

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 6, 2017, 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, Patrick A. Dixon, Jennifer Lake, Jerene A. Milliken, Nancy Story Somers, Spencer E. Sweeting, Scott R. Williams.

ABSENT: Robin J. Knauth, Jane L. Penman

OPENING EXERCISES were provided by Mrs. Jennifer Lake.

APPROVAL OF MINUTES: Regular Meeting – May 23, 2017

Student Representatives' Report – No students were present to report on the news at the High School.

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

- A. Recognition of 2016-17 Retirees – President Baer thanked the 2016-17 retirees for their years of service to the district.
 - B. Jamie Doyle, Managing Director with PFM Financial Advisors LLC provided an update on the refunding of a portion of the 2013 bond issue. She reported that a sale of the refunding issue of \$6,160,000 took place today at noon. There were four bidders who submitted ten bids. The successful bidder was Janney Montgomery Scott. Our targeted minimum savings was 3.00%. The sale generated a savings of 3.8% or \$217, 721.04.
- 5.3 Motion made by Dr. Story Somers, seconded by Mrs. Milliken to approve amending the November 1, 2016 resolution authorizing the incurrence of nonelectoral debt for the purpose of financing a refunding program to reduce the previously set Required Savings from a minimum of three percent (3.00%) to a minimum of two and seventy-five hundredths percent (2.75%) and to move up each principal maturity fifteen (15) days to produce even greater savings to the School District.

**RESOLUTION AMENDING A PRIOR RESOLUTION ADOPTED
BY THE WILLIAMSPORT AREA SCHOOL DISTRICT ON
NOVEMBER 1, 2016, WHICH AUTHORIZED THE ISSUANCE
OF GENERAL OBLIGATION BONDS, SERIES OF 2016.**

5.3 Approve amending the November 1, 2016 resolution authorizing the incurrence of nonelectoral debt cont'd:

WHEREAS, the Williamsport Area School District (the “**School District**”) is granted the power by the Local Government Unit Debt Act of the Commonwealth of Pennsylvania, 53 Pa. Cons. Stat. § 8001 *et seq.*, as amended (the “**Act**”), to incur indebtedness and to issue bonds or notes for the purpose of refunding outstanding indebtedness; and

WHEREAS, the School District adopted a resolution on November 1, 2016 (the “**Prior Resolution**”) authorizing the issuance of General Obligation Bonds, Series of 2016 (the “**Bonds**”) in order to finance a Refunding Program, as defined therein; and

WHEREAS, the Prior Resolution provided the Refunding Program produce a minimum savings of three percent (3.00%) of the refunded principal net of costs and expenses of issuing the Bonds (the “**Required Savings**”); and

WHEREAS, the School District, upon the advice and recommendation of its Financial Advisor, PFM Financial Advisors LLC, desires to amend the Prior Resolution to reduce the previously set Required Savings from a minimum of three percent (3.00%) to a minimum of two and seventy-five hundredths percent (2.75%); and

WHEREAS, the School District further desires to amend the Prior Resolution to move up each principal maturity fifteen (15) days to produce even greater savings to the School District;

NOW, THEREFORE, BE IT RESOLVED by the Board of School Directors of the Williamsport Area School District, Lycoming County, Pennsylvania, and it is hereby resolved as follows:

Authorization of Reduced Required Savings Threshold. The School District hereby approves the amendment of the definition of Required Savings in the Prior Resolution from “meets or exceeds the minimum savings of three percent (3.00%) of the refunded principal net of the costs and expenses of issuing the Bonds” to “meets or exceeds the minimum savings of two and seventy-five hundredths percent (2.75%) of the refunded principal net of the costs and expenses of issuing the Bonds.”

Authorization of Revised Parameters Bond Maturity Schedule. The Prior Resolution is hereby amended to move up each previously set principal maturity fifteen (15) days by deleting Schedule B thereto and substituting the revised Schedule B attached hereto and made a part hereof. In order to keep the Wrap Around Debt Schedule consistent with the change in principal maturity dates, the Prior Resolution is hereby also amended by deleting Schedule C thereto and substituting the revised Schedule C attached hereto and made a part hereof.

