

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, March 5, 2019, 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, Brette C. Confair, Patrick A. Dixon, Jennifer Lake, Jane L. Penman, Barbara D. Reeves, Marc D. Schefsky, Nancy Somers, Adam C. Welteroth.

**ABSENT:** None

**OPENING EXERCISES** were provided by Dr. Nancy Somers

Motion made by Dr. Somers, seconded by Dr. Penman, to appoint Anne M. Logue as secretary pro tempore for this meeting only, due to the absence of Board Secretary Wanda M. Erb.

The motion carried.

**APPROVAL OF MINUTES:** Regular Meeting – February 19, 2019

**Student Representatives:** Alexis Griess and Isaac Ritter provided the following: The girls' basketball team made it to the district championship, unfortunately they lost. Several of our wrestlers are moving on to the State finals. The theme for the prom is "A night under the stars." Mamma Mia is the weekend of March 15 and 16. Regional Chorus is March 21 – 23. Some band, orchestra and chorus students will then be heading to Orlando the end of March to perform at Disney.

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

- A. Elementary Data presentation by Mr. John Killian, Director of Elementary Curriculum; Patti Wylie, Director of Federal Programs; Cindy Schuyler, Cochran Principal; Michele Kunkle, Hepburn-Lycoming Principal; Kirk Felix, Jackson Principal; Jim Ellis, Stevens Principal; David Michaels, Curtin Principal; and Tim Fausnaught, Lycoming Valley Principal. Each principal presented their school's PSSA data to the Board highlighting results in English Language Arts; Math and Attendance.

Motion was made by Dr. Penman, seconded by Dr. Somers for an omnibus to include minutes, agenda, and addendum.

The motion carried.

**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
03/05/19	333,216.89	03/05/19A	151,720.82
03/05/19B	7,094.51	03/05/19C	398.65
03/05/19D	1,436,444.80	03/05/19E	876,253.88
03/05/19F	140.00	03/05/19G	53.74
03/05/19H	1,014,756.57	03/05/19I	95,309.70
03/05/19J	3,937,581.33	03/05/19K	5,087.63

- 5.2 Approve budget transfers for FY19, dated January 23, 2019 to March 5, 2019, as presented in accordance with Section 609 of the Public School Code of 1949, as amended:

**BOARD POLICY**

- 6.1 Approve the first reading of policy 113.3 “Screening and Evaluations for Students with Disabilities” of the Williamsport Area School District Board Policy.

**CURRICULUM REPORT**

- 7.1 Approve the 2019-2020 Williamsport Area School District calendar.
- 7.2 Approve the formation of a Girls’ 7<sup>th</sup> & 8<sup>th</sup> Grade Volleyball Program at the Williamsport Area Middle School for the 2019-2020 school year.
- 7.3 Approve the 2019 Spring Sports Schedules for the Williamsport Area School District.
- 7.4 Approve the Lock Haven University Course “Intro to Computer Science.” This request includes offering 1.0 Williamsport Area High School elective credit, and including the course on the student’s transcript as a 1.4 weight, commensurate with dual enrollment courses. The course will factor into the grade point average, and will contribute to class rank as long as the student’s total credits do not exceed eight (8) for the 2019-20 school year. The course description has been reviewed and approved by the high school principal. Cost for the course is the responsibility of the family. The final grade must be reported to the school by June 1<sup>st</sup> on an official Lock Haven University Transcript.
- 7.5 Approve the Lock Haven University Course “Intro to Criminal Justice.” This request includes offering 1.0 Williamsport Area High School elective credit, and including the course on the student’s transcript as a 1.4 weight, commensurate with dual enrollment courses. The course will factor into the grade point average, and will contribute to class rank as long as the student’s total credits do not exceed eight (8) for the 2019-20 school year. The course description has been reviewed and approved by the high school principal. Cost for the course is the responsibility of the family. The final grade must be reported to the school by June 1<sup>st</sup> on an official Lock Haven University Transcript.

**CURRICULUM REPORT CONT'D:**

- 7.6 Approve the purchase of 36 digital recorders from AngelTrax at a cost of \$32,033.36, which includes a one-year license and system setup for STA vehicles at a cost of \$32,033.36. Costs will be paid through the Technology Budget.
- 7.7 Approve a Memorandum of Understanding between the Williamsport Area School District and STEP, Inc., administrator of STEP Head Start for the purpose of coordinating mutually beneficial activities of the parties involved to provide effective services for children and their families.

This MOU is a new requirement of the Elementary and Secondary Education Act as amended by the Every Student Succeeds Act. The MOU will need to be submitted to PDE annually as part of Federal Programs.

- 7.8 Approve the following stipends for the production staff and musicians of *Mamma Mia* to be performed at the WAHS on March 15-16, 2019.

These stipends are funded through the Williamsport Area High School Musical Activity Account.

