

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 7, 2021, beginning at 6:05 PM in the Auditorium of the Williamsport Area High School, 2990 West Fourth Street, Williamsport, Pennsylvania.

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.

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

PRESENT: Lori A. Baer, Michelle L. Deavor, Cody L. Derr, Patrick A. Dixon, Jennifer Lake, Barbara Reeves, Jamie L. Sanders.

ABSENT: Star Poole, Adam C. Welteroth.

2. OPENING EXERCISES were provided by Ms. Lori Baer.
3. Mrs. Erb, Board Secretary certified the election of the following persons to a four-year term (2021-25) on the Board of School Directors of the Williamsport Area School District:
  - a. Cody L. Derr
  - b. Michelle L. Deavor
  - c. Barbara D. Reeves
  - d. Jamie L. Sanders
  - e. Adam C. Welteroth
4. Mr. Fred Holland, Board Solicitor, introduced the Honorable Nancy L. Butts who administered the oaths of office to four of the newly elected members. The Honorable Butts and the newly elected School Directors signed oath-of-office documents provided by the Secretary. Newly-elected School Directors took seats at the Board table. It was noted that Mr. Welteroth was sworn in earlier in the day by the Honorable Aaron Biichle.
5. Election of a Temporary President
  - a. President Baer opens nominations.
  - b. Mrs. Reeves nominated Mrs. Lake
  - c. Mrs. Derr moved that nominations be closed and vote for Temporary President.
  - d. Mrs. Lake elected as Temporary President by unanimous voice vote.
  - e. Motion carried.

6. Election of President

- a. Mrs. Lake took the chair and asked for nominations for President. She asked Solicitor Holland if she could nominate someone and he answered in the affirmative.
- b. Mrs. Lake nominated Mrs. Baer. Mrs. Derr nominated Mr. Welteroth.
- c. Mrs. Lake made a motion to close nomination. Voice vote to close nomination. All in favor. Motion carried.

Since we have two nominees, Mr. Holland stated a roll call was in order with the Board Members stating whom they were in favor of for Board President.

- d. Mrs. Erb called roll. Voting for Ms. Baer were: Mrs. Reeves, Mr. Sanders, Ms. Baer, Mrs. Deavor, Mr. Dixon, and Mrs. Lake.  
Voting for Mr. Welteroth was Mrs. Derr.
- e. Ms. Baer was selected as Board President and takes that chair.

7. Election of Vice President

- a. President Baer asked for nominations for Vice President.
- b. Mr. Dixon nominated Mrs. Reeves. Mrs. Derr nominated Mr. Welteroth.
- c. Mrs. Lake made a motion to close the nominations. Voice vote all were in favor. Nominations were closed.
- d. Mrs. Erb called roll. Voting for Mrs. Reeves were: Mr. Dixon, Mrs. Deavor, Mrs. Lake, Mrs. Reeves, Mr. Sanders, Ms. Baer. Voting for Mr. Welteroth was Mrs. Derr.
- e. Mrs. Reeves was approved as Vice President.

8. Motion made by Mr. Sanders, seconded by Mrs. Reeves to approve the appointment of Delegates to Boards and Committees for the ensuing year:

- a. Athletic Advisory and West End Babe Ruth Partnership  
Ms. Lori Baer and Mrs. Jennifer Lake
- b. Board Negotiating Team  
Ms. Lori Baer, Mrs. Barbara Reeves and Mr. Adam Welteroth
- 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, Mr. Pat Dixon, Mr. Jamie Sanders and Mr. Adam Welteroth

8. Approve the appointment of Delegates to Boards and Committees for the ensuing year cont'd:
  - f. Gifted Education Advisory Council  
Mrs. Cody Derr and Ms. Star Poole
  - g. Intermediate Unit Board Member  
Ms. Lori Baer
  - h. Wellness Committee  
Mrs. Michelle Deavor, Mrs. Cody Derr and Mrs. Barbara Reeves
  - i. Williamsport Area Tax Advisory Committee  
Mr. Jamie Sanders
  - j. PSBA Liaison  
Mr. Adam Welteroth

The motion carried by a unanimous voice vote.

