

NORTHERN TIOGA SCHOOL DISTRICT  
110 Ellison Road  
Elkland, PA 16920

Minutes – March 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 Greg Cummings at 7:02 PM.

1.2 Moment of Silence

Greg Cummings led a moment of silence.

1.3 Pledge of Allegiance

Greg Cummings led those present in the Pledge to the Flag.

1.4 Board Attendance: Board Members Present: Julie Preston (Via Zoom), Greg Cummings, Rod Butler, Denise Mack, Allison D’Haene, James Moyer, Kim Strauser, and Craig Stage.  
Absent: Ed Bonham

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

1.5 Student/Staff Recognitions & Presentations

Student of the Month

Williamson High School – Ellie Allen

The student of the month for March is Ellie Allen. She is the daughter of Arietta and Robert Allen of Osceola. This ninth-grade student was selected by the English department for her kindness, creativity, and diligence as a student. Her teachers describe her as insightful and empathetic, making her a welcome presence among her peers. Ellie is diligent and exacting in her schoolwork and always willing to offer something new to the classroom discussion. She wants her world to be better and will do all she can to make that happen. In school, Ellie is a member of the Student Council and the Art Club. She loves to spend free time sketching and painting landscapes with acrylics or watercolors. In her future, Ellie hopes to apply some of her artistic ability as a radio host or podcaster. Williamson is proud of your efforts, Ellie! Congratulations!

Williamson Middle School – Maddie Knapp

Maddie Knapp, an outstanding student at Williamson Middle School, has earned Student of the Month recognition for her exceptional academic achievements and contributions to her school and community. The daughter of Kevin and Monique Knapp of

Tioga, Maddie consistently earns High Honor Roll and actively participates in Student Council, demonstrating leadership and responsibility. In addition to her academic and extracurricular accomplishments, Maddie is a three-sport athlete, playing softball, volleyball, and basketball. She is also a young entrepreneur, running her own business, "Maddie's Night Crawlers." Maddie's hard work, determination, and positive attitude make her a true role model for her peers.

#### Cowanesque Valley High School – Nathaniel Boyer

Cowanesque Valley proudly announces Senior Nate Boyer as the Student of the Month for March. Nate is the son of Melissa and Andy Boyer of Little Marsh. He is a member of The National Honor Society, FFA, Student Council, Tennis team, Cross-Country team, and the Ski Club. Nate's teachers describe him as a hardworking student who excels both inside and outside of the classroom. He is both kind and personable with adults and peers. Nate is the kind of student who positively contributes to our caring climate at CVHS. In his spare time, Nate enjoys doing field work and helping on his family farm. His favorite subject is history. After graduation Nate will attend the Elite Lineman Training in Georgia. His goal is to become a storm restoration lineman. Congratulations to Nate for being an outstanding student.

#### Cowanesque Valley Middle School – Zoey Bloom

The CV Middle School Team chose Zoey Bloom as their March Student of the Month. Zoey is the daughter of Christina and Josh Bloom of Sabinsville. Zoey's is funny, organized, hardworking, and helpful. Zoey is a member of the softball team and volleyball team. Zoey is a utility player and can be used anywhere on the field. She participates in chorus and is a soprano. Zoey loves being a member of the percussion section of the band and is currently playing the drums. She is also a member of FFA. Zoey loves being involved in her community and staying busy. When she's not in school, Zoey loves to draw, read, and dye her hair. Her favorite school subject is Reading. Her favorite thing about middle school is the freedom and being able to see her friends more often. Her teachers describe her as creative, honest, and reliable. Zoey wants to go to college in Louisiana. After college, she'd like to move to Colorado to pursue a career in cosmetology.

#### R.B. Walter Elementary School – Owen Hills

Owen Hills has been chosen as Student of the Month for RB Walter! Owen is in 4th grade and is the son of Adam and Tara Hills. He lives in Lawrenceville with his parents, brothers, and a pet cat. Owen is a wonderful student and comes in with a smile every day. He works hard and goes out of his way to help others. Owen is an excellent role model for the other students by being a good listener and always giving his best effort. He has a great sense of humor and is very fun to be around. He is very respectful and has excellent manners. Owen enjoys school and he especially likes science. He likes doing experiments and learning new things. He looks forward to gym class because he gets to play a variety of fun games. He has many friends and enjoys playing football and golf. During his free time, he likes playing chess and learning new strategies. He is looking forward to the summer and going camping with his family. In the future, Owen would like to become a professional golfer because he enjoys the game and thinks he will be good at it.

