

September 17, 2019

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, September 17, 2019, 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, Jennifer Lake,
Jane L. Penman, Barbara D. Reeves, Marc D. Schefsky, Adam C. Welteroth.

ABSENT: Nancy Somers

President Baer announced that prior to this evening's meeting the Board met in Executive Session for attorney advisement and a quasi-judicial hearing.

OPENING EXERCISES were provided by Mrs. Brette Confair.

Chad Miller, of Green Avenue, Williamsport from the Billtown Football and Cheer wanted to talk with the Board but would wait to speak at another meeting. Dr. Bowers asked if he wanted to come meet with him and perhaps the concern could be addressed but if not he could be scheduled to meet with the Board at a future meeting. Mr. Miller stated he would contact the Superintendent.

APPROVAL OF MINUTES: Regular Meeting – September 3, 2019.

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

A. President Baer announced that we will have three presentations prior to considering the items on our agenda. The architect/engineering firms provided presentations for the Board to consider their firm to conduct a District-Wide Facility Study for the District. Firms presenting were:

1. Highland Associates
2. EI Associates
3. Crabtree, Rohrbaugh & Associates

Discussion regarding the presentation occurred noting the pros and cons of each firm.

The fee schedules were opened Crabtree, Rohrbaugh & Associates - \$8,500; EI Associates - \$4,900; Highland Associates - \$72,500.

Motion made by Dr. Penman, seconded by Mr. Schefsky to appoint Crabtree Rohrbaugh & Associates for the feasibility student.

All in favor, the motion carried.

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

A motion was made by Dr. Penman, seconded by Mrs. Confair for an omnibus to include presentations, minutes, agenda and the addendum. One correction was noted on Item 7.2, the corrected rate should be \$31.20.

B. Approve the adjudication of student 19/20-01 resulting from a quasi-judicial hearing held earlier this evening.

C. Authorize the board secretary to vote for the following candidates to serve as officers for the Pennsylvania School Boards Association for 2020:

President Elect – Art Levinowitz, Upper Dublin School District
Vice President – David Hein, Parkland School District
Central At Large – Julie Preston, Northern Tioga School District
Section 3 Advisor (term ends Dec. 31, 2021) - Ron Cole, Sayre Area School Dist.

PSBA Insurance Trust Trustee (term ends Dec. 31, 2022)

Kathy Swope, Lewisburg School District
Mark Miller, Centennial School District

School Board Secretaries Forum Steering Committee Trustee (term ends Dec. 31, 2021)

Bethanne Zeigler, Shikellamy School District
Jamie Lynn Zimerofsky, Schuylkill Intermediate Unit 29
Jennifer Davidson, Manheim Township School District

D. Approve Patricia Wylie to serve as a member of the Williamsport Area School District Education Foundation Board of Directors, effective October 1, 2019, through June 30, 2020, as recommended by the Williamsport Area School District Education Foundation. Mrs. Wylie will fill an administrative seat on the board left vacant by Dr. Bernadette Boerckel, who resigned due to other employment.

FINANCE REPORT

5.1 Approve the following financial reports:

A. Treasurer’s Report for the month of August 2019:

5.2 Approve an exception to the Student Activity Policy #618 and allow the following activity accounts to remain active even though there has not been any activity for two (2) or more years: Cherry & White and Billtown Banner.

FINANCE REPORT

- 5.3 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
09/17/19	\$1,209,502.28	09/17/19A	77,383.49
09/17/19B	75,178.24	09/17/19C	21,011.50
09/17/19D	6,187.49	09/17/19E	5,239.18
09/17/19F	19,064.88	09/17/19G	525.75
09/17/19H	175.25	09/17/19I	67,433.10
09/17/19J	3,256.75	09/17/19K	54.29

BOARD POLICY – None at this time.

CURRICULUM REPORT

- 7.1 Approve an agreement with STEP Incorporated to host six (6) AmeriCorps participants in the District for the 2019-20 school year. AmeriCorps staff assist in improving attendance, establishing relationships with district families, and student management. Each participant is sponsored by the District at a cost of \$8,925.00, which is included in the Student Services budget. All other costs are paid by the AmeriCorps grant through STEP.
- 7.2 Approve Andrew Leigey, Automotive Technology teacher at the Williamsport Area High School, to provide emissions testing for adult automotive technicians. Mr. Leigey will offer this during evening hours throughout the year by appointment. The fee charged for the course (\$35 for initial certification, and recertification) will cover the expenses of the teacher and materials needed for the course. Mr. Leigey will be paid at the rate established in the WEA Collective Bargaining Agreement (~~\$30.59~~ \$31.20 per hour).
- 7.3 Approve a three-year agreement for Sage Technologies for service maintenance for telephone/voicemail systems at a cost of \$14,800.95 for year one, and \$13,462.20 for years two and three. Costs will be paid through the Technology budget.
- 7.4 Approve the purchase of a Hunter Engineering TCA34S Leverless Tire Changer and Flange Plate Kit at a cost of \$21,455.80. 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. This item will be purchased under a state bid program.

