

# Williamsport Area School District

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## *Board of Directors Meeting*

January 4, 2022  
6:30 p.m.

**\*\* Meeting will be held in the auditorium of the  
Williamsport Area High School. \*\***

# AGENDA

1. **CALL TO ORDER**
2. **OPENING EXERCISES – Mrs. Cody Derr**

## **SILENT REFLECTION**

### **DISTRICT VISION**

Our vision is that we are a community where learning environments are enjoyable, engaging, and promote enthusiasm (the affective side of schooling).

### **DISTRICT SHARED VALUES**

As members of the Williamsport Area School District community, we value consistent district curricula across buildings and classrooms (aligned K-12), while recognizing individual needs of all students.

### **PSBA EFFECTIVE SCHOOL GOVERNANCE STANDARD 3 (e)**

The Williamsport Area School Board will govern through policy by purposefully linking its actions to applicable Board policies.

### **PSBA CODE OF CONDUCT FOR SCHOOL BOARD MEMBERS**

We, as members of our local Board of Education, representing all the residents of our school district, believe that personal decisions should be based upon all sufficient facts, we should vote our honest conviction without partisan bias and we will abide by and uphold the majority decision of the Board.

### **PLEDGE OF ALLEGIANCE**

3. **APPROVAL OF MINUTES:** Organizational and Regular Meeting - December 7, 2021;  
Special Meeting – December 8, 2021
4. **REPORTS TO THE BOARD**
  - 4.1 **BOARD PRESIDENT’S REPORT – Ms. Lori A. Baer**
    - A. President Baer announced that a due process hearing for Star Poole was held earlier this evening.
    - B. Consider any action necessary as a result of the due process hearing regarding Star Poole held earlier this evening.

**5. FINANCE REPORT**

Questions may be directed to Mrs. Erb

5.1 Consider approving the following financial reports:

A. Treasurer’s Report for the month of November 2021:

5.2 Consider authorizing payment of invoices and services rendered by the list submitted from December 8, 2021 to January 4, 2022 and direct the officers of the Board of School Directors to execute the same:

General Fund	\$1,658,936.97
Athletic Fund	3,454.00
EIT Operating Fund	1,326.64
Food Service Fund	109,195.44
Payroll Fund	4,353,138.82
PLGIT Capital Projects Fund	0.00
Student Activities Fund	4,369.60
<b>TOTAL</b>	<b>\$6,130,421.47</b>

5.3 Consider adopting an accelerated budget opt-out resolution certifying tax rate within inflation index for the 2022-2023 school year.

**RESOLVED**, that the Board of School Directors of Williamsport Area School District, makes the following unconditional certifications:

1. The school district’s various tax levies and other revenue sources will be sufficient to balance the school district final budget for the next fiscal year (2022-2023) based on maintaining current tax rates or increasing tax rates by an amount less than or equal to the Act 1 index applicable to the school district as calculated by the Pennsylvania Department of Education. This conclusion is based on the school district preliminary budget or other information available to the School Board.
2. The applicable index for the next fiscal year is 4.8%, and the School Board will not for the next fiscal year increase the rate of its real estate tax, or any other tax for the support of public education, by an amount that exceeds the applicable index.
3. The School Board has to date, and in the future will comply with the rules set forth in School Code §687 for adoption of the school district proposed and final budgets for the next fiscal year.
4. The School Board understands that the school district will not be eligible to use Act 1 referendum exceptions for the next fiscal year.

**6. BOARD POLICY – None at this time**

**7. CURRICULUM REPORT**

Questions may be directed to Dr. Bigger.

