

NORTHERN TIOGA SCHOOL DISTRICT
110 Ellison Road
Elkland, PA 16920

Minutes – October 10, 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 7:04 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, Greg Cummings, Jean Kohut, Ben Howe, Jolene Meisner, James Moyer, Jim Neal, and Kim Strauser. Absent: Ed Bonham.

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

1.5 Student/Staff Recognitions & Presentations

Student of the Month

Williamson High School – Kayla Burrows

Kayla Burrows is the Student of the Month for October from Williamson High School. She is the granddaughter of Susan Heck of Lawrenceville. Kayla is a senior who has been active in basketball and softball for the last three years. Her coach described her as a hard-working athlete who is dedicated to the success of her team. Hopefully, her senior year of athletics will be her best year yet. Kayla also does her best in the classroom. Her instructors describe her as a student who makes an honest effort to complete the tasks assigned to her, and one who always has her math homework done. She is not afraid to seek help when she is uncertain and can productively work with others, both traits that make her stand out among her peers. Kayla is one of those students who deserves praise because she can balance sports, work, and school and do them all well. But perhaps the most noticeable thing about Kayla is that she can manage all of these demands while

maintaining a smile and a sense of humor. Kayla is down-to-earth and funny and as she has matured, has become a student whom many teachers at WHS enjoy having in class. Congratulations, Kayla! You make Williamson proud!

Williamson Middle School – Taylor Bressler

Taylor Bressler is an 8th grade student at Williamson. She is the daughter of Deanna and Gerry Abbey of Elkland. Her siblings, Brandi and Isabella, also attend Williamson. Taylor's teachers describe her as incredibly hardworking, kind, and respectful; she loves to volunteer in class and always makes insightful contributions to class discussions. Taylor's extracurriculars include Color Guard in the marching band and playing soccer. Outside of school, she enjoys playing board games with her family and hanging out with her friends; she also spends a lot of time helping her grandfather with cleaning and yard work. After graduation, Taylor hopes to go to Penn State for Education and wants to be a history teacher. Williamson Middle School is honored to name Taylor Bressler as our "Student of the Month" for October.

Cowanesque Valley High School – Logan Hamilton

Logan Hamilton is the daughter of Jim and Bev Hamilton of Westfield. She is a delight to have in class. She always arrives with a bright smile on her face and has excellent class participation. She stays engaged in lessons and contributes ideas. She also shares her Indian Pride in school activities, such as tennis, basketball, softball, and student council. She is in the History Club and the Yearbook Staff as well. Outside of school she plays travel softball for Smash It Sports College Show Case Team out of Rochester, NY and works at Penn York Camp. Her future plans are to play softball at the college level and pursue a degree in radiology.

Cowanesque Valley Middle School – Ella Krise

The Cowanesque Valley Middle School teachers are pleased to announce Ella Krise as our middle school Student of the Month. She is in seventh grade and is the daughter of Luke Krise and Katie Roe of Osceola. Ella is a respectful and dedicated student who works hard in the classroom. Outside of the classroom, Ella is on the volleyball and softball teams. Her favorite thing about middle school is playing school sports. She also enjoys hunting, fishing, and spending time with her friends and family. Her favorite subject is science, and she would like to eventually become a nurse. When asked what she is most proud of, she responded, "Coming to a new school and adjusting." We are so glad you are here with us, Ella!

R.B. Walter Elementary School – Cara Stone

Cara Stone, daughter of Nichol Cassell and Scott Stone of Lawrenceville, is R.B. Walter Elementary School's Student of the Month. Cara is an outstanding individual who exemplifies our school's SPARK criteria. Outside of school, Cara enjoys drawing, coloring, and taking dance lessons. Her favorite subject in school is math, and she excels at it. When we asked Cara what she enjoyed about school, her response was, "I enjoy school because I can learn and have fun with my friends." Her role model in life is her mom. She said, "My mom is kind and takes good care of me." When Cara grows up, she wants to own her own restaurant. She loves to cook! Cara believes her strongest character trait is that she is helpful. Congratulations, Cara! We are extremely proud to honor you as our Student of the Month. Thank you for being a positive role model for other students at R.B. Walter.