Federal Tax Covenants. The School District hereby covenants not to take or omit to take any action so as to cause interest on the Bonds to be no longer excluded from gross income for the purposes of federal income taxation and to otherwise comply with

5.3 Approve amending the November 1, 2016 resolution authorizing the incurrence of nonelectoral debt cont'd:

the requirements of Sections 103 and 141 through 150 of the Internal Revenue Code of 1986, as amended (the “Code”), and all applicable regulations promulgated with respect thereto throughout the term of the Bonds. The School District further covenants that it will make no investments or other use of the proceeds of the Bonds which would cause the Bonds to be “arbitrage bonds” as defined in Section 148 of the Code. The School District further covenants to comply with the rebate requirements (including the prohibited payment provisions) contained in Section 148(f) of the Code and any regulations promulgated thereunder, to the extent applicable, and to pay any interest or penalty imposed by the United States for failure to comply with said rebate requirements, to the extent applicable.

The School District hereby represents and warrants, after due investigation and to the best of its knowledge, that (i) the Bonds are not “private activity bonds” within the meaning of Section 141 of the Code and (ii) the aggregate face amount of “qualified tax-exempt obligations” within the meaning of Section 265(b)(3)(B) of the Code (which includes qualified 501(c)(3) bonds but not any other private activity bonds) issued or to be issued by the School District (and all “subordinate” entities thereof) which are not “deemed designated”, during the 2017 calendar year, including the Bonds, is not reasonably expected to exceed \$10,000,000. The School District hereby designates each of the Bonds as a “qualified tax-exempt obligation” within the meaning of Section 265(b)(3)(B) of the Code. The School District hereby authorizes the proper officers of the School District to execute a certificate to that effect at the time of the closing.

Approval of Official Statement. For purpose of satisfying United States Securities and Exchange Commission Rule 15c2-12, the Preliminary Official Statement for the Bonds in the form presented to this meeting is hereby approved and “deemed final” by the School District as of its date. A final Official Statement, substantially in the form of the Preliminary Official Statement and containing the terms of the Bonds, shall be prepared and delivered to the Purchaser within seven (7) business days from the date of the Addendum, and the School District hereby approves the use thereof in connection with the public offering and sale of the Bonds.

All other provisions of the Prior Resolution shall remain unchanged.

- 5.3 Approve amending the November 1, 2016 resolution authorizing the incurrence of nonelectoral debt cont'd:

REVISED – SCHEDULE B

GENERAL OBLIGATION BONDS

PARAMETERS BOND MATURITY SCHEDULE

<u>Date</u>	<u>Maximum Principal</u>	<u>Maximum Rate [1]</u>	<u>Interest</u>	<u>Semi-Annual Debt Service</u>	<u>Fiscal Year Debt Service</u>
8/1/2017	900,000	5.500	33,381.94	933,381.94	
2/1/2018			275,687.50	275,687.50	1,209,069.44
8/1/2018	900,000	5.500	275,687.50	1,175,687.50	
2/1/2019			250,937.50	250,937.50	1,426,625.00
8/1/2019	550,000	5.500	250,937.50	800,937.50	
2/1/2020			235,812.50	235,812.50	1,036,750.00
8/1/2020	550,000	5.500	235,812.50	785,812.50	
2/1/2021			220,687.50	220,687.50	1,006,500.00
8/1/2021	575,000	5.500	220,687.50	795,687.50	
2/1/2022			204,875.00	204,875.00	1,000,562.50
8/1/2022	575,000	5.500	204,875.00	779,875.00	
2/1/2023			189,062.50	189,062.50	968,937.50
8/1/2023	600,000	5.500	189,062.50	789,062.50	
2/1/2024			172,562.50	172,562.50	961,625.00
8/1/2024	600,000	5.500	172,562.50	772,562.50	
2/1/2025			156,062.50	156,062.50	928,625.00
8/1/2025	600,000	5.500	156,062.50	756,062.50	
2/1/2026			139,562.50	139,562.50	895,625.00
8/1/2026	600,000	5.500	139,562.50	739,562.50	
2/1/2027			123,062.50	123,062.50	862,625.00
8/1/2027	625,000	5.500	123,062.50	748,062.50	
2/1/2028			105,875.00	105,875.00	853,937.50
8/1/2028	625,000	5.500	105,875.00	730,875.00	
2/1/2029			88,687.50	88,687.50	819,562.50
8/1/2029	625,000	5.500	88,687.50	713,687.50	
2/1/2030			71,500.00	71,500.00	785,187.50
8/1/2030	650,000	5.500	71,500.00	721,500.00	
2/1/2031			53,625.00	53,625.00	775,125.00
8/1/2031	650,000	5.500	53,625.00	703,625.00	
2/1/2032			35,750.00	35,750.00	739,375.00
8/1/2032	650,000	5.500	35,750.00	685,750.00	
2/1/2033			17,875.00	17,875.00	703,625.00
8/1/2033	650,000	5.500	17,875.00	667,875.00	
2/1/2034					667,875.00
TOTALS	10,925,000		4,716,631.94	15,641,631.94	15,641,631.94

[1] Assumes a maximum interest rate of 5,500%

5.3 Approve amending the November 1, 2016 resolution authorizing the incurrence of nonelectoral debt cont'd:

REVISED – SCHEDULE C

WRAP AROUND DEBT SERVICE SCHEDULE

Local Effort Requirements								
1	2	3	4	5	6	7	8	9
Fiscal Year Ended	Emmaus G.O. Notes Series A of 2005 [1]	G.O. Bonds Series A of 2009	QSCBs Series A of 2010 [2]	QSCBs Series C of 2011 [3]	G.O. Bonds Series of 2013	MAXIMUM G.O. Bonds Series of 2017 [4]	Total Local Effort	Annual % Change
6/30/2018	1,829,959	528,664	1,721,839	2,621	402,325	1,209,069	5,694,477	
6/30/2019	572,561	525,470	1,685,377	98,659	403,325	1,426,625	4,712,017	-17.25%
6/30/2020	65,089		1,648,914	1,235,273	400,340	1,036,750	4,386,366	-6.91%
6/30/2021	62,851		1,612,452	1,274,585	403,118	1,006,500	4,359,506	-0.61%
6/30/2022	60,613		1,575,990	1,315,528	399,794	1,000,563	4,352,487	-0.16%
6/30/2023	58,375		1,539,527	1,358,043	400,135	968,938	4,325,018	-0.63%
6/30/2024	56,137		1,503,065	1,399,160		961,625	3,919,988	-9.36%
6/30/2025			1,466,603	1,497,120		928,625	3,892,348	-0.71%
6/30/2026			1,430,140	1,534,278		895,625	3,860,043	-0.83%
6/30/2027			1,393,678	1,572,949		862,625	3,829,252	-0.80%
6/30/2028			1,333,882	1,636,372		853,938	3,824,192	-0.13%
6/30/2029				3,051,898		819,563	3,871,461	1.24%
6/30/2030				3,153,586		785,188	3,938,773	1.74%
6/30/2031						775,125	775,125	-80.32%
6/30/2032						739,375	739,375	-4.61%
6/30/2033						703,625	703,625	-4.84%
6/30/2034						667,875	667,875	-5.08%
6/30/2035								
Totals	2,705,586	1,054,134	16,911,467	19,130,072	2,409,036	15,641,632	57,851,927	
Principal*	4,700,000	1,435,000	23,925,000	35,694,000	2,250,000	10,925,000	78,929,000	
PE%:	66.57%	43.10%	24.45%	63.11%	0.00%	0.00%		
PE% Status:	Temp	Perm	Est	Est	Est	Est		
AR% (16-17):	66.17%	66.17%	66.17%	66.17%	66.17%	66.17%		
Call Date:	Anytime	8/15/2014	Make-Whole	Make-Whole	3/1/2019	8/1/2022		
Purpose:	New Money	Cur Ref 2003 & 2004	New Money (QSCBs)	New Money (QSCBs)	New Money	Adv Ref 2013		

