

NORTHERN TIOGA SCHOOL DISTRICT
110 Ellison Road
Elkland, PA 16920

Minutes – December 3, 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 Julie Preston at 7:01 PM.

1.2 Moment of Silence

Julie Preston led a moment of silence.

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 arrived at 7:04pm, James Moyer arrived at 7:14pm, Rod Butler, Kim Strauser, Denise Mack, and Ed Bonham. Absent: Craig Stage

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

1.5 Election of Temporary President

A motion was made by Ed Bonham, seconded by Rod Butler, to nominate Kim Strauser as Temporary President. All votes were affirmative, and Kim Strauser assumed the role of Temporary President.

1.6 Election of President and Vice President

A motion was made by Ed Bonham, seconded by Greg Cummings, to nominate Julie Preston as President. All votes were affirmative to elect Julie Preston as President. Julie Preston assumed the President's chair.

A motion was made by Kim Strauser, seconded by Greg Cummings, to nominate Ed Bonham as Vice President. All votes were affirmative to elect Ed Bonham as Vice President.

1.7 Kim Strauser was appointed as the district PSBA Liaison.

- 1.8 Kristopher Kaufman was appointed as the district Employee Relations Contact.
- 1.9 James Moyer was appointed as the School Board Sick Bank Representative.
- 1.10 Julie Preston remained as the I.U. Board Representative.
- 1.11 Student/Staff Recognitions & Presentations

Student of the Month:

Williamson High School – Hunter Barner

Williamson's Student of the Month for December is Hunter Barner. He is the son of Kayce and Robert Barner of Millerton. This senior represents great growth as a student and a young man. Hunter was selected by the Industrial Arts department, so it is no surprise that his favorite class is Metal Shop. He does a work study with a local contractor and intends to continue working that job after graduation. Hunter enjoys being outside, working with his hands, and applying his construction skills. In his free time, he can be found hunting. His shop teachers describe him as always willing to help with projects in the shops or around the school, dependable, a hard worker, willing to help underclassmen, and overall, great at fixing things. Congratulations, Hunter. Williamson is very proud of you!

Williamson Middle School – Elizabeth O'Neil

Lizzy, the daughter of John and Colleen O'Neil of Jackson Township, is an exceptional student who demonstrates leadership and determination in all that she does. She excels academically, maintaining a spot on the High Honor Roll, and is an active member of the Student Council, where she contributes to making positive changes in our school community. Beyond academics, Lizzy is an athlete, participating in both volleyball and track. In her free time, she enjoys exploring her creative side through painting and loves snowboarding with her family during the winter months. Congratulations, Lizzy, on this well-deserved recognition!

Cowanesque Valley High School – Raegan Watson

Cowanesque Valley's student of the month for December is Raegan Watson. Raegan is the daughter of Shawn and Jessica Watson of Knoxville, Pa. She is described by her teachers as a quiet and delightful young lady. They say she is a solid and reliable student and represents CV well. Raegan plays volleyball and softball for CV. She is also involved in travel softball and club volleyball. In her spare time Raegan enjoys playing sports, hanging out with her friends, and spending time with family. Her favorite subject is History. Raegan feels that she is kind, studious, and a good role model. She is proud of her dedication to her schoolwork, sports, and everything else that she does. After graduating high school, Raegan plans to attend college in the field of nursing with the goal of becoming a registered nurse. Congratulations to Raegan for being recognized as an outstanding student.

Cowanesque Valley Middle School – Sullivan Potter

Sullivan Potter is the CV middle school's December Student of the Month. Sully was chosen because he is a pleasure to have in every class. He is always prepared, motivated to learn, and focused. He is a great peer tutor as well, patient and kind, and can explain math concepts in a way his classmates can understand. Sully lives in Westfield with his parents, Erica Hoke, and Jason Potter. He has three siblings, a bearded dragon, and a dog. When Sully is not in school, he enjoys playing video games with his family and friends, playing outside with family and friends, and sleeping. He enjoys reading fiction books. Sully's favorite school subject is mathematics. He is ambitious when it comes to the subject, and he will spend his free time figuring out mathematical concepts. His favorite thing about middle school is that he finds it easy. He has not decided yet what he wants to be as an adult. He is thinking about moving and exploring new cities and towns. Congratulations Sully!

