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, June 13, 2023, 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, Cody L. Derr, Jennifer Lake, Barbara D. Reeves, Adam C. Welteroth, Scott R. Williams.

ABSENT: Michelle L. Deavor, Patrick A. Dixon, Jamie L. Sanders.

**OPENING EXERCISES** were provided by Mr. Adam C. Welteroth.

President Baer announced that an executive session was held prior to the meeting for the annual Act 44 School Safety and Security report, personnel, real estate and attorney advisement.

**APPROVAL OF MINUTES:** Regular Meeting – May 9, 2023

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

B. Ben Mike from Fidevia provided a brief update of the Lycoming Valley Intermediate School renovation project.

A. A motion was made by Mrs. Reeves, seconded by Mrs. Lake to approve the Williamsport Area School District Health & Safety Plan.

Roll call vote. All votes were affirmative.

Motion carried 6-0.

C**.** Approve the appointment of Theresa L. Montgomery to the Williamsport Area School District Education Foundation Board of Directors, effective July 1, 2023, through June 30, 2026. Mrs. Montgomery will replace Patricia M. Wylie, whose term expires June 30, 2023. Mrs. Montgomery will fill one of the district administration positions on the board.

**FINANCE REPORT**

Motion was made by Mrs. Reeves, seconded by Mr. Welteroth to approve items 5.1 and 5.2.

5.1 Adopt the following tax levies and resolution relative to the Final General Fund Budget for the 2023-2024 fiscal year.

The following is a summary of the Final General Fund Budget for the fiscal year beginning July 1, 2023:

| | |
|---|---|
| ESTIMATED BEGINNING UNASSIGNED FUND BALANCE AVAILABLE FOR APPROPRIATION 06/30/23 | $ 6,777,510 |
| FY 23-24 UNRESTRICTED REVENUE | 97,925,285 |
| FY 23-24 RESTRICTED REVENUE | 20,877,248 |
| TOTAL ESTIMATED FUND BALANCE AND REVENUE AVAILABLE FOR APPROPRIATION | 125,580,043 |
| FY 23-24 UNRESTRICTED EXPENDITURES | 97,925,285 |
| FY 23-24 RESTRICTED EXPENDITURES | 20,877,248 |
| TOTAL ESTIMATED EXPENDITURES | 118,802,533 |
| ESTIMATED JUNE 30, 2024 UNASSIGNED FUND BALANCE | 6,777,510 |

| | **23/24** |
|---|---|
| Real Property (17.24 mills 22/23) | 17.24 mills |
| Act 511 Taxes | |
| Earned Income | 1.5% |
| Real Estate Transfer | .5 of 1% |

5.2 Approve the following resolution regarding the 2023 tax year Homestead/Farmstead Exemptions:

**RESOLVED**, by the Board of School Directors of Williamsport Area School District, that homestead and farmstead exclusion real estate tax assessment reductions are authorized for the school year beginning July 1, 2023, under the provisions of the Homestead Property Exclusion Program Act (part of Act 50 of 1998) and the Taxpayer Relief Act (Act 1 of 2006), as follows

1. **Aggregate amount available for homestead and farmstead real estate tax reduction.** The following amounts are available for homestead and farmstead real estate tax reduction for the school year beginning July 1, 2023:

    a. **Gambling tax funds.** The Pennsylvania Department of Education (PDE) has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.505(b), as a property tax reduction allocation funded by gambling tax funds, the amount of $3,071,231.47.

5.2 Approve the following resolution regarding the 2023 tax year Homestead/Farmstead Exemptions cont'd:

b. **Philadelphia tax credit reimbursement funds**. PDE has notified the School District that PDE will pay to the School District during the school year pursuant to Act 1, 53 P.S. § 6926.324(3), as reimbursement for Philadelphia tax credits claimed against the School District earned income tax by School District resident taxpayers, the amount of $7,328.25.

c. **Remaining Property Tax Reduction Funds**. Funds will be available during the school year for real estate reduction as a result of undistributed funds from the property tax reduction funds received in 2022-23. These funds will be added to the allocation for this school year in the amount of $0.00.

d. **Aggregate amount available.** Adding these amounts plus any residual amounts from prior year, the aggregate amount available during the school year for real estate tax reduction is $3,078,559.72.

2. **Homestead/farmstead numbers.** Pursuant to Act 50, 54 Pa. C.S. § 8584(i), and Act 1, 53 P.S. § 6926.341(g)(3), the County has provided the School District with a certified report listing approved homesteads and approved farmsteads as follows:

a. **Homestead property number.** The number of approved homesteads within the School District is 7537.

b. **Farmstead property number.** The number of approved farmsteads within the School District is 43.

c. **Homestead/Farmstead combined number.** Adding these numbers, the aggregate number of approved homesteads and approved farmsteads is 7,580.

