

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 21, 2022, beginning at 6:06 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, Michelle L. Deavor Cody L. Derr, Jennifer Lake,
Jamie L. Sanders, Adam C. Welteroth, Scott R. Williams.

ABSENT: Patrick A. Dixon, Barbara D. Reeves.

OPENING EXERCISES were provided by Mrs. Jennifer Lake.

A motion for an omnibus to include the agenda, addendum, and the June 7, 2022 minutes was made by Mr. Sanders, seconded by Mrs. Lake.

President Baer announced that an Executive Session was held prior to the meeting for personnel and attorney advisement.

APPROVAL OF MINUTES: Regular Meeting – June 7, 2022

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

- A. Adam Welteroth will represent the District as the PSBA Voting Delegate at the delegate assembly scheduled for November 5, 2022.
- B. Approve the Superintendent to offer positions to top ranking candidates for any teacher or classified vacancies that may occur during the months of June, July and August. These recommendations will be made to the Board for retroactive approval at the regular meetings in July and August.
- C. Approve the hiring of a local real estate agency to list and sell the Stevens Primary School.

FINANCE REPORT

5.1 Approve the following financial reports:

- A. Treasurer’s Report for the month of May 2022:

FINANCE REPORT CONT'D:

- 5.2 Authorize payment of invoices and services rendered by the list submitted from June 8, 2022 to June 21, 2022 and direct the officers of the Board of School Directors to execute the same:

General Fund	\$820,160.14
Athletic Fund	0.00
EIT Operating Fund	9,613.80
Food Service Fund	2,817.28
Payroll Fund	3,960,194.57
PLGIT Capital Projects Fund	125,074.01
Student Activities Fund	<u>1,741.33</u>
TOTAL	\$4,919,601.13

- 5.3 Authorize a June 30, 2022, order for the payment of bills with retroactive Board approval to occur on July 19, 2022.
- 5.4 Approve budget transfers for FY22, dated May 13, 2022 to June 16, 2022, as presented in accordance with Section 609 of the Public School Code of 1949, as amended:

BOARD POLICY – None

CURRICULUM REPORT

- 7.1 Approve the Cochran Primary School 2022-23 School Handbook.
- 7.2 Approve the Hepburn-Lycoming Primary School 2022-23 School Handbook.
- 7.3 Approve the Jackson Primary School 2022-23 School Handbook.
- 7.4 Approve the Curtin Intermediate School 2022-23 School Handbook.
- 7.5 Approve the Lycoming Valley Intermediate School 2022-23 School Handbook.
- 7.6 Approve the Williamsport Area Middle School 2022-23 School Handbook.
- 7.7 Approve the Williamsport Area High School 2022-23 School Handbook.
- 7.8 Approve the purchase of 30 additional online computer science and programming licenses from CodeHS for the Williamsport Area High School’s AP Computer Science course. The cost of \$1,500.00 will be funded through Title IV funds.

CURRICULUM REPORT CONT'D:

7.9 Approve a letter of agreement for the 2022-23 and 2023-24 school years with West Branch Drug and Alcohol to provide drug and alcohol screenings and counseling services to the Student Assistance Programs (SAP) at both the Williamsport Area High School and Williamsport Area Middle School. There is no cost to the district for these services.

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 the Federal Programs.

7.11 Approve the following summer professional days for teachers at the contract rate of \$150.00 per day for the grade levels/buildings listed. The cumulative total is up to 60 days to cover all K-6 summer work days requested by principals and curriculum supervisors. Costs will be funded through Title I budget.

Primary (grades K-3): up to and not to exceed 30 days
Intermediate Elementary (grades 4-6): up to and not to exceed 30 days

7.12 Approve the following summer professional days for teachers at the contract rate of \$150.00 per day for the grade levels/buildings listed. The cumulative total is up to 100 days to cover all K-6 summer work days requested by principals and curriculum supervisors. Costs will be funded through Title II budget.

Primary (grades K-3): up to and not to exceed 52 days
Intermediate Elementary (grades 4-6): up to and not to exceed 48 days

7.13 Approve the following summer professional days for teachers at the contract rate of \$150.00 per day for the grade levels/buildings listed. The cumulative total is up to 85 days to cover all K-8 summer work days requested by principals and curriculum supervisors. Costs will be funded through Title IV budget.

