

The Organizational 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, December 1, 2020, beginning at 6:01 PM. President Baer welcomed everyone to our zoom meeting and noted the following:

This meeting is called to order for the purpose of organization under appropriate sections of Article IV of the School Laws of Pennsylvania, as amended.

- 1) The microphones are all muted.
- 2) Board members will need to unmute their microphones to speak.
- 3) Under the Open Forum section of the meeting, anyone wishing to address the Board will need to use the raise hand feature to have their microphone unmuted.
- 4) Board members making and seconding motions will need to state their name for the record.
- 5) All votes will be roll call.

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

PRESENT: Lori A. Baer, Patrick A. Dixon, Jane L. Penman, Star Poole,
Barbara D. Reeves, Marc Schefsky, Nancy Somers, Adam C. Welteroth.

ABSENT: Jennifer Lake

2. OPENING EXERCISES were provided by Ms. Lori Baer.
3. Election of a Temporary President
 - a. President Baer opens nominations.
 - b. Mr. Welteroth nominated Dr. Penman.
 - c. Mr. Welteroth moved that nominations be closed.
 - d. There were no objections, Dr. Penman elected as temporary president.
4. Election of President
 - a. Dr. Penman opens nominations.
 - b. Mr. Welteroth nominated Ms. Baer.
 - c. Mr. Schefsky moved that nominations be closed.
 - d. Roll call vote 6-0 motion carried, Mr. Dixon and Dr. Somers were unable to vote, due to technical issues.
 - e. President Baer takes that chair.

Mr. Dixon and Dr. Somers left meeting 6:14 PM.

5. Election of Vice President
 - a. President opens nominations.
 - b. Mr. Welteroth nominated Dr. Penman.
 - c. Dr. Penman moved that nominations be closed.
 - d. Roll call vote 5-1 motion carried with Mrs. Reeves voting no.

6. Motion made by Mr. Welteroth, seconded by Dr. Penman, to approve the appointment of Delegates to Boards and Committees for the ensuing year AND to approve meeting dates for 2021:
 - a. Athletic Advisory and West End Babe Ruth Partnership
Ms. Lori Baer and Dr. Jane Penman
 - b. Board Negotiating Team
Dr. Jane Penman, Mr. Marc Schefsky and Mrs. Barbara Reeves
 - c. Curriculum and Instruction Committee
All School Directors are ex officio members.
 - d. Education Foundation Board Representative
Mrs. Jennifer Lake
 - e. Finance and Facilities Planning Committee
Ms. Lori Baer, Dr. Jane Penman, Mr. Pat Dixon, and Mr. Marc Schefsky
 - f. Gifted Education Advisory Council
Mr. Adam Welteroth and Mrs. Jennifer Lake
 - g. Intermediate Unit Board Member
Ms. Lori Baer
 - h. Wellness Committee
Dr. Nancy Somers, Ms. Star Poole and Mrs. Barbara Reeves
 - i. Williamsport Area Tax Advisory Committee
Mr. Adam Welteroth
 - j. PSBA Liaison
Mr. Adam Welteroth

7. Schedule Voting Meetings during 2021 to begin at 6:00 PM (unless otherwise noted) in the auditorium of the Williamsport Area High School on the following dates. Adoption of the Proposed Final Budget is tentatively scheduled for May 4, 2021. Adoption of the Final Budget is tentatively scheduled for June 15, 2021. The annual Organization Meeting will be held on December 7, 2021 and will be followed by a regular voting meeting.

7. Schedule Voting Meetings during 2021 to begin at 6:00 PM cont'd:

January 5, 19	February 2, 16
March 2, 16	April 6, 20
May 4, 18	June 1, 15
July 13	August 3, 17
September 7, 21	October 5, 19
November 9	December 7

The motion carried 5-1 with Mrs. Reeves voting no.

8. Motion made by Dr. Penman, seconded by Mr. Welteroth and carried to adjourn the organizational meeting at 6:19 PM.

Wanda M. Erb, Board Secretary

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 December 1, 2020, following the organizational meeting.

The President, Lori A. Baer, called the meeting to order at 6:20 PM with the following members:

PRESENT: Lori A. Baer, Jane L. Penman, Star Poole, Barbara Reeves, Marc D. Schefsky, Nancy Somers (rejoined meeting 6:21 PM), Adam C. Welteroth.

ABSENT: Patrick A. Dixon, Jennifer Lake.