Clark Wood Elementary School – Jana Butler

We are very proud to announce Jana Butler as the Clark Wood Student of the Month for the month of October. She is the daughter of Mr. Jody and Mrs. Jennifer Butler of Tioga. Jana is a 6th grade student in Mrs. Bedient's homeroom. Jana Butler is an amazing young lady. She treats everyone with respect and friendship. She works hard both in and out of school. She puts her all into everything that she does. At school she is involved in band, Kindergarten helpers, and Art Helpers. Outside of school she helps on the family farm and with the maple producing business. She has her own business of making dog treats, which she sells at various events. In addition, she shows cows for 4-H and was involved in the young Entrepreneur show in Wellsboro, making peace plants to raise money for Janet Wise Hospital. She also writes the Farmington Township newsletter to keep all the residents informed of seasonal information. In her spare time, which can't be much, she likes to read, take long walks, and play with her dog. She is an outstanding student and always has a smile on her face. She exemplifies all aspects of RAMS. She truly is a unique young lady, and we are very proud of her.

Westfield Area Elementary School – Cole Riley

The Westfield Area Elementary School Student of the Month is Cole Riley. Cole is a 4th grade student that is the son of Ed and Brittany Riley of Westfield. Cole is a member of the Indians Football B team, where his favorite position is quarterback! He also plays baseball for Westfield. In his free time, Cole enjoys playing video games and eating! His favorite food is tacos! In school, Cole enjoys playing at recess with his friends. His favorite subject is science!

Cole's teachers describe as a great role model that is helpful to everyone. He is polite, task oriented, and an exceptional student. Cole always shows BRAVE behaviors! We are proud to have Cole Riley as our October Student of the Month!

1.6 Open Forum

No one from the public wished to address the Board at this time.

1.7 Approval of Minutes

A motion was made by Greg Cummings, seconded by Kim Strauser, to approve the monthly meeting minutes from the August 08, 2022 Regular Board 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 Jim Neal, seconded by Jean Kohut, to approve bills as outlined in Exhibit #3. Jean Kohut asked which school was receiving the plasma cutter. It was confirmed Cowanesque Valley High School. 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

GPS Systems:

Dr. Barnes informed the Board the GPS systems and monitors are installed and active. She expressed how happy she was that this is completely operational.

BEF Training (PASBO):

Dr. Barnes and Kathy VanSchaick, Business Manager, attended BEF training for PASBO. Dr. Barnes explained we all need to be very careful when understanding the process. She stated that we are actually losing money where it appears we are making money due to the formulas being used. Dr. Barnes and Mrs. VanSchaick were grateful to PASBO for providing the training, and stressed we need to pay attention and make sure information is being entered into PIMS accurately. Julie Preston asked if PSBA would be offering any training, and said she will look into this.

Unified Sports Agreement/MOU:

Bill Butterfield, principal at Williamson High School explained the Unified Sports being offered through Special Olympics via Mike Bovino. The focus is on the sport of indoor Bocce Ball. 3 students with, and 3 students without disabilities may participate. The first 2 years are free to Northern Tioga School District and includes a jersey for the participants. This is PIAA recognized and Williamson High School will need to host 1 game on a week night, and attend at least 3 other events. Canton, Athens, and Southern Tioga School Districts will also be participating. There will not be a charge to spectators for these events. A motion was made by Jim Neal, seconded by Jolene Meisner, to add Modified Sports Agreement/MOU as 4.1 New Business. All votes were affirmative. The motion carried.

- 2.2 Business Manager's Report

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

A motion was made by Kim Strauser, 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 Exhibit #7, #8, #9, #10, #11, and #12. All votes were affirmative. The motion carried.

- 2.3 Buildings and Grounds Report - None

3.0 ACTION ITEMS

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

A motion was made by Jean Kohut, seconded by Jolene Meisner, 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 Ben Howe, to approve the additional substitutes be added to the 2022/2023 substitute list as outlined in Exhibit #14. All votes were affirmative. The motion carried.

3.3 Resignations

A motion was made by Ben Howe, seconded by Greg Cummings, to accept the following resignations and thank them for their dedicated service: Virginia Seaman, instructional aide at R.B. Walter Elementary School, effective September 23, 2022; Jessica Watson, nurse aide at R.B. Walter Elementary School, effective October 14, 2022; Cathy Krystoff, cook at Westfield Area Elementary School, effective November 10, 2022. All votes were affirmative. The motion carried.

3.4 Classified Appointments (Exhibit #15)

A motion was made by Kim Strauser, seconded by Jean Kohut, to approve the Classified Appointments as outlined in Exhibit #15. Roll Call Vote. All votes were affirmative. The motion carried.

3.5 Motion to Suspend Employee #2863

A motion was made by Jim Neal, seconded by Greg Cummings, to approve the motion to suspend employee #2863. Roll Call Vote. All votes were affirmative. The motion carried.

