

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, November 1, 2016, 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, Robin J. Knauth, Jennifer Lake, Jerene A. Milliken, Jane L. Penman, Nancy Story Somers, Spencer E. Sweeting, Scott R. Williams.

ABSENT: None

OPENING EXERCISES were provided by Mr. Spencer Sweeting

APPROVAL OF MINUTES: Regular Meeting – October 18, 2016

Student Representatives' Report – Alisha Chen and Jack Holmes reported on the news at the High School.

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

- A. Congratulations to William Knauth who won the District IV, Class AAA Golf Championship for the 3rd consecutive year.
 - B. Congratulations to Amanda Southard who won the District II/IV Class AAA singles Girls Tennis Championship.
 - C. Congratulations to the Williamsport Area High School girls' tennis team, under the direction of coach, John Dorner, for winning the District II/IV Class AAA district title.
 - D. Jamie Doyle, Managing Director with PFM Financial Advisors LLC , presented information on the proposed funding to refinance the Series A of 2009 and Series of 2013 bond issues and reviewed the maximum parameters. Silvia Shin, Bond Counsel with the firm of Saul Ewing, LLP, reviewed the resolution necessary to proceed with the refinancing.
- 5.4 Motion made by Dr. Story Somers, seconded by Mrs. Milliken, to approve the following resolution regarding the incurrence of nonelectoral debt.

Authorizing the incurrence of nonelectoral debt of the Williamsport Area School District (the "**school district**") by the issuance of general obligation bonds, series of 2016 and general obligation bonds, series of 2016a, in a maximum aggregate principal amount not to exceed \$11,000,000 for the purpose of financing a refunding program and paying the costs of issuing the bonds; finding that a private negotiated sale is in the best financial interest of the school district; accepting a proposal for the purchase of the bonds; authorizing the preparation and filing of a debt statement and other

documentation; covenanting to create a sinking fund and to budget, appropriate and pay debt service on the bonds and pledging the full faith, credit and taxing power of the school district for the bonds; setting forth the substantial forms of the bond; setting forth parameters for the maximum principal maturity amounts and dates and maximum interest rates and other details of the bonds; authorizing the execution of a continuing disclosure agreement or supplement to an existing continuing disclosure agreement; appointing a paying agent and sinking fund depository; and authorizing other necessary action.

The motion carried by a unanimous roll call

Brad Lenig, a district resident and parent, presented a petition to the board expressing concerns that the current situation at Cochran Primary School for parent drop off and pickup in unacceptable and unsafe. The petition requests the district build a drop off/pick up loop in the front of the building on Cherry Street.

Committee Reports by Board Members - None

A motion was made by Dr. Penman and seconded by Mrs. Milliken to approve the minutes, agenda, and the addendum. Ms. Baer abstained from voting on Agenda Item No. 8.3D.

The motion carried by a unanimous roll call.

After some discussion regarding the emergency need to repair the sewer line that connects the Technology Wing and the stadium at the high school, a motion was made by Dr. Story Somers and seconded by Mr. Sweeting to approve Amendment No. 10 for additional work under the Performance Based Energy Savings Agreement with McClure Company to repair the sewer line at the Williamsport Area High School at a cost not to exceed \$72,000.00. Cost of the additional work will be funded by the Capital Reserve Fund.

The motion carried by a unanimous roll call.

FINANCE REPORT

5.1 Approve the following financial reports:

A. Payroll Report for the month of October 2016:

General Fund – Unrestricted	\$2,868,427.11
General Fund – Restricted	149,582.32
Food Service Fund	95,319.92
Earned Income Tax	44,151.11
Student Activities	<u>2,932.60</u>
TOTAL	\$3,160,413.06

- 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
11/01/16	\$398,608.01	11/01/16A	158,431.57
11/01/16B	3,428.30	11/01/16C	3,299.37
11/01/16D	1,446,692.78	11/01/16E	146,251.30
11/01/16F	53,294.20		

- 5.3 Approve the 2017-2018 Budget Development Calendar.

BOARD POLICY

- 6.1 Approve the first reading of policy 201 “Admission of Students” of the Williamsport Area School District Board Policy.

