

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 18, 2020, beginning at 6:02 PM. President Baer welcomed everyone to our zoom meeting and noted the following:

- 1) The meeting is being recorded.
- 2) The microphones are all muted.
- 3) Board members will need to unmute their microphones to speak.
- 4) Under the Open Forum section of the meeting, anyone wishing to address the Board will need to use the raise hand feature to have their microphone unmuted.
- 5) Board members making and seconding motions will need to state their name for the record.
- 6) All votes will be roll call.

**PRESENT:** Lori A. Baer, Patrick A. Dixon, Jennifer Lake, Jane L. Penman, Barbara D. Reeves, Marc Schefsky (arrived 6:41 p.m.), Nancy Somers, Adam C. Welteroth.

**ABSENT:** Star Poole

President Baer announced that an executive session was held prior to tonight's meeting for personnel and attorney advisement.

**OPENING EXERCISES** – Mr. Adam Welteroth provided opening exercises.

A motion for an omnibus was made by Dr. Penman, seconded by Mrs. Reeves, to include the remaining agenda items including the Board President's Report, the addendum and the minutes from the August 4, 2020 Board meeting.

**APPROVAL OF MINUTES:** Regular Meeting – August 4, 2020

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

- A. Adam Welteroth will represent the District as the PSBA Voting Delegate at the delegate assembly scheduled for November 7, 2020.

**FINANCE REPORT**

5.1 Approve the following financial reports:

- A. Treasurer's Report for the month of July 2020:

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

5.2 Authorize payment of invoices and services rendered by the list submitted from August 5, 2020 to August 18, 2020 and direct the officers of the Board of School Directors to execute the same:

General Fund	\$ 268,051.72
EIT Operating Fund	1,311.06
Food Service Fund	23,787.10
Payroll Fund	1,695,561.66
PLGIT Capital Projects Fund	153,292.50
Student Activities Fund	<u>0.00</u>
<b>TOTAL</b>	<b>\$2,142,004.04</b>

**BOARD POLICY**

6.1 Approve the Interim Resolution addressing the Title IX requirements as listed below:

1. Effective August 14, 2020, and until the School Board adopts a comprehensive Policy, Williamsport Area School District shall comply with and implement all requirements to the Title IX regulations.
2. Any existing policies or practices that are inconsistent with or in violation of any of the requirements, terms or conditions of the Title IX regulations are hereby superseded effective August 14, 2020.
3. The Superintendent hereby has the following power and authority regarding Title IX:
  - a. To designate one or more Title IX Coordinators.
  - b. To designate one or more investigators under Title IX.
  - c. To designate an initial decision maker(s) and an appeal decision maker(s) under Title IX.
  - d. To designate a facilitator.
  - e. To establish supportive measures as required by Title IX.
  - f. To make arrangements for and provide required training.
  - g. To amend the Student Code of Conduct as required by Title IX.
  - h. To adopt and/or amend the Employee Code of Conduct as required by Title IX.
  - i. To ensure that all notices are provided.
  - j. To ensure that all postings to the website are posted; and
  - k. To adopt Administrative Regulations that will ensure compliance with Title IX.

## **CURRICULUM REPORT**

- 7.1 Approve the Pennsylvania College of Technology Course – English Composition I (ENL111). This request includes offering 1.0 Williamsport Area High School elective credit, and including the course on the student’s transcript as a 1.4 weight, commensurate with dual enrollment courses. The course will factor into the grade point average, and will contribute to class rank as long as the student’s total credits do not exceed eight for the 2020-21 school year. The course description has been reviewed and approved by the high school principal. Cost for the course is the responsibility of the family. The final grade report must be reported to the school on an official Pennsylvania College of Technology transcript before credit is given or transcribed.
- 7.2 Approve the Pennsylvania College of Technology Course – Calculus II (MTH242). This request includes offering 1.0 Williamsport Area High School elective credit, and including the course on the student’s transcript as a 1.4 weight, commensurate with dual enrollment courses. The course will factor into the grade point average, and will contribute to class rank as long as the student’s total credits do not exceed eight for the 2020-21 school year. The course description has been reviewed and approved by the high school principal. Cost for the course is the responsibility of the family. The final grade report must be reported to the school on an official Pennsylvania College of Technology transcript before credit is given or transcribed.
- 7.3 Approve an amendment to the 2020-21 tuition agreement with New Story School to provide four (4) students with special education requirements with all related services for a special education basic remote learning program at a rate of \$270.00 per day. Costs will be paid through the Special Education budget.
- 7.4 Approve 95 % Group Inc. to provide professional development for up to 50 K-2 teachers. The remote training will take place September 18, 2020 and January 18, 2021. The cost will be \$6,100 and is budgeted under Title II.

