

June 5, 2018

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, June 5, 2018, beginning at 5:03 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, Jennifer Lake, Jane L. Penman, Marc D. Schefsky, Nancy Story Somers, Spencer E. Sweeting, Adam C. Welteroth.

ABSENT: None

OPENING EXERCISES were provided by Mrs. Brette Confair.

APPROVAL OF MINUTES: Mr. Leinbach notified the board of corrections to the minutes of May 1, 2018 and May 15, 2018. Mrs. Brett Confair was inadvertently left off the minutes as being in attendance. The minutes will be changed to reflect the error.

Motion made by Mr. Sweeting and seconded by Dr. Story Somers to approve the minutes with the noted corrections.

The motion carried unanimously.

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

- A. Ms. Kim Brosan, WAHS Librarian spoke about the need to have a full-time librarian at both the high school and middle schools. Dr. Bigger, Assistant Superintendent explained the district's rationale for not replacing the middle school librarian position.
- B. Brett Leinbach, Treasurer presented the 2018-19 budget. Mr. Welteroth made a motion to reduce the budget to .22 mills. President Baer called for a second, due to a lack of a second being made the motion died.

FINANCE REPORT

- 5.1 Motion made by Mr. Sweeting, seconded by Dr. Penman to approve adopting the following tax levies and resolution relative to the Final General Fund Budget for the 2018-2019 fiscal year AND to approve item 5.2 Homestead/Farmstead Exemption with the change of wording to reflect that it is for the 2018 tax year, not fiscal year 2019:

Roll Call: Yeas: Ms. Baer, Mrs. Confair, Mr. Dixon, Mrs. Lake, Dr. Penman, Mr. Schefsky, Dr. Story Somers, Mr. Sweeting.

Nays: Mr. Welteroth

The motion carried 8-1.

FINANCE REPORT CONT'D:

- 5.1 Adopt the following tax levies and resolution relative to the Final General Fund Budget for the 2018-2019 fiscal year AND to approve item 5.2 Homestead/Farmstead Exemption with the change of wording to reflect that it is for the 2018 tax year, not fiscal year 2019 cont'd:

The following is a summary of the proposed General Fund Budget for the fiscal year beginning July 1, 2018:

ESTIMATED BEGINNING UNASSIGNED FUND BALANCE AVAILABLE FOR APPROPRIATION 06/30/18	\$ 8,091,076
FY18-19 UNRESTRICTED REVENUE	84,484,362
FY18-19 RESTRICTED REVENUE	5,450,247
TOTAL ESTIMATED FUND BALANCE AND REVENUE AVAILABLE FOR APPROPRIATION	98,025,685
FY18-19 UNRESTRICTED EXPENDITURES	85,415,732
FY18-19 RESTRICTED EXPENDITURES	5,450,247
TOTAL ESTIMATED EXPENDITURES	90,865,979
ESTIMATED JUNE 30, 2019 UNASSIGNED FUND BALANCE	7,159,706
	<u>18/19</u>
Real Property (16.16 mills 17/18)	16.50 mills
Act 511 Taxes	
Earned Income	1.5%
Real Estate Transfer	.5 of 1%

*Real Estate and Earned Income Tax Resolutions

- 5.2 Approve the following resolution regarding the 2018 tax year ~~FY 19~~ Homestead/Farmstead Exemptions:

RESOLVED, by the Board of School Directors of Williamsport Area School District, that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2018, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows:

