

April 13, 2021

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, April 13, 2021, beginning at 6:08 PM in the Auditorium of the Williamsport Area High School, 2990 West Fourth Street, Williamsport, Pennsylvania.

The President, Lori A Baer, called the meeting to order with the following members:

PRESENT: Lori A. Baer, Patrick A. Dixon, Jennifer Lake, Jane L. Penman,
Star Poole, Barbara D. Reeves, Adam C. Welteroth.

ABSENT: Marc Schefsky

OPENING EXERCISES were provided by Mrs. Barbara Reeves.

APPROVAL OF MINUTES: Regular Meeting – March 16, 2021; Special Meeting – March 23, 2021.

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

- A. Motion made by Dr. Penman, seconded by Mr. Welteroth, to approve the resignation from Marc Schefsky as Williamsport Area School District School Director effective Tuesday, April 13, 2021.

The motion carried by a voice vote.

A motion was made by Dr. Penman, seconded by Mrs. Reeves, to approve an omnibus to include the agenda, the addendum and the minutes from the March 16 regular meeting and the March 23 special meeting, excluding Item 8.6B. Item 6.1 Policy 827 “Conflict of Interest” revision, the Board changed the agenda from a first reading and waived the second reading to make this a final adoption.

The motion carried by a voice vote.

Dr. Penman made a motion to approve Item 8.6B, seconded by Mrs. Reeves to approve an agreement by and between the Williamsport Area School District and the Williamsport Education Association (WEA), effective July 1, 2021 through June 30, 2024.

The motion carried 7-0 by a roll call vote.

FINANCE REPORT

- 5.1 Approve the following financial reports:

- A. Treasurer’s Report for the month of March 2021:

FINANCE REPORT CONT'D:

5.1 Approve the following financial reports:

B. Payroll Report for the month of March 2021:

General Fund – Unrestricted	\$2,806,911.56
General Fund – Restricted	220,132.41
Food Service Fund	87,895.17
Earned Income Tax	45,785.04
Student Activities	0.00
TOTAL	<u>\$3,160,724.18</u>

5.2 Authorize payment of invoices and services rendered by the list submitted from March 17, 2021 to April 13, 2021 and direct the officers of the Board of School Directors to execute the same:

General Fund	\$2,422,901.87
Athletic Fund	3,124.00
EIT Operating Fund	47,711.55
Food Service Fund	121,280.01
Payroll Fund	5,039,467.13
PLGIT Capital Projects Fund	0.00
Student Activities Fund	0.00
TOTAL	<u>\$7,634,484.56</u>

5.3 Approve budget transfers for FY21, dated March 3, 2021 to April 13, 2021, as presented in accordance with Section 609 of the Public School Code of 1949, as amended:

5.4 Authorize the Board Secretary to digitally execute any contracts on behalf of the Board President and/or Vice President for entities, which seek to have contracts digitally executed.

5.5 Approve the sale of up to 350 Apple MacBook Pro (late 2015) laptops, with no warranty, being removed from service, to WASD employees. Professional Staff would have first priority to purchase the device previously assigned to them. Remaining devices would be offered to other WASD employees. Sale price for each device is \$375.

BOARD POLICY

6.1 Approve the adoption of policy 827 “Conflict of Interest” of the Williamsport Area School District Board policy.

CURRICULUM REPORT

- 7.1 Approve an updated 3-year agreement for the 2021-22, 2022-23, and 2023-24 school years with Parchment to provide online transcript and document services to the district for both graduate and current students. The cost of the three-year agreement is \$3,000 for the 2021-22 school year, \$3,400 for year 2021-22, and \$3,400 for year 2022-23. Costs will be paid through the Student Services budget.
- 7.2 Approve the Pennsylvania College of Technology Course – Statistics (Summer 2021). 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 for the 2021-22 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 report must be reported to the school on an official Pennsylvania College of Technology transcript before credit is given or transcribed.
- 7.3 Approve the Pennsylvania College of Technology Course – Environmental Science (Summer 2021). 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 for the 2021-22 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 report must be reported to the school on an official Pennsylvania College of Technology transcript before credit is given or transcribed.
- 7.4 Approve an agreement with the Williamsport YMCA for the School-Age Child Care Program to use Hepburn Primary School, Cochran 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 2021-2022 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.
- 7.5 Approve a contract with UPMC Pediatric Rehabilitation to provide occupational and physical therapy services for the 2021-22 school year. Screening and therapy services required under the Individuals with Disabilities Education Act and the Americans with Disabilities Act, along with some screening activities, will be covered by this agreement. Costs are budgeted through the ACCESS and 504 Chapter 15 budgets.

