

Williamsport Area
School District

Board of Directors Meeting

October 15, 2019
6:00 p.m.

AGENDA

1. **CALL TO ORDER**
2. **OPENING EXERCISES** – Mrs. Barbara Reeves

SILENT REFLECTION

DISTRICT VISION

Our vision is that we are a community where every child is engaged with a significant mentor or positive role model in addition to family members.

DISTRICT SHARED VALUES

As members of the Williamsport Area School District community, we value different learning styles, abilities and individual aspirations.

PSBA EFFECTIVE SCHOOL GOVERNANCE STANDARD 2 (f)

The Williamsport Area School Board will model responsible governance and leadership by complying with Board policy and all applicable local, state and federal laws and regulations.

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 respect that the Superintendent of Schools and his staff are responsible and accountable for the delivery of the educational programs and the conduct of school operations.

PLEDGE OF ALLEGIANCE

3. **APPROVAL OF MINUTES:** Regular Meeting – October 1, 2019
 - 3.1 Student Representatives – Samiyah Little and Mason Nevill
4. **REPORTS TO THE BOARD**
 - 4.1 **BOARD PRESIDENT’S REPORT** – Ms. Lori A. Baer
 - A. Intermediate Schools data presentation by Mr. David Michaels, Curtin Intermediate Principal; Mr. Tim Fausnaught, Lycoming Valley Intermediate Principal.
 - B. October 1, 2019 Enrollment Report presented by Dr. Richard Poole, Director of Student Services

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 September 2019:

B. Payroll Report for the month of September 2019:

General Fund – Unrestricted	\$2,882,906.50
General Fund – Restricted	201,226.96
Food Service Fund	83,696.24
Earned Income Tax	44,613.87
Student Activities	_____00
TOTAL	\$3,212,443.57

5.2 Consider authorizing 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
10/15/19	\$ 15,947.47	10/15/19A	2,905.78
10/15/19B	2,608.09	10/15/19C	11,767.84
10/15/19D	133,334.51	10/15/19E	104,405.88
10/15/19F	987,719.02	10/15/19G	24,515.80
10/15/19H	17,424.59	10/15/19I	16,251.99
10/15/19J	1,725.65		

5.3 Consider approving the trade of a 1996 Backhoe and the purchase of a Case Compact Wheel Loader with snow pushing box and front loader tines from Groff Tractor at a cost of \$62,495, after \$13,500 trade-in allowance. The purchase will be made through the CoStars State Contract. Approximately \$55,000 would come from the sale of the International Dump truck. The remaining \$6,500 would need to be transferred from reserves.

6. BOARD POLICY

Questions may be directed to Dr. Bowers.

7. CURRICULUM REPORT

Questions may be directed to Dr. Bigger.

- 7.1 Consider approving an inter-district Agreement with Montoursville Area School District to provide supplementary Title I services for educationally disadvantaged children who reside within the Montoursville Area School District but attend St John Neumann Regional Academy located in the Williamsport Area School District. Title I services will be in accordance with the approved Title I equitable nonpublic funding.
- 7.2 Consider approving a Powerschool License and Support Agreement for the 2019-20 school year through CAIU at the cost of \$53,361.00 to be funded through the Technology Department budget.
- 7.3 Consider approving the purchase of a Robinair Recovery/Recycle Machine 34288NI at a cost of \$3,229.99. This equipment will be utilized to help students gain a thorough understanding of state mandated industry competencies in the automotive program and replaces dated equipment. The equipment purchase has been approved by the Automotive Occupational Advisory Committee as well as the Perkins Planning Committee and will be funded through the 2019-2020 Perkins grant.
- 7.4 Consider approving the purchase of 25 Chromebooks and a lockable cart at a total cost of \$8,033.25. This equipment will be utilized to help students gain a thorough understanding of state mandated industry competencies in the Accounting program and replaces dated equipment. The equipment purchase will be funded through the 2019-20 Perkins grant.
- 7.5 Consider approving the purchase of a Stryker Renaissance Stretcher at a total cost of \$2,501.19. This equipment will be utilized to help students gain a thorough understanding of state mandated industry competencies in the Health Professions program and replaces dated equipment. The equipment will be funded through the 2019-20 Perkins grant.
- 7.6 Consider approving the purchase of four (4) Invacare Carroll CS7 Beds at a total cost of \$7,411.00. This equipment will be utilized to help students gain a thorough understanding of state mandated industry competencies in the Health Professions program and replaces dated equipment. The equipment purchase will be funded through the 2019-20 Perkins grant.

