

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 3, 2019, beginning at 6:04 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, Brette C. Confair (arrived 6:07 PM), Patrick A. Dixon, Jennifer Lake (arrived 6:27 PM), Jane L. Penman (arrived 6:23 PM), Barbara D. Reeves, Marc D. Schefsky, Nancy Somers, Adam C. Welteroth.

ABSENT: None

OPENING EXERCISES were provided by Mr. Adam Welteroth.

APPROVAL OF MINUTES: Regular Meeting – August 20, 2019

A motion was made by Mr. Welteroth, seconded by Mrs. Reeves for an omnibus to include the agenda, the August 20, 2019 minutes and the addendum.

Mrs. Confair arrived at 6:07 PM.

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

A. Dr. Brandon Pardoe, WAHS Head Principal presented the WAHS data. He provided information on PA Future Ready Index, which includes State Assessments, On-Track Measures and College and Career Readiness Measures. Dr. Pardoe explained the various graphs and datasets and answered Board questions.

Dr. Penman entered the meeting at 6:23 PM.

Mrs. Lake entered the meeting at 6:27 PM.

FINANCE REPORT

5.1 Approve the following financial reports:

A. Payroll Report for the month of August 2019:

General Fund – Unrestricted	\$3,879,010.99
General Fund – Restricted	266,491.65
Food Service Fund	10,191.73
Earned Income Tax	66,070.79
Student Activities	<u>.00</u>
TOTAL	\$4,221,765.16

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
09/03/19	\$449,210.76	09/03/19A	2,370.00
09/03/19B	786.98	09/03/19C	13.59
09/03/19D	58,402.78	09/03/19E	34,322.18
09/03/19F	292.62		

BOARD POLICY – None

CURRICULUM REPORT

- 7.1 Approve payment for up to 35 professional staff members at the rate of \$150.00 per day for any work approved and performed throughout the 2019-20 Teacher in the Workplace Grant (July 1, 2019 – June 30, 2020).
- 7.2 Approve a Memorandum of Understanding with Bloomsburg University for any qualifying high school student to participate in their dual enrollment program, Advanced College Experience (ACE). Tuition and fees are reduced by 75 percent, which are paid for by the student. Eligible students are those who are preparing to enroll at Bloomsburg University as a freshman in a degree program.
- 7.3 Approve a letter of agreement with the Lycoming-Clinton MH/MR program and Lycoming County Children & Youth Services for the provision of 2019-20 school-based services, including Student Assistance Program liaison and mental health assessment services. Williamsport Area School District costs for the program total \$30,000 and are included in the Student Services budget.
- 7.4 Approve the Hills Learning Courses – Beginner Korean 1, 2, 3. This request includes offering 1.0 Williamsport Area High School elective credit, and including the course on the student’s transcript as a 1.2 weight, commensurate with other language courses. The course will factor into the grade point average, and will contribute to class rank as long as the student’s total credits do not exceed eight for the 2019-20 school year. The course description has been reviewed and approved by the high school principal and the secondary curriculum director. Cost for the course is the responsibility of the family. The final grade must be reported to the school by June 1, 2020 on an official Hills Learning transcript.
- 7.5 Approve the 2019-20 contract with the Children’s Service Center to provide student/s from the school district with educational services through the Therapeutic Education Program (TEP) at a rate of \$167.00 per day. Costs will be paid through the special education budget.

CURRICULUM REPORT CONT'D:

- 7.6 Approve the 2019-20 contract with the Children's Service Center for the Partial Hospital Program (PHP) to provide student/s from the school district with emotional and behavioral health services at a rate of \$126.50 per day. Costs will be paid through the special education budget.
- 7.7 Approve the 2019-20 contract with Autism and Behavior Resources to provide consultation in matters related to training staff on a Positive Behavior Support Plan for a student(s) in an Autistic Support Classroom at a rate of \$85.00 per hour. Costs to be paid through the Special Education budget.

PERSONNEL REPORT

8.1 RESIGNATIONS

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

- A. Benjamin H. Laurensen III, part-time Equipment Manager at the high school, for the purpose of retirement, effective September 1, 2019.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Benjamin H. Laurensen III from service in the Williamsport Area Schools and expresses its sincere appreciation for his over 4 years of dedicated service to our school system as an equipment manager and custodian. It further expresses the hope that his years of retirement will be many and richly rewarding.

