

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, February 19, 2019, beginning at 6:00 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, Patrick A. Dixon, Jane L. Penman, Barbara D. Reeves, Nancy Somers.

ABSENT: Brette C. Confair, Jennifer Lake, Marc D. Schefsky, Adam C. Welteroth.

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

**APPROVAL OF MINUTES:** Regular Meeting – February 5, 2019

Nancy and Larry Sanders were recognized and thanked for their efforts in transferring funds from the Turner Foundation to the Williamsport Area School District Education Foundation. Approximately \$45,000 will be donated to the foundation. Item B. under Board President's Report provides specifics. President Baer, Mr. Holland and Dr. Bigger thanked the Sanders.

**Student Representative** – Alexis Griess reported to the Board and shared events at the high school. Boys and Girls Basketball teams are in the playoffs and will be competing in Berwick this weekend. Unfortunately, the District-Wide Choral Concert was cancelled last week but a video is available on the Facebook page. The high school won the 2019 Governor's STEM Competition. *Mamma Mia* is March 15 and 16. Students are gearing up for Spring Sports. Isaac was not able to attend tonight due to a sporting event.

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

A. Dr. Bernadette Boerckel, Secondary Curriculum Supervisor; Dr. Brandon Pardoe, WAHS Principal; Dr. Justin Ross, WAMS Principal, presented on secondary data and Future Ready Index. They reviewed numerous assessment measures including: Proficient and Advanced PSSA results; Academic Growth (PVASS Data); Advanced PSSA results; On Track Measures – Regular Attendance; Career Benchmarking, High School Graduation Rates; College and Career Ready Measures; Industry Based Learning; Rigorous Courses; Post Secondary Transition to School, Military and Work.

Dr. Pardoe and Dr. Ross shared 2018-19 Goals and Action Plans. The Board asked questions and the administrators responded.

B. Acknowledge the transfer of funds in the amount of approximately \$45,000.00 from the Turner Foundation to the Williamsport Area School District Education Foundation. The Turner Foundation was established in 1987 by Sylvia C. Turner. The Education Foundation will be continuing to administer the funds in accordance with the trust

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

- B. Acknowledge the transfer of funds in the amount of approximately \$45,000.00 from the Turner Foundation to the Williamsport Area School District Education Foundation cont’d:

provisions to honor the wishes of Mrs. Turner, who established the trust in order to honor the memory of her husband, L. Richard Turner, her brother-in-law Philip S. Turner, and her mother-in-law Mabel Cronkrite Turner.

Mabel Cronkrite Turner was an elementary school teacher in the Williamsport schools. She was an accomplished pianist, and taught piano and voice privately. L. Richard Turner and Philip S. Turner were her sons. Both of them were physicists. Richard’s career was devoted to research analysis, digital computer circuit design, and computer systems programming. He was instrumental in assisting NASA with the space program, especially as it related to the operation of space shuttles. Philip was an accomplished concert violinist and a lawyer.

The trust funds will continue to be used to provide scholarships to graduates of the Williamsport Area High School who attend the Pennsylvania State University to study music, computer science, or physics.

Motion was made by Dr. Penman, seconded by Mr. Dixon for an omnibus to include minutes, agenda, addendum and reports. President Baer abstained from item 8.3 C under Girls Track.

The motion carried.

**FINANCE REPORT**

- 5.1 Approve the following financial reports:

- A. Treasurer’s Report for the month of January 2019:
- B. Payroll Report for the month of February 2019:

General Fund – Unrestricted	\$2,853,559.18
General Fund – Restricted	184,463.22
Food Service Fund	81,179.77
Earned Income Tax	43,400.98
Student Activities	<u>.00</u>
<b>TOTAL</b>	<b>\$3,162,603.15</b>

- 5.2 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
02/19/19	\$213,967.57	02/19/19A	8,597.25
02/19/19B	6,410.75	02/19/19C	1,663,742.32
02/19/19D	136,577.55	02/19/19E	21,259.34

- 5.3 Approve the FY2019-2020 BLaST Intermediate Unit #17 General Operations Budget.