5.2 Approve the following resolution regarding the 2018 tax year ~~FY-19~~ Homestead/
Farmstead Exemptions cont'd:

1. **Aggregate amount available for homestead and farmstead real estate tax reduction.** The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2018:
 - a. **Gambling tax funds.** The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of \$2,436,518.09.
 - b. **Philadelphia tax credit reimbursement funds.** PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.324(3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of \$4,806.57.
 - c. **Remaining Property Tax Reduction Funds.** Funds will be available during the school year for real estate reduction as a result of undistributed funds from the property tax reduction funds received in 2017-18. These funds will be added to the allocation for this school year in the amount of \$154.70.
 - d. **Aggregate amount available.** Adding these amounts plus any residual amounts from prior year, the aggregate amount available during the school year for real estate tax reduction is \$2,442,479.36.
2. **Homestead/farmstead numbers.** Pursuant to Act 50, 54 Pa. C.S. § 8584(i), and Act 1, 53 P.S. § 6926.341(g)(3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:
 - a. **Homestead property number.** The number of approved homesteads within the School District is 7701.
 - b. **Farmstead property number.** The number of approved farmsteads within the School District is 55.
 - c. **Homestead/Farmstead combined number.** Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 7,756.
3. **Real estate tax reduction calculation.** The school board has decided that the farmstead exclusion amount shall be fifty percent (50%) of the homestead exclusion amount. Dividing the paragraph 1(d) aggregate amount available during the school year for real estate tax reduction of \$2,442,449.36 by the total

5.2 Approve the following resolution regarding the 2018 tax year ~~FY-19~~ Homestead/
Farmstead Exemptions cont'd:

of paragraph 2(a) approved homesteads and fifty percent (50%) of paragraph 2(b) approved farmsteads of 7728.5 (before considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead and farmstead exclusion amounts), the preliminary calculation of the maximum real estate tax reduction amount applicable to each approved homestead is \$315.91 and to each approved farmstead is \$157.955.

Based on calculations provided by the School District Business Office from the best available information and carefully evaluated by the School Board, considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead exclusion and the farmstead exclusion amount, an additional aggregate amount of \$30,785.18 will be available during the school year for real estate tax reduction applicable to approximately 7,503 homesteads and 35 farmsteads, resulting in an additional real estate tax reduction amount available for each homestead \$4.12 and farmstead of \$2.05. Adding this additional amount to the preliminary calculation of the maximum real estate tax reduction amount of \$315.91 the final maximum real estate tax reduction amount applicable to each approved homestead is \$320.02 and to each approved farmstead is \$160.01.

4. **Homestead and Farmstead exclusion calculation.** Dividing the paragraph 3 maximum real estate tax reduction amount of \$320.02 by the School District real estate tax rate of 16.5 mills (.01650), the maximum real estate assessed value reduction to be reflected on tax notices as homestead exclusion for each approved homestead is \$19,395.15 and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is \$9,697.58.
5. **Homestead/Farmstead exclusion authorization – July 1 tax bills.** The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$19,395.15. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of \$9,697.58. For purposes of this Resolution, “approved homestead” and “approved farmstead” shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. §

5.2 Approve the following resolution regarding the 2018 tax year ~~FY-19~~ Homestead/
Farmstead Exemptions cont'd:

6926.341(g)(3), based on homestead/farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax.

President Baer called for a recess at 5:30 p.m.

Mrs. Lake, Dr. Penman and Mr. Schefsky left the meeting at 5:30 p.m.

The meeting reconvened at 6:24 p.m.

Motion made by Mr. Sweeting, seconded by Mr. Welteroth, to approve the balance of the agenda and addendum.

The motion carried unanimously.

5.3 Approve the following financial reports:

A. Payroll Report for the month of May 2018:

General Fund – Unrestricted	\$3,541,144.18
General Fund – Restricted	188,390.83
Food Service Fund	99,793.16
Earned Income Tax	42,090.96
Student Activities	<u>.00</u>
TOTAL	\$3,871,419.13

5.4 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
06/05/18	\$469,449.52	06/05/18A	128,091.51
06/05/18B	22,701.57	05/01/18C	15,861.68
06/05/18D	15,821.21	06/05/18E	1,470.75
06/05/18F	7,147.14	06/05/18G	1,445,357.18
06/05/18H	90,892.15	06/05/18I	2,800.00
06/05/18J	2,025.00	06/05/18K	106,438.70
06/05/18L	1,504,547.62		

