

NORTHERN TIOGA SCHOOL DISTRICT
110 Ellison Road
Elkland, PA 16920

Minutes – June 13, 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 7:01 PM.

Executive Session – An executive session preceded the 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, Dan Fie, Kris Kaufman, Bill Butterfield, Jeremy Freeman, Christina Fry, Christina Sheeley, Bonnie Walker, Matt Sottolano, and Cheryl Sottolano. Absent: Jess Millard.

1.5 Student/Staff Recognitions & Presentations

Retirement Recognitions

- Sharen Hardt, Cafeteria Aide, Westfield Area Elementary School: 6 Years of Service
- Amy Adams, Teacher, Westfield Area Elementary School: 20 Years of Service
- Lana Moon, Teacher Aide, Clark Wood Elementary School: 21 Years of Service
- Susan Dexter, Cook, Westfield Area Elementary School: 26 Years of Service
- Scott Tanner, Custodian, Clark Wood Elementary School: 26 Years of Service
- Keith Robbins, Teacher, Williamson High School: 28 Years of Service

- Jacqueline Erickson, Teacher, R.B. Walter Elementary School: 29 Years of Service
- Shirley Heitzenrater, Teacher, Clark Wood Elementary School: 39 Years of Service
- Martin Heyler, Teacher, Cowanesque Valley High School: 39 Years of Service

1.6 Open Forum

Bob Goodrich, Osceola, PA

Mr. Goodrich gave a thank you and recognition to the entire Northern Tioga School District teachers and administration. Mr. Goodrich stated he attend several awards ceremonies this year, and there were many tremendous accomplishments by the students, but those would not have been possible had it not been for the push and direction from the teachers and the administration. He also offered a prayer.

Allison Dhaene, Lawrenceville, PA

Ms. Dhaene stated she is the mother of two young girls and was inquiring about what preventative measures are being taken to create safer schools with the recent school shootings going on in the country. Ms. Dhaene was asking if there needed to be more focus on funding or if the teachers get equipped with bear spray or some other type of self-defense. She would like to keep going forward and stated she just wants to keep the kids safe.

Kyle Gillett, Elkland, PA

Mr. Gillett is the father of 6 children and wanted to address his concern for a bus driver who has allegedly been swerving and/or falling asleep while driving. Mr. Gillett offered the suggestion of installing cameras on the buses, angled towards the drivers, so they are held accountable for their behavior and it will no longer be the kids' words vs. the adults of what happens on the school bus. He believes the cameras will hold more accountability for the drivers as well as the children. Mr. Butterfield and Dr. Barnes assured the Board Members this is being looked into.

1.7 Approval of Minutes

A motion was made by Ed Bonham, seconded by Ben Howe, to approve the monthly meeting minutes from the May 5, 2022 Buildings & Grounds Committee Meeting, the May 9, 2022 Regular Meeting, and the May 23, 2022 Special Meeting. All votes were affirmative. The motion carried.

1.8 Budget Transfers - None

1.9 Approval of Bills (Exhibit #3)

A motion was made by Greg Cummings, 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 (None) (Exhibits #4 & #5)
- 1.11 Attendance Area Exception Requests
- 1.12 Information & Correspondence (None)

2.0 REPORTS

2.1 Superintendent's Report

Professional Day (Athens, PA):

Dr. Barnes stated the Administration Team will be attending a Professional Day and retreat for administrators in Bradford and Tioga Counties on June 22, 2022, in Athens. Chris Lantz is going to be one of the speakers.

Viant Medical Autism Awareness:

Dr. Barnes shared Viant Medical is holding an Autism Awareness event on June 26, 2022, at Jerome Park in Elkland, PA. Flyers were sent home with the students and a ParentLink call will be made on June 24, 2022, so parents are reminded of the event. The money raised at this event will be donated to the Autistic Support Group at Clark Wood Elementary School.

Thank you to Board:

Dr. Barnes expressed her thanks to the Board Members for the luncheons provided for all the employees. The staff were extremely thankful and appreciated the gesture. The food was very good, and it was a nice way to end the school year.

Safety Report:

Dr. Barnes presented the Safety Report, as required by law, during the Executive Session on June 13, 2022.

