

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 15, 2016, beginning at 6:18 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, Spencer E. Sweeting, Scott R. Williams.

ABSENT: Nancy Story Somers.

OPENING EXERCISES were provided by Dr. Jane L. Penman

APPROVAL OF MINUTES: Regular Meeting – November 1, 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. Approve the adjudication of student 16/17-01 resulting from a quasi-judicial hearing held earlier this evening.
- B. Approve the adjudication of student 16/17-02 resulting from a quasi-judicial hearing held earlier this evening.
- C. Approve Kegel Kelin Almy & Lord LLP law firm to assist us with labor and employment legal matters.

Committee Reports by Board Members – None

A motion was made by Mr. Sweeting and seconded by Dr. Penman to approve the minutes, agenda, and the addendum.

The motion carried by a unanimous roll call.

Construction Projects - None

FINANCE REPORT

5.1 Approve the following financial reports:

- A. Treasurer's Report for the month of October 2016:

FINANCE REPORT

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
11/15/16	\$923,009.07	11/15/16A	7,172.22
11/15/16B	2,686.85	11/15/16C	571.84
11/15/16D	1,704,231.01	11/15/16E	724,682.92
11/15/16F	77,412.17	11/15/16G	3,512.83
11/15/16H	109,728.79	11/15/16I	8,000.00

5.3 Renew the annual school related organization liability insurance policy with The Cincinnati Insurance Company at a cost of \$995.00. This is an increase of \$30.00 from last year.

BOARD POLICY

6.1 Approve the second reading and Board adoption of policy 201 “Admission of Students” of the Williamsport Area School District Board Policy.

CURRICULUM REPORT – None

PERSONNEL REPORT

8.1 RESIGNATIONS

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

A. Steven H. Roles, full-time Head Custodian at Stevens Primary School, for the purpose of retirement, effective February 1, 2017.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Steven H. Roles from service in the Williamsport Area Schools and expresses its sincere appreciation for his 20 years of dedicated service to our school system as a custodian. It further expresses the hope that his years of retirement will be many and richly rewarding.

B. Cathy R. Baker, full-time Security/Delivery Person for the District, for the purpose of retirement, effective January 6, 2017.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Cathy R. Baker from service in the Williamsport Area Schools and expresses its sincere appreciation for her 23½ years of dedicated service to our school system as security and cafeteria monitor. 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. Andrea M. Turner*, full-time Special Education teacher at Jackson Primary School, for an unpaid leave, effective November 2, 2016, through December 9, 2016.
- B. Michelle L. Boyles, full-time 2nd Grade teacher at Cochran Primary School, for an unpaid leave, effective November 10, 2016, through December 13, 2016.
- C. Martin W. Williamson, full-time Custodian at the high school, for an unpaid leave, effective October 6, 2016, through November 23, 2016.

8.3* ELECTION OF STAFF

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

- A. 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*):

	<u>Williamsport Area High School</u>	
<u>Boys Basketball</u>		
Volunteer:	Caleb Getty	---

	<u>Williamsport Area Middle School</u>	
<u>Boys Basketball-Cherry</u>		
8 th Grade Head Coach:	Jason A. Ellis (5)	\$3,100

- B. The following staff as substitutes as after school supervision of the Fitness Center at the high school, at the intramural rate of \$16.34 per hour (2016-17 rate) per hour for the actual number of hours worked:

Alicia M. Carnevale	1807 Princeton Ave., Williamsport
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- C. 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:

Timothy A. Bachman	P.O. Box 154, 1096 Park Ave., Woolrich
Ashley C. Shank	401 Hawthorne Ave., Williamsport

8.3* ELECTION OF STAFF CONT'D:

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

Nicole L. Hockman (RN) 115 Johnson Dr., Williamsport

- E. Authorize the execution of an addendum to the contract for Jeffrey Richards, Business Administrator, which will more fully detail the benefits to which he is entitled.
- F. Cassandra L. Carpenter, 1743 Memorial Ave., Williamsport, as a part-time Instructional Support Aide/Autistic Support (up to 185 days per year, prorated; up to 5 hours per day) at Stevens Primary School, with a base wage rate of \$13.20 per hour, effective November 16, 2016 (replacing Mindy Anderson, resigned; part-time position reassigned from Hepburn-Lycoming to Stevens due to student needs).
- G. Valorie L. Singleton, 664 Fifth Ave., Williamsport, as a part-time Instructional Support Aide/Inclusion (up to 185 days per year, prorated; up to 5 hours per day) at the middle school, with a base wage rate of \$13.20 per hour, effective date to be determined (replacing Kimberly Robinson, transferred).
- H. Miranda J. Witt, 2500 Federal Ave., Williamsport, as a part-time Instructional Support Aide/Autistic Support (up to 185 days per year, prorated; up to 5 hours per day) at Stevens Primary School, with a base wage rate of \$13.20 per hour, effective November 17, 2016 (replacing Ilene Butler, transferred).