FINANCE REPORT CONT'D:

5.5 Authorize the following action relative to Fiscal Year 2018-2019:

A. A public official bond in the amount of \$500,000 for the following, for the faithful performance of duties for the period beginning July 1, 2018 and the premium paid in accordance with Sections 431, 436 and 658 of the Public School Code of 1949, as amended:

1. Wanda M. Erb, Board Secretary/Business Administrator (as Board Secretary)
2. Brett A. Leinbach, Director of Finance and Accounting/Treasurer (as Treasurer)
3. Dorothy E. Hilliard, Tax Office Manager (as Tax Officer)

B. The Treasurer to invest funds temporarily to surplus the needs of the Williamsport Area School District during fiscal year ending June 30, 2019 in accordance with the provisions of the School Laws of Pennsylvania, 1949 as amended, Section 440.1.

C. The Purchasing Agent to purchase material and supplies, contracted services, furniture, equipment, textbooks and other goods and services for which appropriations are made in the budget for the fiscal year ending June 30, 2019, in accordance with the School Laws of Pennsylvania, 1949 as amended, and School Board Policy.

D. The payment of salaries for instructional and non-instructional employees as these salaries become due and payable on the following dates:

07/06/18	07/20/18	08/03/18	08/17/18
08/31/18	09/14/18	09/28/18	10/12/18
10/26/18	11/09/18	11/23/18	12/07/18
12/21/18	01/04/19	01/18/19	02/01/19
02/15/19	03/01/19	03/15/19	03/29/19
04/12/19	04/26/19	05/10/19	05/24/19
06/07/19	06/21/19		

E. The following signatories for all depositories of the funds of the Williamsport Area School District for the fiscal year ending June 30, 2019:

- | | | |
|-------------------|---|--|
| Lori A. Baer | - | Board President |
| Wanda M. Erb | - | Business Administrator/Board Secretary |
| Brett A. Leinbach | - | Treasurer |

FINANCE REPORT CONT'D:

5.5 Authorize the following action relative to Fiscal Year 2018-2019 cont'd:

F. The following depositories of the funds of the Williamsport Area School District be authorized for the fiscal year ending June 30, 2019:

BB&T	Fidelity Investments
First National Bank	FNB Bank
JP Morgan Chase Bank	M & T Bank
Multi-Bank Securities, Inc.	PNC Bank
Santander Bank	TD Bank
US Bank	Wells Fargo Bank
The Bank of New York Mellon	
Pennsylvania Local Government Investment Trust (PLGIT)	
Pennsylvania School District Liquid Asset Funds (PSDLAF)	

BOARD POLICY

6.1 Approve the first reading of policy 140.1 "Extracurricular Participation by Charter/Cyber Charter Students" of the Williamsport Area School District Board Policy.

CURRICULUM REPORT

- 7.1 Approve the Cochran Primary School handbook for the 2018-19 school year.
- 7.2 Approve the Hepburn-Lycoming Primary School handbook for the 2018-19 school year.
- 7.3 Approve the Jackson Primary School handbook for the 2018-19 school year.
- 7.4 Approve the Stevens Primary School handbook for the 2018-19 school year.
- 7.5 Approve the Curtin Intermediate School handbook for the 2018-19 school year.
- 7.6 Approve the Lycoming Valley Intermediate School handbook for the 2018-19 school year.
- 7.7 Approve the Williamsport Area Middle School handbook for the 2018-19 school year.
- 7.8 Approve the Williamsport Area High School handbook for the 2018-19 school year.
- 7.9 Approve an agreement with the University of Pennsylvania to provide a Penn Literacy Network summer workshop for Grades 4-12 district administrators at a cost of \$3,200, which will be paid through Title II funds.

