

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, February 20, 2018, 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, Jennifer Lake, Jane L. Penman, Marc D. Schefsky, Nancy Story Somers, Spencer E. Sweeting, Adam C. Welteroth.

ABSENT: Jerene A. Milliken

OPENING EXERCISES were provided by Mrs. Jennifer Lake.

APPROVAL OF MINUTES: Regular Meeting – February 6, 2018

Student Representatives - Kyle Andrews and Anna Vaughn Stewart were present to report on the news at the High School.

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

- A. Bernadette Boerckel, Secondary Curriculum Supervisor; Brandon Pardoe, WAHS Principal; and Justin Ross, WAMS Principal gave a Data Presentation that included Performance Measurements, School Improvement Goals, and 2017-18 Actions.

Committee Reports by Board Members - None

A motion was made by Mr. Sweeting and seconded by Mr. Schefsky to approve the minutes, agenda and addendum. Ms. Baer abstained from voting on Agenda Item 8.3E.

The motion carried by a unanimous roll call.

FINANCE REPORT

5.1 Approve the following financial reports:

- A. Treasurer’s Report for the month of January 2018:
- B. Payroll Report for the month of February 2018:

General Fund – Unrestricted	\$2,668,645.27
General Fund – Restricted	138,384.56
Food Service Fund	90,134.76
Earned Income Tax	<u>46,945.72</u>
TOTAL	\$2,944,110.31

FINANCE REPORT CONT'D:

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
02/20/18	\$243,225.50	02/20/18A	136,662.44
02/20/18B	7,978.55	02/20/18C	1,590.32
02/20/18D	1,569,683.08	02/20/18E	185,795.60
02/20/18F	33,338.48	02/20/18G	52.00

BOARD POLICY – None

CURRICULUM REPORT

- 7.1 Approve the 2018-19 Williamsport Area High School Course Catalog.
- 7.2 Approve the Harrisburg University Course – GSTC 140 Introduction to Geographic Information Systems. This request includes offering 1.0 Williamsport 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 2017-18 school year. The course description has been reviewed and approved by the Director of Student Services. Cost for the course is the responsibility of the Justice Works AEDY Program. The final grade must be reported to the school by June 1, 2018 on an official Harrisburg University transcript.
- 7.3 Approve professional development for Edgenuity at the cost of \$2,500.00 for a full day of on-site training on March 9, 2018 or thereafter. Edgenuity is a provider of online, PA-aligned curriculum, assessment, and support services. This initial training is for teachers in grades 7-12 who anticipate using these curricular resources over the summer for the purpose of cyber school, credit recovery, remediation, enrichment, or blended learning. Title II A will provide the funding for this training.

PERSONNEL REPORT

8.1 RESIGNATIONS

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

- A. Scott E. Ferguson, Jr., part-time Custodian at Jackson Primary School, for other employment, effective February 23, 2018.
- B. Alyssa A. Wall, part-time Administrative Support I (225 days) in the Student Services Department at the DSC, for personal reasons, effective February 8, 2018.

8.2 LEAVES OF ABSENCE – None

8.3* ELECTION OF STAFF

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

- A. Lori J. Luke to be currently assigned to full-time Confidential Secretary (245 day, 7½ hours per day) in the Human Resources Department at the DSC, at the salary rate of \$42,627, prorated, effective date to be determined pending receipt of clearances and all remaining necessary paperwork (replacing Jolene Waldrab, retiring).
- B. Amber R. Whited to be currently assigned 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 \$38,330, prorated, (\$20.86 per hour), effective February 19, 2018 (replacing Danny Marshall, retired).
- C. Jennifer R. Branca to be currently assigned to part-time Aide (Special Education; up to 185 days per year, prorated; 5 hours per day) at Cochran Primary School, with a base wage rate of \$13.33 per hour (without degree rate), effective February 21, 2018 (new position).
- D. Lene M. Persun to be currently assigned to part-time Aide (Special Education; up to 185 days per year, prorated; 5 hours per day) at Lycoming Valley Intermediate School, with a base wage rate of \$14.52 per hour (with degree rate), effective February 26, 2018 (replacing Terri Gantz, transferred).
- E. The following spring sports coaches at the respective schools for the 2017-2018 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