A motion for an omnibus was made by Mr. Schefsky, seconded by Dr. Penman, to include the agenda, the addendum, and the minutes from November 10, 2020. Motion includes item from Board President's Report.

Dr. Somers rejoined meeting at 6:21 PM.

APPROVAL OF MINUTES: Regular Meeting – November 10, 2020

REPORTS TO THE BOARD

4.1 BOARD PRESIDENT'S REPORT

- A. Retroactive approval of the Williamsport Area School District's Attestation Ensuring Implementation of Mitigation Efforts for public school entities that elect to continue in-person instruction for students in counties designated as exhibiting "Substantial" transmission of COVID-19 for two or more consecutive weeks based on a disease incidence rate of 100 or more cases per 100,000 residents and/or a polymerase chain reaction (PCR) percent positivity rate of 10 percent or greater as required by the Pennsylvania Department of Education.

FINANCE REPORT

5.1 Approve the following financial reports:

- A. Payroll Report for the month of November 2020:

General Fund – Unrestricted	\$2,823,322.16
General Fund – Restricted	196,109.44
Food Service Fund	83,199.17
Earned Income Tax	45,918.85
Student Activities	0.00
TOTAL	\$3,148,549.62

FINANCE REPORT CONT'D:

- 5.2 Authorize payment of invoices and services rendered by the list submitted from November 11, 2020 to December 1, 2020 and direct the officers of the Board of School Directors to execute the same:

General Fund	\$1,911,841.74
Athletics Fund	302.00
EIT Operating Fund	289.34
Food Service Fund	98,238.91
Payroll Fund	538,738.41
PLGIT Capital Projects Fund	0.00
Student Activities Fund	500.00
	<hr/>
TOTAL	\$2,549,910.40

- 5.3 Authorize an order for the payment of bills for December 18, 2020 with retroactive Board approval to occur on January 5, 2021.
- 5.4 Appoint Wanda Erb as Primary Voting Delegate, Brett Leinbach as First Alternate Voting Delegate, and Adam Welteroth as Second Alternate Voting Delegate to the Lycoming County Tax Collection Committee for 2021 as required by Act 32.
- 5.5 Approve budget transfers for FY21, dated October 21, 2020 to December 1, 2020, as presented in accordance with Section 609 of the Public School Code of 1949, as amended:

BOARD POLICY – None at this time

CURRICULUM REPORT

- 7.1 Approve an annual software license agreement with BLaST Intermediate Unit 17 for the IEP writing software DARTS for the 2020-21 school year. Costs to be paid from IDEA monies for special education staff at \$150.00 per employee and a yearly Penn Data fee of \$2,500.
- 7.2 Approve the purchase of 410 Macbook Air laptop computers with three years AppleCare+ for schools and 410 Brenthaven Edge 2 protective covers from Apple, Inc., Austin, TX for \$527,649.50. This purchase is through PEPPM and will be funded using County Commissioners CARES Grant. These devices will replace teacher laptops.
- 7.3 Approve the purchase of 13 Macbook Pro 16” laptop computers with three years AppleCare+ for schools, 9 Macbook Pro 13” with three years AppleCare+ for schools from Apple, Inc., Austin, TX for \$45,956.08. This purchase is through PEPPM and will be funded through the Technology Reserve. These devices will replace Administrator laptops.

CURRICULUM REPORT

- 7.4 Approve the purchase of four Dell Mobile Precision 3550 laptop computers with Dell Thunderbolt Docks with five years ProSupport Next Business Day Onsite Support from Dell Computers, Round Rock, TX for \$9,099.28. This purchase is through COSTARS and will be funded through the Technology Reserve. These devices will replace Administrator laptops.
- 7.5 Approve the purchase of 60 EPSON BrightLink 695Wi Interactive Projectors and 60 EPSON 100" Whiteboard Projection Screens from CDW-G LLC, Vernon Hills, IL for \$140,940.00. This purchase is through PEPPM and will be funded using County Commissioner CARES Grant. This purchase will complete year three of the five-year plan to replace existing Interactive whiteboards within classrooms.

PERSONNEL REPORT

8.1 MEMORIAL RESOLUTION – Claude R. Brown

Adopt the following memorial resolution:

WHEREAS, the Board of School Directors of the Williamsport Area School District observes with profound sorrow the untimely passing from this life of Claude R. Brown who for over 5 years was a dedicated paraprofessional/intervention specialist and aide for the School District,

WHEREAS, the Board recognizes with respect and appreciation the devotion and time he gave to the School District,

WHEREAS, the tragic loss of Claude will be felt by many for a long time; now, there it be

RESOLVED: that the Board of School Directors of the Williamsport Area School District tenders its deepest sympathy to his family in their bereavement, with the comforting knowledge that his life was well spent for the good of his fellow man

FURTHER RESOLVED: that the members of this School Board direct that this resolution be spread upon the official minutes of this body and that a copy be presented to Mr. Brown's family.