- 7.1 Consider approving the Hills Learning Courses – Pre-Intermediate Korean 1-3. This request includes offering 1.0 Williamsport Area High School elective credit, and including the course on the student’s transcript as a 1.2 weight, commensurate with other language courses. The course will factor into the grade point average, and will contribute to class rank as long as the student’s total credits do not exceed eight for the 2021-22 school year. The course description has been reviewed and approved by the high school principal and the secondary curriculum director. Cost for the course is the responsibility of the family. The final grade must be reported to the school by June 1, 2022 on an official Hills Learning transcript.
- 7.2 Consider approving the completion of a professional development reflection at the curriculum rate of \$150.00 for every professional staff member participating in a district-wide professional book study on childhood trauma, “What Happened to You?,” by Bruce D. Perry, M.D., and Oprah Winfrey. The district-wide book study is designed as an introduction to the implementation of a trauma-informed professional development model in the district. Costs will be paid through the Special Education budget.
- 7.3 Consider authorizing Brian Soars, Precision Machining instructor at the High School, to provide direct instruction to the apprentice cohort as part of the Central PA Apprenticeship Consortium. With approval, classes will begin on Monday, January 10, 2022 and run through Monday, February 14, 2022 (6 sessions). Classes will be held outside of normal school hours from 4:30 p.m. until 8:30 p.m. each Monday. Williamsport Area School District will be compensated at the rate of \$75 per hour for use of the space and equipment. Mr. Soars will be paid through the Grant held by Advance Central PA.
- 7.4 Consider approving a 2-year subscription to CTE360 at a prorated cost of \$8,977.50. The 2-year agreement will support 14 programs and all of the students enrolled. CTE360 is a Pennsylvania based company that has designed an innovative platform focused on providing career education resources for students and instructors that streamline the tracking of POS Task List progress as well as industry credentials. The purchase will be funded through the 2021-2022 Perkins Grant.

**8. PERSONNEL REPORT**

Questions may be directed to Mrs. Logue.

**8.1 RESIGNATIONS**

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

- A. John J. Killian, full-time Elementary Curriculum Supervisor for the District, for the purpose of retirement, effective June 30, 2022.

8.1 RESIGNATIONS CONT'D:

- A. John J. Killian, full-time Elementary Curriculum Supervisor cont'd:

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of John J. Killian from service in the Williamsport Area Schools and expresses its sincere appreciation for his 19 years of dedicated service to our school system as an administrator and teacher. It further expresses the hope that his years of retirement will be many and richly rewarding.

- B. Avion L. DeWitt, part-time Aide (Special Education) at Curtin Intermediate School, for personal reasons, effective December 21, 2021.
- C. Kirsten G. Winner, long-term substitute teacher at the primary schools, for personal reasons, effective December 21, 2021.
- D. Melissa S. Martin declined position as part-time Aide (Special Education) at the middle school, for personal reasons, effective December 17, 2021. Ms. Martin will continue as a substitute aide for the District.

8.2\* LEAVE OF ABSENCE - Consider approving the following leave(s) of absence:

- A. Nicole E. Hostrander\*, full-time 4<sup>th</sup> Grade teacher at Curtin Intermediate School, for an unpaid leave, effective January 11, 2022, through February 17, 2022, and for an unpaid leave on an intermittent basis (as needed) effective February 18, 2022, through June 9, 2022.
- B. Eric S. Weaver, full-time Special Education teacher at the middle school, for an extension of an unpaid leave effective January 3, 2022, through February 28, 2022.
- C. Sharon M. Grassmyer, part-time Food Service Worker at Hepburn-Lycoming Primary School, for an unpaid leave effective October 20, 2021, through December 22, 2021.

8.3\* ELECTION OF STAFF

Consider the election of the following staff, for the purpose and on the date indicated:

- A. Rachel G. Brady as a long-term substitute teacher effective January 5, 2022, through the remainder of the 2021-2022 school year only (tentative ending date of June 9, 2022), unless terminated sooner, to be currently assigned to teach Mathematics (7th Grade) at the middle school, at a salary rate of Step 1, bachelor's, \$52,582, prorated (replacing Daniel Carpenter, resigned).