CURRICULUM REPORT CONT'D:

- 7.6 Approve a Service Agreement with Comcast Cable Communications Management, LLC to extend E-rate services for Wide Area Network (WAN) fiber-optic services between Williamsport Area High School, Stevens Primary School, Hepburn-Lycoming Primary School, Lycoming Valley Intermediate School, Curtin Intermediate School, Cochran Primary School and the Warehouse facility for 12 months beginning July 1, 2021 through June 30, 2022. The monthly cost of the agreement is \$9,500 and will be paid using the Technology Department budget.
- 7.7 Approve the purchase of an UR3e Collaborative Robot at a cost of \$28,700 from Educational Solutions Enterprise. Educational Solutions Enterprises is the sole source provider of UR3e Collaborative Robot. This equipment will be utilized by students in the Electromechanical Technology program to gain a thorough understanding of state mandated industry competencies. The equipment purchase has been approved by the Electromechanical Occupational Advisory Committee and will be funded through the 2020-2021 Perkins Supplemental Equipment Grant.
- 7.8 Approve the purchase of a Festo Mechanical Drives Trainer at a cost of \$23,962.74 from Educational Solutions Enterprise. Educational Solutions Enterprises is the sole source provider of Festo Mechanical Drives Trainer. This equipment will be utilized by students in the Electromechanical Technology program to gain a thorough understanding of state mandated industry competencies. The equipment purchase has been approved by the Electromechanical Occupational Advisory Committee as and will be funded through the 2020-2021 Perkins Supplemental Equipment Grant.
- 7.9 Authorize 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 in May 2021. 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 (\$31.20 per hour).
- 7.10 Authorize Andrew Leigey, Automotive Technology teacher at the Williamsport Area High School, to teach a Pennsylvania Vehicle Safety Inspection update course for adult auto technicians. Mr. Leigey will offer this course during evening hours in May 2021. The fee charged for the course will cover the expenses of the teacher and materials needed for the course. Mr. Leigey will be paid for up to 40 hours at the rate established in the WEA Collective Bargaining Agreement (\$31.20 per hour).
- 7.11 Approve Williamsport Area High School's Homeland Security students to participate in the UPMC/Susquehanna Health Ride-A-Long Program to gain the necessary patient contacts for EMT certification. Students are required to meet all program guidelines and complete all necessary forms before participating.

CURRICULUM REPORT CONT'D:

- 7.12 Approve the purchase of 60 EPSON BrightLink 725Wi Interactive Projectors and 60 EPSON 100" Whiteboard Projection Screens from CDW-G LLC, Vernon Hills, IL for \$146,770.20. This purchase is through PEPPM and will be funded using the PCCD COVID Grant #2 and the Technology Budget. This purchase will complete year four of the five-year plan to replace existing Interactive whiteboards within classrooms.

PERSONNEL REPORT

8.1 RESIGNATIONS

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

- A. Nancy J. Colley, part-time Food Service Worker at the high school, for the purpose of retirement, effective June 10, 2021.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Nancy J. Colley from service in the Williamsport Area Schools and expresses its sincere appreciation for her 7 years of dedicated service to our school system as a food service worker. It further expresses the hope that her years of retirement will be many and richly rewarding.

