

NORTHERN TIOGA SCHOOL DISTRICT
110 Ellison Road
Elkland, PA 16920

Minutes – November 13, 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 Ed Bonham at 7:05 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: Greg Cummings, Jean Kohut, James Moyer, Jolene Meisner, Kim Strauser, Glen Hallead, and Ed Bonham. Absent: Julie Preston and Ben Howe.

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

1.5 Student/Staff Recognitions & Presentations

Student of the Month:

Williamson High School – Izaiah Croft

Izaiah Croft has been named Student of the Month by the Williamson High School science faculty. He is the son of Amber and Jason Croft of Tioga. Izaiah explains that math and science are his favorite subjects because they are easy for him to understand. Science teachers say Izaiah is hard-working, helpful, takes redirection well, and is kind to others. Izaiah is a member of the basketball and baseball teams, as well as Student Council. In his free time, he enjoys listening to music, hunting, and fishing. Congratulations, Izaiah, and keep up the good work. Williamson is proud of you!

Williamson Middle School – Kaylee Mitchell

Williamson Middle School's student of the month for November is seventh grader Kaylee Mitchell. Kaylee is the daughter of Seth and Amber Mitchell of Millerton. Kaylee is an

outstanding student who is dependable and kind. She strives to do her best. Kaylee works on her family farm and enjoys being with her animals, especially her cats. In the future she hopes to become a dairy farmer, just like her dad. Congratulations Kaylee.

Cowanesque Valley High School – Evangeline Blume

Evangeline Blume is the senior high student of the month for November. Eve is the daughter of Gus and Ashley Blume of Westfield. In class, Evangeline is focused and completes her assignments with great attention to detail. She volunteers to help others and is very respectful.

Cowanesque Valley Middle School – Trevin Hollenbach

CV Middle School is pleased to announce Trevin Hollenbach as their Student of the Month. Trevin is the son of Corey and Crystal Hollenbach of Westfield. His teachers say he participates well in class and works hard to do the right thing. Trevin plays football, basketball, and baseball. He is also a member of the chorus. When he's not in school or on the field, Trevin loves to bake food with his little sister, play with his little brother, and generally help around the house. His favorite school subject is history. Trevin's favorite thing about middle school is the environment his teachers have created. In the future, Trevin wants to work on an oil rig or be a professional athlete. He is most proud of the progress he and his teammates have made in basketball with hard work. Family, sports, and his coaches make Trevin happy.

R.B. Walter Elementary School – Ryan Yonker

RB Walter would like to congratulate Ryan Yonker as our 5th grade student of the month for November. Ryan is the son of Greg and Samantha Yonker of Lawrenceville, PA. Ryan is a friendly, honest and hardworking student with an infectious smile. This transfers to his academic excellence and Ryan's love for math and he is consistently on the high honor roll. At school he is active in band and enjoys gym. Ryan has many appealing character traits. Ryan's teachers describe him as a well-mannered, conscientious student who is helpful and a great friend to his peers. He is always eager to help others and goes above and beyond to show his kindness. Ryan's outside interests from school are life adventures with his family, soccer and baseball. We are very proud of you! Congratulations Ryan.

Clark Wood Elementary School – Jackson Roupp

Jackson Roupp, a 6th grader, is Clark Wood Elementary School's November Student of the Month. Jackson is the son of Nathan and Casey Roupp of Millerton, PA. An inquisitive and hard-working student, Jackson's favorite subjects are math and science. His teachers would like to recognize him for using his RAMS and being a role model for others. Always on the lookout for ways that he can assist others, Jackson volunteers to help his peers, younger students, and teachers. Jackson is a dependable worker who helps with the backpack program and the recycling program at his school. Outside of school, Jackson loves to ride his bike and spend time outdoors. Congratulations to Jackson. Keep up the good work!

