

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, October 17, 2017, 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, Jerene A. Milliken, Jane L. Penman, Nancy Story Somers, Scott R. Williams.

ABSENT: Jennifer Lake, Spencer E. Sweeting.

OPENING EXERCISES were provided by Dr. Jane Penman.

APPROVAL OF MINUTES: Regular Meetings – Regular Meeting – October 3, 2017;
Special Meeting – October 10, 2017

Student Representatives - Anna Vaughn Stewart reported on the news at the High School.

President Baer presented a PSBA Certification of Appreciation to Dr. Penman for her eight years of service on our school Board.

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

- A. Approve the adjudication of student 17/18-05 resulting from a quasi-judicial hearing held earlier this evening.
- B. Approve the adjudication of student 17/18-06 resulting from a quasi-judicial hearing held earlier this evening.
- C. October 1, 2017 Enrollment Report presented by Dr. Richard Poole, Director of Student Services.
- D. Dr. Susie Bigger, Assistant Superintendent, Brandon Pardoe, WAHS Principal, and Bernadette Boerckel, Secondary Curriculum Supervisor, gave a Williamsport Area High School Grading Scale Update presentation that included the following: current grade scale and its limitations, benefits of a new scale, and a recommendation of two scales to consider.
- E. Cancelling the board meetings scheduled to be held on November 7, 2017 and November 21, 2017 and replacing them with a meeting on November 14, 2017.

President Baer announced that an Executive Session for confidential student information was held immediately prior to tonight’s meeting.

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 and to reject all bids received for the Lycoming Valley Intermediate School Paving Project.

The motion carried by a unanimous roll call.

FINANCE REPORT

5.1 Approve the following financial reports:

A. Treasurer's Report for the month of September 2017:

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
10/17/17	\$1,371,092.48	10/17/17A	2,295.95
10/17/17B	479.38	10/17/17C	222.06
10/17/17D	4,544,202.66	10/17/17E	148,227.89
10/17/17F	43,743.35	10/17/17G	18,842.97
10/17/17H	2,724.45	10/17/17I	1,415,129.79

BOARD POLICY – None

CURRICULUM REPORT

7.1 Approve an assembly for Williamsport Area High School math students by magician Richard Benninghoff on December 1, 2017. Mr. Benninghoff will be presenting a magic show that centers around statistics and probability. The cost of \$325.00 will be paid through the high school math budget.

PERSONNEL REPORT

8.1 RESIGNATIONS

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

A. Barbara J. Stiber, part-time Administrative Support I (245 days) in the Curriculum and Data Analysis Departments at the DSC, for the purpose of retirement, effective October 13, 2017.

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

8.1 RESIGNATIONS CONT'D:

- B. Kirsti J. Snyder, full-time Sign Language Interpreter at Hepburn-Lycoming Primary School, for other employment, effective October 27, 2017.
- C. Theresa A. Fatherly, full-time Paraprofessional Intervention Specialist at Williamsport Area High School, in accordance with an executed resignation letter dated October 13, 2017, effective October 13, 2017.

8.2 LEAVES OF ABSENCE

Approve the following leave(s) of absence:

- A. Tracie M. Anderson*, full-time English/Language Arts (7th grade) teacher at the middle school, for an unpaid leave on an intermittent basis (as needed), effective October 16, 2017, through June 7, 2018.
- B. Julie A. Campbell, full-time 4th Grade teacher at Curtin Intermediate School, for an unpaid leave, effective October 16, 2017, through December 21, 2017.
- C. Suzie L. Marshall, full-time Head Custodian at Stevens Primary School, for an unpaid leave, effective September 25, 2017, through October 24, 2017.
- D. Mallory M. Scoppa, part-time Art teacher at the high school, for an unpaid child rearing leave, effective October 10, 2017, through January 19, 2018.

