

Williamsport Area School District

Board of Directors Meeting

May 18, 2021
6:00 p.m.

****Meeting will be held in the auditorium of the
Williamsport Area High School****

AGENDA

1. **CALL TO ORDER**
2. **OPENING EXERCISES – Mr. Patrick Dixon**

SILENT REFLECTION

DISTRICT VISION

Our vision is that we are a community where the community is proud of the school district, takes ownership of it, and feels they are getting value from their investment in it.

DISTRICT SHARED VALUES

As members of the Williamsport Area School District community, we value extended learning opportunities and experiential opportunities available to each child.

PSBA EFFECTIVE SCHOOL GOVERNANCE STANDARD 2 (a)

The Williamsport Area School Board will model responsible governance and leadership by staying current with changing needs and requirements by reviewing educational literature, attending professional development opportunities prior to Board service and continuously during Board service, and preparing to make informed decisions.

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 we should recognize that the primary responsibility of the Board is to adopt policies by which the schools are to be administered.

PLEDGE OF ALLEGIANCE

3. **APPROVAL OF MINUTES:** Regular Meeting–May 4, 2021; Special Meeting–May 11, 2021
4. **REPORTS TO THE BOARD**
- 4.1 **BOARD PRESIDENT’S REPORT – Ms. Lori A. Baer**

- A. Consider term renewals for the following individuals as members of the Williamsport Area School District Education Foundation Board of Directors, effective July 1, 2021, through June 30, 2024, as recommended by the Williamsport Area School District Education Foundation: Dr. Brooke Beiter, Mrs. Rose-Marie Gross and Mrs. Allison Staiman.

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 April 2021:

5.2 Consider authorizing payment of invoices and services rendered by the list submitted from May 5, 2021 to May 18, 2021 and direct the officers of the Board of School Directors to execute the same:

General Fund	\$618,748.47
Athletic Fund	600.00
EIT Operating Fund	4,615.90
Food Service Fund	109,951.32
Payroll Fund	794,696.77
PLGIT Capital Projects Fund	58,655.46
Student Activities Fund	<u>1,866.00</u>
TOTAL	\$1,589,133.92

5.3 Consider approving budget transfers for FY21, dated April 14, 2021 to May 18, 2021, as presented in accordance with Section 609 of the Public School Code of 1949, as amended:

5.4 Consider approving the transfer of \$656,536 from the General Fund fund balance to the Capital Reserve Fund. The \$500,000 is earmarked for the Ball Mills Project and the remaining balance will be used to supplement current capital reserve funds for future projects.

6. BOARD POLICY – None at this time

7. CURRICULUM REPORT

Questions may be directed to Dr. Bigger.

7.1 Consider approving an agreement with BLaST Intermediate Unit 17 for educational services at the LASA Quik residential program located in the Williamsport Area School District for the 2021-22 school year. The cost of these services are paid by the student’s home school district, and are billed through Child Accounting and the Business Office.

7.2 Consider approving an IDEA contract with BLaST Intermediate Unit 17 for the 2021-22 school year. The provisions of the contract stipulate that the Intermediate Unit will release funding to the school district to support the provision of the programs and services to students with disabilities. The amount of the contract is \$874,508.00.

7. CURRICULUM REPORT CONT'D:

- 7.3 Consider approving the 2021 Extended School Year (ESY) tuition agreement with New Story School to provide three (3) students with special education requirements all related services at the following rates of two (2) students at \$270.00 per day and one (1) student at \$500.00 per day. Costs will be paid through IDEA funds.
- 7.4 Consider approving the BLaST Special Education Agreement for the 2021-2022 school year. The agreement covers the responsibilities of both the Intermediate Unit #17 and the Williamsport Area School District in regard to the provision of special education services to school-age children. The amount of the contract is \$585,326.98 and will be paid in five (5) installments of \$117,065.40 through the IDEA and ACCESS programs.