- B. Kathy E. Tharp, part-time Administrative Support in the Mail Room at the DSC, for the purpose of retirement, effective July 31, 2021.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Kathy E. Tharp, from service in the Williamsport Area Schools and expresses its sincere appreciation for her almost 7 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.

- C. Tyler S. Barth, full-time Assistant Principal at Jackson Primary School, for other employment, effective at the completion of the 2020-2021 school year (tentative ending date of June 11, 2021).

- D. Linda M. Fike, part-time Food Service Worker at Jackson Primary School, for personal reasons, effective April 13, 2021.

- E. Lisa M. Miosi, full-time Administrative Support for Maintenance/Facility Operations at the Service Complex, for personal reasons, effective March 25, 2021.

- F. Clara R. Sponhouse, part-time Aide (Special Education) at Curtin Intermediate School, for personal reasons, effective May 14, 2021.

8.1 RESIGNATIONS CONT'D:

- G. Jacklyn M. Anderson, declined position as part-time Aide (Non-Special Education; 185 days, 5 hours per day) at the high school, for personal reasons, effective March 29, 2021.

8.2* LEAVE OF ABSENCE

Approve the following leave(s) of absence:

- A. Cindy L. Ryder, full-time Aide (Special Education) at Jackson Primary School, for an extension of an unpaid leave, effective April 8, 2021, through April 30, 2021.
- B. Amanda N. Richards*, full-time Title I Reading Specialist at Cochran Primary School, for an unpaid leave, effective May 10, 2021, through June 10, 2021.

8.3* ELECTION OF STAFF

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

- A. Rebecca Baney as a professional employee, effective with the 2021-2022 school term (tentative date is August 26, 2021), to be currently assigned to teach Spanish at the high school, at a salary rate of Step 6, master's, \$65,855, or current WEA contract rate, pending receipt of updated clearances and all necessary documentation (replacing Janine Randall, retired). Ms. Baney will also be scheduled to participate in Induction Program activities before the start of the 2021-2022 school term.
- B. Inti Yanes-Fernandez as a temporary professional employee, effective with the 2021-2022 school term (tentative date is August 26, 2021), to be currently assigned to teach Spanish at the high school, at a salary rate of Step 2, doctorate, \$60,453, or current WEA contract rate, pending receipt of PDE Emergency certification, updated clearances and all necessary documentation (replacing Kevin Dangle, retired). Mr. Yanes-Fernandez will also be scheduled to participate in Induction Program activities before the start of the 2021-2022 school term.
- C. The following spring sport coaches at the respective schools for the 2020-2021 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*). Payment of stipends for these positions may be modified or withheld in the event that the activities for which stipends are being paid are curtailed or do not occur due to the COVID-19 pandemic or other conditions beyond the District's control:

Williamsport Area Middle School

Girls & Boys Track & Field

Volunteer:

Mackenzie C. Ryan

8.3* ELECTION OF STAFF CONT'D:

C. The following spring sport coaches at the respective schools cont'd:

Williamsport Area Middle School

Boys Soccer

Volunteer:

Doug Estes

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

Erica M. Hardy (effective 04/14/21)

E. 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:

Leanna K. Byham (effective 04/14/21)

8.4* POSITION CHANGES – None

8.5 SALARY ADJUSTMENTS

A. Approve a salary adjustment for Booker T. Riddick IV, part-time Aide (Non-Special Education, 185 day, 5 hour per day) at the middle school, from the base wage rate for part-time aide with a degree (\$14.97 per hour) to the base wage rate for part-time aide without a degree (\$13.73 per hour), effective April 3, 2021.

8.6 COMPENSATION PLAN

A. Approve the Confidential Administrative Support Personnel Compensation Plan for July 1, 2021, through June 30, 2024.

B. **(Approved earlier in meeting)** Approve an agreement by and between the Williamsport Area School District and the Williamsport Education Association (WEA), effective July 1, 2021 through June 30, 2024.

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 – None

BIDS/CONTRACTS

11.1 Authorize the District’s participation in the Cooperative Purchasing Program of the Keystone Purchasing Network for the procurement of art supplies to replenish warehouse stock.

