

NORTHERN TIOGA SCHOOL DISTRICT  
110 Ellison Road  
Elkland, PA 16920

Minutes – November 8, 2021

**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 7:14 PM.

Executive Session – An executive session followed the October 25, 2021 special meeting for the purpose of legal and personnel issues.

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, Jolene Meisner, James Moyer, Jim Neal, and Kim Strauser. Via Zoom: Jean Kohut.  
Absent: Ben Howe.

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

1.5 Student/Staff Recognitions & Presentations

League Champions and State Qualifiers

The board and the administration recognized student athletes who were league champions and state qualifiers. The students were congratulated on their accomplishments.

Student of the Month

Williamson High School – Emmalee Preston

Emmalee Preston, daughter of Carl and Jessica Preston of Millerton, PA, and a Sophomore at Williamson Jr./Sr. High School, has been selected as the high school Student of the Month for the month of November. Emmalee was selected by teachers from the Science

Department. When the Science Department was sharing reasons to select Emmalee for Student of the Month, a common attribute was mentioned: “hardest worker in the class.” One teacher claimed that not only is she the hardest worker, but “she is a kind student that is always looking to help her classmates.”

While one can be excited to see what Emmalee can accomplish in her future, it is quite impressive to look back at all she has accomplished as only a sophomore. Emmalee has always been a High Honor Roll student, and in Middle School was a member of the National Jr. Honors Society. Her biggest accomplishment to date though, would have to be producing a writing piece that was published in *Mission Contamination*, a book published by the Young Writers Association.

Emmalee continues her impressive accomplishments, by being a part of both the Student Council and Youth Leadership. She also writes a monthly piece that is featured in the Jackson Township newsletter, educating readers on topics related to adolescence, such as substance abuse. What may be most impressive about everything mentioned, is that Emmalee is able to accomplish all of this while holding a part-time job at Wheelers Candyland and Creamery. Emmalee has proven that she is a well-rounded student and is well-deserving of recognition as our November Student of the Month. Emmalee, 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 – Mariella Potter

Williamson Middle School is proud to honor Mariella Potter as the November Student of the Month. Mariella is the daughter of Allison Potter and granddaughter of Paula and Ed Bolt.

Academics are important to Mariella. She is an exemplary student and member of the National Junior Honor Society. Mariella is also a member of the chorus and WESO club at Williamson Middle School. Sports are also a huge part of Mariella’s life. She is a Warrior basketball, soccer, and softball player. She has helped coach TenU softball for her sisters’ team and has been assisting with the Girls’ Youth Basketball program at R.B. Walter Elementary School. Along with being an exemplary student and athlete, Mariella also runs her own small poultry farm. Her ability to manage school, sports, and a business in middle school is very impressive.

Mariella aspires to become an Environmental Lawyer and strives to help others. One amazing act of dedication toward others was demonstrated by Mariella as she achieved numerous donations for the Jog-a-thon event in October. She raised \$660 for the Mission 22 campaign. It is with pleasure that we honor Mariella Potter as the Williamson Middle School Student of the Month!

#### Cowanesque Valley High School – Renee Abbott

Renee is a senior at Cowanesque Valley and is the daughter of Jeffrey and Valerie Abbott of Westfield. Renee is a delight to have in class. She is the first to volunteer her opinions and answers. She serves as a leader to the other students, most of whom are younger, in class. She is pleasant and confident and has consistently gone the extra mile to earn her

best possible grade in the course, including taking advantage of extra credit opportunities and turning work in early for a bonus. She is active in the school and community. Renee is a member of the cheerleading, basketball, and softball teams. She is also a member of drama club, chorus, and a junior firefighter for Crary Hose and Clymer Township fire companies. After graduation, she plans on becoming an EMT.

Cowanesque Valley Middle School – Alexzander Jones

The Cowanesque Valley Middle School teachers are pleased to announce Alex Jones as our middle school student of the month. He is in seventh grade and is the son of Mike and Danielle Jones of Elkland. Alex is a conscientious and hardworking student and is always willing to help his classmates and teachers. He takes pride in his work and is respectful in the classroom. In addition to being a great student, Alex is in student council and enjoys riding his four-wheeler at Miles Mountain. His favorite class is math, and he would like to one day own a business in the automotive industry. Alex reports that his transition from Clark Wood to CV has been a smooth one. He has already made many new friends and fits in very well here. We are glad to have him as part of our CV middle school!

