

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, August 7, 2018, beginning at 6:02 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, Brette C. Confair, Patrick A. Dixon, Marc D. Schefsky, Nancy Story Somers, Adam C. Welteroth.

ABSENT: Jennifer Lake, Jane L. Penman, Spencer E. Sweeting.

**OPENING EXERCISES** were provided by Mr. Patrick A. Dixon

President Baer announced that an executive session was held prior to tonight’s meeting for personnel and attorney advisement.

**APPROVAL OF MINUTES:** Regular Meeting – July 17, 2018

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

A. District Website Presentation – Jeremy Loveland, Director of Instructional Technology and Greg Hayes, Director of Public Relations did a brief presentation. MojoActive, Inc. website design and development company, went over the new website and provided a tour of several areas of the website.

Motion made by Mr. Schefsky, seconded by Mr. Welteroth to approve the minutes, agenda and addendums.

The motion carried unanimously.

**Committee Reports by Board Members – None**

**FINANCE REPORT**

5.1 Authorize payment of invoices and services rendered by the list submitted and direct the officers of the Board of School Directors to execute the same:

Order Number	Amount	Order Number	Amount
08/07/18	\$1,139,178.73	08/07/18A	25,296.65
08/07/18B	45,202.60	08/07/18C	9,944.48
08/07/18D	102.07	08/07/18E	1,256,149.75
08/07/18F	60,949.06	08/07/18G	33,549.44
08/07/18H	12,974.44	08/07/18I	7,290.00
08/07/18J	6,526.85	08/07/18K	13,485.00
08/07/18L	1,334,981.16	08/07/18M	186,978.30
08/07/18N	129,054.62		

## **BOARD POLICY**

- 6.1 Consider approving the first reading of policy 204 “Attendance” of the Williamsport Area School District Board Policy.

## **CURRICULUM REPORT**

- 7.1 Approve an agreement between the Williamsport School District and EduLink Inc. (“EduLink) for PAETEP (Pennsylvania Electronic Teacher Evaluation Portal), an electronic Teacher evaluation portal to be used to manage the teacher evaluation process for teachers and supervisors. The cost will be \$15,942 and will be paid by Title II.
- 7.2 Approve the 2018-19 contract with the Children’s Service Center to provide student/s from the school district with educational services through the Therapeutic Education Program (TEP) at a rate of \$167.00 per day.
- 7.3 Approve the 2018-19 with the Children’s Service Center for the Partial Hospital Program (PHP) to provide student/s from the school district with emotional and behavioral health services at a rate of \$126.50 per day.
- 7.4 Approve an annual software license agreement with BLaST Intermediate Unit 17 for the IEP writing software, DARTS, for the 2018-19 school year to be paid from IDEA monies for special education staff at \$150 per employee and a yearly Penn Data Fee of \$2,500.
- 7.5 Approve the purchase of (36) 100” White Boards for installation throughout the district at a cost of \$20,980.00, this includes drop-ship and freight charges. The purchase will be funded through the Technology Reserve Budget.
- 7.6 Approve McGraw-Hill to provide two Wonders professional development sessions for up to 70 K-3 teachers. The professional development will take place during the 2018-19 school year and will focus on implementing the new core reading program. The cost will be \$5,000 and is budgeted under Title II.
- 7.7 Approve two qualified interpreters of American Sign Language (ASL) and Pidgin Sign English (PSE) to provide interpreter services during the Williamsport Area Middle School orientation on August 14, 2018. Interpreters will be paid an hourly rate based on their negotiated contract for the 2018-19 school year or contracted rate.
- 7.8 Approve professional development for Middle School Teachers (2) and Intermediate Elementary Teachers (9) to participate in STEM training the week of August 20, for 3 days at \$150 per day (contractual curriculum rate). Training is for teachers using new STEM labs at WAMS, Curtin Intermediate, and Lycoming Valley Intermediate. Costs will be paid through Title II.
- 7.9 Approve the Williamsport Area School District Fall 2018 Sports Schedules.

## PERSONNEL REPORT

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

- A. Therese M. Molesky, full-time 4<sup>th</sup> Grade teacher at Lycoming Valley Intermediate School, for the purpose of retirement, effective at the completion of the first semester of the 2018-2019 school year (tentative ending date of January 18, 2019).

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Therese M. Molesky from service in the Williamsport Area Schools and expresses its sincere appreciation for her 30 years of dedicated service to our school system as a teacher. It further expresses the hope that her years of retirement will be many and richly rewarding.

- B. Gary R. Litz, full-time Head Custodian at Lycoming Valley Intermediate School, for the purpose of retirement, effective August 3, 2018.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Gary R. Litz from service in the Williamsport Area Schools and expresses its sincere appreciation for his 17 years of dedicated service to our school system as a custodian. It further expresses the hope that his years of retirement will be many and richly rewarding.

