

The Regular Meeting of the Board of School Directors of the Williamsport Area School District of which all members were duly notified and of which due public notice was given as required by Act 84 of 1986, was held on Tuesday evening, January 10, 2023, beginning at 6:01 PM in the Board Room of the District Service Center, 2780 West Fourth Street, Williamsport, Pennsylvania.

The President, Lori A Baer, called the meeting to order with the following members.

PRESENT: Lori A. Baer, Michelle L. Deavor, Cody L. Derr, Patrick A. Dixon, Jennifer Lake, Barbara D. Reeves, Jamie L. Sanders, Adam C. Welteroth, Scott R. Williams.

ABSENT: None

OPENING EXERCISES were provided by Mrs. Barbara Reeves.

APPROVAL OF MINUTES: Organizational and Regular Meeting – December 6, 2022
Special Meeting – December 13, 2022

Student Representatives: Sydney Crews and Michael Harry provided a look into various happenings and events at the high school in their presentation, “Through the Eyes of a Millionaire.”

BOARD PRESIDENT’S REPORT – Ms. Lori A. Baer

- A. School Board Recognition Month – Dr. Bowers explained that to honor our Board, students from each of our buildings will be presenting books to our Board members. Dr. Bowers thanked the Board on behalf of himself and the administrative team for all their hard work and dedication to our students and our district.

Cochran Primary School

Kylah Adams presented Lori Baer with “Lucy Loves Art” by Krista Schumacher.
Markel McNair presented Adam Welteroth with “Little Blue Truck Makes a Friend” by Alice Schertle.
Nevaeh Perry presented Cody Derr with “Don’t Eat Bees (Life Lessons from Chip the Dog)” by Dev Petty.

Hepburn-Lycoming Primary School

Sebastian Sanders presented Michelle Deavor with “Outside, Inside” by LeUyen Pham.
Amelia Splain presented Barbara Reeves with “Even Robots Can Be Thankful!” by Jan Thomas.
Avery Hogeda presented Jamie Sanders with “One of These Is Not Like the Others” By Barney Saltzberg.

BOARD PRESIDENT’S REPORT CONT’D: – Ms. Lori A. Baer

A. School Board Recognition Month cont’d:

Jackson Primary School

Deon Stallworth presented Pat Dixon with “Perfect” by Max Amato.
Georgianna Cherry and Kira Rooker presented Jennifer Lake with “ABCs of Kindness” by Samantha Berger.

Curtin Intermediate School

Ashisa Ruley-Thompson presented Cody Derr with “Ways to Share Joy” by Rene’e Watson.
Cole Hinds presented Adam Welteroth with “Little Fox and the Wild Imagination” by Jorma Taccone.

Lycoming Valley Intermediate School

Javon Gilmore presented Scott Williams with “Cress Watercress” by Gregory Maguire.
Adriana Matthews presented Lori Baer with “Wakanda Forever: The Courage to Dream” by Frederick Joseph.

Williamsport Area Middle School

Aria Regan presented Barbara Reeves with “Alphamanics: Builders of 26 Wonders of the Word” by Paul Fleischman.
Willow Washington presented Scott Williams with “Victory. Stand! Raising My Hand for Justice” by Tommie Smith, Derrick Barnes and Dawud Anyabwile.
Damion Wright presented Scott Williams with “First You March, Then You Run” by John Lewis.

Williamsport Area High School

Alexis Deavor presented Michelle Deavor with “The Cedarville Shop and Wheelbarrow Swap” by Bridget Krone.
Josh and Zack Lake presented Jennifer Lake with “Victory. Stand! Raising My Hand for Justice” by Tommie Smith, Derrick Barnes and Dawud Anyabwile.
Alonzo Rice presented Pat Dixon with “Berliners” by Vesper Stamper.

President Baer announced that the Board met in executive session prior to the board meeting for personnel, attorney advisement, and real estate.

BOARD PRESIDENT’S REPORT CONT’D: – Ms. Lori A. Baer

- B. Adam Hartzel from Baker Tilly Virchow Krause, LLP provide an overview of the 21-22 financial audit of the district. Last week, he and John Compton met with the finance committee and provided a formal in-depth presentation. The board members have all received copies of the audit and the presentation. Tonight, he provided an executive summary noting that the independent auditors provide opinions on the fair presentation of financial reports and compliance with laws specific to federal revenues referred to as a single audit. He was pleased to report that the district received an unmodified opinion for both financials and compliance. This is the highest level of assurance and is a high bar to obtain. They also look at the district’s internal control system and no material weaknesses were identified.

