

# Williamsport Area School District

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*Board of Directors Meeting*

August 16, 2022  
6:00 p.m.

# **AGENDA**

- 1. CALL TO ORDER**
- 2. OPENING EXERCISES – Mr. Scott Williams**

## **SILENT REFLECTION**

### **DISTRICT VISION**

Our vision is that we are a community where every student in the district will be physically and emotionally healthy; this is a responsibility of the entire Williamsport community.

### **DISTRICT SHARED VALUES**

As members of the Williamsport Area School District community, we value teacher leadership, shared decision-making, and professional development.

### **PSBA EFFECTIVE SCHOOL GOVERNANCE STANDARD 6 (a)**

The Williamsport Area School Board will communicate with and engage the community by distributing relevant information about the district.

### **PSBA CODE OF CONDUCT FOR SCHOOL BOARD MEMBERS**

We, as members of our local Board of Education, representing all the residents of our school district, believe that devoting time, thought and study to our duties and responsibilities as School Board members is critical for rendering effective and credible service.

### **PLEDGE OF ALLEGIANCE**

- 3. APPROVAL OF MINUTES:** Regular Meeting – August 2, 2022
- 4. REPORTS TO THE BOARD**
  - 4.1 BOARD PRESIDENT’S REPORT – Ms. Lori A. Baer**
- 5. FINANCE REPORT**

Questions may be directed to Mrs. Erb

  - 5.1 Consider approving the following financial reports:
    - A. Treasurer’s Report for the month of July 2022:

**5. FINANCE REPORT CONT'D:**

- 5.2 Consider authorizing payment of invoices and services rendered by the list submitted from August 3, 2022 to August 16, 2022 and direct the officers of the Board of School Directors to execute the same:

General Fund	\$808,414.89
Athletic Fund	75.00
EIT Operating Fund	1,172.30
Food Service Fund	26,075.30
Payroll Fund	491,584.72
PLGIT Capital Projects Fund	0.00
Section 125 Fund	115.04
Student Activities Fund	0.00
TOTAL	\$1,327,437.25

- 5.3 Consider waiving parent paid student Chromebook insurance for the 2022-2023 and 2023-2024 school years.

- 6. BOARD POLICY** – None at this time  
Questions may be directed to Dr. Bowers.

- 7. CURRICULUM REPORT**  
Questions may be directed to Dr. Poole.

- 7.1 Consider approving the purchase of Edgenuity for the Virtual Academy for the 2022-23 school year at a cost of \$85,250. This includes 31 full-time, six-course seats, with additional seats available as needed for an additional \$275 per course per semester. Costs will be paid through curriculum funds.
- 7.2 Consider approving the renewal purchase of comprehensive site licenses for Edgenuity for Grades 6-12 for the 2022-23 school year at a cost of \$42,000. Costs will be paid through curriculum funds.
- 7.3 Consider approving an agreement with the US Center for SafeSport to provide an online training program for all current coaches and new coaches hired in the District. The cost for the training is \$20 per coach, and the training certification is good for 2 years. Costs will be paid through the athletic department budget.
- 7.4 Consider approving the purchase of 33 Verkada door access controls, 33 Verkada 4AH backup batteries, 130 Verkada card readers, and 130 Verkada Access Control Cloud licenses from Gov Connection, Inc., Merrimack, NH, at a total cost of \$233,206.40. The door access controls, card, readers and Access Control licenses integrates with the district security camera system to provide a safer school environment. Pricing is secured through PEPPM contract. Cost will be paid through the School Safety Grant.

