

May 15, 2018

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, May 15, 2018, beginning at 6:01 p.m. 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, Brett C. Confair, Patrick A. Dixon, Jennifer Lake, Jane L. Penman, Nancy Story Somers, Spencer E. Sweeting, Adam C. Welteroth.

ABSENT: Marc D. Schefsky.

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

APPROVAL OF MINUTES: None

Student Representatives: Kyle Andrews and Anna Vaughn Stewart reported on the current events at the high school.

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

A. Outstanding Student Recognition

- James Boone, a 12th grade student from Williamsport Area High School – Presented by Brandon Pardoe, Principal.
- Morgan Marty, a 12th grade student from Williamsport Area High School - Presented by Brandon Pardoe, Principal.
- Anna Vaughn Stewart, a 12th grade student from Williamsport Area High School - Presented by Brandon Pardoe, Principal.

B. Congratulations to the following WAHS students for competing at the SKILLS USA competition in Hershey, PA. There were more than 800 high school students competing in various competitions. Our students represented Williamsport's CTE program very well.

- McKenzie DeShong Pin Design 1st of 12
- Emma Mercer - Advertising Design 5th of 10
- Colt McGinniss - Computer Service 6th of 11
- Eli Doebler-Wyland and Jeff Fuqua - Web Design 7th of 9
- Sean Bush and Dominic Horn 7- Mechatronics 11th of 13

C. Foreign Exchange Student Recognition

- Francisco Javier Albors Rodriguez (Spain) – Host parents are Carole and Todd Fausnaught
- Lucas Tavares Naief (Italy) – Host parent Christine Kavanagh

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

D. Congratulations to the following students for being selected as 2017 Junior Rotarians:

- Ella Wilson – Curtin Intermediate School
- Jack Klingler – Curtin Intermediate School
- Rebeka Krebs – Lycoming Valley Intermediate School
- Spencer Sponhouse – Lycoming Valley Intermediate School
- Makayla Hamm – Williamsport Area Middle School
- Nelson MacDonald – Williamsport Area Middle School

Committee Reports by Board Members - None

Motion made by Dr. Penman, seconded by Mr. Welteroth to approve the balance of the agenda and addendum.

The motion carried unanimously.

FINANCE REPORT

5.1 Approve the following financial reports:

A. Treasurer’s Report for the month of April 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
05/15/18	\$838,532.77	05/15/18A	19,164.01
05/15/18B	14,295.72	05/01/018C	6,541.06
05/15/18D	2,220,450.73	05/15/18E	115,030.87
05/15/18F	1,934.22	05/15/18G	1,568,662.41
05/15/18H	6,933.90		

5.3 Approve a new Earned Income Tax checking account through PNC Bank for operating costs of the Municipal and School Income Tax Office.

5.4 Approve budget transfers for FY18, dated March 21, 2018 to May 8, 2018, as presented in accordance with Section 609 of the Public School Code of 1949, as amended:

BOARD POLICY

6.1 Approve the second reading and Board adoption of policy 216 “Student Records” of the Williamsport Area School District Board Policy.

CURRICULUM REPORT

- 7.1 Approve the BLaST Special Education Agreement for the 2018-2019 school year. The agreement covers the responsibilities of both Intermediate Unit #17 and the Williamsport Area School District with regard to the provision of special education services to school-age children. The amount of the contract is \$322,930.41 and will be paid in five (5) installments of \$64,586.08 through the IDEA and ACCESS programs.
- 7.2 Approve the Montgomery County Intermediate Unit #23 Intergovernmental Agreement for the 2018-2019 school year. The agreement covers the responsibilities of both the Intermediate Unit #23 and the Williamsport Area School District with regard to the provision of special education services for a school-age student. The amount of the contract is \$62,435.00 and will be paid through the special education budget in four (4) installments and reconciled on actual services provided.
- 7.3 Approve an agreement for the 2018-19 school year with BLaST Intermediate Unit #17 for educational services at the LaSa Quik residential program located in the Williamsport Area School District. The cost of these services are paid by the student's home school district, and are billed through Child Accounting and the Business office.
- 7.4 Approve the agreement with Living Unlimited, Inc. Service Provider to provide vocational and community adjustment (VCAP) services to the students involved with the Williamsport Area School District. This includes direct and indirect services associated with VCAP held in Williamsport one (1) day per week for six (6) weeks. The cost per student per session includes transportation to and from the site, music intervention group, social skills training, vocational skills group and session progress documentation. The amount of the contract is \$290 per student per session (\$1160 - \$1450) and will be paid through IDEA funding.
- 7.5 Approve the John Hopkins University course Calculus III. This request includes offering 1.0 Williamsport Area High School Credit, and including the course on the student's transcript as a 1.4 weight, commensurate with dual enrollment courses. The course will be considered as meeting a core requirement. The course will factor into the grade point average and will contribute to class rank as long as the student's total credits do not exceed eight (8) for the 2018-19 school year. The course description has been reviewed and approved by the high school principal. The cost for the course is the responsibility of the family unless agreed upon by the district. The final grade must be reported to the school on an official John Hopkins University transcript to be included in GPA and class rank.
- 7.6 Approve a services agreement with John Hopkins Talented Youth Center to give the district access to John Hopkins online dual enrollment courses. The agreement will remain in place through June 30, 2020. There is no cost to the district unless students are taking courses through this program.

