

# Williamsport Area School District

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## *Board of Directors Meeting*

March 16, 2021

6:00 p.m.

**\*Please note: This meeting is a Zoom Meeting. The information on how to connect to the meeting will be made available on the district website at [www.wasd.org](http://www.wasd.org) prior to the meeting.**

## **AGENDA**

- 1. CALL TO ORDER**
- 2. OPENING EXERCISES – Ms. Star Poole**

### **SILENT REFLECTION**

### **DISTRICT VISION**

Our vision is that we are a community where we value each child as our own.

### **DISTRICT SHARED VALUES**

As members of the Williamsport Area School District community, we value creating a community of life-long learners and responsible citizens.

### **PSBA EFFECTIVE SCHOOL GOVERNANCE STANDARD 1 (d)**

The Williamsport Area School Board will advocate for a thorough and efficient system of public education by maintaining legislative awareness and communicating with members of local, state and federal legislative bodies.

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

We, as members of our local Board of Education, representing all the residents of our school district, believe that individuals have no legal authority outside the meetings of the Board and should conduct their relationships with all stakeholders and media on this basis.

### **PLEDGE OF ALLEGIANCE**

- 3. APPROVAL OF MINUTES: Regular Meeting – March 2, 2021**
- 4. REPORTS TO THE BOARD**
  - 4.1 BOARD PRESIDENT’S REPORT – Ms. Lori A. Baer**
- 5. FINANCE REPORT**

Questions may be directed to Mrs. Erb

  - 5.1 Consider approving the following financial reports:
    - A. Treasurer’s Report for the month of February 2021:

**5. FINANCE REPORT CONT'D:**

- 5.2 Consider authorizing payment of invoices and services rendered by the list submitted from March 3, 2021 to March 16, 2021 and direct the officers of the Board of School Directors to execute the same:

General Fund	\$652,906.45
Athletic Fund	269.00
EIT Operating Fund	8,275.10
Food Service Fund	87,574.88
Payroll Fund	778,267.41
PLGIT Capital Projects Fund	0.00
Student Activities Fund	0.00
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TOTAL	\$1,527,292.84

- 5.3 Consider appointing Fred A. Holland, from Murphy, Butterfield & Holland, P.C., as school district solicitor, for the period of July 1, 2021 through June 30, 2022, at a retainer of \$20,000 and an hourly rate of \$160 (an increase from \$150 per hour from 2020-2021) for matters that fall outside the scope of the retainer.

**6. BOARD POLICY**

Questions may be directed to Dr. Bowers.

- 6.1 Consider approving the second reading and board adoption of new policy 218.3 “Discipline of Student Convicted/Adjudicated of Sexual Assault” of the Williamsport Area School District Board policy based on new School Code section 24 P.S. 1318.1, and renumbering of current Board policy on “Gangs” to 218.4 as a clerical revision to align with PSBA recommended numbering system.

**7. CURRICULUM REPORT**

Questions may be directed to Dr. Bigger.

- 7.1 Consider approving a software service agreement with Sourcewell Technology for Spring Math student software licenses. The cost of \$3,150.00 will be funded through the Title I budget.
- 7.2 Consider approving Sourcewell Technology to provide virtual Spring Math professional development in March 2021, for third grade staff. The cost of \$795.00 will be funded through the Title II budget.
- 7.3 Consider approving a Letter of Agreement with Community Services Group (CSG) to ensure continuity of care for students receiving mental health services through the agency. The agreement will expire in March 2023.

**7. CURRICULUM REPORT CONT'D:**

- 7.4 Consider approving a Letter of Agreement with Merakey to ensure continuity of care for students receiving mental health services through their agency. The agreement will expire in March 2026.
- 7.5 Consider approving the following courses for the Williamsport Area High School's 2021 summer remediation and acceleration program. Teachers and students will use the district's learning management system Schoology. All costs and fees will be paid by ESSERS II funding. There will be no charge to WASD students.

