax Assessment Appeal, as outline in Exhibit #19. Roll Call Vote. All votes were affirmative. The motion carried.

### 3.11 Additional Vacancies During January

A motion was made by Kim Strauser, seconded by Glen Hallead to approve the Superintendent to interview and offer positions to top ranking candidates for any teacher or

classified vacancies that may occur between the January and February Board meetings. Those recommendations will be made to the Board at the regular February meeting. (This will eliminate the need to convene a special meeting.) All votes were affirmative. The motion carried.

#### **4.0 NEW BUSINESS**

##### **4.1 Foundation Progress**

Cheryl Sottolano explained that the foundation has started a rough draft of their bylaws. Once complete they will put a committee together.

#### **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 – January 22, 2024, 6:00 PM  
Regular Board Meeting – February 12, 2024, 7:00 PM

##### **5.2 Committee Meetings - None**

#### **6.0 ADJOURNMENT**

##### **6.1 Adjourn**

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

Adjournment was at 7:49 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.