CURRICULUM REPORT CONT'D:

- 7.10 Approve an agreement with the Williamsport YMCA for the School-Age Child Care Program to use Cochran Primary School, Hepburn-Lycoming Primary School, Jackson Primary School, Stevens Primary School, Curtin Intermediate School and Lycoming Valley Intermediate schools for the provision of Before and After School Child Care for the 2018-2019 school year. The program will use the facilities in these schools as defined in the agreement. As the program is a direct advantage to district families, the waiver of fees is requested.
- 7.11 Approve a 3-year agreement for the 2018-19, 2019-20, and 2020-21 school years with Parchment to provide online transcript services to the district for both graduate and current students. The cost of the 3-year agreement is \$2,750 per year and is funded through the Student Services budget.
- 7.12 Approve the Williamsport Area High School Class of 2019 to hold the 2019 Junior/Senior Prom at the Genetti Hotel during the month of May 2019. All costs associated with the prom will be paid with Class of 2019 funds.
- 7.13 Approve the 2018 Extended School Year (ESY) tuition agreement with New Story School to provide a student with special education requirements all related services at a rate of \$355.00 per day.
- 7.14 Approve the annual IDEA contract with BLaST IU 17 for the 2018-2019 school year. The provisions of the contract stipulate that the Intermediate Unit will release funding to the school district to support the provision of the programs and services to students with disabilities. The amount of the contract is \$806,777.36.
- 7.15 Approve an agreement with Edgenuity to provide online cyber school courses and curriculum for students in Grades 7-12 who are enrolled in the Williamsport Area School District's cyber academy. The costs for Edgenuity are included in the Student Services 2018-2019 budget up to a maximum of \$275,000. The agreement will provide 20 reusable licenses, and up to 60 full time student semester licenses that will only be billed for if and when used by the district.
- 7.16 Approve a proposal from Graybar, 2400 Reach Road, Williamsport, PA for \$16,802.95. This proposal includes material needed to supply 16 classrooms and 16 offices (1 Pod) at the Williamsport Area High School with 11 network drops per room. All materials listed on the proposal are listed on the US Communities Contract MA-IS-154-125. Work to be completed by the Technology Department. This purchase would be funded by the Technology Reserve.
- 7.17 Approve a 36-month service agreement with Monsido, Inc., 7220 Trade St., Suite 305, San Diego, CA for \$2,134 per 12 month period, billed July 1st. Services include quality assurance, search engine optimization, ADA scanning, customer support, uptime monitoring, PDF accessibility testing and web-analytics for the newly designed district website, currently under development. This service agreement will be funded by the Technology budget.

CURRICULUM REPORT CONT'D:

- 7.18 Approve an agreement with Calvert for Schools to provide online cyber school courses and curriculum for students in grades K-6 who are enrolled in the Williamsport Area School District's cyber academy. The costs for Calvert are included in the Student Services 2018-2019 budget up to a maximum of \$275,000. The agreement will provide licenses that will only be billed for if and when used by the district.
- 7.19 Approve the following summer professional development and curriculum writing days for teachers at the contract rate of \$150.00 per day for the grade levels/buildings listed. The cumulative total is up to 320 days to cover all K-12 summer work days requested by principals and curriculum supervisors. Costs will be through the Title II and professional development budgets.
- High School, grades 9-12, up to and not to exceed: 88 days
 - Middle School, grades 7-8, up to and not to exceed: 40 days
 - Intermediate Elementary, grades 4-6, up to and not to exceed: 75 days
 - Primary Elementary, grades K-3, up to and not to exceed: 97 days
 - Special Education, grades 7-12, up to and not to exceed: 20 days
- 7.20 Approve a Letter of Agreement with Commonwealth Health to provide educational services to Williamsport Area School District students hospitalized at the First Hospital in Kingston, PA. Inpatient educational services will be provided by the partial hospitalization program at a rate of \$110 per day for the 2018-2019 school year.

