

NORTHERN TIOGA SCHOOL DISTRICT
110 Ellison Road
Elkland, PA 16920

Minutes – January 13, 2025

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 7:03 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, James Moyer Rod Butler, Kim Strauser, Denise Mack, Craig Stage and Allison D’Haene. Absent: Ed Bonham

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

1.5 Student/Staff Recognitions & Presentations

Student of the Month:

Williamson High School – Ava Chapel

The student of the month for Williamson is Ava Chapel. She lives in Tioga with her parents, Nicole, and Nicholas Chapel. This sophomore was nominated by the Social Studies department, so it is no surprise that Ava enjoys the elective, African American Studies as well as her 10th grade history class, World History. Her teachers say that she is academically sound, always asks the right questions, and finishes her work on time. Ava works well in a group and individually, and they really enjoy having her in class. In her free time, she enjoys shopping with her friends. Ava plans to become a police officer, something she has desired since the sixth grade. Congratulations, Ava!

Williamson Middle School – Emersyn Harkenrider

Williamson JH is proud to recognize Emersyn Harkenrider as December’s Student of the Month! Emersyn, a resident of Nelson Township and the daughter of Mike Harkenrider, is a shining example of academic excellence and community involvement. Emersyn's

commitment to her education is evident in her consistent placement on the High Honor Roll. Her dedication to her studies sets a high standard for her peers and highlights her strong work ethic. In addition to excelling academically, Emersyn is also a member of the Student Council and plays volleyball. Outside of school, Emersyn enjoys spending time with her family. She also loves to draw, which allows her to express herself and develop her artistic skills. We are proud to have such a dedicated and inspiring student in our community. Congratulations, Emersyn!

Cowanesque Valley High School – Lily Hess

Cowanesque Valley proudly announces Senior Lily Hess as the Student of the Month for January. She is the daughter of Luke and Julie Hess of Millerton, Pennsylvania. Lily is actively engaged in a variety of extracurricular activities and has taken on significant leadership roles, including Treasurer of the Student Council, Treasurer of the National Honor Society, Class Historian, and President of the FFA. She has several notable achievements in the FFA, such as first place in the state for dairy judging, qualifying for the national competition in dairy judging, and recently receiving her Keystone Degree. Her favorite subject in school is American Government. In her free time, Lily enjoys contributing to her family farm and reading. After completing high school, she plans to attend Alfred State to study Agri-business. Congratulations Lily.

Cowanesque Valley Middle School – Max Millard

The CV middle school is proud to announce Max Millard as their January student of the month. Max lives in Osceola with his parents, Jess and Amy Millard and his older sisters when they are home. Max's teachers describe him as detail oriented, agreeable, and polite. Max's teachers love his witty jokes and stories. You can find Max on almost any of our sports fields. He is a pitcher on the baseball team, a quarterback/outside linebacker on the football team, and a guard on the basketball team. Max enjoys being part of a team and being involved in his school community. Max plays percussion in the band. In his free time, he likes to hunt, fish, and watch the Yankees. Max's favorite things about middle school are competing in sports, academics, and making new friends. When Max is an adult, he would like to be an engineer. Max prides himself on always being willing to help his classmates. Max's teachers love that he is motivated and hard working. We cannot wait to see what Max accomplishes in the future.

R.B. Walter Elementary School – Callie Wales

RB Walter sixth grade has chosen Callie Wales as our Student of the Month. Callie is a caring, responsible, friendly, and enthusiastic individual that we are proud to give this honor to. She more than deserves this. She is always willing to put in the extra work without being reminded or asked. She seeks out opportunities to improve herself and academics which is only one example for her deserving this recognition. When asked what her interests outside of school are, she answered, "My interests outside of school are basketball and soccer. I also like to read sometimes and spend time with my family." Her favorite subject in school is math because she can learn something new every day. Hanging out with friends is her favorite part of school. Callie's role model is her mom because she says she always believes in her and pushes her to the fullest. When she grows up, she wants to be a teacher, so she can help people like her reading teacher, Mrs. Butz. She is helping me a lot with reading. Callie believes her strongest character trait is being kind.

