

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 4, 2022, beginning at 6:33 PM in the Auditorium of the Williamsport Area High School, 2990 West Fourth Street, Williamsport, Pennsylvania.

The President, Lori A Baer, called the meeting to order with the following members:

**PRESENT:** Lori A. Baer, Michelle L. Deavor, Cody L. Derr, Patrick A. Dixon, Jennifer Lake, Star Poole, Barbara D. Reeves, Jamie L. Sanders, Adam C. Welteroth.

**ABSENT:** None.

**OPENING EXERCISES** were provided by Mrs. Cody Derr

**APPROVAL OF MINUTES:** Organizational and Regular Meeting - December 7, 2021;  
Special Meeting – December 8, 2021

**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. A motion was made by Mr. Sanders, seconded by Mrs. Derr to vacate Star Poole’s position on the Board.

Questions were asked regarding why a Due Process Hearing was necessary and why there was a choice of public or private hearing. The solicitor, Fred Holland responded to the questions indicating that case law requires the Due Process Hearing and statute addresses the public or private hearing aspect.

Mr. Welteroth stated that he was not present at the Due Process Hearing due to philosophical reasons.

After discussion, Mr. Sanders asked that the motion be called for a vote. The solicitor stated that Ms. Poole was not able to vote on the motion. Roll call vote. Motion passed 7-1 with Mrs. Reeves voting against the motion.

Ms. Poole stepped down from the Board table.

Motion for omnibus was made by Mrs. Derr, seconded by Mr. Sanders to include the agenda, addendum and minutes from December 7 and December 8, 2021.

Mrs. Erb provided a brief overview of the Act 1 Resolution for 2022-2023 budget year. Mrs. Logue noted that item 8.3 J should be removed, the individual declined the position after the agenda was prepared.

**FINANCE REPORT**

5.1 Approve the following financial reports:

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

5.2 Authorize 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
TOTAL	<u>\$6,130,421.47</u>

5.3 Adopt 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.

**BOARD POLICY** – None

## **CURRICULUM REPORT**

- 7.1 Approve 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 Approve 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 Authorize 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 Approve 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.
- 7.5 Approve an MOU with the American Lung Association of Pennsylvania to provide training and implementation for the Nicotine Dependence: Education, Prevention, Tobacco and Health (INDEPTH) program for up to three (3) Williamsport Area High School teachers for the remainder of the 2021-22 school year. This program will be taught outside of the school day for WAHS students who qualify for the program. Each instructor will receive a stipend of \$1,000 for the 2021-22 school year that will be provided by the American Lung Association.

## PERSONNEL REPORT

### 8.1 RESIGNATIONS

Accept 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.

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.

- E. Sharon M. Grassmyer, part-time Food Service Worker at Hepburn-Lycoming Primary School, for the purpose of retirement, effective December 21, 2021.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Sharon M. Grassmyer from service in the Williamsport Area Schools and expresses its sincere appreciation for her 7½ years of dedicated service to our school system as a food service worker. It further expresses the hope that her years of retirement will be many and richly rewarding.

### 8.2\* LEAVE OF ABSENCE

Approve 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.

8.2\* LEAVE OF ABSENCE CONT'D:

- 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

Elect 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).
- 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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8.3\* ELECTION OF STAFF CONT'D:

- 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)

- 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)

- I. 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 45<sup>th</sup> day; up to a maximum of 180 days/year) and only for the actual number of hours assigned and worked:

Laurel A. Denham (effective 01/05/22)  
Janette W. Shirey (effective 01/05/22)

- J. **ITEM REMOVED BY ADMINISTRATION** Kahla J. DiMassimo to be currently assigned to a part-time Aide (Special Education; 185 days per year; up to 5 hours per day) at the high school, with a base wage rate of \$13.87 per hour (without degree rate), effective January 5, 2022 (replacing Lisa Peacock, transferred).