CURRICULUM REPORT CONT'D:

- 7.7 Approve approximately five to ten Williamsport Area High School rising seniors to participate in the Cooperative Education Program during Summer 2018. The program would operate from June 11 through August 17, 2018 at a cost not to exceed \$1,092.00 for the cost of the co-op coordinator's compensation. Costs would be paid through the CTE budget.

PERSONNEL REPORT

8.1 RESIGNATIONS

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

- A. Bernard J. Meyer, Jr., full-time Science at the high school, for the purpose of retirement, effective December 31, 2018.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Bernard J. Meyer, Jr., from service in the Williamsport Area Schools and expresses its sincere appreciation for his 26½ years of dedicated service to our school system as a teacher. It further expresses the hope that his years of retirement will be many and richly rewarding.

- B. Alesha C. Emery, full-time Special Education (Learning Support) teacher at Curtin Intermediate School, for personal reasons, effective June 7, 2018.
- C. Demarr S. Wright, Girls Basketball Head Coach at the high school, for personal reasons, effective May 4, 2018.
- D. Rodney W. Sones, Assistant Cheerleading Coach at the high school, for personal reasons, effective June 29, 2018.
- E. Bernard O. Rockwell, full-time Maintenance Specialist for the District, for the purpose of retirement, effective June 1, 2018.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Bernard O. Rockwell from service in the Williamsport Area Schools and expresses its sincere appreciation for his 37 years of dedicated service to our school system as a maintenance specialist and custodian. It further expresses the hope that his years of retirement will be many and richly rewarding.

8.2 LEAVES OF ABSENCE

Approve the following leave(s) of absence:

- A. David L. Gingery*, full-time Tax Examiner in the Tax Office, for an unpaid leave, effective May 1, 2018, through June 29, 2018.
- B. Kimberly L. Kaiser*, full-time Custodian at the high school, for an unpaid leave, effective May 18, 2018, through June 29, 2018.
- C. Catherine L. Williams, full-time Custodian at the middle school, for an unpaid leave, effective April 20, 2018, through May 15, 2018.
- D. Robert T. Zarzyczny, full-time Custodian Pool Maintenance/Groundskeeper at the high school, for an unpaid leave, effective May 1, 2018, through June 20, 2018.
- E. Erin M. Weaver*, full-time 5th Grade teacher at Curtin Intermediate School, for an unpaid leave, effective May 9, 2018, through June 7, 2018.

8.3 ELECTION OF STAFF

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

- A. The following persons as Acceleration Summer School teachers (Face-to-Face in classroom) at the high school, effective dates as indicated below, at the rate established in the Agreement by and between the Board of School Directors and the Williamsport Education Association (\$31.20 per hour or contract rate):
One-half (.5) credit courses, 60 hours per course:

Physical Education: Jordan C. Yohn
(effective June 11, 2018 through June 29, 2018)

Career Pathways/Financial Literacy: Marianne J. Wimer
(effective June 11, 2018 through June 29, 2018)

Health 01: Zakory E. Herman
(effective July 9, 2018 through July 27, 2018)

One (1) credit courses, 120 hours per course:

Civics and Government Honors: Thomas W. Rinker
(effective June 11, 2018 through August 3, 2018)

World History Honors: Thomas W. Rinker
(effective June 11, 2018 through August 3, 2018)

8.3 ELECTION OF STAFF CONT'D:

- B. The following persons as Hybrid Delivery Face-to-Face and On-Line Summer School Credit Recovery Remediation and Acceleration teachers, effective June 9, 2018 through August 3, 2018, as needed, at the summer school contract rate of \$31.20 per hour, not to exceed the hours listed below.

