

NORTHERN TIOGA SCHOOL DISTRICT
110 Ellison Road
Elkland, PA 16920

Minutes – February 10, 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 7:01 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, Ed Bonham, James Moyer, Kim Strauser, and Craig Stage. Absent: Greg Cummings, Rod Butler, Denise Mack, and Allison D’Haene.

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

Tenure and Professional Contract

The Superintendent and Mr. Sottolano recommend that the following teacher, be granted tenure and issued a professional contract: Gage Gardner, Physical Education Teacher, Cowanesque Valley High School.

Student of the Month:

Williamson High School – Madisen Jones

The Student of the Month for February is Madisen Jones of Tioga. She is the daughter of Paula and Rob Jones. This junior is graduating early and is eager to attend Corning Community College for nursing. She also intends to play basketball there. Madisen is a member of the Williamson basketball and volleyball teams, and she plays on travel teams in both of those sports as well. Beyond athletics, she works at her family’s businesses. She was selected for this recognition by the Business department at Williamson. Her teachers say that Madisen possesses an excellent work ethic. She has maintained an honors to high honors academic average since entering high school. In class Madisen is highly focused and works to complete her assignments on time, every time. She is intrinsically motivated

and always looks ahead to assignments or class projects when she may be absent on the day the assignment is given. Finally, she is calm, professional, and independent--excellent traits to possess in today's world. Congratulations, Madisen! Williamson is proud of your hard work!

Williamson Middle School – Helena Gonzalez

We are excited to recognize Helena Gonzalez as the Student of the Month for January 2025. Helena, the daughter of Jason and Jenn Gonzalez from Millerton, has shown remarkable dedication and achievement. As a member of the Student Council, Helena displays strong leadership skills and is committed to her peers. She consistently earns a place on the high honor roll, demonstrating her academic excellence. Helena is also an athlete, participating in soccer, basketball, and track. Additionally, she is involved in 4H, contributing to her community. Helena's positive attitude and commitment make her a role model at Williamson JH. Congratulations, Helena! Keep up the great work!

Cowanesque Valley High School – Roman Potter

Cowanesque Valley proudly announces Sophomore Roman Potter as the Student of the Month. Roman is the son of Erica Hoke of Westfield, and Jason Potter of Williamsport. He is involved in the History Club and Game Club. In his free time, Roman likes to lift weights with Mr. Sottolano, play video games, and cook. His favorite thing about school is his teachers and his favorite class is Metal. After graduating high school, Roman would like to work as a welder. He is most proud of his accomplishments at school. Roman is happiest when he is spending time with his friends. Roman's teachers appreciate his kind and respectful nature and willingness to do whatever is asked of him. Mr. Sottolano appreciates that Roman was such a good passenger as he had to ride with him in the van while the elevator was broken. Roman never complained about the inconvenience or Mr. Sottolano's driving. Congratulations to Roman for being honored as an outstanding student.

Cowanesque Valley Middle School – Nikita Parslow

Nikita Parslow is the CV Middle School Student of the Month. She is the daughter of Kathi & Kenneth Parslow of Knoxville. Nikita's teachers describe her as creative, intelligent, and hard working. She is always willing to help her classmates and her teachers. They appreciate that she uses her class time wisely to complete assignments and that she is polite, helpful, and funny.

When she is not in school, Nikita enjoys drawing, reading, and hanging out with her friends. Her teachers confirm that Nikita often has her nose in a book. Nikita loves middle school because she gets to see her friends. Her favorite school subject is Reading. When she is older, Nikita wants to be a kindergarten teacher, possibly right here in Pennsylvania, near her family.

R.B. Walter Elementary School – Brantley Morseman

RB Walter Elementary School is proud to honor Brantley Morseman as the February Student of the Month. Brantley is the son of Rebecca and Ryan Morseman of Lawrenceville, PA. He is a hardworking, mannerly fifth grade student who has shown major growth in reading and math this school year. Brantley actively takes part in class and has amazing drive to succeed. Brantley is a highly active boy with a love for physical

education and the outdoors. Brantley's interests outside of school are spending time with his family and taking part in sports. Brantley has many appealing character traits. Brantley's teachers describe him as a well-mannered, caring student who is helpful and caring to his peers. He describes himself as trustworthy, hardworking, and always willing to help wherever he can. Congratulations, Brantley!

