

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 21, 2020, beginning at 6:04 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, Star Poole, Barbara D. Reeves, Nancy Somers, Adam C. Welteroth (arrived at 6:09 PM).

ABSENT: Marc D. Schefsky.

OPENING EXERCISES were provided by Mrs. Jennifer Lake.

APPROVAL OF MINUTES: Regular Meeting – January 7, 2020

Student Representatives – Mason Nevill reported that the second semester kicked off today. In athletics, the girls swim team recently won 7 out of 9 individual events against Mt. Carmel and the boys' basketball game against Loyalsock will be held on January 25th at Lycoming College. The formal was a huge success and enjoyed by all. In honor of Mental Health Awareness week, students participated in activities with the theme of "One in a Million."

Mr. Welteroth arrived at 6:09 PM.

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

- A. Scott Cousin and Drew Cerjanic from Crabtree, Rohrbaugh & Associates provided the Board and those present with an update of the facilities study process. They provided an overview of various phases (Defining Goals, Information Gathering, Analyze Data, Determine Needs, Develop Options, Recommendation) and the steps involved in each phase. Our project is currently in the analyze data phase. They have held several core group meetings, met with our Steering Committee and ILT team. The Steering Committee helped to define goals and guiding principles. The rough draft of these goals were provided to the Board. They will be discussed at the next Steering Committee meeting to be sure that the ideas and beliefs discussed at the initial meeting are covered. These beliefs will then be brought back to the Board. An overview of the elementary building facility needs assessment was distributed. The next step will be identifying costs. A timeline was discussed with an overview of what to expect in the next few weeks.

Motion made by Dr. Penman, seconded by Dr. Story for an omnibus approval to include the minutes from January 7, meeting, the agenda, reports and the addendum.

Motion was amended by Dr. Penman, seconded by Dr. Story, to waive the 2nd reading of Policy #246 School Wellness.

FINANCE REPORT

5.1 Approve the following financial reports:

A. Treasurer's Report for the month of December 2019:

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
01/21/20	\$1,232,424.98	01/21/20A	48,033.52
01/21/20B	15,060.93	01/21/20C	4,917.65
01/21/20D	1,312.00	01/21/20E	490.00
01/21/20F	117,564.29	01/21/20G	104,847.45
01/21/20H	83,114.18	01/21/20I	226.82

5.3 Approve the SILOT Agreement with UPMC Susquehanna and including the physician services agreement, effective July 1, 2019 ending on June 30, 2021. The services shall be provided in accordance with the schedule agreed to by both parties.

BOARD POLICY

6.1 Approve the first reading of policy 246 "School Wellness" of the Williamsport Area School District Board Policy.

CURRICULUM REPORT

7.1 Approve a contract with UPMCW Williamsport d/b/a UPMC Pediatric Rehabilitation for the 2019-20 school year to provide physical and occupational therapy services based on individual student evaluation. The services will be provided between January 1, 2020 and June 30, 2020 and will be paid through the 504 and Special Education budgets.

7.2 Approve a Letter of Agreement with Service Access and Management (SAM) to ensure continuity of care for students receiving mental health services through the agency. The agreement will expire June 30, 2021.

7.3 Approve the annual renewal of Project Lead the Way (PLTW) to provide a STEM curricular program to middle school students of the Williamsport Area School District. The renewal cost of \$750 is budgeted under Title IV.

PERSONNEL REPORT

8.1 RESIGNATIONS

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

- A. Carol A. Roles, part-time Aide (Non-Special Education) at Stevens Primary School, for the purpose of retirement, effective May 29, 2020.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Carol A. Roles from service in the Williamsport Area Schools and expresses its sincere appreciation for her over 16½ years of dedicated service to our school system as an aide. It further expresses the hope that her years of retirement will be many and richly rewarding.

- B. Jamie L. Yonkin, full-time School Counselor at the high school, for other employment, effective March 6, 2020, as administration has determined to hold Mr. Yonkin for 60 days per PA School Code.

8.2 LEAVES OF ABSENCE

Approve the following leave(s) of absence:

- A. Ann L. Watson, part-time food service worker at Jackson Primary School, for an unpaid leave effective March 19, 2020, through April 20, 2020.