Westfield Area Elementary School – Treyvon Pierce

The Westfield Area Elementary School Student of the Month is Treyvon Pierce! Treyvon is son of Tambre Dent and Matt Pierce of Westfield. Treyvon plays baseball for the

Westfield Red Sox and basketball at WAES. In his free time, he enjoys playing outside with his friends, playing video games, and sometimes he likes to read! When Treyvon grows up, he would like to be a police officer or a professional baseball or basketball player! Treyvon is described by his teachers as a polite, caring, fun, hard-working student. He is always willing to help and is focused on the lessons in the classroom. He gives 100%, no matter what the task! In addition to these BRAVE behaviors, Treyvon is a positive role model, encouraging others to do the right thing. WAES is proud to have Treyvon Pierce as our November Student of the Month!

1.6 Open Forum

Bob Goodrich, Osceola, PA

Mr. Goodrich thanked the principals for recognizing veterans through their school assemblies. He asked the board to think about not increasing taxes above the Act 1 Index and to consider adopting a resolution as they have done in the past. He also offered a prayer.

1.7 Approval of Minutes

A motion was made by Greg Cummings, seconded by Jean Kohut, to approve the monthly meeting minutes from the October 9, 2023, Regular Meeting, and the October 23, 2023, Building and Grounds Meeting. All votes were affirmative. The motion carried.

1.8 Budget Transfers (Exhibit #2)

A motion was made by Jean Kohut, seconded by Jolene Meisner, to approve the Budget Transfers as outlined in Exhibit #2. Roll Call Vote. All votes were affirmative. The motion carried.

1.9 Approval of Bills (Exhibit #3)

A motion was made by Kim Strauser, seconded by Jolene Meisner, 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 Information & Correspondence (None)

2.0 REPORTS

2.1 Superintendent's Report

Mr. Kaufman recognized National Education Support Professionals Day, American Education Week, National School Psychology Week, and all staff for making a great first quarter. He also recognized Chris Collum for being selected to serve on the Supreme Court Historical Commission.

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 Jolene Meisner, to approve the Payroll Rate Changes, Capital Reserve Report, Financial Report, Cash Investment Report, 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 gave an update on various projects that have been completed or are in progress throughout the district by the buildings and grounds team, which included thirty-one completed work orders.

2.4 Grant Update

Rebecca Koehler provided an update on the BSCA Grant. Northern Tioga School District has been identified for first consideration for the maximum amount. She provided recommendations on how to utilize the funds from the grant.

3.0 ACTION ITEMS

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

A motion was made by James Moyer, seconded by Greg Cummings, 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 Jean Kohut, seconded by James Moyer, 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 Jean Kohut, seconded by James Moyer, to accept the following resignations and thank them for their dedicated service: Maurice McNett, Williamson High School, Custodian, retroactive October 20, 2023, and Brittany Riley, Cowanesque Valley High School, Teacher's Aide, retroactive October 26, 2023. All votes were affirmative. The motion carried.

3.4 Retirements

A motion was made by Jean Kohut, seconded by Jolene Meisner, to accept the following retirements and thank them for their dedicated service: Cindy Kendrick, Williamson High School, Secretary, effective February 5, 2024, and Susan Messemer, R.B. Walter Elementary School/ Williamson High School, Cafeteria Aide, effective December 21, 2023. All votes were affirmative. The motion carried.

3.5 Professional Appointment

A motion was made by Greg Cummings, seconded by Kim Strauser, to hire the following individual as a Professional Employee: Deborah Johnson, Gifted Teacher, District Wide, transfer from Cowanesque Valley High School, Math Teacher. Roll Call Vote. All votes were affirmative. The motion carried.

3.6 Classified Appointments (Exhibit #15)

A motion was made by James Moyer, seconded by Kim Strauser, to appoint the following classified appointments; Elizabeth Knapp to the position of 2.75 hours per day, Cafeteria Aide, Williamson High School, \$14.40 per hour, retroactive to October 30, 2023; Lindsey Krise to the position of 3.5 hours per day, Cafeteria Aide, Cowanesque Valley High School, \$14.40 per hour, upon receipt of clearances; Victoria Stalter to the position of 3 hours per day, Cafeteria Aide, Cowanesque Valley High School, \$14.40 per hour, upon receipt of clearances; Jessica Watson, Nurse Aide, Westfield Area Elementary School/ Cowanesque Valley High School, \$17.30 per hour, effective December 6, 2023, 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 Approval of Volunteers

A motion was made by Jean Kohut, seconded by Kim Strauser, to approve Joshua Ficks, R.B. Walter Elementary School and Christina LaBarron, Cowanesque Valley High School, as a volunteers. All votes were affirmative. The motion carried.