**BOARD POLICY – None**

**CURRICULUM REPORT**

- 7.1 Approve a 2018-19 tuition agreement with New Story School to provide a student with special education requirements all related services at a rate of \$360.00 per day.
- 7.2 Approve the proposal from Virtual Graffiti Inc., 9979 Muirlands Blvd, Irvine, CA for \$89,250.00. This proposal includes the purchase of an HPE Nimble 126TB Network Attached Storage Array. This array will centralize network storage for all 84 of the districts virtual servers and allow for the three existing legacy storage arrays to be repurposed. The equipment on the proposal is listed on the GSA contract. The purchase would be funded by the Technology Reserve.

**PERSONNEL REPORT**

8.1 RESIGNATIONS

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

- A. Lisa L. Lucas, part-time Food Service Worker at Curtin Intermediate School, for personal reasons, effective February 1, 2019.
- B. Jennifer R. Gray, part time Aide at Williamsport Area Middle School (WAMS), for other employment, effective February 18, 2019.
- C. Elizabeth A. Barnhart, full-time Primary Special Education Coordinator, for other employment, scheduled last date of April 5, 2019, per Section 1121 of the School Code.
- D. Trevor J. Palmatier, full-time Secondary Special Education Coordinator (225 day) for the District, for personal reasons, effective February 22, 2019.

8.1 RESIGNATIONS CONT'D:

- E. Xavier Browne, part-time Aide at Cochran Primary School, for personal reasons, effective February 27, 2019.
- F. Sandra A. Schappell, part time Food Service Worker at Hepburn-Lycoming Primary School, for the purpose of retirement, effective February 1, 2019.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledge with profound regret the retirement of Sandra A. Schappell from service in the Williamsport Area Schools and express its sincere appreciation for her four (4) years of dedicated service to our school system as a food service worker. It further expresses the hope that her years of retirement will be many and richly rewarding.

- G. Kathryn A. Schon, full-time Administrative Support - AV (185 day) in the Technology Department at the Complex, for the purpose of retirement, effective March 2, 2019.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Kathryn A. Schon from service in the Williamsport Area Schools and expresses its sincere appreciation for her over 35 years of dedicated service to our school system as administrative support and library aide. It further expresses the hope that her years of retirement will be many and richly rewarding.

- H. Kelli S. Vassallo, full-time 6<sup>th</sup> Grade teacher at Curtin Intermediate School, for personal reasons, effective February 18, 2019.

8.2 LEAVES OF ABSENCE

Approve the following leave(s) of absence:

- A. Mary Jane Spangler, part-time Custodian at Jackson Primary School, for an unpaid leave, effective January 16, 2019 through April 1, 2019.
- B. Deena E. Conklin\*, full-time Special Education teacher at the high school, for an unpaid leave on an intermittent basis (as needed) effective February 1, 2019, through June 15, 2019.
- C. Teresa M. Willets, part-time Food Service Worker at the high school, for an extension of an unpaid leave, effective February 26, 2019, through March 13, 2019.

8.3\* ELECTION OF STAFF

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

- A. The following substitute food service worker(s), at the salary rate of \$9.00 per hour, for the actual number of hours worked, effective date as indicated:

Jennifer R. Walker (effective 3/1/19)

- B. Ashtynne A. Harden to be currently assigned to a part-time Aide (Non-Special Education; up to 185 days per year, prorated; up to 5 hours per day) at the high school, with a base wage rate of \$13.46 per hour (without degree rate), effective February 20, 2019 (replacing Michele Peterson, resigned).

