

February 5, 2019

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 5, 2019, beginning at 6:01 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, Brette C. Confair, Patrick A. Dixon, Jennifer Lake, Jane L. Penman, Barbara D. Reeves, Marc D. Schefsky, Nancy Somers, Adam C. Welteroth.

ABSENT: None

OPENING EXERCISES were provided by Dr. Jane Penman

APPROVAL OF MINUTES: Regular Meeting – January 22, 2019

Student Representatives - Alexis Griess and Isaac Ritter reported on athletics and music and theater events. Be sure to attend Momma Mia on March 15 and 16.

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

A. School Board Recognition Month – Dr. Bowers explained that to honor our Board, students from each of our buildings will be presenting books to our Board members. Dr. Bowers thanked the Board on behalf of himself and the administrative team for all their hard work and dedication to our students and our district.

<u>Student Name and Building</u>	<u>Board Member</u>	<u>Name of Book</u>
Corbin Kirk Cochran Primary	Marc Schefsky	<u>The Secret Life of Squirrels: Back to School</u> by Nancy Rose
Julisa Martin Cochran Primary	Patrick Dixon	<u>Coming Home</u> by Greg Ruth
Kinsley Cannode Hepburn Lycoming Primary	Jennifer Lake	<u>A Child of Books</u> by Oliver Jeffers & Sam Winston
John Snyder Hepburn Lycoming Primary	Adam Welteroth	<u>Something Extraordinary</u> by Ben Clanton
Ava Fischer Jackson Primary	Barbara Reeves	<u>The Word Collector</u> by Peter H. Reynolds
Adam Pritchard Jackson Primary	Lori Baer	<u>The Wonder</u> by Faye Hanson

BOARD PRESIDENT'S REPORT CONT'D: – Ms. Lori A. Baer

A. School Board Recognition Month Cont'd:

<u>Student Name and Building</u>	<u>Board Member</u>	<u>Name of Book</u>
Chase Hill Stevens Primary	Nancy Somers	<u>101 Reasons Why I'm NOT Taking a Bath</u> by Stacy McAnulty
Amaya Gainer Stevens Primary	Brette Confair	<u>All the Lost Things</u> by Kelly Canby
Hailey Copson Curtin Intermediate	Nancy Somers	<u>The Running Dream</u> by Wendelin Van Draanen
Faith Nonemaker Curtin Intermediate	Jane Penman	<u>Curious McCarthy's Power of Observation</u> by Tory Christie
Corban Shirey Lycoming Valley Intermediate	Marc Schefsky	<u>S.M.A.R.T.S. and the Droid of Doom</u> by Melinda Metz
Zoe Brosan Lycoming Valley Intermediate	Jennifer Lake	<u>Squishy Taylor and a Question of Trust</u> by Alisa Wild
Chais Shief Middle School	Patrick Dixon	<u>Startalk with Neil deGrasse Tyson</u> by eds. of National Geographic
Jackson Fink Middle School	Brette Confair	<u>Jason Reynolds</u> by Golriz Golkar
Rowan Tupper Middle School	Lori Baer	<u>Sea Prayer</u> by Khaled Hosseini
Alexis Griess & Isaac Ritter – High School	Adam Welteroth	<u>Inside the Mars Rover</u> by David Baker
Alexis Griess & Isaac Ritter – High School	Jane Penman	<u>Gigged: The End of the Job and the Future of Work</u> by Sarah Kessler
Alexis Griess & Isaac Ritter – High School	Barbara Reeves	<u>Talking to My Daughter about the Economy or How Capitalism Works – and How It Fails</u> by Yanis Varoufakis

BOARD PRESIDENT’S REPORT CONT’D: – Ms. Lori A. Baer

A. School Board Recognition Month Cont’d:

President Baer presented Dr. Bowers with the book The Energy Bus for the high school and The Energy Bus for Kids for the primary schools. She thanked the parents, students and also thanked her fellow board members for all they do for the district.

B. Dr. Susan Bigger, Assistant Superintendent gave an overview of the Pennsylvania Future Ready Index explaining how this index is replacing the School Performance Profile (SPP). The Future Ready Index has three main measurement categories: State Assessment Measurements; On Track Measurements; and College and Career Ready Measurements. Dr. Bigger shared a short video from the PDE website on the PA Future Ready Index. At upcoming board meetings, the principals and other administrators will provide details of the index for our schools.

Dr. Penman made a motion for an omnibus, Mr. Welteroth seconded, to approve the agenda, the minutes, reports and the addendum.

