

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, October 15, 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, Brette C. Confair, Patrick A. Dixon, Jennifer Lake, Jane L. Penman (arrived at 6:48 PM), Marc D. Schefsky, Nancy Somers, Adam C. Welteroth.

**ABSENT:** Barbara D. Reeves

**OPENING EXERCISES:** In the absence of Mrs. Reeves, President Baer provided the opening exercises.

**APPROVAL OF MINUTES:** Regular Meeting – October 1, 2019

Student Representatives – Mason Nevill and Samiyah Little introduced themselves. Mason is a senior who is planning to study engineering at college next year. Samiyah is also a senior. Her future plans are to attend Bloomsburg University majoring in pre-physical therapy. She also recently represented Williamsport Area High School at the Flaming Foliage Festival. They were welcomed to the Board meetings. The students reported on happenings at the high school. Homecoming and the bonfire were well attended despite the weather. The Taco Truck was there and was a big hit. The staff and students actively participated in Spirit Week events. The Powder Puff Game will be held on November 7<sup>th</sup>.

## **REPORTS TO THE BOARD**

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

- A. Mr. David Michaels, Curtin Intermediate Principal and Mr. Tim Fausnaught, Lycoming Valley Intermediate Principal presented PSSA data and reviewed 2017-18 PVAAS data for their respective schools with the Board. The 2018-19 PVAAS data is not available yet but based on PSSA data, growth in PVAAS is anticipated. The attendance score is expected to increase as well. Building action plans and goals were also shared with the Board. Mr. Fausnaught and Mr. Michaels responded to Board questions.
- B. Dr. Richard Poole, Director of Student Services reported on the October 1, 2019 enrollment. Total district enrollment K-12 is 4,929 up 15 students from October 1, 2018. Dr. Poole distributed a report with breakdown by school and grade levels.

A motion was made by Mrs. Confair, seconded by Mrs. Lake for an omnibus to include the agenda, addendum, the minutes from October 1, 2019 and reports. President Baer is abstaining from 8.3 (b) volunteer girls basketball.

**FINANCE REPORT**

5.1 Approve the following financial reports:

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

General Fund – Unrestricted	\$2,882,906.50
General Fund – Restricted	201,226.96
Food Service Fund	83,696.24
Earned Income Tax	44,613.87
Student Activities	<u>.00</u>
 TOTAL	 \$3,212,443.57

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
10/15/19	\$ 15,947.47	10/15/19A	2,905.78
10/15/19B	2,608.09	10/15/19C	11,767.84
10/15/19D	133,334.51	10/15/19E	104,405.88
10/15/19F	987,719.02	10/15/19G	24,515.80
10/15/19H	17,424.59	10/15/19I	16,251.99
10/15/19J	1,725.65		

5.3 Approve the trade of a 1996 Backhoe and the purchase of a Case Compact Wheel Loader with snow pushing box and front loader tines from Groff Tractor at a cost of \$62,495, after \$13,500 trade-in allowance. The purchase will be made through the CoStars State Contract. Approximately \$55,000 would come from the sale of the International Dump truck. The remaining \$6,500 would need to be transferred from reserves.

**BOARD POLICY - None**

**CURRICULUM REPORT**

7.1 Approve an inter-district Agreement with Montoursville Area School District to provide supplementary Title I services for educationally disadvantaged children who reside within the Montoursville Area School District but attend St John Neumann Regional Academy located in the Williamsport Area School District. Title I services will be in accordance with the approved Title I equitable nonpublic funding.

