

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, September 19, 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, Jennifer Lake, Jerene A. Milliken, Nancy Story Somers, Scott R. Williams.

**ABSENT:** Jane L. Penman, Spencer E. Sweeting.

**OPENING EXERCISES** were provided by Ms. Lori A. Baer.

**APPROVAL OF MINUTES:** Regular Meetings – September 5, 2017

**Student Representatives** - Kyle Andrews and Anna Vaughn Stewart - None

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

- A. Approve the adjudication of student 17/18-02 resulting from a quasi-judicial hearing held earlier this evening.
- B. John Killian, Elementary Curriculum Supervisor, and Patti Wylie, Director of Federal Programs, gave an elementary curriculum update that included the following: Go Math Program implementation; updating of district website; engineering units; Wonders ELA Core 4-6 implementation; Wonders pilot for teachers in K, 1, 2, and 3; Treasures ELA Core K-3; RTII; and others

Bernadette Boerckel, Secondary Curriculum Supervisor, gave a secondary curriculum update that included the following: Career and College Readiness – “Career Cruising” Expanded version and Multi-Tiered Systems of Support.

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

- C. Approve amendments to the Williamsport Area School District Education Foundation Bylaws, as recommended by the Williamsport Area School District Education Foundation.
- D. Approve Mr. Michael Beucler to serve as a member of the Williamsport Area School District Education Foundation Board of Directors, effective September 13, 2017, through June 30, 2019, as recommended by the Williamsport Area School District Education Foundation. Mr. Beucler will fill a new community member seat (this is a restructured position originally established as a seat for a support staff member from WASD).

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

- E. Approve Mr. Ed Barone to serve as a member of the Williamsport Area School District Education Foundation Board of Directors, effective September 13, 2017, through June 30, 2020, as recommended by the Williamsport Area School District Education Foundation. Mr. Barone will become a community member with voting power, filling the spot of Dr. Bowers who is moving to an ex-officio member.
- F. Approve Mrs. Stephanie Radulski to serve as a member of the Williamsport Area School District Education Foundation Board of Directors, effective September 13, 2017, through June 30, 2020, as recommended by the Williamsport Area School District Education Foundation. Mrs. Radulski will fill a community member seat left vacant by Mrs. Christine Kavanagh, whose term expired.
- G. Authorize the board secretary to vote for the following candidates to serve as officers for the Pennsylvania School Boards Association for 2018:

President-Elect – David Hutchinson, State College Area SD (Centre Co.)  
Vice President – Eric Wolfgang, Central York SD (York Co.)  
Treasurer – Mike Gossert, Cumberland Valley SD (Cumberland Co.)  
Central At Large (for remainder of term) – Larry Augustine, Selinsgrove Area SD (Snyder Co.)  
PSBA Insurance Trust Trustee (term ends Dec. 31, 2020) – Marianne L. Neel (West Jefferson Hills SD), PSBA Past President

**Committee Reports by Board Members - None**

A motion was made by Mrs. Milliken and seconded by Dr. Knauth to approve the minutes, agenda, and the addendum not including Items 11.3 and 11.4 regarding the Stevens Primary School Entrance Improvements Project. Also, President Baer abstained from voting on Item 8.3B.

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 August 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
09/19/17	\$1,234,669.79	09/19/17A	82,573.49
09/19/17B	31,228.47	09/19/17C	3,760.00
09/19/17D	85,693.17	09/19/17E	100.00
09/19/17F	4,017,207.49	09/19/17G	71,447.47
09/19/17H	820.35	09/19/17I	1,277,521.36
09/19/17J	729,468.75	09/19/17K	574,103.65

**BOARD POLICY – None**

**CURRICULUM REPORT**

- 7.1 Approve a Read Naturally Trainer, at the cost of \$1,571.82, to work with middle school seventh grade ELA and SE teachers. The trainer will remain available to our staff to answer questions throughout the year. The cost will be \$1,571.82 and will be funded through Title II.
- 7.2 Approve the purchase of 180 Lenovo Chromebooks for Curtin and Lycoming Valley Intermediate Schools. Each grade at each building will receive 30 computers for a total of 90 computers per buildings. Costs will be funded by the technology budget.
- 7.3 Approve Wilson Language to provide a Foundations Level 2 training to the district's second grade teachers on September 18, 2017 at Hepburn-Lycoming Primary School. The cost will be \$2,200 and is budgeted under Title II.