8.3* ELECTION OF STAFF

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

- A. Seth A. Herb as a temporary professional employee, effective January 27, 2020, to be currently assigned as Primary School Counselor at Hepburn-Lycoming Primary School, at a salary rate of Step 1, master's, \$53,500, prorated, pending updated clearances and all other required documentation (replacing Kim Phillips, retired).
- B. Faith E. Silvagni as a long-term substitute teacher effective January 20, 2020, through the end of the second semester of the 2019-2020 school year (tentative ending date of June 4, 2020), unless terminated sooner, as a Special Education teacher at Cochran Primary School, at a salary rate of Step 1, master's, \$53,500, prorated (replacing Susan Garczynski, retired).
- C. Stacy A. Feight to be currently assigned to part-time Food Service Worker (up to 180 days; 4 hours per day) at Jackson Primary School, with a base wage rate of \$12.70 per hour, effective January 22, 2020 (replacing Jennifer Snyder, resigned).

8.3* ELECTION OF STAFF CONT'D:

- D. Tammy L. Sewell to be currently assigned to part-time Food Service Worker (up to 180 days; 4.75 hours per day) at the high school, with a base wage rate of \$12.70 per hour, effective January 22, 2020 (replacing Virginia Bartron, retired).
- E. Cheyenne A. Snyder to be currently assigned to part-time Food Service Worker (up to 180 days; 4 hours per day) at Hepburn-Lycoming Primary School, with a base wage rate of \$12.70 per hour, effective January 22, 2020 (replacing Alaina Walters, resigned).
- F. Gregory A. Brown to be currently assigned to a part-time Aide (Special Education; up to 185 days per year; up to 5 hours per day) at the high school, with a base wage rate of \$13.59 per hour (without degree rate), effective January 22, 2020 (replacing Kristie Martin, resigned).
- G. Judith E. Horn to be currently assigned to a part-time Aide (Special Education; up to 185 days per year; up to 5 hours per day) at the middle school, with a base wage rate of \$13.59 per hour (without degree rate), effective January 22, 2020 (replacing Taylor Alexander, resigned).
- H. Faith M. Dunkleberger as a long-term substitute teacher effective January 20, 2020, through the end of the second semester of the 2019-2020 school year (tentative ending date of June 4, 2020), unless terminated sooner, as a Health & Physical Education teacher at Hepburn-Lycoming Primary School, at a salary rate of Step 1, bachelor's, \$50,500, prorated, pending receipt of an Emergency Permit approved by PDE (replacing Megan Pryor, on child rearing leave).
- I. The following substitute food service worker(s), at the salary rate of \$9.00 per hour, for the actual number of hours worked, effective date as indicated:

Jenny R. Mosteller (effective 01/22/20)
- J. 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:

Tymir T. James (effective 01/22/20)

8.4* POSITION CHANGES

Approve the following position change(s):

- A. Joshua M. King has requested to return to his part-time food service worker position (3 hours per day) at the middle school effective January 14, 2020. Mr. King was recently approved for a position change to a part-time food service worker (4 hours per day) at the high school, which was effective January 8, 2020 (originally approved on the January 7, 2020 Agenda).

8.5 OTHER

- A. Approve a Memorandum of Understanding pertaining to the employment of Dr. Charles Greevy IV, newly hired Director of Secondary Curriculum for the District.

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. Three (3) Williamsport Area Middle School students, accompanied by two staff members, to travel to the Pennsylvania College of Technology during January 2020 to learn more about careers and fields of study. The students will be transported by the staff members.
- B. Eighty-five (85) orchestra students from Curtin Intermediate School, accompanied by their teacher, to travel to the Williamsport Area High School during February 2020 for All-District Orchestra. District transportation is requested and will be paid through the music budget.
- C. One (1) Williamsport Area High School FBLA student, accompanied by his/her teacher, to travel to Hershey during February 2020 for a state officer candidate interview. The student will be transported in the teacher's personal vehicle.