**7. CURRICULUM REPORT CONT'D:**

- 7.5 Consider approving the purchase of 7 Verkada Guest Licenses from Gov Connection, Inc., Merrimack, NH, at a total cost of \$99,999.97. Verkada Guest is visitor management system that integrates with the district security camera system to provide a safer school environment. Pricing is secured through the PEPPM contract. Costs will be paid through the School Safety Grant and district funds.
- 7.6 Consider approving the purchase of 450 Zoom Edu Licenses from Zoom, Inc., San Jose, CA, at a total cost of \$19,551.56. The Zoom licenses will be used to provide remote instruction and video conferencing for the 2022-23 school year. Costs will be paid through district funds.
- 7.7 Consider approving the 2022-23 tuition agreement with New Story School (Selinsgrove) to provide one (1) student with special education requirements all related services at the rate of \$397.00 per day. Costs will be paid through the special education budget.
- 7.8 Consider approving the purchase of 1,575 site licenses from IXL for the 2022-23 school year at a total cost of \$17,463. Costs will be paid through the elementary, secondary, and special education budgets.

**8. PERSONNEL REPORT**

Questions may be directed to Mrs. Logue.

**8.1 RESIGNATIONS:**

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

- A. Bonnie M. Maddox, full-time Administrative Support I (245 day, 7.5 hours per day) at the District Tax Office, for the purpose of retirement, effective August 12, 2022.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Bonnie M. Maddox from service in the Williamsport Area School District and expresses its sincere appreciation for her 22 years of dedicated service to our school system as an Aide and Administrative Support. It further expresses the hope that her years of retirement will be many and richly rewarding.

- B. Jill P. Yapple, full-time Library Aide (185 day, 7 hours per day) at the Hepburn-Lycoming Primary School, for the purpose of retirement, effective August 24, 2022.

8.1 RESIGNATIONS CONT'D:

- B. RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Jill P. Yapple from service in the Williamsport Area Schools and expresses its sincere appreciation for her 25 years of dedicated service to our school system as an Aide. It further expresses the hope that her years of retirement will be many and richly rewarding.
- C. Kristin N. Duck, full-time Administrative Support II (225 day, 7 hours per day) at the Curtin Intermediate School, for other employment, effective August 26, 2022.
- D. Nicolle Maioriello, full-time 6<sup>th</sup> Grade Teacher at the Lycoming Valley Intermediate School, for personal reasons, effective October 7, 2022, or possibly sooner, as the district has determined to hold Ms. Maioriello for up to 60 days per PA School Code.
- E. Ryan J. Emery, full-time 2<sup>nd</sup> Grade Teacher at the Hepburn-Lycoming Primary School, for other employment, effective October 7, 2022, or possibly sooner, as the district has determined to hold Mr. Emery for up to 60 days per PA School Code.
- F. Sara L. Geyer, a full-time Aide (Special Education; 185 day; 7 hours per day) at the Williamsport Area Middle School, for other employment, effective August 12, 2022.

8.2\* LEAVE OF ABSENCE: - Consider approving the following leave(s) of absence:

- A. Eric S. Weaver, full-time Special Education teacher at the middle school, for an extension of an unpaid leave effective August 24, 2022, through September 30, 2022.
- B. Kelly M. Titus-Smith\*, 7<sup>th</sup> Grade Mathematics Teacher at the Williamsport Area Middle School, for an unpaid leave, effective September 2, 2022, through September 30, 2022, immediately followed by an additional unpaid leave on an intermittent basis (as needed), October 3, 2022, through June 8, 2023.
- C. Kerry A. Hall, 4<sup>th</sup> Grade Teacher at the Lycoming Valley Intermediate School, for an unpaid child rearing leave, effective August 24, 2022, through January 20, 2023.
- D. Mackenzie C. Ryan, full-time Special Education Teacher at the Williamsport Area Middle School, for an unpaid leave, effective September 2, 2022, through November 30, 2022.
- E. Susan M. Estes\*, full-time Administrative Support I (245 day, 7.5 hours per day) at the District Service Center, for an unpaid leave, effective August 8, 2022, through September 9, 2022.