Clark Wood Elementary School – Charlotte Chapa Bock

Charlotte is a fourth-grade student at the Clark Wood Elementary School. She is the daughter of Brittany and Jasen Bock of Tioga, PA. In her free time, she enjoys playing outside, drawing, and spending time with her horses. When Charlotte grows up, she would like to be either veterinarian or a doctor. Her favorite subject in school is science. Charlotte has participated in the Hamilton Gibson play, as well as softball, volleyball, and band. Charlotte was chosen for student of the month because she is a hard worker, she does not give up and is always kind to her peers. Her teachers note that she follows the RAMS expectations and is always willing to help at any time. Great job Charlotte! Charlotte, we are very proud of you.

Westfield Area Elementary School – Madi Simonds

The Westfield Area Elementary School Student of the Month is Madi Simonds. Madi, a 6th grade student, is the daughter of Shawn and Nicole Simonds of Little Marsh. Madi is the president of the WAES Student Council, she plays the trumpet in the band, and she helps with morning announcements. Outside of school, she plays softball for the Knoxville Tigers and the Williamsport Silver Bullets travel team. In her free time, she enjoys drawing, going to her grandma's house and playing outside, fishing, and turkey hunting. Madi's favorite subject in school is math! She would like to be a pet groomer when she grows up! Madi's teachers describe her as a motivated leader who does a great job as student council president. She is very conscientious and motivated to do her best in school. She is very helpful and always willing to take on extra jobs. Madi is very kind and encouraging to her peers. We are proud to have Madi Simonds as our Student of the Month!

1.6 Open Forum

Bob Goodrich, Osceola, PA.

Mr. Goodrich thanked the District's Teachers, Administration, and Staff for their hard work and dedication in making a difference in our students lives. He ended with a prayer.

1.7 Approval of Minutes

A motion was made by Craig Stage, seconded by Ed Bonham, to approve the monthly meeting minutes from the January 13, 2025, Regular Meeting and the January 27, 2025, Buildings and Grounds Committee 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 Kim Strauser, seconded by James Moyer, 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

Ethics Statements

As required by law, the Commonwealth of Pennsylvania “Statements of Financial Interest” have been distributed to all Board members, administrators, and the superintendent. These must be completed and returned to the Board Secretary prior to the May 1st deadline.

2.0 REPORTS

2.1 Superintendent’s Report

MTSS Presentation:

Mrs. Sottolano, Mr. Millard, Mrs. Koehler, and Mrs. Slavinski presented on the progress of the implementation of NTSD's MTSS (Multi-Tiered Systems of Support) framework. The group shared that a district wide team worked on the development of the framework for reading throughout the course of last school year. This year they are focusing on implementation, and the district wide team meets monthly to discuss progress and concerns with the framework.

Smokeless Saturdays:

Mr. Sottolano and Mr. Butterfield presented on the Smokeless Saturday pilot program. Smokeless Saturday is a program offered to students for a first-time offense with vaping.

Athletic Facility Project Update:

Mr. Kaufman discussed that the district continues to work through the design phase with Larson Design Group for a possible athletic facility upgrades at each high school. The district has also released the timeline for the project, conceptual renderings, and a fact sheet to the district website. These documents will be updated throughout the process.

Governor Shapiro’s Budget Address:

Mr. Kaufman also shared that Governor Shapiro presented his 2025-2026 budget during a public address on February 4th. He mentioned that as with The Governor’s first two budgets, he is proposing significant increases in funding for public education.

Flood Damage Update:

Lastly, Mr. Kaufman shared that the final payment was made to BluSky for mitigation and restoration work at Westfield Area Elementary School. He stated that as we head into the spring, the district is lining up the remaining projects for completion.

2.2 Business Manager's Report

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

A motion was made by Ed Bonham, seconded by Craig Stage, to approve the Payroll Rate Changes, Capital Reserve Report, Financial Report, Cash Investment Report, Student Activity Report, Cafeteria Bills and Report, and Transportation Changes (None), as outlined in Exhibits #6, #7, #8, #9, #10, and #11. 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. Daren also noted that the district received a second load of walkway salt this year.

2.4 Grant Update – None

3.0 ACTION ITEMS

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

A motion was made by James Moyer, seconded by Craig Stage, 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) - None

3.3 Retirements & Resignations

A motion was made by James Moyer, seconded by Ed Bonham, to accept the following retirements and resignations and thank them for their dedicated service: Jennifer Barley, Williamson High School, Teacher's Aide, resignation effective January 13, 2025; Sherry Dilly, Williamson High School, Teacher's Aide, retiring effective June 6, 2025; Judith Metcalf, Administration Building, Secretary, retiring effective June 30, 2025. All votes were affirmative. The motion carried.

