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 21, 2017, 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, Jennifer Lake, Jane L. Penman, Nancy Story Somers, Spencer E. Sweeting, Scott R. Williams.

ABSENT: Jerene A. Milliken.

OPENING EXERCISES were provided by Dr. Nancy Story Somers.

APPROVAL OF MINUTES: Regular Meeting of February 7, 2017 and the Special Meeting of February 8, 2017

Student Representatives' Report – Alisha Chen reported on the news at the High School.

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

A. Food Service Financial Update by Mary Kay Bukeavich and Patty Webster from The Nutrition Group.

Committee Reports by Board Members - None

A motion was made by Mr. Sweeting and seconded by Dr. Penman, to approve the minutes, agenda, and the addendum with a correction to Agenda Item 8.3B. changing the salary rate from $8.00 per hour to $9.00 per hour and with President Baer abstaining from voting on Agenda Item 8.3A., Girls Track & Field Assistant Coach Dana L. Smith.

The motion carried by a unanimous roll call.

Construction Projects - None

FINANCE REPORT

5.1 Approve the following financial reports:

A. Treasurer's Report for the month of January 2017:

FINANCE REPORT CONT'D:

5.1 Approve the following financial reports cont'd:

B. Payroll Report for the month of February 2017:

General Fund – Unrestricted	$2,859,185.07
General Fund – Restricted	156,974.68
Food Service Fund	92,419.23
Earned Income Tax	44,645.61
Student Activities	.00
TOTAL	$3,153,224.59

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
02/21/17	$894,611.83	02/21/17A	128,081.25
02/21/17B	7,119.74	02/21/17C	243.56
02/21/17D	1,437,022.02	02/21/17E	79,752.56
02/21/17F	594,681.99	02/21/17G	261.34
02/21/17H	45.53	02/21/17I	49,934.32

5.3 Approve the FY2017-2018 BLaST Intermediate Unit #17 General Operations Budget.

5.4 Approve budget transfers for FY17, dated October 1, 2016 to February 21, 2017, as presented in accordance with Section 609 of the Public School Code of 1949, as amended.

BOARD POLICY

6.1 Approve the second reading and board adoption of Section 300 "Employees" of the Williamsport Area School District Board Policy:

301 Creating a Position
302 Employment of Superintendent/Assistant Superintendent
304 Employment of District Staff
304.1 Nepotism
305 Employment of Substitutes
306 Employment of Summer School Staff
307 Student Teachers/Interns
308 Employment Contract/Board Resolution
309 Assignment and Transfer
311 Suspensions/Furloughs
313 Evaluation of Employees
314 Physical Examination

BOARD POLICY CONT'D:

6.1 Approve the second reading and board adoption of Section 300 "Employees" cont'd:

314.1 HIV Infection
317 Conduct/Disciplinary Procedures
317.1 Educator Misconduct
318 Penalties for Tardiness
319 Outside Activities
320 Freedom of Speech in Nonschool Settings
321 Political Activities
322 Gifts
323 Tobacco
324 Personnel Files
325 Dress and Grooming
326 Complaint Process
328 Compensation Plans/Salary Schedules
330 Overtime
331 Job Related Expenses
332 Working Periods
333 Professional Development
334 Sick Leave
334.1 Sick Leave Bank
335 Family and Medical Leaves
338 Sabbatical Leave
340 Responsibility for Student Welfare
341 Benefits for Part-Time Employees
342 Jury Duty
343 Paid Holidays
345 Employee Identification Badges
348 Unlawful Harassment
349 Employee Exit Interview/Survey
351 Drug and Substance Abuse

6.2 Approve the first reading of Policy 906 "Public Complaints" of the Williamsport Area School District Board Policy.

CURRICULUM REPORT

7.1 Approve the revision of the Williamsport Area School District calendar for the 2017-2018 school year.

7.2 Approve a contract with HOPE Enterprises for Occupational Therapy and Physical Therapy services for 2016-2017. Screening and therapy services required under the Individuals with Disabilities Education Act and the Americans with Disabilities Act, along with some screening activities, will be covered by this agreement.