8.3 ELECTION OF STAFF:

Consider the election of the following staff, for the purpose and on the date indicated:

- A. Alexis S. Llewellyn to be currently assigned to a part-time Aide (185 day, up to 5 hours) at the Lycoming Valley Intermediate School, at the hourly rate (without degree) and/or annualized salary per the expired WAESPA contract (i.e. 2021-2022 wage/salary scales) until such time as a successor contract is reached, effective start date to be determined, pending receipt of clearances and all required documentation (replacing Tirae Nichols, resigned).
- B. Alicia N. Differ to be currently assigned as full-time District Wide K- 12 Principal (245 day), effective 2022-2023 school year, start date to be determined, at a salary of \$93,000 and benefits as provided in the Act 93 Compensation Plan (new position approved for the 2022-2023 school year).
- C. Candice Sampson as temporary professional employee, to be assigned to a full-time 1<sup>st</sup> Grade Teacher at the Cochran Primary School, effective with the 2022-2023 school year (tentative date is August 24, 2022), at salary rate of Step 1, Bachelor's, \$53,633, pending receipt of updated clearances and all required documentation. Ms. Sampson will also be scheduled to participate in Induction Program activities before the start of the 2022-2023 school term (replacing Tara Gonzales, resigned).
- D. Christina Bowers as a temporary professional employee, intermediate teacher (assignment and location to be determined), effective with the 2022-2023 school year (tentative date is August 24, 2022), at a salary rate of Step 1, Bachelor's, \$53,633, pending receipt of applicable PDE certification and all required documentation. Ms. Bowers will also be scheduled to participate in Induction Program activities before the start of the 2022-2023 school term.
- E. Colton T. Miller to be currently assigned to full-time Groundskeeper/ Custodian Class 2 (250 day, 8 hours per day, 1<sup>st</sup> Shift) at the Williamsport Area High School, at the hourly rate and/or annualized salary per the expired WAESPA contract (i.e., 2021-2022 wage/salary scales) until such time as a successor contract is reached, effective start date of August 17, 2022 (replacing Matthew Oldt II, transferred).
- F. Danae M. Roles as a long-term substitute teacher effective August 24, 2022, through the first semester of the 2022-2023 school year only (tentative ending date of January 20, 2023), unless terminated sooner, to be currently assigned primarily at the Lycoming Valley Intermediate School but may be used at any level where there is need and to support a remote platform if needed, at a salary rate of Step 1, Bachelor's, \$53,633, pro-rated (replacing Kerry Hall, first semester leave, 2022-2023 school year).

8.3 ELECTION OF STAFF CONT'D:

- G. Daykeema Sessoms to be currently assigned to a full-time Aide (185 day, 7 hours) at the Curtin Intermediate School, at the hourly rate (without degree) and/or annualized salary per the expired WAESPA contract (i.e. 2021-2022 wage/salary scales) until such time as a successor contract is reached, effective start date to be determined, pending receipt of clearances and all required documentation (new position approved for the 2022-2023 school year).
- H. Eric P. Holz as a long-term substitute teacher effective with the 2022-2023 school year only (tentative ending date of June 8, 2023), unless terminated sooner, to be currently assigned primarily at the Williamsport Area Middle School but may be used at any level where there is need and to support a remote platform if needed, at a salary rate of Step 1, Bachelor's, \$53,633, pending receipt of updated clearances and all required documentation. Mr. Holz will also be scheduled to participate in Induction Program activities before the start of the 2022-2023 school term (approved long-term substitute teacher position for 2022-2023 school year).
- I. Gerardo Pena to be currently assigned to a part-time Aide (185-day, up to 5 hours per day) at the Lycoming Valley Intermediate School, at the hourly rate (with degree) and/or annualized salary per the expired WAESPA contract (i.e. 2021-2022 wage/salary scales) until such time as a successor contract is reached, effective with the 2022-2023 school year, effective start date is August 25, 2022 (replacing Kiana Walker, resigned).
- J. Hannah Bitler, as temporary professional employee, to be assigned to a full-time 2<sup>nd</sup> Grade Teacher at the Jackson Primary School, effective with the 2022-2023 school year (tentative date is August 24, 2022), at salary rate of Step 1, Bachelor's, \$53,633, pending receipt of updated clearances and all required documentation. Ms. Bitler will also be scheduled to participate in Induction Program activities before the start of the 2022-2023 school term (replacing Miranda Fawver, rescinded; previously replacing Lexi Diaz, resigned).
- K. Hope Woolway as a long-term substitute teacher effective with the 2022-2023 school year only (tentative ending date of June 8, 2023), unless terminated sooner, to be currently assigned primarily at the Cochran Primary School but may be used at any level where there is need and to support a remote platform if needed, at a salary rate of Step 1, Bachelor's, \$53,633, pending receipt of updated clearances and all required documentation. Ms. Woolway will also be scheduled to participate in Induction Program activities before the start of the 2022-2023 school term (approved long-term substitute teacher position for 2022-2023 school year).

