

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, June 1, 2021, beginning at 6:00 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, Cody L. Derr, Patrick A. Dixon, Lisa M. Nible, Jane L. Penman, Adam C. Welteroth.

ABSENT: Jennifer Lake, Star Poole, Barbara D. Reeves.

OPENING EXERCISES were provided by Dr. Penman.

President Baer announced that prior to tonight's meeting the Board held an executive session for a quasi-judicial hearing.

A motion was made by Dr. Penman, seconded by Mr. Welteroth for an omnibus to include the agenda, the minutes for the May 18 regular meeting, and the addendum.

APPROVAL OF MINUTES: Regular Meeting – May 18, 2021

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

- A. Approve the adjudication of student 20/21-02 resulting from a quasi-judicial hearing held earlier this evening.

FINANCE REPORT

- 5.1 Approve the following financial reports:

- A. Payroll Report for the month of May 2021:

General Fund – Unrestricted	\$2,855,001.82
General Fund – Restricted	218,738.94
Food Service Fund	92,114.39
Earned Income Tax	47,266.17
Student Activities	0.00
TOTAL	<u>\$3,213,121.32</u>

FINANCE REPORT CONT'D:

5.2 Authorize payment of invoices and services rendered by the list submitted from May 19, 2021 to June 1, 2021 and direct the officers of the Board of School Directors to execute the same:

General Fund	\$2,501,177.31
Athletic Fund	2,514.00
EIT Operating Fund	2,064.56
Food Service Fund	1,411.21
Payroll Fund	550,587.91
PLGIT Capital Projects Fund	0.00
Student Activities Fund	841.50
	<hr/>
TOTAL	\$3,058,596.49

5.3 Approve the renewal of a three-year contract with Baker Tilly Virchow Krause, LLP to provide professional audit services for the school district for the fiscal years ending June 30, 2021, 2022, and 2023 at a cost of \$42,650; \$43,885 and \$45,150 respectively.

5.4 Approve the renewal of a three-year contract with Baker Tilly Virchow Krause, LLP to provide professional audit services to the Municipal and School Earned Income Tax Office for calendar years ending December 31, 2021, 2022, and 2023 at a cost of \$25,285; \$26,000 and \$26,750 respectively.

BOARD POLICY – None

CURRICULUM REPORT

7.1 Approve the 2021-22 Cochran Primary School handbook.

7.2 Approve the 2021-22 Hepburn-Lycoming Primary School handbook.

7.3 Approve the 2021-22 Jackson Primary School handbook.

7.4 Approve the 2021-22 Stevens Primary School handbook.

7.5 Approve the 2021-22 Curtin Intermediate School handbook.

7.6 Approve the 2021-22 Lycoming Valley Intermediate School handbook.

7.7 Approve the 2021-22 Williamsport Area Middle School handbook.

7.8 Approve the 2021-22 Williamsport Area High School handbook.

CURRICULUM REPORT CONT'D:

7.9 Approve the renewal of student and staff Learning Management Systems (LMS), from Power School Group (Schoolology) to include all student subscriptions, staff subscriptions, and the professional learning portal for the 2021-22 school year. The cost of \$30,097.60 will be paid through the Elementary and Secondary School Emergency Relief Fund/CARES Act funds.

7.10 Approve a Memorandum of Understanding between the Williamsport Area School District and STEP, Inc., administrator of STEP Head Start, for the purpose of coordinating mutually beneficial activities of the parties involved to provide effective services for children and their families.

This MOU is a requirement of the Elementary and Secondary Education Act as amended by the Every Student Succeeds Act. The MOU will need to be submitted to PDE annually as part of Federal Programs.

7.11 Approve an annual software license agreement with BLaST Intermediate Unit 17 for the IEP writing software DARTS for the 2021-22 school year. Costs will be paid from IDEA monies for special education staff at \$175 per employee and a yearly Penn Data fee of \$2,500.

