

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, January 17, 2017, beginning at 6:03 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, Jerene A. Milliken, Nancy Story Somers, Spencer E. Sweeting, Scott R. Williams.

ABSENT: Jane L. Penman.

OPENING EXERCISES were provided by Dr. Robin Knauth.

APPROVAL OF MINUTES: Regular Meeting – January 3, 2017

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

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

- A. School Board Recognition Month – Principals from all schools thanked the board members for their dedication to the community and student representatives from their schools presented board members with books in recognition of their service to the district. The books will be dedicated to the board and placed in the school libraries.
- B. John Compton and Joseph O'Neill of Baker Tilly Virchow Krause, LLC reviewed the 2015/2016 single audit package that their firm prepared for the district. They reported that their firm has issued an unmodified or "clean" opinion on the financial statements and an unmodified opinion on compliance as related to the District's "major" federal award programs. They also reported that there were no findings and that the General Fund balance remains sound.
- C. Approve Mrs. Rose-Marie Gross to serve as a member of the Williamsport Area School District Education Foundation Board of Directors for a three-year term (modified), effective February 8, 2017, through June 30, 2019, as recommended by the Williamsport Area School District Education Foundation. Mrs. Gross fills a community member seat left vacant by Mr. Trey Philips.

Committee Reports by Board Members

Board Negotiating Team – Dr. Story Somers reported that the team had their "meet and greet" on Thursday, January 5 with WEA and WAESP. The first negotiating session with both associations has been scheduled for February 1st.

A motion was made by Mr. Sweeting and seconded by Dr. Story Somers to approve the minutes, agenda, and the addendum with the change in the effective date for Item 8.3D. from January 19th to January 18th.

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 months of November and December 2016:

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
01/17/17	\$325,618.47	01/17/17A	131,560.65
01/17/17B	29,575.01	01/17/17C	1,777.20
01/17/17D	49,907.54	01/17/17E	1,666,097.86
01/17/17F	699,304.63	01/17/17G	85,914.86
01/17/17H	1,916.60	01/17/17I	25,475.31

5.3 Approve the Auditors’ Report for the Year Ended June 30, 2016.

5.4 Formally present the proposed preliminary budget for the 2017/2018 school year and to authorize applying for referendum exceptions. Act 1 requires that the preliminary budget be adopted prior to February 16, 2017.

BOARD POLICY – None

CURRICULUM REPORT

7.1 Approve Bruce Weaver of Muncy to present “Celebrate Dr. Seuss and the Magic of Reading” to the students of Jackson Primary School on March 2, 2017. The cost will be \$350 and will be paid by the PTO.

7.2 Approve the purchase 30 iPads from Apple for student use at a cost of \$13,590.00, funded through the Special Education budget.

PERSONNEL REPORT

8.1 RESIGNATIONS

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

A. Glenn F. Burgess, part-time Instructional Support Aide at Lycoming Valley Intermediate School, for personal reasons, effective January 11, 2017.

8.3* ELECTION OF STAFF CONT'D:

- F. 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 (\$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:

Hannah N. Snyder	387 Shady Knoll Rd., Montoursville
Abigail E. Lazorka	195 Chapman's Round Top Rd., Montoursville

- 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:

Lisa A. Giacomi	190 First Rd., Williamsport
Bobbi J. Kuhns	2019 Heshbon St., Williamsport

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

Debra A. Gee (LPN)	2240 West Third St., Williamsport
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8.4* POSITION CHANGES

Approve the following position change(s):