8.3 ELECTION OF STAFF CONT'D:

- L. Lorian E. Rose as a professional employee, to be assigned to a full-time 5<sup>th</sup> Grade Teacher at the Curtin Intermediate School, effective with the 2022-2023 school year (tentative date is August 24, 2022), at salary rate of Step 3, Master's, \$60,923. Ms. Rose will also be scheduled to participate in Induction Program activities before the start of the 2022-2023 school term (replacing Derrek Lanzer, voluntarily transferred).
- M. Nancy L. Hamilton to be currently assigned to full-time Administrative Support I (245 day, 7.5 hours per day) in the Tax Office, at the hourly rate and/or annualized salary per the expired WAESPA contract (i.e., 2021-2022 wage/salary scales) until such time as a successor contract is reached, effective start date is August 17, 2022 (replacing Tracy Roberts, resigned).
- N. Rachael L. Eck to be currently assigned to a part-time Aide (185-day, up to 5 hours per day) at the Lycoming Valley Intermediate School, at the hourly rate (without degree) and/or annualized salary per the expired WAESPA contract (i.e. 2021-2022 wage/salary scales) until such time as a successor contract is reached, effective with the 2022-2023 school year, effective start date is August 25, 2022 (replacing Courtney Borrosco, resigned).
- O. Taron D. Dinkins to be currently assigned to a part-time Aide (185 day, up to 5 hours) at the Lycoming Valley Intermediate School, at the hourly rate (without degree) and/or annualized salary per the expired WAESPA contract (i.e. 2021-2022 wage/salary scales) until such time as a successor contract is reached, effective start date to be determined, pending receipt of clearances and all required documentation (replacing Ciara Smith, originally resigned).
- P. The following substitute administrative support/aide(s), subject to assignment by the Superintendent of Schools, at the hourly rates established by Board policy (\$12.00 per hour; up to a maximum of 180 days per year) and only for the actual number of hours assigned and worked:  
  
Charles M. Goodmond, Jr. (effective 08/25/2022)  
Karen Gerardi (effective 08/25/2022)
- Q. 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 2022-2023 school year:

Don Smith  
Joshua Rogers  
Tammy Robbins

James Gardner  
Ronald Shellhammer  
Tyler Henry



### 8.3 ELECTION OF STAFF CONT'D

- R. The following fall sports coaches at the respective schools for the 2022-2023 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 Middle School**

##### Football

MS Assistant – Cherry:	John Nixon (0)	\$2,240
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##### Cross Country

MS Assistant:	Christine Sanders (0)	\$1,280
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### 8.4 POSITION CHANGES

Consider approving the following position change(s):