R.B. Walter Elementary School – Kaylee Mitchell

R.B. Walter Elementary School's November Student of the Month is Kaylee Mitchell. Kaylee is the daughter of Seth and Amber Mitchell of Millerton, PA. She is a fifth-grade student at R.B. Walter who is consistently on the honor roll. Her favorite subject is science because she loves to test out a hypothesis in an experiment. Art class is another favorite class; she enjoys learning how to draw and color in new ways. She is also involved in chorus, band and select chorus. Outside of school, Kaylee enjoys spending time with her family and reading. Kaylee's teachers describe her as a well-mannered, conscientious student who is helpful, kind, caring, and hardworking. When asked how she describes herself, Kaylee responded with kind, funny, creative, adventurous, and always willing to help wherever she can. Kaylee is a ray of sunshine, and R.B. Walter is thrilled to honor her as our Student of the Month. Congratulations, Kaylee!

Westfield Area Elementary School – Aiden McFall

The Westfield Area Elementary School Student of the Month is Aiden McFall. Aiden, a 4<sup>th</sup> grade student, is the son of Jason and Meghan McFall of Knoxville. Aiden is a member of the WAES band where he plays the saxophone. He plays football for the CV Indians and baseball for the Knoxville Tigers. In his free time, Aiden enjoys reading and playing with friends. His favorite subject in school is math and his favorite sport is football. Aiden's teachers describe him as caring, compassionate, responsible, determined, and respectful to everyone! He is an excellent role model and a well-mannered young man. On his sports' teams, Aiden always gives his all to his team. Even when things are new or tough, he never gives up and always shows fantastic sportsmanship toward his teammates and other players. Aiden is an impressive young man and we are so proud to have him as our November Student of the Month!

Clark Wood Elementary School – Styles Herman

Styles Herman is a Third Grader at Clark Wood Elementary and our Student of the Month! Styles is the son of Sabre Phelps and Kyle Herman. He lives in Elkland with his parents, younger sister, Kali, and his dog, Hero. Styles's favorite subjects are Math and Art. In

school, Styles is a wonderful role model in all ways. He works hard and always tries his best! He has a very creative mind, is kind to friends, and has a fun sense of humor that shines through in his classes. Outside of school, Styles enjoys playing video games and reading books. When he grows up, Styles says he would like to be a veterinarian. We know that whatever he chooses to do, he will succeed. Great job, Styles!

#### 1.6 Open Forum

##### Bob Goodrich, Osceola, PA

Mr. Goodrich thanked the district for their efforts to honor veterans this week and offered a prayer.

#### 1.7 Approval of Minutes

A motion was made by Kim Strauser, seconded by James Moyer, to approve the monthly meeting minutes from the October 11, 2021 regular meeting and the October 25, 2021 special 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 Jim Neal, 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

## 2.0 REPORTS

#### 2.1 Superintendent's Report

##### National School Psychology Week

Dan Fie, Coordinator of Student Services, shared that November 8-12, 2021 is National School Psychology Week. Mr. Fie shared information about the district's school psychology program and some ways that the district will recognize this week. He thanked the board for their support of the district's program.

##### Tioga County Partnership for Community Health Outstanding Volunteer Award for 2021

Dr. Barnes shared that Jess Millard, Principal of Clark Wood Elementary School, has been awarded the Tioga County Partnership for Community Health Outstanding Volunteer Award for 2021. Dr. Barnes recognized Mr. Millard for his hard work helping with programs in our county. The board and administration congratulated Mr. Millard on his award.

Recognition of Employees

Dr. Barnes noted that November 17, 2021 is National Education Support Professionals Day and November 15-19, 2021 is American Education Week. She thanked all staff members who make our schools work.

Recognition of Employee Veterans

Dr. Barnes recognized current employees that served in the Armed Forces and thanked them for their service.

## 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 Greg Cummings, 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, stated that the building access project is pending punch lists, change orders, and additional card readers and the building automation project is complete pending final integration. Equipment has been installed for the radio project. We are just waiting on the final radios to be installed. Jeremy stated that he is working to get final costs for the potential air quality improvement project. He is also working on gathering details for Phase II building upgrades.

