

NORTHERN TIOGA SCHOOL DISTRICT
110 Ellison Road
Elkland, PA 16920

Minutes – March 14, 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 7:05 PM.

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

Executive Session – An executive session was held after the February 14, 2022 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, Jean Kohut, James Moyer, Greg Cummings, and Kim Strauser. Absent: Ben Howe, Jolene Meisner and Jim Neal.

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

1.5 Student/Staff Recognitions & Presentations

Student of the Month

Williamson High School – Torrina Stratton

Torrina Stratton, daughter of Ryan and Jennifer Stratton of Lawrenceville, PA and a Freshman at Williamson Jr./Sr. High School, has been selected as the high school Student of the Month for the month of March. Torrina Stratton has been selected as Student of the Month for Williamson High School by the English/Language Arts department. Her teachers find Torri to be a very pleasant young lady, with a very strong work ethic. Her organizational skills are exemplary, and she often turns in assignments before the deadline. Torri works very well with others, and communicates her ideas effectively. She is a

pleasant addition to her classes, and well deserving of recognition as our Student of the Month

In addition to applying herself in the classroom, Torri is very involved in athletics. Currently, she plays soccer and runs track for the school, and plays townball for her local community. Similar to the classroom, Torri dedicates herself to excellence. According to Torri's soccer coach, "Torri is one of the hardest working, eager-to-learn athletes I have ever coached. She always asks for criticism and tips on how to improve on the soccer field or the track. Torri is a freshman in high school and holds herself to Ivy League academics and Division One college athletic standards." Torri, the faculty and staff of Williamson High School would like to congratulate you and let you know that we are very proud of you.

Williamson Middle School – Robyn Cummings

7th grader Robyn Cummings is the Williamson Middle School student of the month. Robyn is the daughter of Greg and Joy Cummings of Tioga. The extra-curricular activity that keeps Robyn the busiest is being a member of the Warrior soccer team. In her spare time, she enjoys reading, as well as painting with her grandmother. Although Robyn isn't certain what she'd like to do after high school, she thinks she would like it to involve math and helping kids. Robyn's teachers consider her a helpful, respectful, and generous pupil.

Cowanesque Valley High School – Jana Quick

Janna is a junior at Cowanesque Valley and is the daughter of Jeff and Judy Quick of Westfield. Janna is an exceptional young lady that excels in the classroom and many other arenas. Janna is extremely polite and helpful to anyone in need. She is a member of the basketball and tennis teams. She is an active member of the student council as well as serving as the treasurer, vice president of the FFA, and the secretary of her class. In her spare time, she helps at home raising sheep and showing them at the fair. She received the Star Greenhand Award and was previously awarded the Outstanding Sheppard Award. She will become a member of the National Honor Society at the induction ceremony later this month. Janna is a very determined student who takes pride in her grades, her school, and her community.

Cowanesque Valley Middle School – Makalah Graves

The Cowanesque Valley Middle School teachers are pleased to announce Makalah Graves as our middle school student of the month. She is in eighth grade and is the daughter of Amanda and Dale Graves of Little Marsh. Makalah's teachers appreciate her positive attitude; she always has a smile on her face and is cooperative and responsible. She also works very hard in the classroom and takes pride in her work. Makalah is on the volleyball team and is a member of 4-H, FFA, Livestock Judging, and the National Junior Honor Society. In her spare time, Makalah's favorite things to do include reading, spending time with her goats, and spending time with her family. Her proudest moment was when her goat was awarded Reserve Champion at the Tioga County Fair. In the future, she would like to be a nurse. We have no doubt that she will be successful in everything she sets her mind to!

R.B. Walter Elementary School – Mason Wunderlich

Mason Wunderlich is R.B. Walter Elementary School's Student of the Month. Mason is the son of Steve and Sarah Wunderlich from Tioga, PA. He is a kind and courteous young man who comes to school every day with a smile. Mason is a hard worker who gives his best effort in everything he does, this includes helping others. Consequently, he is an excellent role model. Mason has a great sense of humor and spending time with him is a delight. Math is Mason's favorite subject. He especially likes solving problems using different operations. Mason is also an athlete, and he enjoys playing basketball and soccer. At home, he enjoys watching movies with his family. In the future, Mason sees himself creating and designing in the field of construction. Congratulations, Mason! We are proud of you.