8.4* POSITION CHANGES

Approve the following position change(s):

- A. Jacqueline J. Morgan, 271 Northway Rd. Ext., Linden, from a full-time Custodian (3rd shift; 250 days, 8 hours per day) at the high school to a full-time Head Custodian (250 days, 8 hours per day) at Cochran Primary School, with a base wage rate of \$41,300, prorated (\$20.65 per hour), effective November 21, 2016 (replacing John Springman III, transferred).
- B. Ilene K. Butler, 96 Aderhold Lane, Williamsport, from a part-time Instructional Support Aide at Stevens Primary School to a full-time Instructional Support Aide/Personal Care Aide (185 days, 7 hours per day) at Hepburn-Lycoming Primary School, with a base wage rate of \$22,119, prorated (\$17.08 per hour), effective November 14, 2016 (replacing Kimberly Matthews, retired; full-time position reassigned from Stevens to Hepburn-Lycoming due to student needs).

8.5 OTHER

- A. Approve a revision of Employee Work Schedule for only employees working in the Tax Office at the DSC. The adjustment will be revising April 17, 2017, to a required work day and switching February 21, 2017 as the required day off for these employees. This revision is being requested to better accommodate our taxpayers.

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 30 Williamsport Area High School students, accompanied by three teachers, to travel to Penn College during December 2016 to participate in a workshop and etiquette luncheon. District transportation is requested and will be paid through the CTE budget. Three substitutes will be required for the day.
- B. Twenty-five (25) students from the district's primary and intermediate schools, accompanied by principals, teachers, and parents, to ride on the Polar Express during December 2016. The trip is a reward for being a winner in the annual holiday essay contest. The students will be transported to the train by their parents. The train ride is paid for by the WASD Education Foundation.
- C. Thirty-six (36) members of the Williamsport Area High School's performing groups GQ and Les Chanteuses, accompanied by their teachers, to travel to the Genetti Hotel during December 2016 to perform for the Rotary Club. District transportation is requested and will be paid through the choral student activity account.
- D. Thirty-six (36) members of the Williamsport Area High School's performing groups GQ and Les Chanteuses, accompanied by their teachers, to travel to the Williamsport Country Club during December 2016 for a community performance. The students will be transported by the teachers and parent volunteers.
- E. Eighteen (18) members of the Williamsport Area High School's performing group Les Chanteuses, accompanied by their teacher, to travel to the Hillside Senior Center during December 2016 for a performance. The students will be transported by the teachers and parent volunteers.

10.1* Approve the following student trips cont'd:

- F. Eighteen (18) members of the Williamsport Area High School's performing group Les Chanteuses, accompanied by their teacher, to travel to the Genetti Hotel during December 2016 to perform for the Kiwanis Club. District transportation is requested and will be paid through the choral student activity account.
- G. Three (3) Williamsport Area High School band students, accompanied by their teacher, to travel to the Visitor's Center in downtown Williamsport during November 2016 to participate in a DCA Championships press conference. The students will be transported in the district van.

BIDS/CONTRACTS

11.1 Approve a bid for nine disinfection machines for the High School at a cost of \$14,642.04 from Hillyard Inc. of Lancaster, PA. Bid was obtained through the state COSTARS program.

TAX ITEMS – None

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

Announced that our football game this Friday night will be held at Selinsgrove Area High School.

Also announced that a professional development day will be held on Monday and parent/teacher conferences on Tuesday and Wednesday of next week.

ITEMS FROM BOARD MEMBERS

President Baer stated that our district has a lot to be proud of both in and out of the classrooms.

Mrs. Milliken said that the past couple of weeks have been difficult for all in the district. She appreciated the compassion of all involved.

ITEMS FROM PUBLIC – None

Upon motion made by Mr. Sweeting, seconded by Mrs. Milliken and carried, the meeting adjourned at 6:27 PM.

Jeffrey L. Richards, Board Secretary