

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 19, 2018, beginning at 6:00 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, Brette C. Confair, Patrick A. Dixon, Jennifer Lake,
Jane L. Penman Nancy Story Somers, Adam C. Welteroth.

ABSENT: Marc D. Schefsky, Spencer E. Sweeting.

OPENING EXERCISES were provided by Mrs. Jennifer Lake.

APPROVAL OF MINUTES: Regular Meeting – June 5, 2018

Motion made by Dr. Penman, seconded by Dr. Story Somers to approve the minutes, agenda and addendum.

The motion carried unanimously.

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

- A. Re-appoint the following individuals to serve on the Williamsport Area School District Education Foundation for a three-year term beginning July 1, 2018 and ending June 30, 2021, as recommended by the Williamsport Area School District Education Foundation Board of Directors:

Rose-Marie Gross

Lorre Robinson

- B. Approve Mrs. Brooke Beiter to serve as a member of the Williamsport Area School District Education Foundation Board of Directors, effective July 1, 2018, through June 30, 2021, as recommended by the Williamsport Area School District Education Foundation. Mrs. Beiter will fill and replace a community member seat left vacant by Mr. J. Michael Wiley, whose term expired.
- C. Approve Mrs. Lisa Cramer to serve as a member of the Williamsport Area School District Education Foundation Board of Directors, effective July 1, 2018, through June 30, 2021, as recommended by the Williamsport Area School District Education Foundation. Mrs. Cramer will fill and replace a community member seat left vacant by Mrs. Trisha Gibbons Marty, whose term expired.

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

- D. Approve Ms. Carol Fausnaught to serve as a member of the Williamsport Area School District Education Foundation Board of Directors, effective July 1, 2018, through June 30, 2021, as recommended by the Williamsport Area School District Education Foundation. Ms. Fausnaught will fill and replace a community member seat left vacant by Mrs. Geralyn Fausnaught, whose term expired.
- E. Approve Mrs. Allison Staiman to serve as a member of the Williamsport Area School District Education Foundation Board of Directors, effective July 1, 2018, through June 30, 2021, as recommended by the Williamsport Area School District Education Foundation. Mrs. Staiman will fill and replace a community member seat left vacant by Dr. Deborah Grove, whose term expired.

Committee Reports by Board Members - None

FINANCE REPORT

- 5.1 Approve the following financial reports:

A. Treasurer's Report for the month of May 2018:

- 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
06/19/18	\$791,960.86	06/19/18A	\$44,052.24
06/19/18B	13,712.78	06/19/18C	3,267.35
06/19/18D	18,619.00	06/19/18E	2,017,369.70
06/19/18F	104,348.74	06/19/18G	3,449.38
06/19/18H	25,669.42	06/19/18I	2,054.25
06/19/18J	27,120.36		

- 5.3 Approve budget transfers for FY18, dated May 9, 2018 to June 12, 2018, as presented in accordance with Section 609 of the Public School Code of 1949, as amended:
- 5.4 Authorize a June 29, 2018 order for the payment of bills with retroactive Board approval to occur on July 17, 2018.
- 5.5 Approve the following insurance policies for the period of July 1, 2018 to July 1, 2019:
- 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 a cost of \$231,608 (FY 18 Lancaster-Lebanon Public Schools Insurance Pool \$228,705).

- 5.5 Approve the following insurance policies for the period of July 1, 2018 to July 1, 2019 cont'd:
- B. Worker's Compensation through UPMC Health Benefits, Inc. at an estimated cost of \$389,714 (FY 18 UPMC Health Benefits, Inc. \$366,418).

BOARD POLICY

- 6.1 Approve the second reading and board adoption of policy 140.1 "Extracurricular Participation by Charter/Cyber Charter Students" of the Williamsport Area School District Board Policy.