#### Clark Wood Elementary School – Kortnee Constable

The Clark Wood Elementary School Student of the Month is Kortnee Constable. Kortnee, a 6th grade student and is the daughter of Kristen Constable. Kortnee is an outstanding student and friend. She has a great personality and is good at making her friends laugh. In the classroom Kortnee follows the RAMS expectations and is always willing to help a teacher or friend at any time. Kortnee is also very respectful and patient with her peers. She can always be found giving a big and bright smile to a teacher or a peer. Her favorite part of her school day is hanging out with her friends in Mrs. Johnson's room and playing games with Mrs. Gee, Mrs. Kerr, and Miss Kulish. Out of the classroom, Kortnee can be found playing with her animals, caring for her fish, and spending time with her family, and her baby nephew. Kortnee has the biggest heart, and Clark Wood is very proud to call her our Student of the Month! Congratulations Kortnee!

#### Westfield Area Elementary School – Zola Rice

The Westfield Area Elementary School Student of the Month is Zola Rice! Zola, a 4<sup>th</sup> grade student, is the daughter of Brittany and Kyle Rice of Westfield. Zola plays basketball and soccer at WAES, is a morning tutor for 1<sup>st</sup> grade, and is involved in the after-school program. She plays the clarinet in the WAES band. Zola also plays softball for the Knoxville Tigers! In her free time, she enjoys reading and making bracelets. Her favorite subject in school is science. When she grows up, she wants to have a job that involves working with animals. Zola's teachers describe her as a great role model for her peers. She is always willing to go the extra mile to help others. She is kind, works hard, and is quick to offer a smile. We are proud to have Zola Rice as our Student of the Month!

#### Jazz Band

Williamson jazz band performed to celebrate Music in Our Schools month.

#### District Band

Cowanesque Valley student, Vlad Chuiko, was recognized for his performance in the District 8 Band Festival.

#### District Sport Qualifiers

The girls' basketball teams from Williamson High School and Cowanesque Valley High School were both recognized for making the District IV Tournament. Additionally, the boy's wrestling team was recognized for its post-season performance including Luke Sottolano and Zander Wilson making it to the state tournament.

#### 1.6 Open Forum

##### Bob Goodrich, Osceola, PA.

Mr. Goodrich shared some of the history of the Department of Education. He ended with a prayer.

#### 1.7 Approval of Minutes

A motion was made by Kim Strauser, seconded by Denise Mack, to approve the monthly meeting minutes from the February 10, 2025, Regular Meeting and the February 24, 2025, Work Session. 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 Rod Butler, seconded by Craig Stage, 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

Athletic Facility Project Update:

Mr. Kaufman shared that meetings to finalize design details have continued over the past month. The Administration team recommends that the district pursue a variance that, if approved, would allow the district to adjust the scope and size of the restroom facilities.

2025 Auditor General Cyber Charter Audit:

Mr. Kaufman also presented the audit report and findings for the five of the cyber charter schools that operate in PA from Auditor General Timothy L. DeFoor. Mr. Kaufman stated that the audit resulted in findings for expenditures that, while not illegal, were unusual for a school entity supported by taxpayer dollars.

Textbook Adoption- Into Science

A motion was made by Craig Stage, seconded by Allison D’Haene, to approve the Superintendent’s recommendation of Textbook Adoption of “Into Math” for grades Third-Sixth. Publisher: Houghton Mifflin Harcourt. Authors: Bernadine Okoro, Cary I. Sneider, PhD, Michael A. DiSpezio, Majorie Frank, Michael R. Heithaus. PhD, and Peter McLaren, Copyright 2022. Roll Call Vote. All votes were affirmative. The motion carried.

Textbook Adoption- OpenSciEd

A motion was made by Craig Stage, seconded by James Moyer, to approve the

Superintendent's recommendation of Textbook Adoption of "Into Math" for grades Third-Sixth. Publisher: OpenSciEd, Copyright 2025. Roll Call Vote. All votes were affirmative. The motion carried.

Staff Recognition:

Mr. Kaufman congratulated Andrew Boyer-recipient of the PSADA (Pennsylvania State Athletic Directors Association) Distinguished Coaching Educator Award and Daren Bryant-recipient of the David L. Nett Leadership Award from PASBO (PA Association of School Business Officials).

2.2 Business Manager's Report

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

A motion was made by Craig Stage, seconded by Kim Strauser, to approve the Payroll Rate Changes, Capital Reserve Report, Financial Report, Cash Investment Report, 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 prepared a report to provide the board an update on the various projects that have been completed or are in progress throughout the district by the buildings and grounds team, which included nine completed work orders.

2.4 Grant Update

Mr. Kaufman shared that the Title funding adjustments were released, as listed: Consolidated Application Funding Adjustment \$930,351.00 was \$933,304.00 created a loss of \$2,953.00, Title 1 Funding Adjustment \$794,303.00 was \$796,501.00 created a loss of \$2,198, Title II Funding Adjustment \$75,178.00 was \$75,933 created a loss of \$755, and Title IV \$60,870.00 no changes.

