

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 19, 2021, beginning at 6:01 p.m. 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 (arrived at 6:18 p.m.), Jane L. Penman, Star Poole, Barbara D. Reeves, Nancy Somers, Adam C. Welteroth.

**ABSENT:** Jennifer Lake, Marc Schefsky.

**OPENING EXERCISES** were provided by President Baer.

**APPROVAL OF MINUTES:** Regular Meeting – January 5, 2021

Motion was made by Mrs. Reeves, seconded by Dr. Penman for an omnibus to include the January 5<sup>th</sup> minutes, the President’s Report, the agenda with audit report and the addendum.

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

- A. In honor of the school boards’ commitment to our students, schools and communities, January is once again designated School Director Recognition Month.

Williamsport Area School District educates over 4,800 students. The nine members of our local school board are a key part of the district’s administrative team, making informed decisions that shape public schools and provide a pathway to success for every student.

On average, school directors, who are unpaid, devote up to 10 hours per month to the challenging and complex responsibilities of board business, including adopting policy, voting on budgets, evaluating school security issues and reviewing hiring decisions.

The impact of the coronavirus pandemic has added an additional challenge to school boards, as they determine how best to provide for the needs of students and their families in this new environment.

We as an administrative team are thankful for our Board of Directors. Please enjoy this short video as a tribute to your hard work and dedication.

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

- B. Presentation by John Compton of Baker Tilly Virchow Krause, LLP on the 2019-2020 single audit package that was prepared for the district.

**FINANCE REPORT**

- 5.1 Approve the following financial reports:

- A. Treasurer’s Report for the month of December 2020:
- B. Payroll Report for the month of December 2020:

General Fund – Unrestricted	\$4,190,288.09
General Fund – Restricted	290,697.94
Food Service Fund	100,523.77
Earned Income Tax	70,348.19
Student Activities	0.00
<b>TOTAL</b>	<b>\$4,651,857.99</b>

- 5.2 Approve the Auditors’ Report for the Year Ended June 30, 2020.
- 5.3 Approve budget transfers for FY21, dated December 2, 2020 to January 19, 2021, as presented in accordance with Section 609 of the Public School Code of 1949, as amended:
- 5.4 Authorize payment of invoices and services rendered by the list submitted from December 19, 2020 to January 19, 2021 and direct the officers of the Board of School Directors to execute the same:

General Fund	\$1,963,544.74
Athletic Fund	874.00
EIT Operating Fund	30,006.70
Food Service Fund	42,009.90
Payroll Fund	1,340,093.41
PLGIT Capital Projects Fund	295,311.75
Student Activities Fund	1,162.40
<b>TOTAL</b>	<b>\$3,673,002.90</b>

**BOARD POLICY – None**

**CURRICULUM REPORT**

- 7.1 Approve a 2020-21 tuition agreement with New Story School to provide a student with special education requirements all related services at a rate of \$370.00 per day. Costs will be paid through the Special Education budget.

## **CURRICULUM REPORT CONT'D:**

- 7.2 Approve the purchase of a Lincoln Power Wave 300C Multi-process Welder Educational Package at a cost of \$11,701.74 from Airgas (Williamsport). Pricing for the purchase was derived through a competitive quote process and the lowest of 3 bids was selected. This equipment will be utilized to help students gain a thorough understanding of state mandated industry competencies in the Welding program and enables students to utilize the latest welding technologies on a multi-process machine. The equipment purchase has been approved by the Welding Occupational Advisory Committee as well as the Perkins Planning Committee and will be funded through the 2020-21 Perkins Grant.
- 7.3 Approve the 2021-22 Williamsport Area High School Course Catalog.
- 7.4 Approve the purchase of Edgenuity Spanish I and Spanish II course licenses (129) for online course content with an assigned Spanish certified teacher of record at the cost of \$35,330.00 (18 weeks prorated \$270 per student for the remainder of the year) funded through Cares Act Funding. Edgenuity, Inc. is a single source vendor in the United States for Edgenuity Virtual Curriculum Solutions. Edgenuity will be used in conjunction with the approval of a LTS substitute to provide daily in-person supervision and support. This combination of online course content and LTS supervision will fill the resignation retirement of Kevin Dangle. This option will only be approved until the end of the 2020-21 school year.

## **PERSONNEL REPORT**

### **8.1 RESIGNATIONS**

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

- A. Mary K. Dulaney, full-time Food Service Production Manager at Cochran Primary School, for the purpose of retirement, effective January 7, 2021.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Mary K. Dulaney from service in the Williamsport Area Schools and expresses its sincere appreciation for her over 31 years of dedicated service to our school system as a food service worker, instructional support aide and food service cafeteria manager. It further expresses the hope that her years of retirement will be many and richly rewarding.