9. Motion made by Mr. Sanders, seconded by Mrs. Lake to schedule Voting Meetings during 2022 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 3, 2022. Adoption of the Final Budget is tentatively scheduled for June 7, 2022. The annual Organization Meeting will be held on December 6, 2022 and will be followed by a regular voting meeting.

January 4, 18	February 1, 15
March 1, 22	April 5, 19
May 3, 17	June 7, 21
July 19	August 2, 16
September 6, 20	October 4, 18
November 1, 15	December 6

The motion carried by a unanimous voice vote.

10. Motion made by Mrs. Lake, seconded by Mrs. Reeves and carried to adjourn the organizational meeting at 6:18 PM.

The Regular Meeting of the Board of School Directors of the Williamsport Area School District, 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, December 7, 2021, following the organizational meeting.

The President, Lori A. Baer, called the meeting to order at 6:18 PM with the following members:

**PRESENT:** Lori A. Baer, Michelle L. Deavor, Cody L. Derr, Patrick A. Dixon, Jennifer Lake, Barbara Reeves, Jamie L. Sanders.

**ABSENT:** Star Poole (arrived 6:20 PM), Adam C. Welteroth.

**APPROVAL OF MINUTES:** Regular Meeting – November 9, 2021

#### **4.1 BOARD PRESIDENT’S REPORT –**

- A. Consider whether to set a date for a due process hearing to remove Star Poole from her position as a Board member. A motion was made by Mrs. Derr, seconded by Mr. Sanders to set a date for a due process hearing to remove Star Poole from office. Discussion occurred and Solicitor Holland was asked to explain the due process hearing. Mr. Holland explained that this hearing would be similar but less formal than an expulsion hearing. The Board would have to provide testimony that Ms. Poole was absent from two consecutive Board meetings. Ms. Poole would have an opportunity to provide testimony regarding her absences. She may choose to have attorney representation. The hearing is private unless Ms. Poole wants to have it public. The vote to remove or not to remove would occur in the public.

Roll call vote – Approved 7-1 with Mr. Dixon voting no.

A motion was made by Mrs. Lake, seconded by Mrs. Derr to schedule the hearing prior to the January 4, 2022 board meeting at 5:00 p.m. Mr. Sanders expressed concerns about the ability to be here at 5:00 p.m. and asked about beginning later. The motion was amended to hold the hearing at 5:30 p.m. and move the January 4, 2022 regular board meeting from 6:00 p.m. to 6:30 p.m.

Ms. Poole was asked if this date and time was convenient for her and she said it was.

Voice vote all affirmative. Motion carried.

- B. Approve a motion to review the 2021-2022 Williamsport Area School District Health and Safety Plan. Dr. Bowers explained that every 6 months the Board is required to review the Health and Safety Plan. Currently the masking mandate has been going back and forth in the court system as to whether it is legal or not.

**4.1 BOARD PRESIDENT’S REPORT CONT’D:**

- B. As you know, our plan has followed the State Department of Health mandates. This is the first time the Board has met since this back and forth began. The PA Supreme Court is scheduled to hear the case on December 8. Legally as we sit here this evening, a masking order is in place. The Board needs to decide if we will be continuing to follow mandates and we need to communicate with parents and community that masking is mandatory; or if the Board wants to wait and see how this plays out in court. Dr. Bowers’ recommendation remains that we follow all mandates and laws. He also noted that should the Board vote not to do this as a commissioned officer he has to self-report this to PDE.

The other component of the Health and Safety Plan that needs to be discussed is the daily communication of positive cases.

The Board discussed the masking situation. Mr. Holland explained what has occurred in the courts to date and that the PA Supreme Court will provide the final ruling after it hears the case. Dr. Poole provided information regarding current cases in the district and quarantine processes. Discussion occurred regarding potential liability exposure due to lawsuits. Board members shared their individual views on the topic.

