

NORTHERN TIOGA SCHOOL DISTRICT
110 Ellison Road
Elkland, PA 16920

Minutes – Special Meeting
September 26, 2022

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 6:01 PM.

2.2 Pledge of Allegiance

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

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

Administrators Present: Superintendent Barnes, Kathy VanSchaick, Dan Fie, Christina Fry, Kris Kaufman, Jess Millard, Matt Sottolano, Bill Butterfield, and Jeremy Freeman.
Absent: 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 Increase Part Time Position to Full Time

A motion was made by Ed Bonham, seconded by Kim Strauser, to approve the increase of the Administrative Assistant to the Principal of Academic Affairs position from part time to full time effective September 27, 2022. Ben Howe asked if there was consideration of having a 2nd part time position. Kris Kaufman responded and explained that he and Kathy VanSchaick had discussed this and also reviewed the current job description vs. the past job description and identified items that were not getting done right now. Restoring this position to full time allows all items to get completed. There is a lot of time spent on replacing part time positions in the district. Dr. Barnes also stated there is a fair amount of training that is involved with the Administrative Assistant positions, which makes it difficult to have part time positions which are constantly changing employees. This position was a full-time position approximately 3-4 years ago. Roll Call Vote. All votes were affirmative. The motion carried.

3.2 Approval of Balance of Entry Door Badge Reader Project

A motion was made by James Moyer, seconded by Ben Howe, to approve the funding of the balance of the Entry Door Badge Reader project in the amount of \$10,522.25 from the general fund. The total project is \$141,462.25 and \$130,940.00 is being funded by the PCCD Safe Schools grant. Jean Kohut asked Jeremy Freeman, Buildings and Grounds Supervisor, if he got the information around she requested, and if he was able to break it down by building and where the additional badge readers will be located. Jeremy responded in the affirmative, and stated 4 will be going to Clark Wood Elementary School (Door A, Door C, Door N, and the rear entrance near the playground), 1 at Westfield Area Elementary School (Door I), 6 at Cowanesque Valley High School (Door HH, Door N, Door P, Door U, Door Z, and Door J), and 8 at Williamson High School and R.B. Walter (Door F2, Door F3, Door Q, Door R, Door I, Door AA, Door BB, and Door X). Jean Kohut asked Matt Sottolano if that would be enough coverage for Cowanesque Valley High School. Matt stated it covers the high traffic areas. Jean Kohut also asked if this covers the playground area at R.B. Walter, and Jeremy responded by saying the only 1 that would be covering the playground area would be Door X. Jean Kohut acknowledged the fact that costs have risen, however, the original cost of this was \$125,000.00 (Amount quoted at the August 08, 2022 Buildings and Grounds Committee Meeting), and now it is \$141,000.00, an increase of \$16,000.00. Jeremy stated the \$125,000.00, which was an estimate, was for 20 doors near the athletic areas district wide, and is not the same as described above. Dr. Barnes believes doing as described above should put the school district where they need to be with badge readers, and it should make it easier, if the issues should arise, for students and staff to get back into the building. Roll Call Vote. All votes were affirmative. The motion carried.

3.3 Approval to Sign Commonwealth University Guaranteed Admissions Agreement (Exhibit #1)

A motion was made by Ben Howe, seconded by Jean Kohut, to approve to sign the Agreement between Commonwealth University of Pennsylvania of the State System of Higher Education (including Bloomsburg, Lock Haven, and Mansfield campuses) as outlined in Exhibit #1. Roll Call Vote. All votes were affirmative. The motion carried.

3.4 Approval to Adjust Cafeteria Aide Positions

A motion was made by Jean Kohut, seconded by Ed Bonham, to approve changing the currently vacant (1) 2.5 hour per day and (1) 2.75 hour per day cafeteria aide positions at Westfield Area Elementary School to (1) 4 hour per day cafeteria aide position effective immediately. This is due to the lack of applicants received after posting the positions many times. Roll Call Vote. All votes were affirmative. The motion carried.

Jean Kohut had a couple remaining questions for Jeremy Freeman. 1. Did the floors get fixed at Williamson this past summer? Jeremy responded in the negative. 2. Back in April/May of 2021, the cameras that were at each of the secure entrances was listed quite a few times, and they still aren't done, over a year later? Jeremy responded in the negative. The cameras have never been installed as was part of the project. Kim Strauser asked Jeremy if the cameras had been purchased already, and Jeremy responded in the negative. Jeremy stated he had a plan to move the project forward, however, there was some disagreement on how to move the project forward. Todd Terpstra stated we have an exiting camera system that we have cameras for, but it was decided that perhaps we didn't want to use the existing cameras, which was the hold up. It was not the Board who decided that. Todd went on to explain that

during the summer, the IT staff decided to install cameras at R.B. Walter. It was decided by the Board that if we already have the cameras, and they work, they should be installed now. Todd stated getting the cameras installed would be able to be done very quickly. Kim Strauser asked if Jeremy if he agreed this should be done, and Jeremy responded that he is looking for direction. Todd agreed he will get together with Jeremy and will get the cameras installed.

Dr. Barnes also wanted to update the Board on the following:

Alicia Kozak came to present to all schools. Assemblies were very good. She tailored conversations so they were age appropriate. Laurel Health asked for a survey to be completed by the students, which consisted of the following 3 questions:

Following Alicia Kozak's presentation:

1. Do you have a better understanding of the dangers involved in social media, the internet, and online gaming? 97.75% responded Yes.
2. Do you feel this presentation will help you make better choices when using social media, the internet, and online gaming? 94% responded Yes.
3. Do you understand the importance of asking for help if you feel threatened, afraid, or if someone is making you feel uncomfortable? 96% responded Yes.

Bus monitors and GPS Systems are installed and active. You are able to look at a computer monitor and see exactly where all the buses are and where they are going. The schools will have these as well. Clark Wood Elementary School and Cowanesque Valley High School already have them. Todd is working on getting the other schools set up, and should be completed within the next week or so. Each monitor has been paid for with grant money. They have a lot of nice features as well, such as historical data, and current speeds the buses are going. Ed Bonham asked if there is a way to set alerts, ie: if a bus driver is going too fast. Todd said he would look into this.

Seeds of Hope was previously approved to store beds and dressers inside the Administration Building. They decided to send 100 beds and 100 sets of bedding to the flood victims in Kentucky. Dr. Barnes expressed her thanks to the Board. When she approaches the Board and asks for help, they are always ready to do what needs to be done.

4.0 ADJOURNMENT OF SPECIAL MEETING

A motion was made by Kim Strauser, seconded by Ben howe, to adjourn the special meeting. All votes were affirmative. Meeting adjourned at 6:52 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.