## **CURRICULUM REPORT CONT'D:**

- 7.2 Approve a Powerschool License and Support Agreement for the 2019-20 school year through CAIU at the cost of \$53,361.00 to be funded through the Technology Department budget.
- 7.3 Approve the purchase of a Robinair Recovery/Recycle Machine 34288NI at a cost of \$3,229.99. This equipment will be utilized to help students gain a thorough understanding of state mandated industry competencies in the automotive program and replaces dated equipment. The equipment purchase has been approved by the Automotive Occupational Advisory Committee as well as the Perkins Planning Committee and will be funded through the 2019-2020 Perkins grant.
- 7.4 Approve the purchase of 25 Chromebooks and a lockable cart at a total cost of \$8,033.25. This equipment will be utilized to help students gain a thorough understanding of state mandated industry competencies in the Accounting program and replaces dated equipment. The equipment purchase will be funded through the 2019-20 Perkins grant.
- 7.5 Approve the purchase of a Stryker Renaissance Stretcher at a total cost of \$2,501.19. This equipment will be utilized to help students gain a thorough understanding of state mandated industry competencies in the Health Professions program and replaces dated equipment. The equipment will be funded through the 2019-20 Perkins grant.
- 7.6 Approve the purchase of four (4) Invacare Carroll CS7 Beds at a total cost of \$7,411.00. This equipment will be utilized to help students gain a thorough understanding of state mandated industry competencies in the Health Professions program and replaces dated equipment. The equipment purchase will be funded through the 2019-20 Perkins grant.

## **PERSONNEL REPORT**

### **8.1 RESIGNATIONS**

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

- A. Revise the resignation date for Ipshita Hellberg, full-time Special Education and English teacher at the high school, from October 15, 2019, to October 11, 2019.
- B. Tammy L. Sewell, part-time Food Service Worker at the high school, for other employment, effective October 22, 2019.
- C. Jessica C. Danford, part-time Aide (Non-Special Education) at Lycoming Valley Intermediate School, for other employment, effective October 22, 2019.

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

- A. Kimberly L. Kaiser, full-time Head Custodian at Lycoming Valley Intermediate School, for an unpaid leave, effective October 1, 2019, through November 30, 2019.
- B. Mary Jane Spangler, part-time Custodian at the high school, for an extension of an unpaid leave, effective October 1, 2019, through October 31, 2019.
- C. Kimberly M. Smith, part-time Food Service Worker at the high school, for an unpaid leave, effective August 28, 2019, through September 13, 2019, and September 20, 2019, through October 8, 2019.

8.3\* ELECTION OF STAFF

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

- A. Zoie H. Cipriani to be currently assigned to a part-time Aide (Special Education; up to 185 days per year; up to 5 hours per day) at Cochran Primary School, with a base wage rate of \$14.82 per hour (with degree rate), effective October 16, 2019 (replacing Jessica Long, resigned).
- B. The following winter sport coaches at the respective schools for the 2019-2020 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 Middle School**

Girls Basketball

Volunteer: Dana L. Smith ---

Wrestling

MS Assistant Coach: Sean A. Andrews (1) \* \$2,380

Volunteer: David A. Becker, Elementary Coordinator

- C. The following persons for work on the middle school musical production *Elf, The Musical* to be held on December 6 & 7, 2019, at the rates listed in accordance with the Agreement by and between the Board of School Directors of the Williamsport Area School District and the Williamsport Education Association. This production will take the place of the musical traditionally scheduled in the spring at WAMS:

Marisa S. Hickey	\$1,329
Maureen M. Richards	\$1,200
Edward A. Richards	\$1,329

8.3\* ELECTION OF STAFF CONT'D:

- D. 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 2019-2020 school year:

Stanley Schuyler, Jr. (effective 10/16/2019)

- 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:

Earl Goode (effective date to be determined)

Janice K. Moore (effective 10/16/19)

Barbara G. Smith (effective 10/16/19)

Mary Jane Schramm (effective 10/16/19)

- 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:

Stacy A. Feight (effective 10/16/19)

Tammy L. Sewell (effective 10/23/19)

- G. Jordan H. Englert to be currently assigned to a part-time Aide (Special Education; up to 185 days per year; up to 5 hours per day) at Lycoming Valley Intermediate School, with a base wage rate of \$13.59 per hour (without degree rate), effective October 28, 2019 (replacing Cheri Carson, resigned; Imani Reeves resigned before working in this position after she was transferred).

- H. Karen L. Furey to be currently assigned to a part-time Aide (Special Education; up to 185 days per year; up to 5 hours per day) at the middle school, with a base wage rate of \$14.82 per hour (with degree rate), effective October 16, 2019 (replacing Valorie Singleton, resigned).

