

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 20, 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,

ABSENT: Spencer E. Sweeting, Scott R. Williams.

OPENING EXERCISES were provided by Dr. Nancy Story Somers.

APPROVAL OF MINUTES: Regular Meeting – September 6, 2016

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

- 5.3 A motion was made by Mrs. Milliken, seconded by Dr. Story Somers to approve the Engagement Letter to confirm that PFM Financial Advisors LLC (PFM) will act as financial advisor to the Williamsport Area School District.

The motion carried by a unanimous roll call.

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

- A. Jamie Doyle, Managing Director with PFM Financial Advisors LLC, reviewed the Financial Analysis report that she prepared for our district. She updated the Summary of Outstanding Indebtedness which shows our four outstanding bond issues and notes payable, what our debt service requirements are, and our local effort requirements after state reimbursement is received. Ms. Doyle reported that, due to current interest rates being lower than those of our bonds, we can potentially save almost \$240,000 if we refinance our Series of 2013 and Series A of 2009 bonds. If we proceed with the refinancing, we will have to wait at least five years until the Series of 2013 is eligible for another refinancing.

A motion was made by Dr. Penman and seconded by Dr. Story Somers to approve the following resolution.

RESOLVED: The Board of School Directors of the Williamsport Area School District (the "School District") does hereby authorize the Administration to work with Public Financial Management, as Financial Advisors, and Saul Ewing, LLP as Bond Counsel in conjunction with the issuance of General Obligation Bonds, Series of 2016 and 2016A, for the purpose of advance refunding a portion of the Series of 2013 and current refunding the Series A of 2009 via a competitive internet auction with a minimum net savings target of 3% for the Series of 2016.

BOARD PRESIDENT’S REPORT CONT’D: – Ms. Lori A. Baer

The motion carried by a unanimous roll call.

At 6:24 PM the board entered into an Executive Session for a confidential student matter and attorney advisement.

The Executive Session ended at 6:49 PM.

B. PSBA 2016 Election of Officers

Authorize the board secretary to vote for the following candidates to serve as officers for the Pennsylvania School Boards Association for 2017:

President-Elect – Michael Faccinnetto, Bethlehem Area SD (Northampton Co.)
Vice President – David Hutchinson, State College Area SD (Centre Co.)

C. Authorize the board secretary to vote for the following candidates to serve as trustees on the PSBA Insurance Trust board:

Trustee (term ends Dec. 31, 2018)

- William S. LaCoff (Owen J. Roberts SD), PSBA Immediate Past President

Trustee (term ends Dec. 31, 2019)

- Kathy K. Swope (Lewisburg Area SD), PSBA President
- Mark B. Miller (Centennial SD), PSBA President-Elect

Trustee (term ends Dec. 31, 2017)

- Marianne L. Neel (West Jefferson Hills SD), PSBA Past President
- Michael Faccinnetto (Bethlehem Area SD), PSBA Vice President

Committee Reports by Board Members - None

Construction Projects

A. Approve Change Order 01 from Weatherproofing Technologies, Inc. for Installation of TPA walkway rolls at connector wing roof area for the High School C-Pod Roof Replacement Project at no cost.

B. Acknowledge receipt of correspondence from the Pennsylvania Department of Education approving the PlanCon Part H, “Project Financing”, for the Williamsport Area High/Vocational School Project, Project No.: 3686.

C. Acknowledge receipt of correspondence from the Pennsylvania Department of Education approving the PlanCon Part H, “Project Financing”, for the Williamsport Area Middle School Project, Project No.: 3628.

Construction Projects Cont'd:

- D. Approve Amendment No. 9 for additional work under the Performance Based Energy Savings Agreement with McClure Company to chemically clean, flush and fill the geothermal hydronic system serving the Williamsport Area Middle School and District Service Center at a cost of \$158,900.00. Cost of the additional work will be reimbursed by the insurance company.

FINANCE REPORT

- 5.1 Approve the following financial reports:

- A. Treasurer’s Report for the month of August 2016

- 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
09/20/16	\$459,837.71	09/20/16A	14,156.84
09/20/16B	13,907.57	09/20/16C	3,366.04
09/20/16D	67,225.20	09/20/16E	553.19
09/20/16F	912.24	09/20/16G	30,832.00
09/20/16H	36,857.12		

- 5.3 Approved earlier in the agenda.

