

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, 2022, beginning at 6:08 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, Michelle L. Deavor, Cody L. Derr, Patrick A. Dixon, Barbara D. Reeves.

ABSENT: Jennifer Lake, Jamie L. Sanders, Adam C. Welteroth, Scott R. Williams.

**OPENING EXERCISES** were provided by Mrs. Cody Derr.

**APPROVAL OF MINUTES:** Regular Meeting – September 6, 2022

**Student Representatives:** Michael Harry announced that although she wanted to be here Sydney Crews was not feeling well and would not be presenting tonight. Michael shared another presentation from the “Eyes of the Millionaire Student.” His energetic presentation included information regarding what is happening on the hill: quizzes, college representatives being on campus, clubs, Powderpuff preparations, National Merit Scholarship semi-finalist, band, chorus and other musical group activities, athletic events, as well as photos of the Class of '23 Vice President candidates. He shared that things seem to be getting back to normal and that it is great to be a Millionaire!

President Baer and Mrs. Derr thanked Michael for his presentation. Everyone is so grateful to have these student updates, noting that Michael and Sydney make everyone excited.

Mrs. Derr asked Michael to think about what the school board can do for the students? Michael immediately responded that our TV production room has some old equipment and it would be great to get this replaced.

A motion for an omnibus to include the agenda, addendum and minutes was made by Mrs. Reeves, seconded by Mrs. Derr.

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

- A. Greg Hayes, Executive Director reported on the Williamsport Area School District Education Foundation 2021-2022 activities and financials.
- B. Approve the recent amendments made to the Williamsport Area School District Education Foundation Bylaws, as recommended by the Williamsport Area School District Education Foundation Board of Directors.

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

- C. President Baer recognized and congratulated the students, faculty, staff and administration at Hepburn-Lycoming Primary for being named a 2022 National Blue Ribbon School. This is a huge honor.

**FINANCE REPORT**

- 5.1 Approve the following financial reports:

- A. Treasurer’s Report for the month of August 2022:

- 5.2 Authorize payment of invoices and services rendered by the list submitted from September 7, 2022 to September 20, 2022 and direct the officers of the Board of School Directors to execute the same:

General Fund	\$2,419,986.60
EIT Operating Fund	2,814.43
Food Service Fund	60,294.32
Payroll Fund	533,198.49
PLGIT Capital Projects Fund	251,487.47
Student Activities Fund	0.00
TOTAL	\$3,267,781.31

**BOARD POLICY – None**

**CURRICULUM REPORT**

- 7.1 Authorize Andrew Leigey, automotive technology teacher at the Williamsport Area High School, to provide emissions testing for adult automotive technicians. Mr. Leigey will offer this during evening hours throughout 2022-23 by appointment. The fee charged for the course (\$35 for initial certification and recertification) will cover the expenses of the teacher and materials needed for the course. Mr. Leigey will be paid at the contract rate of \$31.20 per hour.
- 7.2 Approve the closure of the 52.0401 Administrative Assistant and Secretarial Science CTE program. The decision is supported by the Occupational Advisory Committee as well as program instructors. The closure of 52.0401 will have no impact on our current CTE students and instructors. We will continue to support our 14 CTE programs that serve approximately 675 students.
- 7.3 Approve a two-year agreement with Misericordia University to provide a clinical education experience for College of Health Science and Education students.

**CURRICULUM REPORT CONT'D:**

- 7.4 Approve the renewal of 500 Adobe Creative Cloud licenses from Gov Connection, Inc. at a total cost of \$13,470.60. Adobe Creative Cloud is used by students, teachers and staff. Costs will be paid through the Technology budget.

**PERSONNEL REPORT**

8.1 RESIGNATIONS:

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

- A. Richard A. McDonald, full-time General Maintenance Worker at the Williamsport Area School District, for the purpose of retirement, effective October 10, 2022.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Richard A. McDonald from service in the Williamsport Area School District and expresses its sincere appreciation for his 25 years of dedicated service to our school system as a Custodian and Maintenance Worker. It further expresses the hope that his years of retirement will be many and richly rewarding.