8.2 RESIGNATIONS

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

- A. Linda M. Ross, full-time Aide (Special Ed.) at Jackson Primary School, for the purpose of retirement, effective November 23, 2020.

8.2 RESIGNATIONS CONT'D:

- A. Linda M. Ross, full-time Aide (Special Ed.) at Jackson Primary School cont'd:

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Linda M. Ross from service in the Williamsport Area Schools and expresses its sincere appreciation for her over 23 years of dedicated service to our school system as an aide and food service worker. It further expresses the hope that her years of retirement will be many and richly rewarding.

- B. **REMOVED BY ADMINISTRATION** Cindy L. Ryder, full-time Aide (Special Ed.) at Jackson Primary School, for the purpose of retirement, effective December 15, 2020.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Cindy L. Ryder from service in the Williamsport Area Schools and expresses its sincere appreciation for her 20 years of dedicated service to our school system as an aide and hall/cafeteria monitor. It further expresses the hope that her years of retirement will be many and richly rewarding.

- C. Bruce F. Ellison, part-time Aide (Special Education) at Cochran Primary School, for personal reasons, effective November 12, 2020.

- D. Lisa A. Walter, full-time 7th Grade English/Language Arts teacher at the middle school, for other employment, effective January 11, 2021, or possibly sooner, as administration has determined to hold Ms. Walter for up to 60 days per PA School Code.

- E. Bana C. Sidleck, part-time Aide (Special Education) at the high school, for personal reasons, effective November 24, 2020.

- F. Amanda K. Rennicks, part-time Aide (Special Ed.) at Curtin Intermediate School, for the purpose of retirement, effective December 15, 2020.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Amanda K. Rennicks from service in the Williamsport Area Schools and expresses its sincere appreciation for her 18 years of dedicated service to our school system as an aide. It further expresses the hope that her years of retirement will be many and richly rewarding.

8.3* LEAVE OF ABSENCE

Approve the following leave(s) of absence:

A. Approve the following employees for paid Special Sick Leave for PSERS purposes for the dates and hours indicated:

- (1) Paula E. Bower – October 26, 2020 through October 27, 2020 (14 total hours)
- (2) Andrea L. Clark – October 26, 2020 through October 29, 2020 (28 total hours)
- (3) Alexandra M. Condie – November 3, 2020 through November 6, 2020 (28 total hours)
- (4) Charles D. Crews – October 26, 2020 through October 29, 2020 (28 total hours)
- (5) Bruce F. Ellison – November 3, 2020 through November 6, 2020 (20 total hours)
- (6) Tracey L. Graff – November 6, 2020 (7 total hours)
- (7) Jennifer J. Griswold – October 26, 2020 through November 6, 2020 (70 total hours)
- (8) Seth A. Herb – November 5, 2020 through November 6, 2020 (14 total hours)
- (9) Rodney N. Jackson – October 26, 2020 through October 29, 2020 (28 total hours)
- (10) Danielle E. Johnson – November 3, 2020 through November 6, 2020 (28 total hours)
- (11) Katlyn M. Koppen – November 6, 2020 (7 total hours)
- (12) Brandon M. Lusk – November 2, 2020 through November 3, 2020 (14 total hours)
- (13) Nikki L. Mistretta – November 4, 2020 through November 6, 2020 (18.75 total hours)
- (14) Stephanie M. Pardoe – October 26, 2020 through October 29, 2020 (30 total hours)

8.3* LEAVE OF ABSENCE CONT'D:

- A. Approve the following employees for paid Special Sick Leave for PSERS cont'd:
- (15) Lenae C. Schappell – November 4, 2020 through November 5, 2020 (14 total hours)
 - (16) Eric M. Speight – October 26, 2020 through October 30, 2020 (35 total hours)
 - (17) Tristan D. Sponseller – November 3, 2020 through November 6, 2020 (28 total hours)
 - (18) Amy M. Weaver – October 26, 2020 through October 30, 2020 (35 total hours)
- B. Jacqueline J. Morgan*, full-time Head Custodian at Cochran Primary School, for an unpaid leave on an intermittent basis (as needed) effective October 27, 2020, through June 30, 2021.
- C. Mary Jane Spangler, part-time Custodian at the high school, for an extension of an unpaid leave, effective December 1, 2020, through January 31, 2021.
- D. Quinzell Tribble*, full-time Custodian (2nd shift) at the high school, for an unpaid leave, effective December 21, 2020, through January 11, 2021.
- E. Cindy L. Ryder, full-time Aide (Special Education) at Jackson Primary School, for an extension of her unpaid leave, effective December 1, 2020, through December 15, 2020.
- F. Approve the following employees for paid Special Sick Leave for PSERS purposes for the dates and hours indicated:
- (1) Thomas P. Bartholomew – November 16, 2020 through November 20, 2020 (37.5 total hours)
 - (2) Valerie L. Blass – November 13, 2020 (4.25 total hours)
 - (3) Shanice C. D. Brandon – November 16, 2020 through November 19, 2020 (28 total hours)
 - (4) Brianna J. Brungard – November 16, 2020 through November 20, 2020 (35 total hours)
 - (5) Christina M. Butler – November 10, 2020 through November 20, 2020 (59.5 total hours)

8.3* LEAVE OF ABSENCE CONT'D:

F. Approve the following employees for paid Special Sick Leave for PSERS cont'd:

- (6) Alexandra M. Condie – November 9, 2020 through November 13, 2020 (35 total hours)
- (7) John F. Eck – November 16, 2020 through November 19, 2020 (24.5 total hours)
- (8) Bruce F. Ellison – November 9, 2020 through November 11, 2020 (15 total hours)
- (9) Robert L. Emerick – November 20, 2020 (6 total hours)
- (10) Molly P. Forney – November 16, 2020 through November 19, 2020 (28 total hours)
- (11) Wendy M. Fowler – November 12, 2020 through November 20, 2020 (49 total hours)
- (12) Holley R. Fuller – November 18, 2020 through November 20, 2020 (12 total hours)
- (13) Nicole L. Gilson – November 18, 2020 through November 20, 2020 (21 total hours)
- (14) Tara A. Gonzales – November 20, 2020 (3.5 total hours)
- (15) Edward L. Hare – November 10, 2020 through November 13, 2020 (20 total hours)
- (16) Seth A. Herb – November 9, 2020 through November 13, 2020 (35 total hours)
- (17) Judith E. Horn – November 10, 2020 through November 13, 2020 (18.25 total hours)
- (18) Danielle E. Johnson – November 9, 2020 through November 13, 2020 (35 total hours)
- (19) Katlyn M. Koppen – November 9, 2020 through November 13, 2020 (35 total hours)
- (20) Amanda K. Kurtz – November 16, 2020 through November 18, 2020 (21 total hours)

8.3* LEAVE OF ABSENCE CONT'D:

A. Approve the following employees for paid Special Sick Leave for PSERS cont'd:

- (21) Elizabeth A. Long – November 16, 2020 through November 20, 2020 (35 total hours)
- (22) Meldon L. Mitstifer III – November 10, 2020 through November 20, 2020 (63 total hours)
- (23) George H. Plowman, Jr. – November 13, 2020 through November 20, 2020 (38.5 total hours)
- (24) Jesse D. Rowland – November 13, 2020 through November 20, 2020 (38.5 total hours)
- (25) Raymond G. Sellard, Jr. – November 11, 2020 through November 20, 2020 (64 total hours)
- (26) Diane M. Socha – November 9, 2020 through November 10, 2020 (10 total hours)
- (27) Tristan D. Sponseller – November 9, 2020 through November 11, 2020 (21 total hours)
- (28) Jeremy S. Steppe – November 9, 2020 through November 20, 2020 (70 total hours)
- (29) Nicole R. Warfel – November 20, 2020 (7 total hours)
- (30) Jennifer J. Weaver – November 20, 2020 (7 total hours)

8.4* ELECTION OF STAFF

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

- A. Michael A. Laudenslager to be currently assigned to part-time Custodian Floater position (2nd shift, up to 250 days per year, prorated; 5 hours per day) for the District, with a base wage rate of \$13.14 per hour, effective December 2, 2020 (replacing Jeremy Bouse, resigned).
- B. The following winter 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**

8.4* ELECTION OF STAFF CONT'D:

B. The following winter sport coaches at the respective schools cont'd:

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 High School

Wrestling

Volunteer: Brian J. Nasdeo, Sr. ---

Williamsport Area Middle School

Wrestling

MS Assistant Coach: Owen Q. Mahon (0) \$2,240

C. 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:

Cheryl A. Keeler (effective 12/02/20)