- A. Angela J. Maneval from a part-time Aide (Special Education; up to 185 day; up to 5 hours per day) at Hepburn-Lycoming Primary School to a part-time Administrative Support I (205 day, 5 hours per day) at the Hepburn-Lycoming Primary School, at the hourly rate (without degree) and/or annualized salary per the expired WAESPA contract (i.e. 2021-2022 wage/salary scales) until such time as a successor contract is reached, effective with the 2022-2023 school year, effective August 17, 2022 (new position for the 2022-2023 school year).
- B. Derreck M. Lanzer, from a full-time Grade 5<sup>th</sup> Teacher at the Curtin Intermediate School, to be assigned to a full-time 6<sup>th</sup> Grade Teacher at the Curtin Intermediate School, effective with the 2022-2023 school year, effective August 24, 2022 (replacing Kendra Cook, deceased). This position change is considered voluntary.
- C. Evalyn J. Wright Sitler, from a full-time Administrative Support I (245 day, 7.5 hours per day) in the District Tax Office, to a full-time Administrative Support I (245 day, 7.5 hours per day) at the Williamsport Area Middle School, at the hourly rate and/or annualized salary per the expired WAESPA contract (i.e. 2021-2022 wage/salary scales) until such time as a successor contract is reached, effective with the 2022-2023 school year, effective August 19, 2022 (replacing Deanna Heck, retired).
- D. Rachel E. Mauray from a part-time Administrative Support I (205 day, 5 hours per day) at the District Service Center to a part-time Administrative Support I (205 day, 5 hours per day) at the Cochran Primary School, at the hourly rate and/or annualized salary per the expired WAESPA contract (i.e. 2021-2022 wage/salary scales) until such time as a successor contract is reached, effective with the 2022-2023 school year, effective date to be determined (replacing Tina Zangara, resigned).

**8.5 OTHER**

- A. Consider approving the addition of one (1) full-time Administrative Support position in lieu of two (2) part-time Administrative Support positions in the Tax Office, to be filled immediately upon required job posting deadlines. Any additional costs incurred for this new position will be spread among all districts and municipalities the tax office serves.
- B. Consider approving the addition of one (1) School Social Worker (WEA) to be posted and filled for the start of the 2022-2023 school year using the criteria and required certifications highlighted in the job description. This additional position will allow for an appropriate level of student support throughout the district. The position will initially be funded by a School Mental Health Grant.
- C. Consider approving the following as Coordinating Teachers for the 2022-2023 school year at the rate of \$4,000 each:

Art (K-12)	Andrea M. McDonough
Music (K-12)	Matthew A. Radspinner
Health/Physical Education (K-12)	Jeremy S. Steppe
English	Michael A. Murafka
Mathematics	Patricia A. Miller
Science	Andrew L. Paulhamus
Social Studies	Thomas W. Rinker

**9. PROFESSIONAL DEVELOPMENT**

Questions may be directed to Dr. Poole.

**9.1 RELEASED TIME/TRAINING PROGRAMS**

Consider approving 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. (See attachment)

**10. STUDENT/COMMUNITY ACTIVITIES**

Questions may be directed to Dr. Poole and/or Mrs. Erb.

**10.1 Consider approving the following request for facility use:**

- A. Special Olympics of Lycoming County to use the gymnasium, commons, and practice field at the high school on Saturday, September 10, 2022 from 9:00 a.m. until 1:00 p.m., to hold a coaches training. The Special Olympics is requesting relief of the occupancy fee estimated at \$850.00. Special Olympics of Lycoming County will be responsible for labor fees associated with the usage. Certificate of Insurance to be received.

**11. BIDS/CONTRACTS**

Questions may be directed to Mrs. Erb.

- 11.1 Consider approving the purchase of door hardware from Nelson Installations, LLC, of Jersey Shore, PA to upgrade the doors at Cochran Primary School, from electromagnets to electric strike. This project is being funded through the Safe School's Budget at a cost of \$15,560.00.
- 11.2 Consider rejecting the bid from Hepco, Inc. in the amount of \$1,849,926 for window replacement at the Curtin Intermediate School. The district solicited bids for four (4) buildings either individually or a combination and Hepco's bid was the only bid received and it exceeds the budget estimate. We will revisit the window replacement projects at a later date.
- 11.3 Consider rejecting the bid from Mar-Allen Concrete Products, Inc. in the amount of \$232,149.80 for the high school stadium project and place the project on hold. Only one bid was submitted and we believe more options need to be looked into to address the issues with the stadium seating.
- 11.4 Consider approving an Agreement for Participation in Child Nutrition Programs between the Williamsport Area School District and BLaST Intermediate Unit. This agreement will allow our district to continue to provide meals for the 2022-2023 school year for the Lycoming County Day Treatment and Academy of Integrated Studies operated by BLaST.
- 11.5 Consider approving an Agreement for Participation in Child Nutrition Programs between the Williamsport Area School District and Justice Works Youth Care. This agreement will allow our district to provide meals for the 2022-2023 school year.