CURRICULUM REPORT

- 7.1 Contract with Hope Enterprises, Inc. for Occupational Therapy and Physical Therapy services for 2018-2019. Screening and therapy services required under the Individuals with Disabilities Education Act and the Americans with Disabilities Act, along with some screenings activities, will be covered by this agreement. Costs are budgeted through the ACCESS budget and 504 Chapter 15 budget.
- 7.2 Approve an agreement with Guyette Communications, 90 Narrows Road, Plymouth, PA for \$67,777.20. This agreement includes equipment and materials needed for the installation of proximity card readers and door latch hardware in Cochran Primary School, Jackson Primary School, Stevens Primary School and Curtin Intermediate School. Additionally, the existing legacy management system will be replaced with a Vicon Access Control System. All equipment listed will be purchased from the PEPPM contract. This purchase would be funded through the 2018-19 Technology budget.
- 7.3 Approve an agreement with Kimono Inc. for the 2018-19 school year to provide SIF agent services to automatically update various administrative and educational applications from PowerSchool at a cost of \$12,085.25. Costs will be funded through the Technology budget.
- 7.4 Approve an agreement with SysAid for the 2018-19 school year. The SysAid (Cloud, Annual) Enterprise Education renewal cost is \$5,361.00 and will be funded through the Technology budget.
- 7.5 Approve an agreement with Meraki Systems Management for 1500 iPad licenses for the 2018-19 school year at a cost of \$13,485.00. Costs will be paid through the Technology budget.
- 7.6 Purchase sixty-seven (67) Epson projectors and wall mounts for replacements in selected classrooms for the 2018-19 school year at a total cost of \$107,334.00. This purchase is through CoStars pricing and will be paid through the Technology budget.
- 7.7 Purchase of 21 iMacs with AppleCare for a lab at the Williamsport Area High School. This is an education quote from Apple, with the cost of \$33,726.00 being split between the Technology Reserve Fund Balance (\$24,528) and CTE (\$9,198).

CURRICULUM REPORT CONT'D:

- 7.8 Approve the annual ClassLink contract, including ClassLink implementation professional development services for 1-10 schools, for the 2018-19 school year at a cost of \$15,922.50. Costs to be funded through the Technology budget.
- 7.9 Approve Pennsylvania Microsoft Enrollment for Education Solutions (ESS) for the 2018-19 school year. This program is sponsored by Lancaster Lebanon IU13 and is year two of the agreement with a cost of \$60,824.40. This provides services such as Office 365, Sharepoint, Microsoft's Home Use Program, Anti-Virus software, Email Archiving, Spam Filtering, Software Assurance and Advanced Threat Protection with this agreement. Costs will be funded through the Technology budget.
- 7.10 Approve a proposal from Guyette Communications, Plymouth, PA, for \$67,777.20 for equipment and materials needed for the installation of proximity card readers and door latch hardware in Cochran Primary School, Jackson Primary School, Stevens Primary School, and Curtin Intermediate School. Additionally, the existing legacy management system will be replaced with a Vicon Access Control System. All equipment listed on the proposal will be purchased from the PEPPM contract and would be funded by the FY 18/19 Technology budget.
- 7.11 Accept the proposed Memo of Understanding to implement the National Math and Science Initiative (NIMSI) College and Career Readiness Program over three (3) years (2018-19 through 2020-21) with funding available over the three years for a total of up to \$1,073,521.00.
- The term of this Memorandum of Understanding ("MOU") shall commence on June 1, 2018, and end on May 31, 2021 (the "Term"), subject to evaluations and renewals by NIMSI during the term, based on ongoing performance and availability of funding. Data requests required for payments of teacher and student awards based on the May 2021 AP results will continue through fall 2021.
- 7.12 Approve a proposal from Virtual Graffiti Inc., for a QNAP 16-bay SAS 12G Raid Expansion Enclosure for storage expansion at the cost of \$8,776.00. The costs will be funded through the asset account for the 2018-19 school year.
- 7.13 Approve a proposal from CxTec for a Rack Mount Kit, Network License, Ruckus Access Points and End User Watch Dog Support at the cost of \$7,573.35. The costs will be funded through the Technology budget for the 2018-19 school year.
- 7.14 Approve the purchase of 60 Chromeboxes, monitors, keyboards and mice and Perpetual Licenses at a cost of \$21,248.00. These are on the Co-Stars Contract #006-124 and will be funded through the Technology budget.
- 7.15 Purchase new equipment to include adapters, mounting hardware, a power amplifier, and a directional antenna for the Williamsport Area High School auditorium from K&S Music. The cost will be \$12,694.48 and will be purchased under the CoStars contract #0000521389 with funding from the Technology budget.

CURRICULUM REPORT CONT'D:

- 7.16 Approve the purchase and adoption of *Campbell: Biology in Focus* for the AP Biology Course at the high school level. After departmental discussions and a textbook review of multiple options, the department lead teacher, the AP biology teacher, and the Supervisor of Secondary Curriculum are recommending the purchase of 30 books and a faculty edition. The appropriate funds have already been budgeted in the 2018-19 Secondary Social Studies budget. The cost is \$4,675.28, which includes many supplemental materials and an online edition.
- 7.17 Approve a proposal agreement with Creative Learning Lab Systems, Longmont, Colorado, for the purchase and installation of three (3) SmartLabs (STEM) to be located at the Williamsport Area Middle School, Curtin Intermediate School, and Lycoming Valley Intermediate School. Purchase costs will be paid for through a combination of district funds (not to exceed \$250,000 budgeted) and Title IV. The proposal agreement is recommended for approval to schedule installation and professional development.
- 7.18 Approve the purchase and adoption of *A History of Western Society Since 1300 for the AP Course* for AP European History at the high school level. After departmental discussions and a textbook review of multiple options, the department lead teacher, the AP European History teacher, and the Supervisor of Secondary Curriculum are recommending the purchase of 30 books and a faculty edition. The appropriate funds have already been budgeted in the 2018-19 secondary social studies budget. The cost is \$3,901.19. This price includes an AP Teacher Resource Guide and an ExamView Test Bank for the course, based on the new AP redesign.
- 7.19 Approve an independent contractor agreement between Dr. Richard A. Shillabeer, certified school psychologist, Dr. Lindsey McLaughlin, state registered and licensed occupational therapist, and the Williamsport Area School District.
- The school psychologist and occupational therapist will provide and render services in accordance with the standards directed and established by the district and shall comply with all the state of Pennsylvania's policies, rules and regulations. The amount of the contract is not to exceed \$7,250.00 and will be paid through IDEA funds.
- 7.20 Approve the purchase of an upgraded science unit for Grade 4 and a new science unit for Grade 5. The upgrades are aligned with the Next Generation Science Standards, which include both STEM and engineering practices. The cost will be \$27,754.14 and is funded through the elementary curriculum science budget.
- 7.21 Approve the purchase of GoMath! for Grades 4,5, and 6 at the cost of \$140,252.64. This will be funded through the elementary curriculum budget.

PERSONNEL REPORT

8.1 RESIGNATIONS

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

- A. Carrie M. Brungard, full-time Personal Care Aide at the high school, for the purpose of retirement, effective June 6, 2018.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Carrie M. Brungard from service in the Williamsport Area Schools and expresses its sincere appreciation for her 23 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. Catherine P. Tommor, part-time Food Service Worker at the high school, for the purpose of retirement, effective June 8, 2018.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Catherine P. Tommor from service in the Williamsport Area Schools and expresses its sincere appreciation for her 10 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.

- C. Donald J. Turner, part-time Aide (Autistic Support) at Lycoming Valley Intermediate School, for personal reasons, effective June 7, 2018.

- D. Kristen E. Waters, full-time Title I Reading Specialist at Curtin Intermediate School, due to relocation out of the area, effective June 13, 2018.

8.2 LEAVES OF ABSENCE – None

8.3* ELECTION OF STAFF

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

- A. Approve this revision to item originally approved on June 5, 2018: Valaquenta S. Anderson as a temporary professional employee, effective with the 2018-2019 school term (tentative date is August 23, 2018), to be currently assigned to teach Special Education (Learning Support) at Curtin Intermediate School, at a salary rate of Step 1, ~~bachelor's, \$49,700~~, master's, \$53,079 (+ \$200) (replacing Alesha Emery, resigned). Ms. Anderson will also be scheduled to participate in Induction Program activities before the start of the 2018-2019 school term.

8.3* ELECTION OF STAFF CONT'D:

- B. Shanice Brandon as a temporary professional employee, effective with the 2018-2019 school term (tentative date is August 23, 2018), to be currently assigned to teach Choral/Classroom Music teacher at Hepburn-Lycoming and Lycoming Valley Intermediate Schools, at a salary rate of Step 1, bachelor's, \$49,700, pending receipt of updated clearances and all other necessary information (replacing Deborah Deck, retired). Ms. Brandon will also be scheduled to participate in Induction Program activities before the start of the 2018-2019 school term.
- C. Laura K. Mullins as a temporary professional employee, effective with the 2018-2019 school term (tentative date is August 23, 2018), to be currently assigned to teach 5th Grade at Lycoming Valley Intermediate School, at a salary rate of Step 2, master's, \$53,629, pending receipt of all necessary information (replacing Tina Rhinehart, retired). Ms. Mullins will also be scheduled to participate in Induction Program activities before the start of the 2018-2019 school term.
- D. Tara L. Phlegar as a temporary professional employee, effective with the 2018-2019 school term (tentative date is August 23, 2018), to be currently assigned to teach Special Education (LS) at Lycoming Valley Intermediate School, at a salary rate of Step 1, bachelor's, \$49,700 (+ \$200), pending receipt of updated clearances and all other necessary information (replacing Faith Silvagni, retired). Ms. Phlegar will also be scheduled to participate in Induction Program activities before the start of the 2018-2019 school term.
- E. Lyndsay M. Krape to be currently assigned to full-time Tax Examiner (245 days, 7½ hours per day) in the Tax Office at the District Service Center, with a base wage rate of \$38,330, prorated, (\$20.86 per hour), effective June 25, 2018 (replacing Dorothy Hilliard, transferred).
- F. 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 45th day; up to a maximum of 180 days/year) and only for the actual number of hours assigned and worked:

Shelley L. Litz
- G. The following substitute administrative support only, subject to assignment by the Superintendent of Schools, at the hourly rates established by Board policy (\$9.00/hr.; up to a maximum of 180 days per year) and only for the actual number of hours assigned and worked:

Donna M. Hornberger

8.3* ELECTION OF STAFF CONT'D:

- H. Tracy L. Ulmer as a part-time Administrative Support I (245 days per year, prorated; up to 5 hours per day) in the Tax Office at the DSC, with a base wage rate of \$13.22 per hour, effective June 20, 2018 (replacing Evalyn Wright Sitler, transferred).

8.4* POSITION CHANGES

Approve the following position change(s):

- A. Tyra J. Crews from a full-time 6th Grade at Curtin Intermediate School to be currently re-assigned to a full-time Title I Reading Specialist/Instructional Coach at Stevens Primary School, at the 2018-2019 school year contract salary rate, effective August 23, 2018 (replacing Shelley Litz, resigned).
- B. Kelly E. Renk from a part-time (4/7 time) CTE Culinary Arts teacher to be currently assigned to a full-time CTE Culinary Arts teacher at the high school, at a salary rate of Step 4, bachelor's, \$52,500, effective August 23, 2018 (due to an increase in student enrollment).
- C. Kristin N. Duck from part-time Instructional Support Aide at Hepburn-Lycoming Primary School to be currently assigned to full-time Administrative Support II (225 days, 7 hours per day) at Curtin Intermediate School, with a base wage rate of \$29,390 (\$18.66 per hour), effective July 30, 2018 (replacing Kim Cillo, resigned).

8.5 CONTRACTED SERVICES

- A. Renew an agreement with Frontline Technologies to provide employee absence management services (Aesop) at an annual fee of \$11,161.61. The renewal includes a required upgrade to the absence management software. The term of the agreement shall be for the 2018-2019 school year.
- B. Approve a contract with Sentry Security, P.O. Box 159, Cogan Station, to provide security services on selected school buses, at selected school bus stops, the WAHS parking lot, and special events as needed throughout the District effective September 1, 2018, through August 31, 2019, at the rate of \$17.00 per hour.

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 an Agreement for Participation in Child Nutrition Programs between the Williamsport Area School District and BLaST Intermediate Unit #17. This agreement will allow our district to continue to provide meals for the 2018-19 school year for the Lycoming County Day Treatment and Academy of Integrated Studies operated by BLaST.
- 10.2 Approve the filing of an application for participation in the National School Breakfast and Lunch Programs for the fiscal year ending June 30, 2019.
- 10.3 Approve breakfast and lunch prices for the 2018-19 school year as follows:

	BREAKFAST		LUNCH	
	<u>FY18</u>	<u>FY19</u>	<u>FY18</u>	<u>FY19</u>
ELEMENTARY (K-6 (Primary & Intermediate)	\$1.00	\$1.00	\$2.55	\$2.55
SECONDARY (7-12) (Middle & High)	\$1.00	\$1.00	\$2.70	\$2.70
ADULT	\$2.45	\$2.45	\$3.95	\$3.95
REDUCED	\$.30	\$.30	\$.40	\$.40

BIDS/CONTRACTS

- 11.1 Approve a consulting agreement with Automated Logic, 1101 Alcon Street, Pittsburgh, PA. Automated Logic will perform scheduled maintenance visits, District wide, during the term of this contract. The agreement is effective July 2, 2018 and shall continue for a three (3) year term, at a cost of \$55,340; \$57,000; and \$58,660, respectively. Costs are budgeted in the Plant Operations budget.

TAX ITEMS – None**SUPERINTENDENT’S REPORT – Timothy S. Bowers, Ed.D.**

Thanked the high school staff for a great graduation.

Everything is business as usual to get ready for the next school year.

Thanked Greg Hayes for a great golf tournament.

ITEMS FROM BOARD MEMBERS

Mrs. Lake asked how the high school stadium bleacher project is going.

June 19, 2018

ITEMS FROM BOARD MEMBERS CONT'D:

Dr. Bowers informed them that there had been some design issues that needed to be addressed. It looks like the first week of July for the contractor to be starting with the foundation. He stated that he has been told the project's deadline will still be met.

ITEMS FROM PUBLIC – None

Upon motion made by Dr. Penman, seconded by Mr. Welteroth and carried the meeting adjourned at 6:10 PM.

Brett A. Leinbach, Acting Board Secretary