

NORTHERN TIOGA SCHOOL DISTRICT
110 Ellison Road
Elkland, PA 16920

Minutes – October 14, 2024

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 Vice President, Ed Bonham 7:01 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: Julie Preston (Via Zoom), Ed Bonham, Greg Cummings, James Moyer, Denise Mack, Glen Hallead, and Craig Stage. Absent: Kim Strauser and Aaron Smith

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

1.5 Student/Staff Recognitions & Presentations

Student of the Month

Williamson High School – Jake Meisner

The Williamson High School math department is pleased to name Jake Meisner as the Student of the Month. He is the son of Jolene and Micheal Meisner of Millerton. This sophomore's favorite classes are Robotics and Foods because they are more hands-on and require putting separate items together to create something new and exciting. Jake enjoys math because it comes naturally to him. His math teachers say that Jake is a very hard-working student who is always going out of his way to help his classmates. His math questions show his desire to learn, and his solutions to problems show his understanding. Jake displays patience in tutorial and in class when helping others with their math homework, making Jake an ideal student. He is a member of the school's Bocce Ball team and outside of school, a 4H member who shows rabbits and poultry. He also volunteers as

a junior firefighter with the Daggett Fire Department. Congratulations, Jake! Keep up the good work!

Williamson Middle School – Jana Butler

Jana Butler has been recognized as Williamson's 8th grade Student of the Month for her exceptional dedication and leadership. Jana is the daughter of Jen and Jody Butler of Farmington Twp. Jana is president of middle school student council, member of band, county council, 4-H, and national Jr. honor society. Also in her free time, Jana enjoys playing rugby, showing dairy and beef cows, and contributing to her family's maple business. Her caring attitude and commitment to making the school a better place make her a standout student. We're proud to honor Jana for her remarkable contributions and the positive example she sets for her peers. Congratulations Jana!

Cowanesque Valley High School – Madison Vandermark

Madison is a senior at Cowanesque Valley and is the daughter of Jennifer and Chad Carpenter of Sabinsville. Madison is involved in Volleyball, Softball, Student Council, National Honor Society, the Drama Club, FFA and is a Junior Official. She works at the Your Friendly Hometown Diner as a waitress. She was selected as the 23-24 Pennsylvania Maple Sweetheart. Her teachers describe her as a conscientious student that is always pleasant and upbeat. Madison is very driven and is already enlisted in the Navy and will be shipping out July 7th to be a canine handler and part of the Special Warfare Combat Crewman Program. As you can tell Madison is a wonderful young lady who will do great things.

Cowanesque Valley Middle School – Alexander VanDusen

Xander VanDusen is in seventh grade and has been chosen as the CV middle school student of the month. Xander is the son of Dana and Robin VanDusen of Osceola. Xander is hardworking, mindful, has a great attitude, and strives to do well in class. He is always prepared and willing to assist his classmates. Recently in science class, Xander gave very helpful feedback to his classmates on the projects they were completing. Xander is involved in chorus, 4H, Student Council, Youth Group, and the FLN voice actors. When he's not in school or at one of his activities, Xander enjoys reading, playing video games, and acting. Xander will read just about anything! He enjoys all his classes and couldn't pick a favorite subject. He says he is most happy when he is in school. His current career goal is to be a teacher and has a personal goal of attending Harvard University.

R.B. Walter Elementary School – Kiera Eddy

RB Walter Sixth grade is proud to have Kiera Eddy represent us as Student of the Month. Kiera is an outstanding young lady. She is well rounded in all aspects of school such as being an amazing friend to many and liked by all. Her academics are strong, and her study habits are going to lead her to achieve whatever goals she sets for herself. Kiera's main interest outside of school is softball. She enjoys it mainly because it gives her more time with friends. Her favorite subject in school is reading and she explains that reading is important in all parts of life. She also added that it's just fun. When asked why she enjoys school she responded by stating that she enjoys learning and once again time with friends. Kiera's role model in life is her sister, Sarah because she has taught her how to be a strong individual and not to depend on someone else doing it for you. Future goal is to be a vet

because she loves animals and dislikes when they get hurt and wants to be able to help them. When Kiera was asked what she thought her strongest character trait was, she answered “being wise and smart, because everyone comes to me for help from school or different problems.” The fact students go to Kiera for help speaks volumes about her amazing character. She represents all aspects of SPARK at RB, and we are so excited to honor her with this recognition.

Clark Wood Elementary School – Kenna Johnson

Kenna Johnson is our student of the month here at Clark Wood Elementary. Kenna is in our Kindergarten class. She is the daughter of Craig and Liz Johnson. Kenna is kind and thoughtful. She is very well liked and has many friends. She is hard working and always prepared for class. Kenna excels at demonstrating the RAMS school wide expectations. Her favorite activities in school include math, art, gym, music, and library. Outside of school, Kenna participates in ballet, horseback riding, and piano lessons. She has fun with her two pet chickens, Satin, and Chenille, and she loves her dog, Clyde. Kenna enjoys her family trips to Maryland and spending time with her grandparents. We are very proud of Kenna and congratulate her on this well-earned recognition. Way to go, Kenna!