Committee Reports by Board Members

Mr. Dixon brought up the waiver request from Coach Crews that asked the Board to waive labor costs for the two pee-wee football groups. Mr. Dixon noted that this was discussed at the Finance Committee meeting and the consensus was to follow Board policy. He would like to reconsider our policy and the waiver request. After consulting with the solicitor, it was determined that the Board should wait to discuss this until after the omnibus motion on the floor was considered.

Under Curriculum Report, Dr. Bigger recognized the amount of work that went into the 2019 -20 Course Catalog revisions and thanked Dr. Pardoe, Dr. Boerckel, Mr. Fisher and faculty leads. The catalog provides our students with many diverse options.

The omnibus motion passed.

FINANCE REPORT

5.1 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
02/05/19	\$316,727.59	02/05/19A	790.83
02/05/19B	657.52	02/05/19C	156.00
02/05/19D	1,498,315.01	02/05/19E	84,587.30
02/05/19F	82.50	02/05/19G	9,017.99
02/05/19H	4,959.00		

BOARD POLICY

- 6.1 Approve the second reading and board adoption of policy 302 “Employment of Superintendent/Assistant Superintendent” of the Williamsport Area School District Board Policy.
- 6.2 Approve the second reading and board adoption of policy 311 “Reduction of Staff” of the Williamsport Area School District Board Policy.
- 6.3 Approve the second reading and board adoption of policy 312 “Performance Assessment of Superintendent/Assistant Superintendent” of the Williamsport Area School District Board Policy.
- 6.4 Approve the second reading and board adoption of policy 806 “Child Abuse” of the Williamsport Area School District Board Policy.

CURRICULUM REPORT

- 7.1 Approve the 2019-2020 Williamsport Area High School Course Catalog.
- 7.2 Approve a proposal from Vicon Industries Inc., and Guyette Communication Industries at a cost of \$17,101.65. This proposal includes the purchase and installation of one security camera and two door stations at WAMS; two cameras, one proximity reader and one door station at Jackson Primary School; one camera, one proximity reader, one mag lock and one door station at Cochran Primary School; one security camera, one door controller, and one proximity reader at Hepburn Lycoming Primary School. The equipment on the proposal is listed on the PEPPM Cooperative Purchasing contract. The purchase would be funded by the Technology Department budget.

PERSONNEL REPORT

- 8.1 RESIGNATIONS – None at this time
- 8.2 LEAVES OF ABSENCE

Approve the following leave(s) of absence:

- A. Alicia M. Carnevale*, full-time Physical Education teacher at the high school, for an unpaid leave, effective January 10, 2019, through January 18, 2019.
- B. Connie M. Hess, full-time Food Service Production Manager at Stevens Primary School, extension of an unpaid leave, effective January 21, 2019, through March 15, 2019.
- C. Ashley J. Kalcich*, full-time Title I Reading Specialist at Stevens Primary School, for an unpaid leave, effective January 4, 2019, through March 1, 2019.

8.3* ELECTION OF STAFF

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

- A. Megan E. Cohick to be currently assigned to part-time Administrative Support I (up to 205 days, 5 hours per day) at Jackson Primary School, with a base wage rate of \$13.35 per hour, effective February 6, 2019 (replacing Teresa Snook, transferred; position briefly filled by Ronda Edwards).
- B. Briana I. Trick to be currently assigned to a part-time Aide (Special Education; up to 185 days per year, prorated; up to 5 hours per day) at the high school, with a base wage rate of \$14.67 per hour (with degree rate), effective February 6, 2019 (replacing Narcissa Weimer, retired).
- 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 2018-2019 school year:
 - Michele L. DiLella (effective 02/06/19)
 - Cletus G. Waldman, Jr. (effective 02/06/19)
- D. 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 45th day; up to a maximum of 180 days/year) and only for the actual number of hours assigned and worked:
 - Dakota L. Sellinger (effective 02/06/19)
 - Elizabeth M. Moore (effective 02/06/19)
 - Emilee L. Parisi (effective 02/06/19)
 - Sarah G. Yorks (effective 02/06/19)
- E. 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:
 - Angela K. Harman (effective 02/06/2019)
- F. Tristan D. Sponseller as a temporary professional employee, effective March 4, 2019, to be currently assigned to Special Education teacher at Cochran Primary School, at a salary rate of Step 1, bachelor's, \$49,700 (+ \$200), prorated (replacing Ariel Letcher, resigned).