BOARD POLICY – None

CURRICULUM REPORT

- 7.1 Approve a contract between MTI Production and the Williamsport Area High School for the musical “Hairspray” on March 17-18, 2017. Costs of \$4,000 are budgeted under the Music Department to cover the licensing fee, rental fee, security fee, and additional materials.
- 7.2 Approve the Keystone School Online course “French Online 1.” The course will be for one (1) Williamsport Area High School credit. The course will factor into grade point average and contribute to class rank. The appropriate district staff has reviewed the course description. Cost of the course is the responsibility of the student’s family.
- 7.3 Approve the Williamsport Area High School course “Orchestral Performance Independent Study.” The course will be for one (1) Williamsport Area High School credit. The course will factor into grade point average and contribute to class rank. The appropriate district staff has reviewed the course description.

CURRICULUM REPORT CONT'D:

- 7.4 Approve the MIT online course "Differential Equations." The course will be for one (1) Williamsport Area High School credit. The course will factor into grade point average and contribute to class rank. The appropriate district staff has reviewed the course description. There will be no cost to the district for this course.
- 7.5 Approve 95% Group to present a webinar to the intermediate schools' teachers on September 19, 2016 and a workshop to the district's Title I staff on September 30, 2016 focused on phonics. All costs are funded through KtO.
- 7.6 Approve the purchase of 200 iPad Air 2's for Curtin Intermediate School from Apple, Inc. at the cost of \$89,768. Pricing is per Chester County Intermediate Unit State Contract and is funded by KtO.

PERSONNEL REPORT

8.1 RESIGNATIONS

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

- A. Kimberly I. Matthews, full-time Instructional Support Aide at Stevens Primary School, for the purpose of retirement, effective November 29, 2016.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Kimberly I. Matthews from service in the Williamsport Area Schools and expresses its sincere appreciation for her 24 years of dedicated service to our school system as an instructional support aide. It further expresses the hope that her years of retirement will be many and richly rewarding.

- B. Logan J. Liberti, part-time Custodian at the high school, verbal resignation for personal reasons, effective September 6, 2016.

8.2 LEAVES OF ABSENCE - Approve the following leave(s) of absence:

- A. Harry R. Boring, Jr., part-time Custodian at the high school, extension of an unpaid leave, effective September 23, 2016, through October 19, 2016.
- B. Molly Perchinski Forney*, full-time 3rd Grade teacher at Jackson Primary School, for an unpaid leave, effective September 16, 2016, through October 14, 2016, and for an unpaid leave on an intermittent basis (as needed), effective October 15, 2016, through June 8, 2017.
- C. Elizabeth W. Stahlnecker, part-time Food Service Worker at Hepburn-Lycoming Primary School, for an unpaid leave, effective September 16, 2016, and also September 20, 2016, through September 30, 2016.

8.3* ELECTION OF STAFF CONT'D:

F. The following persons to the positions indicated at the respective schools cont'd:

Williamsport Area High School

Graduation Coordinator	Lawrence J. Flint	\$ 800
Graduation Coordinator	Spring M. Moore	\$ 800
Graduation Coordinator	Marie E. Fox	\$ 800
LaMemoire Editorial Co-Advisor	Nicole L. Pish	\$1,900
LaMemoire Editorial Co-Advisor	Coty L. McCloskey	\$1,900
National Honor Society	Janine W. Randall	\$ 600
Co-Advisors	Vikki L. Cipriani	\$ 600
National Art Honor Society Advisor	Andrea McDonough-Varner	\$ 800
Publications Business Co-Advisor	Coty L. McCloskey	\$1,330
Publications Business Co-Advisor	Nicole L. Pish Gilson	\$1,330
Student Government Assoc. Advisor	Michelle L. Pulizzi	\$2,040
Pennsylvania Builders Assoc. Advisor	Randy L. Williamson	\$ 800
Skills USA	Kristy L. Etzler	\$ 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 Advisor	Angela M. Steele	\$ 833
Yearbook Advisor	Marcia L. McCann	\$ 760

- G. Elissa K. Koontz, 633 Villa Vista Ave., Lewisburg, Title I Reading Specialist at Curtin Intermediate School, to serve as the Title I Building and Parent Involvement Coordinator at Curtin Intermediate School for the 2016-2017 school term, at a total annual stipend of up to \$2,000, funded through Title I (availability of position and funds to reviewed annually).
- H. Dana M. Null, P.O. Box 806, Lock Haven, Title I Reading Specialist at Lycoming Valley Intermediate School, to serve as the Title I Building and Parent Involvement Coordinator at Lycoming Valley Intermediate School for the 2016-2017 school term, at a total annual stipend of up to \$2,000, funded through Title I (availability of position and funds to reviewed annually).
- I. Anne M. Leshner, 318 Linvic Dr., Muncy, Title I Reading Specialist at Cochran Primary School, to serve as the Title I Building and Parent Involvement Coordinator at Cochran Primary School for the 2016-2017 school term, at a total annual stipend of up to \$2,000, funded through Title I (availability of position and funds to reviewed annually).