- B. Bernadette Ulrich Boerckel, full-time Secondary Curriculum Supervisor for the District, for other employment, effective September 13, 2019.
- C. Billie Jo Miller, full-time Elementary Guidance Counselor at Cochran Primary School, for other employment, effective October 18, 2019, as administration has determined to hold Dr. Miller for 60 days per PA School Code.
- D. Jennifer A. Douglass, full-time Custodian/Groundskeeper 2 at the high school, for personal reasons, effective August 12, 2019.
- E. Lene M. Persun, part-time Aide (Special Education) at Cochran Primary School, for other employment, effective August 21, 2019.
- F. Yahziah J. Slaughter, part-time Food Service Worker at Curtin Intermediate School, for personal reasons, effective August 29, 2019.

8.1 RESIGNATIONS CONT'D:

- G. Jeremy W. Bouse, part-time Custodian at Lycoming Valley Intermediate School, will no longer be available as After School Supervision of the Fitness Center at the high school, effective July 29, 2019.

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

- A. Nancy J. Colley, part-time Food Service Worker at the high school, for an unpaid leave, effective September 4, 5, and 6, 2019, and September 12, 2019 through October 22, 2019.

8.3* ELECTION OF STAFF

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

- A. Rescind this item that was originally approved at the August 6, 2019, School Board Meeting. Mr. Browne has declined the position: ~~Xavier T. Browne to be currently assigned to a part time Aide (Special Education; up to 185 days per year; up to 5 hours per day) at Lycoming Valley Intermediate School, with a base wage rate of \$13.59 per hour (without degree rate), effective August 23, 2019, pending updated clearances and all other required documentation (replacing Steffen Yaskowack, resigned).~~
- B. Rescind this item that was originally approved at the August 20, 2019, School Board Meeting. Ms. Meixel has declined the position: ~~Nikol E. Meixel 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 middle school, with a base wage rate of \$13.59 per hour (without degree rate), effective date to be determined pending updated clearances and all other required documentation (replacing Valorie Singleton, resigned).~~
- C. Rescind this item that was originally approved at the August 6, 2019, School Board Meeting. Ms. Nellis has declined the position: ~~Marie T. Nellis 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 \$13.59 per hour (without degree rate), effective August 23, 2019, pending updated clearances and all other required documentation (replacing Brianna Trick, resigned).~~
- D. The following staff for after school supervision of the Fitness Center at the high school, at the intramural rate of \$16.34 per hour for the actual number of hours worked:

Kyle S. Schneider
Jeremiah A. Washington
Alicia M. Carnevale

Christopher P. Yoder
Jordan C. Yohn

8.3* ELECTION OF STAFF CONT'D:

E. The following persons to the positions indicated for the 2019-2020 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>
Marching Band Director	Todd L. Kendall (5)	\$8,858
Marching Band Assistant Director	Laura C. Garside (5)	\$4,429
Percussion Coordinator	Marc R. Garside (5)	\$3,200
Color Guard Coordinator	Jill D. Reamsnyder (5)	\$2,400
Visual Coordinator	Donna Snyder (4)	\$2,280
Wind Coordinator	Jeffrey P. Smith (2)	\$2,040
++Color Guard Technician	Theresa T. Kendall	\$ 800
++Battery Percussion Instructor	Devin T. Welker	\$ 800
++Front Ensemble Percussion Instructor	Zachary A. Nash	\$ 800
++Percussion Technician	Brittany T. Naculich	\$ 800
Strolling Strings	Matthew A. Radspinner (5)	\$3,600
++Booster Funded Positions		

F. The following persons to the positions indicated for the 2019-2020 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>
BAND		
<u>Williamsport Area High School</u>		
Concert Band Director	Todd L. Kendall (5)	\$2,215
Jazz Band	Todd L. Kendall (5)	\$1,200
<u>Williamsport Area Middle School</u>		
Director	Laura C. Garside (5)	\$1,600
<u>Intermediate School - Directors</u>		
Lycoming Valley	Donald J. Fisher (5)	\$1,329
Curtin	Jeffrey P. Smith (2)	\$1,020
CHORAL		
<u>Williamsport Area High School</u>		
Director	Kent C. Weaver (5)	\$2,215
Director	Samuel A. Robinson (4)	\$1,900
Les Chanteuse	Samuel A. Robinson (4)	\$1,140
GQ	Kent C. Weaver (5)	\$1,200

8.3* ELECTION OF STAFF CONT'D:

