

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, March 3, 2020, beginning at 6:00 PM in the Cafeteria of the Lycoming Valley Intermediate School, 1825 Hays Lane, 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, Jane L. Penman,
Barbara D. Reeves, Marc D. Schefsky, Nancy Somers, Adam C. Welteroth.

ABSENT: Star Poole

OPENING EXERCISES were provided by Mr. Adam Welteroth.

APPROVAL OF MINUTES: Regular Meeting – February 18, 2020

Student Representatives – Samiyah Little and Mason Nevill provided an update of happenings at the high school. Mason noted that the Powderpuff team beat Milton in the recent competition. Dr. Bowers shared a video of the winning routine with the Board and those in attendance. Samiyah shared that spring sports are getting started and that the wrestlers are headed to the state championships. The musical Beauty and the Beast will be March 20 and 21.

President Baer thanked the staff of Lycoming Valley who are in attendance tonight and Mr. Fausnaught for touring the Board this evening.

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

- A. Dan Woleslagle, 6th grade teacher at Lycoming Valley, who recently presented at the Pennsylvania Educational Technology Expo and Conference (PETE&C), shared a condensed version of his presentation with the Board. He explained how we are integrating technology in our classrooms to individualize and personalize learning for students across the curriculum.
- B. Scott Cousin and Drew Cerjanic from Crabtree, Rohrbaugh & Associates provided the Board with a status update on the facilities study. The facilities condition assessment has been completed. Mr. Cousin described some of the common themes found in many of our buildings. He noted that the requirements for the state require that items that need addressed to bring buildings up to current standards and codes be included in the report. This dollar amount is huge and there is not one single district in PA that looks at the report and says we can do all this. It is a planning document. Mr. Cousin also informed the Board that the information in front of them also does not include educational and functional deficiencies that were identified. These would include items such as deficiencies or issue with parent drop off locations, the bus loops, adequate on-site parking, secure vestibules, science and STEM space, etc.

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

Mr. Cousin shared enrollment projections for the district, which indicate a stable enrollment. Dr. Bowers spoke of a software tool Decision Insight that we previewed that will allow us to maneuver boundaries on the mapping software to assist with different options. The district does not currently have a mapping software tool. Since we do not need the enrollment projecting component, we are currently working with the company to negotiate something that will work for us. Mr. Cousin stated that the next steps are to define and develop options, review and refine options, and community engagement.

Carlos Saldivia of Williamsport addressed the Board with concerns that his questions from a prior meeting stemming from the March 2018 baseball trip to Myrtle Beach have not been addressed.

An omnibus motion was made by Dr. Story, seconded by Dr. Penman to include the agenda, with addendum, February 18 minutes and reports.

FINANCE REPORT

5.1 Approve the following financial reports:

A. Payroll Report for the month of February 2020:

General Fund – Unrestricted	\$2,866,441.29
General Fund – Restricted	181,729.01
Food Service Fund	81,347.67
Earned Income Tax	44,168.61
Student Activities	<u>.00</u>
TOTAL	\$3,173,686.58

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
03/03/20	\$605,859.71	03/03/20A	10,230.00
03/03/20B	6,672.61	03/03/20C	3,914.31
03/03/20D	330.00	03/03/20E	245.93
03/03/20F	95,393.60	03/03/20G	69,063.16
03/03/20H	1,458.25	03/03/20I	40.92

BOARD POLICY

6.1 Approve the second reading and board adoption of policy 209 “Health Examinations/ Screenings” of the Williamsport Area School District Policy.

CURRICULUM REPORT

- 7.1 Approve the formation of the Williamsport Area High School eSports Club, providing an opportunity for gamers to interact. The students will be advised by Nicholas Karl, and the club will not require any support from the General Fund.
- 7.2 Approve an agreement with Mansfield University to allow the placement of student teachers and field study participants in Williamsport Area School District classrooms.
- 7.3 Approve a Memorandum of Understanding between the Williamsport Area School District and STEP, Inc., administrator of STEP Head Start. This MOU is a new requirement of the Elementary and Secondary Education Act as amended by Every Student Succeeds Act. The MOU will need to be submitted to PDE annually as part of Federal Programs.
- 7.4 Approve the following stipends for the production staff and musicians of *Beauty and the Beast* on March 20-21, 2020. These stipends are funded through the Williamsport Area High School Musical Activity Account.