8.3* ELECTION OF STAFF CONT'D:

- J. Joan A. Shaw, 4200 Halfmoon Valley Rd., Warriors Mark, Title I Reading Specialist at Hepburn-Lycoming Primary School, to serve as the Title I Building and Parent Involvement Coordinator at Hepburn-Lycoming Primary School for the 2016-2017 school term, at a total annual stipend of up to \$2,000, funded through Title I (availability of position and funds to reviewed annually).
- K. Kimberly A. Williamson, 1588 Fox Hollow Rd., Williamsport, Title I Reading Specialist at Jackson Primary School, to serve as the Title I Building and Parent Involvement Coordinator at Jackson Primary School for the 2016-2017 school term, at a total annual stipend of up to \$2,000, funded through Title I (availability of position and funds to reviewed annually).
- L. Ashley J. Kalcich, 1044 Washington Ave., Lewisburg, Title I Reading Specialist at Stevens Primary School, to serve as the Title I Building and Parent Involvement Co-Coordinator at Stevens Primary School for the 2016-2017 school term, at a total annual stipend of up to \$1,000, funded through Title I (availability of position and funds to reviewed annually).
- M. Paula M. Moore, 2241 Lincoln St., Williamsport, Title I Reading Specialist at Stevens Primary School, to serve as the Title I Building and Parent Involvement Co-Coordinator at Stevens Primary School for the 2016-2017 school term, at a total annual stipend of up to \$1,000, funded through Title I (availability of position and funds to reviewed annually).
- N. The following food service workers for the hours listed at their current contract rate on September 19, 2016, for in-service refreshments:
 - Total of 2 hours Suzanne J. Boatman, 53 Hemlock Hollow Dr., Cogan Station
 - Total of 2.25 hours Debra L. Umpstead, 1026 Baldwin St., Williamsport

8.4* POSITION CHANGES

Approve the following position change(s):

- A. Mallory M. Scoppa, 118 East Fourth St., Williamsport, increase from a half-time (1/2) to a part-time (4/7) Art teacher at the high school, effective with the start of the 2016-2017 school year, at a salary rate of Step 2, bachelor's, \$46,781, prorated to 4/7 time, in order to provide additional administrative time for the Coordinating Teacher for Art.
- B. Ronda L. Edwards, 1670 Fox Hollow Rd., Williamsport, from a part-time Food Service Worker at Jackson Primary School to a part-time Instructional Support Aide (185 days, prorated; 5 hours per day) at Jackson Primary School, with a base wage rate of \$13.20 per hour, effective September 12, 2016 (replacing JoAnn Reeves, resigned).

8.4* POSITION CHANGES

- C. Erica Y. McCann, 2344 Newberry St., Williamsport, from a part-time Food Service Worker at the middle school to a part-time Instructional Support Aide/Autistic Support (185 days, prorated; 5 hours per day) at the middle school, with a base wage rate of \$13.20 per hour, effective September 19, 2016 (replacing Darlene Wesneski, transferred).
- D. Ronda L. Edwards, 1670 Fox Hollow Rd., Williamsport, has requested to return to a part-time Food Service Worker (4 hours daily) at Jackson Primary School, effective September 20, 2016. Ms. Edwards recently accepted a position change to a part-time Instructional Support Aide at Jackson Primary School, which was effective September 12, 2016 (originally on the September 20, 2016 Agenda).
- E. Roseann M. Husband, 225 Adams St., Williamsport, has requested to return to a part-time Food Service Worker (4.25 hours daily) at Cochran Primary School, effective September 20, 2016. Ms. Husband was recently approved for a position change to a part-time Food Service Worker (4 hours daily) at the middle school, which was effective September 12, 2016 (originally approved on the September 6, 2016 Addendum).

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. One (1) Williamsport Area High School student, accompanied by a teacher and principal, to travel to Hershey for one day during October 2016 to attend the PSBA School Leadership Conference for the Jackson Tinkertown presentation. The student will be transported by the teacher and principal. One substitute will be required for the day.
- B. Sixteen (16) Williamsport Area High School health professions students, accompanied by their teachers, to travel to the Williamsport Home on one Friday each month during the school year to provide technology assistance and therapeutic hand massages to the residents. District transportation is requested and will be paid through the CTE budget.

