

NORTHERN TIOGA SCHOOL DISTRICT  
110 Ellison Road  
Elkland, PA 16920

Minutes – Special Meeting  
October 25, 2021

**1.0 SPECIAL MEETING**

**2.0 OPERATIONS**

2.1 Call to Order

The special meeting of the Northern Tioga School District Board of Directors was called to order by President, Julie Preston at 6:03 PM.

2.2 Pledge of Allegiance

Julie Preston led those present in the Pledge to the Flag.

2.3 Board Attendance: Board Members Present: Ed Bonham, Greg Cummings, Ben Howe, Jolene Meisner, James Moyer, and Kim Strauser. Via Zoom: Julie Preston and Jean Kohut. Absent: Jim Neal.

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

2.4 Open Forum

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

**3.0 ACTION ITEMS**

3.1 Principal Appointment (Exhibit #1)

A motion was made by Greg Cummings, seconded by Ben Howe, to appoint William Butterfield to the position of Principal, currently assigned at the Williamson High School, effective October 26, 2021, at a salary of Level I of the current Act 93 agreement as outlined in Exhibit #1. Roll Call Vote. All votes were affirmative. The motion carried.

3.2 Classified Appointments (Exhibit #2)

A motion was made by Kim Strauser, seconded by Jolene Meisner, to appoint:  
Amanda Mummert, 6.75 hour per day instructional aide, Westfield Area Elementary School, \$13.80 per hour, effective October 18, 2021;  
Trina Marzo, 6.83 hour per day special education teacher aide, Williamson High School, \$13.80 per hour, effective October 19, 2021;  
Kristy Parslow, 6.75 hour per day instructional aide, Clark Wood Elementary School, \$13.80 per hour, effective October 25, 2021;

Patricia Lambert, 3.25 hour per day cafeteria aide, R.B. Walter Elementary/Williamson High School, \$13.00 per hour, effective October 25, 2021. (Currently a 2.75 hour per day cafeteria aide.);

Lynn Billetta, 2.75 hour per day cafeteria aide, R.B. Walter Elementary/Williamson High School, \$13.00 per hour, effective October 25, 2021. (Currently a 2.5 hour per day cafeteria aide.);

Erynn Taft, 2.5 hour per day cafeteria aide, R.B. Walter Elementary/Williamson High School, \$13.00 per hour, effective November 8, 2021 in accordance with the contractual agreement between the Northern Tioga School District and the Northern Tioga Education Support Professionals as outlined in Exhibit #2. Roll Call Vote. All votes were affirmative. The motion carried.

### 3.3 2021/2022 Guest Teachers

Dr. Barnes shared that the district received a list from BLaST IU #17 of people who have gone through the IU's Guest Teacher program and would be willing to substitute for our district. The district will be participating in the Guest Teacher program for the first time this year. Those interested in substituting for our district have been sent our substitute paperwork to complete. Dr. Barnes noted that there is no cost to the district to participate in the program.

## 4.0 ADJOURNMENT OF SPECIAL MEETING

A motion was made by James Moyer, seconded by Jolene Meisner, to adjourn the special meeting. All votes were affirmative. The motion carried.

Adjournment was at 6:10 PM.

Julie Preston called a board work session to order for some discussion items at 6:10 PM.

### District IV Volleyball Playoffs

Dr. Barnes shared that District IV Volleyball Playoffs will be taking place soon. She stated that most spectators are cooperative about wearing masks. The district will do the best it can to enforce mask wearing, however, we do not want to get into a battle with spectators. Communities will be sat together at the games.

### Air Quality

Dr. Barnes stated that the district has a little over \$4,000,000 in ARP/ESSER grant money to decide how to spend. One area that the district is looking at is upgrading our air quality systems. Jeremy Freeman, Supervisor of Buildings and Grounds, reached out for suggestions of who to talk to about air quality and was referred to McClure. Jeremy compiled a list of the oldest HVAC systems in the district and McClure shared with the Buildings & Grounds Committee how the upgrade would be done and a ballpark cost. Ed Bonham noted that if the district is going to address air quality, they would like to address air quality in all buildings and not just focus on the oldest systems. They have asked McClure to provide a cost for upgrades district wide. Dr. Barnes stated that if all systems cannot be upgraded at once, the district could come up with a plan to phase in the upgrades over time. She also noted that a survey has been provided to the public allowing them to weigh-in on how they feel the ARP/ESSER grant money should be spent. The district is not yet committed to using the money to upgrade air quality.

Scheduling

Dr. Barnes stated that she has continued to meet with Cowanesque Valley High School and Williamson High School to work on aligning their schedules. She asked both schools to put their current schedules in the format of the other school to get an idea of what it would look like. She asked both principals to share what they came up with.

Mr. Sottolano, Principal of Cowanesque Valley High School, shared that he has concerns with how their schedule looks when using Williamson High School's semester based format. He feels that using this format reduces flexibility and limits choices for students. He noted that the workload for students between semesters may not be evenly split. Currently, students can try to plan absences around days with a lighter schedule. With a semester based schedule, missing one day of class would be the equivalent of missing two days. A semester based schedule also reduces the availability of teachers to help cover other duties.

Mr. Butterfield, Principal of Williamson High School, stated that when putting their schedule in Cowanesque Valley High School's year-long format, they did gain about 7 sections but he feels they lost in other areas. With year-long courses, students cannot double up and take one section of a course, such as Spanish I, in the fall and the second section, such as Spanish II, in the spring. A semester based schedule allows students who fail a required course in the fall to take the course again in the spring and allows students taking dual-enrollment courses to take a few each semester instead of taking them all at the same time. A semester based schedule is easier for students who transfer in mid-year and is also more practical for sharing teachers between the two high schools.

The board adjourned the work session at 6:49 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.