PERSONNEL REPORT

8.1 MEMORIAL RESOLUTION – Crystal T. Maddy

Adopt the following revised memorial resolution:

WHEREAS, the Board of School Directors of the Williamsport Area School District observes with profound sorrow the untimely passing from this life of Crystal T. Maddy who for over 17½ years was a dedicated administrative support and aide for the School District,

WHEREAS, the Board recognizes with respect and appreciation the devotion and time she gave to the School District,

WHEREAS, the tragic loss of Crystal will be felt by many for a long time; now, there it be

RESOLVED: that the Board of School Directors of the Williamsport Area School District tenders its deepest sympathy to his family in their bereavement, with the comforting knowledge that her life was well spent for the good of her fellow man

FURTHER RESOLVED: that the members of this School Board direct that this resolution be spread upon the official minutes of this body and that a copy be presented to Mrs. Maddy's family.

8.2 RESIGNATIONS

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

- A. Eric C. Anderson, full-time Maintenance Specialist for the District, for the purpose of retirement, effective July 6, 2018.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Eric C. Anderson from service in the Williamsport Area Schools and expresses its sincere appreciation for his almost 35 years of dedicated service to our school system as a maintenance specialist and custodian. It further expresses the hope that his years of retirement will be many and richly rewarding.

- B. Gwendolyn J. Gower, full-time Administrative Support in the Business Office at the DSC, for the purpose of retirement, effective August 31, 2018.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Gwendolyn J. Gower from service in the Williamsport Area Schools and expresses its sincere appreciation for her over 32 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.

- A. Taylor A. Kerstetter, full-time Speech & Language Support at Stevens Primary School, for other employment, effective June 7, 2018.
- D. Jennifer R. Branca, part-time Aide (Special Education; 185 days; 5 hours per day) at Cochran Primary School, due to relocation out of the area, effective June 6, 2018.

8.3 LEAVES OF ABSENCE

Approve the following leave(s) of absence:

- A. Lisa L. Lucas, part-time Food Service Worker at Curtin Intermediate School, for an unpaid leave, effective May 16, 2018, through June 7, 2018.
- B. Teresa M. Willets, part-time Food Service Worker at the high school, for an unpaid leave, effective May 15, 2018, through June 7, 2018.

8.4* ELECTION OF STAFF

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

8.4* ELECTION OF STAFF CONT'D:

- A. Amanda K. Kurtz, as a professional employee, effective with the 2018-2019 school term (tentative date is August 23, 2018), to be currently assigned to teach Special Education at the middle school, at a salary rate of Step 2, bachelor's, \$50,250 (+ \$200), pending receipt of all necessary clearances and necessary information (replacing Sheri Ruffing, retired). Ms. Kurtz will also be scheduled to participate in Induction Program activities before the start of the 2018-2019 school term.
- B. Tara L. Wanamaker to be currently assigned to full-time Food Service Production Manager (180 days, 7¼ hours, 6:45 a.m. – 2:30 p.m.) at Curtin Intermediate School, with a base wage rate of \$16.76 per hour, effective August 23, 2018, but will also work on August 9, 2018, for Professional Development Day training at Penn College (replacing Mary Masden, transferred).
- C. Wanda M. Erb as Board Secretary of the Williamsport Area School District to complete the unexpired term of Jeffrey L. Richards, ending June 30, 2021.

Section 404 of the Public School Code of 1949, as amended, established a four-year term of office, for the Board Secretary. Since Board Policy 005 specifies that the Secretary shall also be the Business Administrator of the School District, the term of office of the Business Administrator coincides with that of the position of Secretary.

- D. Brett A. Leinbach as Treasurer of the Williamsport Area School District for a term of one year, effective July 1, 2018.

Section 404 of the Public School Code of 1949, as amended, established a one-year term of office for the Treasurer.