3. **Real estate tax reduction calculation.** The school board has decided that the farmstead exclusion amount shall be fifty percent (50%) of the homestead exclusion amount. Dividing the paragraph 1(d) aggregate amount available during the school year for real estate tax reduction of $3,078,559.72 the total of paragraph 2(a) approved homesteads and fifty percent (50%) of paragraph 2(b) approved farmsteads of 7,559 (before considering the assessed value of approved homesteads and approved farmsteads having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead and farmstead exclusion amounts), the preliminary calculation of the maximum real estate tax reduction amount applicable to each approved homestead is $407.27 and to each approved farmstead is $203.64.

Based on calculations provided by the School District Business Office from the best available information and carefully evaluated by the School Board, considering the assessed value of approved homesteads and approved farmsteads

5.2 Approve the following resolution regarding the 2023 tax year Homestead/Farmstead Exemptions cont'd:

having an assessed value below the preliminary calculation of the maximum real estate assessed value reduction amount to be established as the homestead exclusion and the farmstead exclusion amount, an additional aggregate amount of $45,569.31 will be available during the school year for real estate tax reduction applicable to approximately 7,314 homesteads and 25 farmsteads, resulting in an additional real estate tax reduction amount available for each homestead $6.23 and farmstead of $3.11. Adding this additional amount to the preliminary calculation of the maximum real estate tax reduction amount of $407.27 final maximum real estate tax reduction amount applicable to each approved homestead is $413.50 and to each approved farmstead is $206.75.

4. **Homestead and Farmstead exclusion calculation.** Dividing the paragraph 3 maximum real estate tax reduction amount of $413.50 by the School District real estate tax rate of 17.24 mills (.01724), the maximum real estate assessed value reduction to be reflected on tax notices as homestead exclusion for each approved homestead is $23,984.92 and the maximum real estate assessed value reduction to be reflected on tax notices as a farmstead exclusion for each approved farmstead is $11,992.46.

5. **Homestead/Farmstead exclusion authorization – July 1 tax bills.** The tax notice issued to the owner of each approved homestead within the School District shall reflect a homestead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the homestead, or (b) the paragraph 4 maximum real estate assessed value reduction of $23,984.92. The tax notice issued to the owner of each approved farmstead within the School District shall reflect an additional farmstead exclusion real estate assessed value reduction equal to the lesser of: (a) the County-established assessed value of the farmstead, or (b) the paragraph 4 maximum real estate assessed value reduction of $11,992.46. For purposes of this Resolution, "approved homestead" and "approved farmstead" shall mean homesteads and farmsteads listed in the report referred to in paragraph 2 above and received by the School District from the County Assessment Office on or before May 1 pursuant to Act 1, 53 P.S. § 6926.341(g)(3), based on homestead/ farmstead applications filed with the County Assessment Office on or before March 1. This paragraph 5 will apply to tax notices issued based on the initial tax duplicate used in issuing initial real estate tax notices for the school year, which will be issued on or promptly after July 1, and will not apply to interim real estate tax.

Roll call vote. All votes were affirmative.

Motion carried 6-0.

A motion was made by Mr. Welteroth, seconded by Mrs. Reeves for an omnibus to include the remaining items on the agenda, addendum, and minutes from the May 9 meeting.

5.3 Approve the following financial reports:

A. Treasurer's Report for the months of April and May 2023:

B. Payroll Report for the month of May 2023:

| | |
|---|---|
| General Fund – Unrestricted | $2,895,991.06 |
| General Fund – Restricted | 235,161.08 |
| Food Service Fund | 79,428.26 |
| Earned Income Tax | 45,500.89 |
| Student Activities | 0.00 |
| TOTAL | $3,256,081.29 |

5.4 Authorize payment of invoices and services rendered by the list submitted from May 10, 2023 to June 13, 2023 and direct the officers of the Board of School Directors to execute the same:

| | |
|---|---|
| General Fund | $4,186,968.38 |
| EIT Operating Fund | 6,174.91 |
| Food Service Fund | 135,925.52 |
| PLGIT Capital Projects Fund (2019 Bond) | 3,216.23 |
| PLGIT Capital Projects Fund (2022 Bond) | 1,094,060.05 |
| Student Activities Fund | 4,459.00 |
| TOTAL | $5,430,804.09 |

5.5 Approve budget transfers for FY23, dated May 4, 2023 to June 8, 2023, as presented in accordance with Section 609 of the Public School Code of 1949, as amended.

5.6 Approve the following insurance policies for the period of July 1, 2023 to July 1, 2024:

A. Property, Automobile, Excess Liability Umbrella, Educators Legal Liability, Crime, Inland Marine, General Liability and Cyber/Data Compromise Policies through the Lancaster-Lebanon Public Schools Insurance Pool at an estimated cost of $455,038 this includes student accident/athletic insurance ($21,170) (FY23 Lancaster-Lebanon Public Schools Insurance Pool $413,609).

**BOARD POLICY**

6.1 Approve the first reading of policy 249 "Bullying/Cyberbullying" of the Williamsport Area School District Board Policy.

**CURRICULUM REPORT**

7.1 Approve an agreement with BLaST Intermediate Unit 17 for educational services at the LaSa Quik residential program located in the Williamsport Area School District for the 2023-24 school year. The cost of these services are paid by the student's home school district, and are billed through child accounting and the business office.