R.B. Walter Elementary School – Alexis D'Haene

Alexis D'Haene has been chosen for student of the month! She is a 4th grade student at RB Walter. Alexis is a friendly and kind student. She is always upbeat and comes in with a smile every day. She is a good listener who works hard, and she is an excellent role model. We can always count on Alexis to be showing her SPARK. Alexis really likes school and is excited to be here every day! She especially likes reading class and loves reading books. She is an honor roll student and works hard to make sure she is successful. Alexis is well liked by her classmates and her teachers. She has many friends and is very social. Alexis' teachers appreciate her work ethic and her helpful attitude. She is someone they can count on! Outside of school, Alexis is busy in 4H, ski club, and gymnastics. She also has joined the 4th grade volleyball and basketball intramural teams. Alexis is the daughter of Derick and Allison D'Haene. She lives with her family in Lawrenceville. She enjoys hanging out with her sister and pets. During her free time, she likes to work with her sheep, roller-skate, and attend Kids for Christ. In the future, she would like to become an elementary teacher and would especially like to teach 2nd grade. Congratulations Alexis!

Clark Wood Elementary School – Sky Bacon

Sky Bacon is a student in Ms. Lyon's sixth grade homeroom at Clark Wood. She is the daughter of Kelly and Jeff Bacon of Nelson. She has grown a lot this year and improved her academic skills as well as her personal skills. She is a very busy young lady. During the school days she is involved in Chorus and is a PBIS ambassador. This involves helping with assemblies, special days, and developing school pride. These are but a few ways she shows her RAMS. She volunteers to help both adults and her peers whenever help is needed. Outside of school she enjoys fishing and hunting with her dad. In addition, she likes to ride bike, ride her 4-wheeler, and swim. She enjoys playing with her dog, Ben, and drawing. She is waiting anxiously for the ice-skating rink to open but occupies herself with roller skating in the meantime. We would like to congratulate Sky Bacon as the Clark Wood Student of the Month.

Westfield Area Elementary School – Emma Tomb

The Westfield Area Elementary School Student of the Month is Emma Tomb. She is the daughter of Shawn and Holly Tomb of Westfield. Emma, 4th grade student, plays the clarinet in the WAES band. Her favorite subjects in school are math, social studies,

reading, and science! When Emma grows up, she would like to be a large animal veterinarian. Her teachers describe her as helpful and kind-hearted. She is that kid who you can always count on to be a great role model and a good friend to all. She exemplifies our BRAVE expectations every day. Emma is kind and helpful to everyone she works with. She shows responsibility and commitment to her schoolwork. She works hard every day and is a leader in class. We are proud to have Emma Tomb as our December Student of the Month!

1.12 Open Forum (None)

1.13 Approval of Minutes

A motion was made by Kim Strauser, seconded by Ed Bonham, to approve the monthly meeting minutes from the November 11, 2024, Regular Meeting. The motion carried.

1.14 Budget Transfers (None)

1.15 Approval of Bills (Exhibit #3)

A motion was made by Kim Strauser, seconded by Denise Mack, to approve bills as outlined in Exhibit #3. Roll Call Vote. All votes were affirmative. The motion carried.

1.16 Facility Use Permits & Conferences (Exhibits #4 & #5)

1.17 Information & Correspondence (None)

2.0 REPORTS

2.1 Superintendent's Report (Exhibit #15)

Local Auditors Report for July 1, 2023-June 30, 2024 (Exhibit #15):

Kim Stank and Stephen Rock discussed the July 1, 2023-June 30, 2024, Audit Report with the Board Members. Steve provided an overview of the audit. A motion was made by Ed Bonham, seconded by James Moyer to approve the Local Auditors Report for July 1, 2023-June 30, 2024, as outlined in Exhibit #15. Roll Call Vote. All votes were affirmative. The motion carried.

24/25 Sports Numbers:

Mr. Kaufman updated the board with the participation numbers for winter sports.

NTSD and Cyber Charter Schools Performance Report:

Mr. Kaufman also discussed the PA Future Ready Index for 2023-2024. The report noted areas of strength and areas for growth, as identified in the reporting numbers provided by the PA Future Ready Index. Plans for addressing the areas of growth are already in place. He shared the plans focus on reviewing state data from 23/24 and using local data sources to make instructional and intervention level decisions, in the current school year. It was

also noted the performance of the cyber charter schools that are supported financially by the district. All but one of the cyber charter schools has been designated for school improvement. Additionally, the graduation rates (for 22/23) for both Williamson HS and Cowanesque Valley HS are, in most cases, significantly higher than those of the cyber charter schools supported by the district.

2.2 Business Manager's Report

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

A motion was made by James Moyer, seconded by Kim Strauser, to approve the Payroll Rate Changes, Capital Reserve Report (none), Financial Report (none), Cash Investment Report (none), Student Activity Report, Cafeteria Bills and Report, and Transportation Changes, as outlined in Exhibits #16, #10, #11, and #12. All votes were affirmative. The motion carried.

2.3 Buildings and Grounds Report

Daren Bryant prepared a document for the board listing recent projects from his department.