10.1 Approve the following student trips cont'd:

- D. Approximately eight (8) Williamsport Area Middle School students, accompanied by their teacher, to travel to Overhead Door during January 2020 to learn more about manufacturing and video production. The students will be transported in the district van. One substitute will be required for the day.
- E. Six (6) Williamsport Area High School welding students, accompanied by their teacher, to travel to Penn College during February 2020 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.
- F. Approximately 392 fifth grade students from Curtin and Lycoming Valley Intermediate Schools, accompanied by their teachers, to travel to Penn College during March 2020 for a science fair. District transportation is requested and will be paid by the Williamsport-Lycoming Chamber of Commerce.
- G. Thirty-five (35) members of the Williamsport Area High School's Model UN club, accompanied by two teachers, to travel to Lycoming College during April 2020 to compete in a Model UN convention. District transportation is requested. All costs will be paid through the Social Studies budget. Two substitutes will be required for the day.
- H. Approximately 115 second grade students from Jackson Primary School, accompanied by their teachers and aides, to travel to Reptiland and Heshbon Park during June 2020. District transportation is requested. All costs will be paid by the Jackson PTO.
- I. Sixty (60) third grade students from Stevens Primary School, accompanied by their teachers and aides, to travel to Camp Susque during May 2020. District transportation is requested. All costs will be paid by the Stevens PTA.
- J. Approximately 400 sixth grade students from Curtin and Lycoming Valley Intermediate Schools, accompanied by their teachers, to travel to the Community Arts Center during February 2020 to attend a performance of "Four Score and Seven Years Ago." District transportation is requested. All costs will be paid through a First Community Foundation grant.
- K. Nine (9) Curtin Intermediate School students, accompanied by an administrator and counselor, to travel to Hoss's Restaurant during May 2020 as a SWPB reward. The students will be transported in a district van.
- L. Nine (9) Williamsport Area Middle School students, accompanied by a counselor, to travel to Hooplas during January 2020 as a SWPB reward. The students will be transported in the district van.

10.1 Approve the following student trips cont'd:

- M. Nine (9) Williamsport Area Middle School students, accompanied by a counselor, to travel to the Central PA Food Bank and WAHS during January 2020 to volunteer, take part in a cooking class, and tour the high school. The students will be transported in the district van.

10.2 Approve the following request for facility use:

- A. Special Olympics of Pennsylvania to use the gymnasiums and classroom A124 at the high school on Sunday, March 8, 2020 from 12:30 p.m. until 4:30 p.m., for coach certification training. The Special Olympics is requesting relief of the occupancy fee estimated at \$1,050.00. Certificate of Insurance to be received.
- B. Girls on the Run Program to use the gymnasium/playground at Cochran Primary School on Tuesdays and Thursdays beginning March 3 through May 7, 2020, 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 to be received.
- C. Girls on the Run Program to use the gymnasium/playground at Jackson Primary School on Mondays and Wednesdays beginning March 2 through May 6, 2020, 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 to be received.
- D. Girls on the Run Program to use the gymnasium/playground at Stevens Primary School on Tuesdays and Thursdays beginning March 3 through May 7, 2020, 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.
- E. Girls on the Run Program to use the gymnasium/outside area at Curtin Intermediate School on Tuesdays and Thursdays beginning March 3 through May 7, 2020, 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 to be received.
- F. Girls on the Run Program to use the gymnasium/playground at Lycoming Valley Intermediate School on Tuesdays and Thursdays beginning March 3 through May 7, 2020, 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 to be received.

BIDS/CONTRACTS – None

TAX ITEMS – None

TRANSPORTATION

13.1 Approve the following drivers/monitors/mechanics for STA, Inc. for the 2019-20 school year:

Michael Jones	Terminal Manager
Kenneth Nuttle	CDL Driver
David Caputo	CDL Driver

The motion carried.

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

The district was just notified that we are the recipients of a \$35,000 PA Smart Grant. Funds are for expanding high school AP offerings. We will be adding AP Computer Science. Dr. Bowers thanked and congratulated Dr. Bigger and Pattie Wylie on their hard work on this grant.

The next Steering Committee meeting will be held on February 3rd at 6:00 PM.

Dr. Bowers congratulated Cochran Primary administration and staff on their recent designation as a Title I Distinguished School.

Seth Herb who is on the agenda for hire as the counselor at Hepburn-Lycoming Primary was in the audience and was congratulated and welcomed to the District.

ITEMS FROM BOARD MEMBERS - None

ITEMS FROM PUBLIC – None

President Baer announced that a short executive session for personnel and attorney advisement would follow the meeting.

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

Wanda M. Erb, Board Secretary