**PERSONNEL REPORT**

**8.1 RESIGNATIONS**

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

- A. Jeffrey L. Richards, full-time Business Administrator/Board Secretary for the District, for the purpose of retirement, effective April 6, 2018.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Jeffrey L. Richards from service in the Williamsport Area Schools and expresses its sincere appreciation for his almost 9½ years of dedicated service to our school system as an administrator. It further expresses the hope that his years of retirement will be many and richly rewarding.

- B. Christina M. Weitlich, full-time Sign Language Interpreter Aide at Lycoming Valley Intermediate School, for the purpose of retirement, effective December 21, 2017.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Christina M. Weitlich from service in the Williamsport Area Schools and expresses its sincere appreciation for her almost 22½ years of dedicated service to our school system as an aide. It further expresses the hope that her years of retirement will be many and richly rewarding.

- C. Zachary D. Clark, part-time Custodian at Hepburn-Lycoming Primary School, for other employment, effective September 1, 2017.
- D. Erica Y. McCann, part-time Instructional Support Aide/Autistic Support at the middle school, for personal reasons, effective September 29, 2017.

8.1 RESIGNATIONS CONT'D:

- E. Tara A. Yokitis resigning from her position as Assistant Varsity Coach for the WAHS Softball team, effective September 19, 2017 (Mrs. Yokitis will continue as a Science teacher at the high school).
- F. Quintan T. Bower resigning from his position as Head Coach for the WAHS Softball team, effective September 19, 2017.

8.2 LEAVES OF ABSENCE

Approve the following leave(s) of absence:

- A. Donna Gadson, part-time Instructional Support Aide at the high school, extension of an unpaid leave, effective September 18, 2017, through December 12, 2017.

8.3\* ELECTION OF STAFF

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

- A. Susan E. Heller (Allen) to be currently assigned to part-time aide (non-special education; up to 185 days per year, prorated; 5 hours per day) at Jackson Primary School, with a base wage rate of \$13.33 per hour (without degree rate), effective September 20, 2017 (replacing Pam Bartholomew, resigned).
- B. The following winter sport coaches at the respective schools for the 2017-2018 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 - Cherry**

8 <sup>th</sup> Grade Head Coach:	Michael B. Lundy, Jr. (5)	\$2,800
7 <sup>th</sup> Grade Head Coach:	Kristin N. Duck (2)	\$2,380

**Girls Basketball - White**

8 <sup>th</sup> Grade Head Coach:	Megan K. Collins (5)	\$2,800
7 <sup>th</sup> Grade Head Coach:	TBA	

Volunteer:	Dana L. Smith	---
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**Williamsport Area Middle School**

**Football**

MS Assistant – Cherry:	Robert Joseph (RJ) Haas (0)*	\$2,240
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## 8.3\* ELECTION OF STAFF CONT'D:

- C. The following persons to the positions indicated at the respective schools for the 2017-2018 school year, at the stipends established 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:

Williamsport Area High School

Billtown Banner Editorial Advisor	Amy R. Mahon	\$3,543
Cherry & White Editorial Advisor	Michael A. Murafka	\$3,543
Class of 2018 (Senior) Advisor	Tanya M. Swink	\$1,020
Class of 2019 (Junior) Advisor	Spring M. Moore	\$1,200
Class of 2020 (Sophomore) Co-Advisor	Kristin C. Tate Cowden	\$ 320
Class of 2020 (Sophomore) Co-Advisor	Eric M. Speight	\$ 320
Drama Club Advisor	Marie E. Fox	\$1,600
Future Business Leader Advisor	Marianne J. Wimer	\$ 886
FFA (Future Farmers of America)	Marissa K. Weidensaul	\$ 800
Graduation Coordinator	Laurence J. Flint	\$ 800
Graduation Coordinator	Spring M. Moore	\$ 800
Graduation Coordinator	Marie E. Fox	\$ 800
LaMemoire Editorial Advisor	Nicole L. Pish	\$3,800
National Honor Society	Janine W. Randall	\$ 600
Co-Advisors	Vikki L. Cipriani	\$ 600
National Art Honor Society Advisor	Andrea McDonough-Varner	\$ 800
Publications Business Advisor	Coty L. McCloskey	\$2,660
Student Government Assoc. Advisor	Michelle L. Pulizzi	\$2,040
Pennsylvania Builders Assoc. Advisor	Randy L. Williamson	\$ 800
Skills USA	Karen L. Hill	\$ 800
Skills USA	Shirley J. Laird	\$ 800
Skills USA	Timothy A. Miller	\$ 800

Williamsport Area Middle School

Student Council Co-Advisors	Aprie Lu Brennan	\$ 320
Student Council Co-Advisors	Stefanie M. Welty	\$ 320
Yearbook Advisor	Marcia L. McCann	\$ 760

- D. The following persons to the positions indicated for the 2017-2018 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:

<u>POSITION</u>	<u>TEACHER</u>	<u>STIPEND</u>
<b>BAND</b>		
<u>Williamsport Area High School</u>		
Concert Band Director	Todd L. Kendall	\$2,215
Jazz Band	Todd L. Kendall	\$1,200

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

- D. The following persons to the positions indicated for the 2017-2018 school year cont'd:

<u>POSITION</u>	<u>TEACHER</u>	<u>STIPEND</u>
<b>BAND</b>		
<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	Jeffrey P. Smith	\$ 960
<b>CHORAL</b>		
<u>Williamsport Area High School</u>		
Director	Kent C. Weaver	\$2,215
Director	Samuel A. Robinson	\$1,700
Les Chanteuse	Samuel A. Robinson	\$1,020
GQ	Kent C. Weaver	\$1,200
<u>Williamsport Area Middle School</u>		
Director	Marisa S. Hickey	\$1,600
Director	Samuel A. Robinson	\$1,360
<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
<b>ORCHESTRA</b>		
<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:

- E. The following persons to the positions indicated for the 2017-2018 school year at the rates in accordance with the Agreement by and between the Board of School Directors of the Williamsport Area School District and the Williamsport Education Association (all stipends at contracted rates) [pending completion of all appropriate paperwork\*]:

<u>WAHS Position</u>	<u>Teacher</u>	<u>Stipend</u>
++Wind Technician	TBD	
++Battery Percussion Instructor	Devin T. Welker*	\$ 800
++Front Ensemble Percussion Instructor	Zachary A. Nash*	\$ 800
++Percussion Technician	Brittany T. Naculich*	\$ 800

- F. 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 45<sup>th</sup> 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:

Mitchell D. Floyd  
Judith A. Steinhilper

- G. 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 45<sup>th</sup> day; up to a maximum of 180 days/year) and only for the actual number of hours assigned and worked:

Victoria L. Killoran

- H. The following substitute administrative support only, 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:

Cathy R. Baker

- I. 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:

Rachal D. Clark  
Erica Y. McCann

8.3\* ELECTION OF STAFF CONT'D:

- J. The following substitute custodian(s) and/or event staff, with a base wage rate of \$9.00 and/or \$10.00 per hour, for the actual number of hours worked, effective September 25, 2017:

Isaac M. Buckle

- K. Cheri A. Carson to be currently assigned as a part-time aide (special education; up to 185 days per year, prorated; up to 5 hours per day) at Lycoming Valley Intermediate School, with a base wage rate of \$13.33 per hour (without degree rate), effective October 2, 2017 (replacing Heather Umstead, resigned).
- L. Jeremy D. Rall to be currently assigned to part-time aide (non-special education; up to 185 days per year, prorated; 5 hours per day) at Stevens Primary School, with a base wage rate of \$14.52 per hour (with degree rate), effective date to be determined (replacing Jordan Anderson Royal, resigned).