- C. Christina P. Beiter, part-time Aide (Special Education) at the middle school, due to relocation out of the area, effective July 23, 2018.
- D. Kiara D. Fry, part-time Custodian at Hepburn-Lycoming Primary School, for personal reasons, effective August 3, 2018.
- E. Katey R. Martin, full-time Art teacher at Curtin Intermediate School, for other employment, effective July 24, 2018.
- F. Karen L. Wilson, part-time Aide (Special Education) at Lycoming Valley Intermediate School, for other employment, effective July 24, 2018.
- G. Deborah L. Walker, regular substitute teacher for the District, for the purpose of retirement, effective June 2, 2018.
- H. Brenda J. Corter, full-time Administrative Support at Jackson Primary School, for the purpose of retirement, effective October 5, 2018.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Brenda J. Corter from service in the Williamsport Area Schools and expresses its sincere appreciation for her almost 29 years of dedicated service to our school system as administrative support. It further expresses the hope that her years of retirement will be many and richly rewarding.

8.1 RESIGNATIONS CONT'D:

- I. Mallory M. Scoppa, part-time Art teacher at the high school, for personal reasons, effective August 6, 2018.

8.2 LEAVES OF ABSENCE

Approve the following leave(s) of absence:

- A. Carey A. Taddeo, full-time 5<sup>th</sup> Grade teacher at Curtin Intermediate School, for a sabbatical leave effective for the first semester of the 2018-2019 school year (tentative dates of August 23, 2018, through January 18, 2019) for the purpose of health restoration.

Ms. Taddeo has been a teacher in the District since September 6, 2005, and has not taken a previous sabbatical.

- B. David L. Gingery, full-time Tax Examiner in the Tax Office, for an unpaid leave, effective July 31, 2018, through August 14, 2018.

8.3\* ELECTION OF STAFF

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

- A. Amber Wright to be currently assigned to full-time Administrative Support I (245 days, 7½ hours per day) in the Business Office at the District Service Center, with a base wage rate of \$31,495, prorated, (\$17.14 per hour), effective August 20, 2018, pending clearances and all necessary information (replacing Gwen Gower, retired).
- B. The following fall sports coaches at the respective schools for the 2018-2019 school year at the salary rate in accordance with the agreement by and between the Board of School Directors of the Williamsport Area School District and the Williamsport Education Association (pending completion of all appropriate paperwork\*):

**Williamsport Area High School**

Football

Ninth Grade Assistant:	Anthony D. Segraves (5)	\$3,200
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Volleyball:

Volunteer:	Gregory W. Forsburg	---
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**Williamsport Area Middle School**

Cross Country (Boys & Girls)

MS Head Coach:	Samantha Bower (0) *	\$1,920
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8.3\* ELECTION OF STAFF CONT'D:

- C. The following spring sports coach(es) at the respective schools for the 2018-2019 school year at the salary rate in accordance with the agreement by and between the Board of School Directors of the Williamsport Area School District and the Williamsport Education Association (pending completion of all appropriate paperwork\*):

**Williamsport Area High School**

Baseball

Head Coach: Kyle S. Schneider (2) \$4,760

- D. The following substitute custodian(s) and/or event staff, with a base wage rate of \$9.00 and/or \$10.00 per hour, for the actual number of hours worked, effective date as indicated:

Kiara D. Fry (effective 08/04/18)

- E. The following substitute teacher(s), subject to assignment by the Superintendent of Schools, at the salary and/or daily rates as established by Board policy (\$120 per day for first 45 days; \$130 per day for days beyond the 45<sup>th</sup> day; up to a maximum of 180 days/year) and only for the actual number of hours assigned and worked:

Gwen L. Cebulka (effective 08/27/18)

Kerry A. Hall (effective 08/27/18)

Kelsey L. Swift (effective 08/27/18)

Deborah L. Walker (effective 08/27/18; as needed on an emergency basis)

Erika K. Heeman (effective 08/27/18)

Theresa E. Snyder (effective 08/27/18)

- F. Matthew D. Fisher as full-time Vocational Education CTE Director at the high school, at a salary of \$101,000, prorated, and benefits as provided in the Act 93 Compensation Plan, effective date to be determined, pending receipt of clearances (replacing Randy Zangara, resigned).

- G. Janee Smith as a temporary professional employee, effective with the 2018-2019 school term (scheduled date is August 23, 2018), as a full-time School Nurse for the District, location to be determined, at a salary rate of Step 1, bachelor's, \$49,700, provided Ms. Smith obtains an Emergency Permit from the Pennsylvania Department of Education and all appropriate documentation by August 23, 2018 (replacing Fatima Miller, transferred). Ms. Smith will also be scheduled to participate in Induction Program activities before the start of the 2018-2019 school term.

