

NORTHERN TIOGA SCHOOL DISTRICT
110 Ellison Road
Elkland, PA 16920

Minutes – January 9, 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 President, Julie Preston at 7:10 PM.

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

Executive Session – An executive session followed the January 9, 2023 regular meeting 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, Greg Cummings, Jean Kohut, Ben Howe, Jolene Meisner, James Moyer, Jim Neal, and Kim Strauser.

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

1.5 Student/Staff Recognition & Presentations

Student of the Month

Williamson High School – Emaly Moser

The Student of the Month at Williamson for January is Emaly Moser. Emaly, a sophomore, is the daughter of Janelle and George Moser of Lawrenceville. She enjoys spending time volunteering at the Calvary United Methodist Church's food pantry and keeping the book for the high school wrestling team. The Social Studies department selected her because she goes above and beyond in her World History and Psychology classes. She has an excellent work ethic. Emaly participates in class and asks in-depth and engaging questions. If a project is due, she always goes beyond the basic requirements. These attributes will serve her well when she pursues a degree in Radiation Therapy. Congratulations to you, Emaly!

Williamson Middle School – Benjamin Bower

Williamson Middle School's student of the month is seventh grader Benjamin Bower. Ben is the son of Michael and Krista Bower of Tioga. He is an avid soccer player and has played since age five. He prefers the left side. Ben is a dedicated learner and especially enjoys science. His work is always completed to the best of his ability. Other activities he participates in are playing trumpet for the Williamson Band and youth group at the Victory Church in Painted Post. Ping pong is also a favorite. Ben would like to become a professional soccer player in the future. Congratulations Benjamin Bower.

Cowanesque Valley High School – Brayden McDonnell

Brayden McDonnell is a freshman at CV and the son of Ashley and Erik McDonnell of Westfield. His teachers will tell you he goes above and beyond in class. He is not afraid to ask questions when he needs help and listens to feedback. Brayden is dependable and respectful. He is also very willing to help his fellow classmates! He is a joy to have in class and he especially enjoys Computer Science. He is a member of the Student Council and the National Junior Honor Society. Outside of school Brayden enjoys fishing, board games, and spending time with family and friends.

Cowanesque Valley Middle School – Zachary Krystoff

The Cowanesque Valley Middle School teachers are pleased to announce Zachary Krystoff as our middle school Student of the Month. He is in eighth grade and is the son of Ryan and Cathy Krystoff of Westfield. Zach gets along well with his peers, can often be seen smiling, and is very optimistic. Outside of the classroom, Zach plays on the football and baseball teams. He also enjoys spending time with his family and playing with his animals. His favorite thing about middle school is being rewarded with free time when all his work is complete. His favorite subject in school is math. When asked what he is most proud of this school year, he responded, "improving in football and reading." We are proud of you, too, Zach, and all your accomplishments.

R.B. Walter Elementary School – Remington Tull

Remington Tull, a sixth-grade student, is RB Walter's Student of the Month. Remington is the son of Angel Tull and Sarah Prince. As a student who looks forward to new learning opportunities and concepts, school is naturally enjoyable for this young man. His favorite academic subject is science, especially astronomy. His love for the sciences draws him to the field of medicine. He would like to pursue being a doctor. He desires to help people by discovering new cures for diseases. Remy is quick to adapt to new skills and he is a leader, so we have no doubt he will meet these future goals. In addition to being academically strong, Remington is polite, kind, caring, and eager to support his peers in the classroom, on the soccer field, and on the basketball court. His smile is contagious and spreads his positive energy throughout the classroom. Remy is a well-rounded young man, and he makes a positive difference at RB Walter. When asked who his role model is,

Remington said he has always looked up to his brother Gabe. Congratulations, Remy, we are proud to honor you as our Student of the Month!

Westfield Area Elementary School – Darwin Ballard

The Westfield Area Elementary School Student of the Month is Darwin Ballard. Darwin is a 4th grade student who is the son of Julie and Randy Ballard. He resides with his parents and his sister in Westfield. Darwin plays the euphonium in the WAES band. His favorite subject in school is math! In his free time, Darwin enjoys playing outside, shooting his BB gun, and playing with his dog.

