

President Baer announced that tonight's meeting would begin with opening exercises, reports and presentations.

OPENING EXERCISES – Dr. Penman, in the absence of Mrs. Reeves, provided the opening exercises.

Student Representatives – Alexis Griess provided the Board with an update on athletics and activities at the high school, noting the following events: May 30th is the National Honor Society Ceremony; May 31st is the final "Without a Cue" performance; May 29th Poptastic at 7:00 p.m. at the high school.

President Baer thanked Alexis for providing updates to the Board throughout the year and wished her well.

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

A. Dr. Brandon Pardoe, Principal at the Williamsport Area High School recognized the following outstanding students:

- Desiree Aversa, a 12th grade student
- Alexis Griess, a 12th grade student
- Simon Wallace, a 12th grade student

President Baer congratulated the student and parents, thanked the students for being role models, and wished them the best in the future.

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 21, 2019, beginning at 6:32 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, Brette C. Confair, Patrick A. Dixon, Jane L. Penman,
Nancy Somers, Adam C. Welteroth.

ABSENT: Jennifer Lake, Barbara D. Reeves, Marc D. Schefsky.

Motion made by Dr. Penman, seconded by Mr. Welteroth for an omnibus to include the agenda, minutes, addendum and reports.

APPROVAL OF MINUTES: Regular Meeting – May 7, 2019

FINANCE REPORT

5.1 Approve the following financial reports:

A. Treasurer's Report for the month of April 2019:

5.2 Authorize payment of invoices and services rendered by the list submitted and direct the officers of the Board of School Directors to execute the same:

Order Number	Amount	Order Number	Amount
05/21/19	402,737.20	05/21/19A	137,912.03
05/21/19B	38,820.62	05/21/19C	13,751.32
05/21/19D	48,900.87	05/21/19E	1,700,272.67
05/21/19F	92,331.11		

5.3 Authorize the following action relative to Fiscal Year 2019-2020:

A. A public official bond in the amount of \$500,000 for the following, for the faithful performance of duties for the period beginning July 1, 2019 and the premium paid in accordance with Sections 431, 436 and 658 of the Public School Code of 1949, as amended:

1. Wanda M. Erb, Board Secretary/Business Administrator (as Board Secretary)
2. Brett A. Leinbach, Director of Finance and Accounting/Treasurer (as Treasurer)

B. A public official bond in the amount of \$3,400,000 for the following, for the faithful performance of duties for the period beginning July 1, 2019 and the premium paid in accordance with Sections 431, 436 and 658 of the Public School Code of 1949, as amended:

1. Dorothy E. Hilliard, Tax Office Manager (as Tax Officer)

C. The Treasurer to invest funds temporarily to surplus the needs of the Williamsport Area School District during fiscal year ending June 30, 2020 in accordance with the provisions of the School Laws of Pennsylvania, 1949 as amended, Section 440.1.

D. The Purchasing Agent to purchase material and supplies, contracted services, furniture, equipment, textbooks and other goods and services for which appropriations are made in the budget for the fiscal year ending June 30, 2020, in accordance with the School Laws of Pennsylvania, 1949 as amended, and School Board Policy.

5.3 Authorize the following action relative to Fiscal Year 2019-2020 cont'd:

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

07/05/19	07/19/19	08/02/19	08/16/19
08/30/19	09/13/19	09/27/19	10/11/19
10/25/19	11/08/19	11/22/19	12/06/19
12/20/19	01/03/20	01/17/20	01/31/20
02/14/20	02/28/20	03/13/20	03/27/20
04/10/20	04/24/20	05/08/20	05/22/20
06/05/20	06/19/20		

- F. The following signatories for all depositories of the funds of the Williamsport Area School District for the fiscal year ending June 30, 2020:

Lori A. Baer	- Board President
Wanda M. Erb	- Business Administrator/Board Secretary
Brett A. Leinbach	- Treasurer

- G. The following depositories of the funds of the Williamsport Area School District be authorized for the fiscal year ending June 30, 2020:

BB&T	Fidelity Investments
First National Bank	FNB Bank
JP Morgan Chase Bank	M & T Bank
Multi-Bank Securities, Inc.	PNC Bank
Santander Bank	TD Bank
US Bank	Wells Fargo Bank
The Bank of New York Mellon	
Pennsylvania Local Government Investment Trust (PLGIT)	
Pennsylvania School District Liquid Asset Funds (PSDLAF)	

- 5.4 Approve a new GOB Series of 2019 checking account through PLGIT to pay for projects related to the Bond.
- 5.5 Approve budget transfers for FY19, dated April 17, 2019 to May 21, 2019, as presented in accordance with Section 609 of the Public School Code of 1949, as amended:

BOARD POLICY

- 6.1 Approve the first reading of policy 334.1 "Sick Leave Bank" of the Williamsport Area School District Board Policy.

