

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, October 6, 2020, beginning at 6:07 PM. President Baer welcomed everyone to our zoom meeting and noted the following:

- 1) The meeting is being recorded.
- 2) The microphones are all muted.
- 3) Board members will need to unmute their microphones to speak.
- 4) 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.
- 5) Board members making and seconding motions will need to state their name for the record.
- 6) All votes will be roll call.

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

ABSENT: Adam C. Weltheroth.

OPENING EXERCISES – were provided by Mr. Marc Schefsky.

President Baer announced that an executive session was held prior to tonight’s meeting for personnel and attorney advisement.

APPROVAL OF MINUTES: Regular Meeting – September 15, 2020

Motion was made by Dr. Penman, seconded by Dr. Somers for an omnibus to include the agenda, the addendum and the minutes from the September 15th board meeting.

FINANCE REPORT

5.1 Approve the following financial reports:

A. Payroll Report for the month of September 2020:

General Fund – Unrestricted	\$2,800,774.10
General Fund – Restricted	207,583.49
Food Service Fund	54,264.10
Earned Income Tax	47,375.47
Student Activities	.00
TOTAL	<u>\$3,109,997.16</u>

FINANCE REPORT CONT'D:

5.2 Authorize payment of invoices and services rendered by the list submitted from September 16, 2020, to October 6, 2020 and direct the officers of the Board of School Directors to execute the same:

General Fund	\$2,473,025.92
Athletics Fund	5,521.00
EIT Operating Fund	5,275.02
Food Service Fund	39,477.42
Payroll Fund	4,769,788.84
PLGIT Capital Projects Fund	0.00
Student Activities Fund	0.00
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TOTAL	\$7,293,088.20

5.3 Approve budget transfers for FY21, dated October 1, 2020 to October 6, 2020, as presented in accordance with Section 609 of the Public School Code of 1949, as amended:

BOARD POLICY – None

CURRICULUM REPORT

- 7.1 Approve an agreement with STEP Incorporated to host six (6) AmeriCorps participants in the District for the 2020-21 school year. AmeriCorps staff assist in improving attendance, establishing relationships with district families, and student management. Each participant is sponsored by the District at a cost of \$8,925.00, which is included in the Student Services budget. All other costs are paid by the AmeriCorps grant through STEP.
- 7.2 Approve an agreement with PowerSchool to provide Schoology Keys to Ownership training at a cost of \$1,000.00. Costs will be paid through the Technology budget.
- 7.3 Approve an agreement with the City of Williamsport and Williamsport Bureau of Police to provide School Resource Officer coverage for the Williamsport Area School District for the 2020-2021 school year at a cost of \$57,690. The district will pay half the salary and benefits for the cost of the School Resource Officer for the days they are assigned in the district. Costs are budgeted through the Student Services Department.

PERSONNEL REPORT

8.1 RESIGNATIONS

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

8.1 RESIGNATIONS CONT'D:

- A. Angela B. Corey, full-time Administrative Support II in the Student Services Department at the District Service Center, for the purpose of retirement, effective January 8, 2021.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Angela B. Corey from service in the Williamsport Area Schools and expresses its sincere appreciation for her 35 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.

- B. Shelly L. McKernan, full-time Administrative Support I in Student Services Central Registration at the District Service Center, for the purpose of retirement, effective January 8, 2021.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Shelly L. McKernan from service in the Williamsport Area Schools and expresses its sincere appreciation for her almost 25 years of dedicated service to our school system as administrative support. It further expresses the hope that her years of retirement will be many and richly rewarding.

- C. Gregory Ousley, full-time Aide (Special Ed.) at the high school, for the purpose of retirement, effective October 19, 2020.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Gregory Ousley from service in the Williamsport Area Schools and expresses its sincere appreciation for his over 24 years of dedicated service to our school system as an aide. It further expresses the hope that his years of retirement will be many and richly rewarding.

- D. Stephanie A. Armstrong, full-time 6th Grade teacher at Curtin Intermediate School, for personal reasons, effective October 16, 2020.
- E. Jennifer L. Sullivan-Gross, part-time Aide (Special Education) at Hepburn-Lycoming Primary School, for personal reasons, effective October 15, 2020.

8.2* LEAVE OF ABSENCE

Approve the following leave(s) of absence:

- A. Kaleena M. Dietterick*, full-time Special Education teacher at the middle school, for an unpaid leave, effective September 23, 2020, through December 10, 2020.