8.2\* LEAVE OF ABSENCE:

Approve the following leave(s) of absence:

- A. Eric S. Weaver, full-time Special Education teacher at the middle school, for an extension of an unpaid leave effective October 3, 2022, through November 30, 2022.

8.3 ELECTION OF STAFF:

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

- A. Angela Damschroder to be currently assigned to full-time Administrative Support II (225 day, 7 hours per day) at the Curtin Intermediate School, at the hourly rate (without degree) and/or annualized salary per the expired WAESPA contract (i.e. 2021-2022 wage/salary scales) until such time as a successor contract is reached, effective start date is September 26, 2022 (replacing Kristin Duck, resigned).
- B. Correction as follows: Elizabeth A. Currid as a long-term substitute teacher effective with the 2022-2023 school year only (tentative ending date of June 8, 2023), unless terminated sooner, to be currently assigned primarily at the Cochran Primary School but may be used at any level where there is need and to support a remote platform if needed, at a salary rate of Step 1, Bachelor's, \$53,633, pending receipt of updated clearances and all required documentation, effective ~~September 21, 2022~~ September 26, 2022 (replacing Hope Woolway, transferred).

8.3 ELECTION OF STAFF CONT'D:

- C. Erika E. Edler, as a long-term substitute teacher effective with the 2022-2023 school year only (tentative ending date of June 8, 2023), unless terminated sooner, to be currently assigned primarily at the Williamsport Area High School but may be used at any level where there is need and to support a remote platform if needed, at a salary rate of Step 1, Bachelor's, \$53,633, effective September 21, 2022 (approved long-term substitute teacher position for 2022-2023 school year).
- D. Danielle A. Cragun to be currently assigned to full-time Health Room Technician (185 day, 7 hours per day) for the District, at the hourly rate and/or annualized salary per the expired WAESPA contract (i.e. 2021-2022 wage/salary scales) until such time as a successor contract is reached, effective October 11, 2022 (replacing Tammy Geyer, resigned).
- E. Melissa S. Martin to be currently assigned to a part-time Aide (185 day, up to 5 hours) at the Williamsport Area Middle School, at the hourly rate (without degree) and/or annualized salary per the expired WAESPA contract (i.e. 2021-2022 wage/salary scales) until such time as a successor contract is reached, effective September 21, 2022 (replacing Angela Maneval, transferred).
- F. Michaela L. Pettingill to be currently assigned to a part-time Aide (185 day, up to 5 hours) at the Hepburn Lycoming Primary School, at the hourly rate (without degree) and/or annualized salary per the expired WAESPA contract (i.e. 2021-2022 wage/salary scales) until such time as a successor contract is reached, effective September 21, 2022 (considered a new position for the 2022-2023 school year).
- G. Michelle K. Yaw to be currently assigned to full-time Administrative Support I (245 day, 7.5 hours per day) in the Tax Office in the District Service Center, at the hourly rate (with degree) and/or annualized salary per the expired WAESPA contract (i.e. 2021-2022 wage/salary scales) until such time as a successor contract is reached, effective September 21, 2022 (replacing Evalyn Wright-Sitler, transferred).
- H. The following fall sports coaches at the respective schools for the 2022-2023 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 High School**

**Basketball**

Girls Head Coach: Justin Marnon (2) \$6,800

8.3 ELECTION OF STAFF CONT'D:

- I. The following substitute health room technician(s), subject to assignment by the Superintendent of Schools, at the hourly rates established by Board policy (LPN--\$20.00 per hour; RN--\$32.00 per hour; up to a maximum of 180 days per year) and only for the actual number of hours assigned and worked:

Angel Bungo (LPN) (effective 09/21/2022)

- J. The following substitute food service worker(s), at the salary rate of \$12.00 per hour, for the actual number of hours worked, effective date as indicated:

Charlie Pfirman (effective 09/21/2022)

Cynthia Nasdeo (effective 09/21/2022)

Kari Price (effective 09/21/2022)

Roberta Liebersohn (effective 09/21/2022)

Brandy White (effective 09/21/2022)

- K. 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 2022-2023 school year:

Brynlin Carey

Marshall Nork

- L. Erica F. Blake as temporary professional employee, to be assigned to a full-time 1<sup>st</sup> Grade Teacher at the Jackson Primary School, at salary rate of Step 1, Master's, \$56,757, effective start date is October 3, 2022, pending receipt of updated clearances and all required documentation (replacing Jill Robbins, resigned).