CURRICULUM REPORT

- 7.1 Approve an educational enhancement to our Soil Science and Nutrient Fertilization curriculum in the Horticulture program by adding a poultry portion to the curriculum (see attachment).
- 7.2 Approve the Lycoming College course Environmental Economics. 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 will contribute to class rank. 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 June 1st on an official Lycoming College transcript to be included in GPA and class rank.
- 7.3 Approve the Lycoming College course Multivariable Calculus. 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 will contribute to class rank. 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 June 1st on an official Lycoming College transcript to be included in GPA and class rank.
- 7.4 Approve the Lycoming College course Intermediate German 1. The request includes offering 1.0 Williamsport High School elective credit and will factor into the grade point average for the student and will appear on their transcript. This course will not count towards class rank. 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 June 1st on an official Lycoming College transcript to be included in GPA.

CURRICULUM REPORT CONT'D:

- 7.5 Renew the contract with John A. Pellegrino, D.O., 1300 Fairfield Family Practice, P.C. as school physician and medical director for the 2016-2017 school year at a fee of \$5,000. This represents no increase in costs over the 2015-2016 school year. Funds are budgeted in the Student Services budget.
- 7.6 Approve an agreement with local consultant, Cori Cotner, to provide Grade 2 PA Core ELA Standards training. Ms. Cotner will provide 12 PLC sessions of consultation. Sessions will occur November 2016 – January 2017 at the cost of \$1,200 funded through Title II.
- 7.7 Approve an agreement with local consultant, Cori Cotner, to write and submit an ACT 45 proposal for the Williamsport Area School District. Ms. Cotner will pursue the writing of an ACT 45 professional development plan for administrators. This will allow the district to deliver and report Act 45 hours directly to PDE on behalf of participating administrators (internal and external) at the cost of \$2,000 funded through Title II.

PERSONNEL REPORT

8.1 RESIGNATIONS

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

- A. Mark R. Hannagan, full-time Director of Instructional/Administrative Technology, for the District, for the purpose of retirement, effective June 30, 2017.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Mark R. Hannagan from service in the Williamsport Area Schools and expresses its sincere appreciation for his 11 years of dedicated service to our school system as an administrator. It further expresses the hope that his years of retirement will be many and richly rewarding.

- B. Nannette M. Zapola, full-time Administrative Support II (205 day) at Jackson Primary School, for the purpose of retirement, effective January 23, 2017.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Nannette M. Zapola from service in the Williamsport Area Schools and expresses its sincere appreciation for her over 30 years of dedicated service to our school system as administrative support. It further expresses the hope that her years of retirement will be many and richly rewarding.

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

- A. Harry R. Boring, Jr., part-time Custodian at the high school, extension of an unpaid leave, effective October 20, 2016, through December 1, 2016.
- B. Mary A. Kimble, part-time Instructional Support Aide at the high school, for an unpaid leave, effective October 31, 2016, through November 14, 2016.
- C. Elizabeth W. Stahlnecker, part-time Food Service Worker at Hepburn-Lycoming Primary School, extension of an unpaid leave, effective November 1, 2016, through November 30, 2016.

8.3* ELECTION OF STAFF

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

- A. Jordan N. Frantz, 538 Dutchtown Rd., Muncy, as full-time Tax Examiner (245 days, 7½ hours per day) in the Tax Office at the District Service Center, with a base wage rate of \$37,761, prorated (\$20.55 per hour), effective November 9, 2016 (replacing Ruth Brewer, retired).
- B. Donald J. Turner, 406 Highland Terrace, Williamsport, as a part-time Instructional Support Aide/Autistic Support (up to 185 days per year, prorated; up to 5 hours per day) at Lycoming Valley Intermediate School, with a base wage rate of \$14.38 per hour, effective November 2, 2016 (replacing Diane Ferguson, transferred).
- C. Phyllis J. Sieber, 61 Roderick Rd., Williamsport, as Keystone Testing Coordinator at the high school, to be paid at the current summer school/adult evening school teacher rate, and responsibilities for the position will be completed outside of the contractual day. Based upon both testing windows, the maximum number of hours paid during the school year will be 80. The Keystone Coordinator position will be responsible to ensure compliance with all PDE requirements for Keystone Testing.
- D. The following winter sport coaches at the respective schools for the 2016-2017 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

Boys Basketball

Head Coach:	Allen V. Taylor (5)	\$8,858
Varsity Assistant:	Terrill A. Seward (5)	\$4,429
Ninth Grade Coach:	Dontahe W. Jordan (2) *	\$3,060
Ninth Grade Coach:	Ethan S. Lee (4)	\$3,420