[1] Assumes budgeted rate of 4.00%. Public Financial Management, Inc. is the Program Administrator for the Emmaus Bond Pool Program
 [2] 2010 QSCB debt service is net of Federal Reimbursement Subsidy Rate of 4.830% as well as estimated sinking fund earnings rate of 2.000%
 [3] 2011 QSCB debt service is net of Federal Reimbursement Subsidy Rate of 5.088% as well as estimated sinking fund earnings rate of 2.000%
 [4] Assumes a maximum interest rate of 5.500%
 * Outstanding as of June 6, 2017

CERTIFICATE OF SECRETARY

The undersigned, Secretary of the Board of School Directors of the Williamsport Area School District HEREBY CERTIFIES that:

The foregoing Amending Resolution authorizing the amendment of the School District’s Resolution adopted November 1, 2016 was duly moved, seconded and adopted by a majority vote of the entire Board of School Directors of said School District at a duly called and convened public meeting of said Board held on June 6, 2017; that public notice of said meeting was given as required by law; and that the roll of the Board of School Directors was called and such members voted or were absent as follows:

5.3 Approve amending the November 1, 2016 resolution authorizing the incurrence of nonelectoral debt cont'd:

Roll Call: Yeas: Ms. Baer, Mr. Dixon, Mrs. Lake, Mrs. Milliken, Dr. Story Somers, Mr. Sweeting, Mr. Williams.

Nays: None

Absent: Dr. Knauth, Dr. Penman.

The motion carried 7-0.

At 6:16 PM, President Baer announced an Executive Session for personnel.

The Executive Session ended and the meeting reconvened at 6:49 PM.

C. President Baer appointed Dr. Story Somers and Mrs. Milliken as Voting Delegates for the PSBA 2017 Delegate Assembly meeting on Friday, October 20, 2017. She will appoint a third delegate after speaking with the board members who were absent.

Committee Reports by Board Members - None

A motion was made by Mr. Sweeting, seconded by Mr. Milliken to approve the minutes, balance of the agenda and the two addendums.

The motion carried by a unanimous roll call.

FINANCE REPORT

5.1 Approve the following financial reports:

A. Treasurer's Report for the month of May 2017:

B. Payroll Report for the month of May 2017:

General Fund – Unrestricted	\$2,887,105.20
General Fund – Restricted	132,891.36
Food Service Fund	96,856.40
Earned Income Tax	44,151.57
Student Activities	<u>13,147.20</u>
TOTAL	\$3,174,151.73

FINANCE REPORT CONT'D:

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
06/06/17	\$495,950.86	06/06/17A	25,907.36
06/06/17B	8,989.85	06/06/17C	6,547.07
06/06/17D	961.36	06/06/17E	330.00
06/06/17F	716,816.47	06/06/17G	1,427,079.97
06/06/17H	95,345.88	06/06/17I	47,886.92
06/06/17J	2,430.00	06/06/17K	7,000.00

5.3 Approved earlier in the meeting.

5.4 Approve the transfer of \$240,993.00 from the General Fund fund balance to the Capital Reserve Fund. The funds will be used for future building projects, facility updates, technology, and other capital expenditures.

5.5 Designate \$400,000.00 for future athletic facilities needs to the “Committed Fund Balance – Reserve for Athletic Facilities” account. This designation is for the purpose of future upgrades to the district’s athletic facilities.

BOARD POLICY

6.1 Approve the first reading of Policy 823 “Naloxone” of the Williamsport Area School District Board Policy.

6.2 Amend the Fee Schedule for Policy 707 Use of School District Facilities to provide that the custodial/maintenance fees charged to school related non-profit organizations, such as booster clubs and PTOs, shall be the actual cost of labor for custodial and maintenance staff provided for the event or approved hourly fee, whichever is less.