7.12 Approve the following summer professional days for teachers at the curriculum rate of \$150.00 per day for the grade levels/buildings listed. The cumulative total is up to 143 days to cover all K-6 summer workdays requested by principals and curriculum supervisors. Costs will be funded through Title II budget.

- Primary (grades K-3): up to and not to exceed 117 days
- Intermediate (grades 4-6): up to and not to exceed 26 days

7.13 Approve the following summer professional days for teachers at the curriculum rate of \$150.00 per day for the grade levels/buildings listed. The cumulative total is up to seven (7) days to cover all K-6 summer workdays requested by principals and curriculum supervisors. Costs will be funded through Title IV budget.

- Primary (grades K-3): up to and not to exceed 6 days
- Intermediate Elementary (grades 4-6): up to and not to exceed 1 day

7.14 Approve the following summer professional days for gifted teachers at the curriculum rate of \$150.00 per day for the grade levels/buildings listed. The cumulative total is up to four (4) days to cover all K-6 summer workdays requested by principals and curriculum supervisors. Costs will be funded through Title IV budget.

7.15 Approve 50 K-5 teachers to participate in Coding professional development to be held on July 14, 2021.

PERSONNEL REPORT

8.1 RESIGNATIONS

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

- A. Brooke Rowles, 7th Grade English Language Arts Teacher at Williamsport Area Middle School, for other employment, effective June 10, 2021.
- B. Deborah A. Godfrey, part-time Food Service Worker at Curtin Intermediate School, for personal reasons, effective May 28, 2021.
- C. Lukas J. Seyler, part-time Food Service Worker at the high school, for personal reasons, effective May 27, 2021.

8.2* LEAVE OF ABSENCE

Approve the following leave(s) of absence:

- A. Zoie Cipriani, part-time Aide (Special Education) at Cochran Primary School, for an unpaid leave effective May 16, 2021, through June 11, 2021.
- B. Teresa Gansel, part-time Food Service Worker at Stevens Primary School, for an unpaid leave effective April 12, 2021, through June 11, 2021.

8.3* ELECTION OF STAFF

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

- A. Revise as indicated: Sarah Kramer, as a ~~temporary~~ professional employee, effective with the 2021-2022 school term (tentative date is August 26, 2021), to be currently assigned to teach Kindergarten at Hepburn Lycoming Primary School, at a salary rate of Step 1, Bachelor's, \$52,582, pending receipt of updated clearances and all required documentation (replacing Julia Arnold, resigned). Ms. Kramer will also be scheduled to participate in Induction Program activities before the start of the 2021-2022 school term.
- B. Melissa Shipman, as a professional employee, effective with the 2021-2022 school term (tentative date is August 26, 2021), to be currently assigned to teach Special Education at Williamsport Area Middle School (WAMS), at a salary rate of Step 6, Master's, \$65,855 (+\$200), pending receipt of updated clearances and all required documentation (replacing Jennie Wagner-Guffy, retired). Ms. Shipman will also be scheduled to participate in Induction Program activities before the start of the 2021-2022 school term.

8.3* ELECTION OF STAFF CONT'D:

C. Kenneth Schetroma, as a temporary professional employee, effective with the 2021-2022 school term (tentative date is August 26, 2021), to be currently assigned to teach 5th Grade at Curtin Intermediate School, at a salary rate of Step 4, Bachelor's, \$58,708, pending receipt of updated clearances and all required documentation (replacing Adam Paulhamus, transferred). Mr. Schetroma will also be scheduled to participate in Induction Program activities before the start of the 2021-2022 school term.