10.1* Approve the following student trips cont'd:

- C. Six (6) autistic support students from the Williamsport Area High School, accompanied by their teacher and aides, to travel to Super Walmart (Mill Hall), Wendy's (Lock Haven), and Woolrich Park during April 2017 to practice their independent living skills. Transportation will be provided in the district van.
- D. Six (6) autistic support students from the Williamsport Area High School, accompanied by their teacher and aides, to travel to Burger King during February 2017 to practice various skills. Transportation will be provided in the district van.
- E. Six (6) autistic support students from the Williamsport Area High School, accompanied by their teacher and aides, to travel to Wegman's on three days during October, November and December 2016, and two days during January and March 2017 to practice various skills. Transportation will be provided in the district van.
- F. Twenty-four (24) Level 2 & 3 automotive students from the Williamsport Area High School, accompanied by their teacher, to travel to Reading during September 2016 to visit the National Hot Rod Association YES Program to learn more about dragster engines. Transportation will be shared and split with Jersey Shore High School. One substitute will be required for the day.
- G. Seventeen (17) Williamsport Area High School life skills support students, accompanied by their teachers and aides, to travel to the Williamsport Regional Medical Center during September 2016 to attend their worksite orientation. The students will be transported by River Valley Transit which will be funded by the special education department.
- H. Retroactive Approval: Approximately 7 journalism students from the Williamsport Area High School, accompanied by two teachers, traveled to State College during September 2016 for a yearbook plant tour. The students were transported by district van. Two substitutes were required for the day.
- I. Fifty (50) accounting students from the Williamsport Area High School, accompanied by their teachers, to travel to Susquehanna University during October 2016 to participate in an accounting career day. District transportation is requested. Three substitutes will be required for the day.
- J. Twenty (20) art students from the Williamsport Area High School, accompanied by their teacher, to travel to North Central Sight Services during October 2016 to help prepare for a collaborative project. District transportation is requested. One substitute will be required for the day.
- K. Sixteen (16) art students from the Williamsport Area High School, accompanied by their teacher, to travel to Lycoming College during October 2016 to work with their artist in residence. District transportation is requested. One substitute will be required for the day.

10.1* Approve the following student trips cont'd:

- L. Seven (7) horticulture students from the Williamsport Area High School, accompanied by their teacher, to travel to Luzerne Community College during February 2017 for a public speaking competition. The students will be transported in the school van. One substitute will be required for the day.
- M. Nine (9) horticulture students from the Williamsport Area High School, accompanied by their teacher, to travel to Benton during April 2017 for a forestry competition. The students will be transported in the school van. One substitute will be required for the day.
- N. Twenty-five (25) horticulture students from the Williamsport Area High School, accompanied by their teacher, to travel to Harrisburg during January 2017 to attend an FFA convention. District transportation is requested. One substitute will be required for the day.
- O. Thirty-seven (37) horticulture students from the Williamsport Area High School, accompanied by their teacher, to travel to Penn State during December 2016 to explore post-secondary education options. District transportation is requested.
- P. Twelve (12) Williamsport Area High School FFA members, accompanied by their teacher to travel to Louisville, KY for four days during October 2016 to compete in a national competition. Transportation will be provided by contract carrier. One substitute will be required for four days.
- Q. Nine (9) horticulture students from the Williamsport Area High School, accompanied by their teacher, to travel to Altoona during October 2016 for a leadership conference. District transportation is requested. One substitute will be required for the day.
- R. Twenty (20) Williamsport Area High School FFA members, accompanied by their teacher, to travel to the Bloomsburg Fair during September 2016 to participate in various events. District transportation is requested. One substitute will be required for the day.
- S. Fifteen (15) Williamsport Area High School special education students, accompanied by their teacher, to travel to Penn College on eight dates during October, November, and December 2016 to participate in a college class and learn how to be successful in college. District transportation is requested.
- T. Nine (9) Williamsport Area High School FFA students, accompanied by their teacher, to travel to Harrisburg during two dates in February 2017 to attend a leadership conference. Transportation will be provided in the school van.