PERSONNEL REPORT

8.1 RESIGNATIONS

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

- A. Ashtynne A. Harden, part-time Aide (Non-Special Education) at the high school, for other employment, effective September 24, 2019.
- B. Jessica R. Long, part-time Aide (Special Education) at Cochran Primary School, for other employment, effective September 19, 2019.

8.2 LEAVES OF ABSENCE

- A. Blair M. Dincher*, full-time Special Education teacher at the middle school, for an unpaid leave, effective September 30, 2019, through October 4, 2019.
- B. Mary Jane Spangler, part-time Custodian at the high school, for an extension of an unpaid leave, effective September 3, 2019, through September 30, 2019.

8.3* ELECTION OF STAFF

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

- A. Karen M. Gerardi to be currently assigned to a part-time Administrative Support I (up to 205 days per year; up to 5 hours per day) at Curtin Intermediate School, with a base wage rate of \$13.48 per hour, effective September 18, 2019 (replacing Joni Case, resigned).
- B. Audrea L. Mann 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 high school, with a base wage rate of \$13.59 per hour (without degree rate), effective ~~September 19, 2019~~ September 18, 2019 (replacing Brianna Trick, resigned).
- C. Mary Jo McDonough 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 high school, with a base wage rate of \$14.82 per hour (with degree rate), effective September 18, 2019 (replacing Kimberly Robinson, transferred).
- D. The following persons to the positions indicated at the respective schools for the 2019-2020 school year, at the stipends established in accordance with the current Agreement by and between the Board of School Directors of the Williamsport Area School District and the Williamsport Education Association:

Williamsport Area High School

Billtown Banner Editorial Advisor

Amy R. Mahon (5)

\$3,543

8.3* ELECTION OF STAFF CONT'D:

D. The following persons to the positions indicated at the respective schools cont'd:

Williamsport Area High School

Cherry & White Editorial Advisor	Michael A. Murafka (5)	\$3,543
Class of 2020 (Senior) Co-Advisor	Kristin C. Tate Cowden (2)	\$ 510
Class of 2020 (Senior) Co-Advisor	Eric M. Speight (2)	\$ 510
Class of 2021 (Junior) Advisor	Tanya M. Swink (4)	\$1,140
Class of 2022 (Sophomore) Advisor	Spring M. Moore (5)	\$ 800
Drama Club Advisor	Marie E. Fox (5)	\$1,600
Future Business Leader Advisor	Marianne J. Beane (5)	\$ 886
Graduation Coordinator	Laurence J. Flint (5)	\$ 800
Graduation Coordinator	Spring M. Moore (5)	\$ 800
Graduation Coordinator	Marie E. Fox (5)	\$ 800
LaMemoire Editorial Advisor	Nicole L. Pish (5)	\$4,000
National Honor Society Advisor	Seth H. Decker (1)	\$1,020
National Art Honor Society Advisor	Andrea McDonough-Varner	\$ 800
Publications Business Advisor	Coty L. McCloskey (5)	\$2,800
Student Government Assoc. Advisor	Michelle L. Pulizzi (4)	\$2,280
Pennsylvania Builders Assoc. Advisor	Randy L. Williamson	\$ 800
Skills USA	Karen L. Hill	\$ 800
Skills USA	Clark D. Sarge	\$ 800
Skills USA	Timothy A. Miller	\$ 800
Educators Rising Advisor	Patricia A. Miller	\$ 800

Williamsport Area Middle School

Student Council Advisor	Vikki L. Cipriani (1)	\$ 680
Yearbook Advisor	Marcia L. McCann (5)	\$ 800
Educators Rising Advisor	Blair M. Dincher	\$ 800

E. 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:

Amber R. Faivre (effective 09/18/19)

F. 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:

Theodore C. Paul (effective 09/18/19)

8.3* ELECTION OF STAFF CONT'D:

- G. 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 45th day; up to a maximum of 180 days/year) and only for the actual number of hours assigned and worked:

Cameron D. Hornberger (effective 09/18/19)
Ellie J. Hubbard (effective 09/18/19)
Lisa C. Swoyer (effective 09/18/19)

- 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 45th 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:

Mitchell D. Floyd (effective 09/18/19)
Courtney J. Wenner (effective 09/18/19)

- I. Stacey Shadick to be currently assigned to part-time Administrative Support I (up to 245 days per year; up to 5 hours per day) in the Tax Office, with a base wage rate of \$13.48 per hour, effective September 18, 2019 (replacing Tracy Ulmer, resigned).