7.2 Approve the BLaST Special Education Agreement for the 2023-24 school year. The agreement covers the responsibilities of both the Intermediate Unit #17 and the Williamsport Area School District in regard to the provision of special education services to school-age children. The amount of the contract is $587,501.99 and will be paid in five (5) installments of $117,500.40 through the IDEA and ACCESS programs.

7.3 Approve the Cochran Primary School 2023-24 School Handbook.

7.4 Approve the Hepburn-Lycoming Primary School 2023-24 School Handbook.

7.5 Approve the Jackson Primary School 2023-24 School Handbook.

7.6 Approve the Curtin Intermediate School 2023-24 School Handbook.

7.7 Approve the Lycoming Valley Intermediate School 2023-24 School Handbook.

7.8 Approve the Williamsport Area Middle School 2023-24 School Handbook.

7.9 Approve a three-year agreement with CodeHS for Pro Section software license for the Williamsport Area High School's AP Computer Science Course. The cost of $3,333 per year will be funded through Title IV funds.

7.10 Approve up to eight (8) WEA members for participation in professional development during the 2022-23 school year as part of the district's Trauma and Mental Health Committee. The professional development was held outside of the school day with a maximum of seven hours per WEA member at the current curriculum development rate of $31.20 per hour. The professional development will be funded through the special education department budget.

7.11 Approve the Lycoming College course English 107: Honors Composition. The request includes offering 1.0 Williamsport Area High School English credit with a weight of 1.4, will factor into the grade point average for the student, and will appear on their transcript. This course will count towards class rank as long as total credits does not exceed eight course credits for the 2023-24 school year. The course description has been reviewed and approved by the high school principal. Cost for the course is the responsibility of the family. The final grade must be reported to the school by June 1, 2024 on an official Lycoming College transcript to be included in GPA.

**CURRICULUM REPORT CONT'D:**

7.12 Approve a Letter of Agreement with LearnWell to provide instruction to Williamsport Area School District students hospitalized at residential facilities in Pennsylvania where LearnWell provides educational services. Inpatient educational services will be provided by LearnWell at a rate of $50 per hour, for up to five hours per week for the 2023-24 school year.

7.13 Approve the 2023 Extended School Year (ESY) tuition agreement with New Story School (Berwick, PA) to provide one (1) student with special education requirements all related services at the rate of $397.00 per day. Costs will be paid through IDEA funds.

7.14 Approve an IDEA contract with BLaST Intermediate Unit 17 for the 2023-24 school year. The provisions of the contract stipulate that the Intermediate Unit will release funding to the school district to support the provision of the programs and services to students with disabilities. The amount of the contract is $965,030.07.

7.15 Approve up to 12 teachers and administrators to participate in the Neurosequential Network trainer program for the 2023-24 school year. This training will prepare them to lead their buildings, Cochran Primary School and Curtin Intermediate School, by providing professional development in the core concepts of trauma and brain development. The program is designed to help educators better understand and teach challenging students by offering practical strategies and classroom practices. The $12,000 cost for the training of 12 staff in the program will be paid from the district's ARP ESSER State Set Aside funding that is allocated to be spent on mental health and trauma services.

7.16 Approve a three-year agreement with Jostens, Inc. for the years 2024-2026 at a cost of $20,700.00 per year to include development, production, training and assistance to the yearbook advisor and staff. Costs will be paid through the high school yearbook account, which includes the sales of yearbooks and paid advertising.

7.17 Approve an agreement with Get More Math to purchase 1,000 online software licenses for the math department at the Williamsport Area Middle School and Williamsport Area High School for the 2023-24 school year. The cost of the software licenses is $16,700 and includes professional development for staff. This purchase will be funded through ESSER grant funds.

7.18 Approve an annual software license agreement with BLaST Intermediate Unit 17 for the IEP writing software DARTS for the 2023-24 school year. Costs will be paid from IDEA monies for special education staff at $175 per employee and a yearly Penn Data fee of $2,500.

7.19 Approve up to 12 WEA members during the summer for a half day of trauma professional development at the curriculum rate of $112.50 per day to be paid through the ARP/ESSER State Set Aside funding that is allocated to be spent on mental health and trauma services.

**CURRICULUM REPORT CONT'D:**

7.20 Approve up to 6 WEA members to participate in the Neurosequential Network professional development program for the 2023-24 school year. This training will prepare them to assist the core team to lead their buildings, Cochran Primary and Curtin Intermediate, by providing insight and planning to the professional development in the core concepts of trauma and brain development. They will meet once a month with our mental health coordinators beyond the contractual day for up to 1 hour for a total of 9 hours for the year. They will be compensated the WEA rate of $31.20 per hour. The total cost will be $1,684.50 and will be paid from the district's ARP ESSER State Set Aside funding that is allocated to be spent on mental health and trauma services.