3.4 Technology Assistant Appointment

A motion was made by James Moyer, seconded by Craig Stage, to hire the following individual in accordance with the Current Act 93 agreement: Jessy Cole to the position of Technology Assistant, currently assigned to Cowanesque Valley High School, effective January 31, 2025, at the rate of \$22.28/hour in accordance with the current Act 93 agreement. Roll Call Vote. All votes were affirmative. The motion carried.

3.5 Classified Appointments

A motion was made by Craig Stage, seconded by James Moyer, to appoint the following classified appointments: Katrina Nickerson, 6.5 hours per day Teacher Aide, Clark Wood Elementary School, \$16.69 per hour, effective February 10, 2025, for the remainder of the 2024/2025 school year and Nariah Stephens, 6.5 hours per day Teacher Aide, Williamson High School, \$16.69 per hour, effective February 11, 2025. Roll Call Vote. All votes were affirmative. The motion carried.

3.6 Approval of Volunteers

A motion was made by Ed Bonham, seconded by Craig Stage, to approve the following volunteers: Kay Heck- Clark Wood Elementary School, and Phyllis Thompson- Clark Wood Elementary School. All votes were affirmative. The motion carried.

3.7 Approval of Student Activity Accounts (Exhibits #15 & #16)

A motion was made by Craig Stage, seconded by James Moyer, to approve the establishment of the CV Digital Media Club and CV Debate Team Student Activity Accounts as outlined in Exhibits #15 & #16. Roll Call Vote. All votes were affirmative. The motion carried.

3.8 Approval of SAM, Inc. 2024-2025 Mental Health Student Assistance Program Agreement (Exhibit #17)

A motion was made by Craig Stage, seconded by James Moyer, to approve the agreement between Service Access & Management, Inc. and Northern Tioga School District for the 2024-2025 Mental Health Student Assistance Program effective July 1, 2024, through June 30, 2025, as outlined in Exhibit #17. Roll Call Vote. All votes were affirmative. The motion carried.

3.9 Approval of Principal's Special Requests

A motion was made by Ed Bonham, seconded by Kim Strauser, to approve Mr. Sottolano, Principal of Cowanesque Valley High School, to use up to \$2,800.00 from his Principal's Special Request Fund to support student rewards, field trips and possibly a deposit on next year's first day guest speaker. Roll Call Vote. All votes were affirmative. The motion carried.

3.10 Approval of Assistant Solicitor (Exhibit #25)

A motion was made by Craig Stage, seconded by Ed Bonham, to approve the Tara Koernig as an Assistant Solicitor to Chris Lantz, at an hourly rate of \$150.00, as outlined in Exhibit #25. Roll Call Vote. All votes were affirmative. The motion carried.

3.11 Approval of Delta Development Group Agreement (Exhibits #18, #19, & #20)

A motion was made by Craig Stage, seconded by Ed Bonham, to approve the Master Consultant Agreement between the district and Delta Development Group, as outlined in exhibits #18, #19, and #20. Roll Call Vote. All votes were affirmative. The motion carried.

3.12 Approval of 2025/26 Yearbook Quotes (Exhibits #21 & #22)

A motion was made by Craig Stage, seconded by James Moyer, to approve the yearbook quotes for Cowanesque Valley and Williamson High Schools, as outlined in Exhibits #21 and #22. Roll Call Vote. All votes were affirmative. The motion carried.

3.13 Approval of IU 17 General Operations Budget (Exhibit #17)

A motion was made by Craig Stage, seconded by Kim Strauser, to approve the 2024/25 IU 17 General Operations Budget as outlined in Exhibit #17. Roll Call Vote. All votes were affirmative. The motion carried.

3.14 First Reading of Policies (Exhibit #23)

A motion was made by Craig Stage, seconded by James Moyer, to approve the First Reading of proposed changes to policy: #249- Bullying/Cyberbullying, as outlined in Exhibit #23. Roll Call Vote. All votes were affirmative. The motion carried.

3.15 Additional Vacancies During February

A motion was made by Ed Bonham, 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 February and March Board meetings. Those recommendations will be made to the Board at the regular March 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 – February 24, 2025, 6:00PM
Regular Board Meeting – March 10, 2025, 7:00 PM

5.2 Committee Meetings

6.0 ADJOURNMENT

6.1 Adjourn

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

Adjournment was at 7:55 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.