

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 4, 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, Scott R. Williams.

ABSENT: Spencer E. Sweeting (arrived at 6:05 PM)

OPENING EXERCISES were provided by Mr. Scott R. Williams.

APPROVAL OF MINUTES: Regular Meeting – September 20, 2016.

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

Mr. Sweeting entered the meeting at 6:05 PM.

Committee Reports by Board Members - None

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

The motion carried by a unanimous roll call.

Construction Projects

- A. Approve Change Order FS-01 from Todd Devin Food Equipment, Inc. for credit for corner guards not installed for the High School Millionaire Café Renovation Project at a decrease in cost of \$400.00.

FINANCE REPORT

5.1 Approve the following financial reports:

- A. Payroll Report for the month of September 2016:

| | |
|-----------------------------|----------------|
| General Fund – Unrestricted | \$4,178,691.42 |
| General Fund – Restricted | 220,905.08 |
| Food Service Fund | 92,582.54 |
| Earned Income Tax | 67,491.72 |
| Student Activities | _____ |
| TOTAL | \$4,559,670.76 |

FINANCE REPORT CONT'D:

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 |
|--------------|--------------|--------------|------------|
| 10/04/16 | \$723,322.34 | 10/04/16A | 7,587.48 |
| 10/04/16B | 5,483.51 | 10/04/16C | 225.54 |
| 10/04/16D | 1,502,819.78 | 10/04/16E | 4,268.34 |
| 10/04/16F | 688,660.90 | 10/04/16G | 156,902.58 |
| 10/04/16H | 120,396.74 | | |

BOARD POLICY – None

CURRICULUM REPORT

- 7.1 Approve Alan St. Jean, children’s author, to give multimedia presentations focusing on the world of writing to the parents and students of Jackson Primary School on October 25, 2016. The cost is \$500 and is budgeted under Title I Parent and Community Services.
- 7.2 Approve the purchase of 130 iPad Air 2’s for Jackson Primary School from Apple, Inc. at a cost of \$58,349.20. Pricing is per Chester County IU State Contract and is funded by KtO.

PERSONNEL REPORT

8.1 RESIGNATIONS

- A. Mindy L. Anderson, part-time Instructional Support Aide at Hepburn-Lycoming Primary School, for other employment, effective October 7, 2016.

8.2 LEAVES OF ABSENCE

Approve the following leave(s) of absence:

- A. Elizabeth W. Stahlnecker, part-time Food Service Worker at Hepburn-Lycoming Primary School, extension of an unpaid leave, effective October 3, 2016, through October 31, 2016.

8.3* ELECTION OF STAFF

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

- A. The following persons to the positions indicated for the 2016-2017 school year at the rates in accordance with the current Agreement by and between the Board of School Directors of the Williamsport Area School District and the Williamsport Education Association:

8.3* ELECTION OF STAFF CONT'D:

- A. The following persons to the positions indicated for the 2016-2017 school year cont'd:

| <u>POSITION</u> | <u>TEACHER</u> | <u>STIPEND</u> |
|--|-----------------------|----------------|
| BAND | | |
| <u>Williamsport Area High School</u> | | |
| Concert Band Director | Todd L. Kendall | \$2,215 |
| Jazz Band | Todd L. Kendall | \$1,200 |
| <u>Williamsport Area Middle School</u> | | |
| Director | Laura C. Garside | \$1,600 |
| <u>Intermediate School - Directors</u> | | |
| Lycoming Valley | Donald J. Fisher | \$1,329 |
| Curtin | Kevin D. Henry | \$1,329 |
| CHORAL | | |
| <u>Williamsport Area High School</u> | | |
| Director | Kent C. Weaver | \$2,215 |
| Director | Samuel A. Robinson | \$1,700 |
| Les Chanteuse | Kent C. Weaver | \$1,200 |
| GQ | Samuel A. Robinson | \$1,020 |
| <u>Williamsport Area Middle School</u> | | |
| Director | Marisa S. Hickey | \$1,600 |
| Director | Lori A. Nelson | \$1,600 |
| <u>Intermediate School - Directors</u> | | |
| Curtin | Michelle L. Hinkal | \$1,329 |
| Curtin | Lori A. Nelson | \$1,200 |
| Lycoming Valley | Jennifer L. Wright | \$1,249 |
| Lycoming Valley | Deborah D. Deck | \$1,329 |
| ORCHESTRA | | |
| <u>Williamsport Area High School</u> | | |
| Director | Matthew A. Radspinner | \$2,215 |
| <u>Williamsport Area Middle School</u> | | |
| Director | Kathleen O. Mondell | \$1,600 |
| <u>Intermediate School - Directors</u> | | |
| Curtin | Anna L. Radspinner | \$1,329 |
| Lycoming Valley | Danielle E. Fassnacht | \$1,140 |

8.3* ELECTION OF STAFF CONT'D:

- B. 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 Middle School</u> | | |
|--|---------------------------|---------|
| <u>Girls Basketball - Cherry</u> | | |
| 8 th Grade Head Coach: | Michael B. Lundy, Jr. (5) | \$2,800 |
| 7 th Grade Head Coach: | Jonaida N. Williams (0)* | \$2,240 |
| <u>Girls Basketball - White</u> | | |
| 8 th Grade Head Coach: | Madina Ali (1)* | \$2,380 |
| 7 th Grade Head Coach: | Samantha M. Lane (0)* | \$2,240 |
| <u>Football Grades 7-12</u> | | |
| Volunteer: | Jakob M. Faust | --- |

- C. The following food service staff to work for the Strengthening Families Dinner at the middle school on October 5, 2016, and October 19, 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 |

- D. 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:

| | |
|--------------------|--------------------------------|
| Thomas R. Griffith | 1434 Warren Ave., Williamsport |
| Bryan F. Stillman | 1879 Ravine Rd., Williamsport |

- 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 2016-2017 school year:

| | |
|-----------------------|-----------------------------------|
| Gwen L. Cebulka | 673 Park Ave., Lock Haven |
| Judith A. Steinhilper | 535 West Fourth St., Williamsport |

8.4* POSITION CHANGES CONT'D:

- B. Paul S. Carpenter, Jr., 1033 Dewey Ave., Williamsport, will be returning to his previous position as full-time Custodian (2nd shift) at Jackson Primary School, effective October 3, 2016. Mr. Carpenter was recently approved for a position change to a full-time Groundskeeper/Custodian, Class 2, at the middle school, effective September 8, 2016 (originally approved on 09/06/16 Agenda).
- C. James R. Meek, 2929 Euclid Ave., Williamsport, will be returning to his previous position as full-time Custodian (2nd shift) at the high school, effective October 3, 2016. Mr. Meek was recently approved for a position change to a full-time Custodian (2nd shift) at Jackson Primary School, effective September 7, 2016 (originally approved on 09/06/16 Agenda).

8.5 CONTRACTED SERVICES

- A. Approve a proposal from Conrad Siegel Actuaries to complete, file and mail required 2016 IRS employee and employer tax forms to comply with mandated Affordable Care Act regulations. The proposal also includes assistance in the review of tracking employee data, benefit eligibility and employee premium cost-sharing, as well as filing corrections. The cost for this service is \$7,900.
- B. Approve Cindi L. Brown, 1209 Main St., Apt. 4, Bloomsburg, qualified interpreter of American Sign Language (ASL) and Pidgin Sign English (PSE) to provide day-to-day substitute interpreter services (as needed) to eligible students at the rate of \$40.00 per hour (\$10.00 for each quarter hour) for hours worked and travel time (not to exceed two hour each day), effective August 29, 2016, through June 7, 2017.

8.6 ATTAINMENT OF TENURE STATUS

- A. Acknowledge the attainment of tenure status of the following teachers, who have successfully completed a three-year probationary period as temporary professional employees with a satisfactory sixth rating, and extending professional employee contracts to them:

Earned January 2016: Ethan S. Lee

| | | |
|-------------------|------------------------|-------------------------|
| Earned June 2016: | Jennipher A. Adams | Alicia M. Carnevale |
| | Kristin C. Tate Cowden | Chelsea Cramer |
| | Danielle E. Fassnacht | Molly Perchinski Forney |
| | Kerri E. Kotch | Kathleen A. Musheno |
| | Lindsey A. Neuhard | Lauren R. Reeder |
| | Ariel A. Thomas | Jordan C. Yohn |

8.7 ADJUSTMENTS TO SALARY

- A. Approve salary adjustments to the level indicated below, effective for the 2016-2017 term, as stipulated in the Agreement between the Board of School Directors and the Williamsport Education Association, for those having earned a Doctorate, Master’s Degree or an Equivalency Certificate prior to the beginning of the 2016-2017 school term:

| | |
|----------------------|-------------------------|
| Billie J. Miller | Doctorate Degree |
| Samuel T. Barnhart | Master’s Degree |
| Dustin B. Brouse | Master’s Degree |
| Tanya E. Brown | Master’s Degree |
| Alicia M. Carnevale | Master’s Degree |
| Vikki L. Cipriani | Master’s Degree |
| Cassandra L. Clausen | Master’s Degree |
| Chad T. Clausen | Master’s Degree |
| Seth H. Decker | Equivalency Certificate |
| Molly P. Forney | Master’s Degree |
| Andrew J. Leigey | Master’s Degree |
| Justin T. Marnon | Master’s Degree |
| Kathleen O. Mondell | Master’s Degree |
| Samantha A. Moon | Master’s Degree |
| Jordan C. Yohn | Master’s Degree |