Valley Ministerium Motivational Speaker:

Dr. Barnes stated Mr. Bob Goodrich has arranged to bring back a motivational speaker, Gene McGuire. He came and spoke previously at Williamson High School in 2019 and was very well received. He has a message about life lessons, choices, and selecting friends, which all students can benefit from. He will be speaking at Cowanesque Valley High School on September 13, 2022; he will speak at Williamson High School on September 14, 2022 and will also hold an evening presentation in the Clark Wood Auditorium for a presentation to the community.

District Update:

The District Update was made available in the usual format.

2.2 Business Manager's Report

Monthly Reports – (Exhibits #6 (None), #7, #8, #9, #10, #11, #12 (None))

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

A motion was made by Kim Strauser, seconded by Jim Neal, to approve 2022/2023 Milk & Bread Bids as outlined in Exhibit #16, 2022/2023 Integrated Pest Management Bids as outlined in Exhibit #17, 2022/2023 Preventive Maintenance Heating & Cooling Equip as outlined in Exhibit #18, 2021/2022 Scholarships as outlined in Exhibit #19, 2022/2023 School Physician as outlined in Exhibit #20, Student Accident Insurance 2022/2023 as outlined in Exhibit #21, Extended School Year Route Bids 2021/22 as outlined in Exhibit #22, 2022/2023 Paper and Small Ware Bids as outlined in Exhibit #23, General, Art, Medical, Phys Ed, Industrial Art Bids 2022/2023 as outlined in Exhibit #24, Custodial Bids for 2022/2023 as outlined in Exhibit #25, Athletic Bids 2022/2023 as outlined in Exhibit #26, and Copier Paper Bids as outlined in Exhibit #27. Roll Call Vote. All votes were affirmative. The motion carried.

2.3 Buildings and Grounds Report

Jeremy Freeman, Supervisor of Buildings and Grounds, provided an update on the following items:

Prep for Summer Cleaning: Jeremy stated the Buildings & Grounds employees are gearing up to start the summer cleaning.

CV Bathrooms: Jeremy and Greg Cummings suggested the Board consider a re-bid of the Cowanesque Valley High School Bathrooms in the fall, with construction scheduled to start in the summer of 2023. There have not been any substantial savings found to date, but Jeremy is going to follow up with Foor & Associates. Jeremy and Greg both mentioned they are hoping with the re-bid in the fall, there will be more competitive pricing as Contractors schedules are not solidified for summer work.

Classroom HVAC Project: A Roll Call Vote was performed (See 3.27). Jeremy presented a handout to the Board Members detailing how many rooms will be involved in this project at Williamson High School (26 classrooms) and Cowanesque Valley High School (30

classrooms). Chris Lantz will review the contract after Board approval. Jeremy recommended Items 1-5 (Project B) as outlined in slide 10, with a total project cost of \$5,068,729.00. After ESSER funding is used, there would be approximately \$877,000.00 remaining, which the school district would need to cover. Kathy VanSchaick, Business Manager, recommended the Board approve Items 1 & 2 (Project A) as outlined in slide 10, with a total project cost of \$4,426,997.00, and consider moving Items 3-6 to a 5-year plan. This would reduce the amount to approximately \$236,000.00 for the school district to cover.

2.4 Grant Update

Kris Kaufman, Principal of Academic Affairs, stated he will be providing updates on a quarterly basis, starting in August 2022, unless there is something major to report on. He commented to the Board there are 54 students in summer school this year and they are off to a good start.

3.0 ACTION ITEMS

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

A motion was made by Kim Strauser, seconded by Jim Neal, to approve 2021/2022 co-curricular appointments as outlined in Exhibit #13. All votes were affirmative. The motion carried.

3.2 2022/2023 Co-Curricular Appointments (Exhibit #14)

A motion was made by Kim Strauser, seconded by Jim Neal, to approve 2022/2023 co-curricular appointments as outlined in Exhibit #14. All votes were affirmative. The motion carried.

3.3 Substitutes (Exhibit #15)

A motion was made by James Moyer, seconded by Jolene Meisner, to approve the following substitutes be added to the 2021/2022 substitute list as outlined in Exhibit #15. All votes were affirmative. The motion carried.