Primary (grades K-3): up to and not to exceed 42 days
Intermediate Elementary (grades 4-6): up to and not to exceed 23 day
Middle School (grades 6-8): up to and not to exceed 20 days

7.14 Approve the renewal of PowerSchool License and Support from Capital Area IU for the 22-23 school year, at the cost of \$58,066.00. This will provide service and support for the district's Student Information System (SIS) PowerSchool. Costs will be paid through the Technology Budget.

CURRICULUM REPORT CONT'D:

- 7.15 Approve the purchase of Web & Accessibility Compliance software for the district website from Monsido, Inc., Durham, NC, for the 22-23 school year, at the total cost of \$3,010.00. Costs will be paid through the Technology Budget.
- 7.16 Approve the purchase of the annual subscription for the technology department's inventory management and ticketing system, One-to-One Plus, from Edutek Solutions, LLC, Spartanburg, SC, for the 22-23 school year, at the cost of \$6,500.00. Costs will be paid through the Technology Budget.
- 7.17 Approve the purchase of the ClassLink License renewal for the 22-23 school year from ClassLink, Inc., Newark, NJ. This would include the ClassLink Renewal License in the quantity of 5,150 totaling \$16,222.50 and ClassLink Rosters Hosting Renewal License at the cost of \$500.00. The total of the renewal will be at the cost of \$16,722.50. ClassLink provides students and staff a single sign on to the district's dashboard and apps. Costs will be paid through the Technology Budget.
- 7.18 Approve the purchase of Microsoft 365 Licenses and Support, from IU13, Lancaster, PA, for the 22-23 school year, at a total cost of \$82,743.80. Microsoft 365 licenses and support provides server platforms, student and staff email, Microsoft Office apps, and Microsoft Defender. Costs will be paid through the Technology Budget.
- 7.19 Approve the purchase of VMWare licensing from GovConnection, Merrimack, NH, for the 22-23 school year. This is a one-year renewal at the total cost of \$5,242.19. Costs will be paid through the Technology Budget.
- 7.20 Approve the contract with EDPUZZLE, San Francisco, CA, for the 22-23 school year. The contract will give unlimited access to EDPUZZLE for all teachers in the district, at the total cost of \$10,800.00.
- 7.21 Approve the purchase of the annual subscription for the maintenance department's inventory management system FMX, from FMX, Inc., Columbus, OH, for the 22-23 school year, at a total cost of \$6,111.00. Costs will be paid through the Technology Budget.
- 7.22 Approve the purchase of 25 Mac Minis, from Apple, Inc., Austin, TX at the cost of \$649.00 per unit. These devices will be used to update existing machines across the district. These devices will be purchased from Apple Inc. at the total cost of \$16,225.00. Costs will be paid through the Technology Budget.
- 7.23 Approve the purchase of HPE Nimble Renewal from LINK Computer Corporation, Bellwood, PA. Based on the pricing per PA State COSTARS Contract the total cost is \$8,750.00. Costs will be paid through the Technology Budget.

CURRICULUM REPORT CONT'D:

- 7.24 Approve the purchase of 390 SMART Learning Suite licenses, from Visual Sound, Harrisburg, PA, for the 22-23 school year, at a total cost of \$10,428. SMART Learning Suite provides teachers with SMART Notebook and Lumio to provide interactive content to students. Costs will be paid through the Technology Budget.
- 7.25 Approve the purchase of macOS and iOS operating software, JAMF, from JAMF, Minneapolis, MN, for the 22-23 school year, at a total cost of \$14,760.00. JAMF is used to manage all district macOS and iOS devices. Costs will be paid through the Technology Budget.
- 7.26 Approve a revised 36-month renewal agreement with Trebron Security, LLC, Strasburg, PA to provide Sophos Antivirus, endpoint protection, and XDR and MTR security. The previous agreement was approved at the 3/22/22 Board of School Directors meeting. The revised agreement will provide additional cyber security and 24 hour monitoring on all servers. This agreement would be effective from July 10, 2022 through July 10, 2025 at a cost of \$39,613.59, to be billed annually for the next three years in an amount of \$13,204.53, with the first payment billed July 15, 2022. Costs will be paid through the Technology Budget.
- 7.27 Approve the purchase of 800 USB-C Chargers from AGParts World Wide, Greensburg, PA, at a cost of \$14,360.00. The USB- C chargers will be for student use with their Chromebooks. Costs will be paid through the Technology Budget.