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

- A. Ronda L. Edwards has requested to return to her part-time Food Service Worker position at Jackson Primary School effective January 25, 2019. Ms. Edwards was recently approved for a position change to part-time Administrative Support I (205 days, 5 hours per day) at Jackson Primary School, which was effective January 14, 2019 (originally approved on the January 8, 2019 Agenda).
- B. Maureen Dincher, from a part-time Food Service Worker (5 hours) at Jackson Primary School, to be currently assigned to part-time Food Service Worker (up to 180 days, 4 hours per day; 8:15 a.m. – 12:45 p.m.) at Jackson Primary School, with a base wage rate of \$13.18 per hour, effective February 6, 2019 (replacing Susan Gottschall, resigned).
- C. Spring M. Pfirman, from a part-time Food Service Worker at Cochran Primary School, to be currently assigned to part-time Aide (Special Education; up to 185 days, 5 hours per day) at Jackson Primary School, with a base wage rate of \$13.46 (without degree rate) per hour, effective February 11, 2019 (replacing Natasha Marnon, resigned).

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. Twenty-five (25) members of the Jett Friday Club from the Williamsport Area Middle School, accompanied by their teacher, to travel to Jackson Primary School during February 2019 to work with the students on reading and other skills. The students will walk to and from Jackson.
- B. Approximately 125 first grade students from Cochran Primary School, accompanied by their teachers and parent volunteers, to travel to Clyde Peeling's Reptiland during May 2019. District transportation is requested. All costs will be paid by the Cochran PTO.
- C. Approximately 114 second grade students from Cochran Primary School, accompanied by their teachers, to travel to T&D's Cats of the World during May 2019. District transportation is requested. All costs will be paid by the Cochran PTO.

10.1 Approve the following student trips cont'd:

- D. Retroactive Approval: One (1) Williamsport Area High School art student, accompanied by an art teacher, traveled to the Community Arts Center during January 2019 for the student to be recognized as the WVIA Artist of the Week. The student was transported by the teacher.
- E. Thirty (30) Williamsport Area High School early childhood education students, accompanied by their teacher, to travel to Head Start during March 2019 to participate and observe. They will also go to Pudgies for lunch. District transportation is requested and will be paid through the CTE budget. One substitute will be required for half a day.
- F. Approximately 80 third grade students from Hepburn-Lycoming Primary School, accompanied by their teachers and aides, to travel to Camp Susque during May 2019. District transportation is requested. All costs will be paid by the Hepburn PTO.
- G. Six (6) Williamsport Area High School welding students, accompanied by their teacher, to travel to Penn College during February 2019 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.
- H. Four (4) members of the Williamsport Area Middle School's Builders Club, accompanied by their teacher, to travel to the Genetti Hotel during March 2019 to attend the Kiwanis Club meeting. Transportation will be provided in the district van.
- I. Nine (9) Williamsport Area High School orchestra students, accompanied by their teacher, to travel to the Community Arts Center for two days during February 2019 to participate in the PMEA Regional Orchestra. The students will be transported by their parents. Participation costs will be paid through the music budget. One substitute will be required for two days.
- J. Approximately 50 members of the Williamsport Area Middle School's Student Council and yearbook staff, accompanied by three teachers, to travel to Hershey Park during May 2019 to participate in the Business and Marketing Day event. Transportation will be provided by contract carrier. Three substitutes will be required for one day.
- K. Nine (9) Williamsport Area Middle School students, accompanied by their teacher, to travel to DIY Instructional Craft workshop in South Williamsport during February 2019 as a SWPB reward. Transportation will be provided in the district van. One substitute will be required for half the day.
- L. Thirty (30) gifted education students from Curtin and Lycoming Valley Intermediate Schools, accompanied by their teachers and parent volunteers, to travel to Lycoming College during March 2019 to participate in various science activities. District transportation is requested and will be paid through the elementary education budget.

10.1 Approve the following student trips cont'd:

- M. Retroactive Approval: One (1) Williamsport Area High School student, accompanied by their teacher, traveled to the Keystone Theatre (Towanda) to participate in the regional Poetry Out Loud competition. The student was transported in the district van. One substitute was required for the day.
- N. Approximately ten (10) special education students from the Williamsport Area High School to travel to Penn College once a week during March, April and part of May 2019 to participate in a one-credit course on transitioning to post-secondary education. District transportation is required to the college and will be paid through the special education budget. Parents will be pick students up from the college. The cost for the course will be paid by the Office of Vocational Rehabilitation.

10.2 Approve the following request for facility use:

- A. Girls on the Run Program to use a classroom/playground at Cochran Primary School on Mondays and Wednesdays beginning March 4 through May 8, 2019, 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 \$950.00. Certificate of insurance on file.
- B. Girls on the Run Program to use the gymnasium/playground at Jackson Primary School on Mondays and Wednesdays beginning March 4 through May 8, 2019, from 3:45 p.m. until 5:15 p.m. to hold activities related to the program. Girls on the Run Program is requesting relief of the occupancy fees estimated at \$6,650.00. Certificate of insurance on file.
- C. Girls on the Run Program to use the gymnasium/playground at Stevens Primary School on Tuesdays and Thursdays beginning March 5 through May 9, 2019, from 3:45 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 \$6,650.00. Certificate of insurance to be received.
- D. Girls on the Run Program to use the gymnasium/playground at Curtin Intermediate School on Tuesdays and Thursdays beginning March 5 through May 9, 2019, 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 \$6,650.00. Certificate of insurance on file.
- E. Girls on the Run Program to use the gymnasium/playground at Lycoming Valley Intermediate School on Mondays and Wednesdays beginning March 4 through May 8, 2019, 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 \$6,650.00. Certificate of insurance on file.

