

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, May 19, 2020, beginning at 6:00 PM. President Baer welcomed everyone to our virtual meeting. President Baer 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.

Wanda Erb announced that all Board members, except Ms. Star Poole and Mr. Marc Schefsky were in attendance.

PRESENT: Lori A. Baer, Patrick A. Dixon, Jennifer Lake, Jane L. Penman, Barbara D. Reeves, Marc Schefsky (arrived 6:08 PM), Nancy Somers, Adam C. Welteroth.

ABSENT: Star Poole.

OPENING EXERCISES were provided by Ms. Lori Baer.

A motion was made by Mrs. Reeves, seconded by Mr. Welteroth for an omnibus to include the agenda, the minutes from the May 5, 2020 meeting and the addendum.

APPROVAL OF MINUTES: Regular Meeting – May 5, 2020

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

FINANCE REPORT

5.1 Approve the following financial reports:

A. Treasurer’s Report for the month of April 2020:

FINANCE REPORT CONT'D:

5.2 Authorize payment of invoices and services rendered by the list submitted from May 1, 2020, to May 14, 2020 and direct the officers of the Board of School Directors to execute the same:

General Fund	\$1,088,512.35
EIT Operating Fund	18.00
Food Service Fund	571.54
Payroll Fund	1,676,827.72
PLGIT Capital Projects Fund	425.00
Student Activities Fund	<u>100.00</u>
 TOTAL	 \$2,766,454.61

Mrs. Erb provided a brief summary of the proposed final budget for 2020-21 noting that the budget includes a deficit of \$2,179,086, which will be covered by utilizing \$355,000 of the PSERS reserve and \$1,824,086 from the unassigned fund balance. This budget does not include a real estate tax increase. Between now and the final budget adoption, we will be continuing to:

- Review budget requests for possible cuts and delayed purchases
- Monitor state budget process
- Review requirements for CARES funding
- Provide updates at committee meeting

We will plan to hold Finance and Facilities Committee meetings at 4:30 PM via Zoom on the following dates:

June 1, 8 and 15, 2020

The June 16, 2020 regular board meeting will be rescheduled to June 23, 2020 and the final budget will be considered at this time.

Fred Holland, district solicitor suggested that the budget be considered separate from the omnibus.

5.3 Motion made by Dr. Penman, seconded by Mrs. Lake, to adopt the following resolution relative to a Proposed Final Budget for the 2020-2021 fiscal year.

RESOLVED: That in accordance with the School Laws of Pennsylvania, 1949 as amended, Section 687 and Act 1 of 2006, the Board of School Directors of the Williamsport Area School District announces a proposed general fund budget in the amount of funds which will be required by the Williamsport Area School District for the fiscal year beginning July 1, 2020, and

- 5.3 Motion made by Dr. Penman, seconded by Mrs. Lake, to adopt the following resolution relative to a Proposed Final Budget for the 2020-2021 fiscal year cont'd:

RESOLVED FURTHER: That a meeting of the Board of School Directors of the Williamsport Area School District is scheduled to be held at 6:00 p.m. on Tuesday, June 23, 2020, for the purpose of adopting the general fund budget and such other general business as may be brought before the Board, and

RESOLVED FURTHER: That the Secretary be and is hereby authorized and directed to provide for special notice in a local newspaper that the proposed budget is available for inspection on the district website at www.wasd.org for all who may be interested:

ESTIMATED BEGINNING UNASSIGNED FUND BALANCE AVAILABLE FOR APPROPRIATION 06/30/20	\$ 9,519,225
FY 20-21 UNRESTRICTED REVENUE	86,840,285
FY 20-21 RESTRICTED REVENUE	4,228,280
TOTAL ESTIMATED FUND BALANCE AND REVENUE AVAILABLE FOR APPROPRIATION	100,587,790
FY 20-21 UNRESTRICTED EXPENDITURES	89,019,370
FY 20-20 RESTRICTED EXPENDITURES	4,228,280
TOTAL ESTIMATED EXPENDITURES	93,247,650
ESTIMATED JUNE 30, 2021 UNASSIGNED FUND BALANCE	7,340,140
	<u>20/21</u>
Real Property (16.89 mills 19/20)	16.89 mills
Act 511 Taxes	
Earned Income	1.5%
Real Estate Transfer	.5 of 1%

The motion carried by a unanimous 8-0 roll call vote.