Darwin's teachers describe him as an amazing leader who models BRAVE behaviors daily! He is respectful, responsible, and always willing to help others. He completes his schoolwork efficiently and is always willing to volunteer. His band teacher states that Darwin is very well mannered and prepared for band! We are proud to have Darwin Ballard as our January Student of the Month!

Clark Wood Elementary School – Loren Bacon

We are very proud to announce that Loren Bacon is Clark Wood's January Student of the Month. Loren is the daughter of Kelly and Jeff Bacon. She lives in Nelson with her parents and her twin sister Sky. And yes, they love testing people's ability to tell them apart. She also has two pet dogs and a hamster.

In school, Loren's favorite classes are ELA and gym. She was chosen as our Student of the Month because of her hard work in her classes. She also exhibits a kind nature, friendly attitude, and tries to be a good friend to all.

Loren has been active in many activities outside of school. She is a cheerleader and participated in a cheerleading competition this past fall. She also enjoys swimming, playing softball, playing basketball and helping take care of her nephew. You will often find her beside her dad holding a fishing pole.

Way to go, Loren! We are proud of you.

1.6 Open Forum

Bob Goodrich, Osceola, PA

Mr. Goodrich commended the School Board and applauded the Administration for caring about the students and willing to do almost anything to help them succeed. He also offered a prayer.

Bryn Hammerstrom, Chatham Township, PA

Mr. Hammerstrom expressed his concerns and issues he experienced with trying to pay his taxes. Mr. Hammerstrom stated he never received notification from C&N Bank or Northwest Bank or from the Tax Office that he had not signed his check for the payment. Mr. Hammerstrom received a receipt for it from C&N Bank, however, this was before they

noticed his check was not signed. Mr. Hammerstrom requested the Board's approval to reimburse him for the late fees.

1.7 Approval of Minutes

A motion was made by Jean Kohut, seconded by Jim Neal, to approve the monthly meeting minutes from the December 01, 2022 regular meeting. 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 Greg Cummings, to approve bills as outlined in Exhibit #3. Roll Call Vote. All votes were affirmative. The motion carried.

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

1.17 Information & Correspondence

2.0 REPORTS

2.1 Superintendent's Report

School Board Recognition Month

January is School Board Recognition Month – Dr. Barnes read a resolution from PSBA and thanked board members for their time and commitment to the school district.

Community Care initiative Presentation

Shelby Rush gave a presentation on the Community Care Initiative. She stated this would be launching January 17, 2023 at Northern Tioga School District, with 30 students at each elementary school. Students will participate in recreational activities and get to know people in the communities. Some of the activities include cooking, dance, karate, yoga, and 4H. Clearances and trainings for all adults involved will be monitored. Interns from Mansfield University will also be helping the students, and transportation will be provided through the ARP-ESSER program.

Lions Club Vision Equipment Presentation

Cheryl Wilbur spoke to the Board and explained that two vision screeners have been donated to the elementary schools. Amy Jo Vandernick gave a demonstration to show how the screening only takes a few seconds as it is performed on the children, and there is no contact to the child.

NPRC Annual Report 2021-2022

Dr. Barnes stated she had the NPRC Annual Report for 2021-2022 and offered to have copies made for any Board members who would like a copy to review.

Local Auditors Report for July 1, 2021-June 30, 2022 Roll Call:

Kim Stank and Steve Rock discussed the July 1, 2021-June 30, 2022 Audit Report with the Board Members. They expressed their thanks to Kathy VanSchaick, Business Manager, for all of her hard work and a stated this was a great audit. Steve Rock broke down the audit and explained amounts and expressed these do not include long term liabilities and it is a glimpse of the financials. A motion was made by Jean Kohut, seconded by Kim Strauser to approve the Local Auditors Report for July 1, 2021-June 30, 2022. Roll Call Vote. All votes were affirmative. The motion carried.