She always welcomes new students when they come. Congratulations Callie, we are beyond proud to recognize you as RB Walter's Student of the Month.

Clark Wood Elementary School – Dalton Mosher

Dalton Mosher is Clark Wood's student of the month! He is the son of Dustin and Stacy Mosher of Tioga, Pa. He is in the 6th grade and is a joy to have in class. He is always willing to participate and is willing to help in any way! Dalton exemplifies our RAMS expectations and is a great role model at Clark wood! Outside of school Dalton enjoys spending all his free time outside. He loves riding his dirt bike, working in the garage, going on side-by-side rides with his dad and overall spending time with family. Dalton also enjoys taking care of his grandfather's yard by keeping it mowed and weed wacked. During the summer he likes to go fishing and plays baseball. He is looking forward to joining the wrestling team next year in 7th grade! Congratulations Dalton!!

Westfield Area Elementary School – Jackson Hess

The Westfield Area Elementary School Student of the Month is Jackson Hess. Jackson, a 4th grade student, is the son of Tuck and Vanessa Hess. Jackson is a morning tutor in first grade, and he plays the trumpet in the WAES band. He plays football for the CV Indians youth team, he plays baseball for the Knoxville Tigers, and he was the water boy the CV Indians High School football team. In his free time, Jackson helps with the animals on the family farm and is responsible for feeding and caring for his ducks. Jackson enjoys fishing, hunting, playing outside with his siblings, and anything with sports. His favorite subject in school is gym! Jackson is described by his teachers as a hard-working student! He is a positive role model that his classmates look up to. Jackson pushes himself to do his best every day, in everything that he does. He is a well-rounded student with an enthusiastic attitude no matter what he is doing! We are proud to have Jackson Hess as our January Student of the Month!

1.6 Open Forum

Bob Goodrich, Osceola, PA.

Mr. Goodrich shared that he is thankful the board approved the Act 1 index resolution at our December meeting. He also asked for the board to keep taxes down. He ended with a prayer.

Meghan Duffy, Westfield, PA.

Ms. Duffy brought to the board concerns she has regarding bullying taking place at Westfield Area Elementary School. She also quoted the definition of bullying on page 43 of the district Code of Conduct. She ended by asking the board to investigate the bullying occurring in our schools and address them.

Julie Simmons, Knoxville, PA.

Ms. Simmons noted her daughters experience with bullying in school. She believes the district's biggest problem regarding bullying is communication with parents. She mentioned that the district has suspended and fined students, but she believes that is not working. She also suggested special classes and assemblies about bullying would be

beneficial across the district. She ended by explaining that bullying starts at a young age and students need to be shown what is correct behavior.

1.7 Approval of Minutes

A motion was made by Greg Cummings, seconded by Kim Strauser, to approve the monthly meeting minutes from the December 3, 2024, Regular Meeting. All votes were affirmative. The motion carried.

1.8 Budget Transfers (Exhibit #2)

A motion was made by Craig Stage, seconded by James Moyer, to approve the budget transfers as outlined in Exhibit #2. Roll Call Vote. All votes were affirmative. The motion carried.

1.9 Approval of Bills (Exhibit #3)

A motion was made by Craig Stage, seconded by Rod Butler, 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 Attendance Area Exception Requests- January 2025

1.12 Information & Correspondence (None)

2.0 REPORTS

2.1 Superintendent's Report

Cyber Charter School Costs:

Mr. Kaufman reported last month to the board on the PA Future Ready Index, the school "report card". In addition to the performance of our district schools, he included within the report the performance of the cyber charter schools that are supported financially by the taxpayers of Northern Tioga School District. This month, he shared information with the board on how cyber charter schools are financially impacting the district and the Commonwealth. He also shared with the board that the Office of the Auditor General has a report on the cyber charter schools operating in the Commonwealth that he hopes will be released in the near future.