## **PERSONNEL REPORT**

### **8.1 RESIGNATIONS**

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

- A. Margaret A. DiFrancesco, full-time 1<sup>st</sup> Grade teacher at Cochran Primary School, for the purpose of retirement, ~~effective August 26, 2020~~; effective date revised to August 31, 2020.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Margaret A. DiFrancesco from service in the Williamsport Area Schools and expresses its sincere appreciation for her 32 years of dedicated service to our school system as a teacher. It further expresses the hope that her years of retirement will be many and richly rewarding.

8.1 RESIGNATIONS CONT'D:

- B. Jennipher A. Adams, full-time Special Education (AS) teacher at the middle school, for personal reasons, effective August 12, 2020.

8.2\* LEAVE OF ABSENCE

Approve the following leave of absence:

- A. Jenna L. Fisher\*, full-time Speech and Language Support teacher at Lycoming Valley Intermediate School, for an unpaid leave, effective September 3, 2020, through November 18, 2020.

8.3\* ELECTION OF STAFF

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

- A. Mariah L. Cummings, as full-time Tax Examiner (245 days, 7½ hours per day) in the Tax Office at the District Service Center, with a base wage rate of \$40,976, prorated (\$22.30 per hour), effective August 19, 2020 (replacing Jordan Frantz, resigned).
- B. The following fall sports coaches at the respective schools for the 2020-2021 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\*) **Payment of stipends for these positions may be modified or withheld in the event that the activities do not occur due to the pandemic or other conditions beyond the District's control:**

**Williamsport Area Middle School**

Football

MS Assistant – Cherry:	Jalen T. Jackson (0) *	\$2,240
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- C. The following persons to the positions indicated for the 2020-2021 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 (pending completion of all appropriate paperwork\*). **Payment of stipends for these positions may be modified or withheld in the event that the activities do not occur due to the pandemic or other conditions beyond the District's control:**

<u>WAHS Position</u>	<u>Teacher</u>	<u>Stipend</u>
Color Guard Coordinator	Jill D. Reamsnyder (5)	\$2,400

8.3\* ELECTION OF STAFF CONT'D:

- D. 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 2020-2021 school year:

Courtney E. Baumer	Danielle L. Rohler
Kathleen M. Carey	Stanley Schuyler, Jr.
Kristine M. Fagnano	Don E. Smith, Jr.
Voncier C. Gammage	Christina M. Staccone
James M. Gardner	Mary D. Sumpter
Tyler Z. Henry	Elizabeth J. Vollman
Jenny G. Kerns	Corbin C. Woodling
Elizabeth A. Manetta	Tammy M. Robbins
Michele R. Short-Hazel	

- E. The following substitute health room technician(s), subject to assignment by the Superintendent of Schools, at the hourly rates established by Board policy (LPN--\$20.00 per hour; RN--\$32.00 per hour; up to a maximum of 180 days per year) and only for the actual number of hours assigned and worked:

Ashley D. Jandrisavitz (RN)	(effective 08/28/20)
Payton G. Lynch (RN)	(effective 08/28/20)

- F. 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 per hour; up to a maximum of 180 days per year) and only for the actual number of hours assigned and worked:

Quinese M. Brockington (effective 08/28/20)

- G. 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 (\$120 per day for first 45 days; \$130 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:

Margaret M. Rammon (effective 08/28/20)

- H. The entire District teaching staff, substitute teachers, and BLAST teachers assigned to our building as homebound instructors for the 2020-2021 school year, subject to assignment by the Superintendent of Schools, as the needs of the service require, at the rate of \$31.92 per hour for the actual number of hours worked.