A motion for an omnibus to include the minutes from December 6 and December 13, 2022, the president’s report, agenda and addendum was made by Mrs. Lake, seconded by Mrs. Reeves.

FINANCE REPORT

- 5.1 Approve the following financial reports:

- A. Treasurer’s Report for the months of November and December 2022:
- B. Payroll Report for the month of December 2022:

General Fund – Unrestricted	\$4,309,499.51
General Fund – Restricted	341,213.55
Food Service Fund	109,311.66
Earned Income Tax	68,899.43
Student Activities	0.00
TOTAL	\$4,828,924.15

- 5.2 Authorize payment of invoices and services rendered by the list submitted from December 7, 2022 to January 10, 2023 and direct the officers of the Board of School Directors to execute the same:

General Fund	\$6,877,492.70
EIT Operating Fund	9,471.17
Food Service Fund	151,040.06
PLGIT Capital Projects Fund	1,558.77
Student Activities Fund	600.00
TOTAL	\$7,040,162.70

- 5.3 Approve the Auditors’ Report for the Year Ended June 30, 2022.

FINANCE REPORT CONT'D:

- 5.4 Approve the Operation and Maintenance (O&M) Agreement for Stormwater Management Best Management Practices with the Williamsport Sanitary Authority with changes to be negotiated by the administration and solicitor.”
- 5.5 Acknowledge the move of Jeffrey D. Litts, Special Counsel legal services, from Kegel Kelin Litts & Lord to Saxton & Stump Lawyers and Consultants, effective January 1, 2023.
- 5.6 Approve Boyer & Ritter LLC, Certified Public Accountants and Consultants from Camp Hill, PA to provide a System and Organization Control (SOC) readiness assessment for the Lycoming County Tax Collection Earned Income Tax Office, at a cost not to exceed \$20,500.00 plus minimal out-of-pocket expenses. This cost will be spread among all districts and municipalities, the tax office serves.

BOARD POLICY – None

CURRICULUM REPORT

- 7.1 Approve the 2022-2023 IDEA Section 619 EI Pass Through Fund Agreement with BLaST IU 17 in the amount of \$11,704.00. The funds will be used toward the provision of special education and related services to 5-year-old students with disabilities enrolled in kindergarten.
- 7.2 Approve Dr. Timothy S. Bowers’ district membership in (NCERT) National Center for Educational Research and Technology at a cost of \$7,500 renewed annually.

PERSONNEL REPORT

8.1 RESIGNATIONS:

Accept the following resignation(s), effective on the dates and for the purposes indicated:

- A. Andra L. Sauers, full-time Secondary Special Education Supervisor (245) at the Williamsport Area School District, for other employment, effective February 17, 2023, or possibly sooner, as the district has determined to hold Ms. Sauers for up to 60 days per PA School Code.
- B. Brenda R. Mitchell, full-time Aide (Special Education; 185 day, 7 hours per day) at the Williamsport Area High School, for personal reasons, effective December 21, 2022.
- C. Brian W. Klock, full-time Maintenance Specialist Electrician (1st shift; 250 day, 8 hours per day) for the district, for other employment, effective December 30, 2022.

8.1 RESIGNATIONS CONT'D:

- D. Desiree B. Myers, full-time Confidential Administrative Support (245 day) at the District Service Center, for other employment, effective January 13, 2023.
- E. Lenae Niklaus, full-time Science Teacher at the Williamsport Area Middle School, for other employment, effective February 17, 2023, or possibly sooner, as the district has determined to hold Ms. Niklaus for up to 60 days per PA School Code.
- F. Mikaela D. Keister, full-time Special Education Teacher at the Curtin Intermediate School, for other employment, effective February 17, 2023, or possibly sooner, as the district has determined to hold Ms. Keister for up to 60 days per PA School Code.

8.2* LEAVE OF ABSENCE

Approve the following leave(s) of absence:

- A. Eric S. Weaver, full-time Special Education teacher at the middle school, for an extension of an unpaid leave effective February 1, 2023, through April 28, 2023.
- B. Jeffrey R. Marshall, full-time Head Custodian IV (250 day, 8 hours per day) at the Lycoming Valley Intermediate School, for an extension of an unpaid leave, effective December 15, 2022, through January 11, 2023.
- C. Megan J. Pryor, full-time Physical Education teacher at the Hepburn-Lycoming Primary School and the Lycoming Valley Primary School, for an extension of sabbatical leave effective for the second semester of the 2022-2023 school year (tentative dates of January 23, 2023, through June 8, 2023) for the purpose of health restoration.
- D. Anne L. Crowell full-time Aide (185 day, 7 hours per day) at the Williamsport Area Middle School, for an unpaid leave on an intermittent basis (as needed) effective January 3, 2023, through June 30, 2023.