**12. TAX ITEMS**

Questions may be directed to Mrs. Erb.

- 12.1 Consider approving the attached tax summaries:

**13. TRANSPORTATION – None at this time**

Questions may be directed to Mrs. Erb.

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

**15. ITEMS FROM BOARD MEMBERS**

**16. ITEMS FROM PUBLIC**

**Board Policy #903, “Public Participation in Board Meetings”:**

- A. There will be two public comment sections: one during the first two hours of the meeting at a time to be determined by the presiding officer; and the other at the end of the meeting. This gives the presiding officer some flexibility to fit the first public comment section into the agenda at a convenient time.**
- B. Persons submitting a formal request to speak during the first public comments section should be present promptly at the beginning of the meeting in the event that they are invited to speak prior to commencement of the scheduled business that is outlined in the agenda. Persons who have submitted a written request will be given an opportunity to make a presentation about an issue that is on the agenda when the issue is scheduled for discussion or about an issue that is not on the agenda during the first two hours of the Board meeting, at a time to be determined by the presiding officer.**
- C. Each public comment section will be limited to a maximum of 20 minutes. Each speaker will be limited to a maximum of five minutes.**
- D. Those wishing to speak during the first public comments section must submit a formal request in writing to the business administrator no later than 9:00 a.m. on the day of the Board meeting. This gives people an opportunity to come to the District Service Center on Monday before the Board meeting to read the posted agenda.**

**PROCEDURAL GUIDELINES FOR OBTAINING AUXILIARY AIDES & SERVICES**

The Williamsport Area School District does not discriminate against individuals on the basis of disability. If you are disabled and wish to attend and/or participate in any public meeting of the Williamsport Area School Board of Directors or event of the School District, the District will make reasonable accommodations to allow your full involvement. If you require specific auxiliary aids or services, you must notify the Board Secretary (327-5500), 2780 West Fourth Street, Williamsport, PA of your needs at least five (5) working days prior to the event.

## Community Code For a Healthy and Safe Lycoming County

The Board of School Directors pledged its support on May 19, 1998, to the Community Code proposed by the Lycoming County Health Improvement Coalition, Inc. In accordance with that commitment, those who work, study, or participate in events, including interscholastic sports, within the Williamsport Area School District will:

- Do their best to be role models for courteous behavior.
- Respect all people and their property, treating them like guests or friends.
- Appreciate the efforts of others.
- Have the courage to say NO to drugs, belligerent attitudes and actions, weapons, profane language and gestures, and illegal usages of tobacco products and alcohol.
- Speak and act calmly.
- Encourage and support others.

### **Nondiscrimination Policy**

The Williamsport Area School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex, and handicap in its activities, programs, or employment practices as required by Title VI of the Civil Rights Act of 1964, Title IX Education Amendment of 2020, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disability Act of 1990.

For information regarding civil rights ([www2.ed.gov](http://www2.ed.gov)) or grievance procedures, services, training materials, activities, and facilities that are accessible to and usable by handicapped individuals, contact the Title IX coordinator, Mrs. Anne Logue ([alogue@wasd.org](mailto:alogue@wasd.org)), Director of Human Resources, for issues related to staff, or Dr. Brandon Pardoe ([bpardoe@wasd.org](mailto:bpardoe@wasd.org)), Director of Student Services, for issues related to students. Both are located at the Williamsport Area School District, 2780 West Fourth Street, Williamsport, PA 17701. Telephone number (570) 327-5500, ext. 40210 for Mrs. Logue and ext. 40310 for Dr. Pardoe.