- E. Valaquenta S. Anderson as a temporary professional employee, effective with the 2018-2019 school term (tentative date is August 23, 2018), to be currently assigned to teach Special Education (Learning Support) at Curtin Intermediate School, at a salary rate of Step 1, bachelor's, \$49,700 (+ \$200 for Spec. Ed.) (replacing Alesha Emery, resigned). Ms. Anderson will also be scheduled to participate in Induction Program activities before the start of the 2018-2019 school term.
- F. Andrea M. Campbell as a temporary professional employee, effective with the 2018-2019 school term (tentative date is August 23, 2018), to be currently assigned to teach Social Studies (7th Grade) at the middle school, at a salary rate of Step 1, Master's + 18, \$53,817, pending receipt of updated clearances and all other necessary information (replacing Dustin Brouse, transferred). Ms. Campbell will also be scheduled to participate in Induction Program activities before the start of the 2018-2019 school term.

8.4* ELECTION OF STAFF CONT'D:

- G. Lexie E. Diaz as a temporary professional employee, effective with the 2018-2019 school term (tentative date is August 23, 2018), to be currently assigned to teach 2nd Grade at Jackson Primary School, at a salary rate of Step 1, bachelor's, \$49,700, pending receipt of PDE Certification and all other necessary information (replacing Patrice Newton, retired). Ms. Diaz will also be scheduled to participate in Induction Program activities before the start of the 2018-2019 school term.
- H. Jenna L. Fisher as a professional employee, effective with the 2018-2019 school term (tentative date is August 23, 2018), to be currently assigned to teach Speech and Language Support at Jackson Primary and Lycoming Valley Intermediate Schools, at a salary rate of Step 5, master's, \$57,929 (+ \$200 for Spec. Ed.), pending receipt of all pending clearances and all other necessary information (replacing Ruth Schon, retired). Ms. Fisher will also be scheduled to participate in Induction Program activities before the start of the 2018-2019 school term.
- I. Amber L. Giampietro as a temporary professional employee, effective with the 2018-2019 school term (tentative date is August 23, 2018), to be currently assigned to teach 5th Grade at Lycoming Valley Intermediate School, at a salary rate of Step 1, bachelor's, \$49,700, pending receipt of all other necessary information (replacing Marcia Cuzzo, retired). Ms. Giampietro will also be scheduled to participate in Induction Program activities before the start of the 2018-2019 school term.
- J. Olivia N. Lowe as a temporary professional employee, effective with the 2018-2019 school term (tentative date is August 23, 2018), to be currently assigned to teach 1st Grade at Jackson Primary School, at a salary rate of Step 1, master's, \$53,079 (replacing Laura Hess, retired). Ms. Lowe will also be scheduled to participate in Induction Program activities before the start of the 2018-2019 school term.
- K. Tiara R. Todd as a temporary professional employee, effective with the 2018-2019 school term (tentative date is August 23, 2018), to be currently assigned to teach 3rd Grade at Hepburn-Lycoming Primary School, at a salary rate of Step 1, bachelor's, \$49,700, pending receipt of all updated clearances (replacing Bruce Sacavage, retired). Ms. Todd will also be scheduled to participate in Induction Program activities before the start of the 2018-2019 school term.
- L. Taylor L. Donahay to be currently assigned to part-time Weekend/Holiday Security Guard (1st shift; up to 8 hours per day, Saturdays and Sundays during school year and holidays) at the high school, with a base wage rate of \$13.33 per hour, effective June 8, 2018 (replacing Austin Reidy, transferred).
- M. The following persons as Special Education Summer School teachers (Hybrid Delivery On-Line and Face-to-Face) for the District, effective June 11, 2018, through August 3, 2018, as needed, at the summer school contract rate of \$31.20 per hour, not to exceed the hours listed below:

8.4* ELECTION OF STAFF CONT'D:

M. The following persons as Special Education Summer School teachers cont'd:

Course hours will be determined by student registrations (face-to-face time between hours of 10 am and 12 pm Monday – Thursday; all students – 14 hours staff minimum/6 student hours face-to-face)

Elizabeth Anne Dincher	Special Ed. /Mathematics
Nichole R. Burns	Special Ed. /Mathematics

Paula E. Bower	Special Ed. /English
Carol W. Porter	Special Ed. /English

8.5* POSITION CHANGES

Approve the following position change(s):