CURRICULUM REPORT CONT'D

7.3 Approve the purchase of a Denzil Cauvel Sharp Knee Mill from Perkins 2016-17 grant money. All equipment will be utilized to help students gain a thorough understanding of state mandated industry competencies. The total price of the system with accessories is $15,655.61.

7.4 Approve the purchase of network equipment for Cochran Primary School, Jackson Primary School, Curtin Intermediate School, and Lycoming Valley Intermediate School from BLaST Intermediate Unit 17 at a cost of $90,683.63, funded by the technology budget.

7.5 Approve the 2017-18 Williamsport Area High School Course Catalog.

7.6 Approve Larry Flint for the 2016-2017 school year to be reimbursed up to a maximum of 8 hours for assisting with class rank computation at the high school for each marking period and for final graduation ranking. The work will be completed outside of the contractual day and will be paid at the district tutoring rate of $31.20 per hour.

PERSONNEL REPORT

8.1 RESIGNATIONS/TERMINATIONS

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

A. Adopt an adjudication to dismiss Sameerah S. Graham from her position as a part-time Instructional Support Aide in the Williamsport Area School District, effective February 22, 2017.

8.2 LEAVES OF ABSENCE

Approve the following leave(s) of absence:

A. Donna Gadson, part-time Instructional Support Aide at the high school, for an unpaid leave, effective January 23, 2017, through March 1, 2017.

8.3* ELECTION OF STAFF

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

A. The following spring 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*):

8.3* ELECTION OF STAFF CONT'D:

A. The following spring sports coaches at the respective schools for the 2016-2017 cont'd:

Williamsport Area High School

Baseball		
Head Coach:	Ryan L. Miller (5)	$5,600
Varsity Assistants:	Gregory P. Robertson (4)	$2,660
	Joel A. Worthington (4)	$2,660
Junior Varsity Assistant:	Tariq C. Moore (1)* ++	$2,380
	[++Booster Funded Position]	
Volunteers:	Nick Caringi	---
	Kyle Schneider	---
	Randy J. Zangara	---
Softball		
Head Coach:	Quintan T. Bower (5)	$5,600
Varsity Assistants:	Tara A. Yokitis (5)	$2,800
	Jennipher A. Adams (5)	$2,800
Junior Varsity Assistant:	Chase D. Smith (5) ++	$1,600
	[++Booster Funded Position]	
Volunteers:	Patricia A. Bower	---
	Todd A. Brooks	---
	Bo E. Hornberger	---
Boys Tennis		
Head Coach:	John F. Dorner (5)	$4,000
Assistant:	Karen L. Hooker (2)	$1,360
Boys Track & Field		
Head Coach:	Samuel E. Belle (5)	$6,400
Assistants:	Robert S. Kraynak (5)	$3,200
	Jason M. LaForme (1)	$2,720
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
B/G Track Assistant:	Jeremy S. Steppe (5)	$3,200
Volunteer:	Melanie C. Schramm	---

8.3* ELECTION OF STAFF CONT'D:

A. The following spring sports coaches at the respective schools for the 2016-2017 cont'd:

Williamsport Area Middle School

Girls MS Soccer	J. Scott McNeil (5)	$2,400
Volunteer:	Katurah M. (Kati) Shaner	---
Boys MS Soccer	Kimberlie S. Palmatier (1) *	$2,040
Volunteer:	TBA	
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. Sahm (5)	$2,000
Girls Track & Field		
MS Lead Assistant:	Matthew D. Palmatier (5)	$2,400
MS Assistant:	Lindsey A. Neuhard (4)	$1,900
MS Assistant:	Kelly M. Titus (5)	$2,000

B. The following substitute food service workers(s), at the salary rate of ~~$8.00~~ $9.00 per hour, for the actual number of hours worked, effective February 22, 2017:

Roxann E. Freezer	1967 Beech St., Cogan Station
Dianne M. Steppe	610 Franklin St., Williamsport

C. 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 2016-2017 school year:

Aaron J. Auchter	1202 Cherry St., Williamsport
Christina M. Staccone	51 East Fairview St., Cogan Station
Emily A. Cromley	512 Middle Rd., Jersey Shore

D. Teresa M. Snook, 404 Colonial Drive, Montoursville, as part-time Administrative Support I/Office (up to 205 days, up to 5 hours per day) at Jackson Primary School Library, with a base wage rate of $13.09 per hour, effective February 27, 2017 (replacing Nan Zapola, retired; position has been revised to two part-time positions at Jackson. This position was briefly filled by Toni Hennigan).

8.4* POSITION CHANGES

Approve the following position change(s):

A. Zachary D. Clark, 114 Fairview Dr., Montoursville, from a part-time Weekend/ Holiday Security Guard (2nd shift) at the high school to a part-time Custodian (2nd shift; 250 days, 5 hours per day) at Hepburn-Lycoming Primary School, with a base wage rate of $12.62 per hour, effective February 20, 2017 (replacing Robert Keeler, administratively transferred to the middle school to replace Christopher DePrenda, resigned).

B. Linda M. Fike, 1168 State Route 937 West, Cogan Station, from a substitute Food Service Worker to a part-time Food Service Worker (up to 180 days, 3 hours per day, 10:30 a.m. – 1:30 p.m.) at the high school, with a base wage rate of $12.33 per hour, effective February 22, 2017 (vacant position).

C. Bobbi Jo Kuhns, 2019 Heshbon St., Williamsport, from a substitute aide to a part-time Instructional Support Aide/Autistic Support (up to 185 days, 5 hours per day) at Stevens Primary School, with a base wage rate of $13.20 per hour, effective February 22, 2017 (replacing Miranda Witt, resigned).

D. Jennifer A. Douglass, 2631 Route 937 E, Cogan Station, has requested to return to her previous position as full-time Custodian/ Groundskeeper Class 2 at the middle school, effective February 20, 2017. Ms. Douglass was recently approved for a position change to a full-time time Custodian Class 2 Pool Maintenance/ Groundskeeper at the high school, effective February 13, 2017 (originally approved on 02/07/17 Addendum).

E. Paul S. Carpenter, Jr., 1033 Dewey Ave., Williamsport, from full-time Custodian (2nd shift) at Jackson Primary School to a full-time Custodian Class 2 Pool Maintenance/Groundskeeper at the high school (1st shift, 250 days, 8 hours per day), with a base wage rate of $39,620, prorated ($19.81 per hour), effective February 20, 2017 (replacing Suzie Marshall, transferred; position briefly filled by Jennifer Douglass).

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. Nine (9) Williamsport Area Middle School students, accompanied by a staff member, to travel to Moe's Southwest Grill on a date to be determined during March or April 2017 as a SWPB reward. Transportation will be provided in the district van.

B. Five (5) students from Stevens Primary School, accompanied by their teacher and aides, to travel to Lock Haven University during April 2017 to participate in Kent's Fest. District transportation is requested and will be paid through the special education budget.

C. Five (5) students from Curtin Intermediate School, accompanied by their teacher and aides, to travel to Lock Haven University during April 2017 to participate in Kent's Fest. District transportation is requested and will be paid through the special education budget.

D. Six (6) Williamsport Area High School students, accompanied by their teacher, to travel to WVIA television studio in Pittston during March 2017 to participate in a Scholastic Scrimmage. Transportation will be provided in the district van. One substitute will be required for the day.

E. Twelve (12) Without a Cue members from the Williamsport Area High School, accompanied by two staff members, to travel to Hepburn-Lycoming Primary School during February 2017 to perform skits regarding making good choices. The students will be transported by the staff members. One substitute will be required for approximately a quarter of the day.

