

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, April 16, 2019, beginning at 6:03 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 (arrived 6:15 PM), Patrick A. Dixon, Barbara D. Reeves, Marc D. Schefsky, Nancy Somers, Adam C. Welteroth.

ABSENT: Jennifer Lake, Jane L. Penman

OPENING EXERCISES were provided by Mr. Marc Schefsky

APPROVAL OF MINUTES: Regular Meeting – April 2, 2019

Student Representatives – Alexis Griess and Isaac Ritter provided the Board with an overview of high school activities. Music Department is going to New York City next Wednesday to see “Oklahoma” on Broadway. On Thursday there will be commencement speakers interviews. Also on Thursday, the *Without a Cue* groups from both Williamsport and Montoursville will be performing. Isaac provided updated statistics for our high school sports indicating that all teams are doing well. The National Honor Society Ceremony will be held on May 30th. April 26 is the last day to buy tickets for the May 4th prom.

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

A. Outstanding Student Recognition

- Elizabeth Kirk, a 3rd grade student from Jackson Primary School – Presented by Kirk Felix, Principal.
- Kaylee Rogers, a 3rd grade student from Hepburn-Lycoming Primary School - Presented by Michele Kunkle, Principal.
- Pablo Kalamafoni, a 6th grade student from Lycoming Valley Intermediate School – Presented by Tim Fausnaught, Principal.

Mrs. Confair entered the meeting at 6:15 PM

Spring Moore, the coordinator of the Odyssey of the Mind teams, thanked the Board for their support of the program. This is an exceptional experience for our students. At this time the Board considered Item 7.8.

- 7.8 Motion made by Mrs. Somers, seconded by Mr. Welteroth to approve Odyssey of the Mind teams from Cochran Primary School and the Williamsport Area Middle School, accompanied by their coaches and parents, to participate in the Odyssey of the Mind World Competition at Michigan State University on May 22-26, 2019. Costs for hotel and registration is \$11,305, will be paid through district funds. One teacher substitute will be required for three days, and one custodial substitute for three half days.

The motion carried.

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

- B. Sean McCann, Director of Athletics and Chuck Crews, Head Coach Football, provided an update on the elementary football programs. They met with both groups to get a history. We have two individual groups: The Billtown group plays in a league out of State College and the Williamsport Youth group plays in a league in Harrisburg. This is the third year of having two teams. Mr. McCann indicated that due to some local concerns and differences the two separate teams were formed. Unfortunately, Mr. McCann stated that they were definitely not interested in working together to form one team. Coach Crews feels that the Board needs to step up and support the program in the form of name recognition and financial support. This will enable us to get into the Heartland League. President Baer stated that if you are asking for financial support, we would need to know the budget and what implications it will have on the other elementary programs. Mr. McCann and Coach Crews were thanked for their efforts. They will return on May 21 to report what the costs would be for the program.

Mrs. Reeves made a motion, seconded by Mrs. Confair for an omnibus to include the agenda, addendum, minutes, reports including 4.1C.

- C. Approve the Board resolution supporting Senate Bill 34 and House Bill 526 regarding Cyber Charter Legislation reform as presented in the Superintendent’s Report.

Resolution Supporting Senate Bill 34 and House Bill 526 for School Districts Providing Their Own Cyber Learning Programs

WHEREAS a growing number of school districts across the state are responding to the need to successfully operate high- quality, full-time cyber education programs within their traditional district programs that provide flexibility and personalized options as a choice for students and families; and

WHEREAS school district cyber programs include rigorous curriculum aligned with the state academic standards and taught by appropriately certified teachers; and school districts can provide their cyber education students with regular and special education instruction and services, tutoring, career counseling and other support as necessary; and

- C. Approve the Board resolution supporting Senate Bill 34 and House Bill 526 regarding Cyber Charter Legislation reform as presented in the Superintendent's Report cont'd:

WHEREAS cyber education programs operated by school districts provide students with a smooth transition to and from the traditional school setting; and give students opportunities to participate in district instructional courses and resources; and students may choose to participate in extracurricular activities such as athletics, band, music, clubs and social activities such as homecoming and prom; and students may graduate in district ceremonies and receive a district diploma; and

WHEREAS the Commonwealth is the sole authorizer of cyber charter schools, yet the tuition costs for students attending these schools are borne by school districts and local taxpayers; and