8.2* LEAVE OF ABSENCE CONT'D

- B. Tara L. Phlegar*, full-time Special Education teacher at Lycoming Valley Intermediate School, for an unpaid leave, effective October 2, 2020, through November 6, 2020, and for an unpaid leave on an intermittent basis (as needed) effective November 9, 2020, through June 10, 2021.
- C. Linda M. Ross*, full-time Aide at Jackson Primary School, for an unpaid leave, effective September 17, 2020, through November 19, 2020.
- D. Mary Jane Spangler, part-time Custodian at the high school, for an extension of an unpaid leave, effective October 1, 2020, through November 30, 2020.
- E. Approve the following employees for paid Special Sick Leave for PSERS purposes for the dates and hours indicated:
 - (1) Michelle L. Boyles – September 1, 2020 through September 11, 2020 (56 total hours)
 - (2) Paul S. Carpenter, Jr. – September 8, 2020 through September 11, 2020 (32 total hours)
 - (3) Gregory R. Fair – August 31, 2020 (8 total hours)
 - (4) Denay M. Gair – September 9, 2020 through September 11, 2020 (21 total hours)
 - (5) Lydia M. Heiser – September 3, 2020 through September 10, 2020 (35 total hours)
 - (6) Nicole E. Hostrander – September 1, 2020 through September 4, 2020 (28 total hours)
 - (7) Barbara A. Liberti – September 8, 2020 through September 11, 2020 (19 total hours)
 - (8) Ronald E. Sahm – September 8, 2020 through September 11, 2020 (28 total hours)
 - (9) Jillette L. Smith – September 11, 2020 (7 total hours)
 - (10) Brittany N. Sullenberger – September 3, 2020 through September 9, 2020 (20 total hours)

8.2* LEAVE OF ABSENCE CONT'D:

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

- (1) Kristie M. Anzulavich – September 24, 2020 through September 25, 2020 (14 total hours)
- (2) Michelle L. Bitner – September 23, 2020 through September 24, 2020 (14 total hours)
- (3) Michelle L. Boyles – September 14, 2020 through September 15, 2020 (14 total hours)
- (4) Heather M. Buffington – September 18, 2020 through September 21, 2020 (14 total hours)
- (5) Paul S. Carpenter, Jr. – September 14, 2020 through September 18, 2020 (40 total hours)
- (6) Michelle L. Dutton – September 14, 2020 through September 18, 2020 (25 total hours)
- (7) Denay M. Gair – September 14, 2020 through September 17, 2020 (28 total hours)
- (8) Edward L. Hare – September 18, 2020 through September 22, 2020 (15 total hours)
- (9) Barbara A. Liberti – September 14, 2020 through September 22, 2020 (28.5 total hours)
- (10) Lori B. Moore – September 16, 2020 through September 17, 2020 (14 total hours)
- (11) Terry S. Moore – September 16, 2020 through September 25, 2020 (60 total hours)
- (12) Brittany N. Sullenberger – September 18, 2020 through September 25, 2020 (30 total hours)
- (13) John C. Weaver – September 16, 2020 through September 25, 2020 (56 total hours)

8.3* ELECTION OF STAFF

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

- A. The following persons to the positions indicated at the respective schools for the 2020-2021 school year, at the stipends established in accordance with the current Agreement by and between the Board of School Directors of the Williamsport Area School District and the Williamsport Education Association. **Payment of stipends for these positions may be modified or withheld in the event that the activities for which stipends are being paid are curtailed or do not occur due to the COVID-19 pandemic or other conditions beyond the District's control:**

Williamsport Area High School

Billtown Banner Editorial Advisor	Amy R. Mahon (5)	\$3,543
Cherry & White Editorial Advisor	Michael A. Murafka (5)	\$3,543
Class of 2021 (Senior) Advisor	Tanya M. Swink (5)	\$1,200
Class of 2022 (Junior) Advisor	Spring M. Moore (5)	\$1,200
Class of 2023 (Sophomore) Advisor	Jennifer L. Flint (0)	\$ 640
Drama Club Advisor	Marie E. Fox (5)	\$1,600
Future Business Leader Advisor	Marianne J. Beane (5)	\$ 886
Graduation Coordinator	Laurence J. Flint (5)	\$ 800
Graduation Coordinator	Spring M. Moore (5)	\$ 800
Graduation Coordinator	Marie E. Fox (5)	\$ 800
LaMemoire Editorial Advisor	Nicole L. Gilson (5)	\$4,000
National Honor Society Advisor	Seth H. Decker (2)	\$1,020
National Art Honor Society Advisor	Andrea McDonough-Varner	\$ 800
Publications Business Advisor	Coty L. McCloskey (5)	\$2,800
Student Government Assoc. Advisor	Michelle L. Pulizzi (5)	\$2,400
Pennsylvania Builders Assoc. Advisor	Randy L. Williamson	\$ 800
Skills USA	Karen L. Hill	\$ 800
Skills USA	Clark D. Sarge	\$ 800
Skills USA	Timothy A. Miller	\$ 800
Educators Rising Advisor	Patricia A. Miller	\$ 800