Baseball

Head Coach:	Ryan L. Miller (5)	\$5,600
Varsity Assistants:	David R. Heller (5)	\$2,800
	Tariq C. Moore (2)	\$2,380
	Kyle S. Schneider (1) ++	\$2,380
	[++Booster Funded Position]	
Volunteers:	Randy J. Zangara	---
	Joel A. Worthington	---
	Kory R. Datres	---
	Matthew L. Miller	---

8.3* ELECTION OF STAFF CONT'D:

E. The following spring sports coaches at the respective schools cont'd:

Williamsport Area High SchoolSoftball

Head Coach:	Chase D. Smith (5)	\$5,600
Varsity Assistants:	TBA	
	Todd A. Brooks (5)	\$2,800
Varsity Assistant:	Drew E. Dickey (0) ++	\$1,280
	[++Booster Funded Position]	
Volunteers:	John M. Gossner	---
	Bo E. Hornberger	---

Boys Tennis

Head Coach:	John F. Dorner (5)	\$4,000
Assistant:	Karen L. Hooker (3)	\$1,520
Volunteers:	Ruth N. Taddeo-Hunter	---

Boys Track & Field

Head Coach:	Jeremy S. Steppe (5)	\$6,400
Assistants:	Robert S. Kraynak (5)	\$3,200
	Jason M. LaForme (2)	\$2,720
Volunteer:	David N. Raemore	---

Girls Track & Field

Head Coach:	Vicki L. Eberhart (5)	\$6,400
Assistants:	Dana L. Smith (5)	\$3,200
	Marguerite W. Anderson-Royal (5)	\$3,200
Volunteers:	Katherine L. Hall	---
	Melanie C. Schramm	---

B/G Track Assistant:	Samuel E. Belle (5)	\$3,200
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Williamsport Area Middle School

Girls MS Soccer:	Kyle J. Bidelspacher (5)	\$2,400
Volunteer:	J. Scott McNeil	---
	Alesha C. Emery	---

Boys MS Soccer:	Kimberlie S. Palmatier (2)	\$2,040
Volunteer:	Lee W. Kaar	---

Boys Track & Field

MS Lead Assistant:	Randall G. Laird (5)	\$2,400
MS Assistant:	William L. Cuebas, Jr. (5)	\$2,000
MS Assistant:	Ronald E. Sahn (5)	\$2,000

8.3* ELECTION OF STAFF CONT'D:

E. The following spring sports coaches at the respective schools cont'd:

Williamsport Area Middle School

Girls Track & Field

MS Lead Assistant:	Matthew D. Palmatier (5)	\$2,400
MS Assistant:	Kristin N. Duck (1)	\$1,700
MS Assistant:	Kelly M. Titus (5)	\$2,000

F. 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 45th day; up to a maximum of 180 days/year) and only for the actual number of hours assigned and worked during the 2017-2018 school year:

Tammy L. Palmatier (effective 02/21/18)

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:

Jennifer L. Jackson (effective 02/21/18)

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

Sandra L. Bodle (effective 02/21/18)

8.4 POSITION CHANGES - Approve the following position change(s):

A. Susan E. Gottschall from a part-time Food Service Worker at Jackson Primary School to be currently assigned to full-time Administrative Support I (245 day, 7½ hours per day) in the Business Office at the District Service Center, with a base wage rate of \$33,277, prorated (\$18.11 per hour), effective February 21, 2018 (replacing Linda Zegarski, transferred).

