

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 10, 2020, beginning at 6:12 p.m. in the Auditorium of the Williamsport Area High School, 2990 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, Jennifer Lake, Jane L. Penman, Star Poole, Barbara D. Reeves, Marc D. Schefsky (arrived 6:22 pm), Nancy Somers.

**ABSENT:** Adam C. Welteroth

President announced that an executive session was held prior to tonight's meeting for personnel reasons.

**OPENING EXERCISES – Mrs. Barbara Reeves**

Motion was made by Dr. Penman, seconded by Mrs. Lake for an omnibus to include the minutes from October 20 and 27, 2020 meetings, the agenda and the addendum, excluding Item 8.3 I.

**APPROVAL OF MINUTES:** Regular Meeting – October 20, 2020  
Special Meeting – October 27, 2020

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

- A. Retroactively approve a change to the Williamsport Area School District's Health and Safety Plan from Hybrid Alternate Schedule Phase to In-Person Instruction Phase to be submitted to the Pennsylvania Department of Education.
- B. Approve Mr. Stan Cary to serve as a member of the Williamsport Area School District Education Foundation Board of Directors, effective November 11, 2020, through June 30, 2023, as recommended by the Williamsport Area School District Education Foundation. Mr. Cary will fill and replace a community member seat left vacant by Ms. Carol Bresticker, whose term expired.
- C. Approve Dr. Sue Kelley to serve as a member of the Williamsport Area School District Education Foundation Board of Directors, effective November 11, 2020, through June 30, 2023, as recommended by the Williamsport Area School District Education Foundation. Dr. Kelley will fill and replace a community member seat left vacant by Ms. Stephanie Calder, whose term expired.

**FINANCE REPORT**

5.1 Approve the following financial reports:

A. Treasurer's Report for the month of October 2020:

B. Payroll Report for the month of October 2020:

General Fund – Unrestricted	\$2,837,400.56
General Fund – Restricted	194,312.22
Food Service Fund	81,062.00
Earned Income Tax	45,235.48
Student Activities	0.00
TOTAL	<u>\$3,158,010.26</u>

5.2 Authorize payment of invoices and services rendered by the list submitted from October 21, 2020 to November 10, 2020 and direct the officers of the Board of School Directors to execute the same:

General Fund	\$1,722,585.61
Athletic Fund	2,672.00
EIT Operating Fund	425.17
Food Service Fund	2,093.34
Payroll Fund	2,276,105.80
PLGIT Capital Projects Fund	43,924.20
Student Activities Fund	<u>0.00</u>
TOTAL	\$4,047,806.12

5.3 Renew the annual school related organization liability insurance policy with The Cincinnati Insurance Company at a cost of \$895.00. This is the same price as last year.

5.4 Approve FMX Software Solutions, of Columbus, OH for consumable inventory management and maintenance software at a cost of \$2,990.00 for the first 6 months plus a one-time implementation (includes initial and ongoing training & support) fee of \$2,910.00 with an annual fee for 2021-22 of \$5,820.

**BOARD POLICY**

6.1 Approve the second reading and board adoption of policy 204 "Attendance" of the Williamsport Area School District Board Policy.

6.2 Approve the first reading and board adoption of policy 208 "Withdrawal from School" of the Williamsport Area School District Board Policy.

## **CURRICULUM REPORT**

- 7.1 Approve the Apex Learning Course – AP Biology. This request includes offering 1.0 Williamsport Area High School elective credit, and including the course on the student's transcript as a 1.45 weight, commensurate with dual enrollment courses. 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 for the 2020-21 school year. 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 report must be reported to the school on an official Apex Learning transcript before credit is given or transcribed.
- 7.2 Approve the 2020-2021 IDEA Section 619 EI Pass Through Fund Agreement with BLaST Intermediate Unit 17 in the amount of \$9,048.00. The funds will be used toward the provision of special education and related services to 5-year-old students with disabilities enrolled in kindergarten. Costs are budgeted in the special education budget.
- 7.3 Approve the purchase of simulation software – SimuTech Troubleshooting Core Bundle at a cost of \$2,765 from TPC Training, Buffalo Grove, IL. TPC Training is a sole source provider for troubleshooting electrical, control and motor circuits simulations. This software purchase will be utilized by students in the Engineering and Robotics program to gain a thorough understanding of state mandated industry competencies. The core bundle provides students with experiences in troubleshooting electrical circuits, control circuits, and motor circuits. The software purchase has been approved by the Commercial Art Occupational Advisory Committee as well as the Perkins Planning Committee and will be funded through the 2020-21 Perkins Grant.
- 7.4 Retroactively approving the purchase of a Festo TP101 America Pneumatic Trainer at a cost of \$9,791 from Educational Solutions Enterprises. Educational Solutions Enterprises is a sole source provider of Festo Didactic Inc. to sell Festo Didactic and Lab-Volt series Learning Systems to secondary schools and community/technical colleges located in the state of Pennsylvania. This equipment will be utilized by students in the Electromechanical Technology program to gain a thorough understanding of state mandated industry competencies. The equipment purchase has been approved by the Electromechanical Occupational Advisory Committee as well as the Perkins Planning Committee and will be funded through the 2020-21 Perkins Grant.
- 7.5 Approve the purchase of a Konica Minolta Production Color Digital Press at a cost of \$55,410 from TOPP Business Solutions. Pricing for the purchase is based in AEPA/KPN Contract. This equipment will be utilized by students in the Commercial Art and Advertising program to gain a thorough understanding of state mandated industry competencies. The equipment purchase has been approved by the Commercial Art Occupational Advisory Committee as well as the Perkins Planning Committee and will be funded through the 2020-21 Perkins Grant.

