

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, August 16, 2016, beginning at 6:00 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, Patrick A. Dixon, Robin J. Knauth, Jerene A. Milliken, Jane L. Penman, Nancy Story Somers, Spencer E. Sweeting, Scott R. Williams.

**ABSENT:** Jennifer Lake

**OPENING EXERCISES** were provided by President Baer.

**APPROVAL OF MINUTES:** A motion was made by Dr. Story Somers and seconded by Dr. Penman to approve the minutes of August 2, 2016 as corrected. There was no Executive Session held after the August 2<sup>nd</sup> meeting.

The motion carried by a unanimous roll call.

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

- A. Appoint one additional Voting Delegate for the PSBA 2016 Delegate assembly meeting on Saturday, October 15, 2016. Dr. Knauth and President Baer were appointed as Voting Delegates for the PSBA 2016 Delegate assembly meeting on Saturday, October 15, 2016. Mrs. Milliken can no longer serve as a Voting Delegate due to another commitment.

President Baer announced that an Executive Session for attorney advisement, real estate, and personnel was held prior to tonight’s meeting.

- B. Re-appointing the following individuals to serve on the Williamsport Area School District Education Foundation for a three-year term beginning July 1, 2016 and ending June 30, 2019, as recommended by the Williamsport Area School District Education Foundation Board of Directors:

William Emery

Craig R. Niklaus

Lynne Piotrowski

- C. Approve Mrs. Geralyn Fausnaught to serve as a member of the Williamsport Area School District Education Foundation Board of Directors for a three-year term, effective September 14, 2016, through June 30, 2019, as recommended by the WASD Education Foundation. Mrs. Fausnaught fills one of the community member seats on the board, replacing Mr. Philip Thomas, whose term expired.

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

- D. Approve Mrs. Susan Dinsmore to serve as a member of the Williamsport Area School District Education Foundation Board of Directors for a three-year term, effective September 14, 2016, through June 30, 2019, as recommended by the WASD Education Foundation. Mrs. Dinsmore fills one of the community member seats on the board, replacing Mr. Edward Lyon, whose term expired.
  
- E. Approve Mr. Robert Fisher to serve as a member of the Williamsport Area School District Education Foundation Board of Directors for a three-year term, effective September 14, 2016, through June 30, 2019, as recommended by the WASD Education Foundation. Mr. Fisher fills one of the community member seats on the board, replacing Mrs. Paula Warrender, whose term expired.

**Committee Reports by Board Members - None**

A motion was made by Mr. Sweeting and seconded by Dr. Penman to approve the agenda and addendum. Mr. Sweeting abstained from voting on Item 4.1C. Approval of Mrs. Geralyn Fausnaught to serve as a member of the Foundation Board and Item 8.3L. Election of Patrice M. Evano as part-time Administrative Support.

The motion carried by a unanimous roll call.

**Construction Projects**

- A. Approve Change Order E-02 from Lecce Electric, Inc. for credit for unused unit prices for the High School Millionaire Café Renovation Project at a decrease in cost of \$2,150.00.

**FINANCE REPORT**

5.1 Approve the following financial reports:

A. Treasurer’s Report for the month of July 2016:

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
08/16/16	\$416,473.54	08/16/16A	16,958.19
08/16/16B	12,803.84	08/16/16C	5,201.30
08/16/16D	3,290.52	08/16/16E	3,963,711.74
08/16/16F	1,456,676.69	08/16/16G	114,430.86
08/16/16H	779.00		

**BOARD POLICY**

- 6.1 Approve the second reading and Board adoption of policies 334.1 and 434.1 “Sick Leave Bank” of the Williamsport Area School District Board Policy.
- 6.2 Approve the second reading and Board adoption of policy 808 “Food Service” of the Williamsport Area School District Board Policy.
- 6.3 Approve the second reading and Board adoption of policy 827 “Conflict of Interest” of the Williamsport Area School District Board Policy.
- 6.4 Approve the second reading and Board adoption of Section 200 “Pupils” of the Williamsport Area School District Board Policy:
  - 201 Admission of Students
  - 202 Eligibility of Nonresident Students
  - 203 Communicable Diseases and Immunization
  - 203.1 HIV Infection
  - 204 Attendance
  - 204.1 Attendance by Nonpublic School Students
  - 205 Postgraduate Students
  - 206 Assignment within District
  - 207 Confidential Communications of Students
  - 208 Withdrawal from School
  - 209 Health Examinations/Screenings
  - 210 Use of Medications
  - 211 Student Accident Insurance
  - 212 Reporting Student Progress
  - 213 Assessment of Student Progress
  - 214 Class Rank
  - 215 Promotion and Retention
  - 216 Student Records
  - 216.1 Supplemental Discipline Records
  - 217 Graduation Requirements
  - 218 Student Discipline
  - 218.1 Weapons
  - 218.2 Terroristic Threats/Acts
  - 218.3 Gangs
  - 219 Student Complaint Process
  - 220 Student Expression
  - 221 Dress and Grooming
  - 222 Tobacco Use
  - 223 Use of Bicycles/Motor Vehicles
  - 224 Care of School Property
  - 225 Relations with Law Enforcement Agencies
  - 226 Searches
  - 227 Controlled Substances
  - 227.1 Drug and Alcohol Testing in Secondary Schools