Motion was made by Mr. Sanders, seconded by Mrs. Derr to amend the Health and Safety plan to make masking optional by removing the wording on page 4, number 1 regarding monitoring and complying with mandates and removing the second bullet point on the page 4 chart under letter a requiring masks to be worn.

- 1. How will the LEA, to the greatest extent practicable, support prevention and mitigation policies in line with the most up-to-date guidance from the CDC for the reopening and operation of school facilities in order to continuously and safely open and operate schools for in-person learning?

~~We will monitor mandates from Pennsylvania Department of Education and Pennsylvania Department of Health on a daily basis. As mandates change the district will comply.~~

ARP ESSER Requirement	Strategies, Policies, and Procedures
<ul style="list-style-type: none"> <li>a. Universal and correct wearing of masks;</li> </ul>	<ul style="list-style-type: none"> <li>• Schools will open with mask coverings as optional at the personal choice and preferences of our families.</li> <li>• <del>In the event, the state or county requires face coverings to be worn in public, the district will comply with this health directive and require facemasks/face coverings to be worn in schools. This may occur in any phase.</del></li> <li>• As mandated by the state of Pennsylvania, masking is still required for public</li> </ul>

	transportation/school buses, to and from school, including athletic transportation.
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Roll call vote – Approved 6-2 with Mrs. Reeves and Mrs. Baer voting against the motion.

It was noted that masking on buses is a federal regulation and masks will still be required.

The communication requirement on page 6, letter e, bullet #1 was discussed.

ARP ESSER Requirement	Strategies, Policies, and Procedures
<p>e. Contact tracing in combination with isolation and quarantine, in collaboration with the State and local health departments;</p>	<ul style="list-style-type: none"> <li>• If there is a confirmed positive case of COVID-19 with a student or staff member, all parents/staff to the school affected will be notified through our Swift K-12 parent notification system by phone and text <b><u>with a weekly reminder to check the District's dashboard.</u></b> If students must be excluded and quarantined due to direct exposure with another student or staff member, parents will be notified through a phone call from the principal or school nursing staff.</li> <li>• If a student/students or staff member have been directly exposed to a COVID-19 positive case, they will be excluded from school for 10 days and students will be provided access to their education while absent through the school districts remote platform. Students or staff quarantined can return to school on day 11, or may be tested on day 5 after exposure and return on day 8 if COVID test is negative. COVID testing results must be provided to the school before a student or staff member can return.</li> <li>• [ALL other bullets remain as per July 20, 2021 Revision.]</li> </ul>

The current process is when a positive case of COVID-19 has been confirmed with a student or staff member, all parents and staff of the affected school receive Swift K12 phone calls and text messages. A personal contact is made to the parent if a student has to be quarantined. The Dashboard on the district website is updated daily and contains information regarding case numbers, as well as active cases in the last 14 days. This will be changing to the last 10 days. Parents and staff members can go to the district website at any time and review the COVID Dashboard.

Mrs. Derr made a motion to remove the requirement for the daily text and call, and to only provide a weekly reminder with an active link to the COVID Dashboard. Mr. Sanders seconded the motion.

Roll call vote. All votes affirmative. Motion carried 8-0.

Additional discussion occurred regarding page 7, letter g “Efforts to provide vaccinations to school communities.” Dr. Bowers explained that the District is a huge component of the community and we often partner with community organizations to provide information to families. If we receive requests from an organization to use our facilities as a clinic site, they would need to follow our facilities use policy and the request would come to the Board for approval at that time.

A motion for an omnibus to approve the remaining items on the agenda (including 4.1C), the minutes from November 9, and the addendum was made by Mr. Sanders and seconded by Mrs. Lake.

President Baer recognized Dr. Bigger and thanked her for her service stating that even though she hates to see her go, it is well deserved.

- C. Approve Jonah Milliken to serve as a member of the Williamsport Area School District Education Foundation Board of Directors, effective November 12, 2021, through June 30, 2023, as recommended by the Williamsport Area School District Education Foundation. Mr. Milliken will fill a community seat on the board left vacant by Mrs. Audra Mazzante, who resigned on November 11, 2021.