8.3* ELECTION OF STAFF CONT'D:

- D. The following winter sport coaches at the respective schools for the 2016-2017 cont'd:

Williamsport Area High SchoolGirls Basketball

Head Coach:	Demarr S. Wright (5) [approved 6/7/16]	\$8,000
Varsity Assistant:	Jenna C. Morgan (5)	\$4,000
Ninth Grade Coach:	Carinne A. Johnson (2) *	\$3,060

Wrestling

Head Coach:	Brian J. Nasdeo (5)	\$8,858
Varsity Assistant:	Drew E. Dickey (5)	\$3,600

Boys and Girls Swimming & Diving

Head Coach:	TBA	
Assistant Varsity:	TBA	
Assistant Varsity:	Andrea M. McDonough-Varner (1)	\$2,040
Diving Co-Assistant Varsity:	Nicole L. (Pish) Gilson (5)	\$1,400
Diving Co-Assistant Varsity:	Whitney Dudek (5)	\$1,400
Volunteer:	Jessica C. Wiehagen	---

Williamsport Area Middle SchoolBoys Basketball-Cherry

8 th Grade Head Coach:	TBA	
7 th Grade Head Coach:	TBA	

Boys Basketball-White

8 th Grade Head Coach:	Brandon M. Lusk (5)	\$2,914
7 th Grade Head Coach:	Michael A. Alston, Jr. (1)	\$2,380

Girls Basketball

Volunteer:	Dana L. Smith	---
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Wrestling

MS Lead Coach:	James M. Hockenberry (5)	\$3,200
MS Assistant Coach:	Keith E. Segraves (5)	\$2,800
MS Assistant Coach:	Leroy Harmon, Jr. (1)	\$2,380
Volunteer:	Randy L. Williamson, Elementary Coordinator	
Volunteer:	Benjamin H. Laurenson III	---
Volunteer:	Jared Mahon	---

- E. The following food service staff to work for the Strengthening Families Dinner at the middle school on November 2, 2016, and November 16, 2016 from 4:30 p.m. to 6:00 p.m. at their current contract rate:

Debra A. Schomburg	110 Evergreen Rd., Hughesville
Teresa D. Snook	612 Ames Place, Williamsport
Laurie L. Ault	88 S. Grandview Ave., Cogan Station

8.3* ELECTION OF STAFF CONT'D:

- F. 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 2016-2017 school year:

Lauren L. Walker	1800 David Ave., Williamsport
Tess A. Pearson	1029 Rural Ave., Williamsport

- G. 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:

Nick Lopez, Jr.	135 South Broad St., Jersey Shore
Loriann E. Rose	107 Parkwood St., Williamsport

- H. 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/hr.; up to a maximum of 180 days per year) and only for the actual number of hours assigned and worked:

Jesse B. Brinkerhoff	1577 Overbrook Rd., Williamsport
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8.4* POSITION CHANGES

Approve the following position change(s):

- A. Jeremy W. Bouse, 2515 Grand St., Williamsport, has requested to return to part-time Instructional Support Aide at the high school effective October 24, 2016. Mr. Bouse was recently approved for a position change to full-time Auxiliary Custodian (up to 250 day, up to 8 hours per day) for the District, which was effective October 17, 2016 (originally approved on 10/18/16 Agenda).
- B. Gregory R. Fair, 2023 New Lawn Ave., Williamsport, from a part-time Custodian (2nd shift) at Jackson Primary School to a full-time Auxiliary Custodian (up to 250 day, up to 8 hours per day) for the District, with a base wage rate of \$38,240, prorated, (\$19.12 per hour), effective October 24, 2016 (replacing Richard McDonald, transferred).
- C. Kimberly E. Robinson, 4546 S. 220 Highway, Linden, from a part-time Instructional Support Aide at the middle school to a part-time Instructional Support Aide/Life Skills Support (185 days, 5 hours per day), at the middle school with a base wage rate of \$13.20 per hour, effective date to be determined (replacing Jenny Canfield, transferred).