#### 8.4\* POSITION CHANGES

Approve 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).
- B. Ashley L. Hickok from a part-time Aide (Non-Special Education) at Cochran Primary to be currently assigned to full-time Aide (Special Education; 185 days, 7 hours per day) at the middle school, with a base wage rate of \$21,406, prorated (\$16.53 per hour), effective January 7, 2022 (replacing Ilene Butler, retired).

#### 8.5 WORK SCHEDULES FOR 2021-2022

- A. Approve 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.

#### 8.6 OTHER

- A. Approve a new full-time Tier 1- Computer Technician position (WAESP) to be posted and filled effective January 2022 using the criteria and qualifications highlighted in the existing Tier 1 – Computer Technician’s job description. This position, within the existing Technical Support category, will be supervised by the Supervisor of Instructional Technology.

### **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**

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.

10.1 Approve 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.

**BIDS/CONTRACTS**

- 11.1 Approve 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 Approve 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 Authorize 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
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**TAX ITEMS**

- 12.1 Approve the attached tax summaries:
- 12.2 Approve 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

**TRANSPORTATION – None at this time**

Voice voted. All affirmative motion carried.



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

Dr. Bowers publically recognized John Killian for his 19 years in our district and extended our congratulations for his retirement but also sincerely thanked him for his service.

Dr. Bowers asked Dr. Poole to review the latest CDC and PA Department of Health regulations regarding COVID related quarantining. These new guidelines can be found on the District's website. Dr. Poole also provided our current active case numbers.

Dr. Bowers stated our primary goal is to keep our students in school and this is what we are trying to do. He thanked Dr. Poole and his staff, noting they are doing everything they can to make this happen.

On January 18, Crabtree, Rohrbaugh and Associates will be here to present and update the Board on where we are at with the feasibility study. The goal will be to provide the Board with information to determine if they have what is needed to consider whether to renovate or close Stevens Primary School. If a hearing is scheduled this is the opportunity to learn about the impact on programs, students and budgets, as well as the impact on all district buildings.

### **ITEMS FROM BOARD MEMBERS**

Discussion occurred regarding the Board vacancy that has occurred as a result of action taken earlier in the meeting. The Board has 30 days to fill the vacancy. The various ways to fill the vacancy were discussed.

A motion was made by Mr. Sanders, and seconded by Mrs. Lake to offer and appoint the candidate on the recent ballot with the next highest votes. After considerable discussion Mr. Sanders amended the motion. The motion to be: to appoint the candidate with the next highest number of votes, Scott Williams. If Mr. Williams refuses then, we will advertise and interview to fill the vacant seat. Mrs. Lake seconded the amended motion. After additional discussion, Mr. Dixon asked that the motion be called for a vote. A voice vote occurred with Mr. Welteroth and Mrs. Derr voting against the motion. Motion carried. President Baer will contact Mr. Williams.

Mr. Welteroth asked questions regarding the ability to have a group email option on the Board contact page on the District website. Currently a person has to send messages to each Board member individually. Administration will discuss this with the Technology Department to see if this is an option that can be added.

President Baer thanked everyone noting that the process tonight was not an easy decision for anyone.

## ITEMS FROM PUBLIC

Sarah Reed, resident addressed the Board regarding the following topics:

- Possibility of not limiting attendance at school district events, such as musical concerts.
- Filling the Board vacancy in a different manner than what has been done in the past.
- Supporting the Board's decision to remove Ms. Poole from the Board.

Michelle Hazel, resident addressed the Board regarding the following topics:

- How students will be educated during the shorter quarantine process that was outlined by Dr. Poole.
- The process of filling Board vacancy by selecting the candidate with the next highest number of votes. Records of write-ins are not available and are not accurate because if names are spelled wrong when written in the vote is not counted.
- The support of Board's decision to remove Ms. Poole from the Board.

President Baer noted there will be an executive session following tonight's meeting for personnel and attorney advisement.

Motion made by Mrs. Reeves, seconded by Mrs. Deavor to adjourn. Meeting adjourned at 7:59 PM.

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Wanda M. Erb, Board Secretary