## **BOARD POLICY**

6.4 Approve the second reading and Board adoption of Section 200 “Pupils” cont’d:

- 228 Student Government
- 229 Student Fundraising
- 230 Public Performances by Students
- 231 Social Events and Class Trips
- 232 Student Involvement in Decision-Making
- 233 Suspension and Expulsion
- 233.1 Students Expelled or Suspended by Other School Districts
- 234 Pregnant Students
- 235 Student Rights and Responsibilities
- 235.1 Surveys
- 237 Electronic Devices
- 238 Parent Custody Arrangement
- 239 Foreign Exchange Students
- 246 Student Wellness
- 247 Hazing
- 248 Unlawful Harassment
- 249 Bullying
- 250 Student Recruitment

## **CURRICULUM REPORT**

- 7.1 Approve the 2016-2017 CSIU yearly assets inventory at a cost of \$15,474.00.
- 7.2 Approve a letter of agreement with the Lycoming-Clinton MH/MR program and Lycoming County Children & Youth Services for the provision of 2016-2017 school-based services, including Student Assistance Program liaison mental health assessment services. Costs for the program total \$10,000, and are included in the Student Services budget.
- 7.3 Approve an agreement with PA Treatment and Healing for the 2016-2017 school year. The per diem service rate for 2016-2017 school year will be \$65.00 day for regular education students and \$70.00 per day for special education students, due to specific PDE requirements for private alternative education providers.
- 7.4 Approve the Pennsylvania College of Technology Course “Elementary Statistics with Computer Applications.” The course will be for one (1) Williamsport Area High School credit. The course will factor into grade point average and contribute to class rank. The appropriate district staff has reviewed the course description. Cost of the course is the responsibility of the student’s family.
- 7.5 Approve an application for extension of the Education Leading to Employment and Career Training (ELECT) grant, and our agreement with the Williamsport Hospital and Medical Center for carrying out the grant requirements through September 30, 2016. All activities associated with ELECT are funded by the grant.

**CURRICULUM REPORT CONT'D:**

- 7.6 Approve an application for renewal of the Education Leading to Employment and Career Training (ELECT) grant. The agreement with the Susquehanna Health and Dental Clinic for carrying out the grant requirements will start on October 1, 2016. All activities associated with ELECT are funded by the grant.
- 7.7 Approve five (5) Williamsport Area School District administrators to participate in the QBS Safety-Care Behavioral Safety Training trainer session from September 26-29, 2016 at a total cost of \$9,250 (\$1200/person for 3 day Initial Certification; \$650/person for 1 day High Severity Behavior training). Costs will be covered through the Assistant Superintendent's budget.
- 7.8 Approve the Fall 2016 sports schedule for the Williamsport Area High School and Williamsport Area Middle School.
- 7.9 Approve an increase of the adult ticket price for all varsity sporting events from \$4.00 to \$5.00 for the 2016-2017 school year. This would include football, soccer, basketball, and wrestling events. The additional dollar from each adult ticket would be put into a maintenance fund, through the Education Foundation, for the stadiums.
- 7.10 Approve an increase of the 2017-2018 student ticket price for all varsity sporting events from \$2.00 to \$3.00. This would include football, soccer, basketball, and wrestling events. The additional dollar from each student ticket would be put into a maintenance fund, through the Education Foundation, for the stadiums. This increase would go into effect next school year.
- 7.11 Approve Fatima Miller, new school nurse for the Williamsport Area School District, for approval of up to three (3) orientation days at the rate of \$90 per day. The orientation days will be used to review nursing polices and trainings required by PDE of school nurses.
- 7.12 Approve the BLaST Special Education Agreement for the 2016-2017 school year. The agreement covers the responsibilities of both the Intermediate Unit #17 and the Williamsport Area School District with regard to the provision of special education services to school-age children. The amount of the contract is \$281,008. The payment schedule should occur in five (5) installments of \$56,202 and will be paid through the IDEA and ACCESS programs.
- 7.13 Approve an annual IDEA contract with BLaST Intermediate Unit #17 for the 2016-2017 school year. The provisions of the contract stipulate that the intermediate unit will release funding to the school district to support the provision of the programs and services to students with disabilities. The amount of the contract is \$796,891.98.
- 7.14 Approve an annual software license agreement with BLaST Intermediate Unit #17 for the IEP writing software, DARTS, for the 2016/2017 school year. This is to be paid from IDEA monies for Special Educations' staff and Student Services' budget for staff at \$150 per employee.