CURRICULUM REPORT

- 7.1 Approve a 2018-19 tuition agreement with New Story School to provide a student with special education requirements all related services at a rate of \$360.00 per day.
- 7.2 Approve The Tree of Liberty Club, a new organization at the Williamsport Area High School for students interested in exploring, discussing, and debating issues of political philosophy and public policy. Craig Niklaus, social studies teacher, will be their advisor. There will be no cost to the district.

PERSONNEL REPORT

8.1 RESIGNATIONS

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

- A. Stephanie S. Sweeley, full-time itinerant Health Room Technician for the District, for the purpose of retirement, effective August 3, 2019.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Stephanie S. Sweeley from service in the Williamsport Area Schools and expresses its sincere appreciation for her six (6) years of dedicated service to our school system as a health room technician. It further expresses the hope that her years of retirement will be many and richly rewarding.

- B. Brenda K. Frazier, full-time School Psychologist for the District, for other employment, effective August 4, 2019.
- C. Claudine Griffin, part-time Aide (Special Education) at Curtin Intermediate School, for other employment, effective May 10, 2019.
- D. Megan E. Hayes, part-time Aide (Special Education) at the high school, for personal reasons, effective June 10, 2019.
- E. Beth A. Kauffman, full-time Special Education teacher at the middle school, for personal reasons, effective June 11, 2019.
- F. Terrill A. Seward, part-time Aide (Non-Special Education) at the middle school, for other employment, effective May 24, 2019.
- G. Briana I. Trick, part-time Aide (Special Education) at the high school, for personal reasons, effective June 5, 2019.
- H. Amanda K. Hassler, part-time Aide (Non-Special Education) at Lycoming Valley Intermediate School, for personal reasons, effective June 10, 2019.

8.2 LEAVES OF ABSENCE

Approve the following leave(s) of absence:

- A. Ipshita Hellberg*, full-time Special Education/English teacher at the high school, for an unpaid leave, effective May 23, 2019 (½ PM) through June 10, 2019.
- B. Mary Jane Spangler, part-time Custodian at Jackson Primary School, for an unpaid leave, effective April 2, 2019, through May 3, 2019.
- C. Jennifer A. Douglass*, full-time Custodian/Groundskeeper at the high school, extension of an unpaid leave, effective May 20, 2019, through May 31, 2019.

8.3* ELECTION OF STAFF

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

- A. Kerry A. Hall as a temporary professional employee, effective with the 2019-2020 school term (tentative date is August 22, 2019), to be currently assigned to teach 4th Grade at Lycoming Valley Intermediate School, at a salary rate of Step 1, bachelor's, \$50,500 (replacing Therese Molesky, retired). Ms. Hall has previously participated in Induction Program activities before the start of the 2018-2019 school term.
- B. Stefanie L. Kriner as a professional employee, effective with the 2019-2020 school term (tentative date is August 22, 2019), to be currently assigned to teach 2nd Grade at Stevens Primary School, at a salary rate of Step 1, master's, \$53,500, pending updated clearances (replacing Tammi Grove, retired). Ms. Kriner will also be scheduled to participate in Induction Program activities before the start of the 2019-2020 school term.
- C. Rajah E. Lehr as a temporary professional employee, effective with the 2019-2020 school term (tentative date is August 22, 2019), to be currently assigned to teach 6th Grade at Curtin Intermediate School, at a salary rate of Step 1, bachelor's, \$50,500 (replacing Nadera Hoyt, resigned). Ms. Lehr will also be scheduled to participate in Induction Program activities before the start of the 2019-2020 school term.
- D. Lenae C. Schappell as a temporary professional employee, effective with the 2019-2020 school term (tentative date is August 22, 2019), to be currently assigned to teach Science (7th Grade) at the middle school, at a salary rate of Step 1, bachelor's, \$50,500, pending updated clearances and all other required documentation (replacing Tim Tyson, retired). Ms. Schappell will also be scheduled to participate in Induction Program activities before the start of the 2019-2020 school term.