8.3 ELECTION OF STAFF:

Elect the following staff, for the purpose and on the date indicated:

- A. Clyde A. Maxson as a full-time General Maintenance worker (250 day, 8 hours per day, 1st shift) at the Williamsport Area School District, at the hourly rate and/or annualized salary per the expired WAESPA contract (i.e., 2021-2022 wage/salary scales) until such time as a successor contract is reached, effective with the 2022-2023 school year, effective January 11, 2023 (replacing Richard McDonald, retired.)

8.3 ELECTION OF STAFF CONT'D:

- H. Lori A. Zicoello to be currently assigned to full-time Administrative Support I (205 day, 7 hours per day) in the Special Education Office at the District Service Center, at the hourly rate and/or annualized salary per the expired WAESPA contract (i.e. 2021-2022 wage/salary scales) until such time as a successor contract is reached, effective with the 2022-2023 school year, pending receipt of all clearances, effective date to be determined (replacing Kimberly Felix, resigned.)
- I. Sarah A. Trimble to be currently assigned to a part-time Aide (185 day, up to 5 hours per day) at the Lycoming Valley Intermediate School, at the hourly rate (with degree) and/or annualized salary per the expired WAESPA contract (i.e. 2021-2022 wage/salary scales) until such time as a successor contract is reached, effective with the 2022-2023 school year, effective January 11, 2023 (replacing Alexis Llewellyn, resigned.)

8.4 POSITION CHANGES:

Approve the following position change(s):

- A. Lauren K. Bower from Administrative Support I (245 day, 7.5 hours per day) in the Business Office to a full-time Confidential Administrative Support (245 day) at the District Service Center, with a base wage rate of \$50,127, prorated, effective January 11, 2023 (replacing Desiree Myers, resigned).
- B. Taron D. Dinkins from a part-time Aide (185 day, up to 5 hours) at the Lycoming Valley Intermediate School to a part-time Custodian Floater (2nd shift; 250 day, 5 hours per day) for the District, at the hourly rate and/or annualized salary per the expired WAESPA contract (i.e., 2021-2022 wage/salary scales) until such time as a successor contract is reached, effective with the 2022-2023 school year, effective January 23, 2023 (replacing Jamie Reed, transferred).
- C. Adam J. Allison from a full-time Special Education Teacher (LS) at Curtin Intermediate School to be currently assigned to a full-time Special Education Teacher (AS) at the Curtin Intermediate School, effective date of February 15, 2023, at the 2022-2023 school year contract salary rate (replacing Mikaela Keister, resigned).

8.5 CONTRACTS

- A. Authorize ProCare Therapy (VocoVision), 5550 Peachtree Parkway, Suite 500, Peachtree Corners, GA 30092, to provide substitute tele practice speech services for students as needed at the rate of \$95.48 per hour for hours worked for the Williamsport Area School District, effective January 11, 2023.

8.6 OTHER

- A. Approve the addition of one (1) full-time Administrative Support position in the District Service Center in lieu of two (2) current vacant/open part-time Administrative Support positions in the District Service Center, to be filled immediately upon required job posting deadlines. This position would be responsible for duties assigned from both the Curriculum and Student Services offices.

PROFESSIONAL DEVELOPMENT

9.1 RELEASED TIME/TRAINING PROGRAMS

Approve released time for staff members to participate in professional development activities in accordance with the Professional Development Plan of the Williamsport Area School District and consider approving training programs. All expenditures proposed are within local, state and federal budget categories approved as noted.

STUDENT/COMMUNITY ACTIVITIES

10.1 Approve the following student trips:

Field trips are being presented for provisional approval in accordance with the District's Health and Safety Plan and may need to change or be canceled. All students must be in compliance with the school's field trip disciplinary requirements in order to participate.

- A. Approximately 128 kindergarten students from Cochran Primary School, accompanied by their teachers and aides, to travel to Reptiland during May 2023. District transportation is requested. All costs will be paid by the Cochran PTO.
- B. Retroactive Approval: Sixty (60) Williamsport Area High School music students, accompanied by their teachers, traveled to the Williamsport Area Middle School during December 2022 to perform for the students. District transportation was utilized and will be paid through the music budget.
- C. Thirty-six (36) seniors from the Williamsport Area High School, accompanied by their teachers and aides, to travel to Penn College during March 2023 to attend a conference to learn more about opportunities after high school. Students will be transported by City Bus. All costs will be paid through the special education budget. One substitute will be required for the day.
- D. Twenty-five (25) Williamsport Area High School students, accompanied by two teachers, to travel to Penn College during February 2023 to participate in the district SkillsUSA competition. District transportation is requested and will be paid through the CTE budget. Two substitutes will be required for the day.