- C. The following spring 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**

Baseball

Head Coach:	Kyle S. Schneider (2)	\$4,760
Varsity Assistants:	Joel A. Worthington (5)	\$2,800
	Gregory P. Robertson (5)	\$2,800
Varsity Assistant:	Tariq C. Moore (3) ++	\$2,660
	[++Booster Funded Position]	
Volunteers:	Patrick G. Vollman	---
	Nicholas L. Caringi	---

Softball

Head Coach:	Chase D. Smith (5)	\$5,600
Varsity Assistants:	Arika J. Stopper (1)	\$2,380
	Alexis M. Bower (0) *	\$2,240
Varsity Assistant:	TBA ++	
	[++Booster Funded Position]	
Volunteers:	John M. Gossner	---
	Bo E. Hornberger	---
	Drew E. Dickey	---
	Curtis P. Fink	---

Boys Tennis

Head Coach:	John F. Dorner (5)	\$4,000
Assistant:	Karen L. Hooker (4)	\$1,520
Volunteer:	Ruth N. Taddeo-Hunter	---

- C. The following spring sports coaches at the respective schools for the 2018-2019 cont'd:

**Williamsport Area High School**

Boys Track & Field

Head Coach:	Jeremy S. Steppe (5)	\$6,400
Assistants:	TBA	
	Jason M. LaForme (3)	\$3,040
Volunteer:	David N. Raemore	---
	Samuel E. Belle	---

Girls Track & Field

Head Coach:	Vicki L. Eberhart (5)	\$6,400
Assistants:	Dana L. Smith (5)	\$3,200
	Marguerite W. Anderson-Royal (5)	\$3,200

<u>B/G Track Assistant:</u>	Melanie C. Schramm (3)	\$3,040
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**Williamsport Area Middle School**

<u>Girls MS Soccer:</u>	Kyle J. Bidelspacher (5)	\$2,400
Volunteer:	J. Scott McNeil	---

<u>Boys MS Soccer:</u>	William C. Kerr (1)	\$2,040
Volunteer:	Lee W. Kaar	---

Boys Track & Field

MS Lead Assistant:	Randall G. Laird (5)	\$2,400
MS Assistant:	William L. Cuebas, Jr. (5)	\$2,000
MS Assistant:	Ronald E. Sahn (5)	\$2,000

Girls Track & Field

MS Lead Assistant:	Matthew D. Palmatier (5)	\$2,400
MS Assistant:	TBA	
MS Assistant:	Kelly M. Titus (5)	\$2,000

8.4\* POSITION CHANGES

Approve the following position change(s):

- A. Paul S. Carpenter, from a full-time Custodian (2<sup>nd</sup> Shift) at Jackson Primary School, to be currently assigned to a full-time Groundskeeper/Custodian, Class 2 (250 day, 8 hours a day, 1<sup>st</sup> Shift) at Williamsport Area Middle School, with a base wage rate of \$40,920 (\$20.46 per hour) effective date to be determined (replacing Jacob Turner, resigned).

## **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:**

All students must be in compliance with the school's field trip disciplinary requirements in order to participate.

- A. Five (5) Williamsport Area High School band students, accompanied by their teacher, to travel to the Lewisburg Area High School for three days during March 2019 to participate in the PMEA Region 4 Honors Band. The students will be transported by their teacher. One substitute will be required for one day.
- B. Approximately 15 FBLA students from the Williamsport Area High School, accompanied by their teacher, to travel to Hershey for three days during April 2019 to participate in the annual FBLA convention. District transportation is requested. All costs will be paid through FBLA funds and the CTE budget. One substitute will be required for three days.
- C. Nineteen (19) second grade students from Cochran Primary School, accompanied by their teacher, to travel to the Williamsport Home during February 2019 to read with their pen pals. District transportation is requested and will be paid through the Cochran budget.
- D. Fifteen (15) special education students from the Williamsport Area Middle School, accompanied by their teachers and aides, to travel to Lock Haven University during April 2019 to attend Kent's Fest. District transportation is requested and will be paid through the special education budget.
- E. Retroactive Approval: Eight (8) eighth grade students from the Williamsport Area Middle School, accompanied by their teacher, traveled to PFM Industries during February 2019 to learn about the manufacturing process and to video as part of a competition. The students were transported in the district van. One substitute was required for the day.