F. Seventy-five (75) kindergarten students from Stevens Primary School, accompanied by their teachers, aides, and parent volunteers, to travel to Clyde Peeling's Reptiland and Riverside Park during June 2017. District transportation is requested. All costs will be paid by the Stevens PTA.

G. Six (6) students from the Williamsport Area Middle School, accompanied by their teachers and aides, to travel to Lock Haven University during April 2017 to participate in Kent's Fest. District transportation is requested and will be paid through the special education budget.

H. Approximately 15 Williamsport Area High School special education students, accompanied by a staff member, to travel to Penn College once a week beginning in March and ending in May 2017 to experience a college course. District transportation is requested and will be paid through the special education budget.

10.1* Approve the following student trips cont'd:

I. Seventeen (17) Williamsport Area Middle School band students, accompanied by their teacher, to travel to Jersey Shore Middle School during March 2017 to participate in the Lycoming County Junior Honors Band. The students will be transported by their teacher and parent volunteers.

J. Fifteen (15) Williamsport Area High School Key Club members, accompanied by their teacher and chaperones, to travel to Harrisburg for three days during March 2017 to attend the national convention. The students will be transported by the teacher and chaperones. All costs will be paid by Key Club.

K. Thirty-five (35) culinary students from the Williamsport Area High School, accompanied by their teacher, to travel to Penn College during March 2017 to visit their culinary program. District transportation is requested and will be paid through the CTE budget. One substitute will be required for the day.

L. Eleven (11) Williamsport Area High School orchestra students, accompanied by their teacher, to travel to Hershey High School for three days during March 2017 to participate in the PMEA Regional Orchestra Festival. Transportation will be provided by charter bus and will be paid by through the music budget. One substitute will be required for two days.

M. Nine (9) Odyssey of the Mind teams from Cochran Primary School (3 teams), Curtin Intermediate School (2 teams), Lycoming Valley Intermediate School (2 teams), and the Williamsport Area High School (2 teams) to travel to Berwick Area High School during March 2017 for the regional competition, and to Moon Area High School during April 2017 for the state competition, if selected. The parents will transport the participating students. Additional transportation may be needed using district transportation. Prop transportation may be contracted as necessary and is budgeted through gifted education.

N. Retroactive Approval: Approximately 125 orchestra students from the Williamsport Area Middle School, accompanied by their teacher, traveled to the Williamsport Area High School during February 2017 to participate in a rehearsal for the All District Orchestra Concert. District transportation was utilized and will be paid through the music budget.

BIDS/CONTRACTS

11.1 Approve the bid to furnish and install a new Hobart Model No. CL44 E-series conveyor type dishwasher from Singer Equipment Company of Elverson, PA at a cost of $26,659.50 at Hepburn-Lycoming Primary School. Bid was obtained through the state COSTARS program. Cost of equipment is funded by the Food Service Fund.

BIDS/CONTRACTS CONT'D:

11.2 Approve the renewal of a subscription agreement with Hillyard, Inc., to provide the district access to Hillyard's learning management system, referred to a Hillyard University Online, at an annual subscription fee of $40 per employee and safety/compliance & human resource courseware at a fee of $20 per employee for 82 employees. Hillyard will provide Facility Maintenance Training Courseware for employee training and development as part of the subscription agreement. Renewal will be effective April 1, 2017.

11.3 Authorize the District's participation in the Commonwealth of Pennsylvania Department of General Services Costars (sodium chloride) road salt contract program for the 2017-2018 school year.

TAX ITEMS - None

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

Negotiations sessions were held last week with both associations.

Working on budget with administrative team. Also, working on a plan to show why we need or do not need to replace staff. Reviewing Impact Statements and will present recommendations to the board.

Welcomed Jeremy Loveland to his first board meeting.

ITEMS FROM BOARD MEMBERS - None

ITEMS FROM PUBLIC - None

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

Upon motion made by Mr. Sweeting, seconded by Dr. Penman and carried, the meeting adjourned at 6:23 PM.

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Jeffrey L. Richards, Board Secretary