CURRICULUM REPORT

7.1 Approve the Lycoming College Course English 106 – Composition. This request includes offering 1.0 Williamsport High School credit, and including the course on the student’s transcript at a 1.4 weight, commensurate with dual enrollment courses. The course will factor into the grade point average and class rank if it meets the requirements of the student credit limit. 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 the end of the school year on an official Lycoming College transcript to be included in GPA and class rank.

CURRICULUM REPORT CONT'D:

- 7.2 Approve an agreement of affiliation with the Pennsylvania College of Technology which enables their nursing students to accompany Williamsport Area School District school nurses to become familiar with school nursing requirements and expectations. Appropriate clearances are obtained by participants, liability insurance is in place, and there is no cost for either institution associated with the process.
- 7.3 Contract with HOPE Enterprises for Occupational Therapy and Physical Therapy services for 2017-2018. Screening and therapy services required under the Individuals with Disabilities Education Act and the Americans with Disabilities Act, along with some screening activities, will be covered by this agreement.
- 7.4 Approve the Cochran Primary School handbook for the 2017-18 school year.
- 7.5 Approve the Hepburn-Lycoming Primary School handbook for the 2017-18 school year.
- 7.6 Approve the Jackson Primary School handbook for the 2017-18 school year.
- 7.7 Approve the Stevens Primary School handbook for the 2017-18 school year.
- 7.8 Approve the Curtin Intermediate School handbook for the 2017-18 school year.
- 7.9 Approve the Lycoming Valley Intermediate School handbook for the 2017-18 school year.
- 7.10 Approve the Williamsport Area Middle School handbook for the 2017-18 school year.
- 7.11 Approve the Williamsport Area High School handbook for the 2017-18 school year.
- 7.12 Approve the following elementary, middle school, and high school summer curriculum work at the rate of \$90.00 per day according to the contractual bargaining agreement:

Elementary:

All elementary curriculum work is led by the Elementary Curriculum Supervisor and the Director of Federal Programs.

- A. 30 elementary (K-6) teachers for math curriculum revisions for up to three (3) days. Costs will be funded through Title II.
- B. 20 elementary (K-6) teachers for English language arts revision for up to two (2) days. Costs will be funded through Title II.
- C. 20 elementary (K-6) teachers for science and social studies curriculum revision for up to two (2) days. Costs will be funded through Title II.
- D. One (1) elementary math coach for up to three (3) days for math curriculum revision and planning professional development. Costs will be funded through Title II.

CURRICULUM REPORT CONT'D:

7.12 Approve the following elementary, middle school, and high school summer curriculum work cont'd:

Elementary Cont'd:

- E. Five (5) elementary literacy coaches for up to five (5) days for English language arts revisions and professional development planning. Costs will be funded through Title II.
- F. KTO Data Coach for up to three (3) days to submit and finalize all KTO grant requirements. Costs will be funded through the KTO Grant.
- G. Ten (10) Cochran Primary School teachers for one (1) day to work on Advanced Tiers planning of the School Wide Positive Behavior Program at Cochran. Costs will be funded through the professional development budget.
- H. Three (3) Hepburn-Lycoming Primary School teachers for one (1) day to work on Advanced Tiers planning of the School Wide Positive Behavior Program at Hepburn. Costs will be funded through the professional development budget.
- I. Seven (7) Cochran Primary School teachers for one (1) day to work on Building Procedures/Schedules at Cochran. Costs will be funded through the professional development budget.
- J. Seven (7) Stevens Primary School teachers for up to two (2) days to work on the School Improvement Team at Stevens. Costs will be funded through the professional development budget.
- K. Eight (8) Lycoming Valley Intermediate School teachers for up to two (2) days to work on the School Improvement Team at Lycoming Valley. Costs will be funded through the professional development budget.
- L. Elementary librarian, Sarah Bohnert, for up to five (5) days to work in the six elementary libraries to inventory and organize circulation at each building. Costs will be funded through the professional development budget.
- M. Two (2) gifted support teachers up to two (2) days to work on curriculum revisions to create units of study for Tier 3 and Tier 2 students. Costs will be funded through the professional development budget.
- N. Up to 35 intermediate teachers (grades 4-6) for professional development for the Wonders Core Reading program on June 13, 2017. Funds will be paid out of Title II at the curriculum rate of \$90 per day.
- O. Up to 35 intermediate teachers (grades 4-6) for professional development for the Wonders Core Reading program on August 15, 2017. Funds will be paid out of Title II at the curriculum rate of \$90 per day.
- P. Up to 30 primary teachers (K-1) for a half day professional development session for GoMath! on July 26, 2017. Funds will be paid out of Title II at the curriculum rate of \$90 per day.
- Q. Up to 30 primary teachers (2-3) for a half day professional development session for GoMath! on July 26, 2017. Funds will be paid out of Title II at the curriculum rate of \$90 per day.