3.6 Motion to Suspend Employee #1102

A motion was made by James Moyer, seconded by Greg Cummings, to approve the motion to suspend employee #1102. Roll Call Vote. All votes were affirmative. The motion carried.

3.7 Approval of McClure Company Payment Schedule

A motion was made by Greg Cummings, seconded by Ben Howe, to approve the payment schedule listed below for McClure Company as they complete the HVAC project. The total project is \$4,426,997. The project will be funded by the ARP ESSER grant in the amount of \$4,190,851.40 and by the district in the amount of \$236,145.60. Work will be completed at the Cowanesque Valley High School and the Williamson High School as approved at the June 13, 2022 Board meeting. It is recommended that the Board approve

the district portion of the project to be paid from the Plan Con reserve which currently has a balance of \$590,905. The initial payment (30%) pays for the engineering and equipment that was ordered by McClure. The actual date of the first invoice in the amount of \$1,328,099.00 is dated 9/16/22 and is net 30 days. Kathy VanSchaick stated this is the payment schedule McClure Company proposed. She questioned why we weren't holding 10% retainage, and Chris Lantz said it was because of the type of project this is, and retainage is not held. If McClure Company does not complete the work as directed, Northern Tioga School District will hold the payments back. Greg Cummings stated it is going to be critical, during the course of the summer, to be diligent with how comfortable we are with the work as it is progressing. Roll Call Vote. All votes were affirmative. The motion carried.

| Invoice Date | % Billed | Amount Billed | Cumulative Amount |
|--------------|----------|----------------|-------------------|
| 8/12/2022 | 30% | \$1,328,099.10 | \$1,328,099.10 |
| 5/25/2023 | 35% | \$221,349.85 | \$1,549,448.95 |
| 6/25/2023 | 40% | \$221,349.85 | \$1,770,798.80 |
| 7/25/2023 | 65% | \$1,106,749.25 | \$2,877,548.05 |
| 8/25/2023 | 85% | \$885,399.40 | \$3,762,947.45 |
| 9/25/2023 | 95% | \$442,699.70 | \$4,205,647.15 |
| 10/25/2023 | 98% | \$132,809.91 | \$4,338,457.06 |
| 11/25/2023 | 100% | \$88,539.94 | \$4,426,997.00 |

3.8 Approval of Administrative Assistant Job Description (Exhibit #16)

A motion was made by Jean Kohut, seconded by Kim Strauser, to approve the Administrative Assistant (FT) job description as outlined in Exhibit #16. Roll Call Vote. All votes were affirmative. The motion carried.

3.9 Approval of MOU – 5-Year PSSA Keystone Navigator Data Analysis (Exhibit #17)

A motion was made by Jean Kohut, seconded by Greg Cummings, to approve the Memorandum of Understanding between Northern Tioga School District and LinkIt! as outlined in Exhibit #17. All votes were affirmative. The motion carried.

3.10 Approval of Act 57 of 2022 Resolution (Exhibit #18)

A motion was made by Kim Strauser, seconded by Ben Howe, to approve the Resolution authorizing the waiver of additional charges for the late payment of real estate taxes in certain circumstances to comply with Act 57 of 2022 as outlined in Exhibit #18. All votes were affirmative. The motion carried.

3.11 Approval of Geist Water Consulting Proposal (Exhibit #19)

A motion was made by Greg Cummings, seconded by Jim Neal, to approve the Geist Water Consulting Proposal to maintain the Williamson High School and R.B. Walter

Elementary School water system, effective immediately as outlined in Exhibit #19. Roll Call Vote. All votes were affirmative. The motion carried.

3.12 Additional Vacancies During October

A motion was made by Jim Neal, seconded by Kim Strauser, to approve the Superintendent to interview and offer positions to top ranking candidates for any teacher or classified vacancies that may occur between the October and November Board meetings. Those recommendations will be made to the Board at the regular November meeting. (This will eliminate the need to convene a special meeting.) All votes were affirmative. The motion carried.

4.0 NEW BUSINESS

4.1 Unified Sports Agreement/MOU

A motion was made by Jim Neal, seconded by Jolene Meisner, to approve the Unified Sports Agreement/MOU as previously discussed during the Superintendent's Report. All votes were affirmative. The motion carried.

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 – October 24, 2022, 6:00 PM
Regular Board Meeting – November 14, 2022, 7:00 PM

5.2 Committee Meetings - None

6.0 ADJOURNMENT

6.1 Adjourn

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

Adjournment was at 7:43 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.