## **CURRICULUM REPORT CONT'D:**

- 7.6 Renew the 2020-21 school year contract with the Capital Area Intermediate Unit for Powerschool support and services at a cost of \$53,361.00. Costs will be paid through the Technology Budget.
- 7.7 Approve the 2020-21 Winter Sport Schedule.
- 7.8 Approve the purchase of three (3) Apple computers from Apple through PEPPM and sixteen (16) Dell computers from Dell through COSTARS at a cost of \$23,164.66. Costs are budgeted through the Technology Budget.
- 7.9 Approve the purchase of a Juniper SRX1500 Firewall and 5 year Juniper Next Day Support from CXTEC, 5404 South Bay Road, Syracuse, NY for \$16,916.21. This purchase will be made using PEPPM contract number 528262-009 and will be funded using the County CARES Grant. This equipment replaces a legacy firewall device and will also increase internet bandwidth capacity from 1 GB to 10 GB within the District.
- 7.10 Approve the purchase of (2) Ruckus Zone Director 3000 WiFi Controllers, (667) Ruckus R710 Wireless Access Points, (5) Ruckus 150 Wireless Access Point License Packs, (30) Juniper EX4300 48-port Switches, (7) Juniper SFP Modules and (25) APC Uninterruptable Power Supplies from BLaST Intermediate Unit 17, Williamsport, PA using awarded vendor of their bidding process. Total cost of hardware is \$499,621.09. E-rate Category 2 funding has been awarded in the amount of \$354,730.97, with the District responsibility of \$144,890.12, which will be paid using the Technology Department budget.
- 7.11 Approve BLaST Intermediate Unit 17, Williamsport, PA for the installation of (2) Ruckus Zone Director 3000 WiFi Controllers, (667) Ruckus R710 Wireless Access Points, (5) Ruckus 150 Wireless Access Point License Packs, (30) Juniper EX4300 48-port Switches, (7) Juniper SFP Modules and (25) APC Uninterruptable Power Supplies at a cost of \$45,000. This will be paid through the Technology Reserve.

## **PERSONNEL REPORT**

### **8.1 RESIGNATIONS**

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

- A. Jeremy W. Bouse, part-time Custodian (2<sup>nd</sup> shift) at Lycoming Valley Intermediate School, for personal reasons, effective November 10, 2020.
- B. Krista A. Fagnano, full-time Director of School Health Services for the District, for the purpose of retirement, effective June 11, 2021.

## PERSONNEL REPORT

### 8.1 RESIGNATIONS

- B. Krista A. Fagnano, full-time Director of School Health Services cont'd:

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Krista A. Fagnano from service in the Williamsport Area Schools and expresses its sincere appreciation for her 34½ years of dedicated service to our school system as an administrator and school nurse. It further expresses the hope that her years of retirement will be many and richly rewarding.

- C. Holley R. Fuller, part-time (4/7 time) Art teacher at the high school, for other employment, effective December 22, 2020, or possibly sooner, as administration has determined to hold Ms. Fuller for up to 60 days per PA School Code.