WHEREAS the majority of cyber schools have consistently placed in the bottom 5% for educational performance in the state; further, graduation rates of cyber charters are consistently and substantially below state average; and

WHEREAS the current funding formula for cyber charter schools is based on school district expenditures with no relationship to the actual instructional costs for regular and special education instruction and services of the students attending the charter school; and funding of cyber charter schools cost the Williamsport Area School District's taxpayers more than \$2.13 million in 2017-18 at a rate of \$11,679/regular education student and \$26,522 /special education student; and

WHEREAS school districts that operate high-performing cyber programs can do so at significantly reduced costs, \$2,000/regular education student, as compared to paying tuition to a cyber charter school, enabling them to retain critical funding in the district for the benefit of all students; and

WHEREAS Senate Bill 34 and House Bill 526 supports school districts that provide their own cyber education programs by removing the financial responsibility for resident students who enroll in cyber charter schools instead of the districts' programs;

NOW, THEREFORE, BE IT RESOLVED that the Williamsport Area School District Board of School Directors hereby supports Senate Bill 34 and House Bill 526 and other efforts to provide a fiscally commonsense approach that will provide savings for school districts operating full-time, online learning programs who are required to make tuition payments for their students to attend cyber charter schools.

BE IT FURTHER RESOLVED that a copy of this resolution be submitted to the elected senators and representatives of the Williamsport Area School District in the General Assembly, and to the Governor of Pennsylvania.

FINANCE REPORT

Finance Committee report was given by Mrs. Erb. She indicated that as of April 2 after the approval of the bond issuance the deficit was \$1,847,589. Mrs. Erb shared some potential solutions identified by the administration to reduce expenditures through cuts, funding items through fund balances designated for specific purposes, or capital reserve. She also indicated that the local share in 2019-20 to fund the bond issuance would be approximately .22 mills. She also noted that we believe we will need to hire an additional special education teacher. After all the potential solutions the deficit would be \$608,109. Mrs. Erb also shared some potential additional items to discuss at the April 29 Finance Meeting. We will need to bring the proposed final budget to the Board for consideration on May 7th.

5.1 Approve the following financial reports:

A. Treasurer’s Report for the month of March 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 |
|--------------|--------------|--------------|------------|
| 04/16/19 | 564,800.22 | 04/16/19A | 7,426.83 |
| 04/16/19B | 7,278.23 | 04/16/19C | 2,597.99 |
| 04/16/19D | 1,823,359.57 | 04/16/19E | 159,054.88 |
| 04/16/19F | 3,450,810.68 | 04/16/19G | 1,002.26 |
| 04/16/19H | 18,376.93 | 04/16/19I | 1,705.00 |
| 04/16/19J | 150.00 | 04/16/19K | 2,337.61 |
| 04/16/19L | 3,072.90 | | |

5.3 Appoint Fred A. Holland, from Murphy, Butterfield & Holland, P.C., as school district solicitor, for the period of July 1, 2019 through June 30, 2020, at a retainer of \$20,000 and an hourly rate of \$150 (same rate as 2018-2019) for matters that fall outside the scope of the retainer.

5.4 Approve a contract with Baker Tilly Virchow Krause, LLP to provide professional audit services to the Municipal and School Earned Income Tax Office for the calendar year ended December 31, 2018 at a cost of \$24,575.