Course hours will be determined by student registrations:

- 11 or more students per course – 80 hours with 20 hours face-to face
- 6-10 students per course – 60 hours with 20 hours face-to-face
- 1-5 students per course – 30 hours with 10 hours face-to-face

English: Michael A. Murafka

English: Amy R. Mahon

Mathematics: Patricia A. Miller

Mathematics: Amy M. Weaver

Chemistry: Andrew L. Paulhamus

Biology: Andrew L. Paulhamus

Social Studies: Thomas W. Rinker

- C. The following persons as Hybrid Face-to-Face and On-Line Summer School Keystone Remediation teachers, effective July 9, 2018 through July 27, 2018, as needed, at the summer school contract rate of \$31.20 per hour, not to exceed the maximum of 60 hours per course, with a minimum of 20 hours face-to-face (.5 credit course):

Michael A. Murafka

Patricia A. Miller

Nicholas E. Yevics

Meldon L. Mitstifer III

Andrew L. Paulhamus

- D. The following persons as substitute teachers for the various summer school programs offered at the high school as needed at the summer school rate of \$31.20 per hour:

Christine Wagner

Elizabeth J. Segraves

Ryan C. Moon

Meldon L. Mitstifer III

Diane E. Welch

8.3 ELECTION OF STAFF CONT'D:

- E. The following persons as Summer School teachers (Face-to-Face in classroom) at the middle school, effective dates of June 11-29, 2018, and July 9-27, 2018, at the summer school contract rate of \$31.20 per hour, not to exceed three hours daily:

English:	Lisa A. Walter
Mathematics:	Diane E. Welch
Science:	Meldon L. Mitstifer III
Social Studies:	Patrick R. Menges

- F. The following Career and Technical Education teachers at the high school as production printers, effective June 9, 2018, at the rate established in the Agreement by and between the Board of Directors of the Williamsport Area School District and the Williamsport Education Association (\$26.21 per hour or contract rate):

Timothy A. Miller
David E. Gephart

- G. The following as part-time printer's helpers, at the salary rates indicated, for the actual number of hours worked, effective June 9, 2018 (*pending receipt of all clearances and other necessary paperwork):

Emma M. Mercer*	\$7.25 per hour
-----------------	-----------------

- H. 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:

Christine A. Jansen (effective May 16, 2018)
Kelly S. Sponhouse (effective May 16, 2018)

- I. The following substitute security, with a base wage rate of \$10.00 per hour, for the actual number of hours worked:

Taylor L. Donahay (effective 05/26/18)

- J. The following food service workers at their current contract rate to help with printing/laminating café cards tentatively on August 22, 2018, at the DSC from 8:00 a.m. – 4:00 p.m.:

Joy L. Aderhold	Virginia M. Bartron
Debra A. Schomburg	Mary K. Dulaney

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

- A. **Rescind this item that was originally approved at the May 1, 2018 School Board Meeting:** Consider approving payment of shift differential from 3:00 p.m. to 6:30 p.m., as per the WAESP contract, for the WAMS and WAHS Groundskeeper positions during the Spring/Summer Season, as a result of a change in the work schedule hours to 10:00 a.m. to 6:30 p.m. The Spring/Summer Season will run from May 1st to November 1st of each school year.

8.5 OTHER

- A. Approve 2018-19 Substitute Rates for **Certified** Substitute Professional Employees as follows:

Category I: Casual substitutes for multiple assignments of a short duration, less than forty-five (45) total days in any one (1) school year, shall be paid at the rate of \$120.00 per diem. Substitute teachers in Category I will be paid for the full day when the substitute teacher is assigned for the full day and workday is shortened by weather emergencies, delayed starts or early dismissals. Substitute teachers who are originally assigned for less than a full day will receive payment for the portion of the day worked.

Category II: Category II: Casual substituting for multiple assignments exceeding forty-five (45) total days in any one (1) school year shall be paid at the rate of \$130.00 per diem for days beyond the 45th day. Substitute teachers in Category II will be paid for the full day when the substitute teacher is assigned for a full day and the workday is shortened by weather emergencies, delayed starts or early dismissals. Substitute teachers who are originally assigned for less than a full day, such as half-day kindergarten or half-day inservice, will receive payment for the portion of the day worked.

Category III: Casual substituting in one (1) continuous assignment exceeding thirty (30) days in duration shall be paid beginning on the 31st day of this specific assignment at the rate of Step 1 Bachelor's per diem for days beyond the 31st day in continuous assignment. In addition, said substitute will receive the difference between Step 1 Bachelor's per diem and the substitute per diem rate of \$120.00/\$130.00 for the first thirty (30) days service when provided in continuous assignment.

Bonus Payment

Substitute teachers who provide daily substitute services to the district in Category I, II or III will be eligible for a bonus payment of \$300.00 following the 30th, 60th, 90th, 120th, and 150th day of substitute service in any of the classifications. Daily substitutes would be eligible for a total bonus for the year up to \$1,500.00 (for 150 days substitute service to the district). Substitute days do not have to be provided in consecutive days to be eligible for bonus payments.