7.21 Approve the purchase of 30 copies of AP American Government, Stories of a Nation textbook along with digital book access from Bedford, Freeman and Worth. The cost of the textbooks and digital access is $4,447.77. This purchase will be funded through ESSER grant funds.

7.22 Approve one (1) graduated Health Professions student and Karen Hill, SkillsUSA Advisor, to attend the National SkillsUSA competition in Atlanta, Georgia from Monday, June 19 through Saturday, June 24, 2023. The trip will be funded through the CTE budget.

7.23 Approve an agreement with Edgenuity for the purchase of seat licenses for the Williamsport Area School District Virtual Academy for the 2023-24 school year in the amount of $165,000. The 60 full-time licenses are paid up front and are reusable if a student leaves and another enrolls. Additional seats are purchased as needed at $275 per course, per semester. These costs will be paid through the secondary curriculum budget.

7.24 Approve an agreement with Edgenuity for a comprehensive site license for the Edgenuity course catalog for grades 6-12 for the 2023-24 school year at a cost of $45,500.00. These courses are used for credit recovery and are coordinated by the secondary supervisor of curriculum and the virtual academy coordinator. These costs will be paid through secondary curriculum budget.

7.25 Approve the purchase and adoption of the Reveal Math core program for grades 7-8 in the district at a cost of $72,781.34. The cost for the student and teacher materials will be funded through ESSER grant funds. Included in the price is online licensing for 6 years.

7.26 Approve the purchase and adoption of National Geographic World History Great Civilizations for 7$^{th}$ grade Social Studies. The purchase will include 100 Student Edition textbooks and access to online resources for 6 years. The cost of the program is $49,871.25. These costs will be paid for through ESSER funding.

7.27 Approve the purchase of 26 copies of AP Environmental Science textbooks along with digital book access from Bedford, Freeman and Worth. The cost of the textbooks and digital access is $5,073.71. This purchase will be funded through ESSER grant funds.

**CURRICULUM REPORT CONT'D:**

7.28 Approve up to forty-nine (49) support staff members at their respective hourly rate to participate in required QBS physical restraint training during the months of June and August 2023. This training will be funded through ESSER funds.

7.29 Approve the purchase of Navigate 360: Training Institute for Schools. This system will be used in the district during 2023-24 school year to provide school safety training in the areas of ALICE, personal safety skills, and wellness. The annual subscription cost is $9,999.14 and will be funded by Title IV.

7.30 Approve n2y, LLC to provide Unique Learning System professional development for up to10 special education teachers to be held for one (1) day on a date yet to be determined. The cost is $5,250 and will be paid through the special education budget.

7.31 Approve the Pennsylvania College of Technology Courses: World History II (HIS 126-90) and American Government (PSC 131). The request includes offering 1.0 Williamsport Area High School Social Studies credit (per course) with a course weight of 1.4 and will factor into the grade point average for the student and will appear on their transcript. These courses will count towards class rank as long as total credits does not exceed eight course credits for the 2023-24 school year. The course description has been reviewed and approved by the high school principal. The costs of the courses are the responsibility of the family. The final grade must be reported to the school by June 1, 2024 on an official Pennsylvania College of Technology transcript to be included in GPA.

7.32 Approve the purchase of the annual subscription for the technology department's inventory management and ticketing system, One-to-One Plus, from Edutek Solutions, LLC for the 2023-24 school year at a cost of $6,500.00. Costs will be paid through the Technology Budget.

7.33 Approve the purchase of the ClassLink license renewal for the 2023-24 school year from ClassLink, Inc., which includes 5,150 ClassLink renewal licenses totaling $17,149.50, and the ClassLink Rosters Hosting renewal licenses at a cost of $750.00 for a total cost of $17,899.50. ClassLink provides students and staff a single sign on to the district's dashboard and apps. Costs will be paid through the Technology Budget.

7.34 Approve the purchase of Microsoft 365 licenses and support from IU13 -Lancaster, PA, for the 2023-24 school year at a total cost of $91,591.10**.** Microsoft 365 licenses and support provides server platforms, student and staff email, Microsoft Office apps, and Microsoft Defender. Costs will be paid through the Technology Budget.

7.35 Approve the purchase of VMWare licensing from GovConnection for the 2023-24 school year. This is a one-year renewal at a cost of $5,680.00. Costs will be paid through the Technology Budget.

**CURRICULUM REPORT CONT'D:**

7.36 Approve a contract with EDPUZZLE for the 2023-24 school year. The contract will give unlimited access to EDPUZZLE for all teachers in the district at cost of $12,325.00. Costs will be paid through the Technology Budget.

7.37 Approve the purchase of an annual subscription for the maintenance department's inventory management system and scheduling system FMX from FMX, Inc. for the 2023-24 school year at a cost of $10,181.15. Costs will be paid through the Technology Budget.

7.38 Approve the purchase of 390 SMART Learning Suite licenses from Visual Sound for the 2023-24 school year at a cost of $10,428.60. SMART Learning Suite provides teachers with SMART Notebook and Lumio to provide interactive content to students. Costs will be paid through the Technology Budget.