- M. Harry W. Entz to be currently assigned to a full-time Paraprofessional/ Intervention Specialist (185 day, up to 7 hours per day) at the Jackson Primary School, at the hourly rate and/or annualized salary per the expired WAESPA contract (i.e. 2021-2022 wage/salary scales) until such time as a successor contract is reached, effective with the 2022-2023 school year, effective start date is to be determined (replacing Trent Peacock, transferred).

- N. Malisa L. Whitcombe to be currently assigned to part-time Administrative Support I (up to 225 days per year, 5 hours per day) in the Student Services Department at the District Service Center, at the hourly rate (without degree) and/or annualized salary per the expired WAESPA contract (i.e. 2021-2022 wage/salary scales) until such time as a successor contract is reached, effective with the 2022-2023 school year, effective start date is to be determined (replacing Rachel Mauray, transferred).

8.3 ELECTION OF STAFF CONT'D:

- O. The following teachers as After School Tutors—Regular Education and Special Education for Middle School Students, effective October 3, 2022, through May 24, 2023, as needed. Program instructors will staff the program for up to two days per week (2:50 p.m. – 4:10 p.m.) at the end of the Williamsport Area Middle School teacher day at the rate of \$31.20 per hour plus appropriate benefits, for the actual number of hours worked:

Amber Roatche	English
Ashley Muchler	English
Brandon Lusk	English
Diane Welch	Mathematics
Jacob Anderson	Mathematics
Jesse Rowland	Social Studies
Marcy McCann	Special Education
Tracey Graff	Special Education
Whitney Gooch	Special Education

8.4 POSITION CHANGES

Approve the following position change(s):

- A. Deborah L. Clark from a full-time Aide (Special Education; 185 day, 7 hours per day) at the Williamsport Area High School to a full-time Aide (Special Education; 185 day, 7 hours per day) at the Williamsport Area High School, at the hourly rate (without degree) and/or annualized salary per the expired WAESPA contract (i.e. 2021-2022 wage/salary scales) until such time as a successor contract is reached, effective with the 2022-2023 school year, effective September 21, 2022 (replacing Valorie Taylor, transferred).
- B. Previously Board approved on the September 6, 2022 board agenda; correction as follows: Valorie Taylor from a full-time Aide (Special Education; 185 day, 7 hours per day) at the ~~Williamsport Area Middle School~~ Williamsport Area High School to a full-time Aide (Special Education; 185 day, 7 hours per day) at the ~~Williamsport Area High School~~ Williamsport Area Middle School, at the hourly rate (with degree) and/or annualized salary per the expired WAESPA contract (i.e. 2021-2022 wage/salary scales) until such time as a successor contract is reached, effective with the 2022-2023 school year, effective August 29, 2022 (replacing Sara Geyer, resigned).
- C. Kristen A. Fortin, from a long-term substitute teacher assigned primarily at the Lycoming Valley Intermediate School, to a temporary professional employee, assigned to a full-time 6<sup>th</sup> Grade Teacher at the Curtin Intermediate School, at salary rate of Step 1, Bachelor's, \$53,633, effective September 21, 2022 (replacing Denay Gair, resigned).

8.4 POSITION CHANGES CONT'D:

- D. Tia M. Cole from a part-time Aide (Special Education; 185 day, 5 hours per day) at the Curtin Intermediate School to a long-term substitute teacher, effective with the 2022-2023 school year only (tentative ending date of June 8, 2023), unless terminated sooner, to be currently assigned primarily at the Lycoming Valley Intermediate School but may be used at any level where there is need and to support a remote platform if needed, at a salary rate of Step 1, Bachelor's, \$53,633, effective September 21, 2022 (replacing Kristen Fortin, transferred).