5.5 Approve budget transfers for FY19, dated April 3, 2019 to April 16, 2019, 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 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 \$35,000 and will be paid through budgeted cyber funds.
- 7.2 Approve the purchase of 36 Chromebook Tablets, Tablet Covers and Google Chrome Management License at a cost of \$12,184.20. The cost will be funded through the Title I budget.
- 7.3 Approve Kevin Head Entertainment to provide disc jockey and photo booth services to the WAHS Class of 2019 at the Junior/Senior Prom in May of 2019. The WAHS Class of 2019 is responsible for payment of these services for the event.
- 7.4 Approve an agreement with School Gate Guardian to purchase and install hardware and software for a visitor and guest tracking platform at Jackson Primary School at a cost of \$1,728.55. The cost for the hardware and software will come out of the Student Services Safe Schools Budget. The cost includes training, implementation, and support for one year.
- 7.5 Approve an affiliation agreement between the Williamsport Area School District and the Messiah College Graduate Program in Counseling to accept an counseling intern for the Fall 2019.
- 7.6 Approve the BLaST Intermediate Unit 17 Technology Services Agreement for the 2019-20 school year. This agreement provides one network engineer for a minimum of two (2) 7.5 hour days per month or equivalent days per year of contracted service at \$75 per hour. The same rate will be applied to any hours exceeding the contracted minimum hours. Contracted service without this agreement would cost \$88 per hour Monday through Friday, 8 AM to 4 PM and \$108 after hours with a four hour minimum. This agreement will be funded by the Technology Department budget.
- 7.7 Approve the purchase of 39 V6X3-300 digital video recorders and necessary hardware and accessories from AngelTrax at a cost of \$55,970.30, which includes a one-year license and wireless system setup for STA vehicles . Costs will be paid through the Technology and Student Services budget. This replaces and supersedes the agenda item approved by the Board of School Directors on March 5, 2019.
- 7.8 Approve Odyssey of the Mind teams from Cochran Primary School and the Williamsport Area Middle School, accompanied by their coaches and parents, to participate in the Odyssey of the Mind World Competition at Michigan State University on May 22-26, 2019. Costs for hotel and registration is \$11,305, will be paid through district funds. One teacher substitute will be required for three days, and one custodial substitute for three half days.

PERSONNEL REPORT

8.1 RESIGNATIONS

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

- A. Fred C. Collister, event staff worker for the District, for personal reasons, effective April 16, 2019.

8.2 LEAVES OF ABSENCE

Approve the following leave(s) of absence:

- A. Gemma M. Campana-Bragalone, full-time Special Education teacher at the high school, for a sabbatical leave effective April 8, 2019, through the remainder of the 2018-2019 school year (tentative ending date of June 10, 2019) for the purpose of health restoration.

Ms. Campana-Bragalone has been a teacher in the District since August 25, 1994, and has not taken a previous sabbatical.

- B. Connie M. Hess, full-time Food Service Production Manager at Stevens Primary School, extension of an unpaid leave, effective April 8, 2019, through April 30, 2019.
- C. Joshua M. King, part-time Food Service Worker at the middle school, for an unpaid leave, effective April 4, 2019, through April 25, 2019.
- D. Alaina B. Walters, part-time Food Service Worker at Hepburn-Lycoming Primary School, for an unpaid leave, effective April 9, 2019, through June 10, 2019.
- E. Teresa M. Willets, part-time Food Service Worker at the high school, for an extension of an unpaid leave, effective March 14, 2019, through May 1, 2019.
- F. Jeremy S. Loveland, Director of Technology for the District, for one day of military leave on April 26, 2019 (as reflected in orders), in accordance with School District's Act 93 Administrative Compensation Plan and Act 174 of 1990.

8.3* ELECTION OF STAFF

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

- A. Sarah R. Caffas to be currently assigned to part-time Food Service Worker (up to 180 days; 3 hours per day) at the high school, with a base wage rate of \$12.57 per hour, effective April 17, 2019 (replacing Deborah Godfrey, transferred).

8.3* ELECTION OF STAFF CONT'D:

- B. The following substitute food service workers(s), at the salary rate of \$9.00 per hour, for the actual number of hours worked, effective date as indicated:

Stephanie M. Rumsey (effective 04/17/19)

- C. The following substitute administrative support/aide(s), subject to assignment by the Superintendent of Schools, at the hourly rates established by Board policy (\$9.00/hr.; up to a maximum of 180 days per year) and only for the actual number of hours assigned and worked:

Carinne J. Beiter (effective 04/17/19)

Kristie M. Martin (effective 04/17/19)

- D. Kristie M. Martin to be currently assigned to a part-time Aide at the high school (Special Education; up to 185 days per year, prorated; up to 5 hours per day), with a base wage rate of \$13.46 per hour (without degree rate), effective April 17, 2019 (replacing Jenny Canfield, resigned).
- E. Shawn E. Brister to be currently assigned to a regular part-time Custodian at Cochran Primary School (2nd shift; 250 days, up to 5 hours per day), with a base wage rate of \$12.88 per hour, effective April 17, 2019 (replacing David Bradley, transferred).
- F. Kelly S. Grassmyer to be currently assigned to a regular part-time Custodian at the high school, (2nd shift; 250 days, up to 5 hours per day), with a base wage rate of \$12.88 per hour, effective April 17, 2019 (replacing Patricia Leonard, transferred).
- G. Lori Roupp to be currently assigned to a temporary part-time Administrative Support position in the Human Resources Office (up to 5 hours per day), with a base wage rate of \$13.35 per hour, effective April 29, 2019 through June 30, 2019, pending receipt of all required paperwork including clearances (temporary position approved at the April 2, 2019, School Board Meeting).