- A. Jeremy W. Bouse, 2515 Grand St., Williamsport, from a part-time Instructional Support Aide at the high school to a full-time Paraprofessional/Intervention Specialist (up to 185 days, 7 hours per day) at the middle school, with a base wage rate of \$23,103, prorated, (\$17.84 per hour), effective January 11, 2017 (replacing Michael Alston, 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. Approximately 48 students from Curtin Intermediate School, accompanied by teachers and PTO volunteers, to visit neighbors around the school to deliver coffee mugs to build community relations. The students will walk. There will be no cost to the district.
- B. Fifty (50) automotive students from the Williamsport Area High School, accompanied by their teacher and chaperones, to travel to York, PA to visit the Harley Davidson Vehicle Operations Facility during January 2017. District transportation is requested and will be paid through the CTE budget. One substitute will be required for the day.
- C. Approximately 175 sixth grade students from Curtin Intermediate School, accompanied by their teachers, to travel to Harrisburg to visit the Whitaker Center during May 2017. District transportation is requested. All costs will be paid by the Curtin PTO.
- D. Approximately 175 sixth grade students from Curtin Intermediate School, accompanied by their teachers, to travel to Bald Eagle State Park during June 2017. District transportation is requested. All costs will be paid by the Curtin PTO.
- E. Twenty-five (25) SkillsUSA members from the Williamsport Area High School, accompanied by four teachers, to travel to Penn College during January 2017 for competitions. District transportation is requested and will be paid through the CTE budget. Four substitutes will be required for the day.
- F. Approximately 106 first grade students from Jackson Primary School, accompanied by their teachers, to travel to T&D's Cats of the World (Penns Creek) during May 2017. District transportation is requested. All costs will be paid by the Jackson PTO.
- G. Thirty-three (33) eighth grade students from the Williamsport Area Middle School, accompanied by two teachers, to travel to Lycoming College during March 2017 to participate in Math Awareness Day. District transportation is requested. Two substitutes will be required for the day.
- H. Eight (8) FBLA members from the Williamsport Area High School, accompanied by their advisor, to travel to Hershey for four days during April 2017 to compete in various business events and attend seminars. Transportation will be provided in the district van. One substitute will be required for three days.

STUDENT/COMMUNITY ACTIVITIES CONT'D:

- 10.2 Approve 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 2016-17 school year for the Lycoming County Day Treatment and Academy of Integrated Studies operated by BLaST.

BIDS/CONTRACTS

- 11.1 Authorize the purchase of general supplies to replenish inventoried stock in accordance with our specifications and the following recommended awards. All recommended awards are based on the lowest bid meeting our specifications.

A schedule of items to be awarded has been provided in lieu of a complete tabulation. Due to the extensive number of items and participating vendors for this quotation, it is impractical to provide a complete tabulation. A complete tabulation is available in the business office for viewing by any interested parties.

All quotations were received and opened on December 20, 2016 in the District Service Center:

RECOMMENDED AWARDS:

Kurtz Bros., Clearfield, PA	\$12,118.02
National Art & School Supplies, Rahway, NJ	750.00
Pyramid School Products Inc., Tampa, FL	1,340.88
Quill Corporation, Lincolnshire, IL	205.32
W B Mason Company, Allentown, PA	<u>748.86</u>
TOTAL RECOMMENDED AWARDS	\$15,163.08

- 11.2 Approve the proposal from Cocciardi and Associates, Inc. of Mechanicsburg, PA to provide the annual Right-to-Know update for the Williamsport Area School District buildings at a cost of \$6,000.00.
- 11.3 Approve the proposal from Cocciardi and Associates, Inc. of Mechanicsburg, PA to provide the asbestos training for custodial and maintenance staff at a cost of \$3,000.00.

TAX ITEMS

- 12.1 Approve the following tax summaries:

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

Thanked the Culinary Arts Program for helping recognize the board tonight.

Thanked Business Office staff for the unmodified audit.

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

Greg Hayes and the superintendent are working on a survey on how our public feels about the district as part of the superintendent's entry plan. They are hoping for a good response and are open to suggestions on how to incentivize people to complete the survey.

Recommended that board members keep informed regarding the proposed legislation on property tax elimination.

Thanked administrators for attending board meetings.

ITEMS FROM BOARD MEMBERS

President Baer reminded board members to return their books to the school libraries or the superintendent's office.

Dr. Knauth reported that a group of board members toured the alternative education venues that our students are attending. They were impressed with Justice Works. They also visited PATH.

Mrs. Lake asked for a report on the cost to send students to these programs and the number of students attending each. Dr. Poole will provide the board with this information.

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 Mrs. Milliken and carried, the meeting adjourned at 7:31 PM.

Jeffrey L. Richards, Board Secretary