Coates Avenue Property Sale:

Mr. Kaufman updated the board regarding a hearing that was held before Judge Wheeler last month on the sale of the Coates Avenue property to Elkland Borough. The hearing was a required step in the process for selling school district owned property. Following testimony provided by Mr. Kaufman, Mr. Bryant (Head of Buildings and Grounds), our

real estate agent, our appraiser, and a third-party real estate professional, the Judge approved the sale of the property.

Report on Bullying and Pro-Social Behavior Programming:

Mr. Kaufman also discussed recent concerns that have been brought up regarding bullying in our schools. As a follow up to this, he prepared a report to the board on all that we do to support the development of pro-social behavior/positive peer-to-peer relationships in our students. The report addresses the programming the district currently provides, our planning for expanding some of that programming, and some steps that administration will be taking to review our processes and how those processes align to recommendations from the Department of Education.

Delta Development Group:

Mr. Kaufman shared that he and the business manager had an introductory meeting with Delta Development Group (DDG) earlier this month. This firm would aid the district in applying for and managing a RAC-P grant. The RAC-P (Redevelopment Assistance Capital Program) is a grant that is available through the Office of the Budget, in Harrisburg, which has unique complexities and processes that would make retaining a firm, like DDG, desirable for the district. The district has been exploring the RAC-P grant as a funding stream for the potential athletic facilities upgrade project.

School Director Recognition Month:

Mr. Kaufman took some time to recognize the time and support that our board provides to the district. He then read the PSBA Governing Board Resolution.

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 Denise Mack, to approve the Payroll Rate Changes, Capital Reserve Report (November & December), Financial Report (November & December), Cash Investment Report (November & December), Student Activity Report, Cafeteria Bills and 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 an update on various projects that have been completed or are in progress throughout the district by the buildings and grounds team, which included thirteen completed work orders. He also mentioned that all sharps from the district's nurses' offices have been properly disposed. Mr. Kaufman and Daren also discussed the recent work that had to take place on the boilers at R.B. Walter/Williamson.

2.4 Grant Update

Becky Koehler informed the board on updates to the grants we have applied for, that have occurred since her last grant update, including a revision to the BSCA grant.

3.0 ACTION ITEMS

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

A motion was made by Greg Cummings, seconded by James Moyer, 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 Kim Strauser, seconded by James Moyer, to approve the additional substitutes to 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 James Moyer, seconded by Rod Butler, to accept the following retirements and resignations and thank them for their dedicated service: Lillianna Hepfer, Williamson High School, M/H School Interventionist, resignation effective January 1, 2025, and JeanAnn Tubbs, Cowanesque Valley High School, Music Teacher, retiring effective August 8, 2025. All votes were affirmative. The motion carried.

3.4 Temporary Professional Appointment

A motion was made by Greg Cummings, seconded by Denise Mack, to hire the following individual as a Temporary Professional Employee, in accordance with the contractual agreement between the Northern Tioga School District and the Northern Tioga Education Association: Nathaniel Johnson, Physical Education Teacher, Williamson High School, Step 1 Bachelor's Degree, effective to January 2, 2025. Roll Call Vote. All votes were affirmative. The motion carried.

3.5 Approval of Volunteers

A motion was made by Craig Stage, seconded by Greg Cummings, to approve the following volunteers: Taylor Rae Jones- Williamson High School and Roxanne Roslund- Williamson High School. All votes were affirmative. The motion carried.

3.6 Approval of Impact Film Application

A motion was made by Kim Strauser, seconded by James Moyer, to approve the application of impact film to building entrances and classroom doors across the district. Roll Call Vote. All votes were affirmative. The motion carried.

3.7 Approval for An Additional Teacher Aide

A motion was made by Rod Butler, seconded by Craig Stage, to approve the addition of a full-time teacher aide position for the Autistic Support classroom at Clark Wood Elementary School, for the remainder of the 2024/2025 school year. Roll Call Vote. All votes were affirmative. The motion carried.