<b>Credit Recovery and Acceleration (.5 Credit)</b>	
(.5 credit) Physical Education and Career Pathways – June 14 to July 2, 2021	(.5 credit) Health Education July 12 – July 30, 2021

<b>Credit Recovery and Acceleration courses 1.0 credit - June 14 – August 6, 2021</b>		
<b>Credit Recovery and Acceleration (1.0)</b>	<b>Credit Recovery Only (1.0)</b>	<b>Acceleration Only (1.0)</b>
Civics and Government World History Algebra I Algebra II Trigonometry Statistics Career Math	Into to Lit/Comp I Intro to Lit/Comp II American Literature English 12 Geometry Biology I US History Global Studies Chemistry	Algebra II Honors Geometry Honors Pre-Calculus/Trig Honors

**8. PERSONNEL REPORT**

Questions may be directed to Mrs. Logue.

**8.1 RESIGNATIONS**

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

- A. Terrie M. Campana, full-time Kindergarten teacher at Hepburn-Lycoming Primary School, for the purpose of retirement, effective September 10, 2021.

**RESOLVED:** that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Terrie M. Campana from service in the Williamsport Area Schools and expresses its sincere appreciation for her 20 years of dedicated service to our school system as a teacher. It further expresses the hope that her years of retirement will be many and richly rewarding.

8.1 RESIGNATIONS CONT'D:

- B. David L. Gingery, full-time Tax Examiner in the Tax Office at the DSC, for the purpose of retirement, effective June 30, 2021.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of David L. Gingery, from service in the Williamsport Area Schools and expresses its sincere appreciation for his over 14 years of dedicated service to our school system as a tax examiner and tax office intern. It further expresses the hope that his years of retirement will be many and richly rewarding.

- C. Julie A. Miller, long-term substitute 3<sup>rd</sup> Grade teacher at Cochran Primary School, for personal reasons, effective March 17, 2021.
- D. Amber R. Whited, full-time Tax Examiner in the Tax Office at the DSC, for personal reasons, effective April 16, 2021.

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

- A. Christopher P. Anderson\*, full-time Stock Clerk at the Warehouse Complex, for an unpaid leave on an intermittent basis (as needed), effective March 5, 2021, through April 14, 2021.
- B. Gary L. Baer, full-time Maintenance Specialist-HVAC for the District, for an extension of an unpaid leave, effective February 24, 2021, through April 27, 2021.
- C. Michelle L. Hinkal\*, full-time Classroom Music teacher at Curtin Intermediate School, for an unpaid leave on an intermittent basis (as needed), effective December 4, 2020, through March 5, 2021.
- D. Lyndsay M. Krape\*, full-time Tax Examiner in the Tax Office, for an unpaid leave on an intermittent basis (as needed), effective March 1, 2021, through June 30, 2021.

8.3\* ELECTION OF STAFF

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

- A. Julia E. Kepler as a professional employee, effective with the 2021-2022 school term (tentative date is August 26, 2021), to be currently assigned to teach Special Education (AS) at Jackson Primary School, at a salary rate of Step 1, bachelor's, \$51,500 (+ \$200), or current contract rate (replacing Andrea Turner, resigned). Ms. Kepler will also be scheduled to participate in Induction Program activities before the start of the 2021-2022 school term.

8.3\* ELECTION OF STAFF CONT'D:

- B. Jacklyn M. Anderson to be currently assigned to a part-time Aide (Non-Special Education; 185 days, 5 hours per day) at the high school, with a base wage rate of \$14.97 per hour (with degree rate), effective March 17, 2021 (replacing Edward Hare, terminated).
- C. Cheryl A. Keeler to be currently assigned to part-time Food Service Worker (up to 180 days; 4.00 hours per day) at Lycoming Valley Intermediate School, with a base wage rate of \$12.83 per hour, effective March 17, 2021 (replacing Valerie Blass, transferred).
- D. Lukas J. Seyler to be currently assigned to part-time Food Service Worker (up to 180 days; 4.75 hours per day) at the high school, with a base wage rate of \$12.83 per hour, effective March 17, 2021 (replacing Tammy Sewell, transferred).
- E. Jacqueline M. Strosser to be currently assigned to part-time Food Service Worker (up to 180 days; 4.00 hours per day) at Jackson Primary School, with a base wage rate of \$12.83 per hour, effective March 17, 2021 (replacing Linda Fike, transferred).
- F. The following persons as After School Tutors and Credit Recovery for Middle School Students, for up to one hour per day at the end of the WAMS teacher day, up to four days a week, effective February 3, 2021, through the end of the 2020-2021 school year, as needed, at the contract rate of \$31.20 per hour:

Jacob T. Anderson

- G. The following spring sport coaches at the respective schools for the 2020-2021 school year at the salary rate in accordance with the agreement by and between the Board of School Directors of the Williamsport Area School District and the Williamsport Education Association (pending completion of all appropriate paperwork\*) **Payment of stipends for these positions may be modified or withheld in the event that the activities for which stipends are being paid are curtailed or do not occur due to the COVID-19 pandemic or other conditions beyond the District's control:**

**Williamsport Area High School**

Boys Track & Field

Assistant: Nyric L. Gosley (0) \$2,560

**Williamsport Area Middle School**

Boys MS Soccer:

MS Head Coach: Avery B. Shultz\* (0) \$1,920

8.4\* POSITION CHANGES – None at this time

8.5 WORK SCHEDULES FOR 2021-2022

Consider approving Employee Work Schedules for administrative staff, professional staff and support staff employees for fiscal year 2021-2022.

8.6 OTHER

- A. Consider approving Lawrence J. Flint for the 2020-2021 school year to be reimbursed up to a maximum of 8 hours to be paid at the district tutoring rate of \$31.20 per hour for assisting with class rank computation at the high school for each marking period and for final graduation ranking. The work will be completed outside of the contractual day.

**9. PROFESSIONAL DEVELOPMENT**

Questions may be directed to Dr. Bigger.

9.1 RELEASED TIME/TRAINING PROGRAMS

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

**10. STUDENT/COMMUNITY ACTIVITIES**

Questions may be directed to Dr. Bigger.

10.1 Consider approving the following student trips:

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

- A. Approximately 200 music students from the Williamsport Area High School, accompanied by their teachers, administrator(s), and parent chaperones, to travel to Orlando for six (6) days during April 2023 to perform at Disney World. This trip is contingent upon health and safety guidelines in effect at the time of the trip.

Transportation will be provided by contract carrier. All costs will be paid by the participating students. Four (4) substitutes will be required for two (2) days each. Approval for the trip is being sought at this time in order for fundraising to begin.

**11. BIDS/CONTRACTS**

Questions may be directed to Mrs. Erb.

- 11.1 Consider authorizing the District's participation in the Cooperative Purchasing Program of the Keystone Purchasing Network for the procurement of athletic supplies to be used at the middle and high schools.

**RECOMMENDED AWARDS:**

BSN Passon's, Jenkintown, PA	\$2,351.66
Pyramid School Products Inc., Tampa, FL	1,089.54
Sportsman's Inc., Johnstown, PA	<u>2,910.88</u>

**TOTAL RECOMMENDED AWARDS** **\$6,352.08**

- 11.2 Consider authorizing the District's participation in the Cooperative Purchasing Program of the Keystone Purchasing Network for the procurement of custodial supplies to replenish warehouse stock.

**RECOMMENDED AWARDS:**

Hassinger & Company, New Cumberland, PA	\$ 2,808.00
Pennsylvania Paper and Supply Co., Scranton, PA	<u>22,690.47</u>

**TOTAL RECOMMENDED AWARDS** **\$ 25,498.47**

- 12. TAX ITEMS** – None at this time  
Questions may be directed to Mrs. Erb.

- 13. TRANSPORTATION** – None at this time  
Questions may be directed to Mrs. Erb.

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

- 15. ITEMS FROM BOARD MEMBERS**

- 16. ITEMS FROM PUBLIC**



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

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

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

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

## Community Code For a Healthy and Safe Lycoming County

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

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

### Nondiscrimination Policy

The Williamsport Area School District is an equal opportunity education institution and will not discriminate on the basis of race, color, national origin, sex, and handicap in its activities, programs, or employment practices as required by Title VI of the Civil Rights Act of 1964, Title IX Education Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disability Act of 1990.

For more information regarding civil rights, grievance procedures, or services, activities, and facilities that are accessible to and usable by handicapped individuals, contact: Mrs. Anne Logue, Director of Human Resources, Williamsport Area School District, 2780 West Fourth Street, Williamsport, PA 17701, telephone number (570) 327-5500 extension 40210.