## **FINANCE REPORT**

5.1 Approve the following financial reports:

- A. Treasurer’s Report for the month of October 2021:
- B. Payroll Report for the month of November 2021:

General Fund – Unrestricted	\$2,933,551.11
General Fund – Restricted	198,509.06
Food Service Fund	91,796.39
Earned Income Tax	46,381.65
Student Activities	0.00
<b>TOTAL</b>	<b>\$3,270,238.21</b>

**FINANCE REPORT CONT'D:**

- 5.2 Authorize payment of invoices and services rendered by the list submitted from November 10, 2021 to December 7, 2021 and direct the officers of the Board of School Directors to execute the same:

General Fund	\$1,996,474.08
Athletic Fund	1,391.00
EIT Operating Fund	653.98
Food Service Fund	143,025.33
Payroll Fund	1,102,823.64
PLGIT Capital Projects Fund	4,894.70
Student Activities Fund	2,693.01
TOTAL	\$3,251,955.74

- 5.3 Authorize an order for the payment of bills for December 20, 2021 with retroactive Board approval to occur on January 4, 2022.
- 5.4 Approve budget transfers for FY22, dated October 1, 2021 to November 30, 2021, as presented in accordance with Section 609 of the Public School Code of 1949, as amended:
- 5.5 Appoint Wanda Erb as Primary Voting Delegate, Brett Leinbach as First Alternate Voting Delegate, and Jamie Sanders as Second Alternate Voting Delegate to the Lycoming County Tax Collection Committee for 2022 as required by Act 32.
- 5.6 Authorize the donation of unused and unneeded furniture and equipment to the Food for the Poor.

**BOARD POLICY – None**

**CURRICULUM REPORT**

- 7.1 Approve Dr. Susan Bigger, Mrs. Anne Logue and selected members of the Strategic Recruitment Committee to participate in educational career fairs for the purpose of recruitment of teaching applicants during Spring 2022 at the following career fairs: PERC – Pittsburgh Education Recruitment Consortium; Penn State Education Career Day; Greater Philadelphia Job Fair; Millersville University Job Fair; Bloomsburg University Job Fair; and Lock Haven University Job Fair. All travel and participation costs will be paid for by the Human Resource budget.
- 7.2 Approve an agreement with Follett Destiny Resource Manager to provide asset tracking and management software for the 2021-2022 school year (year one of two). Costs of \$2,199 will be paid through ESSER funds.



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

- 7.3 Approve the new and updated Spanish course material for all grades 9-12 and all Spanish levels I, II, III, and IV at the cost of \$29,033.06.

Course materials purchased through ESSER III funds will accelerate in-person and remote instruction, including all on-line and print resources that can be used for remote instruction and academic recovery of missed in-person instruction. Purchase will include all teacher and student materials, textbooks both print and online, online tutorials and assessments, and online student work text. (ESSER III Funding)

## **PERSONNEL REPORT**

### **8.1 RESIGNATIONS**

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

- A. Susan L. Bigger, full-time Assistant Superintendent for the District, for the purpose of retirement, effective June 30, 2022.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Susan L. Bigger from service in the Williamsport Area Schools and expresses its sincere appreciation for her 11 years of dedicated service to our school system as an administrator. It further expresses the hope that her years of retirement will be many and richly rewarding.

- B. Jeffery T. Robbins, full-time Principal at the high school, for the purpose of retirement, effective June 30, 2022.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Jeffery T. Robbins from service in the Williamsport Area Schools and expresses its sincere appreciation for his 28 years of dedicated service to our school system as an administrator and teacher. It further expresses the hope that his years of retirement will be many and richly rewarding.

- C. Steve J. Bennett, full-time Head Custodian at the middle school, for the purpose of retirement, effective January 17, 2022.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Steve J. Bennett from service in the Williamsport Area Schools and expresses its sincere appreciation for his 29½ years of dedicated service to our school system as a custodian. It further expresses the hope that his years of retirement will be many and richly rewarding.