- A. Natalie J. Borosky from a full-time 5th Grade teacher at Curtin Intermediate School to be re-assigned to a full-time 4th Grade teacher at Curtin Intermediate School, at the 2018-2019 school year contract salary rate, effective August 23, 2018 (due to student enrollment).
- B. Kimberly A. Brosan from a full-time Librarian at the high school to be currently re-assigned to a full-time Librarian at the high school and the middle school, at the 2018-2019 school year contract salary rate, effective August 23, 2018 (realignment of program with the retirement of Wanda Buck).
- C. Dustin B. Brouse from a full-time Social Studies teacher at the middle school to be currently assigned to a full-time Technology Education teacher at the middle school, at the 2018-2019 school year contract salary rate, effective August 23, 2018 (replacing Jennifer Youmans Weaver, transferred).
- D. Vikki L. Cipriani from a full-time Social Studies teacher at the high school to be currently re-assigned to a full-time Social Studies (7th Grade) teacher at the middle school, at the 2018-2019 school year contract salary rate, effective August 23, 2018 (replacing Phyllis McKernan, retired).
- E. Leah A. Cox from a full time 1st Grade teacher at Cochran Primary School to be reassigned to a full-time 2nd Grade teacher at Cochran Primary School, at the 2018-2019 school year contract salary rate, effective August 23, 2018 (due to student enrollment).
- F. Melissa A. Turner from a full-time English (9th Grade) teacher at the high school to be currently re-assigned to a full-time English/Language Arts (8th Grade) teacher at the middle school, at the 2018-2019 school year contract salary rate, effective August 23, 2018 (replacing Karen Furman, retired).

8.5* POSITION CHANGES CONT'D:

- G. Emily B. Linn from a full-time School Nurse at Hepburn-Lycoming Primary and Curtin Intermediate Schools, to be currently assigned to a full-time School Nurse at the middle school, at the 2018-2019 school year contract salary rate, effective August 23, 2018 (replacing Donna Callahan, retired).
- H. Fatima Y. Miller from a part-time School Nurse at Jackson Primary School to be currently assigned to a full-time School Nurse Hepburn-Lycoming Primary and Curtin Intermediate Schools, at the 2018-2019 school year contract salary rate, effective August 23, 2018 (replacing Emily Linn, transferred).
- I. Patricia A. Dershem from full-time Librarian Technician at the high school to be currently re-assigned to full-time Librarian Technician at the middle school, at the 2018-2019 school year contract salary rate, effective August 23, 2018 (realignment of library program; position relocated from the high school to the middle school).

8.6 CONTRACTED SERVICES

- A. Authorize Bayada Home Health Care, Inc., 209 East Third St., Williamsport, to provide RN/LPN Nursing services as needed at the rate of \$50.00 per hour for hours worked for the Williamsport Area School District, effective August 30, 2018, through August 30, 2019.
- B. Approve Cindi L. Brown, qualified interpreter of American Sign Language (ASL) and Pidgin Sign English (PSE) to provide day-to-day substitute interpreter services (as needed) to eligible students at the rate of \$40.00 per hour (\$10.00 for each quarter hour) for hours worked and travel time (not to exceed two hours each day), effective July 1, 2018, through June 30, 2019.

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.

10.1 Approve the following student trips cont'd:

- A. One (1) Williamsport Area High School student, accompanied by two teachers, to travel to Louisville, Kentucky for six days during June 2018 to participate in the National SkillsUSA Competition.

Transportation will be provided in a rental vehicle. All costs will be paid through the CTE budget.

10.2 Approve the following request for facility use:

- A. American Red Cross to use the commons (15 tables and 50-60 chairs) at the high school on October 31, 2018; February 12, 2019 and April 25, 2019, from 8:00 am until 4:00 pm, to hold blood drives for students and faculty. American Red Cross is requesting relief of the occupancy fee estimated at \$300.00. Certificate of Insurance to be received.
- B. American Cancer Society to use the cafeteria, gymnasium, one classroom and hallways at the Williamsport Area Middle School, on Friday, June 1, 2018, beginning at 3:30 p.m. through Saturday, June 2, 2018 until 1:00 p.m. to hold the Williamsport Relay for Life event (event moved indoors due to possible inclement weather). The American Cancer Society is requesting relief of the occupancy fee estimated at \$2,100.00. Certificate of Insurance on file.