CURRICULUM REPORT CONT'D:

- 7.12 Approve the following elementary, middle school, and high school summer curriculum work cont'd:

Williamsport Area Middle School

- R. Up to seven (7) science teachers for one (1) day of curriculum writing. Costs will be funded through the professional development budget.
- S. Up to 17 math teachers for one (1) day of curriculum writing. Costs will be funded through the professional development budget.
- T. Up to four (4) ELA teachers for one (1) day of curriculum writing. Costs will be funded through the professional development plan.
- U. Four (4) teachers for one (1) day of Word Generation Training. Costs will be paid through Title II.
- V. Thirteen (13) teachers for one (1) day of MTSS Tier 1 Training. Costs will be paid through Title II.
- W. Ten (10) teachers for one (1) day of MS Steering Committee training. Costs will be funded through the professional development budget.
- X. Two (2) teachers for one (1) day MS Schoolwide Planning. Costs will be funded through the professional development budget.
- Y. Four (4) teachers for one (1) day of MS Transition from 6 to 7 Team. Costs will be funded through the professional development budget.

Williamsport Area High School

All costs will be funded through the professional development budget:

- Z. One (1) health/physical education teacher for up to three (3) days to transition into the position of department lead.
- AA. Up to ten (10) history teachers for one (1) day, and up to two (2) days for the department lead for curriculum writing.
- BB. Up to seven (7) science teachers for one (1) full day, and up to two (2) days for the department lead for curriculum writing.
- CC. Up to 12 English teachers for one (1) day, and up to two (2) days for the department lead for curriculum writing.
- DD. Up to 11 math teachers for one (1) full day, and up to two (2) days for the department lead for curriculum writing.
- EE. Up to 14 teachers for up to two (2) days of transition into 9th grade activities.
- FF. Up to eight (8) teachers for two (2) half days for Top Hat Pride.

District-Wide

- GG. Up to eight (8) K-12 art teachers for one (1) day, and up to two (2) days for the department lead for curriculum writing. Costs will be funded through the professional development budget.

CURRICULUM REPORT CONT'D:

- 7.12 Approve the following elementary, middle school, and high school summer curriculum work cont'd:

District-Wide

- HH. Up to 11 K-12 music teachers for one (1) day, and up to two (2) days for the department lead for curriculum writing. Costs will be funded through the professional development budget.
- II. Up to 20 K-12 special education teachers for 39 total days to attend various trainings. Costs will be funded through the professional development budget.
- 7.13 Approve one speech and language therapist up to 4 days at the curriculum rate of \$90.00 per day for ER/IEP development for Early Intervention students.