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. Consider revising the resignation date for Ipshita Hellberg, full-time Special Education and English teacher at the high school, from October 15, 2019, to October 11, 2019.
- B. Tammy L. Sewell, part-time Food Service Worker at the high school, for other employment, effective October 22, 2019.
- C. Jessica C. Danford, part-time Aide (Non-Special Education) at Lycoming Valley Intermediate School, for other employment, effective October 22, 2019.

8.2 LEAVES OF ABSENCE

Consider approving the following leave(s) of absence:

- A. Kimberly L. Kaiser, full-time Head Custodian at Lycoming Valley Intermediate School, for an unpaid leave, effective October 1, 2019, through November 30, 2019.
- B. Mary Jane Spangler, part-time Custodian at the high school, for an extension of an unpaid leave, effective October 1, 2019, through October 31, 2019.
- C. Kimberly M. Smith, part-time Food Service Worker at the high school, for an unpaid leave, effective August 28, 2019, through September 13, 2019, and September 20, 2019, through October 8, 2019.

8.3* ELECTION OF STAFF

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

- A. Zoie H. Cipriani to be currently assigned to a part-time Aide (Special Education; up to 185 days per year; up to 5 hours per day) at Cochran Primary School, with a base wage rate of \$14.82 per hour (with degree rate), effective October 16, 2019 (replacing Jessica Long, resigned).

8.3* ELECTION OF STAFF CONT'D

- B. The following winter sport coaches at the respective schools for the 2019-2020 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 Middle School

Girls Basketball

Volunteer: Dana L. Smith ---

Wrestling

MS Assistant Coach: Sean A. Andrews (1) * \$2,380

Volunteer: David A. Becker, Elementary Coordinator

- C. The following persons for work on the middle school musical production *Elf, The Musical* to be held on December 6 & 7, 2019, at the rates listed in accordance with the Agreement by and between the Board of School Directors of the Williamsport Area School District and the Williamsport Education Association. This production will take the place of the musical traditionally scheduled in the spring at WAMS:

Marisa S. Hickey	\$1,329
Maureen M. Richards	\$1,200
Edward A. Richards	\$1,329

- D. 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 2019-2020 school year:

Stanley Schuyler, Jr. (effective 10/16/2019)

- E. 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:

Earl Goode (effective date to be determined)
Janice K. Moore (effective 10/16/19)

8.4* POSITION CHANGES – None at this time

8.5 ADJUSTMENTS TO SALARY

- A. Consider approving salary adjustments for the following staff members for credits earned after the Master’s Degree, prior to the beginning of the 2019-2020 school term:

	<u>TOTAL NEW CREDITS</u>	<u>CREDITS TO DATE</u>
Colleen J. Samar	9	18

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. (See attachment)

10. STUDENT/COMMUNITY ACTIVITIES

Questions may be directed to Dr. Bigger.

10.1 Consider approving the following student trips:

All students must be in compliance with the school’s field trip disciplinary requirements in order to participate.

- A. Retroactive approval: Nine (9) student athletes from the Williamsport Area High School, accompanied by the Athletic Director, traveled to Loyalsock High School during October 2019 to attend a leadership workshop.

The students were transported in the district van.

- B. Eight (8) Williamsport Area High School seniors, accompanied by a staff member, to travel to Warrior Run High School during October 2019 to attend a career fair.

Transportation will be provided in the district van.

- C. Approximately 72 second grade students from Stevens Primary School, accompanied by their teachers and aides, to travel to Bald Eagle State Park during May 2019.

District transportation is requested. All costs will be paid by the Stevens PTA.

10. STUDENT/COMMUNITY ACTIVITIES CONT'D

- D. Approximately 200 fifth grade students from Lycoming Valley Intermediate School, accompanied by their teachers and aides, to travel to Lake Tobias Wildlife Park during June 2020.

District transportation is requested. All costs will be paid by the Lycoming Valley PTO.

- E. Fifteen (15) Williamsport Area High School engineering students, accompanied by a teacher and administrator, to travel to Penn College during October 2019 to attend a career day.

District transportation is requested and will be paid through the CTE budget. One substitute is required for the day.

11. BIDS/CONTRACTS – None at this time

Questions may be directed to Mrs. Erb.

12. TAX ITEMS

Questions may be directed to Mrs. Erb.

- 12.1 Consider approving the attached tax summaries.

13. TRANSPORTATION – None at this time

Questions may be directed to Mrs. Erb.

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.