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 45th day; up to a maximum of 180 days/year) and only for the actual number of hours assigned and worked during the 2020-2021 school year:

Kristina J. Miosi (effective 12/02/20)

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:

Josephine R. Powley (effective 12/02/20)

8.5* POSITION CHANGES - Approve the following position change(s):

A. Dustin B. Brouse from a full-time Science Technology Engineering and Mathematics (STEM) Lab Instructor at the middle school to be currently assigned to full-time Instructional Technology Specialist for the District, at the 2020-2021 school year contract salary rate, effective date to be determined, provided Mr. Brouse obtains Pennsylvania Department of Education Instructional Technology Specialist certification in accordance with the accredited institution's academic timeline (new position).

8.5* POSITION CHANGES CONT'D:

- B. Erick J. Edler from a full-time School Counselor at Curtin Intermediate School to be currently assigned to a full-time School Counselor at the middle school, at the 2020-2021 school year contract salary rate, effective January 25, 2021 (replacing Christine Krajnyak, retired).

- C. Patricia R. Knowlden from full-time Administrative Support II (225 day, 7 hours per day) at Lycoming Valley Intermediate School to be currently assigned to Administrative Support II (245 day, 7½ hours per day) at the middle school, with a base wage rate of \$39,010, prorated (\$21.23 per hour), effective date to be determined (replacing Donna Engel, 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 – None

BIDS/CONTRACTS

- 11.1 Authorize the purchase and delivery of a Certified Nursing Assistant Pathway Package for the career and technology department at the high school in accordance with our specifications and the following award. All recommended awards are based on the lowest bid meeting our specifications. This equipment will be utilized to help students gain a thorough understanding of state mandated industry competencies in the Health Professions program and enables students to perform more simulated tasks that align with industry expectations. The equipment purchase has been approved by the Health Professions Occupational Advisory Committee as well as the Perkins Planning Committee and will be funded through the 2020-2021 Perkins Grant. Two (2) bids were received.

The bids were received by 9:30 a.m. and opened publicly in the District Service Center at 10:00 a.m. on Friday, November 20, 2020.

RECOMMENDED AWARD:

Realityworks, Inc.
2709 Mondovi Road
Eau Claire, WI 54701

\$20,899.04

BIDS/CONTRACTS CONT'D:

- 11.2 Approve the purchase and installation of a Cummins C30 N6 FRD replacement generator and a Cutler Hammer automatic transfer switch at Curtin Intermediate School at an estimated cost of \$42,690 from Dynatech Generators, Lebanon, PA. This estimate is provided under the Costars contract and includes prevailing wage rates.
- 11.3 Approve a 5-year agreement with Central Susquehanna Intermediate Unit (CSIU) to provide E-Rate services at a cost of \$5,000 per year. By committing to a five year contract instead of year-by-year contract the district will save \$1,000.

TAX ITEMS – None

TRANSPORTATION – None

The motion carried by unanimous 7-0 vote.

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

Dr. Bowers thanked everyone for the quick move to a Zoom meeting. We felt that out of an abundance of caution like with students after Thanksgiving break, this was a prudent move.

The PA Department of Health and PDE required school district superintendents and Board presidents to sign an attestation form indicated that the district is adhering to and following the face covering order, which now specifically required athletes to wear face coverings at practices and during competition. The attestation form which had to be signed and submitted by November 30 did not require Board approval. However, we felt it best practice to have the Board approve and this is why it was on the agenda for retroactive approval tonight.

In addition to affirming that the District will adhere to the face covering order, the attestation also affirms that we will follow the guidance for shifting to remote instruction. A specific rubric is now in place for requiring districts to shift to remote instruction. The rubric can be found on PDE's website.

This week, we remain in remote instruction for students. Faculty and staff are in the buildings. We constantly remind parents and employees to please contact your child's school or your supervisor immediately, if anyone is experiencing symptoms or has been potentially exposed to a COVID positive case.

ITEMS FROM BOARD MEMBERS - None

ITEMS FROM PUBLIC

President Baer reminded everyone of the 20 minute time limit for this section of the agenda and noted that each speaker could have up to 3 minutes. No one wished to address the Board.

December 1, 2020

Motion to adjourn was made by Mr. Welteroth, seconded by Dr. Penman and carried. The meeting adjourned at 6:33 PM.

Wanda M. Erb, Board Secretary