**CURRICULUM REPORT CONT'D:**

- 7.15 Approve four (4) Penn Literacy Network professional development sessions for the Williamsport Area Middle School to take place on November 21, 2016 and January 16, January 17 and February 17, 2017 at a cost of \$19,200.00 to be paid through Title II funds.

**PERSONNEL REPORT**

- 8.1 RESIGNATIONS – None at this time

- 8.2 LEAVES OF ABSENCE

Approve the following leave(s) of absence:

- A. Nicole M. Scocchera, full-time Administrative Support I in the Business Office, for an unpaid leave, effective August 16, 2016, through September 30, 2016.

- 8.3\* ELECTION OF STAFF

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

- A. The Williamsport Area School District extends a conditioned offer of employment to Megan M. Hunter, 599 Miller Hill Rd., Williamsport, as a temporary professional employee, effective date to be determined, as a Home and School Visitor/School Social Worker for the District, at a salary rate of Step 1, master's, \$49,791, prorated, provided Ms. Hunter obtains Emergency Certification from the Pennsylvania Department of Education by August 25, 2016 (new position).
- B. Cynthia M. Ward, 1128 Towncrest Rd., Williamsport, as a part-time Instructional Support Aide (185 days, 5 hours per day) at the high school, with a base wage rate of \$14.38 per hour, effective August 26, 2016 (replacing Asmaa Fahmy, resigned)
- C. The following fall sports coaches at the respective schools for the 2016-2017 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\*):

**Williamsport Area High School**

Girls Soccer

Assistant Coach:	Lyndsay N. Naughton (1)	\$2,380
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- D. Approve all district food service employees and food service substitutes to work from 8:30 a.m. to 3:30 p.m. on August 11, 2016, for state required mandated training at their current contract rate (items previously approved with a start time of 9:00 a.m.).

8.3\* ELECTION OF STAFF CONT'D:

- E. 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 45<sup>th</sup> day; up to a maximum of 180 days/year) and only for the actual number of hours assigned and worked during the 2016-2017 school year:

Kathleen M. Carey	1260 Pennsylvania Ave., Williamsport
Gretchen P. Carpenter	441 Elm St., Montoursville
Samuel L. Esposito III	59 Keyser Circle, Williamsport
Adison H. Godfrey	529 Fairmont Ave., S. Williamsport
Elizabeth A. Haldeman	6451 Rt. 654 Hwy., Williamsport
Vance Jackson	1005 W. Fourth St., #7, Williamsport
Elizabeth A. Manetta	288 Woodview Dr., Cogan Station
Leigh M. Rosenow	1327 Walnut St., Williamsport
Mary D. Sumpter	416 Brentwood Dr., Cogan Station
Donald J. Turner	406 Highland Terrace, Williamsport
Kristin N. Walker	235 S. 2 <sup>nd</sup> St., Hughesville
Marcy P. Hartzel	229 West Second Ave., S. Williamsport
Juanita S. Knight	410 Germania St., Williamsport
Diane L. Souter	629 Jordan Ave., Montoursville

- F. 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 (\$90 per day for first 45 days; \$110 per day for days beyond the 45<sup>th</sup> day; up to a maximum of 180 days/year) and only for the actual number of hours assigned and worked:

Cody L. Derr	1501 Bloomingrove Rd., Williamsport
Brooke E. Nenadal	2135 Reed St., Williamsport

- G. 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:

Karen P. Sangl	2405 West Southern Ave., S. Williamsport
Diane L. Souter	629 Jordan Ave., Montoursville

- H. The following substitute food service workers(s), at the salary rate of \$9.00 per hour, for the actual number of hours worked, effective August 29, 2016:

Nicole R. Roupp	708 Pearl St., Williamsport
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8.3\* ELECTION OF STAFF CONT'D:

- I. 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 August 17, 2016:

Jeremy C. Grove                      1030 Spook Hollow Lane, Cogan Station

- J. The following persons to the positions indicated for the 2016-2017 school year 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 (all stipends at contracted rates) [pending completion of all appropriate paperwork\*]:

<u>WAHS Position</u>	<u>Teacher</u>	
<u>Stipend</u>		
Marching Band Director	Todd L. Kendall	\$8,858
Marching Band Assistant Director	Laura C. Garside	\$4,429
Percussion Coordinator	Marc R. Garside	\$3,200
Color Guard Coordinator	Jill D. Reamsnyder	\$2,280
Visual Coordinator	Donna Snyder	\$2,040
Wind Coordinator	Duane A. DeWire	\$2,280
++Wind Technician	TBD	
++Color Guard Technician	TBD	
++Battery Percussion Instructor	TBD	
++Front Ensemble Percussion Instructor	TBD	
++Percussion Technician	TBD	
Strolling Strings	Matthew A. Radspinner	\$3,600
++Booster Funded Positions		

- K. The following teachers as After School Tutors for High School Students, effective September 12, 2016, through May 26, 2017 (32 weeks) as needed. Program instructors will staff the program for up to three days per week for one instructional hour per day at the end of the WAHS teacher day at the rate of \$31.20 per hour plus appropriate benefits, for the actual number of hours worked:

English	Jessica A. Keeler, 2013 Warrensville Rd., Montoursville
Science	Andrew L. Paulhamus, 501 Lincoln Ave., Williamsport
Mathematics	Kristin C. Tate Cowden, 1414 Sycamore Rd., Montoursville
Social Studies	Vikki L. Cipriani, 281 Grimesville Rd., Williamsport

- L. Patrice M. Evano, 501 Vallamont Dr., Williamsport, as part-time Administrative Support I (205 days per year, prorated; 5 hours per day) at Cochran Primary School, with a base wage rate of \$13.09 per hour, effective August 17, 2016 (replacing Wendy Hinkal, transferred).



## 8.3\* ELECTION OF STAFF CONT'D:

- M. Dominic O. Barrett, 310 E. First Ave., S. Williamsport, as a part-time Instructional Support Aide/Behavioral Support (up to 185 days per year, prorated; 5 hours per day) at the middle school, with a base wage rate of \$13.20 per hour, effective date pending receipt of all required clearances and all other necessary information (replacing Quinton Blanton, resigned).
- N. Adrienne M. Treese, 1110 Towncrest Rd., Williamsport, as a part-time Instructional Support Aide (185 days per year, 5 hours per day) at Cochran Primary School, with a base wage rate of \$14.38 per hour, effective August 26, 2016 (replacing Jennifer Black, transferred).
- O. Torey A. VanSickle, 710 Wyoming St., Williamsport, as a part-time Instructional Support Aide (185 days per year, 5 hours per day) at Lycoming Valley Intermediate School, with a base wage rate of \$14.38 per hour, effective August 26, 2016, pending receipt of all necessary clearances and paperwork (replacing Michelle Jones, transferred).
- P. Daniel L. Carpenter, 2838 Euclid Ave., Duboistown, as a professional employee, effective date to be determined, to teach Mathematics (7<sup>th</sup> Grade) at the middle school, at a salary rate of Step 1, master's, \$49,971, prorated (replacing Michael Kromka, resigned). Mr. Carpenter will also be scheduled to participate in Induction Program activities before the start of the 2016-2017 school term.
- Q. Erin M. Weaver, 2172 Trout Run Mountain Rd., Trout Run, as a temporary professional employee, effective with the 2016-2017 school term (tentative date is August 25, 2016), to teach 5<sup>th</sup> Grade at Curtin Intermediate School, at a salary rate of Step 1, bachelor's, \$46,147 (replacing Amy Harpster, transferred). Ms. Weaver will also be scheduled to participate in Induction Program activities before the start of the 2016-2017 school term.
- R. The Williamsport Area School District extends a conditioned offer of employment to Fatima Y. Miller, 1533 Catherine St., Williamsport, as a temporary professional employee, effective with the 2016-2017 school term (scheduled date is August 25, 2016), as a part-time (5/7 time) School Nurse for the District, location to be determined, at a salary rate of Step 1, bachelor's, \$46,147, prorated to 5/7 time, provided Ms. Miller obtains an Emergency Permit from the Pennsylvania Department of Education and all appropriate documentation by August 25, 2016 (new position). Ms. Miller will also be scheduled to participate in Induction Program activities before the start of the 2016-2017 school term.
- S. Dawn R. Reeder, 52 Reeder Rd., Montoursville, as a long-term substitute teacher, effective for the first semester of the 2016-2017 school term (tentative dates of August 25, 2016, through January 20, 2017), unless terminated sooner, to teach Kindergarten at Jackson Primary School, at a salary of Step 1, bachelor's, \$46,147, prorated (replacing Julie Welliver, on sabbatical leave). Ms. Reeder will also be scheduled to participate in Induction Program activities before the start of the 2016-2017 school term.

