

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 18, 2018, beginning at 6:08 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 Somers, Adam C. Welteroth.

**ABSENT:** None

President Baer announced and executive session preceded the meeting for personnel reasons.

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

**APPROVAL OF MINUTES:** Regular Meeting – September 4, 2018

A motion was made by Dr. Penman, seconded by Mr. Schefsky, for an omnibus motion to include approval of the minutes, agenda and addendum.

A discussion occurred regarding Board Policy, Item 6.1 policy 810.3 “Use of Private Vehicle to Transport Students” regarding whether we should require at least two individuals. Other questions and concerns were expressed regarding insurance and liability.

Mr. Welteroth made a motion to table the first reading of Policy 810.3 until we can get feedback from Dr. Poole’s staff, athletics, and music department employees. Dr. Somers seconded the motion.

The motion to table was carried.

Anne Logue made a verbal correction to Item 8.3F to be September 19, 2018.

The omnibus motion made earlier was carried with the exception of Item 6.1 that was tabled earlier.

### **Committee Reports by Board Members**

#### **FINANCE REPORT**

5.1 Approve the following financial reports:

A. Treasurer’s Report for the month of August 2018:

**FINANCE REPORT CONT'D:**

- 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
09/18/18	\$488,031.07	09/18/18A	10,562.19
09/18/18B	3,065.34	09/18/18C	1,995.93
09/18/18D	4,990,897.59	09/18/18E	83,995.85
09/18/18F	95,255.86		

- 5.3 Approve a 21-month licensing agreement with Forecast5 Analytics, Inc. 2135 City Gate Lane, 7<sup>th</sup> Floor, Naperville, IL, for licensing and support fees for 5Sight, 5Cast, and 5Cast Plus software. This software is a budget preparation and forecasting tool that incorporates "what-if" simulations to facilitate planning, and also leverages Pennsylvania specific data, allowing school administrators to generate insights and make comparisons with benchmark peer groups across the state. The district will be invoiced \$12,600 in 2018-2019 and \$16,800 in 2019-2020. This agreement will be funded through the Business Administrator’s budget.

**BOARD POLICY**

- 6.1 TABLED earlier, the first reading of policy 810.3 “Use of Private Vehicle to Transport Students” of the Williamsport Area School District Board Policy.

**CURRICULUM REPORT**

- 7.1 Approve an agreement between the Lock Haven University Athletic Training Program to allow athletic training students to be placed through UPMC in the district for their clinical experience.
- 7.2 Approve an agreement with the City of Williamsport and Williamsport Bureau of Police to provide one full time and one half time School Resource Officer (SRO) for the Williamsport Area School District for the 2018-19 school year. The district will pay half the salary and benefits for the cost of the School Resource Officers (\$79,200). The SRO positions are budgeted through the Student Services Department.

**PERSONNEL REPORT**

- 8.1 RESIGNATIONS

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

- A. Tyler M. Cooklin, part-time Aide (Non-Special Education; up to 185 days, 5 hours per day) at the high school, for other employment, effective August 30, 2018.

8.1 RESIGNATIONS CONT'D:

- B. Keith W. Davis, part-time Aide at Jackson Primary School, for other employment, effective August 30, 2018.
- C. Janice L. Hayes, part-time Aide at the high school, for personal reasons, effective September 28, 2018.
- D. Benjamin H. Laurenson III, part-time Custodian Floater district wide position (2<sup>nd</sup> shift; up to 5 hours per day) with reporting location at the high school, for personal reasons, effective October 5, 2018.
- E. Kelly S. Sponhouse, substitute teacher for the District, for other employment, effective September 12, 2018.
- F. Jerry P. Bennett, part-time Custodian at Lycoming Valley Intermediate School, for personal reasons, effective September 11, 2018.
- G. Jamie L. Henry, full-time Health Room Technician at Cochran and Stevens Primary Schools, for personal reasons, effective September 17, 2018.