PERSONNEL REPORT

8.1 RESIGNATIONS

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

- A. Dana R. Synoski, full-time School Counselor at the Curtin Intermediate School, for other employment, effective June 9, 2022.
- B. Kathleen A. Musheno, full-time Speech Therapist at the Cochran Primary School, for personal reasons, effective June 14, 2022.
- C. Kathy M. Shirey, full-time Administrative Support I (205 day) at the Williamsport Area High School, for the purpose of retirement, effective August 4, 2022.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Kathy M. Shirey from service in the Williamsport Area Schools and expresses its sincere appreciation for her 26 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.

8.2 ELECTION OF STAFF

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

- A. Alexis M. Parker, as temporary professional employee, effective with the 2022-2023 school term (tentative date is August 24, 2022), to be currently assigned to teach Special Education at the Lycoming Valley Intermediate School, at salary rate of Step 1, Bachelor's, \$53,633 (+\$200), pending receipt of PDE certification and all required documentation. Ms. Parker will also be scheduled to participate in Induction Program activities before the start of the 2022-2023 school term (replacing Lauren Zehner, transferred).
- B. Amber C. Roatche, as a temporary professional employee, effective with the 2022-2023 school year (tentative start date is August 24, 2022), to be currently assigned to teach 7th Grade English/Language Arts at the Williamsport Area Middle School, at a salary rate of Step 1, Master's, \$56,757, pending receipt of all required documentation and clearances. Ms. Roatche will also be scheduled to participate in Induction Program activities before the start of the 2022-2023 school term (replacing Caitlin Costa, transferred).
- C. Elizabeth I. Grassmyer as full-time Custodian (2nd shift; 250 days, 8 hours per day) for the District, with a base wage rate of \$37,980, prorated (\$18.99 per hour), or at the contracted hourly rate per the Support Staff Collective Bargaining Agreement, effective August 1, 2022 (replacing James Crumady, retired).
- D. Jordyn L. Gehr as a long-term substitute teacher effective with the 2022-2023 school year only (tentative ending date of June 8, 2023), unless terminated sooner, to be currently assigned primarily at the secondary level 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, Bachelor's, \$53,633 (approved long-term substitute teacher position for 2022-2023 school year).
- E. 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:

Kellie Mantle (effective 08/11/2022)
- F. 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:

Shelly L. McKernan (effective 06/17/2022)

8.3* POSITION CHANGES

Approve the following position change(s):

- A. Colleen J. Samar, from full-time Title I Reading Specialist/Instructional Coach at the Lycoming Valley Intermediate School to a full-time Title I Reading Specialist/Instructional Coach at the Hepburn Lycoming Primary School, effective with the 2022-2023 school year (tentative date is August 24, 2022) at the 2022-2023 school year contract salary rate (replacing Erin Brouse, transferred).
- B. Jessica M. Hollingsworth from a part-time Aide (Special Education; 185 day, up to 5 hours per day) at the Williamsport Area High School to a full-time Aide (Special Education; 185 day, 7 hours per day) at the Williamsport Area High School, with a base wage rate of \$22,909 (\$17.69 per hour), or at the contracted hourly rate per the Support Staff Collective Bargaining Agreement, effective August 25, 2022 (new position approved for the 2022-2023 school year).
- C. Kelli A. Neece, from full-time Administrative Support II (225 day, 7 hours per day) at the Stevens Primary School to a full-time Administrative Support I (205 day, 7.5 hours per day) in Student Services, with a base wage rate of \$32,472 (\$21.12 per hour), or at the contracted hourly rate per the Support Staff Collective Bargaining Agreement, effective July 1, 2022 (a Memo of Understanding between the District and WAESP Association was agreed upon for this position change; replacing Cynthia M. Ward, resigned).
- D. Lauren L. Zehner, from full-time Special Education Teacher at the Lycoming Valley Intermediate School to a full-time Title I Reading Specialist at the Lycoming Valley Intermediate School, effective with the 2022-2023 school year (tentative date is August 24, 2022) at the 2022-2023 school year contract salary rate (replacing Dana Null, retired).
- E. The following Aide(s) are being reassigned at their current salary rates for the 2022-2023 school year, or at the contracted hourly rate per the Support Staff Collective Bargaining Agreement, effective August 25, 2022:
 - 1. Sara L. Geyer from a full-time Aide at the Cochran Primary School to a full-time Aide at the Williamsport Area Middle School (transferring due to student re-assignment located at the Middle School, effective with the 2022-2023 school year).