Jacklyn Gailit – Choreographer	\$1,200.00
Emily Green – Set Painter	\$700.00
Todd Kendall – Lighting	\$500.00
Melinda Sechrist – Pit	\$450.00
Karl Fisher – Pit	\$450.00
Kristin Fisher – Pit	\$450.00
Ryan Pritchard – Pit	\$450.00
Nicholas Eischeid – Pit	\$450.00
Donald Fisher – Pit	\$450.00
Marisa Hickey – Pit	\$450.00

- 7.9 Approve a Letter of Agreement with Crossroads Counseling, Inc. to ensure continuity of care for students receiving mental health and substance abuse services through the agency. The agreement will expire in March 2021.
- 7.10 Approve a Letter of Agreement with Community Services Group (CSG) to ensure continuity of care for students receiving mental health services through the agency. The agreement will expire in March 2021.

**PERSONNEL REPORT**

**8.1 RESIGNATIONS**

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

8.1 RESIGNATIONS CONT'D:

- A. Tammi M. Grove, full-time 2nd Grade teacher at Stevens Primary School, for the purpose of retirement, effective at the completion of the 2018-2019 school year (tentative ending date of June 10, 2019).

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Tammi M. Grove from service in the Williamsport Area Schools and expresses its sincere appreciation for her 28½ 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. Jenny R. Canfield, part-time Aide at the high school, for other employment, effective March 15, 2019.
- C. Elizabeth M. Moore, substitute teacher for the District, for personal reasons, effective March 4, 2019.

8.2 LEAVES OF ABSENCE - Approve the following leave(s) of absence:

- A. Jeremy S. Loveland, Director of Technology for the District, for military leave on July 5, 2019, through May 2020 (as reflected in orders), in accordance with School District Policy Manual and Act 174 of 1990.
- B. Kimberly L. Kaiser, full-time Head Custodian at Lycoming Valley Intermediate School, for an unpaid leave, effective February 13, 2019, through April 2, 2019.

8.3\* ELECTION OF STAFF

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

- A. Caren B. Hurley to be currently assigned to part-time Food Service Worker (5 hours per day; 8:30 a.m. – 2:00 p.m.) at Jackson Primary School, with a base wage rate of \$12.57 per hour, effective March 6, 2019 (replacing Maureen Dincher, transferred).
- B. 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**

Softball

Varsity Assistant:

Thomas P. O'Malley (5)\* ++

\$1,600

[++Booster Funded Position]

8.3\* ELECTION OF STAFF CONT'D:

B. The following spring sports coaches cont'd:

**Williamsport Area High School**

Boys Track & Field

Assistant:	Devin K. Miller (0) *	\$2,560
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Softball

Volunteer:	Lexie E. Diaz	---
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Girls Track & Field

Volunteer:	Jordyn L. Gehr	---
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B/G Track & Field

Volunteer:	Justin D. Hoffman	---
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**Williamsport Area Middle School**

Girls MS Soccer:

Volunteer:	Mackenzie R. Bowman	---
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C. The following winter sport 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**

Wrestling

Volunteer:	Sean A. Andrews	---
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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:

David A. Cendoma (effective 03/06/19)

E. The following substitute administrative support/aide(s), subject to assignment by the Superintendent of Schools, at the hourly rates established by Board policy (\$9.00 per hour; up to a maximum of 180 days per year) and only for the actual number of hours assigned and worked:

Brittany R. Seitzer (effective 03/06/19)

8.3\* ELECTION OF STAFF CONT'D:

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

Angela K. Harman (effective 03/06/19)  
Heather M. Michael (effective date to be determined)

- G. Brandon Coleman to be currently assigned to full-time Supervisor of Pupil Transportation & School Safety for the District, at a salary of \$73,000, prorated, and benefits as provided in the Act 93 Compensation Plan, effective April 1, 2019, pending receipt of all required paperwork including clearances (replacing Scott Williams, resigned).

- H. The following person(s) as non-certified substitute teacher(s) with receipt of an emergency permit, subject to assignment by the Superintendent of Schools, at the salary and/or rates as established by Board policy (\$90 per day for first 45 days; \$110 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 during the 2018-2019 school year:

Paisley J. Simmons (effective 03/06/19)

8.4\* POSITION CHANGES

Approve the following position change(s):

- A. Sharif D. Ali from a full-time Custodian (2<sup>nd</sup> shift) at Stevens Primary School to be currently assigned to full-time Head Custodian Class IV (1<sup>st</sup> shift; 250 days per year, 8 hours per day) at Hepburn-Lycoming Primary School, with a base wage rate of \$42,660, prorated (\$21.33 per hour), effective date to be determined (replacing James Johnston, retired).
- B. David R. Bradley from a part-time Custodian (2<sup>nd</sup> shift) at Cochran Primary School to be currently assigned to full-time Custodian (2<sup>nd</sup> shift; 250 days per year, 8 hours per day) at Jackson Primary School, with a base wage rate of \$37,720, prorated (\$18.86 per hour), effective date to be determined (replacing Paul Carpenter, transferred).
- C. Revise as indicated: Deborah A. Godfrey from a part-time Food Service Worker (3 hours per day) at the high school to be currently assigned to part-time Food Service Worker (~~5.5 hours~~ 5.0 hours per day; 08:00 a.m. – 1:30 p.m.; *includes 1/2 hour break*) at Curtin Intermediate School, with a base wage rate of \$12.57 per hour, effective March 6, 2019 (replacing Lisa Lucas, resigned).