8.3* ELECTION OF STAFF CONT'D:

- E. Rescind this request from Agenda per Ms. Wagner: ~~Megan M. Wagner as a temporary professional employee, effective with the 2019-2020 school term (tentative date is August 22, 2019), to be currently assigned as a Title I Reading Specialist at Cochran Primary and SJNRA Schools, at a salary rate of Step 1, master's, \$53,500, pending updated clearances and all other required documentation (replacing Sondra Fisher, retired). Ms. Wagner will also be scheduled to participate in Induction Program activities before the start of the 2019-2020 school term.~~
- F. Brett A. Leinbach as Treasurer of the Williamsport Area School District for a term of one year, effective July 1, 2019.

Section 404 of the Public School Code of 1949, as amended, established a one-year term of office for the Treasurer.
- G. Julia E. Arnold as a temporary professional employee, effective with the 2019-2020 school term (tentative date is August 22, 2019), to be currently assigned to teach Kindergarten at Hepburn-Lycoming Primary School, at a salary rate of Step 1, bachelor's, \$50,500, pending updated clearances and all other required documentation (replacing Julia Edler, resigned). Ms. Arnold will also be scheduled to participate in Induction Program activities before the start of the 2019-2020 school term.
- H. Regina M. Beers as a temporary professional employee, effective with the 2019-2020 school term (tentative date is August 22, 2019), to be currently assigned to teach 6th Grade at Lycoming Valley Intermediate School, at a salary rate of Step 1, bachelor's, \$50,500, pending updated clearances and all other required documentation (replacing Elizabeth Moore, retired). Ms. Beers will also be scheduled to participate in Induction Program activities before the start of the 2019-2020 school term.
- I. Jamie L. Bower as a temporary professional employee, effective with the 2019-2020 school term (tentative date is August 22, 2019), to be currently assigned to teach 6th Grade at Lycoming Valley Intermediate School, at a salary rate of Step 1, bachelor's, \$50,500, pending updated clearances and all other required documentation (replacing Michael Cioffi, retired). Ms. Bower will also be scheduled to participate in Induction Program activities before the start of the 2019-2020 school term.
- J. Patrick J. Clancy as a temporary professional employee, effective with the 2019-2020 school term (tentative date is August 22, 2019), to be currently assigned to teach 1st Grade at Cochran Primary School, at a salary rate of Step 1, bachelor's, \$50,500, pending updated clearances and all other required documentation (replacing Ann Potter, retired). Mr. Clancy will also be scheduled to participate in Induction Program activities before the start of the 2019-2020 school term.

8.3* ELECTION OF STAFF CONT'D:

- K. Baleigh L. Dunkleberger as a temporary professional employee, effective with the 2019-2020 school term (tentative date is August 22, 2019), to be currently assigned to teach 1st Grade at Jackson Primary School, at a salary rate of Step 1, bachelor's, \$50,500, pending updated clearances and all other required documentation (replacing Lisa Zagozewski, retired). Ms. Dunkleberger will also be scheduled to participate in Induction Program activities before the start of the 2019-2020 school term.
- L. Adam L. Paulhamus as a professional employee, effective with the 2019-2020 school term (tentative date is August 22, 2019), to be currently assigned to teach 5th Grade at Curtin Intermediate School, at a salary rate of Step 1, master's, \$53,500, pending updated clearances, verification of completion of master's degree and all other required documentation (new position approved by the Board). Mr. Paulhamus will also be scheduled to participate in Induction Program activities before the start of the 2019-2020 school term.
- M. DaKota L. Sellinger as a temporary professional employee, effective with the 2019-2020 school term (tentative date is August 22, 2019), to be currently assigned to teach 4th Grade at Lycoming Valley Intermediate School, at a salary rate of Step 1, bachelor's, \$50,500, pending updated clearances (replacing Lisa Swoyer, retired). Ms. Sellinger will also be scheduled to participate in Induction Program activities before the start of the 2019-2020 school term.
- N. Alexandra Seyler, to be currently assigned to full-time Payroll Officer (245 days, 7 ½ hours per day) in the Business Office at the District Service Center, with a base wage rate of \$39,850 (\$21.54 per hour), prorated, effective June 10, 2019, pending completion of all required documentation, including clearances (replacing Michelle Winter, retired effective 6/28/19). Ms. Seyler will overlap with our current Payroll Officer for training purposes.