8.3\* ELECTION OF STAFF CONT'D:

- I. Grace Chandler as a temporary professional employee, effective with the 2020-2021 school term (tentative date is August 27, 2020), to be currently assigned to teach 1<sup>st</sup> Grade at Cochran at Cochran Primary School, at a salary rate of Step 1, master's, \$54,500, pending receipt of appropriate transcripts and all other required documentation including updated clearances (replacing Margaret DiFrancesco, retired). Ms. Chandler will also be scheduled to participate in Induction Program activities before the start of the 2020-2021 school term.
- J. Brianna J. Brungard as a long-term substitute teacher effective for the first semester of the 2020-2021 school term (tentative date is August 27, 2020 through January 22, 2021), to be currently assigned to teach 5<sup>th</sup> Grade at Lycoming Valley Intermediate School, at a salary rate of Step 1, bachelor's, \$51,500, prorated, pending Chapter 49 exception request from PDE and all other required documentation including updated clearances (replacing Laura Mullins, on leave). Ms. Brungard will also be scheduled to participate in Induction Program activities before the start of the 2020-2021 school term.

8.4\* POSITION CHANGES – None

8.5 CONTRACTED SERVICES

- A. Approve Sarah Mitchell, 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 July 1, 2020, through June 30, 2021.

8.6 WORK SCHEDULES FOR 2020-2021

- A. Approve a revision to the Employee Work Schedule to reflect revised dates for professional development days.

8.7 OTHER

- A. Approve Gregory L. Hayes, Jr. to provide services as Executive Director of the Williamsport Area School District Education Foundation and Public Relations for the District at the stipend rate of \$6,000 effective August 19, 2020, through November 30, 2020.
- B. Adopt the following Non-Discrimination Policy Statement as recommended by the Pennsylvania Department of Education Review Term, under Title VI, title IX, Section 504, and ADA (said policy to be adopted annually).

8.7 OTHER CONT'D:

B. Adopt the following Non-Discrimination Policy Statement cont'd:

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. Richard Poole ([rpoole@wasd.org](mailto:rpoole@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. Poole.

C. Approve the following additional category to the 2020-21 Substitute Rates for Substitute Support Staff Employees:

Temporary Traffic Control and Public Safety Services, \$10.00 per hour  
(same rate as Weekend Security substitute rate)

**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 – None**

**BIDS/CONTRACTS**

11.1 Authorize the purchase of Career and Technology Supplies and Equipment in accordance with our specifications and the following recommended awards. All recommended awards are based on the lowest bid meeting our specifications.

Due to the extensive number of items and participating vendors for this bid it is impractical to provide a complete tabulation. A complete tabulation is available in the Business Office for viewing by any interested parties.

All bids were received and opened at 2:00 p.m., on Tuesday, July 14, 2020, in the District Service Center.

**BIDS/CONTRACTS CONT'D:**

11.1 Authorize the purchase of Career and Technology Supplies and Equipment cont'd:

**RECOMMENDED AWARDS:**

Airgas East Inc., Allentown, PA	\$ 4,093.33
Cooper Electric Supply, Williamsport, PA	307.80
Fastenal, Williamsport, PA	1,714.01
Fisher Scientific Co., Hanover Park, IL	214.05
Metco Supply Inc., Leechburg, PA	2,836.66
Midwest Technology Products, Sioux City, IA	652.95
OAM Supply Company Inc., Cleveland, OH	4,287.06
Paxton Patterson Corporation, Alsip, IL	1,562.56
Sargent-Welch/VWR, Rochester, NY	3,260.23
Snap-On Industrial, Kenosha, WI	<u>348.26</u>

**TOTAL RECOMMENDED AWARDS** **\$19,276.91**

**TAX ITEMS** – None

**TRANSPORTATION**

13.1 Approve the following drivers/monitors/mechanics for STA, Inc. for the 2020-21 school year:

James Dawes	CDL Driver
Brenda D'Ottavio	Non CDL Driver
Robert McQuillen	CDL Driver
Connie Mills	CDL Driver
Andrew Morse	CDL Driver
Kenneth Nuttle	CDL Driver
Sue Villella	CDL Driver

The motion carried by a unanimous roll call vote 7-0.

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

Dr. Bowers acknowledged the members of the community and staff who joined us for tonight's meeting.

He gave a shout out of appreciation to the administration and staff for the hard work and efforts to take the concerns that were heard at the last meeting to tweak and retool our hybrid phase to now include 5 days of new learning. This has created a more robust education program that includes synchronous and asynchronous learning opportunities with live streaming as well as video lessons.