7.39 Approve the purchase of macOS and iOS operating software JAMF from JAMF for the 2023-24 school year at a cost of $15,741.00. JAMF is used to manage all district macOS and iOS devices. Costs will be paid through the Technology Budget.

7.40 Approve the Year 2 payment of $13,204.53 in the 36-month renewal agreement with Trebron Security, LLC to provide Sophos Antivirus, endpoint protection, and XDR and MTR security. The agreement will provide additional cyber security and 24-hour monitoring on all servers. This agreement is effective from July 10, 2022 through July 10, 2025. Costs will be paid through the Technology Budget.

7.41 Approve the purchase of 450 Zoom Edu licenses from Zoom, Inc. at a cost of $20,529.14. The Zoom licenses will be used to provide remote instruction and video conferencing for the 2023-24 school year. This is a 12-month annual subscription and costs will be paid through district funds.

7.42 Approve the purchase of an annual subscription of WeVideo for grades 4-12 for the 2023-24 school year from WeVideo Inc. at a cost of $9,331.27. Costs will be paid through the Technology Budget.

7.43 Approve the purchase of an annual subscription to Book Creator for grades K-3 for the 2023-24 school year. This will be purchased from Tool for Schools Inc., at the cost of $7,200.00. Costs will be paid through the Technology budget.

7.44 Approve an annual subscription of SmartDeploy Pro for the 2023-24 school year at a cost of $5,724.00. SmartDeploy is used to manage all of the district's Windows machines. Costs will be paid through the Technology budget.

7.45 Approve the renewal of the Destiny Library license for the 2023-24 school year. The renewal will be purchased through FolletSchool Solutions, LLC and provides all district libraries access to Destiny. The cost is $8,330.00 and will be paid through the Technology budget.

**CURRICULUM REPORT CONT'D:**

7.46 Approve the purchase of an annual School Search Subscription from Frontline Technologies Group LLC for the 2023-24 school year at a cost of $5,375.00. Costs will be paid through the Technology Budget.

7.47 Approve the purchase of 24 Mac Minis from Apple, Inc. at a cost of $879.00 per unit for a total cost of $21,096.00. These devices will be used to update existing machines in the digital music lab at the high school. Costs will be paid through curriculum funds.

7.48 Approve the Year 2 payment of $10,646.85 in the 36-month renewal agreement with iBoss, Inc. to provide filtering, malware defense and other cybersecurity features. This agreement is effective from March 22, 2022 through August 21, 2025. Costs will be paid through the Technology Budget.

7.49 Approve the purchase of an APC Symmeta LX 9 battery UPS from Schaedler Yesco Distribution at a cost of $31,390.95. The APC UPS will replace the existing UPS in the District Service Center Data Center. Costs will be paid through the Technology Budget.

7.50 Approve the Technology Service Agreement between Williamsport Area School District and BLaST IU #17 for the 2023-24 school year. This agreement will allow BLaST IU #17 to provide network engineering and other related services at the hourly rate of $85.00 for standard service, $115.00 for high level service, and $125.00 for after-hours service. Costs will be paid through the Technology Budget.

7.51 Renew a software service agreement with Sourcewell Technology for the 2023-24 SpringMath Licensing. The cost of $20,294.70 will be funded through ESSER funds.

7.52 Approve the subscription and service agreement for Sapphire Software School Nurse Health System for the 2023-24, 2024-25, and 2025-26 school years. This software system will be used by our health service staff for student health and medical documentation. The annual subscription cost is $10,005.00 and will be paid from the Student Services budget.

**PERSONNEL REPORT**

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

A. Wendy A. Armes, Part-Time Food Service Worker, at the Williamsport Area Middle School, for the purpose of retirement, effective July 28, 2023.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Wendy A. Armes, from service in the Williamsport Area Schools and expresses its sincere appreciation for her over 21 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.

8.1 RESIGNATIONS CONT'D:

B. Kristin C. Cowden, Full-Time Mathematics Teacher at the Williamsport Area High School, for personal reasons, effective June 8, 2023.

C. Charles F. Greevy IV, Director of Secondary Curriculum for the District, for personal reasons, effective June 30, 2023.

D. Ashley L. Hickok, Part-Time Aide at the Cochran Primary School, for personal reasons, effective June 8, 2023.

E. Jennifer S. Rodgers, Full-Time Physical Education Teacher at the Jackson Primary School, for other employment, effective June 8, 2023.

F. Amaris T. Smith, Full-Time Paraprofessional/Intervention Specialist at the Williamsport Area Middle School, for personal reasons, effective May 12, 2023.

G. Eric M. Speight, Full-Time Mathematics Teacher at the Williamsport Area High School, for other employment, effective June 8, 2023.

H. Caleb A. Wertz, Part-Time Aide at the Williamsport Area Middle School, for personal reasons, effective June 8, 2023.

I. Michelle M. Wheeler, Full-Time Special Education Teacher at the Hepburn-Lycoming Primary school, for personal reasons, effective June 8, 2023.