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. Six (6) welding students from the Williamsport Area High School, accompanied by their teacher, to travel to Penn College during February 2018 to participate in a welding competition. District transportation is requested and will be paid through the CTE budget. One substitute will be required for the day.
- B. Nine (9) Williamsport Area High School choir members, accompanied by their teacher, to travel to Honesdale High School for three days during March 2018 to participate in the PMEA Regional Choir Festival. District transportation is requested. All costs will be paid through the music budget. One substitute will be required for two days.
- C. Ten (10) engineering students from the Williamsport Area High School, accompanied by their teacher, to travel to First Quality (Lock Haven) during March 2018 for a tour. District transportation is requested and will be paid through the CTE budget. One substitute is required for the day.
- D. Approximately 18 Williamsport Area Middle School Jett Friday Club members, accompanied by their advisor, to travel to the Pajama Factory during February 2018 to learn about how to reuse recycled materials. Transportation will be provided in the district van.
- E. Approximately 190 fifth grade students from Lycoming Valley Middle School, accompanied by their teachers, to travel to Lake Tobias Wildlife Park during May 2018. District transportation is required. All costs will be paid by the Lycoming Valley PTO.
- F. Eight (8) members of the Williamsport Area High School's Jazz Combo, accompanied by their teacher, to travel to the Genetti Hotel during March 2018 to perform at the Red Cross awards breakfast. The students will be transported by their parents.
- G. Four (4) Williamsport Area High School students, accompanied by a school counselor, to travel to State College during March 2018 to attend the PHRC Housing Conference. The students will be transported in the school van.
- H. Eight (8) members of SkillsUSA, accompanied by three advisors, to travel to Hershey for three days during April 2018 to participate in the SkillsUSA State Conference. District transportation is requested and will be paid through the CTE budget. Three substitutes will be required for three days.

10.1* Approve the following student trips:

- I. Six (6) orchestra students from the Williamsport Area High School, accompanied by their teacher, to travel to Messiah College for three days during March 2018 to participate in the PMEA Regional Orchestra Festival. The students will be transported by their parents and teacher. One substitute will be required for two days.
- J. Eight (8) autistic support students from Jackson Primary School, accompanied by their teacher, to travel to Lock Haven University during April 2018 to attend Kent's Fest. District transportation is requested and will be paid through the special education budget.
- K. Nine (9) Williamsport Area Middle School students, accompanied by a teacher, to travel to Stonehouse Pizza during February or March 2018 as a SWPB reward. Transportation will be provided in the district van.

10.2 Approve the following request for facility use:

- A. Girls on the Run Program to use the gymnasium/playground at Cochran Primary School on Mondays and Wednesdays beginning March 5 through May 9, 2018, from 3:30 p.m. until 5:00 p.m. to hold activities related to the program. Girls on the Run Program is requesting relief of the occupancy fees estimated at \$3,150.00. Certificate of insurance to be received.
- B. Girls on the Run Program to use the gymnasium/playground at Hepburn-Lycoming Primary School on Mondays and Wednesdays beginning March 5 through May 9, 2018, from 3:30 p.m. until 5:00 p.m. to hold activities related to the program. Girls on the Run Program is requesting relief of the occupancy fees estimated at \$3,150.00. Certificate of insurance to be received.
- C. Girls on the Run Program to use the gymnasium/playground at Jackson Primary School on Tuesdays and Thursdays beginning March 5 through May 9, 2018, from 3:30 p.m. until 5:00 p.m. to hold activities related to the program. Girls on the Run Program is requesting relief of the occupancy fees estimated at \$3,150.00. Certificate of insurance to be received.
- D. American Red Cross to use the swimming pool at the high school on March 6, 7, 8, 13, 14, 15, 20, 21, and 22, 2018, from 3:00 p.m. until 5:00 p.m., to hold life guarding classes to interested students. The American Red Cross is requesting relief of the occupancy fee estimated at \$2,250.00. Certificate of Insurance to be received.

BIDS/CONTRACTS

- 11.1 Authorize the execution of a Right-of-Way Agreement with PPL for the right to construct, reconstruct, operate and maintain electric and communication facilities consisting of three (3) anchor guys and overhead facilities at the Stevens Primary School.

February 20, 2018

TAX ITEMS - None

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

Thanked those who presented at tonight's meeting providing information on where we are going and how we can improve.

Reported that he attended the ASA National Conference last week. The conference had very good programming and presented some great ideas. He is going to follow up with some schools' best practices.

ITEMS FROM BOARD MEMBERS

President Baer said that the IU budget was distributed to board members and they will be asked to vote on it at our next meeting.

ITEMS FROM PUBLIC - None

President Baer announced that an Executive Session for attorney advisement and personnel would be held after the board meeting.

Upon motion made by Mr. Sweeting, seconded by Dr. Penman and carried, the meeting adjourned at 6:48 PM.

Jeffrey L. Richards, Board Secretary