8.1 RESIGNATIONS CONT'D:

- D. Ilene K. Butler, full-time Aide (Special Education) at the middle school, for the purpose of retirement, effective January 6, 2022.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Ilene K. Butler from service in the Williamsport Area Schools and expresses its sincere appreciation for her 20½ 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.

- E. Leanne S. Hofstead, full-time School Psychologist for the District, for other employment, effective January 7, 2022, or possibly sooner, as administration has determined to hold Ms. Hofstead for up to 60 days per PA School Code.
- F. Daniel L. Carpenter, full-time Mathematics (7<sup>th</sup> Grade) teacher at the middle school, for other employment, effective January 28, 2022, or possibly sooner, as administration has determined to hold Mr. Carpenter for up to 60 days per PA School Code.
- G. Kaleena M. Dietterick, full-time Special Education teacher at the middle school, for other employment, effective January 31, 2022, or possibly sooner, as administration has determined to hold Ms. Dietterick for up to 60 days per PA School Code.
- H. Zoie H. Cipriani, part-time Aide (Special Education) at Cochran Primary School, for personal reasons, effective November 29, 2021.
- I. Anthony R. Humphries, full-time Custodian at the high school, for personal reasons, effective December 3, 2021.
- J. Kristi R. Swartz, part-time Aide (Special Education) at the high school, for other employment, effective December 3, 2021.
- K. Diane M. Snell, part-time Food Service Worker at Lycoming Valley Intermediate School, for the purpose of retirement, effective June 9, 2022.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Diane M. Snell from service in the Williamsport Area Schools and expresses its sincere appreciation for her almost 10 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.

8.2\* LEAVE OF ABSENCE – None

8.3\* ELECTION OF STAFF

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

- A. Aubrey A. Grove to be currently assigned as full-time School Psychologist (245 days) for the District, effective date to be determined, at a salary of \$69,500, prorated, and benefits as provided in the Act 93 Compensation Plan, pending receipt of all required documentation including clearances (replacing Leanne Hofstead, resigned).
- B. Kirsten G. Winner as a long-term substitute teacher effective December 8, 2021, through the remainder of the 2021-2022 school year only (tentative ending date of June 9, 2022), unless terminated sooner, to be currently assigned primarily at the primary schools but may be used at any level where there is need and to support a remote platform if needed, at a salary rate of Step 1, master’s, \$55,645, prorated (replacing Alexandra Sheppard, transferred).
- C. Angela J. Maneval to be currently assigned to a part-time Aide (Special Education; up to 185 days per year; up to 5 hours per day) at Hepburn-Lycoming Primary School, with a base wage rate of \$13.87 per hour (without degree rate), effective December 8, 2021 (replacing Michelle Beggs, transferred; position briefly filled by Susan DiMassimo, administratively transferred).
- D. Janeda M. Molino to be currently assigned to a part-time Aide (Non-Special Education; up to 185 days per year, up to 5 hours per day) at Curtin Intermediate School, with a base wage rate of \$13.87 per hour (without degree rate), effective date December 8, 2021 (replacing Olivia Erb, resigned).
- E. Danielle L. Gottschall to be currently assigned to part-time Food Service Worker (up to 180 days; up to 4 hours per day) at Jackson Primary School, with a base wage rate of \$12.96 per hour, effective December 8, 2021 (replacing Linda Fike, resigned).
- F. The following persons to the positions indicated for the 2021-2022 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 (5)	\$2,215
Jazz Band	Todd L. Kendall (5)	\$1,200
<u>Williamsport Area Middle School</u>		
Director	Laura C. Garside (5)	\$1,600

8.3\* ELECTION OF STAFF CONT'D:

F. The following persons to the positions indicated cont'd:

<u>POSITION</u>	<u>TEACHER</u>	<u>STIPEND</u>
<b>BAND</b>		
<u>Intermediate School - Directors</u>		
Lycoming Valley	Donald J. Fisher (5)	\$1,329
Curtin	Jeffrey P. Smith (4)	\$1,140
<b>CHORAL</b>		
<u>Williamsport Area High School</u>		
Director	Megan E. Louder (0)	\$1,600
Director	Samuel A. Robinson (5)	\$2,000
Les Chanteuse	Megan E. Louder (0)	\$ 960
GQ	Samuel A. Robinson (5)	\$1,200
<u>Williamsport Area Middle School</u>		
Director	Marisa S. Hickey (5)	\$1,600
Director	Megan E. Louder (0)	\$1,280
<u>Intermediate School - Directors</u>		
Curtin	Michelle L. Hinkal (5)	\$1,329
Lycoming Valley	Jennifer L. Wright (5)	\$1,249
<b>ORCHESTRA</b>		
<u>Williamsport Area High School</u>		
Director	Matthew A. Radspinner (5)	\$2,215
<u>Williamsport Area Middle School</u>		
Director	Kathleen O. Mondell (5)	\$1,600
<u>Intermediate School - Directors</u>		
Curtin	Anna L. Radspinner (5)	\$1,329
Lycoming Valley	Danielle E. Johnson (5)	\$1,200

G. The following winter sport coaches at the respective schools for the 2021-2022 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\*):

<u>Williamsport Area High School</u>		
<u>Boys Basketball</u>		
Volunteer:	Thomas R. Griffith	---

8.3\* ELECTION OF STAFF CONT'D:

G. The following persons to the positions indicated cont'd:

	<b><u>Williamsport Area High School</u></b>	
<u>Wrestling</u>		
Volunteer:	Andrew W. Wagner	---
<u>Girls Track &amp; Field</u>		
Volunteer:	Alicia M. Wyland	---
	<b><u>Williamsport Area Middle School</u></b>	
<u>Wrestling</u>		
MS Assistant Coach:	Alec E. Dickey (0)*	\$2,240

H. The following substitute food service worker(s), at the salary rate of \$12.00 per hour, for the actual number of hours worked, effective date as indicated:

Brittney A. Johns (effective 11/30/21)

I. The following substitute administrative support/aide(s), subject to assignment by the Superintendent of Schools, at the hourly rates established by Board policy (\$12.00 per hour; up to a maximum of 180 days per year) and only for the actual number of hours assigned and worked:

Brittney A. Johns (effective 11/30/21)

J. 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 2021-2022 school year:

Marc R. Garside (effective 12/08/21)

K. 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:

Caylin M. Hartley (effective 12/15/21)

8.3\* ELECTION OF STAFF CONT'D:

- L. The following for the substitute part-time Contact Tracer Positions, subject to assignment by the Superintendent of Schools, at the hourly rates established by Board policy (LPN--\$20.00 per hour; RN--\$32.00 per hour; up to a maximum of 7 hours per day) and only for the actual number of hours assigned and worked:

Carissa S. Anjard (RN) (effective 12/08/21)

Nadera F. Hoyt (LPN) - (effective date to be determined pending receipt of updated clearances and all other required documentation)

- M. Tammy L. Geyer to be currently assigned to full-time Health Room Technician (up to 185 days, 7 hours per day) for the District, with a base wage rate of \$23,621, prorated (\$18.24 per hour), effective date to be determined pending receipt of updated clearances and all other required documentation (in anticipation of a current Health Room Technician employee retirement).

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

- A. Iliana Kalamafoni from a part-time Aide (Special Education; 185 day, 5 hours per day) at the middle school to be currently assigned to full-time Administrative Support I (205 days, 7 hours per day) at the middle school with a base wage rate of \$26,562, prorated (\$18.51 per hour), effective November 18, 2021 (replacing Lisa M. Jamison, transferred).
- B. Lisa M. Peacock from a part-time Aide (Special Education; 185 day, 5 hours per day) at the high school to be currently assigned to full-time Aide (up to 185 days, 7 hours per day) in the CTE program at the high school, with a base wage rate of \$26,276, prorated (\$20.29 per hour), effective December 8, 2021 (new position approved by the Board).
- C. Kimberly E. Robinson from a full-time Administrative Support I in the Tax Office to be currently assigned to full-time Administrative Support I (245 days, 7½ hours per day) at the Instructional Media Center with a base wage rate of \$38,808 (\$21.12 per hour), effective date to be determined (replacing Linda Hubbell, retired).