8.4* POSITION CHANGES

- A. Jeffery B. O'Neill from a part-time Custodian (2nd shift) at the high school, to be currently assigned to part-time Aide (Special Education; up to 185 days, 5 hours per day) at Lycoming Valley Intermediate School, with a base wage rate of \$14.82 per hour (with degree rate), effective September 16, 2019 (replacing Iliana Kalamafoni, administratively transferred to part-Aide/Special Ed. at Lyco Valley replacing Steffen Yaskoweak, resigned).

8.5 CONTRACTED SERVICES

- A. Approve a contract with Conrad Siegel Actuaries to complete, file and mail required 2019 IRS employee and employer tax forms to comply with mandated Affordable Care Act regulations. The proposal also includes assistance in the review of tracking employee data, benefit eligibility and employee premium cost-sharing, as well as filing corrections. The cost of for this service is \$7,900.

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. Nine (9) Williamsport Area Middle School students, accompanied by a staff member, to travel to a Glaze to Be (Williamsport) during September 2019 as a school-wide positive behavior reward. The students will be transported in the district van.
- B. Eight-six (86) kindergarten students from Hepburn-Lycoming Primary School, accompanied by their teachers, to travel to Rohrbach's Farm (Catawissa) during October 2019. District transportation is requested. All costs will be paid by the Hepburn PTO.
- C. Approximately 75 first grade students from Stevens Primary School, accompanied by their teachers and aides, to travel to T&D's Cats of the World (Penns Creek) during May 2020. District transportation is requested. All costs will be paid by the Stevens PTA.
- D. Approximately 381 second grade students from Cochran, Hepburn, Jackson and Stevens Primary Schools, accompanied by their teachers and aides, to travel to the Community Arts Center during October 2019 to see a performance of Pete the Cat. District transportation is requested. All costs will be paid by the First Community Foundation.
- E. Retroactive Approval: Three (3) Williamsport Area Middle School students, accompanied by a counselor, traveled to Children & Youth during September 2019 to participate on the Youth Development Task Force. The students were transported by the counselor in her personal vehicle.
- F. Approximately 30 Williamsport Area High School students, accompanied by two teachers, to travel to Penn College during December 2019 to participate in a Mock Constitutional Convention. District transportation is requested. All costs will be paid through the social studies budget. Two substitutes will be required for the day.

STUDENT/COMMUNITY ACTIVITIES

10.1 Approve the following student trips cont'd:

- G. Six (6) Williamsport Area High School students, accompanied by a counselor, to travel to the YMCA monthly beginning in October 2019 and ending in May 2020 to participate on the Youth Task Development Task Force. Transportation will be provided in the district van.
- H. Approximately 40 orchestra students from the Williamsport Area Middle School, accompanied by their teacher and parent chaperones, to travel to Divine Providence and Williamsport hospitals during December 2019 to perform. District transportation is requested and will be paid through the music budget.
- I. Sixty (60) Williamsport Area Middle School band students, accompanied by their teacher and parent volunteers, to travel to the Williamsport Area High School during October 2019 to spend time with the Marching Millionaires in order to make decisions about participating next year. District transportation is requested and will be paid by the WAHS band parent association.

BIDS/CONTRACTS

11.1 Approve an increase of up to \$31,250 (not to exceed \$100,000) for construction management services from McTish-Kunkel and Associates, 1500 Sycamore Road, Suite 320, Montoursville, PA to supply engineering consulting services to manage the reconstruction of Millionaire Drive. The funds will come from Bond Proceeds.

TAX ITEMS – None

TRANSPORTATION

13.1 Approve the following drivers/monitors/mechanics for STA, Inc. for the 2019-20 school year:

Mark A. Beard	CDL Driver
Jonathan Martin Schreyer	CDL Driver

All in favor the motion carried.

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

Dr. Bowers gave an update on Millionaire Drive; the final coat of pavement was completed last week. Guiderails are to be installed this coming Thursday.

A link to the PSBA Board Assessment survey was sent via email. Board members should look for this.

September 17, 2019

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

Dr. Bowers discussed topics addressed at a recent PASA Board Meeting including the upcoming review of Chapter 49.

ITEMS FROM BOARD MEMBERS - None

ITEMS FROM PUBLIC – None

Upon motion made by Dr. Penman, seconded by Mr. Welteroth and carried, the meeting adjourned at 7:55 PM.

Wanda M. Erb, Board Secretary