8.5 CONTRACTS

- A. Correction as follows: Consider authorizing Bayada Home Health Care, Inc., 209 East Third St., Williamsport, to provide RN/LPN Nursing services as needed at the rate of ~~\$50.00~~-\$60.00 per hour for hours worked for the Williamsport Area School District, effective through August 30, 2023.
- B. Approve agreement with Michelle K. Long, qualified interpreter of American Sign Language (ASL) and Pidgin Sign English (PSE), to provide interpreter services (as needed) to eligible clients at the rate of \$40.00 per hour and/or additional stipulations as outlined in her contract for hours worked and travel time (not to exceed two hours each day), effective through June 30, 2023.

8.6 OTHER

- A. Approve a start date as early as September 21, 2022 for the following individuals, hired as School Police Officers on the September 6, 2022 board agenda, as outlined in the previously approved individual employee agreements. These individuals will transition into their new roles as their mandated credentials are approved:

Benjamin H. Laurenson III  
Brett Herbst  
Trent Peacock

**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:

Field trips are being presented for provisional approval in accordance with the District's Health and Safety Plan and may need to change or be canceled. All students must be in compliance with the school's field trip disciplinary requirements in order to participate.

- A. Sixty-two (62) eighth grade band students from the Williamsport Area Middle School, accompanied by their teacher, to travel to the Williamsport Area High School during October 2022 to perform with the Marching Millionaires at a football game. District transportation is requested and will be paid through the music budget.
- B. Eighty-five (85) Williamsport Area High School concert choir and concert chorale students, accompanied by their teachers, to travel to the Community Arts Center on three evenings during December 2022 for rehearsals and a performance with the Williamsport Symphony Orchestra. There will be no cost to the district. The students will be transported by their parents.
- C. Approximately 530 students from Curtin Intermediate School, accompanied by staff, teachers, and administrators, to travel to Brandon Park and around the Curtin neighborhood during September 2022 as part of their Socktober event. Transportation will be provided by a River Valley Transit trolley. Costs will be paid by the Curtin PTO.
- D. Nine (9) Williamsport Area Middle School students, accompanied by a school counselor, to travel to Snyder's Farm (Montoursville) during October 2022 as a PBIS reward. The students will be transported in a district van. All expenses will be paid through PBIS funds.

10.2 Approve the following request for facility use:

- A. American Red Cross to use the auxiliary gymnasium (8 tables and 40 chairs) at the high school on November 2, 2022; February 2, 2023 and April 27, 2023, from 7:45 am until 3:30 pm, to hold blood drives for students and faculty. The American Red Cross is requesting relief of the occupancy fee estimated at \$750.00. Certificate of Insurance on file.

**BIDS/CONTRACTS** – None

**TAX ITEMS**

12.1 Approve the attached tax summaries:

**TRANSPORTATION** – None



Voice vote the motion carried.

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

Congratulations to the staff, students, and administration at Hepburn-Lycoming Primary school for being named a 2022 National Blue Ribbon School for Exemplary High Performing Schools by the US Department of Education. Hepburn-Lycoming is one of 297 schools in the country to earn the recognition. As an Exemplary High-Performing School Hepburn-Lycoming is among the state’s highest performing schools as measured by state assessments or nationally normed tests.

A team will travel to Washington DC on November 3 and 4 to receive the award. We will do a full Board presentation at our November 15 Board meeting as well as a community celebration at the school for an upcoming event.

**ITEMS FROM BOARD MEMBERS**

President Baer thanked our community partners for all they do for our students and staff. A great example is the coupons provided by Leo’s Pizzeria. Our community partners do so much for our schools.

President Baer also thanked the high school administration for the return of our high school students. They are fabulous and exciting to listen to.

**ITEMS FROM PUBLIC**

Tom Adams, district resident, addressed the Board. He really enjoys the student report section and hopes that these students will mentor the juniors. He asked about whether the district has a demerit system and suggested that we might give demerits for swearing, rude comments, name calling, etc.

A motion for adjournment was made by Mrs. Reeves, seconded by Mr. Dixon. The meeting adjourned at 7:01 p.m.

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Wanda M. Erb, Board Secretary