Clark Wood Elementary School – Braelynn Balada

The teachers at Clark Wood Elementary are extremely pleased to recommend Braelynn Balada as our Student of the Month. Braelynn is the daughter of Savannah and Marty Balada of Elkland. She is a fifth grader at Clark Wood. She demonstrates all the RAMS positive behavior expectations every day. She is always organized, prepared and ready for her classes. Her teachers describe Braelynn as sweet and polite; kind and thoughtful; respectful, responsible, and reliable; but most importantly hard-working. Braelynn is a member of the Student Council, and a kindergarten and first grade volunteer student tutor. Her teachers know when something needs done, they can depend on Braelynn to step and volunteer; she gets the job done and done well. She always comes to school with a smile that brightens everyone's day. Her hobbies include sports like softball, basketball, soccer; she would say softball is her favorite sport. She plays on both travel and town softball teams. Braelynn also enjoys hobbies like painting, cooking, and baking. She likes painting with bright colors, loves cooking with her mom, and baking cakes and cookies with her family. Family is very important to Braelynn; she really loves being able to spend time with her family. When asked what she wanted people to know about her, she shared that she is determined and always perseveres. Once she starts a project or homework, she sticks with it until it is done. Every teacher wants students like Braelynn in their classroom. We are very proud of her and honored to have her represent our school.

Westfield Area Elementary School – Amiyah Miles

The Westfield Area Elementary School Student of the Month is Amiyah Miles! Amiyah is a 6th grade student who is the daughter of Brianna and Chance Miles of Knoxville. She is in the WAES musical, plays the base clarinet in the band, and is a member of chorus. She is also an art helper. In her free time, she enjoys knitting and cooking, working with her farm animals, and reading. Amiyah shows goats, sheep, and rabbits at the Tioga County Fair. She is a member of the Northern Lights 4H club. Amiyah's teachers describe her as a hard worker that is willing to take on extra responsibilities during her recess time. When she is out at recess, she is a fierce 4-square competitor! She works hard in all of her subjects, too. Amiyah is always willing to help others, and she does so with a smile on her face! We are proud to have Amiyah Miles as our March Student of the Month!

The Williamson Jazz Band performed three pieces for the board in honor of Music In Our Schools Month. Dr. Barnes thanked them for the wonderful performance.

1.7 Open Forum

Bob Goodrich, Osceola, PA

Mr. Goodrich gave a thank you and recognition to teachers and offered a prayer.

Roy Vargeson, Westfield, PA

Mr. Vargeson requested consideration for use of school facilities for Pickle Ball.

Requested two days at two hours per day. Schedule to be reviewed and will be discussed.

1.8 Approval of Minutes

A motion was made by Ed Bonham, seconded by Kim Strauser, to approve the monthly meeting minutes from the February 7, 2022 Buildings & Grounds Committee meeting, the February 14, 2022 regular meeting, and the February 28, 2022 work session. All votes were affirmative. The motion carried.

1.9 Budget Transfers (Exhibit #2)

A motion was made by Jean Kohut, seconded by Kim Strauser, to approve budget transfers as outlined in Exhibit #2. Roll Call Vote. All votes were affirmative. The motion carried.

1.10 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.

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

1.12 Information & Correspondence

2.0 REPORTS

2.1 Superintendent's Report

Tioga County Alliance for Drug Endangered Children Grant:

Dr. Barnes noted that the district received a grant from the Tioga County Alliance for Drug Endangered Children in the amount of \$3,500.00. Each elementary school will receive \$500.00 and each high school will receive \$1,000.00. The funds are to be used to assist students in the district with extra curricular activities as the building principals see fit.