PERSONNEL REPORT

8.1 RESIGNATIONS

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

- A. Revise effective date of retirement for Rhonda Sue Swisher, full-time Kindergarten teacher at Stevens Primary School, from June 8, 2017, to August 15, 2017.
- B. Carole S. Heckel, full-time Guidance Counselor at the high school, for the purpose of retirement, effective June 8, 2017.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Carole S. Heckel from service in the Williamsport Area Schools and expresses its sincere appreciation for her 29 years of dedicated service to our school system as a guidance counselor. It further expresses the hope that her years of retirement will be many and richly rewarding.

- C. Steven R. Deitrick, full-time Head Custodian at the middle school, for the purpose of retirement, effective August 1, 2017.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Steven R. Deitrick from service in the Williamsport Area Schools and expresses its sincere appreciation for his 17 years of dedicated service to our school system as a school bus driver and custodian. It further expresses the hope that his years of retirement will be many and richly rewarding.

8.1 RESIGNATIONS CONT'D:

- D. Victoria J. Guthrie, full-time Health Room Technician at Cochran and Jackson Primary Schools, for the purpose of retirement, effective June 8, 2017.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Victoria J. Guthrie from service in the Williamsport Area Schools and expresses its sincere appreciation for her almost 13 years of dedicated service to our school system as a health room technician. It further expresses the hope that her years of retirement will be many and richly rewarding.

- E. James M. Pagano, full-time Special Education (LS) teacher at Curtin Intermediate School, for personal reasons, effective June 8, 2017.
- F. Caitlyn E. Gray, part-time Instructional Support Aide/Personal Care Aide at Cochran Primary School, due to relocation out of the area, effective June 7, 2017.
- G. Aine K. Wright, a part-time Instructional/Intervention Aide at Cochran Primary School, for other employment, effective June 7, 2017.

8.2 LEAVES OF ABSENCE - Approve the following leave(s) of absence:

- A. Theresa A. Fatherly*, full-time Secondary Paraprofessional-Intervention Specialist at the high school, for an unpaid leave, effective April 20, 2017, through June 7, 2017.
- B. Heather L. Plocinski*, full-time 4th Grade teacher at Lycoming Valley Intermediate School, for an unpaid leave on an intermittent basis (as needed), effective May 3, 2017, through June 8, 2017.

8.3* ELECTION OF STAFF

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

- A. Sarah R. Driscoll, as a professional employee, effective date to be determined, to be currently assigned to teach 4th Grade at Curtin Intermediate School, at a salary rate of Step 1, master's, at the 2017-2018 school year contract salary rate (replacing Seth Moser, retired). Ms. Driscoll will also be scheduled to participate in Induction Program activities before the start of the 2017-2018 school term.
- B. 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 (\$90 per day for first 45 days; \$110 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:

Melissa R. Wenzel (previously approved as Non-Certified Sub Teacher)

8.3* ELECTION OF STAFF CONT'D:

- C. Victoria J. Guthrie (LPN) as a substitute health room technician, subject to assignment by the Superintendent of Schools, at the hourly rates established by Board policy (LPN—\$20.00/hr.; RN—\$32.00/hr.; up to a maximum of 180 days per year) and only for the actual number of hours assigned and worked.
- D. Patricia Wylie as Director of Federal Programs for the District, effective date to be determined, at a salary of \$103,000, prorated, and benefits as provided in the Act 93 Compensation Plan (replacing Susan Bigger, transferred).

8.4* POSITION CHANGES - Approve the following position change(s):

- A. Christina M. Knipe, from a full-time Instructional Support Aide at the middle school to be currently assigned to a full-time Library Aide (185 days, 7 hours per day) at Stevens Primary School, with a base wage rate at the current 2017-2018 school year contract rate, effective the beginning of the 2017-2018 school year - tentative start date of August 25, 2017 (replacing Martha Miller, transferred).
- B. Jill P. Robbins, from a full-time Kindergarten teacher at Jackson Primary School to be currently assigned to full-time 1st Grade teacher at Jackson Primary School, at the 2017-2018 school year contract salary rate, effective at the beginning of the 2017-2018 school year - tentative date of August 24, 2017 (replacing Susan Crossley, retired).
- C. Gina M. Shemory, from a full-time 3rd Grade teacher at Cochran Primary School to be currently assigned to full-time 2nd Grade teacher at Jackson Primary School, at the 2017-2018 school year contract salary rate, effective at the beginning of the 2017-2018 school year - tentative date of August 24, 2017 (replacing Diane Konieczny, retired).