- B. Megan E. Hayes, part-time Aide (Special Education) at the high school, for personal reasons, effective January 22, 2021.
- C. Susan E. Heller Allen, part-time Aide (Non-Special Education) at Jackson Primary School, for personal reasons, effective February 11, 2021.

8.1 RESIGNATIONS CONT'D:

- D. Heather M. Cherry, part-time Food Service Worker at Stevens Primary School, for other employment, effective January 29, 2021.

8.2\* LEAVE OF ABSENCE

Approve the following leave(s) of absence:

- A. Revision to Item previously approved on 11/10/20: Vikki L. Cipriani\*, full-time Social Studies teacher at the middle school, for an unpaid leave, effective November 23, 2020, through ~~February 8, 2021~~ January 22, 2021.
- B. Vikki L. Cipriani\*, full-time Social Studies teacher at the middle school, for an unpaid leave on an intermittent basis (as needed) effective January 25, 2021, through June 10, 2021.
- C. Laura K Mullins, full-time 5<sup>th</sup> Grade teacher at Lycoming Valley Intermediate School, for an extension of her unpaid child rearing leave, effective January 25, 2021, through June 10, 2021.
- D. Approve the following employees for paid Special Sick Leave for PSERS purposes for the dates and hours indicated:
  - (1) Miranda R. Bower – December 21, 2020 through December 22, 2020 (10 total hours)
  - (2) Alicia M. Carnevale – December 21, 2020 through December 22, 2020 (14 total hours)
  - (3) Nancy J. Colley – December 21, 2020 through December 22, 2020 (8 total hours)
  - (4) Nyric L. Gosley – December 21, 2020 through December 22, 2020 (10 total hours)
  - (5) Charles F. Greevy IV – December 21, 2020 through December 22, 2020 (15 total hours)
  - (6) Lindsay M. Hart – December 21, 2020 through December 22, 2020 (14 total hours)
  - (7) Shirley J. Laird – December 21, 2020 through December 22, 2020 (14 total hours)
  - (8) Chyanne N. Mattern – December 21, 2020 through December 22, 2020 (15 total hours)

8.2\* LEAVE OF ABSENCE CONT'D:

- D. Approve the following employees for paid Special Sick Leave cont'd:
- (9) Connor T. McCormick – December 21, 2020 (7.5 total hours)
  - (10) Ruth A. Musser – December 21, 2020 through December 22, 2020 (10 total hours)
  - (11) Tammy L. Sewell – December 21, 2020 through December 22, 2020 (9 total hours)
  - (12) Kimberly J. Shultz – December 21, 2020 through December 22, 2020 (14 total hours)
  - (13) Beth A. Sinclair – December 21, 2020 through December 22, 2020 (10 total hours)
  - (14) Ashlee N. Trafford – December 21, 2020 through December 22, 2020 (10 total hours)
  - (15) Quin R. Webb – December 21, 2020 through December 29, 2020 (25 total hours)
  - (16) Kimberly A. Whittington – December 21, 2020 through December 22, 2020 (14 total hours)
  - (17) Darryl E. Wilson – December 21, 2020 (5.25 total hours)
  - (18) Evalyn J. Wright Sitler – December 21, 2020 through December 22, 2020 (15 total hours)
- E. Gary L. Baer\*, full-time Maintenance Specialist-HVAC for the District, for an unpaid leave, effective January 5, 2021, through February 3, 2021.

8.3\* ELECTION OF STAFF

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

- A. Brianna J. Brungard extended as a long-term substitute teacher effective for the second semester of the 2020-2021 school year (tentative dates of January 25, 2021, through June 10, 2021), unless terminated sooner, 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 (replacing Laura Mullins, on leave).

8.3\* ELECTION OF STAFF CONT'D:

- B. Julie A. Miller as a long-term substitute teacher effective January 20, 2021, through the end of the second semester of the 2020-2021 school term (tentative ending date is June 10, 2021), unless terminated sooner, to be currently assigned to teach 3<sup>rd</sup> Grade at Cochran Primary School, at a salary rate of Step 1, master's, \$54,500, prorated (replacing Amber Landi, on sabbatical leave).
- C. Geoffrey S. Waltz as a long-term substitute teacher effective for the second semester of the 2020-2021 school year (tentative dates of January 25, 2021, through June 10, 2021), unless terminated sooner, to be currently assigned to facilitate the required Spanish courses conducted by a PDE certified Spanish instructor, at a salary rate of Step 1, bachelor's, \$51,500, prorated (replacing Kevin Dangle, retired).
- D. The following as Coordinating Teachers for the 2020-2021 school year at the rate of \$4,000 each:

Art (K-12)	Andrea M. McDonough Varner
Music (K-12)	Kent C. Weaver
Health/Physical Education (K-12)	Jeremy S. Steppe
English	Michael A. Murafka
Mathematics	Patricia A. Miller
Science	Andrew L. Paulhamus
Social Studies	Thomas W. Rinker
- 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:
  - Bobbi Facer (effective 01/20/21)
  - Julius C. Ludena (effective 01/20/21)
  - Angela B. Corey (effective 01/20/21)
  - Alicia C. Dobbs (effective 01/20/21)
  - Shelly L. McKernan (effective 01/20/21)
- F. Dana R. Synoski as a temporary professional employee, effective date to be determined, to be currently assigned as School Counselor at Curtin Intermediate School, at a salary rate of Step 1, master's, \$54,500, prorated, pending receipt of appropriate PDE certification and all other required documentation including clearances (replacing Erick Edler, transferred).
- G. Madison D. Whitney to be currently assigned to a part-time Aide (Special Education; 185 days, 5 hours per day) at Cochran Primary School, with a base wage rate of \$13.73 per hour (without degree rate), effective January 20, 2021 (replacing Bruce Ellison, resigned).

8.4\* POSITION CHANGES

Approve the following position change(s):

- A. Carol A. Shipman from part-time Aide (Special Education) at the high school to be currently assigned to full-time Administrative Support II (225 day, 7 hours per day) at Lycoming Valley Intermediate School, with a base wage rate of \$28,823, prorated, (\$18.30) per hour, effective January 20, 2021 (replacing Patricia Knowlden, transferred).
- B. Jason L. Pick from full-time Custodian at Stevens Primary School to be currently assigned to full-time Aide (Special Education; 185 days, 7 hours per day) at Jackson Primary School, with a base wage rate of \$23,996, prorated (\$18.53 per hour; without degree rate), effective January 20, 2021 (replacing Linda Ross, retired).

**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 an agreement with the Pennsylvania Trust to provide actuarial services accounting for long-term post-employment benefit liabilities, to meet the mandates of GASB 75 at a cost not to exceed \$8,300.00. This service will be provided by Conrad Siegel Actuaries according to the terms and conditions of a bid conducted by the Central Susquehanna Intermediate Unit.
- 11.2 Renew a Demand Response Agreement with Enel X (formerly EnerNOC, Inc.) of Boston, MA for a period of five years from June 1, 2021 through May 31, 2026. The Demand Response Program enables participants to receive recurring payments for being available and reducing electricity consumption when called upon to do so by Provider.
- 11.3 Renew the Memorandum of Understanding between the Williamsport Area School District and the Loyalsock Township School District to provide career and technical programming to senior high students. The Memorandum of Understanding shall be in effect, beginning with the 2020-21 school year and ending with the 2024-25 school year.

**BIDS/CONTRACTS CONT'D:**

11.4 Authorize the administration to execute agreement 20-21 JLR 26 involving a confidential student issue.

**TAX ITEMS** – None

**TRANSPORTATION** - None

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

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

Dr. Bowers thanked the Board for their hard work. We appreciate all they do not just during January Board appreciation month but throughout the entire year.

He recognized Mrs. Erb and her team in the business office for the clean audit. This does not happen overnight. Dr. Bowers also thanked the business office team for the continued oversight of the budget and the processes to ensure compliance.

We continue to look at COVID numbers daily. Remember we are following the rubric. If we get to a certain number of positive cases during the rolling 14-day period, we may need to go remote at a building.

Dr. Bowers recognize Dr. Poole for all his hard work and efforts related to COVID. He works day and night with the Department of Health, our administrators, staff and families regarding positive cases and quarantining. Thank you Dr. Poole, your efforts are appreciated.

The district has partnered with community providers and are prepared to get the vaccine to our faculty and staff as soon as it is available.

We will be very active with committee meetings soon. The Finance and Facilities meetings started tonight and the negotiations and Feasibility Study Committees will meet soon. We have important decisions ahead of us.

**ITEMS FROM BOARD MEMBERS**

Dr. Somers asked for an update on safety measures related to basketball games from both player and spectator perspectives.

Dr. Bowers read the precautions list that our teams follow and that our opponents follow.

Mrs. Reeves asked about temperature checks. Coaches and team members are subject to same pre-game checks as are done before each practice. At this time with limited number of spectators, masking protocol, and social distance requirements we have not checked temperatures of the spectators.



January 19, 2021

President Baer thanked fellow board members for their level of commitment and dedication to the students and community.

**ITEMS FROM PUBLIC** – None

Upon motion made by Dr. Penman, seconded by Mr. Welteroth and carried, the meeting adjourned at 6:54 p.m.

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Wanda M. Erb, Board Secretary