J. Terminate employment with the Williamsport Area School District for Felicia A. Evicci, due to job abandonment of her position as a Part-Time Aide, at the Cochran Primary School, effective May 18, 2023.

K. Kaya K. Loehr, 6th Grade Teacher at the Curtin Intermediate School, for personal reasons, effective June 9, 2023.

8.2* LEAVE OF ABSENCE:

Approve the following leave(s) of absence:

A. Caitlin A. Costa*, Full-Time CTE Early Childhood Education Instructor, at the Williamsport Area High School, for an extension of an unpaid leave of absence, effective date of June 3, 2023, through June 8, 2023.

B. Aubrey A. Grove*, Full-Time School Psychologist, for the District, for an unpaid leave of absence, effective date of June 1, 2023 through June 30, 2023.

8.2* LEAVE OF ABSENCE CONT'D:

C. Joshua M. Larson*, Full-Time Art Teacher, at the Williamsport Area High School, for an unpaid leave of absence, on an intermittent basis, effective date of May 31, 2023 through June 8, 2023.

D. Tara L. Phlegar*, Full-Time Special Education Teacher, at the Lycoming Valley Intermediate School, for an unpaid leave of absence, on an intermittent basis (as needed), effective date of May 3, 2023 through June 8, 2023.

E. Jody J. Schefsky*, Full-Time Special Education Teacher, at the Williamsport Area High School, for an unpaid leave of absence, effective date of May 25, 2023 (¾ PM) through June 8, 2023.

F. Michelle M. Wheeler*, Full-Time Special Education Teacher, at the Hepburn-Lycoming Primary School, for an unpaid leave of absence, effective date of May 22, 2023 (¾ PM) through June 8, 2023.

G. Jessica C. Wiehagen*, Full-Time Special Education Teacher, at the Lycoming Valley Intermediate School, for an extension of an unpaid leave of absence, effective date of May 4, 2023 through May 15, 2023 (in addition to previous approval for an unpaid leave, on an intermittent basis (as needed), effective date of May 16, 2023 through June 8, 2023).

8.3 ELECTION OF STAFF:

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

A. Cole E. Chilcote, as a Temporary Professional Employee, effective with the 2023-2024 school term (tentative effective date of August 23, 2023) to be currently assigned as a Full-Time Special Education Teacher, at Hepburn-Lycoming Primary School, at a salary of Step 3, Bachelor's, $58,955 (+$400), pending receipt of all approved & eligible clearances, mandated reporter training, as well as all required personnel paperwork. Mr. Chilcote will also be scheduled to participate in Induction Program activities before the start of the 2023-2024 school term (replacing Michelle M. Wheeler, resigned).

B. Erika E. Edler, as a Long-Term Substitute Special Education Teacher, effective with the 2023-2024 school term (tentative ending date of June 6, 2024), unless terminated sooner, to be assigned primarily at the Williamsport Area High 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, $54,706 (+$400), tentative effective date of August 23, 2023, pending receipt of appropriate Special Education Emergency Certification (approved Long-Term Substitute Teacher position for 2023-2024).

8.3 ELECTION OF STAFF CONT'D:

C. Casey J. Thurber, as a Full-Time Interpreter with Degree (185-day, up to 7 hours per day) at the Williamsport Area High School (effective with the 2023-2024 school year) with a base wage rate of Tier B, $49,378 ($38.13 per hour), effective August 24, 2023 (replacing Paige S. Trottier, resigned).

D. Erin M. Huff, to be currently assigned to a Full-Time Aide (185-day, up to 7 hours per day) at the Williamsport Area High School (effective with the 2023-2024 school year) with a base wage rate of $17.57 per hour (without degree), effective date of August 24, 2023 (replacing Alena L. Clary, resigned).

E. Ellen B. Baysore, to be currently assigned to a Part-Time Aide (Special Education; 185- day, up to 5 hours per day) at Lycoming Valley Intermediate School (effective with the 2023-2024 school year) with a base wage rate of $17.53 per hour (with degree), effective date of August 24, 2023 (replacing Kelly M. Mantle, resigned).

F. 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:

| | |
|---|---|
| Lori J. Hoyt (RN) | Effective date: 08/24/23 |

G. ***Retroactive Request:*** The following Substitute 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:

| | |
|---|---|
| R. Darline Kellers | Effective date: 05/16/23 |

H. ***Retroactive Request:*** The following persons for Temporary Summer Work for Academic Recovery – 5th Marking Period, effective June 12, 2023, through June 30, 2023, at the rate established via the applicable Collective Bargaining Agreement by and between the Board of School Directors and the Williamsport Area Education Support Professionals Association (see below):

| **High School & Middle School** | |
|---|---|
| Health-Room Technician: (WAESP) | MaryLee L. Gordon |

8.3 ELECTION OF STAFF CONT'D:

I. ***Retroactive Request*:** Consider approval of the payment of stipends to active members of the Williamsport Area High School and Williamsport Area Middle School Student Assistance Teams for the 2022-2023 school year. The stipend rate is $1,200 per year per the stipend schedule. Members are listed by building:

| **Williamsport Area High School** |
|---|
| Andrew L. Paulhamus |
| Jennifer J. Weaver |

8.4 POSITION CHANGES:

Approve the following position change(s):

A. Erin F. Brouse, from a Full-Time Principal at the Jackson Primary School to a Full-Time Academic Recovery Coordinator (245-day position) for the District, effective July 3, 2023, at a salary of $88,000 and benefits as provided in the Act 93 Compensation Plan. This transfer is being made with the consent of Mrs. Brouse (temporary new position as of the 2023-2024 school year). The costs associated with this position will be funded through Title I.