8.5 CONTRACTED SERVICES

- A. Authorizing the Board President to sign an agreement with ESI Employee Assistance Group, 55 Chamberlain St., Wellsville, New York 14895, reflecting a rate of \$25.48 per employee for Employee Assistance Program (EAP) Services for the 2017-2018 school year.

8.6 OTHER

- A. Approve Daniel Hensley as the Strength and Conditioning Coach from June 12th to August 3rd, 2017 for up to 5 hours/day, 4 days/week at \$22.00 per hour. This position requires the following certifications (for which Mr. Hensley has): Certified Athletic Trainer and Certified Strengthening and Conditioning Specialist. This position will be fully reimbursed, as part of the services rendered in lieu of taxes agreement with UPMC Susquehanna.

8.6 OTHER CONT'D:

- B. Approve one speech and language therapist up to 25 hours at the rate of \$31.20 per hour or contract rate for conducting evaluations for Early Intervention students.

PROFESSIONAL DEVELOPMENT

9.1 RELEASED TIME/TRAINING PROGRAMS

Approve released time for staff members to participate in professional development activities in accordance with the Professional Development Plan of the Williamsport Area School District and consider approving training programs. All expenditures proposed are within local, state and federal budget categories approved as noted.

STUDENT/COMMUNITY ACTIVITIES

10.1* Approve the following student trips:

All students must be in compliance with the school's field trip disciplinary requirements in order to participate.

- A. Three (3) Williamsport Area High School horticulture students, accompanied by their teacher, to travel to Montoursville Extension Office during June 2017 to obtain pesticide applicator certification. The students will ride with their teacher. One substitute will be required for the day.
- B. Twelve (12) Williamsport Area High School horticulture students, accompanied by their teacher, to travel to Penn State University for three days during June 2017 to participate in state competition. District transportation is requested. All costs will be paid through the CTE budget.

BIDS/CONTRACTS

- 11.1 Approve the bid from Frontier Communications from Dallas, PA to furnish and install telecommunications systems and phone replacements in Hepburn-Lycoming, Stevens, Cochran, and Jackson Primary Schools, Lycoming Valley and Curtin Intermediate Schools, and the District Service Center at a cost of \$150,018.00. Bid was obtained through the National Joint Powers Alliance (NJPA) cooperative purchasing program. Cost of purchase will be funded by the Capital Reserve Fund.
- 11.2 Approve the bids from Guyette Communication Industries from Plymouth, PA to furnish and install a replacement intercom system at a cost of \$24,519.87, a replacement clock system at a cost of \$17,527.65, and a replacement multipurpose room sound system at a cost of \$7,843.00 a Cochran Primary School. Bids were obtained through the PEPPM State Contract. Cost of purchases will be funded by the Capital Reserve Fund.

TAX ITEMS

12.1 Approve the following tax summaries:

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

Tomorrow is the last day of the school year. Dr. Bowers thanked the board and staff for an outstanding year.

Commencement will be held Thursday night at 7:00 PM.

ITEMS FROM BOARD MEMBERS

President Baer reported that she attended the Community Partners Appreciation breakfast that was held to honor the accomplishments of our students who participated in the Community Partners Linking Education to Employment (COMPLETE) program.

Mrs. Milliken stated that this was a Good News/Bad News school year. She thanked all of the administrators and said that she appreciates being a part of this school district.

ITEMS FROM PUBLIC - None

President Baer announced that an Executive Session for personnel and attorney advisement would be held after the board meeting.

Upon motion made by Mrs. Lake, seconded by Mrs. Milliken and carried, the meeting adjourned at 7:00 PM.

Jeffrey L. Richards, Board Secretary