FINANCE REPORT CONT'D:

5.4 Authorize the following action relative to Fiscal Year 2020-2021:

A. The payment of salaries for instructional and non-instructional employees as these salaries become due and payable on the following dates:

07/03/20	07/17/20	07/31/20	08/14/20
08/28/20	09/11/20	09/25/20	10/09/20
10/23/20	11/06/20	11/20/20	12/04/20
12/18/20	12/31/20	01/15/21	01/29/21
02/12/21	02/26/21	03/12/21	03/26/21
04/09/21	04/23/21	05/07/21	05/21/21
06/04/21	06/18/21		

BOARD POLICY - None

CURRICULUM REPORT

7.1 Approve a contract with UPMCW Williamsport d/b/a UPMC Pediatric Rehabilitation to provide Occupational and Physical Therapy services for the 2020-2021 school year. Screening and therapy services required under the Individuals with Disabilities Education Act and the Americans with Disabilities Act, along with some screening activities, will be covered by this agreement. Costs are budgeted through the ACCESS and 504 Chapter 15 budgets.

7.2 Approve the BLaST Special Education Agreement for the 2020-2021 school year. The agreement covers the responsibilities of both the Intermediate Unit #17 and the Williamsport Area School District regarding the provision of special education services to school-age children. The amount of the contract is \$488,663.25 and will be paid in five (5) installments of \$97,732.65 through the IDEA and ACCESS programs.

7.3 Approve a five-year agreement with Lock Haven University to provide dual enrollment courses to Williamsport Area School District students.

7.4 Approve the purchase of the grades 7-12 Edgenuity online curriculum to support our full-time cyber solution, as well as year-round remediation and enrichment opportunities for middle and high school students. The cost is \$36,000 and will be paid through budgeted cyber funds.

7.5 Revise the purchase of student and staff Learning Management System (LMS), from Power School Group (Schoology) to include all student subscriptions, staff subscriptions and the professional learning portal, for the 2020-2021 school year. The cost of \$32,540 will be paid through the Elementary and Secondary School Emergency Relief Fund/CARES Act funds. This is submitted as a sole source provider under the non-competitive proposal rules and also meets the rules based on the exigencies caused by the COVID-19 Pandemic.

CURRICULUM REPORT CONT'D:

- 7.6 Revise the professional development for all K-12 faculty and administrators, multiple trainings, set-up and June professional development days for the Learning Management System (LMS), from Power School Group (Schooly). The cost of \$12,000 will be paid through Title IV funds. This is submitted as a sole source provider under the non-competitive proposal rules and also meets the rules based on the exigencies caused by the COVID-19 Pandemic.
- 7.7 Approve the 2020 Extended School Year (ESY) tuition agreement with New Story School to provide a student with special education requirements and all related services at a rate of \$270.00 per day.

PERSONNEL REPORT

8.1 RESIGNATIONS

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

- A. Revise the effective date of retirement for the following teachers from June 4, 2020, to June 17, 2020:

Cathy L. Burger	Joseph T. Marzocco
Christina L. Caputo	Pamela A. Nolan
Kimberly A. Cassidy	Laura B. Schmack
Alice W. Good	Marjorie F. Stopper
Kay E. Knarr-Fisher	

- B. Kimberly L. Kaiser, full-time Head Custodian Class IV at Lycoming Valley Intermediate School, for the purpose of retirement, effective May 12, 2020.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Kimberly L. Kaiser from service in the Williamsport Area Schools and expresses its sincere appreciation for her 26 years of dedicated service to our school system as a custodian and food service worker. It further expresses the hope that her years of retirement will be many and richly rewarding.