8.4* POSITION CHANGES – None

8.5 OTHER

- A. Appoint Brandon C. Coleman, who is the district's Transportation and School Safety Supervisor, as a School Police Officer pursuant to Section 1302-C(b)(2) of the Public School Code. Brandon Coleman is required to be appointed as a school police officer in order to carry a firearm in the district as an employee. Brandon meets all the requirements under Section 1302-C(b)(2) to carry a firearm in the district while carrying out the duties of his position.

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 196 third grade students from Hepburn-Lycoming and Jackson Primary Schools, accompanied by their teachers and other staff members, to travel to Lycoming Valley Intermediate School on two dates during May 2019 to take part in transition activities. District transportation is requested and will be funded through the elementary curriculum budget.
- B. Approximately 183 third grade students from Cochran, Jackson, and Stevens Primary Schools, accompanied by their teachers and aides, to travel to Curtin Intermediate School during May 2019 for orientation activities. The Cochran students will walk to and from Curtin. District transportation is requested for the Jackson and Stevens students and will be paid through the elementary curriculum budget.
- C. Approximately 100 music students from the Williamsport Area Middle School, accompanied by their teachers and parent chaperones, to travel to Knoebels Grove during May 2019 to perform in the park. Transportation will be provided by contract carrier. All costs will be paid through the music budget. One substitute will be required for the day.
- D. Twenty-two (22) members of the Lycoming Valley Intermediate School's Millionaire Mallets, accompanied by their teacher and parents, to travel to the Community Arts Center during May 2019 to provide pre-concert entertainment before the Williamsport Symphony Orchestra concert. Transportation will be provided by the parents.

BIDS/CONTRACTS

- 11.1 Approve the renewal of the contract with The Nutrition Group to provide Food Services Management services for the 2019-2020 school year. District approval is subject to final approval by the Pennsylvania Department of Education Division of Food and Nutrition.
- 11.2 Authorize an agreement for services for the Tax Office with Business Information Group, Inc. (BIG) for support of software operation at a cost of ~~\$140.00~~ \$170.00 per hour. Costs to be paid out of the tax office budget. (This item supersedes the agenda item approved by the Board of School Directors on April 2, 2019)

TAX ITEMS

- 12.1 Approve the attached tax summaries:
- 12.2 Approve the signing of the Lycoming County Taxing District Repository Sale Acknowledgement for the following parcels (tax amounts owed have been cleared), they now will be placed back on active tax rolls.

| | | |
|--------------|-----------------------------------|------------|
| 43-009-500 | Cottage Avenue | \$9,000.00 |
| 73-001-308 | Spruce Street | 802.99 |
| 71-002-333 | Howard Street | 3,000.00 |
| 60-367-114.B | Cochrans Island/Susquehanna River | 3,000.00 |

TRANSPORTATION – None

The motion carried.

Fred Holland thanked the Board for approving his continued services to the district.

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

Dr. Bowers addressed administrative efforts on the budget.

Dr. Bowers focused on legislative items SB34 and HB526. They are currently in committee and need to get out of committee to have potential action on the floor. Dr. Bowers read the Resolution Supporting Senate Bill 34 and House Bill 526 for School Districts providing their own Cyber Learning Programs. It is extremely important for use to make our legislators aware of the impact these cyber schools costs have on our district.

President Baer called an executive session at 7:31 PM, stating we will possibly return for action other than adjournment.

The Board meeting resumed at 8:19 PM. President Baer noted that the executive session was for personnel issues and attorney advisement.

April 16, 2019

Motion made by Mr. Schefsky, seconded by Mrs. Somers to authorize the administration to retain an engineering firm to act as inspector for the project involving repair and reconstruction of Millionaire Drive at a fee not to exceed \$70,000 and to commence their work no later than April 24, 2019.

The motion carried.

ITEMS FROM BOARD MEMBERS - None

ITEMS FROM PUBLIC – None

Upon motion made by Mr. Schefsky, seconded by Mr. Welteroth and carried the meeting adjourned at 8:20 PM.

Wanda M. Erb, Board Secretary