D. The following Career and Technical Education teacher at the high school as production printer, effective June 11, 2021, at the rate established in the Agreement by and between the Board of Directors of the Williamsport Area School District and the Williamsport Education Association:

Timothy A. Miller

E. The following persons as Academic Recovery – 5th Marking Period teachers at the high school and middle school, effective June 14, 2021, through July 2, 2021, at the rate established in the Agreement by and between the Board of School Directors and the Williamsport Education Association (\$31.20 per hour):

- Social Studies: Charles Crews
- English Language Arts: Kayln Essick (pending receipt of updated clearances and all required documentation)

F. 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:

- Sarah M. Jones (effective 05/24/21)
- Alayne M. Smith (effective 05/28/21)

G. 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:

Ian A. Perry (effective 06/02/21)

8.4* POSITION CHANGES

Approve the following position change(s):

- A. Megan Hunter from full-time School Social Worker/Home & School Visitor, District Wide, to full-time K-6 Coordinator of Trauma & Mental Health Services, District Wide (New Position), effective with the 2021-2022 school term (tentative date is August 26, 2021).
- B. Heather Way from full-time School Social Worker/Home & School Visitor, District Wide, to full-time 7-12 Coordinator of Trauma & Mental Health Services, District Wide (New Position), effective with the 2021-22 school term (tentative date is August 26, 2021).

8.5 CONTRACTED SERVICES

- A. Authorize the Board President to sign an agreement with ESI Employee Assistance Group, 55 Chamberlain St., Wellsville, New York 14895, reflecting a rate of \$25.73 per employee for Employee Assistance Program (EAP) Services effective July 1, 2021 through June 30, 2022.

8.6 OTHER

- A. Approve Melanie Bertin, CTE – Homeland Security teacher at the Williamsport Area High School, to provide CPR/First Aid training in June 2021 for up to five (5) Support Staff employees for a total of 4 hours at the rate of \$31.20 per hour. Costs will be paid through the Human Resources Professional Development budget.
- B. Approve one (1) full-time Attendance Compliance Specialist position (WAESP) in lieu of the three (3) new part-time Attendance Compliance Specialist positions (to be filled for the start of the 2021-22 school year), previously approved via the May 4, 2021 board agenda.

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 Approve job change order # 079544.00.01 for the Williamsport Middle School ERV Project with Clark Contractors, Inc., Bedford, PA in the amount of \$5,707.82 to install isolation valves, pressure test, and repair (if possible) leaks in Unit ERV-3. Change order to be funded through Bond Proceeds.
- 11.2 Approve a project with MVT Flooring, Inc., Sunbury, PA at Jackson and Cochran Primary Schools to remove and dispose of carpeting in the hallways and to install LVT (Luxury Vinyl Tile). Under the KPN contract, project costs are Jackson - \$62,650 and Cochran - \$60,700. These projects will be funded using ESSER grant monies.
- 11.3 Approve the purchase of a Hustler SuperZ mower with bagger from Hustler Turf Equipment, Hesston, KS at an estimated cost of \$16,500 under the Sourcewell Contract.

TAX ITEMS – None

TRANSPORTATION – None

The motion carried by a voice vote.

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

Dr. Bowers recognized our athletic teams and congratulated student athletes on their success at states.

Girls Softball Team is playing tonight in the district championship game.

Boys Baseball Team lost in the semifinal round of the district playoffs.

Boys Tennis team finished with a 13-1 record for their season.

In Track and Field – Allen “Tre” Taylor won a first place metal at the state championship in the 110 meter hurdles.

Shaheem Hill placed fourth in the high jump clearing 6’4”.

Congratulations to all student athletes.

We are all excited and geared up for graduation next week.

Dr. Bowers thanked the administration for their leadership and hard work during this challenging year.

June 1, 2021

ITEMS FROM BOARD MEMBERS

President Baer thanked the administrators and staff. Congratulating everyone for getting through this year. She also thanked the parents and students for their support.

ITEMS FROM PUBLIC – None

President Baer announced that after this meeting, an executive session will be held for attorney advisement and safety and security under Act 44.

Upon motion made by Dr. Penman, seconded by Mr. Welteroth and carried the meeting adjourned at 6:13 p.m.

Wanda M. Erb, Board Secretary