2.2 Business Manager's Report

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

A motion was made by Kim Strauser, seconded by Jolene Meisner, to approve the Payroll Rate Changes (None), Capital Reserve Report for November and December, Financial Report for November and December, Cash Investment Report for November and December, Student Activity Report, Cafeteria Bills & Report, and Transportation Changes as outlined in the Exhibits #7, #8, #9, #10, #11, and #12. All votes were affirmative. The motion carried.

2.3 Buildings and Grounds Report

Daren Bryant, Buildings & Ground Supervisor, stated he has spent his first few days in this position touring the buildings and becoming familiar with staff. He let the Board know he had met with Tremco on January 9, 2023 regarding roofing, and there would be a meeting with NRG on Wednesday, January 11, 2023.

2.4 Grant Update

Kris Kaufman gave an update on grants and stated the PCCD grant was approved just before Christmas. Book vending machines are being looked at and he will have more information regarding these down the road.

3.0 ACTION ITEMS

3.1 2022/2023 Co-Curricular Appointments (Exhibit #13)

A motion was made by Jim Neal, seconded by Jean Kohut, to approve 2022/2023 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 Jean Kohut, seconded by Jolene Meisner, to approve 2022/2023 substitutes as outlined in Exhibit #14. All votes were affirmative. The motion carried.

3.3 Appointment of Buildings & Grounds Supervisor (Exhibit #16)

A motion was made by Greg Cummings, seconded by Ben Howe, to appoint Daren Bryant to the position of Buildings & Grounds Supervisor, effective January 4, 2023 at the rate of \$81,500.00/year in accordance with the current Act 93 agreement as outlined in Exhibit #16. Roll Call Vote. The motion carried with Jean Kohut casting a negative vote. The motion carried.

3.4 Classified Appointments (Exhibit #17)

A motion was made by James Moyer, seconded by Jim Neal, to appoint:

Jennifer Barley, 6.85 hours per day Special Education Teacher Aide, Williamson High School, \$14.97 per hour, effective November 29, 2022.

Lori Stewart, 6.00 hours per day Nurse Aide, R.B. Walter/Williamson High School, \$15.81 per hour, effective January 10, 2023.

In accordance with the contractual agreement between the Northern Tioga School District and the Northern Tioga Education Support Professionals as outlined in Exhibit #17. Roll Call Vote. All votes were affirmative. The motion carried.

3.5 Approval of Volunteer

A motion was made by Jean Kohut, seconded by Greg Cummings, to approve Carol Casella as a volunteer for R.B. Walter Elementary School. Voice Vote. All votes were affirmative. The motion carried.

3.6 Approval of MOU (Exhibit #18)

A motion was made by Kim Strauser, seconded by Jim Neal, to approve the Memorandum of Understanding between the District and the BLaST Intermediate Unit 17 to serve as the fiscal agent for the Pennsylvania Department of Education's PAsmart grant "TiogaWORKS" from March 1, 2022-June 20, 2024 as outlined in Exhibit #18. Roll Call Vote. All votes were affirmative. The motion carried.

3.7 22/23 Equipment Request

A motion was made by Ben Howe, seconded by Kim Strauser, to approve Mr. Sottolano's request to purchase 14 new football helmets in the amount of \$4,550.00. This purchase will replace his original request for tennis backboards in the amount of \$4,700.00 that was approved in the 2022/23 budget. Roll Call Vote. All votes were affirmative. The motion carried.

3.8 Approval of Building Automation Systems Course

A motion was made by Jim Neal, seconded by James Moyer, to approve the Building Automation Systems Course for Grades 11-12. Prerequisite: Successful completion of Robotics 1. Building Automation Systems (BAS) is the use of technology to increase the efficiency and safety of a building. This is accomplished through computer controllers, software, networks, sensors, actuators, and motors. This course will look at the basics of setting up and controlling systems like those used with commercial and industrial businesses. Roll Call Vote. All votes were affirmative. The motion carried.