Westfield Area Elementary School – Elsea Weinman

The Westfield Area Elementary School Student of the Month is Elsea Weinman. Elsea is a 6th grade student who is the daughter of Yolanda Lewis of Westfield. Elsea is a morning tutor for 1st grade, a member of the WAES chorus, and she plays the flute in the band. Elsea also plays soccer and volleyball. In her free time, she enjoys drawing and playing catch with a football! Elsea’s favorite subject in school is math. When Elsea grows up, she would like to be an artist! Elsea’s teachers describe her as a student that is genuinely interested in learning! She is a kind and helpful student that is a good friend to her peers. She strives to put her best foot forward, no matter the task. Despite any setbacks, she has a "can-do" attitude! We’re proud to have Elsea Weinman as our October Student of the Month!

Recognition of Northern Tioga School District, Tioga County Fair Participants

Principals recognized students from across the district that participated in the Tioga County Fair. Several students were in attendance.

1.6 Open Forum

Bob Goodrich, Osceola, PA

Mr. Goodrich shared the importance of why he brings humor to each of our meetings. He also noted how amazed he is by our students’ talents and skills. Lastly, he shared a prayer.

1.7 Approval of Minutes

A motion was made by Greg Cummings, seconded by Craig Stage, to approve the meeting minutes from the September 9, 2024, Regular 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 Julie Preston, seconded by Glen Hallead, 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 reported that we are still waiting for a response to our School Facilities Improvement Grant application and that a vote should take place on October 22nd for a decision. Mr. Kaufman stated we have two project proposals that are a part of our application for this grant- a window replacement project for Clark Wood Elementary School and Williamson High School, as well as the Westfield Area Elementary School roof replacement project.

Mr. Kaufman also provided an update to the ongoing repairs at Westfield Area Elementary School in the aftermath of the August 2024 Flooding. The floor replacement in the library is complete and the structural engineering report on the greenhouse and garage was completed.

2.2 Business Manager's Report

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

A motion was made by Glen Hallead, seconded by Craig Stage, 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 Exhibits #6, #7, #8, #9, #10, #11, and #12. All votes were affirmative. The motion carried.

2.3 Buildings and Grounds Report

Daren Bryant provided the Board with a summary of the jobs completed throughout the month, including 17 work orders.

2.4 Grant Update- None.

3.0 ACTION ITEMS

3.1 2024/2025 Co-Curricular Appointments (Exhibit #13)

A motion was made by Glen Hallead, seconded by Craig Stage, to approve 2024/2025 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 James Moyer, seconded by Greg Cummings, to approve the 2024/2025 substitute list as outlined in Exhibit #14. All votes were affirmative. The motion carried.

3.3 Resignations

A motion was made by James Moyer, seconded by Greg Cummings, to accept the following resignations: Joey Hamilton-Ficks, Williamson High School, Physical Education Teacher, effective October 9, 2024, and Jessica Watson, Westfield Area Elementary and Cowanesque Valley High Schools, Nurse Aide, effective November 8, 2024. All votes were affirmative. The motion carried.

3.4 Board Member Resignation

A motion was made by Glen Hallead, seconded by James Moyer, to accept Aaron Smith's resignation of Region 2 Board Member, effective September 14, 2024. All votes were affirmative. The motion carried.

3.5 Temporary Professional Appointments

A motion was made by Craig Stage, seconded by Greg Cummings, to hire the following individual as a temporary professional in accordance with the contractual agreement between the Northern Tioga School District and the Northern Tioga Education Association. Riley McClellan, Physical Education Teacher, Williamson High Schools, Step 1 Bachelor's Degree, effective October 14, 2024. Roll Call Vote. All votes were affirmative. The motion carried.

3.6 Appointment of Assistant Coordinator of Student Services

A motion was made by Glen Hallead, seconded by Greg Cummings, to hire Morgan Lilly, Assistant Coordinator of Student Services, Administration Building, Level 3, effective November 1, 2024, in accordance with the Act 93 Group 2 agreement. Roll Call Vote. All votes were affirmative. The motion carried.

3.7 Emergency Certified Teacher Appointments

A motion was made by Craig Stage, seconded by James Moyer, to hire the following individuals on Emergency Permits, pending PDE approval, for the 2024-2025 school year, in accordance with the contractual agreement between the Northern Tioga School District and the Northern Tioga Education Association: Tabatha Wheatley, Special Education Teacher, Williamson High School, Step 1 Bachelor's Degree, effective October 14, 2024,

and Felisha Hackett, School Nurse, Westfield Area Elementary School/Cowanesque Valley High School, Step 1 Bachelor's Degree, effective November 4, 2024. Roll Call Vote. All votes were affirmative. The motion carried.