3.4 Retirement

A motion was made by James Moyer, seconded by Ed Bonham, to accept the retirement of Jack Bates from his position of Industrial Arts Teacher at the Williamson High School, effective May 16, 2023, and Peggy Williams from her position of English Teacher at the Cowanesque Valley High School, effective August 19, 2022, and thank them for their dedicated service. All votes were affirmative. The motion carried.

3.5 Resignations

A motion was made by James Moyer, seconded by Ben Howe, to accept the following resignations and thank them for their dedicated service: Heather Sproule, Autistic Support Teacher at Clark Wood Elementary School, effective August 7, 2022, Jason Hungerford, Library Aide at Williamson High School, effective June 6, 2022, and Megan Buck, full-time Support Staff at Williamson High School, effective June 7, 2022. Alicia Sherman, full-time Support Staff at Williamson High School, was also listed, but did not include a resignation effective date. It was agreed to remove her name and make it retroactive, after receiving an effective date, in the August Board meeting. All votes were affirmative. The motion carried.

3.6 Extended School Year Appointments (Exhibit #28)

A motion was made by Jim Neal, seconded by James Moyer, to approve the extended school year appointments as outlined in Exhibit #28. Roll Call Vote. All votes were affirmative. The motion carried.

3.7 Appointment of Solicitor

A motion was made by Ed Bonham, seconded by Jolene Meisner, to appoint Christopher Lantz as solicitor for the 2022/2023 school year at a rate of \$160.00 per hour plus costs effective July 1, 2022. Roll Call Vote. All votes were affirmative. The motion carried.

3.8 Approval of Additional Days (Exhibit #29)

A motion was made by Jolene Meisner, seconded by Greg Cummings, to approve the social workers and the elementary counselor to work up to an additional five days during the summer as outlined in Exhibit #29. Roll Call Vote. All votes were affirmative. The motion carried.

3.9 Approval of Technology Services Agreement (Exhibit #30)

A motion was made by Kim Strauser, seconded by Jolene Meisner, to approve the Technology Services Agreement for the 2022/2023 school year as outlined in Exhibit #30. Roll Call Vote. All votes were affirmative. The motion carried.

3.10 Approval of Agreement with IU #17 (Exhibit #31)

A motion was made by Jolene Meisner, seconded by Ed Bonham, to approve the IDEA Agreement with IU #17 for the 2022/2023 as outlined in Exhibit #31.

3.11 Generator Maintenance Agreement Renewal (Exhibit #32)

A motion was made by Jim Neal, seconded by Kim Strauser, to approve renewing the agreement with Cleveland Brothers Equipment Company, Inc. to provide preventative maintenance and necessary materials for the generators at an annual cost in 2022/2023 of

\$8,964.00 as outlined in Exhibit #32. Roll Call Vote. All votes were affirmative. The motion carried.

3.12 Approval of June Bills

A motion was made by Kim Strauser, seconded by Jolene Meisner, to grant the Business Manager permission to pay the June Cafeteria, General, and Capital Reserve, that would normally be approved at a July meeting as has been done in the past, and also to pay any bills received for bid supplies as they are received during the month of July. These bills will appear for retroactive approval at the August meeting. Roll Call Vote. All votes were affirmative. The motion carried.

3.13 Final Budget Adoption & Tax Resolution (19.1974 mills; Exhibits #33, #34, and #35)

3.14 Homestead/Farmstead Exclusion Resolution (19.1974 mills; Exhibit #36)

3.15 Final Budget Adoption & Tax Resolution (18.6552 mills; Exhibits #37, #38, and #39)

3.16 Homestead/Farmstead Exclusion Resolution (18.6552 mills; Exhibit #40)

A motion was made by Kim Strauser, seconded by Jolene Meisner, to approve the final budget adoption for the 2022/23 school year in the amount of \$44,685,987.00 with a real estate millage rate of 19.1974 mills as outlined in Exhibit #33 – NTSD Budget 19.1974 mills, Exhibit #34 – PDE 2028 19.1974 mills, and Exhibit #35 – Tax Resolution 19.1974 mills. Roll Call Vote. The motion carried with Jean Kohut and James Moyer casting negative votes. Jean Kohut asked that she be noted as stating, “I do not feel that any employees of this district are entitled to a 21.5% increase in their salary.”