BIDS/CONTRACTS

- 11.1 Authorize the District's participation in the Commonwealth of Pennsylvania Department of General Services Costars (sodium chloride) road salt contract program for the 2018-2019 school year.

- 11.2 Approve a proposal with The Gordian Group of Greenville, SC to provide the following for the Ultraviolet Disinfection System for the Hepburn-Lycoming Primary School waste water system. All construction in accordance with Gannett Fleming drawings dated 5/11/18 including the following items: Supervision and coordination - Mounting brackets - Fasteners - Pipe supports - Excavation and backfill - Pipe stone bedding - Final grading and seeding - 2" PVC sch. 40 pump discharge pipe and fittings - 4" PVC sch. 40 UV Effluent pipe and fittings- 1" Air tubing in 2" PVC sch. 40 conduit - 2" rigid Electrical conduit and wire for power and controls - floor drain - Slop sink and faucet - Cartridge Filter - Magnetic Floe Meter - Pressure relief valve - Ball valves - Differential pressure switch - All work scheduled for Chlorine tank alterations by CromaFlow - Concrete cutting, removal and replacement as needed. This proposal was obtained through KPN at a cost of \$104,319.59 and will be paid out of Capital Reserve.

- 11.3 Approve a proposal for the purchase of an EnAqua M3-U8 Ultraviolet Disinfection System for Hepburn-Lycoming Primary School waste water system at a cost of \$14,122.00 from Sherwood-Logan & Associates of Langhorne, PA. This proposal was obtained through the state Co-Stars program and will be paid out of Capital Reserve.

BIDS/CONTRACTS CONT'D:

- 11.4 Approve a quotation for the installation of (2) charcoal filter tanks for Hepburn-Lycoming Primary School waste water system at a cost of \$12,073.00 from Quality Air Mechanical, Inc., South Williamsport, PA. Costs will be covered from the Plant Operations budget.
- 11.5 Approve a proposal for a (3) year agreement, starting March 1, 2018 through December 31, 2021, for a water management program for the heating and cooling water systems in the Williamsport Area School District at an annual cost of \$8,860.00 from Guardian CSC of York, PA. Costs are budgeted in the Plant Operations budget.
- 11.6 Approve the quotation for the purchase of a 33 pound Aluminum Volleyball Net System and a Storage wall rack system for the High School at a cost of \$10,480.35 and \$756.50 respectively, from Sports Imports of Columbus, OH. Costs are budgeted in the Athletics budget.
- 11.7 Approve a quotation for testing, inspection and crumb rubber infill cleaning for the High School football field and the Balls Mills soccer field at a cost of \$5,250.00 from Turf Assist, Synthetic Turf Services of Exton, PA. Costs are budgeted in the Plant Operations budget.

TAX ITEMS

- 12.1 Approve the following tax summaries.

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

Thanked the board for passing the budget.

Informed the board that we are in Fall hiring mode – trying to hire staff as soon as possible.

Reminded everyone that graduation is Thursday evening.

ITEMS FROM BOARD MEMBERS

Mr. Sweeting informed everyone that he is working with community organizations to build an inclusive playground at Stevens Primary School.

ITEMS FROM PUBLIC

Angela Deitrick wanted to thank the teachers/district for all they have done for her children.

John Shableski spoke regarding the importance of school librarians.

President Baer announced that an executive session for legal, personnel and real estate matters would follow the meeting.

June 5, 2018

Upon motion made by Mr. Sweeting, seconded by Mrs. Confair and carried, the meeting adjourned at 6:46 PM.

Brett A. Leinbach, Acting Board Secretary