8.4* POSITION CHANGES CONT'D:

- D. Robert E. Keeler, 2013 Warrensville Rd., Montoursville, from part-time Custodian at Hepburn-Lycoming Primary School to temporary full-time Custodian (2nd shift; 8 hours per day, 5 days per week) at Lycoming Valley Intermediate School with a base wage rate of \$36,540, prorated, (\$18.27 per hour). This temporary position was originally effective August 1, 2016, through September 30, 2016. This position was extended from October 1, 2016, through October 16, 2106 (replacing Robert Emerick, transferred; temporary position is without benefits).
- E. James L. Bigelow, 49 Wyndmere Dr., Williamsport, from substitute custodian to a part-time Custodian (2nd shift; 250 days, prorated; 5 hours per day) at the high school, with a base wage rate of \$12.62 per hour, effective November 2, 2016 (replacing Jason Pick, transferred).
- F. Jeffery B. O'Neill, 1860 Kenyon Ave., Cogan Station, from substitute custodian to a part-time Custodian (2nd shift; 250 days, prorated; 5 hours per day) at the high school, with a base wage rate of \$12.62 per hour, effective November 2, 2016 (replacing Logan Liberti, resigned).

8.5 CONTRACTED SERVICES

- A. Authorize Maxim Healthcare Services, Inc. d/b/a Maxim Staffing Solutions, 1000 Commerce Park Drive, Suite 104, Williamsport, to provide health care providers services as needed at the rates listed below for hours worked for the Williamsport Area School District, effective November 2, 2016, through November 1, 2017.

RN - \$65 per hour
LPN - \$50 per hour
PCA/PARA - \$30 per hour
PT/OT - \$80 per hour

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 10 Williamsport Area High School students, accompanied by their teachers, to travel to Susquehanna University during November 2016 to attend a variety of writing workshops and information sessions. District transportation is requested and will be paid through the language arts budget. One substitute will be required for the day.
- B. Twelve (12) eighth grade students from the Williamsport Area Middle School, accompanied by their teacher, to travel to the Lycoming County SPCA where they will use audio and video persuasive techniques to help dogs find new homes. District transportation is requested and will be paid through the language arts budget.
- C. Sixty (60) second grade students from Stevens Primary School, accompanied by their teachers and aides, to travel to Bald Eagle State Park during June 2017 to participate in a variety of experiences. District transportation is requested. All costs will be paid by the Stevens PTA.
- D. Approximately 125 first grade students from Cochran Primary School, accompanied by their teachers and parent chaperones, to travel to the Corning Museum of Glass during May 2016. District transportation is requested. All costs will be paid by the Cochran PTO.
- E. Four (4) Williamsport Area Middle School Builders Club members, accompanied by their teacher, to travel to the Genetti Hotel during November 2016. The students will be sharing information about their projects with the Kiwanis Club. The students will be transported by their teacher. There will be no cost to the district.
- F. Nine (9) Williamsport Area Middle School SWPB winners, accompanied by a staff member, to travel to Wine and Design as a reward on a date to be determined in November or December 2016. Transportation will be in the district van.
- G. Approximately 20 members of Curtin Intermediate School's orchestra chamber ensemble, accompanied by their teacher and parent volunteers, to travel to Cochran Primary School during November 2016 to perform. The students will be transported by their teacher and participating parents.

STUDENT/COMMUNITY ACTIVITIES CONT'D:

10.2 Approve the following request for facility use:

- A. Pennsylvania Interscholastic Athletic Association, (PIAA) to use the Large Group Instruction room at the middle school on Monday, February 6, 2017 from 6:00 p.m. until 9:00 p.m. to hold referee testing. The PIAA is requesting relief of the occupancy fee estimated at \$50.00. Certificate on Insurance on file.

BIDS/CONTRACTS – None

TAX ITEMS

12.1 Approve the following tax summaries.

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

Thanked all involved with making the Chamber PM Exchange at the High School a success. The Alabaster Coffee cart was showcased during the event.

Thanked the Sun-Gazette for the many recent positive articles about our district.

ITEMS FROM BOARD MEMBERS

Dr. Knauth reported that the district's concert schedule for this week is posted on Facebook.

Dr. Penman reminded the board that our varsity boys and girls soccer playoffs will be starting on Wednesday at 4:30 PM at the Balls Mills Soccer Complex.

ITEMS FROM PUBLIC - None

President Baer announced that an Executive Session for a confidential student matter and personnel would be held after the board meeting.

Upon motion made by Mrs. Lake, seconded by Mrs. Milliken and carried, the meeting adjourned at 6:38PM.

Jeffrey L. Richards, Board Secretary