**3.0 ACTION ITEMS**

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

A motion was made by Craig Stage, 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) - None

3.3 Retirements & Resignations

A motion was made by Craig Stage, seconded by James Moyer, to accept the following retirements and resignations and thank them for their dedicated service: Abbey Carleton, Williamson High School, School Counselor, resignation effective February 10, 2025; to be held up to 60 days. All votes were affirmative. The motion carried.

#### 3.4 Classified Appointment

A motion was made by Craig Stage, seconded by James Moyer, to appoint the following classified appointments: Harley Lampman, 5.75 hours per day Teacher Aide, Clark Wood Elementary School, \$16.69 per hour, effective March 4, 2025, 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.

#### 3.5 Emergency Certified Teacher Appointment

A motion was made by Craig Stage, seconded by Allison D'Haene, to appoint the following individual on Emergency Permit, 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: Crystal Dorn, Special Education Teacher, Clark Wood Elementary School, Step 1 Bachelor's Degree, effective March 24, 2025. Roll Call Vote. All votes were affirmative. The motion carried.

#### 3.6 Pupil Transportation Cost Index Adjustment (Exhibit #15)

A motion was made by Craig Stage, seconded by James Moyer, to approve the PDE pupil transportation cost index adjustment and the base fuel rate increase of 2.9% over the previous year for the 2025/2026 school year. This cost adjustment factor is set by PDE and is utilized by the state for the transportation reimbursement formula and by the district for fuel adjustment allowances and athletic contract rate per mile adjustments, as outlined in Exhibit #15. Voice Vote. All votes were affirmative. The motion carried.

#### 3.7 Motion for Projects Funded by Capital Reserve Account

A motion was made by Craig Stage, seconded by James Moyer, to approve the Funding of the following projects to be completed in the 2024/2025 school year with funding from the Capital Reserve Account: WHS/RBW, Installing metal panels around Aud walls, \$288,157.00; CW/ADM, Grub Control and Reseeding of Grass property, \$71,025.00; WHS/RBW, Boiler tubing replacement #1, \$40,100.00; WHS/CV/CW, Generator control upgrades \$30,000 ea., \$90,000.00; WAES, Snow guard screens on roof, \$12,950.00; WHS, J-K Wing hall floor tiled, \$21,450.00; CV, Elevator #3 other side of old building modernization upgrade, \$132,000.00; CW, Replacement of the two Taco domestic water pumps, \$15,686.00; CW, Re-tube boiler #1, \$40,000.00; totaling \$711,368.00. Roll Call Vote. All votes were affirmative. The motion carried.

3.8 Approval of Resolution (Exhibit #16)

A motion was made by Craig Stage, seconded by Kim Strauser, to approve the resolution authorizing a Notice of Charges, as outlined in Exhibit #16. Roll Call Vote. All votes were affirmative. The motion carried.

3.9 Impact Statement LPN Wage Adjustment (Exhibit #17)

A motion was made by Craig Stage, seconded by Denise Mack, to approve the LPN Wage Adjustment Impact Statement, effective March 11, 2025, as outlined in Exhibit #17. Roll Call Vote. All votes were affirmative. The motion carried.

3.10 Approval of Summer School Grades 7-12

A motion was made by Craig Stage, seconded by Kim Strauser, to approve the 2025 summer school program for credit recovery for grades 7-12. A student may take up to 2 courses. Transportation will be provided from the high schools to the administration building in the morning and in the afternoon. Guidance counselors will notify eligible students. Roll Call Vote. All votes were affirmative. The motion carried.

3.11 Summer School Teacher/Aide Compensation

A motion was made by Craig Stage, seconded by James Moyer, to approve the compensation for 2025 summer school, teacher(s) at per diem rate for 3 weeks. A summer school, teacher aide will be paid for 3 weeks at the employee's hourly rate paid. Roll Call Vote. All votes were affirmative. The motion carried.

3.12 First Reading of Policies (Exhibits #18, #19, #20, #21, and #22)

A motion was made by Craig Stage, seconded by Kim Strauser, to approve the First Readings of proposed changes to policies: #103- Discrimination/Harassment Affecting Students; #104- Discrimination/Harassment Affecting Staff; #218.1- Weapons; #222- Tobacco and Vaping Products; and #247- Hazing as outlined in Exhibits #18, #19, #20, #21, and #22. Roll Call Vote. All votes were affirmative. The motion carried.

3.13 Second Reading and Adoption of Policies (Exhibit #23)

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

3.14 Additional Vacancies During March

A motion was made by James Moyer, seconded by Kim Strauser, to approve the Superintendent to interview and offer positions to the successful candidates for any teacher or classified vacancies that may occur between the March and April Board meetings. Those recommendations will be made to the Board at the regular April 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 – March 24, 2025, 6:00PM

Regular Board Meeting – April 14, 2025, 7:00 PM

##### **5.2 Committee Meetings**

#### **6.0 ADJOURNMENT**

##### **6.1 Adjourn**

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

Adjournment was at 8:17PM.

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.