Valley Youth Initiative:

Dr. Barnes shared Tabor Foundation gave \$10,000.00 for the shoe program and backpack program.

PA Smart Grant

Dr. Barnes shared this grant involves partnering with IU17, Southern Tioga School District and Wellsboro School District. Grant is to meet the needs of the workforce, and is due March 21, 2022.

AEDY Program Application

Dr. Barnes shared the AEDY Program Application is moving forward.

2.2 Business Manager's Report

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

A motion was made by Greg Cummings, seconded by Jean Kohut, to approve the Payroll Rate Changes, Capital Reserve Report, Financial Report, Cash Investment Report, Student Activity Report, Cafeteria Bills & Report, and Transportation Changes as outlined in the Exhibits. All votes were affirmative. The motion carried.

2.3 Buildings and Grounds Report

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

Building Access at CV and Williamson High Schools: Project is complete.

Radio Project: The WAES repeater is being closely monitored after a system change to repair interference problems. The GPS system meeting is planned for Wednesday, March 16 to put system in service.

CV Gang Bathroom Project: Working with Larry Foor to get Drawings and scope of work completed. The bidding will occur during the month of April to May 5th (4 weeks); Bid review and recommendations to the Board May 9, 2022; Board Awards at May Board Meeting; Contractors start 2nd week on June 13, 2022 (9.5 weeks); Construction complete August 19, 2022.

Classroom HVAC Project: Key Dates: April 1, 2022: Publish RFP; April 22, 2022: RFP Due to District; April 25, 2022: Review, and presentations from responding ESCO Companies; May 9, 2022: Board selection of Company to Partner with; Summer 2023: Construction to start. Class Room List: CV: 30 Classrooms; WE: 30 Classrooms; CW: 23 Classrooms; WH: 22 Classrooms; RBW: 35 Classrooms.

Baseball & Softball Field Report:

CV - Softball Field - overall good shape - Nail Drag infield conditioner into playing surface

CV – Baseball field - poor field condition – Make playable for season, 3rd Base line - remove grass edge holding water, nail drag infield conditioner to playing surface.

After season/ Fall – Redo infield cost? – working on quotes

WH/CW - Softball field – overall good shape – redo pitcher’s mound, catchers, and batter’s box.

WH – Baseball field – overall good condition – Nail drag infield conditioner into playing surface

Redo pitcher’s mound, batter’s boxes, base lines

2.4 Grant Update (1:01:19)

Kris Kaufman, Principal of Academic Affairs, provided updates to the board with a handout giving updates on where things stand with the ESSER I, ESSER II, and ARP/ESSER grants. Mr. Kaufman also noted that the application for Rural and Low-Income School Grant has been submitted and substantially approved.

Dan Fie, Coordinator of Student Services, discussed the Homeless Grant.

3.0 ACTION ITEMS

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

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

3.2 2021/2022 Substitutes (Exhibit #14)

A motion was made by Jean Kohut, seconded by James Moyer, to approve 2021/2022 substitutes as outlined in Exhibit #14. All votes were affirmative. The motion carried.

3.3 Retirements

A motion was made by Jean Kohut, seconded by James Moyer, to accept the intent of retirement of Martin Heyler, teacher at the Cowanesque Valley High School, effective August 20, 2022 and thank him for his dedicated service. All votes were affirmative. The motion carried.

3.4 Appointment of Administrative Assistant (Exhibit #15)

A motion was made by Greg Cummings, seconded by Kim Strauser, to appoint Kelly Sherman to the position of Administrative Assistant to the Superintendent, retroactive to March 11, 2022 at the rate of \$25.00/hour, in accordance with the current Act 93 Agreement. Roll Call Vote. All votes were affirmative. The motion carried.