Judy Burke	Pit	\$550.00
William Ciabatari	Pit	\$450.00
Don Fisher	Pit	\$450.00
Kristin Fisher	Pit	\$450.00
Kayla Fulkerson	Pit	\$450.00
Garet Holdren	Pit	\$500.00
Danielle Johnson	Pit	\$450.00
Todd Kendall	Choreography/Lighting	\$1,700.00
Douglas Leblanc	Pit	\$450.00
Kathleen Mondell	Pit	\$450.00
Ryan Pritchard	Pit	\$450.00
Anna Radspinner	Pit	\$450.00
Daniel Schwanger	Pit	\$450.00
Ashley Shank	Pit	\$450.00
Jeffrey Smith	Pit	\$450.00
Christina Smith	Pit	\$500.00

PERSONNEL REPORT

8.1 RESIGNATIONS

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

- A. Revise the effective date of retirement for Phyllis J. Sieber, full-time School Counselor at the high school, from August 26, 2020, to September 2, 2020.
- B. Selena Lopez, part-time Aide (Non-Special Education) at the high school, for the personal reasons, effective March 6, 2020.

8.1 RESIGNATIONS CONT'D:

- C. Angela K. Harman, part-time Food Service Worker at the middle school, for the personal reasons, effective March 3, 2020.
- D. Kyle J. Bidelspacher, unable to be Head Coach for Girls Soccer at the middle school for the 2019-2020 school year, for personal reasons, effective March 2, 2020.

8.2 LEAVES OF ABSENCE

Approve the following leave(s) of absence:

- A. Gary L. Baer, full-time Maintenance Specialist-HVAC for the District, for an extension of an unpaid leave, effective February 12, 2020, through February 28, 2020.
- B. Mary Jane Spangler, part-time Custodian at the high school, for an extension of an unpaid leave, effective March 2, 2020, through April 30, 2020.

8.3* ELECTION OF STAFF

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

- A. Theodore C. Paul to be currently assigned to part-time Custodian Floater position (2nd shift, up to 250 days per year, prorated; 5 hours per day) for the District, with a base wage rate of \$13.01 per hour, effective March 4, 2020 (custodial staffing realignment of vacant positions).
- B. Khalif R. Randolph to be currently assigned to part-time Custodian Floater position (2nd shift, up to 250 days per year, prorated; 5 hours per day) for the District, with a base wage rate of \$13.01 per hour, effective March 4, 2020 (custodial staffing realignment of vacant positions).
- C. The following food service workers at their current rate to participate in ServSafe Food Protection Manager Certification Class and Exam on June 17, 2020, at the DSC in the Boardroom, from 8:00 a.m. to 4:30 p.m.:

Mary L. Miles	WAMS Cafeteria
Teresa D. Snook	WAMS Cafeteria
Catherine M. Hess	WAMS Cafeteria
Cheyenne A. Snyder	Hepburn-Lycoming Cafeteria
Shyanne L. Camacho	Cochran Cafeteria
Roxann E. Freezer	Cochran Cafeteria
Christine F. Heim	Lycoming Valley Cafeteria
Debora J. Clarkson	Lycoming Valley Cafeteria

8.3* ELECTION OF STAFF CONT'D:

C. The following food service workers at their current rate cont'd:

Danielle L. Gottschall	Curtin Cafeteria
Linda M. Fike	Jackson Cafeteria
Denise M. Bell	WAHS Cafeteria
Teresa M. Willets	WAHS Cafeteria
Caren B. Hurley	Jackson Cafeteria

D. The following spring sports coaches at the respective schools for the 2019-2020 school year at the salary rate in accordance with the agreement by and between the Board of School Directors of the Williamsport Area School District and the Williamsport Education Association (pending completion of all appropriate paperwork*):

Williamsport Area High School

Baseball

Varsity Assistant:	Gregorey P. Robertson (5)	\$2,800
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Williamsport Area Middle School

Girls MS Soccer:

MS Head Coach:	J. Scott McNeil (5)	\$2,400
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(replacing Kyle Bidelspacher, unable to coach for this season)

Volunteer:	Kyle J. Bidelspacher	---
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E. Ethan S. Lee as a substitute After School Tutor—Regular Education for High School Students, effective March 4, 2020, through May 21, 2020, as needed. Program instructors will staff the program for up to two days per week for 1½ instructional hours per day at the end of the WAHS teacher day at the rate of \$31.20 per hour plus appropriate benefits, for the actual number of hours worked.

F. The following substitute custodian(s) and/or event staff, with a base wage rate of \$9.00 and/or \$10.00 per hour, for the actual number of hours worked, effective date as indicated:

Myranda M. Cobb (effective 03/04/20)

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

Victoria L. Killoran (effective 03/04/20)
 Courtney E. Baumer (effective 03/04/20)
 Audrey G. Ulmer (effective 03/04/20)

8.3* ELECTION OF STAFF CONT'D:

- H. The following person(s) as non-certified substitute teacher(s) with receipt of an emergency permit, subject to assignment by the Superintendent of Schools, at the salary and/or 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 during the 2019-2020 school year:

Courtney E. Baumer (effective 03/04/20)

8.6 OTHER

- A. Approve Daniel Hensley as the Strength and Conditioning Coach at the high school fitness center from June 8, 2020, to July 30, 2020, for up to 4 hours per day, 4 days per 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.