8.4\* POSITION CHANGES

Approve the following position change(s):

- A. Carol Roles from part-time Instructional Support Aide at Stevens to temporary full-time Library Aide (7 hours per day, 5 days per week) at Curtin Intermediate School with a base wage rate of \$23,932 (\$18.48 per hour), prorated. This temporary position, without benefits, will be from September 11, 2017, through October 31, 2017, possibly to end sooner (replacing Diane Snyder, on leave).
- B. Shelly L. Lewis from part-time Instructional Support Aide at the high school to be currently assigned to full-time Administrative Support I (225 days, 7½ hours per day, 5 days per week) in the Special Education Department at the DSC, with a base wage rate of \$28,434 (\$16.85 per hour), prorated, effective September 25, 2017 (replacing Karen Haywood, retired).
- C. Debora J. Clarkson has requested to return to her part-time Food Service Worker position at Lycoming Valley Intermediate School, effective September 15, 2017. Ms. Clarkson was recently approved for a position change to a part-time Food Service Worker (3½ hours) at the high school, which was effective September 11, 2017 (originally approved on the September 5, 2017 Addendum).
- D. Timothy E. Kennedy from part-time custodian at the high school to a temporary full-time Maintenance Specialist--Tinner/Roofer (8 hours per day, 5 days per week) for the District, with a base wage rate of \$43,560 (\$21.78 per hour), prorated. This temporary position, without benefits, will be effective September 25, 2017, through October 20, 2017, possibly to end sooner (replacing Eric Anderson, on leave).



## 8.5 CONTRACTED SERVICES

- A. Approve Heidi E. Roupp, 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 hours each day), effective August 28, 2017, through June 6, 2018.
- B. Approve agreement with Michelle K. Long, qualified Interpreter/Transliterater NIC, EIPA to provide interpreting services interpreter services (as needed) to eligible clients at the rate of \$40.00 per standard business hours, \$45.00 per non-standard business hours, and a 10% increase if short notice within 48 hours of assignment. This agreement is effective for the 2017-2018 school year.

## 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 40 ConCon members from the Williamsport Area High School, accompanied by two teachers, to travel to Penn College during December 2017 to participate in a mock constitutional convention. District transportation is requested. All costs will be paid through the social studies budget. Two substitutes will be required for the day.
- B. Thirty (30) art students from the Williamsport Area High School, accompanied by two teachers, to travel to Penn College during October 2017 to participate in a gallery show and talk. District transportation is requested and will be paid through the CTE budget. Two substitutes will be required for the day.
- C. Five (5) autistic support students, accompanied by their teacher and four additional chaperones, to travel to Wegmans during October, November and December 2017 and January and March 2018. The students will be learning to prepare and follow a shopping list, etc. Transportation will be in the district van.

10.1\* Approve the following student trips:

- D. Five (5) autistic support students, accompanied by their teacher and four additional chaperones, to travel to Burger King during February 2018 to practice various skills. Transportation will be in the district van.
- E. Nine (9) Williamsport Area Middle School students, accompanied by a staff member, to travel to Stonehouse Pizza during September 2017 as a SWPB reward. Transportation will be provided in the district van.
- F. Forty-three (43) Williamsport Area High School accounting students, accompanied by three teachers, to travel to Susquehanna University during October 2017 to attend a career day. District transportation is requested and will be paid through the CTE budget.
- G. Approximately 200 sixth grade students from Curtin Intermediate School, accompanied by their teachers, aides, and a nurse, to travel to the Whitaker Science Center (Harrisburg) during May 2018. The students will be split into two groups and will attend on two different dates. District transportation is requested. All costs will be paid by the Curtin PTO.
- H. Eighty (80) kindergarten students from Hepburn-Lycoming Primary School, accompanied by their teachers, to travel to Rohrbach's Farm (Catawissa) during October 2017 to learn more about how food is grown and processed. District transportation is requested. All costs will be paid by the Hepburn PTO.
- I. Approximately 250 Williamsport Area High School 9<sup>th</sup> Grade Academy students, accompanied by their teachers, to travel to the Community Arts Center during October 2017 to see a performance of Black Violins. District transportation is requested. All costs will be paid by a CAC grant.
- J. Nine (9) Williamsport Area Middle School students accompanied by a staff member to travel to Snyder's Farm (Montoursville) during October 2017 as a SWPB reward. Transportation will be provided in the district van.

10.2 Approve the following request for facility use:

- A. Northcentral PA Odyssey of the Mind to use the auditorium, Black Box Theatre, band, choir and orchestra rooms, and three rooms in the culinary arts area at the high school on Saturday, November 4, 2017 from 8:00 a.m. until 2:00 p.m. to hold a training for coaches. Odyssey of the Mind is requesting relief of the occupancy fee estimated at \$800.00. Certificate of insurance to be received.

## **BIDS/CONTRACTS**

- 11.1 Approve the proposal from Pittsburgh Stage, Inc. of Sewickley, PA to provide theatrical equipment safety inspections and preventative maintenance at all schools at a cost of \$8,113.00.
- 11.2 Amend a Cooperative Sports Agreement to include South Williamsport School District governing the terms and conditions of a cooperative sponsorship in the sport of interscholastic boys and girls swimming & diving for the student-athletes of the Loyalsock Township High School, South Williamsport High School and the Williamsport Area High School. The amended agreement will take effect at the beginning of the 2017-18 school year and will remain in force as long thereafter as the cooperating schools mutually agree and are in compliance with PIAA enrollment requirements.
- 11.3 No motion was received regarding this item. Consider awarding the base bid of \$176,280.00 and Alternate Bid C for an addition of \$16,000.00 for a total of \$192,280.00 to HRI Inc. of Williamsport, PA for the Stevens Primary School Entrance Improvements Project. Cost of project is funded by the Capital Reserve Fund.
- 11.4 A motion was made by Mrs. Lake, seconded by Mrs. Milliken, to award the base bid of \$176,280.00, Alternate Bid A for a deduction of \$28,000.00, and Alternate Bid C for an addition of \$16,000.00 for a total of \$164,280.00 to HRI Inc. of Williamsport, PA for the Stevens Primary School Entrance Improvements Project. Cost of project is funded by the Capital Reserve Fund.

The motion carried by a unanimous roll call.

## **TAX ITEMS – None**

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

Thanked the board for getting the Stevens Project underway.

Thanked the curriculum team who presented tonight and announced that the Special Education team will present at the next meeting.

A professional development day was held yesterday and the district’s goals are in full motion.

## **ITEMS FROM BOARD MEMBERS**

President Baer congratulated Jeff Richards on his retirement.

President Baer also reminded board members to turn in their evaluation of the Superintendent to her as soon as possible.

Greg Hayes reminded everyone of the WASD Education Foundation’s fund raiser on September 20th at the Stonehouse and Brick Yard Restaurants.

September 19, 2017

**ITEMS FROM BOARD MEMBERS**

Mrs. Lake asked if topics are set for professional development for teachers for the year. Dr. Bigger responded yes but there is some flexibility. Mrs. Lake asked if there is any teacher training scheduled for students exposed to trauma. Dr. Bigger said yes, issue by issue. Mrs. Lake recommended additional trauma training.

**ITEMS FROM PUBLIC – None.**

Upon motion made by Dr. Story Somers, seconded by Mrs. Milliken and carried the meeting adjourned at 6:56 PM.

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Jeffrey L. Richards, Board Secretary