8.2 LEAVES OF ABSENCE

Approve the following leave(s) of absence:

- A. Nicole M. Brown\*, full-time Special Education teacher at Stevens Primary School, for an unpaid leave, effective October 2, 2018, through October 30, 2018, and for an unpaid leave on an intermittent basis (as needed) effective October 31, 2018, through June 7, 2019.
- B. Sarah B. Thompson\*, full-time Special Education teacher at Lycoming Valley Intermediate School, for an unpaid leave, effective October 15, 2018, through November 21, 2018, and for an unpaid leave on an intermittent basis (as needed) effective November 27, 2018, through June 7, 2019.
- C. David L. Gingery, full-time Tax Examiner in the Tax Office, for an unpaid leave, effective August 15, 2018, through September 28, 2018.

8.3\* ELECTION OF STAFF

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

- A. Kristin J. Takach as full-time Principal at the high school, at a salary of \$81,000, prorated, and benefits as provided in the Act 93 Compensation Plan, effective date to be determined, pending receipt of clearances and all necessary information (new position).

## 8.3\* ELECTION OF STAFF CONT'D:

- B. The following teachers as After School Tutors for Middle School Students, effective for the 2018-2019 school year to follow school calendar from October 1, 2018, through April 12, 2019. Instructors will staff the program for up to two days per week, one hour per day at the end of the WAMS teacher day (2:50 – 3:50 p.m.) at the rate of \$31.20 per hour, up to 50 hours per week, for the actual number of hours worked:

Jennie M. Wagner-Guffy	Christine R. Wagner
Marcia L. McCann	Ronald E. Sahn
Diane E. Welch	

- C. The following persons to the positions indicated at the respective schools for the 2018-2019 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	\$3,543
Cherry & White Editorial Advisor	Michael A. Murafka	\$3,543
Class of 2019 (Senior) Advisor	Spring M. Moore	\$1,200
Class of 2020 (Junior) Co-Advisor	Kristin C. Tate Cowden	\$ 510
Class of 2020 (Junior) Co-Advisor	Eric M. Speight	\$ 510
Class of 2021 (Sophomore) Advisor	Tanya M. Swink	\$ 760
Drama Club Advisor	Marie E. Fox	\$1,600
Future Business Leader Advisor	Marianne J. Wimer Miller	\$ 886
Graduation Coordinator	Laurence J. Flint	\$ 800
Graduation Coordinator	Spring M. Moore	\$ 800
Graduation Coordinator	Marie E. Fox	\$ 800
LaMemoire Editorial Advisor	Nicole L. Pish	\$4,000
National Honor Society Advisor	Seth H. Decker	\$ 960
National Art Honor Society Advisor	Andrea McDonough-Varner	\$ 800
Publications Business Advisor	Coty L. McCloskey	\$2,800
Student Government Assoc. Advisor	Michelle L. Pulizzi	\$2,280
Pennsylvania Builders Assoc. Advisor	Randy L. Williamson	\$ 800
Skills USA	Karen L. Hill	\$ 800
Skills USA	Shirley J. Laird	\$ 800
Skills USA	Timothy A. Miller	\$ 800
Educators Rising Advisor	Deborah Antonetti Hill	\$ 800

Williamsport Area Middle School

Student Council Co-Advisors	Vikki L. Cipriani	\$ 320
Student Council Co-Advisors	Stefanie M. Welty	\$ 340
Yearbook Advisor	Marcia L. McCann	\$ 800
Educators Rising Advisor	Blair M. Dincher	\$ 800

## 8.3\* ELECTION OF STAFF CONT'D:

- D. The following persons to the positions indicated for the 2018-2019 school year at the rates in accordance with the current Agreement by and between the Board of School Director of the Williamsport Area School District and the Williamsport Education Association:

<u>POSITION</u>	<u>TEACHER</u>	<u>STIPEND</u>
<b>BAND</b>		
<u>Williamsport Area High School</u>		
Concert Band Director	Todd L. Kendall	\$2,215
Jazz Band	Todd L. Kendall	\$1,200
<u>Williamsport Area Middle School</u>		
Director	Laura C. Garside	\$1,600
<u>Intermediate School - Directors</u>		
Lycoming Valley	Donald J. Fisher	\$1,329
Curtin	Jeffrey P. Smith	\$1,020
<b>CHORAL</b>		
<u>Williamsport Area High School</u>		
Director	Kent C. Weaver	\$2,215
Director	Samuel A. Robinson	\$1,900
Les Chanteuse	Samuel A. Robinson	\$1,140
GQ	Kent C. Weaver	\$1,200
<u>Williamsport Area Middle School</u>		
Director	Marisa S. Hickey	\$1,600
Director	Samuel A. Robinson	\$1,520
<u>Intermediate School - Directors</u>		
Curtin	Michelle L. Hinkal	\$1,329
Curtin	Lori A. Nelson	\$1,200
Lycoming Valley	Jennifer L. Wright	\$1,249
Lycoming Valley	Shanice C. D. Brandon	\$ 960
<b>ORCHESTRA</b>		
<u>Williamsport Area High School</u>		
Director	Matthew A. Radspinner	\$2,215
<u>Williamsport Area Middle School</u>		
Director	Kathleen O. Mondell	\$1,600
<u>Intermediate School - Directors</u>		
Curtin	Anna L. Radspinner	\$1,329
Lycoming Valley	Danielle E. Johnson	\$1,200

8.3\* ELECTION OF STAFF CONT'D:

- E. Kyle S. Schneider as a substitute for after school supervision of the Fitness Center at the high school, at the intramural rate of \$16.34 per hour per hour for the actual number of hours worked.
- F. Gregory W. Forsburg as an athletic event worker, effective ~~May 2~~, September 19, 2018, to be paid at a flat rate per event (as determined by the Athletic Director) as scheduled and approved by the Athletic Department. Payment for these services will be forwarded to payroll for processing.
- G. 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:
  - Tammy L. Sewell (effective 09/19/18)
- H. 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:
  - Benjamin H. Laurenson III (effective 10/08/18)
  - Ian J. Chilcote (effective 09/19/18)
  - Scott E. Ferguson, Jr. (effective 09/19/18)
  - Michael S. Wright (effective 09/19/18)
- I. 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:
  - Wendy S. Chestnut (effective 09/19/18)
  - Stephanie A. Davies (effective 09/19/18)
- J. 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 45<sup>th</sup> day; up to a maximum of 180 days/year) and only for the actual number of hours assigned and worked:
  - Danielle C. Berninger (eff. 09/19/18; pending updated clearance and other necessary information)
  - Stefanie L. Kriner (effective 09/19/18)
  - Stephen M. Radocaj (effective 09/19/18)
  - Adam P. Richards (effective 09/19/18)

8.3\* ELECTION OF STAFF CONT'D:

- K. 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/hr.; up to a maximum of 180 days per year) and only for the actual number of hours assigned and worked:

Julie N. Bittner Santos (effective 09/19/18)

Nisha E. Brelsford (effective 09/19/18)

- L. Justine M. Hayes to be currently assigned to full-time Administrative Support I (185 days per year, prorated; 7 hours per day) in the Library at the middle school, with a base wage rate of \$22,196, prorated (\$17.14 per hour), effective September 19, 2018 (replacing Patricia Dershem, retired).