## 2.4 Grant Update

Kris Kaufman, Principal of Academic Affairs, provided the board with a handout giving updates on where things stand with the ESSER I, ESSER II, and ARP/ESSER grants. He stated that ESSER I has been closed out. The funding adjustment for ESSER II has been submitted. The ARP/ESSER grant is still in progress. They are currently working to designate funds and set asides.

**3.0 ACTION ITEMS**

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

A motion was made by Jim Neal, seconded by Jolene Meisner, 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 Ed Bonham, seconded by Kim Strauser, to approve 2021/2022 substitutes as outlined in Exhibit #14. All votes were affirmative. The motion carried.

- 3.3 Retirement
- 3.4 Resignations

A motion was made by Kim Strauser, seconded by James Moyer, to (3.3) accept the retirement of Sharen Hardt, cafeteria aide at Westfield Area Elementary School, effective October 31, 2021 and thank her for her dedicated service; (3.4) accept the resignations of Mary Faber, special education teacher aide at Cowanesque Valley High School, effective November 1, 2021, and thank her for her dedicated service and Karen Carlin, discipline study hall monitor at Williamson High School, effective November 1, 2021. All votes were affirmative. The motion carried.

- 3.5 Removal of Employee

A motion was made by James Moyer, seconded by Jim Neal, to remove Employee #3157 as a probationary employee prior to the end of the 90 day probationary term. Roll Call Vote. All votes were affirmative. The motion carried.

- 3.6 First Reading of Policy (Exhibit #15)

A motion was made by Kim Strauser, seconded by Greg Cummings, to approve the first reading of proposed changes to Policy #236.1 – Threat Assessment as outlined in Exhibit #15. Roll Call Vote. All votes were affirmative. The motion carried.

- 3.7 Second Reading and Final Adoption of Policy (Exhibit #16)

A motion was made by Jim Neal, seconded by Jolene Meisner, to approve the second reading and final adoption of proposed changes to Policy #006 – Meetings as outlined in Exhibit #16. Roll Call Vote. All votes were affirmative. The motion carried.

- 3.8 Student Discipline Matter #2021-22-01

A motion was made by Jolene Meisner, seconded by Ed Bonham, to approve Student Discipline Matter #2021-22-01. Roll Call Vote. All votes were affirmative. The motion carried.

- 3.9 Waiver of Graduation Project

A motion was made by Jim Neal, seconded by Ed Bonham, to approve a waiver of the Graduation Project requirement for the Class of 2023. With the COVID-19 pandemic still present, we are concerned that many places that have allowed students in the past are no longer allowing students to volunteer. Also, over the past two years, students have not been able to earn the 20 hours of job shadowing experience. We would like to retain the 20-hour service project portion of the project as a credit option for students, however, as it may be a source of evidence under the graduation pathways identified by Act 158 for some of our students. Roll Call Vote. All votes were affirmative. The motion carried.

3.10 Approval of Collective Bargaining Agreement (Exhibit #17)

A motion was made by Ed Bonham, seconded by Greg Cummings, to approve the following resolution: BE IT RESOLVED by the Northern Tioga Board of School Directors that the Collective Bargaining Agreement with the Northern Tioga Education Association covering the period from July 1, 2021 to June 30, 2024 presented to the Board this evening is approved and the officers of the Board are authorized to execute the Collective Bargaining as outlined in Exhibit #17. Roll Call Vote. The motion carried with Jean Kohut casting a negative vote.

3.11 Out of Country Field Trip Request (Exhibit #18)

A motion was made by Jolene Meisner, seconded by Ed Bonham to approve the Cowanesque Valley High School Travel Club to travel to England in June 2023 to introduce students to foreign places, cultures, and foods, aid students in developing confidence and independence, and to provide lasting, hands-on, learning experiences as outlined in Exhibit #18. All votes were affirmative. The motion carried.

3.12 Additional Vacancies During November

A motion was made by Ed Bonham, seconded by Jim Neal, 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 22, 2021, 6:00 PM  
Regular Board Meeting – December 1, 2021, 7:00 PM

5.2 Committee Meetings

**6.0 ADJOURNMENT**

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

Adjournment was at 8:15 PM.

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

Alyson Yerrick  
Board Secretary

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