8.4* POSITION CHANGES – None at this time

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:

All students must be in compliance with the school's field trip disciplinary requirements in order to participate.

- A. Approximately 176 fourth grade students from Curtin Intermediate School, accompanied by their teachers and aides, to walk to Brandon Park during June 2019 for an end of year celebration. There will be no cost to the district.
- B. Approximately 149 fifth grade students from Curtin Intermediate School, accompanied by their teachers and aides, to walk to Bandon Park during May 2019 for PBS/Final Friday. There will be no cost to the district.
- C. Eight (8) members of the Williamsport Area Middle School's Helping Hands Club, accompanied by their advisor, to travel to the Central PA Food Bank during May 2019 to take a cooking class and to volunteer. Transportation will be provided in the district van.
- D. Seventeen (17) Government students from the Williamsport Area High School, accompanied by their teachers, to travel to Penn College during May 2019 to attend the Senator Yaw government seminar. District transportation is requested and will be paid through the social studies budget. Two substitutes are required for the day.

10.2 Authorize district transportation to provide shuttle service from C Lot to the Williamsport Area High School auditorium for the Poptastik Concert on May 29, 2019. The cost will be paid from the Music Budget.

BIDS/CONTRACTS

11.1 Authorize the District's participation in the Cooperative Purchasing Program of the Keystone Purchasing Network for the procurement of general supplies to replenish warehouse stock.

RECOMMENDED AWARDS:

Pyramid School Products Inc., Tampa, FL	\$22,619.84
Phillips Supply Company, Plymouth, PA	4,460.20
Kurtz Bros. Inc., Clearfield, PA	4,247.92
National Art & School Supplies, Rahway, NJ	7,711.08
Cascade School Supplies Inc., North Adams, MA	<u>682.58</u>

TOTAL RECOMMENDED AWARDS	\$39,721.62
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BIDS/CONTRACTS CONT'D:

- 11.2 Authorize the District's participation in the Cooperative Purchasing Program of the Keystone Purchasing Network for the procurement of art supplies to replenish warehouse stock.

RECOMMENDED AWARDS:

National Art & School Supplies, Rahway, NJ	\$6,842.25
Kurtz Bros. Inc., Clearfield, PA	2,250.52
Pyramid School Products Inc., Tampa, FL	1,103.46
Phillips Supply Company, Plymouth, PA	<u>215.72</u>

TOTAL RECOMMENDED AWARDS \$10,411.95

- 11.3 Authorizing the District's participation in the Cooperative Purchasing Program of the Keystone Purchasing Network for the procurement of copy paper to replenish warehouse stock.

RECOMMENDED AWARDS:

Veritiv Operating Company, Chicago, IL	\$35,745.60
Lindenmeyr Monroe, Mount Joy, PA	<u>5,064.00</u>

TOTAL RECOMMENDED AWARDS \$40,809.60

TAX ITEMS

- 12.1 Approve the following tax summaries.

TRANSPORTATION

- 13.1 Approve the following drivers/monitors/mechanics for STA, Inc. for the 2018-19 school year:

Robert Stackhouse	Van Driver/Monitor
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The motion carried.

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

Dr. Bowers reported that the district currently has 289 children registered for kindergarten.

He reminded everyone of the Poptastic Concert on Wednesday, May 29th at 7:00 p.m. at the high school. It is always a great event and he encouraged everyone to attend.

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

Dr. Bowers stated everyone is still working diligently on activities being planned for June 10th, the day when district staff are planning to volunteer for non-profits in the community. Following their morning of volunteering, the staff will return to the high school for lunch and a time of celebrating new and retiring teachers as well as the accomplishments of the past year.

He thanked the WEA and WASA for sponsoring and purchasing T-shirts.

Dr. Bowers also stated that they are gearing up for the last 10-11 days and getting ready for commencement.

ITEMS FROM BOARD MEMBERS

President Baer attended the UPMC Life Skills students breakfast where our students were recognized for their hours of volunteerism. This is an excellent opportunity to recognize our students and parents.

ITEMS FROM PUBLIC – None

President Baer stated that an Executive Session would follow the meeting to provide the Board with the status of our Safe Schools Program, which is a new state requirement. Dr. Poole will provide the Board with the update. It was also noted that the Board may also have attorney advisement during the session.

Upon motion made by Dr. Penman, seconded by Mr. Welteroth and carried, the meeting adjourned at 6:40 PM.

Wanda M. Erb, Board Secretary