8.4 OTHER

- A. Renew an agreement with Frontline Technologies to provide employee absent management services at an annual fee of \$13,851.59. The term of the agreement shall be for the 2022-2023 school year.

8.4 OTHER CONT'D:

- B. Approve the addition of one (1) full-time Aide position (WAESP) in lieu of three (3) vacant part-time Aide positions (to be filled for the start of the 2022-2023 school year). This position will be assigned to the Williamsport Area High School and is considered budget neutral.
- C. Approve the addition of one (1) full-time Intervention Specialist position (WAESP) in lieu of three (3) vacant part-time Aide positions (to be filled for the start of the 2022-2023 school year). This position will be assigned to the Williamsport Area Middle School and is considered budget neutral.

PROFESSIONAL DEVELOPMENT – None

STUDENT/COMMUNITY ACTIVITIES

10.1 Approve the following request for facility use:

- A. Friendship House to use a classroom, cafeteria, gymnasium and gym equipment at Curtin Intermediate School, Monday through Friday, beginning June 27, 2022 through August 11, 2022, from 8:30 a.m. until 1:30 p.m. to hold a CSBBH Program. Friendship House is requesting relief of the occupancy fee estimated at \$17,500.00 as all students are district students. Certificate of Insurance to be received.

BIDS/CONTRACTS

- 11.1 Approve an agreement with Larson Design Group, Williamsport, PA on an hourly basis to review and develop sketches related to the Instructional Media Center (IMC) property.

TAX ITEMS

- 12.1 Approve the attached tax summaries:

TRANSPORTATION – None

Voice Vote: All in favor. Motion carried.

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

Dr. Bowers congratulated our 2022 graduates and thanked everyone involved with making the graduation a success.

Tonight is John Killian's last Board meeting as he is retiring. Dr. Bowers congratulated him and wished him the best.

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

President Baer also thanked John for his many years of service to the district in a variety of positions.

Dr. Bowers noted that we are still in the hiring process with the goal of being 100% staffed by the start of the school.

Although we have a very busy summer, Dr. Bowers encouraged administrators to take vacations and come back recharged.

ITEMS FROM BOARD MEMBERS – None

ITEMS FROM PUBLIC

Brenda Mitchley, resident and grandmother of twins who attended kindergarten at Jackson this year addressed the Board. Ms. Mitchley expressed concerns with the new boundaries that will require her grandchildren to attend Hepburn. She babysits her grandchildren and currently uses public transportation to get the twins to school. Dr. Bowers suggested that she talk with Brandon Coleman to see if there are Hepburn bus stops near the public bus stops.

Sally Marino, resident, wanted to know about school safety in the midst of all the school shootings across the nation. Are our schools safe? Dr. Bowers told Mr. Sallie that we have safe school plans in place for all of our schools, but we do not discuss them in public meetings. He can reach out to Dr. Poole who may be able to answer general questions.

Tom Adams, district resident, addressed the Board by quoting General MacArthur and discussing moral decay. He noted that through no fault of our Board but that of a panel of judges, prayer has been removed from our schools. Thus, leading to decay of our public schools.

Motion to adjourn was made by Mr. Sanders, seconded by Mrs. Deavor. The meeting adjourned at 6:26 p.m.

Wanda M. Erb, Board Secretary