8.4\* POSITION CHANGES

Approve the following position change(s):

- A. Carol A. Shipman, from a part-time Aide at Lycoming Valley Intermediate School to be currently assigned to part-time Administrative Support I (205 days, 5 hours per day) at Lycoming Valley Intermediate School, with a base wage rate of \$13.35 per hour, effective August 13, 2018 (replacing Lisa Jamison, transferred).
- B. Mary Jo Walker, from a part-time Aide at Cochran Primary School to be currently assigned to a part-time Aide (Special Education; up to 185 days, 5 hours per day) at Hepburn-Lycoming Primary School, with a base wage rate of \$13.46 per hour (without degree rate), effective August 24, 2018 (replacing Kristin Duck, transferred).
- C. Patricia A. Bower from a full-time itinerant Gifted Education teacher to be currently assigned to a full-time 6<sup>th</sup> Grade teacher at Curtin Intermediate School, at the 2018-2019 school year contract salary rate, effective August 23, 2018 (replacing Tyra Crews, transferred; this is a voluntary transfer).

8.5 CONTRACTED SERVICES

- A. Authorize Interpretrek, 240 Market St., Suite 202, Bloomsburg, to provide day-to-day substitute interpreter services (as needed) to eligible students at the standard rate of \$65.00 per hour (higher rates for evening, weekend, holidays, and emergency differential) for hours worked and travel time, effective August 23, 2018.

8.5 CONTRACTED SERVICES CONT'D:

- B. Approve an agreement with Michelle K. Long, qualified interpreter of American Sign Language (ASL) and Pidgin Sign English (PSE), to provide interpreter services (as needed) to eligible clients at the rate of \$40.00 per hour (\$10.00 per each quarter hour) for hours worked and travel time (not to exceed two hours each day), effective through June 30, 2019.

8.6 OTHER

- A. Approve Michelle L. Fischer, School Nurse for the District, for up to 30 hours to review health records and immunizations of new registrants during the summer at the rate of \$31.20 per hour for 2018-2019.
- B. Approve a new part-time Aide position for Williamsport Area School District (up to 185 days, 5 hours per day). This position will support transportation needs of students traveling for educational services outside of the District. The position will be paid at the current part-time Aide contracted rate.
- C. Approve a revision of the part-time School Nurse vacant position to full-time School Nurse (up to 188 days; 7 hours per day). This change in position will better support the nursing needs of students throughout the District.

## **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 an Agreement for Participation in Child Nutrition Programs between the Williamsport Area School District and Nittany Learning Services. This agreement will allow our district to start to provide meals for the 2018-19 school year for the Nittany Learning Services Alternative Education for Disruptive Youth.

10.2 Approve the following request for facility use:

- A. West Branch Susquehanna Builders Association/Randy Williamson to use the Millionaire Café at the Williamsport Area High School, on Tuesday, August 21, 2018, from 5:30 p.m. until 9:00 p.m. to hold a PA Code Update Training. The West Branch Susquehanna Builders Association is requesting relief of the occupancy fee of \$50.00. Certificate of Insurance to be received.

## **BIDS/CONTRACTS**

11.1 Retroactively approve the quote from MVT Flooring, Inc. from Sunbury, PA to furnish and install Armstrong Vinyl Composition Tile at a cost of \$15,800.00 in rooms 031, 034, and 040 at Cochran Primary School. Quote was obtained through CoStars and will be paid out the Maintenance and Plant Operations Budget.

## **TAX ITEMS**

12.1 Authorize the Solicitor to enter into a Stipulation to settle the Assessment Appeal filed on behalf of Paul G. Enterprises, Inc. which will reduce the assessed value on Lycoming County Tax Parcel 63-001-101 (known as 100 Pine Street, Williamsport, PA). The settlement will be based upon a 2019 Market Value of \$9,700,000. for the property. When the appropriate common level ratio of .759 is applied, the Assessed Value for the property shall be \$7,362,300.

## **SUPERINTENDENT'S REPORT – Timothy S. Bowers, Ed.D.**

Dr. Bowers introduced Matt Fisher the district's new CTE Director.

He thanked MoJoActive, Jeremy, Greg and the IT staff for their work on the new website.

August 7, 2018

**SUPERINTENDENT'S REPORT CONT'D: – Timothy S. Bowers, Ed.D.**

Everyone has been very busy in preparation for the start of school. He knows Dale Crans and his crew have certainly been working hard to get the building and grounds ready for school. He is looking forward to another great year.

**ITEMS FROM BOARD MEMBERS**

President Baer announced with regret that Spencer Sweeting had submitted his resignation effective immediately.

The process for looking for a new board member will now begin.

President Baer thanked Spencer for his involvement in the district. She is certain that he will remain involved in the school and our district.

**ITEMS FROM PUBLIC – None**

President Baer announced that an executive session for attorney advisement will follow the meeting.

Upon motion made by Mrs. Confair, seconded by Dr. Story Somers and carried the meeting adjourned at 6:28 p.m.

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Wanda M. Erb, Board Secretary