3.17 Approval of 2022-2023 Salaries

A motion was made by Kim Strauser, seconded by Jolene Meisner, to approve 2022/2023 salaries for administrators, Act 93 employees, and support staff (as listed in the budget). Roll Call Vote. The motion carried with Jean Kohut casting a negative vote.

3.18 Approval of 2022/2023 Equipment Lists

A motion was made by Kim Strauser, seconded by Jolene Meisner, to approve 2022/2023 equipment purchases as listed in the 2022/2023 budget and also approval to advertise and award equipment bids to the low bidder providing the specifications are met and the total amount awarded does not exceed the total budgeted amount and/or to order equipment items that are on any of the approved state bid contracts. As in the past, equipment purchases will be funded with carryover funds. If there are not enough carryover funds, equipment will not be purchased. Roll Call Vote. The motion carried with Jean Kohut casting a negative vote.

3.19 Approval of Addendum to Health Care Contract – NPCHS (Exhibit #41)

A motion was made by James Moyer, seconded by Jolene Meisner, to approve the Addendum to the Health Services Contract between the Northern Tioga School District

and north Penn Comprehensive Health Services as outlined in Exhibit #41. All votes were affirmative. The motion carried.

3.20 Appointment of PSBA Voting Delegates

Julie Preston and James Moyer were appointed to be voting delegates for the PSBA Delegate Assembly Meeting being held on November 5, 2022. Both Julie and James accepted.

3.21 Approval of Inter-Governmental Agreement for Special Education Services (Exhibit #42)

A motion was made by Greg Cummings, seconded by Kim Strauser, to approve the Inter-Governmental Agreement for shared Special Education Services with Blast IU #17 for the 2022/2023 school year as outlined in Exhibit #42. Roll Call Vote. All votes were affirmative. The motion carried.

3.22 Approval of Emergency Instructional Time for 2022/2023 School Year (Exhibit #43)

A motion was made by Kim Strauser, seconded by James Moyer, to approve the 2022-2023 school year Emergency Instructional Time between Northern Tioga School District and PA Dept. of Education as outlined in Exhibit #43. Roll Call Vote All votes were affirmative. The motion carried.

3.23 First Reading of Policy (Exhibit #44)

A motion was made by Jim Neal, seconded by Ed Bonham, to approve the first reading of proposed changes to the updated version of Policy #913 Non-school Organizations/Groups/Individuals as outlined in Exhibit #44. Roll Call Vote. The motion carried.

3.24 Approval of Perkins/Vocational Minutes (Exhibit #45)

A motion was made by Jim Neal, seconded by Jolene Meisner, to approve the May 17, 2022 minutes from the Perkins Advisory Committee as outlined in Exhibit #45. The minutes provide documentation that annual meetings of the local advisory committee (LAC) provide advice to the Board and 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. The motion carried.

3.25 Approval of 2022/2023 Yearbook Quotes for WHS (Exhibit #46)

A motion was made by Jolene Meisner, seconded by Greg Cummings, to approve the 2022/2023 yearbook quote for Williamson Jr/Sr High School, Jostens, in the amount of \$66.00 per book as outlined in Exhibit #46. Roll Call Vote. The motion carried.

3.26 Approval of PT & OT Contract 2022/2023 (Exhibit #48)

A motion was made by James Moyer, seconded by Jim Neal, to approve the Physical Therapy and Occupational Therapy Contract with UPMC Wellsboro for the 2022/2023 school year as outlined in Exhibit #48. Roll Call Vote. The motion carried.

3.27 ARP ESSER HVAC Project (Exhibit #49)

A motion was made by Ed Bonham, seconded by Ben Howe, to approve Items 1 & 2 (Project A) as outlined in Exhibit #49. Roll Call Vote. The motion carried.

4.0 NEW BUSINESS - None

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.

Regular Board Meeting – August 08, 2022, 7:00 PM

Board Work Session – August 22, 2022, 6:00 PM

5.2 Committee Meetings - None

6.0 ADJOURNMENT

6.1 Adjourn

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

Adjournment was at 8:22 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.