3.8 Approval of Category 2 E-Rate Funding Bids

A motion was made by Kim Strauser, seconded by Craig Stage, to approve the use of the E-Rate bidding process to upgrade our wireless access points and network switches. The estimated cost before the E-Rate discount will be \$250,180.00. Our typical rate discount is around 80%. Roll Call Vote. All votes were affirmative. The motion carried.

3.9 Approval of 2025/2026 School Calendar (Exhibit #15)

A motion was made by Greg Cummings, seconded by James Moyer, to approve the 2025/2026 school calendar with Labor Day, December 30, December 31, Good Friday, and Easter Monday as official local school district holidays per BEC 24PS15-1502 as outlined in Exhibit #15. All votes were affirmative. The motion carried.

3.10 2025/2026 Future Planning Guide (Exhibit #16)

A motion was made by Craig Stage, seconded by Denise Mack, to approve the 2025- 2026 Future Planning Guide, as outlined in Exhibit #16. All votes were affirmative. The motion carried.

3.11 Approval of Special Council (Exhibit #17)

A motion was made by Craig Stage, seconded by Kim Strauser, to approve the district to utilize Sweet, Stevens, Kats, & Williams LLP as special council as needed for the 2025/2026 school year, as outlined in Exhibit #17. Roll Call Vote. All votes were affirmative. The motion carried.

3.12 Approval of 2024/25 S.T.A.R. Program Collaboration Agreement (Exhibit #18)

A motion was made by Greg Cummings, seconded by Craig Stage, to approve the 2024/2025 S.T.A.R. Program Collaboration Agreement between Service Access Management, inc. and Northern Tioga School District for the fiscal year of 2024/2025 as outlined in Exhibit #18. Roll Call Vote. All votes were affirmative. The motion carried.

3.13 Approval of 2024/25 Drug & Alcohol SAP Agreement (Exhibit #19)

A motion was made by Craig Stage, seconded by Rod Butler, to approve the 2024/2025 Drug & Alcohol Student Assistance Program (SAP) Letter of Agreement between Service Access & Management, Inc., and Northern Tioga School District effective July 1, 2024, through June 30, 2025, as outlined in Exhibit #19. Roll Call Vote. All votes were affirmative. The motion carried.

3.14 Readoption of Principles for Governance and Leadership (Exhibit #20)

A motion was made by Craig Stage, seconded by James Moyer, to re-adopt the PSBA's Principles for Governance and Leadership as outlined in Exhibit #20. All votes were affirmative. The motion carried.

3.15 Policy Second Reading & Final Adoption (Exhibit #21)

A motion was made by Craig Stage, seconded by Greg Cummings, to approve the Second Reading and Final Adoption of the following policy: #202- Eligibility of Nonresident Students, as outlined in exhibit #21. Roll Call Vote. All votes were affirmative. The motion carried.

3.16 Approval of Engagement Letter (Exhibit #22)

A motion was made by Kim Strauser, seconded by James Moyer, to approve the engagement letter between Northern Tioga School District and PFM Financial Advisors, LLC for services related to debt issuance, as outlined in Exhibit #22. Roll Call Vote. All votes were affirmative. The motion carried.

3.17 Additional Vacancies During January

A motion was made by James Moyer, seconded by Criag Stage to approve the Superintendent to interview and offer positions to the successful candidates for any teacher or classified vacancies that may occur between the January and February Board meetings. Those recommendations will be made to the Board at the regular February 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 –Changed: Buildings & Grounds Meeting- January 27, 2025, 6:00PM
Regular Board Meeting –February 10, 2025, 7:00 PM

5.2 Committee Meetings

Buildings & Grounds Meeting- January 27, 2025, 6:00 PM

6.0 ADJOURNMENT

6.1 Adjourn

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

Adjournment was at 8:52 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.