10.1 Approve the following student trips cont'd:

- E. Nine (9) Williamsport Area High School band students, accompanied by their teacher, to travel to the Montoursville Area High School for two days during February 2023 to participate in the PMEA District Band Festival. The students will be transported by their parents. All costs will be paid through the music budget. One substitute will be required for two days.
- F. Approximately 200 choral students from Curtin and Lycoming Valley Intermediate Schools and the Williamsport Area Middle School, accompanied by their teachers, to travel to the Williamsport Area High School during February 2023 for an All-District Choir rehearsal. District transportation is requested and will be paid through the music budget. Four substitutes will be required for the day.
- G. Four (4) Williamsport Area High School students, accompanied by their teacher, to travel to Penn College during February 2023 to participate in the district SkillsUSA competition. Transportation will be provided in a district van. One substitute will be required for the day.
- H. Three (3) Williamsport Area High School students, accompanied by their teacher, to travel to Towanda, PA during January 2023 to participate in the Poetry Out Loud regional competition. Transportation will be provided in a district van. Costs will be paid through the language arts budget. One substitute will be required for the day.
- I. Thirty-five (35) members of the Williamsport Area High School's Strolling Strings, accompanied by their teacher, to travel to the Kalahari Resort during April 2023 to perform at the PMEA State Convention. Transportation will be provided by contract carrier and will be paid by the WAHS Orchestra Association. One substitute will be required for the day.
- J. Ten (10) Williamsport Area High School choir students, accepted by competitive audition, to travel to Lycoming College for two days in January 2023 to participate in the PMEA district choir festival. The students will be transported by their parents. All costs will be paid through the music budget. One substitute will be required for two days.
- K. Ten (10) Williamsport Area High School choir students, accepted by competitive audition, to travel to the Community Arts Center during February 2023 to participate in the PMEA regional choir festival. The students will be transported by their parents. All costs will be paid through the music budget. One substitute will be required for three days.
- L. Eleven (11) Williamsport Area Middle School band students, accompanied by their teacher, to travel to the Hughesville Junior/Senior High School on four days during February and March 2023 to participate in the Junior County Honors Band. The students will be transported by van and/or bus depending on the date. All costs will be paid through the music budget.

- 10.1 Approve the following student trips cont'd:
- M. Twenty-five (25) Williamsport Area High School band students, accompanied by their teacher, to travel to Pine Street United Methodist Church during February 2023 to provide ballroom dance music for a local fundraiser. The students will be transported by their parents.
 - N. Approximately 160 sixth grade students from Curtin Intermediate School, accompanied by their teachers and aides, to travel to Bald Eagle State Park during June 2023. District transportation is requested. All costs will be paid by the Curtin PTO.
 - O. Approximately 140 first grade students from Cochran Primary School, accompanied by their teachers and aides, to travel to the Lewisburg Children's Museum during May 2023. District transportation is requested. All costs will be paid by the Cochran PTO.
 - P. Eleven (11) Williamsport Area High School orchestra students, accompanied by their teacher, to travel to Berwick Area High School for two days during January 2023 to participate in the PMEA District Orchestra Festival. District transportation is requested. All costs will be paid through the music budget. One substitute will be required for two days.
 - Q. Eleven (11) Williamsport Area High School orchestra students, accompanied by their teacher, to travel to Bloomsburg University for three days during March 2023 to participate in the PMEA Regional Orchestra Festival. District transportation is requested. All costs will be paid through the music budget. One substitute will be required for two days.
- 10.2 Approve the use of district transportation to provide a shuttle service for the Harlem Wizard's basketball game on February 9, 2023. Costs will be paid by the WASD Education Foundation.
- 10.3 Waive the custodial charges for the Make-A-Wish event held at the high school on November 13, 2022.
- 10.4 Approve the purchasing of caps and gowns for the 2023 Senior Class to be paid from the General Fund at an estimated cost of \$8,500.

BIDS/CONTRACTS

- 11.1 Revise the bid amount from Lobar, Inc., Dillsburg, PA for window replacement at Curtin Intermediate School in the amount of ~~\$1,835,000~~ to \$1,835,500, the total was incorrect on the December 6, 2022 agenda.