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

Mr. Schefsky arrived at 6:41p.m.

We will be providing teachers with additional support and professional development but from the faculty standpoint this will still not be any easy task.

In hybrid or remote, students will be educated by our teachers, using our curriculum, at our pace. This is extremely important because we need to be prepared to move quickly between phases based on what is happening in the county.

Yesterday, PDE and the Department of Health released new requirements for face coverings. Earlier guidance required face coverings when 6 feet of social distancing was not available. The new requirement is that face coverings must be worn even when 6 feet of social distancing is met. Unfortunately, our students will be required to wear masks during the school day. Since we are in hybrid and are able to meet social distancing requirements, students will be allowed to take “mask breaks” where they can remove masks for a period of 10 minutes. This is a direct requirement from the Department of Health that was announced yesterday. We do not have a choice we must follow this.

PDE released a matrix for districts to use to determine what phase of learning to operate in. This is based on the level of community transmission of Covid-19. There are three levels.

Low – Less than 10 instances in last 7 days or less than 5% positivity.

Moderate – 10 to 99 instances in last 7 days.

Substantial – 100 or more instances in last 7 days.

Lycoming County is at 60 cases or instances in past 7 days. This puts us in the Moderate level which calls for blended or a fully remote learning environment. We are in hybrid or blended.

We are going to look at this model every 7 days. If we get to the “Low” level, the next step will be to evaluate how our students are doing with the protocols in place: Wearing masks, adhering to social distancing, and not congregating in areas. If we are also doing well in adhering to protocol, we will pick a date a week or 2 out to move back to full in person instruction.

If the transmission rate continues to increase and we move to the Substantial level, we will need to move to fully remote. PA Department of Health's expectation is that it be done quickly. It will not be feasible to take 2 weeks to make the move. We want our families to be aware of this so they can be prepared.

We have heard concerns from families regarding evening and parents wanting to be involved in student learning. As previously mentioned, we will have archived lessons. We are also creating a bank of teachers in the evenings to help students and parents. This will be a group of certified teachers to answer questions.

**SUPERINTENDENT’S REPORT CONT’D: – Timothy S. Bowers, Ed.D.**

The district is partnering with community organizations to provide day camps or learning camps where students can go to be together with others and have adult assistance and guidance with lessons while on remote days. This partnership includes area churches and Camp Susque, led by Peter Swift with several other community leaders. The district is thankful for this interest.

We have a lot of moving parts that continue to change. As a district we are doing all we can to put our best foot forward to meet the needs of our students.

If you have questions or concerns, the district has several documents on our website under a specific section for Covid-19. Dr. Bowers encouraged everyone to check out this information and as always to reach out to your child’s school principal.

Dr. Bowers again thanked everyone for tuning in tonight and for continuing to work with us during the reopening.

**ITEMS FROM BOARD MEMBERS**

President Baer thanked everyone for their hard work and really appreciates all the work the administration and staff put in to make the changes to the hybrid model based on the input from prior meetings. She also expressed a huge thank you to our community partners for their initiative in putting together the learning sites.

Mr. Dixon asked Dr. Bowers to provide an overview of our program.

Dr. Bowers responded that parents are able to choose from:

Hybrid – 2 days face to face instruction and 3 days remote. Synchronous and asynchronous learning will take place on all 5 days.

Remote – 100% remote, both synchronous and asynchronous learning opportunities.

We will have a Help Desk for off hours for both teacher support and technology support.

The partnership with the teacher’s association has been very good. We are working together to balance health and safety of students and staff and still provide a very robust education for our students.

We are using our teachers, our curriculum and our pace for both hybrid and remote phases.

August 18, 2020

**ITEMS FROM PUBLIC**

President Baer reminded everyone that this section is limited to 20 minutes.

Jennifer Thomke, Megan Lehman, Megan Fox, Heather Harris and Tyra Crews all district residents asked questions and provided comments regarding the district's reopening plan. Dr. Bowers and Dr. Poole responded to specific questions.

Upon motion made by Mrs. Lake, seconded by Dr. Somers, and carried the meeting adjourned at 6:53 PM.

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Wanda M. Erb, Board Secretary