8.3\* ELECTION OF STAFF CONT'D:

- B. Sarah E. Rhone extended as a long-term substitute teacher effective January 24, 2022, through the remainder of the 2021-2022 school year (tentative ending date of June 9, 2022), unless terminated sooner, to be currently assigned to special education vacancies with initial assignment at the middle school but may be used at any level where there is need and to support a remote platform if needed, at a salary rate of Step 1, bachelor's, \$52,582 (+ \$200), prorated (new position for the 2021-2022 school year).
- C. Sheri A. Ruffing as a long-term substitute teacher effective January 24, 2022, through the end of the second semester of the 2021-2022 school year (tentative ending date of June 9, 2022), unless terminated sooner, as a Special Education teacher at the middle school, at a salary rate of Step 1, master's, \$55,645 (+ \$200), prorated (replacing Kaleena Dietterick, resigned).
- D. The following winter sport coaches at the respective schools for the 2021-2022 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\*):

**Williamsport Area High School**

Wrestling

Volunteer:

Lewis D. Rumsey

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- E. The following substitute food service worker(s), at the salary rate of \$12.00 per hour, for the actual number of hours worked, effective date as indicated:

Teranie L. Schell (effective 01/05/22)

- F. The following substitute custodian(s) and/or event staff, with a base wage rate of \$12.00 per hour, for the actual number of hours worked, effective date as indicated:

Kenar A. Swanston (effective 01/05/22)

- G. The following substitute administrative support/aide(s), subject to assignment by the Superintendent of Schools, at the hourly rates established by Board policy (\$12.00 per hour; up to a maximum of 180 days per year) and only for the actual number of hours assigned and worked:

Avion L. DeWitt (effective 01/05/22)

8.3\* ELECTION OF STAFF CONT'D:

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

Taryn E. Chubb (LPN)

(effective 01/05/22)

8.4\* POSITION CHANGES

Consider approving the following position change(s):

- A. John C. Blackwell IV from a full-time Paraprofessional/Intervention Specialist at Curtin Intermediate School to be currently assigned to full-time Custodian Floater position (2<sup>nd</sup> shift; 250 days, 8 hours per day) for the District, with a base wage rate of \$40,700, prorated (\$20.35 per hour), prorated, effective January 3, 2022 (replacing Anthony Humphries, resigned).

8.5 WORK SCHEDULES FOR 2021-2022

- A. Consider approving a revision to the Employee Work Schedule, as outlined in the Memo of Understanding between the District and the Williamsport Area Education Support Professional Association (WAESP) dated December 16, 2021, which states that February 18, 2022 is a paid non-work day for support staff employees falling with the following classification: 185-day.

**9. PROFESSIONAL DEVELOPMENT**

Questions may be directed to Dr. Bigger.

9.1 RELEASED TIME/TRAINING PROGRAMS

Consider approving 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.

**10. STUDENT/COMMUNITY ACTIVITIES**

Questions may be directed to Dr. Bigger.

Field trips are being presented for provisional approval in accordance with the District's Health and Safety Plan and may need to change or be canceled. All students must be in compliance with the school's field trip disciplinary requirements in order to participate.

**10. STUDENT/COMMUNITY ACTIVITIES CONT'D:**

10.1 Consider approving the following student trips:

- A. Thirteen (13) Williamsport Area High School orchestra students, accompanied by their teacher, to travel to Shamokin Area High School during January 2022 to participate in the PMEA District Orchestra Festival.

District transportation is requested. One substitute will be required for a day. All costs will be paid through the music budget.

**11. BIDS/CONTRACTS**

Questions may be directed to Mrs. Erb.

11.1 Consider approving a 60-day extension (December 2021 through January 31, 2022) to the SILOT Agreement with UPMC for Athletic Training Services, previous agreement expired on November 30, 2021.

11.2 Consider approving a lease agreement between the Williamsport Area School District and Old Lycoming Township to lease the township premises known at 2029, 2031 and 2035 Green Avenue for the purposes of junior varsity baseball. As noted in the lease agreement, WASD equally splits the utility costs with West End Babe Ruth and Williamsport Area Little League, for any expenses above the budget/contribution from Old Lycoming Township.

11.3 Consider authorizing the District's participation in the Cooperative Purchasing Program of the Keystone Purchasing Network for the procurement of copy paper (February delivery) to replenish general supplies warehouse stock.