8.4\* POSITION CHANGES

Approve the following position change(s):

- A. David M. Fagnano, from a full-time Custodian (2<sup>nd</sup> shift) at the high school to be currently assigned to a full-time Custodian (2<sup>nd</sup> shift; up to 250 days, up to 8 hours per day) at the middle school, with a base wage rate of \$40,280, prorated (\$20.14 per hour), effective September 19, 2018 (replacing Kim Kaiser, transferred).
- B. Mark S. Crossley, from a part-time Custodian at Lycoming Valley Intermediate School to be currently assigned to a part-time Aide (Special Education; up to 185 days, 5 hours per day) at Lycoming Valley Intermediate School, with a base wage rate of \$14.67 per hour (with degree rate), effective October 8, 2018 (replacing Gwenda Forker, retired).
- C. Linda M. Fike, from a part-time Food Service Worker (3 hours) at the high school to be currently assigned to a part-time Food Service Worker (up to 180 days, 4 hours per day, 9:00 a.m. – 1:30 p.m.) at the high school, with a base wage rate of \$12.57 per hour, effective September 19, 2018 (replacing Catherine Tommor, retired).
- D. Kimberly M. Smith, from a part-time Food Service Worker (4½ hours) at Curtin Intermediate School to be currently assigned to a part-time Food Service Worker (up to 180 days, 4½ hours per day, 9:00 a.m. – 1:30 p.m.) at the high school, with a base wage rate of \$13.76 per hour, effective September 19, 2018 (replacing Ruth Musser, transferred).

## **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 Approving the following student trips:**

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

- A. Twelve (12) eight grade students from the Williamsport Area Middle School, accompanied by two staff members, to travel to the Williamsport Area High School during September 2018 to attend a workshop by author and speaker Rodney Walker. District transportation is requested and will be paid by the WASD Education Foundation.
- B. Six (6) Williamsport Area High School students, accompanied by their teacher, to travel to Pittston during October 2018 to participate in the WVIA Scholastic Scrimmage. The students will also participate on another date during October 2018 and one in November 2018 if they advance to the next rounds. The students will be transported in the district van. One substitute will be required for up to three days.
- C. Forty-five (45) Williamsport Area High School art students, accompanied by a teacher, to travel to Penn College during September 2018 to participate in NEA grant funded workshops with local artists. Transportation will be provided by contract carrier. All costs will be paid through Treehouse Grant Funds.
- D. Thirty (30) Williamsport Area High School art students, accompanied by a teacher, to travel to Penn College during September 2018 to participate in NEA grant funded workshops with local artists. Transportation will be provided by contract carrier. All costs will be paid through Treehouse Grant Funds.
- E. Approximately 15 business education students from the Williamsport Area High School, accompanied by their teacher, to travel to Susquehanna University during October 2018 to participate in Accounting Career Day and take a tour of the campus. District transportation is requested and will be paid through the CTE budget. One substitute will be required for the day.



10.1 Approving the following student trips:

- F. Correction to Item #10.1.E of the September 18, 2018 Board Agenda: The accounting students will be attending a career day at Bloomsburg University rather than Susquehanna University. There are no other changes.

**BIDS/CONTRACTS**

- 11.1 Approve the purchase of natural gas from Direct Energy at a fixed price of \$2.413/Dth for a delivery period beginning January 1, 2020 and ending December 31, 2023 for the Williamsport Area High School, Cochran, Jackson, and Stevens Primary Schools, and Curtin and Lycoming Valley Intermediate Schools.
- 11.2 Approve the purchase of natural gas from Direct Energy at a fixed price of \$3.793/Dth for a delivery period beginning January 1, 2020 and ending December 31, 2023 for the Williamsport Area High School Science Labs and the Service Complex.

**TAX ITEMS – None**

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

Dr. Bowers recognized Dr. Poole and the City of Williamsport Police Chief Young and Captain Miller in their efforts to collaborate and bring a full-time and part-time School Resource Officers to the district.

The next meeting is October 9, 2018 at 5:00 p.m.

**ITEMS FROM BOARD MEMBERS - None**

**ITEMS FROM PUBLIC – None**

President Baer announced that an executive session for personnel reasons will be held after the meeting.

Upon motion made by Mr. Schefsky, seconded by Dr. Penman and carried, the meeting adjourned at 6:42 p.m.

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Wanda M. Erb, Board Secretary