BIDS/CONTRACTS CONT'D:

- 11.2 Approve a lease agreement between the Williamsport Area School District and Old Lycoming Township to lease the township premises known at 2029, 2031 and 2035 Green Avenue for the purposes of junior varsity baseball. As noted in the lease agreement, WASD equally splits the utility costs with West End Babe Ruth and Williamsport Area Little League, for any expenses above the budget/contribution from Old Lycoming Township.
- 11.3 Approve a contract with Ms. Phoebe Morgan, Williamsport, PA to transport her child to/from school, effective December 9, 2022 through the remainder of the 2022-2023 school year, based on miles driven at the current IRS mileage rate.
- 11.4 Approve the proposal from Shaw Industries, Inc., Dallas, TX for the removal and disposal of carpet and purchase and installation of 11,088 square feet of LVT tile in the high school library in the amount of \$127,279.15. This project will be funded through bond proceeds. This proposal is part of the Keystone Purchasing Network (KPN) contract.
- 11.5 Approve the proposal from Shaw Industries, Inc., Dallas, TX for the removal and disposal of carpet and purchase and installation of 98,118 square feet of LVT tile in the high school classrooms (first and second floors of Pods, C, D, and E and also in first and second floors of section G) in the amount of \$1,088,387.89. This project will be funded through bond proceeds. This proposal is part of the Keystone Purchasing Network (KPN) contract.
- 11.6 Approve the quote for a replacement bladder bag and hose for the WAMS/DSC expansion tank in the boiler room from APR Supply Company 20, Williamsport, PA at a cost of \$14,131.74. This will be funded through bond proceeds.
- 11.7 Approve the proposal from Otis Elevator Company, Harrisburg, PA in the amount of \$97,000 to rebuild and modernize the Hydro Accel Elevator at Jackson Primary School, pending solicitor's review and approval of the contract and compliance with prevailing wage rate determination. This proposal is per BuyBoard Contract #657-21 and will be funded through bond proceeds.
- 11.8 Authorize Crabtree Rohrbaugh & Associates (CRA) to consult with Acoustic Distinctions for the Lycoming Valley Renovation Project at a cost of \$4,500 plus expenses. These costs will be billed back to the district.

TAX ITEMS

- 12.1 Approve the following tax summaries:

TRANSPORTATION

13.1 Approve the following drivers/monitors/mechanics for STA, Inc. for the 2022-23 school year:

Alex J. Kissinger	Van Driver/Aide
Michael W. Messner, II	Van Driver/Aide
Madison K. Tokay	Van Driver/Aide

Voice vote. All affirmative. Motion carried.

SUPERINTENDENT’S REPORT – Timothy S. Bowers, Ed.D.

Dr. Bowers congratulated Wanda and her team for the clean audit and all the hard work not only on the audit but in overall financial management of the budget and district finances. He also recognized our budget managers/administrators who are fiscally prudent and responsible when overseeing the expending of their budgeted funds and always keeping an eye on the financials. Thanking everyone for their fiscal due diligence.

Dr. Bowers thanked and recognized the Board for all they do for the students of our district. January is School Board recognition month. We are thankful for all of our School Board Directors and their commitment to our students, staff, and community. It is often forgotten or overlooked that each director volunteers their time and is not compensated.

Pennsylvania School Board Association recognize Directors when they reach eight years of service, and again for every four years thereafter. Dr. Bowers recognized and thanked Jennifer Lake for 8 years of service and Lori Baer for 16 years of service to our District, presenting each with a certificate from PSBA.

ITEMS FROM BOARD MEMBERS

President Baer congratulated Dr. Bowers for being asked to serve on the National Center for Education and Technology. This is an honor for Dr. Bowers and the district. Dr. Bowers shared that there are only 80 superintendents who serve.

Mrs. Deaver recognized and thanked Dr. Ross and his staff for their assistance during a recent situation when she had car trouble in the loop at the high school.

President Baer thanked everyone who participated in tonight’s book recognition. It was a fun night and she is so glad that we are able to hold the event again. She also thanked Dr. Bowers for the certificate and recognition, noting that it is an honor and a pleasure to serve. Mrs. Lake concurred with President Baer’s comments.

January 10, 2023

ITEMS FROM PUBLIC

Tom Adams, district resident, addressed the Board. He enjoyed tonight's program and commented on the book recognition. He referenced Psalms 118:46 noting that it is important to stand for what is right and good and that schools should be teaching this to our students. He also commented about an article that he read in Minerva, a sociological journal, regarding COVID vaccines and suggested that the Board and others might be interested in reading the article.

A motion to adjourn was made by Mr. Sanders, seconded by Mrs. Derr. All were in favor. The meeting adjourned at 6:57 p.m.

Wanda M. Erb, Board Secretary