8.5 CONTRACTED SERVICES

- A. Approve agreement with Michelle K. Long, qualified interpreter of American Sign Language (ASL) and Pidgin Sign English (PSE), to provide interpreter services (as needed) to eligible clients at the rate of \$40.00 per hour and/or additional stipulations as outlined in her contract for hours worked and travel time (not to exceed two hours each day), effective through June 30, 2022.

8.5 CONTRACTED SERVICES CONT'D:

- B. Approve Heidi E. Roupp, qualified interpreter of American Sign Language (ASL) and Pidgin Sign English (PSE) to provide interpreter services (as needed) for two IEP meetings at the rate of \$45.00 per hour (with a two-hour minimum charge) for hours worked and travel time (not to exceed two hours each day), effective November 22 and November 23, 2021.

8.6 WORK SCHEDULES FOR 2021-2022

- A. Approve a revision to the Employee Work Schedule, as outlined in the Memo of Understanding between the District and the Williamsport Area Education Support Professional Association (WAESP) dated November 17, 2021, which states that November 24, 2021 is a paid non-work day for support staff employees falling with the following classifications: 250-day, 245-day, 225-day and 205-day.

8.7 OTHER

- A. Approve up to two (2) additional long-term substitute teacher positions for the 2021-22 school year. Position assignments will cover Primary and Intermediate Levels, for the second semester only. Salary for these positions will be Step 1.
- B. Approve Lawrence J. Flint for the 2021-2022 school year to be reimbursed up to a maximum of 8 hours to be paid at the district tutoring rate of \$31.20 per hour for assisting with class rank computation at the high school for each marking period and for final graduation ranking. The work will be completed outside of the contractual day.

**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:

Field trips are being presented for provisional approval in accordance with the District's Health and Safety Plan and may need to change or be canceled. All students must be in compliance with the school's field trip disciplinary requirements in order to participate.

## **STUDENT/COMMUNITY ACTIVITIES**

- 10.1 Approve the following student trips:
- A. Four (4) eighth grade students from the Williamsport Area Middle School, accompanied by their teacher, to travel to Ralph S. Alberts, Inc. (Montoursville) during December 2021 to participate in the “What’s So Cool About Manufacturing” contest. The students will be transported in a district van. One substitute will be required for the day.
- 10.2 Approve the purchasing of caps and gowns for the 2022 Senior Class to be paid from the General Fund at an estimated cost of \$8,500.

## **BIDS/CONTRACTS**

- 11.1 Approve a contract between the Williamsport Area High School and the Genetti Hotel and Suites to host the annual Top Hat Dinner on May 23, 2022.
- 11.2 Approve an agreement with D&J Lawn Care and Snow Removal, Williamsport, PA to provide snowplowing and snow removal (primarily outside of the regular school/work day) for Lycoming Valley Intermediate and Hepburn Primary schools at a cost of \$725 per push (plow) and for Curtin Intermediate and Cochran Primary schools at a cost of \$425 per push (plow). The agreement will be effective from December 9, 2021 through June 30, 2024.
- 11.3 Approve an agreement with Friendship House, Scranton, PA to provide three school based licensed therapists, to provide school-based counseling and therapy services to students in the district from January 1, 2022 through June 30, 2024. The cost of the agreement for 2.5 years is \$621,065 and will come from the district’s ARP ESSER State Set Aside funding that is allocated to be spent on mental health and trauma services. The district received four responses to our advertised request for proposals.
- 11.4 Retroactively approve Change Order PCO-03 from Hepco Construction Inc. to furnish and install security film on various windows and doors for the Curtin Vestibule Project. This is at an increase in cost of \$5,469.00.
- 11.5 Retroactively approve Change Order PCO-04 from Hepco Construction Inc. to furnish and install fire rated door, frame, sidelight and hardware black anodized finish for the Curtin Vestibule Project. This is at an increase in cost of \$3,184.00.
- 11.6 Retroactively approve Change Order PCO-05 from Hepco Construction Inc. for various changes to the framing system in three different rooms, which include structural stud wall, box beam ceiling, soffit, track, drywall for the Curtin Vestibule Project. This is at an increase in cost of \$6,294.00.