### 8.2\* LEAVE OF ABSENCE

Approve the following leave(s) of absence:

- A. Approve the following employees for paid Special Sick Leave for PSERS purposes for the dates and hours indicated:
- (1) Joshua D. Aarons – October 12, 2020 through October 16, 2020 (35 total hours)
  - (2) Tracie M. Anderson – October 12, 2020 (7 total hours)
  - (3) Jeanette A. Bower – October 12, 2020 through October 16, 2020 (25 total hours)
  - (4) Paula E. Bower – October 19, 2020 through October 23, 2020 (35 total hours)
  - (5) Gerri L. Braggs – October 12, 2020 through October 16, 2020 (35 total hours)
  - (6) Andrea L. Clark – October 20, 2020 through October 23, 2020 (28 total hours)
  - (7) Deena E. Conklin – October 19, 2020 through October 23, 2020 (35 total hours)
  - (8) Charles D. Crews – October 20, 2020 through October 23, 2020 (28 total hours)

8.2\* LEAVE OF ABSENCE

A. Approve the following employees for paid Special Sick Leave for PSERS cont'd:

(9) Seth H. Decker – October 19, 2020 through October 23, 2020 (35 total hours)

(10) William G. Emery – October 12, 2020 through October 16, 2020 (37.5 total hours)

(11) Angela K. Fessler – October 19, 2020 through October 21, 2020 (22.5 total hours)

(12) Roger W. Freed – October 20, 2020 (7.5 total hours)

(13) Rodney N. Jackson – October 20, 2020 through October 23, 2020 (24.5 total hours)

(14) Charles T. Johnson – October 12, 2020 through October 21, 2020 (64 total hours)

(15) Coty L. McCloskey – October 12, 2020 through October 16, 2020 (31.5 total hours)

(16) Jason S. Morgan – October 12, 2020 through October 14, 2020 (17 total hours)

(17) Stephanie M. Pardoe – October 20, 2020 through October 23, 2020 (30 total hours)

(18) Eric M. Speight – October 20, 2020 through October 23, 2020 (28 total hours)

(19) Brenda E. Steele – October 12, 2020 (7 total hours)

(20) Amy M. Weaver – October 20, 2020 through October 23, 2020 (28 total hours)

B. Kristin C. Tate Cowden, full-time Mathematics teacher at the high school, for an extension of her unpaid child rearing leave, effective January 25, 2021, through June 10, 2021.

C. Mary K. Dulaney, full-time Food Service Production Manager at Cochran Primary School, for an extension of an unpaid leave, effective November 1, 2020, through December 31, 2020.

8.2\* LEAVE OF ABSENCE CONT'D:

- D. Jenna L. Fisher, full-time Speech and Language Support teacher at Lycoming Valley Intermediate School, for an unpaid child rearing leave, effective November 19, 2020, through January 22, 2021.
- E. Linda M. Ross, full-time Aide at Jackson Primary School, for an unpaid leave, effective November 20, 2020, through February 19, 2021.
- F. Cindy L. Ryder, full-time Aide (Special Education) at Jackson Primary School, for an unpaid leave, effective October 26, 2020, through November 30, 2020.
- G. Vikki L. Cipriani\*, full-time Social Studies teacher at the middle school, for an unpaid leave, effective November 23, 2020, through February 8, 2021.

8.3\* ELECTION OF STAFF

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

- A. Brittany T. Naculich extended as a long-term substitute teacher effective for the second semester of the 2020-2021 school year (tentative dates of January 25, 2021, through June 10, 2021), unless terminated sooner, as a Mathematics teacher at the high school, at a salary rate of Step 1, bachelor's, \$51,500, prorated (replacing Kristin Tate Cowden, on child rearing leave).
- B. Laura J. Kittle to be currently assigned to a part-time Aide (Special Education; 185 days, 5 hours per day) at Lycoming Valley Intermediate School, with a base wage rate of \$14.97 per hour (with degree rate), effective November 11, 2020 (replacing Brittany Sullenberger, terminated).
- C. The following winter 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 Basketball**

Head Coach:	Allen V. Taylor (5)	\$8,858
Varsity Assistant:	Demarr S. Wright (5)	\$4,000
Nine Grade Coach:	Christopher P. Yoder (5)	\$3,600
Nine Grade Coach:	Ethan S. Lee (5)	\$3,600

## 8.3\* ELECTION OF STAFF CONT'D:

C. The following winter sport coaches at the respective schools cont'd:

**Williamsport Area High School****Girls Basketball**

Head Coach:	Terrill A. Seward (5)	\$8,000
Varsity Assistant:	Sean P. Walker (2)	\$3,400
Ninth Grade Coach:	Samantha M. Lane (4)	\$3,420
Volunteer:	Lawrence J. Manikowski	---
Volunteer:	Dana L. Smith	---