- B. Approve salary adjustments for the following staff members for credits earned beyond the Master’s Degree or Equivalency Certificate, prior to the beginning of the 2016-2017 school term:

| | TOTAL NEW <u>CREDITS</u> | CREDITS <u>TO DATE</u> | CURRENT <u>SALARY</u> | NEW <u>SALARY</u> |
|-----------------------|--------------------------------|---------------------------|--------------------------|----------------------|
| Marcy L. Garrison | 9 | 18 | \$77,616 | \$77,986 |
| Amy R. Mahon | 18 | 18 | \$77,247 | \$77,986 |
| Katey R. Martin | 9 | 9 | \$51,533 | \$51,903 |
| Elizabeth A. Sauers | 9 | 27 | \$65,789 | \$66,159 |
| Elizabeth J. Segraves | 18 | 18 | \$70,436 | \$71,175 |
| Morgan K. Williams | 18 | 27 | \$70,805 | \$71,544 |

8.8 OTHER

- A. Approve a Keystone Coordinator position at the Williamsport Area High School. This position will 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.

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 126 third grade students from Jackson Primary School, accompanied by their teachers and aides, to travel to Camp Susque (Trout Run) during June 2017 to participate in various environmental studies. District transportation is requested. All costs will be paid by the Jackson PTO.
- B. Approximately 370 seventh grade students from the Williamsport Area Middle School, accompanied by their teachers, to travel to the Community Arts Center during December 2016 to attend a performance of "A Christmas Carol." District transportation is requested. All costs will be paid through a Community Arts Center grant.
- C. All first grade students from Cochran, Hepburn, Jackson, and Stevens Primary Schools, accompanied by their teachers and aides, to travel to the Community Arts Center during December 2016 for a performance. District transportation is requested. All costs will be paid through a Community Arts Center grant.
- D. Approximately 107 kindergarten students from Jackson Primary School, accompanied by their teachers and parent volunteers, to travel to Montoursville during October 2016 to visit the Sensory Gardens. District transportation is requested. All costs will be paid by the Jackson PTO.
- E. Seventy (70) members of the Williamsport Area Middle School eighth grade band, accompanied by their teacher and parent chaperones, to travel to the Williamsport Area High School during October 2016 to learn more about the Marching Millionaires so they can decide whether or not to join next year. District transportation is requested and will be paid by the WAMS PTO.
- F. Nine (9) Williamsport Area High School FBLA members, accompanied by their advisor, to travel to Harrisburg for two days during November 2016 to attend the FBLA State Leadership Workshop. Transportation will be provided in a district van. One substitute will be required for one day.

10.1* Approve the following student trips cont'd:

- G. Retroactive Approval: Six (6) Williamsport Area High School art students, accompanied by their teacher, traveled to Divine Providence Hospital during September 2016 to work on a public art mural. Transportation was provided in the district van. One substitute was required for the day.
- H. Ten (10) Williamsport Area High School engineering and robotics students, accompanied by their teacher, to travel to Penn College during October 2016 to attend Manufacturing Day. District transportation is requested and will be paid by CTE. One substitute is required for the day.
- I. Fifty (50) Williamsport Area Middle School and Williamsport Area High School drama students, accompanied by their teachers, to travel to the Community Theater League during October 2016 to participate in a workshop. District transportation is requested and will be paid through drama department funds. The cost of the workshop will be paid by the participating students. Two substitutes will be required for the day.
- J. Nine (9) Williamsport Area Middle School students, accompanied by a staff member, to travel to Pier 87 on a date to be determined during October or November 2016. The trip is a reward for SWPB winners. Transportation will be provided in the district van.
- K. Twenty-seven (27) early childhood education students from the Williamsport Area High School, accompanied by their teacher and two aides, to travel to Lock Haven University during October 2016 to attend an early childhood program. District transportation is requested and will be paid from the CTE budget. One substitute will be required for half a day.

BIDS/CONTRACTS

- 11.1 Approve the purchase of natural gas from Direct Energy at a fixed price of \$2.457/Dth for a delivery period beginning January 1, 2018 and ending December 31, 2019 for the Williamsport Area High School, Cochran, Jackson, and Stevens Primary Schools, and Curtin and Lycoming Valley Intermediate Schools.
- 11.2 Approve the purchase of natural gas from Direct Energy at a fixed price of \$3.987/Dth for a delivery period beginning January 1, 2018 and ending December 31, 2019 for the Williamsport Area High School Science Labs and the Service Complex.

TAX ITEMS

- 12.1 Approve the following tax summaries:

October 4, 2016

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

Monday is a county wide professional development day.

Our district's RACP grant was not chosen for funding at this time.

ITEMS FROM BOARD MEMBERS

Mr. Sweeting announced that Socktoberfest will be held at Curtin on Friday.

President Baer thanked all who participated and promoted the district during the Lt. Governor's visit.

President Baer reported that Dr. Story Somers, Dr. Bowers, and she will be attending the PSBA conference in Hershey next week. The district will have two presentations by our students at the conference.

ITEMS FROM PUBLIC – None

Upon motion made by Dr. Penman, seconded by Mr. Sweeting and carried, the meeting adjourned at 6:12 PM.

Jeffrey L. Richards, Board Secretary