8.4\* POSITION CHANGES – None at this time

8.5 ADJUSTMENTS TO SALARY

- A. Approve salary adjustments for the following staff members for credits earned after the Master’s Degree, prior to the beginning of the 2019-2020 school term:

	TOTAL NEW <u>CREDITS</u>	CREDITS <u>TO DATE</u>
Colleen J. Samar	9	18

**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. Retroactive approval: Nine (9) student athletes from the Williamsport Area High School, accompanied by the Athletic Director, traveled to Loyalsock High School during October 2019 to attend a leadership workshop. The students were transported in the district van.
- B. Eight (8) Williamsport Area High School seniors, accompanied by a staff member, to travel to Warrior Run High School during October 2019 to attend a career fair. Transportation will be provided in the district van.
- C. Approximately 72 second grade students from Stevens Primary School, accompanied by their teachers and aides, to travel to Bald Eagle State Park during May 2019. District transportation is requested. All costs will be paid by the Stevens PTA.
- D. Approximately 200 fifth grade students from Lycoming Valley Intermediate School, accompanied by their teachers and aides, to travel to Lake Tobias Wildlife Park during June 2020. District transportation is requested. All costs will be paid by the Lycoming Valley PTO.

10.1 Approve the following student trips cont'd:

- E. Fifteen (15) Williamsport Area High School engineering students, accompanied by a teacher and administrator, to travel to Penn College during October 2019 to attend a career day. District transportation is requested and will be paid through the CTE budget. One substitute is required for the day.
- F. Approximately 25 seniors, accompanied by two staff members, to travel to Warrior Run High School during October 2019 to attend a career fair. District transportation is requested and will be paid through the CTE budget.
- G. Three (3) Williamsport Area High School construction students, accompanied by their teacher, to travel to various locations through the West Branch area from September 2019 through May 2020 to meet and network with local business owners. There will be no cost to the district. The students will be transported by their parents.
- H. Approximately 15 Williamsport Area High School construction students, accompanied by their teacher, to travel to Kohl's Stony Hill Tree Farm (Milton) during October 2019 to meet with Penn College student chapter members to learn more and Penn College. There will be no cost to the district. The students will be transported by their parents.
- I. Approximately 20 Williamsport Area High School engineering students, accompanied by their teacher, to travel to Penn College during October 2019 to attend a conference. District transportation is requested and will be paid through the CTE budget. One substitute will be required for the day.
- J. Five (5) Williamsport Area High School construction students, accompanied by their teacher, to travel to Penn State during March 2020 to attend a construction conference. Transportation will be provided in the district van. One substitute will be required for the day.

- 10.2 Approve Jersey Shore YMCA to use the Williamsport Area High School pool for practices October 2019 through March 2020 at a cost of \$1,000 towards pool maintenance. Practices will be scheduled during the week around the WAHS Swimming schedule.

**BIDS/CONTRACTS** – None

**TAX ITEMS**

- 12.1 Approve the following tax summaries:

**TRANSPORTATION** – None

The motion carried.

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

Crabtree, Rohrbaugh & Associates will be in the district next Tuesday, October 22 to discuss the feasibility process. We will keep the Board updated. The expectation will be meetings with internal stakeholders, a core group and then a larger steering group.

Dr. Bowers thanked Mr. Michaels, Mr. Fausnaught and their staff for their presentation and the time and efforts to put the presentation together.

A potential finance and facilities committee meeting was discussed for November 4<sup>th</sup> at 6:00 PM. An email will be sent to determine the availability of committee members on this date.

**ITEMS FROM BOARD MEMBERS**

Mrs. Lake mentioned the Dwell Orphan Care 5K that is coming up on October 19<sup>th</sup>.

Dr. Penman arrived at 6:48 PM.

Mr. Welteroth commended the band and the talent and caliber of their performance.

**ITEMS FROM PUBLIC – None**

President Baer announced that an Executive Session for personnel and attorney advisement will follow the meeting this evening.

Upon motion made by Mr. Welteroth, seconded by Mr. Schefsky and carried, the meeting adjourned at 6:48 PM.

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Wanda M. Erb, Board Secretary