2.4 Grant Update (None)

3.0 ACTION ITEMS

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

A motion was made by Kim Strauser, seconded by Ed Bonham, to approve the 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 Ed Bonham, to approve the additional substitutes be added to the 2024/2025 substitute list as outlined in Exhibit #14. All votes were affirmative. The motion carried.

3.3 Retirements & Resignations

A motion was made by Greg Cummings, seconded by James Moyer, to accept the following retirements and resignations and thank them for their dedicated service: Jesse Nice, Williamson High School, Special Education Teacher, resignation effective November 14, 2024; Susan Overpeck, Cowanesque Valley High School, Technology Assistant, retiring effective January 2, 2025; Kelly Taylor, Williamson High School, Physical Education Teacher, resigning effective November 22, 2024, to be held up to 60 days. All votes were affirmative. The motion carried.

3.4 Professional Appointment

A motion was made by Kim Strauser, seconded by Ed Bonham, to hire the following individual as a Professional Employee, in accordance with the contractual agreement between the Northern Tioga School District and the Northern Tioga Education Association: Abbey Carleton, Guidance Counselor, Williamson High School, Step 3 Master's Degree, effective January 2, 2025. Roll Call Vote. All votes were affirmative. The motion carried.

3.5 Emergency Certified Teacher Appointments

A motion was made by James Moyer, seconded by Kim Strauser, 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, and pending the signing and approval of the Credit Reimbursement Agreement for Emergency Permit and the Tuition Reimbursement Guarantee: Sheri Sunderland, Social Studies Teacher, Williamson High School, MS+45, Step 15 Master's Degree, effective January 15, 2025 and Kylie Schoonover, Special Education Teacher, Williamson High School, Step 1 Bachelor's Degree, effective December 16, 2024. Roll Call Vote. All votes were affirmative. The motion carried.

3.6 Classified Appointments

A motion was made by Ed Bonham, seconded by Rod Butler, to appoint the following classified appointments: Tamala Wheaton, Cowanesque Valley High School, 3 hours per day Cafeteria Aide, \$15.04 per hour, effective December 3, 2024, and Andrew Flisock, Williamson High School, Custodian, \$17.51 per hour, effective December 9, 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.

3.7 Appointment of New Board Member

A motion was made by Greg Cummings, seconded by Kim Strauser, to appoint Allison D'Haene as Region 2 Board Member for Northern Tioga School District. The term for this position ends in 2025. All votes were affirmative. The motion carried.

3.8 Appointment of Tioga County TCC Delegates (Exhibit #16)

A motion was made by James Moyer, seconded by Kim Strauser, to approve the Tioga TCC Voting Delegate Appointment Resolution appointing Kathy VanSchaick as the primary voting delegate with Kristopher Kaufman and Brittany Mondock as the first and second alternates, as outlined in Exhibit #16. All votes were affirmative. The motion carried.

3.9 Request to Waive Tax Penalty (Exhibit #17)

Kenneth B Schoonover, taxpayer of Westfield, requests the Board waive the penalty on his taxes of \$107.97, as outlined in Exhibit #17. The request was denied for lack of a motion.

3.10 2025/2026 Budget Resolution (Exhibit #18)

A motion was made by Kim Strauser, seconded by James Moyer, to approve the resolution certifying that the 2025/2026 tax rate will be increased at a rate at or below the adjusted Act 1 index for our district, as outlined in Exhibit #18. Roll Call Vote. All votes were affirmative. The motion carried.

3.11 Approval of PEMA-DAP (Exhibit #19)

A motion was made by Ed Bonham, seconded by James Moyer, to approve the Pennsylvania Emergency Management Agency Designation of Agen Resolution Application, authorizing Kathy VanSchaick to act on behalf of the district in applying for public assistance through FEMA for damages from Tropical Storm Debby under DR-4815-PA, as outlined in Exhibit #19. Roll Call Vote. All votes were affirmative. The motion carried.

3.12 Policy First Reading (Exhibits #20)

A motion was made by Kim Strauser, seconded by Greg Cummings, to approve the First Reading of proposed changes to policy: #202- Eligibility of Nonresident Students, as outlined in Exhibit #20. Roll Call Vote. All votes were affirmative. The motion carried.

3.13 Additional Vacancies During December

A motion was made by Kim Strauser, seconded by Denise Mack to approve the Superintendent to interview and offer positions to top ranking candidates for any teacher or classified vacancies that may occur between the December and January Board meetings. Those recommendations will be made to the Board at the regular January 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.

Regular Board Meeting – January 13, 2025, 7:00 PM
Board Work Session – January 27, 2025, 6:00 PM

5.2 Committee Meetings - None

6.0 ADJOURNMENT

6.1 Adjourn

A motion was made by Ed Bonham, seconded by Kim Strauser to adjourn. All votes were affirmative. The motion carried.

Adjournment was at 7:58 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.