10.1 Approve the following student trips cont'd:

- F. Five (5) Williamsport Area High School students, accompanied by their teacher, to travel to Penn State during March 2019 to attend a construction conference. The students will be transported in the district van. One substitute will be required for the day.
- G. Ten (10) special education students from Hepburn Primary School, accompanied by their teacher and aides, to travel to Lock Haven University during April 2019 to attend Kent's Fest. District transportation is requested and will be paid through the special education budget.
- H. Seventy-six (76) sixth grade choir members from Lycoming Valley Intermediate School, accompanied by their teacher, to travel to the Williamsport Area Middle School during March 2019 to learn about vocal music opportunities that are available. District transportation is requested and will be paid through the music budget.
- I. Approximately 200 freshmen from the Williamsport Area High School, accompanied by administrative and staff chaperones, to travel to Hershey Park during May 2019 for a class trip. Transportation will be provided by contract carrier. Participating students will fund the trip.
- J. Twenty-eight (26) Williamsport Area Middle School and two Williamsport Area High School student mentors, accompanied by two teachers, to travel to Harrisburg during May 2019 to meet with legislators regarding tobacco control. Transportation will be provided by contract carrier. All costs will be paid by a Tobacco Resistance Unit Grant. Two substitutes will be required for one day.
- K. Five (5) Williamsport Area High School students, accompanied by their teacher, to travel to the Lycoming County Consolidated Sportsmen Grounds during April 2019 to participate in the Envirathon competition. The students will be transported in the district van. One substitute will be required for the day.
- L. Five (5) Williamsport Area High School students, accompanied by a teacher, to travel to UPMC Susquehanna during February 2019 to record scenes for the mock crash event. The students will be transported in the district van. One substitute will be required for the day.
- M. Six (6) special education students from Curtin Intermediate School, accompanied by their teacher and aides, to travel to Lock Haven University during April 2019 to attend Kent's Fest. District transportation is requested and will be paid through the special education budget.



10.1 Approve the following student trips cont'd:

- N. Five (5) Williamsport Area Middle School students, accompanied by a school counselor, to travel to First Quality (McElhattan) and the Williamsport Area High School during February 2019 to learn more about robotics. The students will be transported in the district van.
- O. Approximately 18 students from the Williamsport Area High School, accompanied by two principals, to travel to Penn State during April 2019 to tour the university and attend a football game. Transportation will be provided in two district vans.
- P. Ten (10) special education students from Hepburn Primary School, accompanied by their teacher and aides, to travel to Lock Haven University during April 2019 to attend Kent's Fest. District transportation is requested and will be paid through the special education budget.

**BIDS/CONTRACTS**

- 11.1 Approve Design Change Order No. 3 with Larson Design Group, to submit four (4) Highway Occupancy Permits (HOP) supplement applications for the Millionaire Drive Reconstruction. The previous right-of-ways within West Fourth Street and Fox Hollow Road have expired. The new permits and supplements will extend the HOP to April of 2020. The cost of the change order will be funded by the Capital Reserve Fund.
- 11.2 Approve a quote from Nelson Installation, LLC, 6142 Rte. 287 Hwy., Jersey Shore, PA, to furnish and install (6) pairs of Corbin ED5000 series exit devices on existing gym doors at the High School at a COSTARS price of \$20,695.00. Funds will come from the Maintenance and Facilities budget.

**TAX ITEMS – None**

**ASSISTANT SUPERINTENDENT'S REPORT – Susan L. Bigger, Ed.D.**

Dr. Bigger recognized Lock Haven University students in the audience who were attending our meeting as a requirement of their Social Policy Course. She also recognized and congratulated the Williamsport Area High School students who won the 2019 Governor's STEM Competition. Dr. Bigger reminded everyone of the upcoming high school production *Mamma Mia* on March 15 and 16.

A question was asked about snow make-up days. Dr. Bigger and Dr. Poole explained that by applying for Act 80 professional development days, the district will be able to have staff make-up the day lost due to snow on February 12 but students will not.

February 19, 2019

**ITEMS FROM BOARD MEMBERS**

President Baer thanked Dr. Bigger for filling in for Dr. Bowers.

Youth Art Month starts on March 1. You will start to see student works around the Board Room.

**ITEMS FOR PUBLIC – None**

Upon motion made by Dr. Penman, seconded by Mrs. Reeves and carried the meeting adjourned at 6:48 p.m.

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Wanda M. Erb, Board Secretary