10.1* Approve the following student trips cont'd:

- U. Thirty-seven (37) horticulture students from the Williamsport Area High School, accompanied by their teacher and an aide, to travel to Longwood Gardens during December 2016 to view the holiday landscapes and explore career options. District transportation is requested.
- V. Nine (9) Williamsport Area High School FFA students, accompanied by their teacher, to travel to Tunkhannock to participate in career development. Transportation will be provided in the school van. One substitute is required for the day.
- W. Nine (9) Williamsport Area Middle School, accompanied by a staff member, to travel to Snyder's Farm (Montoursville) on a date to be determined in September or October 2016. The trip is a reward for SWPB winners. Transportation will be provided in the district van. Costs will be paid with SWPB funds.
- X. Nine (9) Williamsport Area Middle School, accompanied by a staff member, to travel to Dairy Queen (South Williamsport) on a date to be determined in September or October 2016. The trip is a reward for SWPB winners. Transportation will be provided in the district van. Costs will be paid with SWPB funds.
- Y. Approximately 14 life skills support students from the Williamsport Area High School, accompanied by their teachers and aides, to travel to the Williamsport Regional Medical Center two days a week beginning September 2016 and finishing in June 2017 for their work experience. Transportation will be by River Valley Transit.
- Z. Nine (9) Williamsport Area Middle School students, accompanied by a staff member, to travel to Stonehouse Pizza (Williamsport) on a date to be determined in September or October 2016 as a SWPB reward. Transportation will be provided in the district van. All costs will be paid with SWPB funds.
- AA. Twenty-four (24) Williamsport Area High School automotive students, accompanied by their teacher, to travel to Reading during September 2016 to learn more about top fuel dragster engines. District transportation is requested and will be paid with CTE funds. One substitute will be required for the day.
- BB. Six (6) Williamsport Area High School culinary students, accompanied by two teachers, to travel to Hyde Park, NY to visit the Culinary Institute of America. Transportation will be provided in the school van. Two substitutes will be required for the day.

10.2 Approve the following request for facility use:

- A. Northcentral PA Odyssey of the Mind to use the auditorium, Black Box Theatre, band, and orchestra rooms, and three rooms in the culinary arts area at the high school on Saturday, November 5, 2016 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 bid from Waste Management of Coal Township, PA for a three year contract to provide trash removal and single stream recycling services district wide at a cost per pick up of \$31.00 for a 10 yard trash container, \$24.80 for an 8 yard trash container, \$12.40 for a 4 yard trash container, \$8.60 for a 4 yard single stream container, and \$4.30 for a 2 yard bottles/cans container.
- 11.2 Authorize the administration to execute an agreement involving a confidential student issue.
- 11.3 Authorize the Solicitor to enter into a Stipulation to settle the Assessment Appeal filed on behalf of FBTM Properties, LLC which will reduce the assessed value on Lycoming County Tax Parcels 72-002-316 (known as 400 Park Avenue, Williamsport, PA) and 72-002-301 (known as 421 High Street, Williamsport, PA). The settlement will be based upon a 2016 Market Value of \$227,000 for the 400 Park Avenue property, and \$252,000 for the 421 High Street property. When the appropriate common level ratio of .761 is applied, the Assessed Value for those properties shall be \$172,750 and \$191,770 respectively. This assessed value shall remain in effect through at least December 31, 2018.

TAX ITEMS – None

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

Yesterday we had a very productive professional development day.

On Thursday morning, our district will host a visit by Lt. Governor Stack regarding the School to Teach initiative. The visit will be hosted in the Millionaire Café.

ITEMS FROM BOARD MEMBERS

Mrs. Milliken reported that the Lycoming County DUI Advisory Council met this morning. At the meeting, she learned that, if a student is enrolled in the automotive, aviation, or welding programs at Penn College and is convicted of DUI, he/she must withdraw due to insurance regulations.

Dr. Knauth announced that the Williamsport Symphony Orchestra will be holding its Annual Young Artists Competition on Saturday at 2:00 PM at Lycoming College. Three students from our district will be competing.

ITEMS FROM BOARD MEMBERS CONT'D:

Mrs. Lake announced a 5K run/walk at Indian Park on October 15th at 9:00 AM to benefit the three English children whose parents were killed in a car accident involving a drunk driver.

ITEMS FROM PUBLIC

Denise and Darryl Gray, district residents and parents of a High School freshman, expressed concern about the district's policy on allowing students to charge meals. They would like the policy changed so that no students are denied a meal because money is owed on their account. They would like the district to consider participating in the Community Eligibility Provision (CEP) program to provide free breakfast and lunch to all students.

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 Mrs. Milliken and carried, the meeting adjourned at 7:20 PM.

Jeffrey L. Richards, Board Secretary