8.3* ELECTION OF STAFF

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

- A. Amanda D. Kozen to be currently assigned as a part-time Administrative Support I (245 days per year, prorated; up to 5 hours per day) in the Tax Office/Business Office at the District Service Center, with a base wage rate of \$13.22 per hour, effective October 18, 2017 (replacing Sandra Dauberman, resigned).
- B. Carol D. Carlini to be currently assigned as a part-time aide (special education; up to 185 days per year, prorated; 5 hours per day) at Lycoming Valley Intermediate School, with a base wage rate of \$14.52 per hour (with degree rate), effective October 18, 2017 (replacing Thomas Burk, abandoned position).
- C. The following teachers as After School Tutors for Middle School Students, effective for the 2017-2018 school year to follow school calendar from Quarter 1 through the end of the school year as needed. Program instructors will staff the program for up to four days per week at the end of the WAMS teacher day (2:50 – 3:50 p.m.) at the rate of \$31.20 per hour plus appropriate benefits, for the actual number of hours worked:

8.3* ELECTION OF STAFF CONT'D:

- C. The following teachers as After School Tutors for Middle School Students cont'd:

Jennie M. Wagner-Guffy	David C. Fink
Phyllis M. McKernan	Diane E. Welch
Marcia L. McCann	Aprie Lu Brennan
Ronald E. Sahm	Tristin R. Forney
Cynthia A. Hamm	Ashley V. Muchler

- D. Clara R. Sponhouse to be currently assigned to part-time aide (special education; up to 185 days per year, prorated; 5 hours per day) at Curtin Intermediate School, with a base wage rate of \$14.52 per hour (with degree rate), effective October 18, 2017 (replacing Kelly Sponhouse, resigned).

- E. 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 2017-2018 school year:

Aaron J. Auchter (effective October 18, 2017)
Jaron J. Beadle (effective October 18, 2017)
Don E. Smith, Jr. (effective October 18, 2017)
Danielle L. Rohler (effective October 18, 2017)

- F. 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:

Ryan M. Mondell (effective October 18, 2017)

- G. 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:

Deborah L. McCollum (effective October 18, 2017)
Joshua D. Aarons (effective pending receipt of updated clearances)

- H. Nicole R. Warfel as a temporary professional employee to be currently assigned to teach 5th Grade at Curtin Intermediate School, at a salary rate of Step 1, bachelor's, at the 2017-2018 school year contract salary rate, effective October 25, 2017 (replacing Danielle Wilson, resigned).

8.3* ELECTION OF STAFF CONT'D:

- I. Susan M. Segraves to be currently assigned to part-time aide (special education; up to 185 days per year, prorated; 5 hours per day) at Lycoming Valley Intermediate School, with a base wage rate of \$14.52 per hour (with degree rate), effective October 19, 2017 (replacing Melissa Metzger, resigned).

8.4* POSITION CHANGES

Approve the following position change(s):

- A. Wendy R. Corey, from a part-time aide at the high school to be currently assigned to a part-time aide (special education; up to 185 days per year, up to 5 hours per day) at the high school, with a base wage rate of \$14.52 per hour (with degree rate), effective October 18, 2017 (replacing Shelly Lewis, transferred).
- B. Margaret A. Kiessling from a part-time food service worker at Lycoming Valley Intermediate School to be currently assigned to part-time food service worker (up to 180 days; 3½ hours per day, 7:00 a.m. – 10:30 a.m.) at the high school, with a base wage rate of \$12.45 per hour, effective October 18, 2017 (replacing Elizabeth Dincher, transferred).
- C. James L. Bigelow from substitute custodian to be currently assigned to a part-time custodian (2nd shift; 250 days, 5 hours per day) at Lycoming Valley Intermediate School, with a base wage rate of \$12.75 per hour, effective October 18, 2017 (replacing Renee Risbon, transferred).

8.5 COMPENSATION PLANS

- A. Adopt a Memorandum of Understanding regarding the Williamsport Area Education Support Professionals Association salary schedules for General Maintenance employees, effective July 1, 2017, through June 30, 2022.

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.