**Wrestling**

Head Coach:	Brian J. Nasdeo (5)	\$8,858
Varsity Assistant:	Drew E. Dickey (5)	\$3,600
Volunteer:	James M. Hockenberry	---
Volunteer:	Benjamin H. Laurenson III	---
Volunteer:	Keith B. Batkowski	---
Volunteer:	Jared M. Mahon	---
Volunteer:	Owen Q. Mahon	---

**Boys and Girls Swimming & Diving**

Head Coach:	Brett L. Johnson (0)	\$3,840
Assistant Varsity:	Susan A. Smith (5)	\$2,400
Assistant Varsity:	Beverly J. Nuttle (1)	\$2,040
Diving Assistant Varsity:	Jeffrey P. Beattie (5)	\$2,800
Volunteer:	Nathan J. Witmer	---

**Williamsport Area Middle School****Boys Basketball**

8 <sup>th</sup> Grade Head Coach:	Brandon M. Lusk (5)	\$2,914
8 <sup>th</sup> Grade Head Coach:	Jeremy D. Rall (2)	\$2,380
7 <sup>th</sup> Grade Head Coach:	TBA	
7 <sup>th</sup> Grade Head Coach:	TBA	

**Wrestling**

MS Lead Coach:	Keith E. Segraves (5)	\$3,200
MS Assistant Coach:	Sean A. Andrews (2)	\$2,380
MS Assistant Coach:	TBA	
Volunteer:	David A. Becker, Elementary Coordinator	---



- C. The following persons to the positions indicated for the 2020-2021 school year at the rates in accordance with the current Agreement by and between the Board of School Director of the Williamsport Area School District and the Williamsport Education Association (**Payment of stipends for the following 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**):

<u>POSITION</u>	<u>TEACHER</u>	<u>STIPEND</u>
<b>BAND</b>		
<u>Williamsport Area High School</u>		
Concert Band Director	Todd L. Kendall (5)	\$2,215
Jazz Band	Todd L. Kendall (5)	\$1,200
<u>Williamsport Area Middle School</u>		
Director	Laura C. Garside (5)	\$1,600
<u>Intermediate School - Directors</u>		
Lycoming Valley	Donald J. Fisher (5)	\$1,329
Curtin	Jeffrey P. Smith (3)	\$1,140
<b>CHORAL</b>		
<u>Williamsport Area High School</u>		
Director	Kent C. Weaver (5)	\$2,215
Director	Samuel A. Robinson (5)	\$2,000
Les Chanteuse	Samuel A. Robinson (5)	\$1,200
GQ	Kent C. Weaver (5)	\$1,200
<u>Williamsport Area Middle School</u>		
Director	Marisa S. Hickey (5)	\$1,600
Director	Samuel A. Robinson (5)	\$1,600
<u>Intermediate School - Directors</u>		
Curtin	Michelle L. Hinkal (5)	\$1,329
Lycoming Valley	Jennifer L. Wright (5)	\$1,249
<b>ORCHESTRA</b>		
<u>Williamsport Area High School</u>		
Director	Matthew A. Radspinner (5)	\$2,215
<u>Williamsport Area Middle School</u>		
Director	Kathleen O. Mondell (5)	\$1,600
<u>Intermediate School - Directors</u>		
Curtin	Anna L. Radspinner (5)	\$1,329
Lycoming Valley	Danielle E. Johnson (5)	\$1,200

8.3\* ELECTION OF STAFF CONT'D:

- D. 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:

Claudine Griffin (effective 11/11/20)

- E. The following substitute health room technician(s), subject to assignment by the Superintendent of Schools, at the hourly rates established by Board policy (LPN--\$20.00 per hour; RN--\$32.00 per hour; up to a maximum of 180 days per year) and only for the actual number of hours assigned and worked:

Kathleen A. Moser (RN) (effective 11/11/20)

- F. The following persons for substitute Temporary Traffic Control and Public Safety Services, with a base wage rate of \$10.00 per hour (same rate as Weekend Security substitutes), for the actual number of hours worked, effective date as indicated:

Richard W. Bacon (effective date to be determined pending required documentation)

- G. Michelle P. Beggs to be currently assigned to a part-time Aide (Special Educ.; 185 days, 5 hours per day) at Hepburn-Lycoming Primary School, with a base wage rate of \$14.97 per hour (with degree rate), effective November 11, 2020 (replacing Jennifer Sullivan-Gross, resigned).

- H. Nyric L. Gosley to be currently assigned to a part-time Aide (Special Educ.; 185 days, 5 hours per day) at the high school, with a base wage rate of \$14.97 per hour (with degree rate), effective November 11, 2020 (replacing Greg Ousley, retired; position revised to part-time).