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. Olivia K. Erb, part-time Aide (Non-Special Education) at Curtin Intermediate School, for personal reasons, effective June 10, 2021.
- B. Quin R. Webb, full-time Custodian Floater (2nd shift) for the District, verbal resignation for personal reasons, effective May 4, 2021.
- C. Teresa M. Willets, part-time Food Service Worker at the high school, for personal reasons, effective May 4, 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 May 11, 2021, through June 30, 2021.
- B. Lauren L. Zehner*, full-time Special Education teacher at Lycoming Valley Intermediate School, for an unpaid leave effective June 3, 2021, through June 10, 2021.
- C. Laura J. Kittle, part-time Aide (Special Education) at Lycoming Valley Intermediate School, for an unpaid leave effective May 3, 2021, through June 29, 2021.

8.3* ELECTION OF STAFF

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

- A. Nikki L. D. Baney as a temporary professional employee, effective with the 2021-2022 school term (tentative date is August 26, 2021), to be currently assigned to teach Kindergarten at Hepburn Lycoming Primary School, at a salary rate of Step 1, master's, \$55,645, pending receipt of updated clearances and all required documentation (replacing Terrie Campana, retired). Ms. Baney will also be scheduled to participate in Induction Program activities before the start of the 2021-2022 school term.
- B. Elena M. Benavidez as a temporary professional employee, effective with the 2021-2022 school term (tentative date is August 26, 2021), to be currently assigned to teach 3rd Grade at Cochran Primary School, at a salary rate of Step 1, bachelor's, \$52,582 (replacing Elizabeth Sauers, transferred). Ms. Benavidez will also be scheduled to participate in Induction Program activities before the start of the 2021-2022 school term.
- C. Chelsi R. Hendricks as a professional employee, effective with the 2021-2022 school term (tentative date is August 26, 2021), to be currently assigned to teach Kindergarten at the Jackson Primary School, at a salary rate of Step 1, master's, \$55,645, pending receipt of updated clearances and all required documentation (replacing Julie Welliver, retired). Ms. Hendricks will also be scheduled to participate in Induction Program activities before the start of the 2021-2022 school term.
- D. Vincent M. Krum as a temporary professional employee, effective with the 2021-2022 school term (tentative date is August 26, 2021), to be currently assigned to teach 1st Grade at Cochran Primary School, at a salary rate of Step 1, bachelor's, \$52,582, pending receipt of PDE certification and all required documentation (replacing Renee Bower, retired). Mr. Krum will also be scheduled to participate in Induction Program activities before the start of the 2021-2022 school term.
- E. Matthew C. Oldt II to be currently assigned to full-time Groundskeeper/Custodian Class 2 (250 day, 8 hours per day, 1st Shift) at the high school, with a base wage rate of \$37,620, prorated (\$18.81 per hour), effective May 24, 2021 (replacing Michael Schaeffer, transferred).
- F. The following persons as Summer School teachers (all lessons will be completed through Schoology) at the high school, effective dates of June 14, 2021, through July 2, 2021 and July 12, 2021, through July 30, 2021 (no school on July 5, 2021), at the rate established in the Agreement by and between the Board of School Directors and the Williamsport Education Association (\$31.20 per hour). Teachers will offer weekly individual and/or small group tutorial time as needed:

8.3* ELECTION OF STAFF CONT'D:

F. The following persons as Summer School teachers cont'd:

Physical Education/Health (.5 credit): Joseph R. Eaton
Physical Education/Health (.5 credit): Jeremy S. Steppe
Physical Education/Health (.5 credit): Jennifer S. Rodgers

G. The following persons as Summer School teachers (all lessons will be completed through Schoology) at the high school, effective dates of June 14, 2021, through August 6, 2021 (no school on July 5, 2021), at the rate established in the Agreement by and between the Board of School Directors and the Williamsport Education Association (\$31.20 per hour). Teachers will offer weekly individual and/or small group tutorial time as needed:

Mathematics/Geometry H (1.0 credit): Clark D. Sarge

H. The following persons as Academic Recovery – 5th Marking Period teachers at the high school and the middle school, effective of June 14, 2021, through July 2, 2021, at the rate established in the Agreement by and between the Board of School Directors and the Williamsport Education Association (\$31.20 per hour):

Mathematics: Brittany T. Naculich
Mathematics: Jacob T. Anderson
Mathematics: Diane E. Welch
English: Ashley V. Muchler
English: Brandon M. Lusk
Special Education & English: George H. Plowman, Jr.
Social Studies: Geoffrey S. Waltz
Special Education: Marcia L. McCann
Special Education: Makenzie C. Ryan

I. The following persons as teachers for COVID Mitigation/Recoupment for Special Education Elementary (3rd through 6th grade) Students to be held at the middle school, effective of June 14, 2021, through July 2, 2021, at the rate established in the Agreement by and between the Board of School Directors and the Williamsport Education Association (\$31.20 per hour):

Special Education: Marcia L. McCann
Special Education: Casey M. Murtagh

J. 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:

Melissa S. Martin (effective 05/19/21)

8.3* ELECTION OF STAFF CONT'D:

- K. 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:

Vincent M. Krum (effective 05/17/21)
Mackenzie C. Ryan (effective 05/17/21)
Karrie A. Snyder (effective 05/17/21)
Megan E. Snyder (effective 05/17/21)
Skylar J. Young (effective 05/17/21)

- L. Wanda M. Erb as Board Secretary/Business Administrator of the Williamsport Area School District for a term of four years, effective July 1, 2021.

Section 404 of the Public School Code of 1949, as amended, established a four-year term of office, for the Board Secretary. Since Board Policy 005 specifies that the Secretary shall also be the Business Administrator of the School District, the term of office of the Business Administrator coincides with that of the position of Secretary.

- M. Brett L. Leinbach as Treasurer of the Williamsport Area School District for a term of one year, effective July 1, 2021.

Section 404 of the Public School Code of 1949, as amended, established a one-year term of office for the Treasurer.

8.4* POSITION CHANGES

Consider approving the following position change(s):

- A. Adam L. Paulhamus from a full-time 5th Grade teacher at Curtin Intermediate School to full-time Assistant Principal (205 day) at Curtin Intermediate School effective August 6, 2021, at a salary of \$70,600 and benefits as provided in the Act 93 Compensation Plan (replacing William Rathjen, retired).
- B. Erin F. Brouse from a full-time Title I Reading Specialist and Elementary Instructional Coach at Cochran Primary School to full-time Assistant Principal (205 day) at Jackson Primary School effective August 6, 2021, at a salary of \$87,446 and benefits as provided in the Act 93 Compensation Plan, pending PDE Principal certification (replacing Tyler Barth, resigned).

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.

10. STUDENT/COMMUNITY ACTIVITIES – None at this time

Questions may be directed to Dr. Bigger

11. BIDS/CONTRACTS

Questions may be directed to Mrs. Erb.

11.1 Consider approving 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 01, 2021 and shall continue for a three (3) year term, at a cost of \$60,537; \$62,656 and \$64,775, respectively. Costs are budgeted in the Plant Operations budget.

11.2 Consider approving the renewal of the contract with The Nutrition Group to provide Food Services Management services for the 2021-2022 school year. District approval is subject to final approval by the Pennsylvania Department of Education Division of Food and Nutrition.

11.3 Consider approving the trade-in of four vehicles and the lease of five (5) new 2022 vehicles under the Master Lease Agreement with Enterprise Fleet Management. This trade is allowing the district to have newer vehicles and reduce our annual lease by approximately \$3,000.

11.4 Consider approving the leasing of three 2022 vehicles with Enterprise Fleet Management for the Student Services Department at an annual costs of approximately \$18,000 per year.

12. TAX ITEMS – None at this time.

13. TRANSPORTATION – None at this time.

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.