B. Alicia N. Differ, from a Full-Time Grade-Level Principal at the Williamsport Area High School to a Full-Time Associate Principal (245-day position) at the Williamsport Area High School, effective July 3, 2023, at a salary of $99,000 and benefits as provided in the Act 93 Compensation Plan (replacing Justin D. Ross, transferred).

C. Justin D. Ross, from a Full-Time Associate Principal at the Williamsport Area High School to a Full-Time Head High School Principal (245-day position), at the Williamsport Area High School, effective July 3, 2023, at a salary of $125,000 and benefits as provided in the Act 93 Compensation Plan.

D. Kristin J. Takach, from a Full-Time Grade-Level Principal at the Williamsport Area High School to the Full-Time Director of Secondary Curriculum (245-day position) for the District, effective July 3, 2023, at a salary of $104,534 and benefits as provided in the Act 93 Compensation Plan (replacing Charles F. Greevy IV, resigned).

E. ***Retroactive Request:*** James M. Gardner, as a Non-Certified Substitute Teacher, for the District, to a Certified Substitute Teacher, for the district, at the salary and/or rates established by Board policy ($150 per day, up to a maximum of 180 days) and only for the actual number of hours assigned and worked, effective May 19, 2023.

8.4 POSITION CHANGES CONT'D:

F. Mary J. McDonough, as a Full-Time Aide (Special Education, 185-day, 7 hours per day) at the Williamsport Area High School to a Full-Time Aide (Special Education, 185-day, 7 hours per day) at the Williamsport Area High School, with a base wage rate of $20.24 per hour (with degree), effective August 24, 2023 (new position approved for the 2023-2024 school year).

G. Spring M. Pfirman, as a Part-Time Aide (Special Education, 185-day, up to 5 hours per day) at the Jackson Primary School to a Part-Time Library Aide (185-day, up to 5 hours per day) at the Williamsport Area High School, with a base wage rate of $16.25 per hour (without degree), effective August 24, 2023 (replacing Deirdre J. Tran, transferred).

H. Deirdre J. Tran, as a Part-Time Library Aide (185-day, up to 5 hours per day) at the Williamsport Area High School to a Full-Time Library Aide (185-day, 7 hours per day) at the Cochran Primary School, with a base wage rate of $20.24 per hour (with degree), effective August 24, 2023 (replacing Anne M. Zerbe, retired).

I. Kyle C. Weaver, Full-Time Paraprofessional/Intervention Specialist (185-day, 7 hours per day) at the Cochran Primary School to a Full-Time Paraprofessional/ Intervention Specialist (185-day, 7 hours per day) at the Williamsport Area High School, with a base wage rate of $21.14 per hour, effective August 24, 2023 (administrative reassignment, replacing Mathew D. Buraczeski, resigned).

J. ***Correction to the effective date of the following previously approved March 21, 2023 board agenda item:*** Amanda J. Wolfe from a Full-Time Special Education Teacher at the Williamsport Area High School to a Full-Time Secondary Special Education Supervisor (245 day) for the District, ~~effective June 12, 2023~~ ***effective June 19, 2023***, at a salary rate of $84,000, prorated, and benefits as provided in the Act 93 Administrative Compensation Plan (replacing Andra L. Sauers, resigned).

8.5 CONTRACTS – None

8.6 OTHER

A. Authorize the Superintendent to sign a Memorandum of Understanding (MOU) with the Williamsport Education Association (WEA) increasing the salary adjustment for WEA Special Education teachers. The current WEA Collective Bargaining Agreement, Appendix B, includes an additional $200 salary adjustment for WEA Special Education teachers. The MOU agrees to increase the adjustment to $400 (effective the 2023-2024 school year).

B. Approve of a $2,500 second semester stipend to be paid to Dr. Justin Ross for assuming the extra duties associated with Principal Leadership at the Williamsport Area High School, for the 2022-2023 school year.

8.6 OTHER CONT'D:

C. Approve the new Act 93 Administrator position of Full-Time Academic Recovery Coordinator (245-day position), effective the 2023-24 school year. This position will report to the Director of Federal Programs and lead, coordinate and guide innovative instructional techniques at the K-6 level. This position is a temporary position with a salary range of $84,000 - $112,000. The costs associated with this position will be funded through Title I.