Williamsport Area Middle School

Student Council Advisor	Vikki L. Cipriani (2)	\$ 680
Yearbook Advisor	Marcia L. McCann (5)	\$ 800
Educators Rising Advisor	NONE	

- 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 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:**

8.3* ELECTION OF STAFF

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

Williamsport Area Middle School

Girls Basketball

8 th Grade Head Coach:	Samantha M. Lane (4)	\$2,660
8 th Grade Head Coach:	Alicia N. Ross (2)	\$2,380
7 th Grade Head Coach:	Dominique N. Thomas (3)	\$2,660
7 th Grade Head Coach:	Na'Shel D. Walker (0) *	\$2,240
Volunteer:	Dana L. Smith	---

C. The following substitute custodian(s) and/or event staff, with a base wage rate of \$9.00 and/or \$10.00 per hour, for the actual number of hours worked, effective date as indicated:

Charles M. Goodmond, Jr. (effective 10/07/20)

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:

Wendy R. Corey (effective 10/07/20)
Amy B. Rutherford (effective 10/07/20)

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:

Madison H. Sibley (effective 10/07/20)

F. Alexis M. DegBrina as a temporary professional employee, effective date to be determined, to be currently assigned to a (Remote) 2nd Grade teacher at Cochran Primary School, at a salary rate of Step 1, bachelor's, \$51,500, prorated, pending updated clearances and all other required documentation (replacing Kyle Huff, transferred).

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

A. Theodore C. Paul from a part-time Custodian Floater (2nd shift) for the District to be currently assigned to full-time Custodian (2nd shift; 250 days per year, 8 hours per day) at the high school, with a base wage rate of \$36,960, prorated (\$18.48 per hour), effective October 12, 2020 (replacing Renee Risbon, transferred).

8.4* POSITION CHANGES CONT'D:

- B. Cindy M. Hostrander from a part-time Food Service Worker (4.25 hours) to be currently assigned to a part-time Food Service Worker (4.75 hours; up to 180 days) at Lycoming Valley Intermediate School, with a base wage rate of \$13.44 per hour, effective October 7, 2020 (replacing Debora Clarkson, transferred).
- C. Kyle S. Huff administratively transferred from a full-time (Remote) 2nd Grade teacher at Cochran Primary School to be currently assigned to a full-time (Remote) 6th Grade teacher at Curtin Intermediate School, at the 2020-2021 school year contract salary rate, effective date to be determined (replacing Stephanie Armstrong, resigned).

8.5 ATTAINMENT OF TENURE STATUS

- A. Acknowledge the attainment of tenure status of the following teachers, who have successfully completed a three-year probationary period as temporary professional employees with a satisfactory sixth rating, and extending professional employee contracts to them (*resigned during the summer 2020):

Earned June 2020:	Angela R. Carbajal	Caitlin M. Clemons
	Caitlin A. Costa	Leah A. Cox
	Megan M. DeSanto	Michelle W. Duddy
	Melissa A. Love-Ritchey	Ashley V. Muchler
	Emily M. Murray	Brooke E. Nenadal
	Dawn R. Reeder	Tabatha P. Sponseller
	Nicole R. Warfel	Amanda J. Wolfe
	Lauren L. Zehner	Conrad G. Shank*

8.6 ADJUSTMENTS TO SALARY

- A. Approve salary adjustments to the level indicated below, effective for the 2020-2021 term, as stipulated in the Agreement between the Board of School Directors and the Williamsport Education Association, for those having earned a Doctorate, Master's Degree or an Equivalency Certificate prior to the beginning of the 2020-2021 school term:

Angela R. Carbajal	Master's Degree
Megan M. DeSanto	Master's Degree
Rebecca L. Grove	Master's Degree
Laura K. Haldeman	Master's Degree
Emily B. Linn	Master's Degree
Fatima Y. Miller	Master's Degree
Loren M. Perry	Master's Degree
Tara L. Phlegar	Master's Degree
Matthew A. Radspinner	Master's Degree
Ashley N. Raniero	Master's Degree
Vonenna B. M. Sheleman	Master's Degree

8.6 ADJUSTMENTS TO SALARY CONT'D:

- B. Approve salary adjustments for the following staff members for credits earned after the Master's Degree, prior to the beginning of the 2020-2021 school term:

	TOTAL NEW <u>CREDITS</u>	CREDITS <u>TO DATE</u>
Kristie M. Anzulavich	9	9
Erin F. Brouse	18	27
Tanya E. Brown	9	18
Charles D. Crews	18	18
Meldon L. Mitstifer III	9	27
Brooke E. Nenadal	9	18
Christie M. Peck	9	9

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 Change Order 1 from Weatherproofing Technologies, Inc. credit for four (4) unused technical inspection days, unused freight and cost associated with roof and damaged duct insulation repair at the high school and middle school at a decrease in cost of \$4,234.01.