**BIDS/CONTRACTS CONT'D:**

- 11.7 Retroactively approve Change Order PCO-06 from Hepco Construction Inc. to add LVP and Cove Base into ground floor corridor and continuing into 4 stairways for the Curtin Vestibule Project. This is at an increase in cost of \$7,184.00.
- 11.8 Retroactively approve Change Order PCO-07 from Hepco Construction Inc. to remove grille doors for all cabinets and replace 5 standard width cabinets with 5 narrow width cabinets for the Curtin Vestibule Project. This is at a deduct in cost of \$4,193.00.
- 11.9 Retroactively approve Change Order COR-001 from Silvertip Inc. to provide a credit for all control valves that were to be provided per project scope that now are being provided by the district for the Curtin Vestibule Project. This is at a deduct in cost of \$2,435.80.

**TAX ITEMS** – None

**TRANSPORTATION** – None

Voice vote – All in favor. Motion approved.

Note: Mr. Dixon was out of the room at the time of the vote.

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

Dr. Bowers welcomed Michelle Deavor and Jamie Sanders to the Board and thanked them for their willingness to serve. He noted that the Board service will keep them busy and recommended that they be sure to attend graduation. Noting this is the opportunity for them to see the results of their efforts.

He thanked President Baer and Vice-President Reeves for stepping up and taking on roles in the Board leadership.

Dr. Bowers stated that he is grateful for Dr. Bigger and having the opportunity to work side by side with her. The fact that she previously was a superintendent was very beneficial to him and the district.

He also recognized Jeff Robbins and the others who are retiring and thanked them for their time and dedication to public education. Dr. Bowers noted that it is extremely important that we recruit and make efforts to fill vacancies with the best candidates.

Dr. Bowers also shared a timeline for the feasibility study and the decision whether to close or renovate Stevens. The large feasibility committee will be meeting later this month. President Baer asked Dr. Bowers to have Scott Cousin from Crabtree Rohrbaugh Associates provide a presentation at the second meeting in January providing a brief summary of pros and cons along with costs.

## **ITEMS FROM BOARD MEMBERS**

President Baer reminded Board members of the required annual training offered through PSBA. She also asked Mrs. Erb to invite the auditors to present at a finance committee meeting.

The Act 1 tax resolution was briefly discussed. This will be on a January board meeting for consideration.

## **ITEMS FROM PUBLIC**

Michelle Hazel addressed the Board congratulating the new Board members, asking questions and commenting on the vaccine and how two weeks has turned into almost two years. She also expressed concerns regarding the changes that have occurred with the Accelerated Reader program.

Jeannie Reeder spoke about the need to keep Stevens Elementary School open and concerns about the impact of taxes on the elderly residents. She also spoke about the COVID related telephone calls and the steps the district is taking to bridge the gap in education when a student is quarantined. Additional COVID related items addressed were students being sent home for runny noses and coughs and why students can eat lunch without masks and not be quarantined but are quarantined in classrooms if not masked. Ms. Reeder expressed concerns with student names being shared with other parents and also questioned whether School Code or district policy dictate whether the due process hearing for Ms. Poole is public or private.

Tom Adams addressed the Board with concerns regarding the books in our school libraries. He would like the Board to consider setting up a committee of district residents to conduct a logical and sensible review of both physical and digital books. Mr. Adams also invited the Board and everyone present to a prayer meeting on December 18 from 10:00 a.m. to noon at the Savoy Plaza.

Sarah Reed welcomed new Board members and thanked the Board for the removal of the mask requirements. She expressed her concerns with the vaccine and doesn't want to see it on the premises or even allowing flyers. She addressed Ms. Poole's attendance and feels that the due process hearing should be public.

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

Upon motion made by Mrs. Reeves, seconded by Mrs. Lake and carried the meeting adjourned at 8:18 p.m.

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Wanda M. Erb, Board Secretary