8.5 OTHER

- A. Approve the addition of five (5) full-time Class I Custodial positions in lieu of the current ten (10) vacant part-time custodial positions and two (2) full-time vacant maintenance positions. This recommended adjustment to custodial and maintenance staffing is budget neutral.

**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. Seven (7) special education students from Lycoming Valley 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 by the special education budget.
- B. Two (2) sixth grade students from Lycoming Valley Intermediate School, accompanied by a teacher and counselor, to travel to Penn College during March 2019 to participate in a STEM competition. The students will be transported in the district van. One substitute will be required for the day.
- C. Nine (9) Williamsport Area Middle School students, accompanied by a teacher, to travel to the Williamsport Escape Room during March 2019 as a SWPB reward. The students will be transported in the district van.
- D. Thirty (30) Model United Nations student participants from the Williamsport Area High School, accompanied by two teachers, to travel to New York City during April 2019 to visit the United Nations to watch a session and take a tour. Transportation will be provided by contract carrier. Expenses will be paid through the Social Studies budget. Two substitutes will be required for the day.

10.1 Approve the following student trips cont'd:

- E. Thirty (30) special education students from the Williamsport Area High School, accompanied by their teacher, aides, and administration) to travel to Penn College during March 2019 to participate in a transition conference. District transportation is requested and will be paid through the special education budget. One substitute is required for the day.
- F. Six (6) Williamsport Area High School choir students, accompanied by a teacher, to travel to Canton Area High School for three days during March 2019 to participate in the PMEA All State Choir. Transportation will be provided in the district van. One substitute will be required for two days.
- G. Six (6) members of SADD from the Williamsport Area High School, accompanied by their advisor, to travel to Penn College during March 2019 to attend a conference. Transportation will be provided in the district van. One substitute will be required for the day.
- H. Two (2) Williamsport Area High School CTE students, accompanied by their teacher, to travel to the Antique Auto Museum (Hershey) during March 2019 to compete in the PAA Statewide Competition. The students will be transported in the district van. One substitute will be required for the day.
- I. Thirty-one (31) Williamsport Area High School band students, accompanied by their teacher, to travel to Lycoming Valley Intermediate School during March 2019 to participate in Yam Jam. The students will be transported by their parents. There will be no cost to the district.

**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 2019-2020 school year.
- 11.2 Approve a proposal from The A. G. Mauro Company, 580 Industrial Drive, Lewisberry, PA, to supply and install an intruder locking system for the doors at Curtin Intermediate School at a COSTARS price of \$11,225.00. Funds will come from Maintenance and Facilities budget.

**TAX ITEMS**

- 12.1 Approve the following tax summaries

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

Thanked the curriculum team, principals and Dr. Bigger for the presentation on Data this evening.



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

Thanked Dr. Poole, Richard McCusker and Wanda Erb for their assistance during the time period without a Director of Transportation.

Announced that the location for the March 19<sup>th</sup> board meeting has changed. The board meeting will be at Stevens Primary School. Building tour to begin at 5:00 p.m. Board meeting to begin at 6:00 p.m.

Dr. Bowers noted that the Williamsport/Lycoming Chamber of Commerce outstanding senior is Liam Ferry and outstanding educator is Trevor Enderle.

Reminded the audience that YamJam at Curtin Intermediate School is Friday, March 8<sup>th</sup>.

Kindergarten registration for the district is set for March 18 through March 22.

**ITEMS FROM BOARD MEMBERS**

President Baer commented there are numerous opportunities for board members to attend school events. She attended Mary Poppins and it was very enjoyable.

President Baer participated in the PSBA Board Panel event and was excited how well our members functioned as Board of Directors.

**ITEMS FROM PUBLIC**

Dr. Boerckel mentioned that all 8 Odyssey of the Mind teams are going to states.

Dr. Bigger attended the Lock Haven University round table event for upcoming graduates.

President Baer announced an executive session for personnel and attorney advisement will follow this meeting.

Upon motion made by Mr. Schefsky, seconded by Dr. Penman and carried the meeting adjourned at 7:16 p.m.

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Anne M. Logue, Secretary Pro-Tempore