BIDS/CONTRACTS

- 11.1 Authorize the purchase and installation of Local In-building Repeaters and Associated Antenna Systems for: Cochran Primary, Jackson Primary, Curtin Intermediate and Lycoming Valley Intermediate Schools in accordance with our specifications and the following award. All recommended awards are based on the lowest bid meeting our specifications. Three (3) bids were received.

The bids were received by 1:30 p.m. and opened publicly in the District Service Center at 2:00 p.m. on Tuesday, January 22, 2019.

This purchase is being made with School Security Grant funds.

RECOMMENDED AWARD:

Convergence Communications, LLC	\$22,984.00
1358 State Route 903, Bldg. 2	
Jim Thorpe, PA 18229	

- 11.2 Approve a proposal from CMI (Compliance Management International) of Mechanicsburg, PA to provide an EPA AHERA 3-year asbestos re-inspection for the Williamsport Area School District at a total cost of \$3,250.00. Funds are budgeted in the Plant Operations Budget.

TAX ITEMS

- 12.1 Approve the following tax summaries.

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

Dr. Bowers congratulated the high school and everyone involved with Clue. He thoroughly enjoyed the great performance. Dr. Bowers asked Mrs. Erb to give a 30,000-foot look at the Governor's budget.

Mrs. Erb stated that the Governor shared his 2019-20 proposed budget earlier today. He continues to support education and his budget proposal reflects a proposed increase of \$166 million for Basic Education Funding; and 50 million each for special education and pre-school funding. The budget also includes a \$45 million line item for safety and security. What this means for Williamsport remains to be seen as the next few months will consist of numerous budget hearings. Dr. Bowers and Mrs. Erb will both be actively engaging with legislators and state organizations throughout this process and will continue to update the board.

Dr. Bowers shared that we have completed the building tours and later this spring we will be sharing the results of the tours with the board.

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

Dr. Bowers discussed the impact statement process used to determine whether positions vacant due to retirements or resignations need to be filled. He noted that in the near future, we will be asking the board to allow the administration to move forward with advertising for those vacancies that we know must be filled.

Mr. Crans and his staff were thanked for their work in making sure our buildings were up and running during the recent extreme weather conditions.

ITEMS FROM BOARD MEMBERS

President Baer drew the Board's attention to the two BLaST IU 17 documents in front of them. She explained that the blue sheet, with the names of the IU Board of Directors needed to be signed and returned to Mrs. Erb. The green document is the 2019-20 IU 17 budget. President Baer explained that the district is not assessed any fees by the intermediate unit, we are only charged for services utilized. The IU Budget will be on the next agenda for Board consideration.

At this time the discussion returned to Mr. Dixon and the request for waiving labor fees occurring as a result of facility use. Coach Crews shared with the Board that the district currently has two youth football programs and each used the high school facilities for games. He would like the Board to waive the labor fees associated with their facility use and explained that he would like to show these two groups what can be done if everyone works together. He shared with the Board the importance of the youth teams and feels that by waiving the fees this shows the Board support of the programs.

Discussion on the topic included our current policy; the fact that the district currently waives occupancy fees for many groups; the potential impact if other groups ask for labor fees to be waived; how other elementary athletic groups are currently charged.

Board members expressed support of these teams and the youth programs. Even though they are supportive of the program they do not support waiving labor fees.

ITEMS FROM BOARD MEMBERS CONT'D:

Mr. Welteroth made a motion to establish a program for elementary football similar to the elementary wrestling program. Mr. Welteroth withdrew the motion.

Sean McCann and Coach Crews will work together to attempt to create one youth football booster group similar to the elementary wrestling boosters. Mr. McCann indicated that they should be able to report back to the Board in the spring on their progress.

Mr. Welteroth made a motion to review the process to add items to the agenda and subsequently withdrew the motion.

ITEMS FROM PUBLIC – None

February 5, 2019

President Baer announced a brief executive session for personnel and attorney advisement will follow this meeting.

Upon motion made by Mr. Schefsky, seconded by Dr. Penman and carried the meeting adjourned at 7:56 p.m.

Wanda M. Erb, Board Secretary