TAX ITEMS

- 12.1 Approve the following tax summaries:

TRANSPORTATION

- 13.1 Approve the following drivers/monitors/mechanics for STA, Inc. for the 2020-21 school year:

Sean Ferry CDL Driver

The motion carried by unanimous 8-0 vote. President Baer abstained from item 8.3 b.

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

- Dr. Bowers suggested that anyone who has not done so should view the remote and hybrid learning video located on the district website. Mr. Hayes has done a great job, sharing highlights from each program.
- The district has mailed letters to the parents of students who are not doing well in the remote program.
- The district is receiving questions regarding returning to a five day in person model. Dr. Bowers reminded everyone that all along he has stated that the decision is made by using science and the matrix provided by the state which takes into consideration the cases in the county. This is what we are continuing to do. However, we are also looking at the academic well-being of our students. The administration is currently working on a plan to transition back to a five day in person model. A scenario that has been discussed is bringing back students in a staggered basis. For example, elementary students for two weeks and then adding middle and high school students.

Understand that this may be what is necessary academically but the district is tasked with doing this in a safe and responsible manner. With the larger numbers, it is going to be harder to social distance and harder to provide mask breaks. We will not be able to social distance during transportation and masks will still be required. It is important that the public understands this.

- This afternoon the Governor released new guidance for gatherings. This will allow the district to increase and allow more spectators at our events. Please note that social distancing and masking will still be required.
- Dr. Bowers shared that student performance data and how teachers are adjusting to the different formats and levels are being reviewed. Administration is working on consistency with all platforms.
- On October 19, the Help Desk will be rolled out. In addition to our current Technology Help Desk, this Help Desk will have teachers available to provide content specific help to students and parents. Be sure to look for this on our social media page.

ITEMS FROM BOARD MEMBERS

Members of the Board asked questions regarding how the increased number for events will impact athletics and music programs, including who will be responsible for ensuring masking and social distancing is occurring. Dr. Bowers indicated that since this was just released this afternoon, we haven't had time to put a specific plan together. So far at events, people have been very good with adhering to the masking and social distancing protocols. If we have issues with the increased numbers, we may need to consider additional event staff. Dr. Bowers said that our auditoriums would be able to be at 15% capacity but we would need to look into the students performing and concerns with social distancing would need to be addressed. We still have a lot to consider.

ITEMS FROM BOARD MEMBERS CONT'D:

Questions were raised regarding flu season and knowing whether someone has flu or coronavirus. Dr. Bowers stated that with more students in the buildings each day, he is certain we will have more students and teachers quarantined than what we have seen so far.

Dr. Bowers noted that if and when we return to 5 days, masking will not be optional. Parents need to understand we could have situations where whole classrooms are quarantined and on remote learning. Dr. Poole explained the process that occurs with the Department of Health nurse to determine who needs to be quarantined and for how long.

Discussion regarding what needs to happen to bring students back full-time occurred, as well as whether a Board motion was necessary.

Dr. Bowers noted that if we abandon the hybrid plan it probably will not be an option we will be able to return to. He also discussed closing enrollment in the remote program and no longer allowing students to enter the program.

ITEMS FROM PUBLIC

The Board opened up the public comment to hear from the community regarding their thoughts and opinions related to returning to full week instruction.

President Baer asked the individuals to focus only on moving from the hybrid model to in-person with a 2-minute limit per person. She noted that 30 minutes would be allotted and it would only be for comments. The Board would be listening and not commenting.

District residents and/or parents providing comments were Jennifer Thomke, Tyra Crews, Sarah Crossley, Adam Harpster, Amy Turner, Michele Boyles, Rebecca Herbst, Zack Swanson, Jennifer Street, Sydney Crews, Melinda Lepley, Megan Fox and Corinne Stammel-Denmien. Each expressed their opinions and offered suggestions regarding the need to return to full time instruction, concerns with the current remote and hybrid instruction that is occurring, teacher expectations in the classroom, social distancing, mask wearing on buses and the need for the district to survey our parents to get their opinions.

Kelly Jameson-Campbell played a 5-minute recording for the Board regarding dyslexia and the need for schools, including the Williamsport Area School District to take a proactive approach to identifying and working with students with dyslexia.

Board discussion resumed with the consensus that the administration will develop a simple survey with a tight window to determine whether the parents want to return to the full 5 day per week instruction. President Baer directed Dr. Bowers to continue to develop a plan to return to in-person instruction and to bring the data from the survey and a plan to the Board for the meeting on October 20.

October 6, 2020

President Baer announced that an executive session for attorney advisement and personnel would follow the meeting.

Upon motion made by Mrs. Reeves, seconded by Dr. Penman, and carried the meeting adjourned at 7:45 PM.

Wanda M. Erb, Board Secretary