10.1* Approve the following student trips cont'd:

- A. Approximately 410 seventh grade students from the Williamsport Area Middle School, accompanied by their teachers and other staff members, to travel to the Community Arts Center during October 2017 for a performance by Catapult. District transportation is requested. All costs will be paid by Penn College.
- B. Eighty (80) second grade students from Hepburn-Lycoming Primary School, accompanied by their teachers, to travel to Williamsport during October 2017 for a Hiawatha ride and a trolley tour. District transportation is requested. All costs will be paid by the Hepburn PTO.
- C. Twenty-five (25) sixth grade gifted education students from Curtin and Lycoming Valley Intermediate Schools, accompanied by two teachers, to travel to Bloomsburg during November 2017 to visit the Box of Light to learn about animation. District transportation is requested. All costs will be paid through the elementary curriculum budget.
- D. Approximately 377 second grade students from Cochran, Hepburn-Lycoming, Jackson, and Stevens Primary Schools, accompanied by their teachers and aides, to travel to the Community Arts Center during November 2017 to attend a performance of My Father's Dragon. District transportation is requested. All costs will be paid by the First Community Foundation.
- E. Approximately 200 sixth grade students from Curtin Intermediate School, accompanied by their teachers and aides, to travel to Bald Eagle State Park during May 2018 as part of their environmental education studies. District transportation is requested. All costs will be paid by the Curtin PTO.
- F. Six (6) Williamsport Area High School students, accompanied by their teacher, to travel to Pittston during November 2017 to participate in a Scholastic Scrimmage competition. Transportation will be provided in the district van. One substitute will be required for the day.
- G. Twenty-eight (28) life skills students from the Williamsport Area High School, accompanied by their teachers and aides, to travel to Carpenter's Farm (Linden) during October 2017 as part of their monthly lessons. Transportation will be provided through River Valley Transit and will be funded through a donation.
- H. Nine (9) Williamsport Area Middle School students, accompanied by a staff member, to travel to Buffalo Wild Wings as a SWPB reward on a date to be determined in October or November 2017. Transportation will be provided in the district van.
- I. Twenty-five (25) choral students from the Williamsport Area Middle School, accompanied by their teacher, to travel to the Community Theater League during October 2017 to participate in a drama workshop. District transportation is requested and will be shared with the high school students participating in the same workshop. One substitute will be required for the day.

- 10.2 Approve a high school ladies' intramural volleyball program, beginning spring 2018. This will include a position of coach at \$3,000, and startup equipment at an approximate cost of \$3,500. The total approximate cost for the intramural volleyball program is \$6,500.
- 10.3 Approve the following request for facility use:
- A. William Cameron Engine Company/Lewisburg Fire Department to use the pool at the high school on Saturday, October 21, 2017, from 8:30 a.m. to 12:30 p.m. to conduct water rescue certification – for fire department water rescue team. The fire department is requesting relief of the occupancy fees estimated at \$500.00.

BIDS/CONTRACTS

- 11.1 Approve Change Order No. 1 to change the Substantial Completion date from November 27, 2017 to July 31, 2018 and the Final Payment date from December 11, 2017 to August 14, 2018 for the Stevens Primary School Entrance Improvements Project. In addition, several plan sheets have been updated at the request of HRI, Inc. and the discretion of Larson Design Group, Inc. to clarify the proposed lighting and to amend 2 mistakes on sheet numbering.
- 11.2 ~~Discussion on~~ Reject all bids for Lycoming Valley Intermediate School Paving Project.

TAX ITEMS – None

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

Welcomed Nicole Warfel, our new temporary professional employee assigned to teach 5th Grade at Curtin Intermediate School.

Introduced Amy Briggs, our new Secondary Special Education Coordinator, and welcomed her to the district.

ITEMS FROM BOARD MEMBERS – None

ITEMS FROM PUBLIC – None

President Baer announced that an Executive Session for attorney advisement and personnel would be held after the board meeting.

Upon motion made by Dr. Penman, seconded by Dr. Story Somers and carried the meeting adjourned at 6:35 PM.

Jeffrey L. Richards, Board Secretary