- C. Vickie M. Overdorff, full-time Aide (Special Education) at the high school, for the purpose of retirement, effective June 16, 2020.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Vickie M. Overdorff from service in the Williamsport Area Schools and expresses its sincere appreciation for her over 22½ years of dedicated service to our school system as an aide and food service worker. It further expresses the hope that her years of retirement will be many and richly rewarding.

8.2 LEAVES OF ABSENCE – None

8.3* ELECTION OF STAFF

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

A. Libby L. Williams to be currently assigned to part-time Administrative Support I (up to 245 days per year; up to 5 hours per day) in the Tax Office, with a base wage rate of \$13.48 per hour, effective May 20, 2020 (replacing Stacey Shadick, resigned).

B. The following person(s) for work on the Williamsport Area High School’s Drama production of *Flowers for Algernon* which was held on January 24-26, 2020, at the rates in accordance with the Agreement by and between the Board of School Directors of the Williamsport Area School District and the Williamsport Education Association:

Marie E. Fox	\$ 1,329
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C. Approve the payment of stipends to active members of the Williamsport Area High School and Williamsport Area Middle School Student Assistance Teams for the 2019-2020 school year. The stipend rate is \$1,200 per year per the stipend schedule. Members are listed by building:

Williamsport Area High School

Seth H. Decker	Kaitlin L. Eck
David R. Ferry	Susan E. McGehean
Matthew A. Radspinner	Jeremy S. Steppe
Heather E. Way	Jennifer J. Weaver
Phyllis J. Sieber	

Williamsport Area Middle School

Christine R. Krajnyak	Emily B. Linn
Patrick R. Menges	Christie M. Peck
Tamra L. Rook	Marjorie F. Stopper
Jennie M. Wagner-Guffy	

D. The following Career and Technical Education teachers at the high school as production printers, effective June 19, 2020, 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 (\$26.21 per hour or contract rate):

Timothy A. Miller
David E. Gephart

8.3* ELECTION OF STAFF CONT'D:

- E. Approve a \$6,000 stipend to be paid to Kirk Felix for the extra duties associated with the dual leadership of Jackson and Cochran Primary Schools for the 2020-2021 school year.

PROFESSIONAL DEVELOPMENT – None

STUDENT/COMMUNITY ACTIVITIES – None

BIDS/CONTRACTS – None

TAX ITEMS – None

TRANSPORTATION – None

The omnibus motion carried by a unanimous 8-0 roll call vote.

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

Dr. Bowers encouraged families to stay connected with schools and staff. He suggested frequently checking out our social media and our website. We've posted a lot of information recently on graduation and pick up of items left at school by students.

Dr. Bowers thanked the finance committee and the business office for their efforts to bring a proposed final budget to the Board for consideration this evening. This has been a very difficult process. We felt it was very important with regards to the economic situation and the overall environment that this budget reflect a zero tax increase. This was done by eliminating 14 professional positions, including a principal position. The good news is we were able to do this through attrition so no one lost their job. As Mrs. Erb mentioned the budget reflects the use of our reserves to balance the budget, this is not a practice that can continue but our hope is that our economy will recover quickly and that we will receive federal funds.

The Human Resource Director, the Assistant Superintendent and principals met with several veteran teachers at the middle school who will be moving to elementary positions in the fall. Dr. Bowers thanked everyone for being positive and stepping up to make this transition work.

We do not know what next year will bring. During this uncertainty, we are in constant communication with PDE, our state organizations, local colleagues and our legislators.

The rest of May and the summer months will be spent looking at and trying to prepare for options for the fall. Our goal is to have a one-to-one system in place where each student will have a technology device.

May 19, 2020

ITEMS FROM BOARD MEMBERS

Mrs. Reeves and Mr. Schefsky asked questions regarding Board attendance at graduation. Board members are invited to attend the graduation ceremony.

ITEMS FROM PUBLIC

No one wished to address the Board.

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

Upon motion made by Dr. Penman, seconded by Mrs. Lake, and carried the meeting adjourned at 6:32 PM.

Wanda M. Erb, Board Secretary