8.5 OTHER CONT'D:

- B. Approve 2018-19 Substitute Rates for **Non-Certified** Substitute Professional Employees as follows:

Category I: Casual substitutes for multiple assignments of a short duration, less than forty-five (45) total days in any one (1) school year, shall be paid at the rate of \$90.00 per diem. Substitute teachers in Category I will be paid for the full day when the substitute teacher is assigned for the full day and workday is shortened by weather emergencies, delayed starts or early dismissals. Substitute teachers who are originally assigned for less than a full day will receive payment for the portion of the day worked.

Category II: Category II: Casual substituting for multiple assignments exceeding forty-five (45) total days in any one (1) school year shall be paid at the rate of \$110.00 per diem for days beyond the 45th day. Substitute teachers in Category II will be paid for the full day when the substitute teacher is assigned for a full day and the workday is shortened by weather emergencies, delayed starts or early dismissals. Substitute teachers who are originally assigned for less than a full day will receive payment for the portion of the day worked.

Bonus Payment

Substitute teachers who provide daily substitute services to the district in Category I, II or III will be eligible for a bonus payment of \$300.00 following the 30th, 60th, 90th, 120th, and 150th day of substitute service in any of the classifications. Daily substitutes would be eligible for a total bonus for the year up to \$1,500.00 (for 150 days substitute service to the district). Substitute days do not have to be provided in consecutive days to be eligible for bonus payments.

- C. Approve 2018-19 Substitute Rates for Substitute Support Staff Employees as follows:

1. Administrative Support, \$9.00 per hour
2. Instructional/Clerk Aide, \$9.00 per hour
3. Custodian/Stock Clerk, \$9.00 per hour
4. Weekend Security, \$10.00 per hour
5. Food Service, \$9.00 per hour
6. Sign Language Interpreter, \$20.00 per hour
7. Health Technical – LPN, \$20.00 per hour
8. Health Technical – RN, \$32.00 per hour
9. Technical Support, \$11.00 per hour

8.5 OTHER CONT'D:

- C Approve 2018-19 Substitute Rates for Substitute Support Staff Employees as follows cont'd:

Substitutes employed in the same assignment more than ten (10) consecutive days shall be paid in accordance with the new hire rate as determined by the appropriate collective bargaining agreement. If the substitute rate is higher than the new hire rate, the substitute shall continue to be paid at the higher substitute rate.

Day-to-day substitutes who have provided five (5) years of services to the District as a substitute will be eligible for an increase of \$1.00 in the hourly substitute rate, but will not exceed the starting rate for full time positions (reflected on the contract wage schedule).

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 130 performing music students from the Williamsport Area Middle School, accompanied by their teachers, to travel to Knoebel's Grove during May 2018 to perform. Transportation will be provided by contract carrier. Two substitutes will be required for the day.
- B. Twelve (12) members of Curtin Intermediate School's Brass Band and String Quartet, accompanied by their teachers and parents, to travel to Knoebel's Grove during May 2018 to perform on the main stage. The students will be transported by their parents.
- C. Eight (8) emotional support students from Lycoming Valley Middle School, accompanied by their teacher and two other staff members, to travel to Grace Buffet (Montoursville) as a culminating activity for their social skills program. The students will be transported by the staff members. All costs will be paid through the special education budget.

BIDS/CONTRACTS.

- 11.1 Approve the quotation for the installation of floor sleeves in the Williamsport Area High School gymnasium floor for the volleyball program at a cost of \$4,060.00 from BR Linwell Enterprises LLC of Springbrook Township, PA. The cost of the project to be paid out of general fund.

TAX ITEMS

- 12.1 Refund 2017 real estate taxes to Benjamin Stopper, Jr., parcel 71-004-232, in the amount of \$10,960.04. The court ordered a reduction in assessment.
- 12.2 Refund 2017 real estate taxes to Casey and Brandi Stopper, parcel 71-012-862, in the amount of \$11,424.64. The court ordered a reduction in assessment.

SUPERINTENDENT'S REPORT – Dr. Bigger

Dr. Bigger stated that the Keystone Exams are currently underway.

Dr. Bigger reminded the board of the Poptastik Concert on May 30th and that commencement is June 7th.

ITEMS FROM BOARD MEMBERS - None

ITEMS FROM PUBLIC

Gretchen Phillips Fisher a district resident spoke regarding a special needs bus issue.

Dr. John Weaver, John Shableski and Lauri Rintelman all district residents spoke in favor of keeping the library position that the board is thinking of cutting.

Upon motion made by Dr. Penman, seconded by Mr. Welteroth and carried the meeting adjourned at 7:06 PM.

Brett A. Leinbach, Acting Board Secretary