8.4\* POSITION CHANGES

Approve the following position change(s):

- A. Deanna M. Heck, 119 Crestmont Dr., Lock Haven, from a full-time Administrative Support II (205 day, 7 hours per day) at the high school to a full-time Administrative Support I (245 days, 7½ hours per day) at the high school, with a base wage rate of \$34,802, prorated (\$18.94 per hour), effective date to be determined (replacing Lori Martin, retired).
- B. Marcus S. Strothers, 617 Arch St., Williamsport, from a part-time Instructional Support Aide (185 days, 5 hours per day) at the middle school to a full-time Custodian (3<sup>rd</sup> shift; 250 days, 8 hours per day) at the middle school, with a base wage rate \$36,540, prorated (\$18.27 per hour), effective August 17, 2016 (replacing Amie Palmer, terminated).
- C. Angie L. Hall, 12071 Rose Valley Rd., Trout Run, from a part-time food service worker at the middle school to a part-time food service worker (4.25 hours daily; 9:00 a.m. – 1:45 p.m.) at Lycoming Valley Intermediate School, with a base wage rate of \$12.33 per hour, effective August 25, 2016 (replacing Carol Shipman, transferred).

8.5 OTHER

- A. Approve the addition of the Middle School Assistant Cross Country Coach to the stipend schedule in the amount of \$1,600.00 for the fall season. The position is requested to ensure adequate supervision for the increased number of middle school cross country student athletes which now numbers 30.

8.6 CONTRACTED SERVICES

- A. Approve a contract with Sentry Security, P.O. Box 159, Cogan Station, to provide security services on selected school buses, at selected school bus stops, the WAHS parking lot, and special events as needed throughout the District effective September 1, 2016, through August 31, 2017, at the rate of \$16.30 per hour.
- B. Authorize Bayada Home Health Care, Inc., 209 East Third St., Williamsport, to provide RN/LPN Nursing services as needed for in-school nursing care for a student of the Williamsport Area School District at the rate of \$45.00 per hour for hours worked, effective August 29, 2016, through August 29, 2017.
- C. Approve Heidi E. Roupp, 341 Church St., S. Williamsport, qualified interpreter of American Sign Language (ASL) and Pidgin Sign English (PSE) to provide day-to-day substitute interpreter services (as needed) to eligible students at the rate of \$40.00 per hour (\$10.00 for each quarter hour) for hours worked and travel time (not to exceed two hours each day), effective August 29, 2016, through June 7, 2017.

## **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 200 fourth grade students from Curtin Intermediate School, accompanied by their teachers and aides, to travel to the Pioneer Coal Mine in Ashland during June 2017. District transportation is requested. All costs will be paid by the Curtin PTO.
- B. Approximately 200 fourth grade students from Curtin Intermediate School, accompanied by their teachers and aides, to travel to the Thomas Taber Museum during November 2016. District transportation is requested and will be paid by the Curtin PTO.

## **BIDS/CONTRACTS**

11.1 Authorize the administration to execute an agreement involving a confidential student issue.

11.2 Approve the proposal from Pittsburgh Stage, Inc. of Sewickley, PA to provide theatrical equipment safety inspections and preventative maintenance at all schools at a cost of \$8,113.00.

**TAX ITEMS** – None at this time

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

An administrator retreat will be held on Thursday, August 18<sup>th</sup>.

There are still some vacant positions to be filled. Most of them are support staff.

We are ready for the August 29<sup>th</sup> first day of school.

August 16, 2016

**ITEMS FROM BOARD MEMBERS** - None

**ITEMS FROM PUBLIC** - None

Upon motion made by Mr. Sweeting, seconded by Dr. Penman and carried, the meeting adjourned at 6:15 PM.

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Jeffrey L. Richards, Board Secretary