3.8 Classified Appointments

A motion was made by Greg Cummings, seconded by James Moyer, to appoint the following classified employee: Melissa Gee, 5.75 hours per day Special Education Teacher Aide, Clark Wood Elementary School, \$15.04 per hour, effective October 21, 2024, in accordance with the contractual agreement between the Northern Tioga School District and the Northern Tioga Education Support Professionals. Roll Call Vote. All votes were affirmative. The motion carried.

3.9 MTSS Tutor & M/HS Interventionist Appointments

A motion was made by Glen Hallead, seconded by Craig Stage, to appoint the following Annette Caldwell, MTSS Tutor, Clark Wood Elementary School, \$25.00 per hour, effective October 21, 2024, and Katie Roe, Middle/High School Interventionist, Cowanesque Valley High School, \$25.00 per hour, effective October 21, 2024; which are funded by the BSCA Grant. Roll Call Vote. All votes were affirmative. The motion carried.

3.10 Selection of Architect (Exhibit #23)

A motion was made by Craig Stage, seconded by James Moyer, to accept the recommendation to hire Larson Design Group, pursuant to the proposal dated October 8, 2024, for the Athletic Facilities Upgrade Project, as outline in exhibit #23. Roll Call Vote. The motion carried with Greg Cummings abstaining.

3.11 Approval of Volunteers

A motion was made by Glen Hallead, seconded by James Moyer, to approve the following volunteers: Kristie Lane, Cowanesque Valley High School and Mackenzie Howe, Westfield Area Elementary School. All votes were affirmative. The motion carried.

3.12 Request to Attend Out-of-State Conference (Exhibit #15)

A motion was made by James Moyer, seconded by Denise Mack, to approve the request for Kelly Taylor to attend the National Conference on Student Activities in Memphis, TN. on December 4-9, 2024, at an approximate cost of \$1,503.20, as outlined in Exhibit #15. Roll Call Vote. All votes were affirmative. The motion carried.

3.13 Request to Attend Out-of-State Conference (Exhibit #16)

A motion was made by Glen Hallead, seconded by James Moyer, to approve the request for Bobbi Button to attend the National Council of Teachers of English Conference in

Boston, MA on November 21-24, 2024, at an approximate cost of \$690.00, as outlined in Exhibit #16. Roll Call Vote. All votes were affirmative. The motion carried.

3.14 Approval of Procurement Card Users

A motion was made by James Moyer, seconded by Craig Stage, to approve the following list of authorized users of procurement cards in accordance with Board Policy. All users will be required to sign an Employee Procurement Card Usage Agreement and will be required to review the procedures and guidelines for use; Jesse Millard, Cheryl Sottolano, Kathryn Slavinski, Brittany Monday, and Alan Hurler. Roll Call Vote. All votes were affirmative. The motion carried.

3.15 Request to Close Student Activity Account (Exhibit #22)

A motion was made by Craig Stage, seconded by Greg Cummings, to approve the closing of the WESO Student Activity Account with residual funds of approximately \$445.87 to be transferred to the Williamson Middle School Student Council Activity Account, as outlined in Exhibit #22. All votes were affirmative. The motion carried.

3.16 Policy First Readings (Exhibit #17, #18, & #19)

A motion was made by Craig Stage, seconded by James Moyer to approve the First Reading of proposed changes to the following policies: #218- Student Discipline, #251- Students Experiencing Homelessness, Foster Care and Other Educational Instability, and #254- Educational Opportunity for Military Children, as outlined in Exhibits #17, #18 & #19. Roll Call Vote. All votes were affirmative. The motion carried.

3.17 Policy Second Readings & Final Adoption (Exhibits #20 and #21)

A motion was made by Craig Stage, seconded by James Moyer, to approve the Second Reading and Final Adoption of the following policies: #103- Discrimination/Harassment Affecting Students, and #104- Discrimination/Harassment Affecting Staff, as outlined in Exhibit #20 and #21.

Craig Stage excused himself from the meeting at 7:56pm, prior to the roll call vote on the above policies.

Roll Call Vote. The motion carried with Glen Hallead casting a negative vote.

3.18 Additional Vacancies During October

A motion was made by James Moyer, seconded by Greg Cummings, to approve the Superintendent to interview and offer positions to top ranking candidates for any teacher, classified, or Act 93 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

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 28, 2024, 6:00 PM

Regular Board Meeting – November 11, 2024, 7:00 PM

5.2 Committee Meetings- None

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 7:59 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.