3.5 Classified Appointments (Exhibit #16)

A motion was made by Jean Kohut, seconded by James Moyer, to appoint Erin Wilson to the position of library aide at the R.B. Walter Elementary School, at the rate of

\$14.61/hour, effective March 14, 2022; Lisa Houghtaling to the position of 5.75 hour/day cook at the Westfield Area Elementary School, at the rate of \$16.54/hour, effective March 15, 2022; Leah Waltman to the position of 5.0 hour/day cook at the Westfield Area Elementary School, at the rate of \$15.71/hour, effective March 15, 2022; and Adina Troutman to the position of 2.75 hour/day cafeteria aide at the Westfield Area Elementary School, at the rate of \$13.00/hour, effective March 15, 2022 in accordance with the contractual agreement between the Northern Tioga School District and the Northern Tioga Education Support Professionals. Roll Call Vote. All votes were affirmative. The motion carried.

3.6 Approval of Summer School Grades 7-12

A motion was made by Ed Bonham, seconded by Jean Kohut, to approve the 2022 summer school program for credit recovery for grades 7-12. A student may take up to 2 courses and the course work will be paid with ARP ESSER, summer school program set aside grant funding. Transportation will be provided from the high schools to the administration building and will also be funded through ARP ESSER set aside grant. Guidance counselors will notify eligible students. Roll Call Vote. All votes were affirmative. The motion carried.

3.7 Summer School Teacher / Aide Compensation

A motion was made by Greg Cummings, seconded by Ed Bonham, to approve the compensation for 2022 summer school teacher(s) at per diem rate for 3 weeks to be paid by ARP ESSER Summer School Program grant funding. A summer school teacher aide will be paid for 3 weeks at the employee's hourly rate paid by ARP ESSER Summer School Program grant funding. Roll Call Vote. All votes were affirmative. The motion carried.

3.8 Principal's Special Request

A motion was made by Jean Kohut, seconded by Kim Strauser, to approve the use of \$1,500.00 of Cheryl Sottolano, principal of Westfield Area Elementary School, to assist with funding for PBIS rewards, end of year field trips/activities, and other end of year expenses. Roll Call Vote. All votes were affirmative. The motion carried.

3.9 Request to Close Student Activity Account (Exhibit #17)

A motion was made by Greg Cummings, seconded by James Moyer, to approve the closing of the Middle School Life Skills Student Activity Account with residual funds of approximately \$2,421.98 being transferred to the Williamson High School Life Skills Student Activity Account. Roll Call Vote. All votes were affirmative. The motion carried.

3.10 Approval of 2022/2023 School Calendar (Exhibit #18)

A motion was made by James Moyer, seconded by Jean Kohut, to approve the 2022/2023 school calendar with Labor Day, December 23, December 30, Good Friday, and Easter Monday as official local school district holidays per BEC 24PS15-1502 as outlined in

Exhibit #18. Roll Call Vote. All votes were affirmative. The motion carried.

3.11 Second Reading & Final Adoption of Policies (Exhibit #19, #20, #21, #22, and #23)

A motion was made by Greg Cummings, seconded by Jean Kohut, to approve the second reading and final adoption of proposed changes to the following policies as listed in Exhibits #19, #20, #21, #22, and #23. Roll Call Vote. All votes were affirmative. The motion carried.

3.12 Additional Vacancies

A motion was made by Ed Bonham, seconded by Kim Strauser, to approve the Superintendent's request to interview and offer positions to top ranking candidates for any teacher, classified, or Act 93 vacancies that may occur between the March and April Board meetings. Those recommendations will be made to the Board at the regular April meeting, which will eliminate the need to convene a special meeting. All votes were affirmative. The motion carried.

3.13 Building Use Discussion

The Board discussed the current building use procedures and fee schedule. It was noted that use of buildings and fees being charged are not consistent across the district. After discussion, it was noted the procedures should be updated to include Category 1 to read the same as Categories 2 and 3 regarding fees may be charged.

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 – March 28, 2022, 6:00 PM

Regular Board Meeting – April 11, 2022, 7:00 PM

5.2 Committee Meetings

6.0 ADJOURNMENT

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

Adjournment was at 8:56 PM.

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

Kathy VanSchaick
Acting Board Secretary

All documents as attachments to the minutes not contained herein are maintained in a separate file located in the Superintendent's Office.