3.8 Approval of ACE Course (Exhibit #16)

A motion was made by Greg Cummings, seconded by Kim Strauser, to approve the request to add ACE Anatomy I, ACE Anatomy II, and ACE Speech, as dual-enrollment courses with Corning Community College for the 2024/25 school year as outlined in Exhibit #16. All votes were affirmative. The motion carried.

3.9 Approval of Student Activity Account (Exhibit #17)

A motion was made by Jean Kohut, seconded by Kim Strauser, to approve the request to establish an R.B. Walter Book Club Student Activity Account, as outlined in Exhibit #17. Roll Call Vote. All votes were affirmative. The motion carried.

3.10 Request to Attend Out-of-State Conference (Exhibit #18)

A motion was made by Jolene Meisner, seconded by Greg Cummings, to approve the request for Allison Derrick, Kierstan Le, and Brooke Webster to attend the NASP Annual Conference in New Orleans, LA from February 13-17, 2023, at an approximate cost of \$2,093.66, as outlined in Exhibit #18. Roll Call Vote. All votes were affirmative. The motion carried.

3.11 Approval to Purchase Cameras for Vans (Exhibit #19)

A motion was made by Jolene Meisner, seconded by Greg Cummings, to approve the purchase of eleven camera systems for the school vans, at a cost of \$21,901.22, as outlined in Exhibit #19. Roll Call Vote. All votes were affirmative. The motion carried.

3.12 Approval of Signage for Buildings (Exhibit # 20)

A motion was made by Greg Cummings, seconded by James Moyer, to approve the purchase of signage for Clark Wood elementary School and the Administration Building, at a cost of \$11,575.00, as outlined in exhibit #20. Roll Call Vote. All votes were affirmative. The motion carried.

3.13 Approval of Advisory Committee's Meeting Minutes (Exhibit #21)

A motion was made by Jean Kohut, seconded by Kim Strauser, to approve the Meeting Minutes of the Local Advisory Committee, Occupational Advisory Committee, and Perkins Advisory Committee, as outlined in Exhibit #21. All votes were affirmative. The motion carried.

3.14 Approval of MOU- Wilcox (Exhibit #22)

A motion was made by Kim Strauser, seconded by Ed Boham, to approve the Memorandum of Understanding between David Wilcox and the district, as outlined in Exhibit #22. Roll Call Vote. All votes were affirmative. The motion carried.

3.15 Approval of MOU- Mobile Dentist (Exhibit #23)

A motion was made by Jean Kohut, seconded by Jolene Meisner, to approve the Memorandum of Understanding between Smile Pennsylvania and the district, as outlined in Exhibit #23. Roll Call Vote. All votes were affirmative. The motion carried.

3.16 First Reading of Policies (Exhibits #24, #25, #26, and #27)

A motion was made by Greg Cummings, seconded by Kim Strauser, to approve the First Readings of proposed changes to the following policies: #137 - Home Education Programs, #137.1 - Extracurricular Participation by Home Education Students, #137.2 - Participation in Cocurricular Activities and Academic Course by Home Education

Students, #137.3 - Participation in Career and Technical Education Programs by Home Education Students, as outlined in Exhibits #24, #25, #25, and, #27. Roll Call Vote. All votes were affirmative. The motion carried.

3.17 Additional Vacancies During October

A motion was made by Kim Strauser, seconded by Greg Cummings to approve the Superintendent to interview and offer positions to top ranking candidates for any teacher or classified vacancies that may occur between the November and December Board meetings. Those recommendations will be made to the Board at the regular December 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 – November 28, 2023, 6:00 PM
Regular Board Meeting – December 4, 2023, 7:00 PM

5.2 Committee Meetings - None

6.0 ADJOURNMENT

6.1 Adjourn

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

Adjournment was at 8:11 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.