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. Approximately 15 senior CTE students, accompanied by two staff members, to travel to various companies in Williamsport during March-May 2020 to learn more about job opportunities. Transportation will be provided in the district vans.
- B. Approximately 100 first grade students from Cochran Primary School, accompanied by their teachers, to travel to Reptiland during May 2020. District transportation is requested. All costs will be paid by the Cochran PTO.

10.1 Approve the following student trips cont'd:

- C. Approximately 130 first grade students from Jackson Primary School, accompanied by their teachers and aides, to travel to T&D's Cats of the World and Lewisburg Park during May 2020. District transportation is requested. All costs will be paid by the Jackson PTO.
- D. Four (4) life skills students from the Williamsport Area Middle School, accompanied by their teacher and aides, to travel to Lock Haven University during April 2020 to attend Kent's Fest. District transportation is requested and will be paid through the special education budget.
- E. Four (4) band students from the Williamsport Area High School, accompanied by their teacher, to travel to Honesdale for three days during March 2020 to participate in the PMEA Region 4 Honors Band. Transportation will be provided by the parents. One substitute will be required for two days.
- F. Four (4) autistic support students from Jackson Primary School, accompanied by their teacher, to travel to Lock Haven University during April 2020 to attend Kent's Fest. District transportation is requested and will be paid through the special education budget.
- G. Eight (8) Key Club members from the Williamsport Area High School, accompanied by their advisors, to travel to State College for three days during March 2020 to attend the state Key Club convention. Transportation will be provided in the district van. All costs will be paid through Key Club funds.
- H. Seven (7) autistic support students from Stevens Primary School, accompanied by their teacher and aides, to travel to Lock Haven University during April 2020 to attend Kent's Fest. District transportation is requested and will be paid through the special education budget.
- I. Thirty-five (35) School-to-Work students from the Williamsport Area High School, accompanied by staff members, to travel to the Genetti Hotel during May 2020 to attend the annual STW breakfast. District transportation is requested and will be paid through the special education breakfast.
- J. Six (6) autistic support students from Curtin Intermediate School, accompanied by their teacher and aides, to travel to Lock Haven University during April 2020 to attend Kent's Fest. District transportation is requested and will be paid through the special education budget.
- K. Approximately 10 Williamsport Area High School seniors, accompanied by staff members, to travel to Penn College during March, April, and May 2020 for transition purposes. District transportation will be provided by existing district transportation.

10.1 Approve the following student trips cont'd:

- L. Six (6) Williamsport Area Middle School students, accompanied by their teacher and aides, to travel to Lock Haven University during April 2020 to attend Kent's Fest. District transportation is requested and will be paid through the special education budget.
- M. Seven (7) Curtin and Lycoming Valley Intermediate Students, accompanied by their teachers, to travel to Lycoming College during March 2020 to participate in the K'Nex STEM Design Challenge. The students will be transported by an administrator. One substitute will be required for the day.

BIDS/CONTRACTS

- 11.1 Approve the Declaration of Restrictions and Covenants associated with the Post Construction Stormwater Management for the Athletic Stadium Renovations and NPDES Permit #PAG02004114002(1); and authorize the document to be recorded with the Lycoming County Recorder of Deeds.
- 11.2 Approve the Notice of Termination associated with the Millionaire Drive Project and NPDES Permit #PA410037; and authorize the document to be recorded with the Lycoming County Conservation District.
- 11.3 Approve an estimate from Loffredo's Tree Trimming & Removal, 536 S. Broad Street, Jersey Shore PA 17740 to remove (5) trees and grind (6) stumps at Cochran Primary School for the amount of \$4,700.00. Funds will come from the Maintenance & Facilities budget.
- 11.4 Authorize the District's participation in the Commonwealth of Pennsylvania Department of General Services Costars (sodium chloride) road salt contract program for the 2020-2021 school year.

TAX ITEMS – None

TRANSPORTATION - None

The motion carried.

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

Dr. Bowers gave the Board an update on the following topics.

- A letter and social media post was sent out regarding coronavirus. The guidelines include the precautions for flu season – practice good hygiene and custodial cleaning will pay particular attention to the high touch areas.

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

- Meetings with individual budget managers are going well. Wanda, Brett and Dr. Bowers, have spent the last couple of weeks meeting to discuss individual budgets with the budget managers.
- Curtin Yam Jam is Friday, March 6.
- Career Fair will be held at the middle school on March 12.

ITEMS FROM BOARD MEMBERS – None

ITEMS FROM PUBLIC – There were no further items from the public.

President Baer announced an executive session for personnel and attorney advisement will follow the meeting.

Upon motion made by Dr. Penman, seconded by Mrs. Reeves and carried the meeting adjourned at 7:05 PM.

Wanda M. Erb, Board Secretary