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

- A. Donna M. Engel from full-time Administrative Support II (245 day, 7½ hours per day) at the middle school to be currently assigned to full-time Administrative Support II, Child Accounting (245 day, 7½ hours per day) in Student Services at the District Service Center, with a base wage rate of \$39,010, prorated (\$21.23 per hour), effective date to be determined (replacing Angela Corey, retired).

- B. Susan M. Estes from full-time Administrative Support I (205 day, 7 hours per day) to be currently assigned to full-time Administrative Support I, Registrar (245 day, 7½ hours per day) in Student Services at the District Service Center, with a base wage rate of \$37,761, prorated (\$20.55 per hour), effective date to be determined (replacing Shelly McKernan, retired).

8.4\* POSITION CHANGES CONT'D:

- C. Susan L. Green administratively transferred from a full-time temporary additional Aide (Special Educ.) position at Hepburn-Lycoming Primary School to be currently assigned to full-time Aide (Special Education; 185 day, 7 hours per day) at Lycoming Valley Intermediate School, with a base wage rate of \$23,996, prorated (\$18.53 per hour), effective November 11, 2020 (required per student IEP).

8.5 SALARY ADJUSTMENTS

- A. Approve a salary adjustment for Frederick E. Wright, Jr. (Zeke), full-time Custodian Supervisor (2<sup>nd</sup> shift) for the District, to \$55,000, prorated, effective November 11, 2020.

**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** – None

**BIDS/CONTRACTS** – None

**TAX ITEMS** – None

**TRANSPORTATION**

- 13.1 Approve the following drivers/monitors/mechanics for STA, Inc. for the 2020-21 school year:

Crystal Hartsock Non CDL Driver/Aide  
Michelle Jones Non CDL Driver/Aide

The motion carried by unanimous 7-0 vote. President Baer abstained from item 8.3 E Girls' Basketball item.

- 8.3 I. Motion made by Dr. Somers, seconded by Dr. Penman to approve the employment contract of Dr. Timothy S. Bowers as Superintendent for the Williamsport Area School District effective July 1, 2021, through June 30, 2026, according to the terms and benefits provided in his employment contract.

Roll Call: Yeas: Ms. Baer, Mr. Dixon, Mrs. Lake, Dr. Penman, Ms. Poole, Mrs. Reeves, Dr. Somers.

Nays: None

Absent: Mr. Welteroth, Mr. Schefsky (hadn't arrived yet)

The motion carried 7-0.

President Baer thanked Dr. Bowers for his service and dedication to the district and looks forward to the future.

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

Dr. Bowers thanked the Board for the vote of confidence and he too looks forward to the future.

Dr. Bowers noted that the Help Desk for students to get content related help is offered Monday through Thursday from 6-8 pm. We have only had one or two students or parents calling in each night. He wants to remind and encourage families to utilize this resource. The district wants to continue to offer the Help Desk but to be financially feasible, it needs to be utilized.

The district's Health & Safety Plan updates were approved as part of the agenda this evening. This includes information regarding our recent decision to transition to the in-person education model. Dr. Bowers briefly reminded everyone that the district will continue to monitor COVID cases and work with the Department of Health. He discussed what occurs if the county falls into the substantial category. The first 7 days that the county is in substantial requires the district to hold an internal meeting and if we are in substantial at the 14 day mark, then an emergency Board meeting may be called to discuss options.

Dr. Bowers thanked the community for their support and noted that the transition to in-person education went smooth.

### **ITEMS FROM BOARD MEMBERS**

Discussion as to whether there is a number of cases that will close a building or the district. Dr. Bowers and Dr. Poole shared that this has been discussed with the Health Department and the key is not the number but where the exposure occurred. Contact tracing is extremely important. Dr. Poole indicated that the Department of Health is not currently recommending that a specific number of cases be the deciding factor so we are not using a certain number. We will continue to work with the Department of Health.

Questions were asked regarding whether we have seen a decrease in elementary absenteeism now that K-6 students have been back in-person for 7 school days. Dr. Poole indicated that we are working diligently with families switching back to the in-person instruction and he has not specifically looked at any changes in the absenteeism rate yet.

November 10, 2020

**ITEMS FROM PUBLIC**

Kelly Jamison-Campbell, district resident, expressed concerns with the district's current literacy program and asked the district to look into a more structured literacy program.

Upon motion made by Dr. Penman, seconded by Mrs. Reeves and carried the meeting adjourned at 6:33 p.m.

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Wanda M. Erb, Board Secretary