D. Approve one (1) Full-Time Equipment Manager/Custodian Class I support staff position (250-day; 8 hours per day - hours will vary to include evening hours). The salary range for this position will be the same as the Custodian Class I classification salary, as indicated in the salary schedule(s) for the WAESP Collective Bargaining Agreement. This position will be posted and filled for the start of the 2023-24 school year, in accordance with requirements outlined in the WAESP Collective Bargaining Agreement. This position will report to the Head and Associate Principals at the High School, and will assist with all secondary athletic programs, including maintaining athletic supplies and equipment, providing support to our athletic teams, as well as performing functions, routines and duties necessary to provide safe, clean and inviting physical environments for our athletic facilities and events.

8.7 MEMORIAL RESOLUTION – Michelle L. Dutton

Adopt the following memorial resolution:

WHEREAS, the Board of School Directors of the Williamsport Area School District observes with profound sorrow the untimely passing from this life of Michelle L. Dutton who for over 12 years was a dedicated employee for the School District, most recently as a Library Aide at the Hepburn-Lycoming Primary School,

WHEREAS, the Board recognizes with respect and appreciation the devotion and time she gave to the School District,

WHEREAS, the tragic loss of Michelle will be felt by many for a long time; now, there it be

RESOLVED: that the Board of School Directors of the Williamsport Area School District tenders its deepest sympathy to her family in their bereavement, with the comforting knowledge that her life was well spent for the good of her fellow man

FURTHER RESOLVED: that the members of this School Board direct that this resolution be spread upon the official minutes of this body and that a copy be presented to Mrs. Dutton's family.

## 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:

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.

A. Retroactive Approval: All third grade students from Cochran Primary School, accompanied by their teachers, aides, and principal, traveled to Curtin Intermediate School during May 2023 for a tour of the building.
The students walked to and from Curtin.

10.2 Approve the filing of an application for participation in the National School Breakfast and Lunch Program for the fiscal year ending June 30, 2024.

10.3 Approve the following breakfast and lunch prices for 2023-2024 school year:

| | BREAKFAST | LUNCH |
|---|---|---|
| | FY24 | FY24 |
| Elementary (K-6) | $0.00 | $0.00 |
| Secondary (7-12) | $0.00 | $0.00 |
| Adult | $2.80 | $4.75 |
| Reduced | $0.00 | $0.00 |

## BIDS/CONTRACTS

11.1 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 2023-2024 school year for the Lycoming County Day Treatment and Academy of Integrated Studies operated by BLaST.

**BIDS/CONTRACTS CONT'D:**

11.2 Approve an Agreement for Participation in Child Nutrition Programs between the Williamsport Area School District and Justice Works Youth Care. This agreement will allow our district to continue to provide meals for the 2023-2024 school year.

11.3 Approve a proposal from Johnson Controls, Inc., New Cumberland, PA for the installation of Fire Detection Trailer Devices in Lycoming Valley Intermediate's Modular classrooms. The cost is $19,144.00 and is being budgeted through 2022 Bond Proceeds.

11.4 Authorize the purchase of retrofitted swimming starting blocks from Waterline Technologies, Santa Anna, California at a cost of $42,927.32. These funds will come from the General Fund.

**TAX ITEMS –** None

**TRANSPORTATION –** None

Voice vote. All Affirmative.

Motion carried.

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

Dr. Bowers congratulated and recognized:

- Our students, staff, and community for an amazing commencement ceremony on Thursday. This was a fabulous event and the efforts of the high school staff and everyone involved are to be commended.

- Mrs. Erb and the business office team for all their efforts to present a zero increased budget for the second year consecutive year.

- Dr. Poole and Mrs. Logue. We've hired a lot of people already but hiring will be a continuous occurrence this summer. We have the following positions open for hiring – 8 professional staff, 3 principal positions, and 6 support staff positions. If you know of anyone who is interested or may be interested, please refer them to our website for additional information.

**ITEMS FROM BOARD MEMBERS**

President Baer read a page from a children's book *Spot*, which she was presented with by BLaST. She presented Dr. Bowers with the book to add to one of our primary schools.

Mrs. Reeves asked if we could consider adding a musical performance to graduation and perhaps reduce the number or length of speeches. Dr. Bowers indicated that he has heard that many people would like a music performance. Administration will look into this suggestion for future graduations.

**ITEMS FROM BOARD MEMBERS CONT'D:**

Mr. Welteroth shared that he has visited with people that he knew from other employments that are now employed by us. It is evident that they are excited and regenerated. He referred to it as Top Hot Magic. Dr. Bowers indicated that the Board plays a huge role in this. President Baer suggested that she believes that the fact that the Board, superintendent and administration do not have an adversarial relationship goes a long way.

President Baer thanked everyone for graduation and all that they do that leads up to graduation.

**ITEMS FROM PUBLIC**

Tom Adams, district resident addressed the Board on a variety of topics including the need for the schools and family to work together, the need to help students find ways to deal with their emotions, and the need to improve wherever we can.

A motion to adjourn was made by Mrs. Reeves, seconded by Mrs. Lake to adjourn. The meeting adjourned at 6:43 p.m.

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Wanda M. Erb, Board Secretary