3.9 Approval of Course Selection Guide (Exhibit #19)

A motion was made by Jolene Meisner, seconded by Kim Strauser, to approve the 2023-2024 future planning guide. Highlighted items are revised from the previous edition as outlined in Exhibit #19. Voice Vote. All votes were affirmative. The motion carried.

3.10 Approval to Purchase Storage Container

A motion was made by Jolene Meisner, seconded by Jim Neal, to approve the purchase of a 40' storage container that is currently located at the Williamson high School in the amount of \$3,575.00. This will be funded by the Williamson High School athletic account. The district has paid rental fees on the container since August 2020, totaling \$3,500.00 and the cost to purchase a new container is \$6,800.00. The container is currently being used to store the school's new pole vault equipment as rodents were destroying the equipment when it was being stored in the shed by the track. Roll Call Vote. All votes were affirmative. The motion carried.

3.11 Grievance #2022-23-01

A motion was made by Jean Kohut, seconded by Ben Howe, to deny grievance #2022-23-01. Roll Call Vote. All votes were affirmative. The motion carried.

3.12 Approval of Local Advisory Committee Meeting Minutes & Committee Members (Exhibit #20 and Exhibit #21)

A motion was made by Jean Kohut, seconded by Kim Strauser, to approve the December 19, 2022 minutes from the Local Advisory Committee minutes and the list of members as outlined in Exhibit #20 and Exhibit #21. The minutes provide documentation that annual meetings provide advice to the Board and the administration concerning the program of the school, including its general philosophy, academic and other standards, strategic plans, course offerings, support services, safety requirements, and the skill needs of employers. Roll Call Vote. All votes were affirmative. The motion carried.

3.13 Approval to Extend Increase of Hours

A motion was made by Jean Kohut, seconded by Greg Cummings, to extend the increase of the teacher aide hours for Melissa Cody, R.B. Walter Elementary School, from 4 hours per day to 5 hours per day, until March 23, 2023. Roll Call Vote. All votes were affirmative. The motion carried.

3.14 Request to Attend Out-of-State Conference (Exhibit #22)

A motion was made by Jolene Meisner, seconded by Greg Cummings, to approval Daniel Cook to travel to Atlanta, GA from January 31-February 3, 2023 to attend the BASE Workshop at a total cost of approximately \$4,530.00 to the District as outlined in Exhibit #22. This is partially funded by the PA Smart Grant in cooperation with BLaST IU 17. Kris Kaufman will be looking into the possibility of this being fully funded by the PA Smart Grant. Roll Call Vote. All votes were affirmative. The motion carried.

3.15 Approval of Community Care Initiative Agreement (Exhibit #23)

A motion was made by Jim Neal, seconded by Greg Cummings, to approve the Use of Facilities Agreement between the District and The Tioga County Partnership for Community Health as outlined in Exhibit #23. Roll Call Vote. All votes were affirmative. The motion carried.

3.16 Exclusion From School Agreement (Exhibit #24)

A motion was made by Jean Kohut, seconded by Greg Cummings, to approve the Exclusion From School Agreement as outlined in Exhibit #24. Roll Call Vote. All votes were affirmative. The motion carried.

3.17 Authorize the Solicitor's Office to Defend the School District Exhibit #25)

A motion was made by Jean Kohut, seconded by Jolene Meisner, to authorize the Solicitor's Office to Defend the School District as outlined in Exhibit #25. Roll Call Vote. All votes were affirmative. The motion carried.

3.18 Approval of Revised Principles for Governance and Leadership (Exhibit #26)

A motion was made by Jolene Meisner, seconded by Kim Strauser, to approve the Revised Principles for Governance and Leadership as outlined in Exhibit #26. Voice Vote. All votes were affirmative. The motion carried.

3.19 Additional Vacancies During January

A motion was made by Kim Strauser, seconded by Ed Bonham, to approve the Superintendent to interview and offer positions to top ranking candidates for any teacher, classified, or Act 93 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

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 23, 2023, 6:00 PM
Regular Board Meeting – February 13, 2023, 7:00 PM

5.2 Committee Meetings - None

6.0 ADJOURNMENT

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

Adjournment was at 8:35 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.