RECOMMENDED AWARDS:

National Art & School Supplies, Rahway, NJ	\$8,581.00
Kurtz Bros. Inc., Clearfield, PA	2,466.10
Pyramid School Products, Inc., Tampa, FL	<u>620.16</u>
TOTAL RECOMMENDED AWARDS	\$11,667.26

11.2 Authorize the District’s participation in the Cooperative Purchasing Program of the Keystone Purchasing Network for the procurement of general supplies to replenish warehouse stock.

RECOMMENDED AWARDS:

Pyramid School Products Inc., Tampa, FL	\$ 8,102.70
School Specialty, Inc., Milwaukee, WI	142.00
Kurtz Bros. Inc., Clearfield, PA	1,401.18
National Art & School Supplies, Rahway, NJ	8,030.16
Cascade School Supplies Inc., North Adams, MA	<u>3,442.76</u>
TOTAL RECOMMENDED AWARDS	\$ 21,118.80

TAX ITEMS – None

TRANSPORTATION – None

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

Dr. Bowers noted that on tonight’s agenda the Board approved the agreement with the Williamsport Education Association. He thanked John Gossner and his team and the Board Committee and administration who were instrumental in bringing this agreement to the full Board for approval tonight. This is very important to our educational program.

He also noted that the Confidential Administrative Support Agreement was approved this evening. This is also very important to the district. Dr. Bowers thanked this group of individuals for all they do, especially their hard work behind the scenes for the administration.

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

Dr. Bowers noted that according to our meeting schedule we would have a meeting next Tuesday, April 20. He just wanted to bring this to the Board for discussion regarding whether to cancel the meeting and wait to have our next meeting on May 4, thus putting us back on our regular meeting schedule.

A motion was made by Mrs. Reeves, seconded by Mr. Dixon to cancel the April 20th meeting.

The motion carried by a voice vote.

President Baer read a thank you letter from the Curtin Intermediate Art Department regarding the Board's continued support of the Unified Arts. She also shared post cards with the Board. The post cards were written and designed by the students.

Discussion occurred regarding the process to fill Dr. Nancy Somers vacancy on the Board and now the open seat of Mr. Schefsky. In the absence of solicitor Fred Holland, Tom Burkhart, Esq. answered the Board's questions.

Mrs. Reeves made a motion, seconded by Dr. Penman that this evening's appointment only be to fill the open seat of Dr. Nancy Somers and that the open seat created by Mr. Schefsky resignation be filled at a later date.

The motion carried by voice vote.

ITEMS FROM BOARD MEMBERS

- A. Board of Director Interviews - President Baer explained that each applicant previously answered several questions on the application and that Board members have received these applications. Tonight each candidate will be asked two additional questions by our Human Resource Director, Anne Logue. The Board will also have the opportunity to ask clarifying questions from the application or other questions.

Harry Blanchard, Michelle Deavor and Lisa Nible were interviewed by the Board.

Mrs. Lake thanked the candidates and noted that she knows from personal experience how awkward this process is.

Dr. Penman noted that with two vacancies on the Board and the fact that these seats are only to be filled until November and that the elected candidates will take office in December, it is extremely important that the person selected comes up to speed quickly. Based on this she made a motion to appoint Lisa Nible to fill the vacancy. Mrs. Lake second the motion.

The motion carried by a 7-0 roll call vote.

April 13, 2021

ITEMS FROM BOARD MEMBERS

President Baer noted that the District will advertise and fill Mr. Schefsky's vacancy in the same manner. Mr. Blanchard and Mrs. Deavor were encouraged to reapply.

ITEMS FROM PUBLIC

Michelle Deavor thanked the Board for the opportunity to apply and interview.

President Baer noted that the Board met in executive session prior to tonight's meeting for personnel and attorney advisement.

Upon motion made by Mr. Welteroth, seconded by Mrs. Reeves and carried the meeting adjourned at 7:08 p.m.

Wanda M. Erb, Board Secretary