**RECOMMENDED AWARD:**

Veritiv Operating Company, Chicago, IL \$27,854.40

**12. TAX ITEMS**

Questions may be directed to Mrs. Erb.

12.1 Consider approving the attached tax summaries:

12.2 Consider approving the signing of the Lycoming County Taxing District Repository Sale Acknowledgement for the following parcels (tax amounts owed have been cleared), they now will be placed back on active tax rolls.

43-008-108	Mahaffey Lane	\$ 1,700.00
43-008-108.A	Mahaffey Lane	1,000.00
70-006-210	Memorial Avenue	15,000.00



13. **TRANSPORTATION – None at this time**
14. **SUPERINTENDENT’S REPORT – Timothy S. Bowers, Ed.D.**
15. **ITEMS FROM BOARD MEMBERS**
16. **ITEMS FROM PUBLIC**

**Board Policy #903, “Public Participation in Board Meetings”:**

- A. **There will be two public comment sections: one during the first two hours of the meeting at a time to be determined by the presiding officer; and the other at the end of the meeting. This gives the presiding officer some flexibility to fit the first public comment section into the agenda at a convenient time.**
- B. **Persons submitting a formal request to speak during the first public comments section should be present promptly at the beginning of the meeting in the event that they are invited to speak prior to commencement of the scheduled business that is outlined in the agenda. Persons who have submitted a written request will be given an opportunity to make a presentation about an issue that is on the agenda when the issue is scheduled for discussion or about an issue that is not on the agenda during the first two hours of the Board meeting, at a time to be determined by the presiding officer.**
- C. **Each public comment section will be limited to a maximum of 20 minutes. Each speaker will be limited to a maximum of five minutes.**
- D. **Those wishing to speak during the first public comments section must submit a formal request in writing to the business administrator no later than 9:00 a.m. on the day of the Board meeting. This gives people an opportunity to come to the District Service Center on Monday before the Board meeting to read the posted agenda.**

**PROCEDURAL GUIDELINES FOR OBTAINING AUXILIARY AIDES & SERVICES**

The Williamsport Area School District does not discriminate against individuals on the basis of disability. If you are disabled and wish to attend and/or participate in any public meeting of the Williamsport Area School Board of Directors or event of the School District, the District will make reasonable accommodations to allow your full involvement. If you require specific auxiliary aids or services you must notify the Board Secretary (327-5500), 2780 West Fourth Street, Williamsport, PA of your needs at least five (5) working days prior to the event.

## Community Code For a Healthy and Safe Lycoming County

The Board of School Directors pledged its support on May 19, 1998, to the Community Code proposed by the Lycoming County Health Improvement Coalition, Inc. In accordance with that commitment, those who work, study, or participate in events, including interscholastic sports, within the Williamsport Area School District will:

- Do their best to be role models for courteous behavior.
- Respect all people and their property, treating them like guests or friends.
- Appreciate the efforts of others.
- Have the courage to say NO to drugs, belligerent attitudes and actions, weapons, profane language and gestures, and illegal usages of tobacco products and alcohol.
- Speak and act calmly.
- Encourage and support others.

### **Nondiscrimination Policy**

The Williamsport Area School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex, and handicap in its activities, programs, or employment practices as required by Title VI of the Civil Rights Act of 1964, Title IX Education Amendment of 2020, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disability Act of 1990.

For information regarding civil rights ([www2.ed.gov](http://www2.ed.gov)) or grievance procedures, services, training materials, activities, and facilities that are accessible to and usable by handicapped individuals, contact the Title IX coordinator, Mrs. Anne Logue ([alogue@wasd.org](mailto:alogue@wasd.org)), Director of Human Resources, for issues related to staff, or Dr. Richard Poole ([rpoole@wasd.org](mailto:rpoole@wasd.org)), Director of Student Services, for issues related to students. Both are located at the Williamsport Area School District, 2780 West Fourth Street, Williamsport, PA 17701. Telephone number (570) 327-5500, ext. 40210 for Mrs. Logue and ext. 40310 for Dr. Poole.