F. The following persons to the positions indicated for the 2019-2020 school year cont'd:

CHORAL

Williamsport Area Middle School

Director	Marisa S. Hickey (5)	\$1,600
Director	Samuel A. Robinson (4)	\$1,520

Intermediate School - Directors

Curtin	Michelle L. Hinkal (5)	\$1,329
Curtin	Lori A. Nelson (5)	\$1,200
Lycoming Valley	Jennifer L. Wright (5)	\$1,249
Lycoming Valley	Shanice C. D. Brandon (1)	\$1,020

ORCHESTRA

Williamsport Area High School

Director	Matthew A. Radspinner (5)	\$2,215
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Williamsport Area Middle School

Director	Kathleen O. Mondell (5)	\$1,600
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ORCHESTRA

Intermediate School - Directors

Curtin	Anna L. Radspinner (5)	\$1,329
Lycoming Valley	Danielle E. Johnson (5)	\$1,200

G. Adriana L. Manzano as a paid intern in the Tax Office, effective September 4, 2019, at the rate of \$7.25 per hour (no benefits).

H. The following substitute food service worker(s), at the salary rate of \$9.00 per hour, for the actual number of hours worked, effective date as indicated:

Cynthia A. Nasdeo (effective 09/04/19)

I. 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 date as indicated:

Khalif R. Randolph (effective 09/04/19)

8.3* ELECTION OF STAFF CONT'D:

- J. 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 2019-2020 school year:

Don E. Smith, Jr. (effective 09/04/19)

- K. 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 (\$120 per day for first 45 days; \$130 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:

Anthony P. Miele (effective 09/04/19)
Sharon M. O'Malley (effective 09/04/19)
Kathleen A Schanbacher (effective 09/04/19)
Mark T. Shifflet (effective 09/04/19)
Megan D. Smith (effective 09/04/19)
Susan M. Grieco (effective 09/04/19)
Aaron C. Musselman (effective 09/04/19)

- L. 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:

Amber L. Wright (effective 09/04/19)
Kimberly A. Felix (effective 09/04/19)

- M. Elissa K. Koontz, Title I Reading Specialist at Curtin Intermediate School, to serve as the Title I Building and Parent Engagement Coordinator at Curtin Intermediate School for the 2019-2020 school term, at a total annual stipend of up to \$2,000, funded through Title I (availability of position and funds to reviewed annually).

- N. Dana M. Null, Title I Reading Specialist at Lycoming Valley Intermediate School, to serve as the Title I Building and Parent Engagement Coordinator at Lycoming Valley Intermediate School for the 2019-2020 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:

- O. Tracy M. Mitstifer, Title I Reading Specialist at Cochran Primary School, to serve as the Title I Building Coordinator at Cochran Primary School for the 2019-2020 school term, at a total annual stipend of up to \$1,000, funded through Title I (availability of position and funds to reviewed annually).
- P. Gina M. Raniero, Title I Reading Specialist at Cochran Primary School, to serve as the Title I Parent Engagement Coordinator at Cochran Primary School for the 2019-2020 school term, at a total annual stipend of up to \$1,000, funded through Title I (availability of position and funds to reviewed annually).
- Q. Joan A. Shaw, Title I Reading Specialist at Hepburn-Lycoming Primary School, to serve as the Title I Building and Parent Engagement Coordinator at Hepburn-Lycoming Primary School for the 2019-2020 school term, at a total annual stipend of up to \$2,000, funded through Title I (availability of position and funds to reviewed annually).
- R. Kimberly A. Williamson, Title I Reading Specialist at Jackson Primary School, to serve as the Title I Building and Parent Engagement Coordinator at Jackson Primary School for the 2019-2020 school term, at a total annual stipend of up to \$2,000, funded through Title I (availability of position and funds to reviewed annually).
- S. Tyra J. Crews, Title I Reading Specialist/Instructional Coach at Stevens Primary School, to serve as the Title I Building and Parent Engagement Coordinator at Stevens Primary School for the 2019-2020 school term, at a total annual stipend of up to \$2,000, funded through Title I (availability of position and funds to reviewed annually).

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 140 music students from the Williamsport Area High School, accompanied by their teachers and chaperones, to travel to New York City during April 2020 to see a Broadway show. Transportation will be provided by contract carrier. All costs will be paid by the participants. Two substitutes will be required for the day.
- B. Forty (40) Williamsport Area High School accounting students, accompanied by their teachers, to travel to Bloomsburg University during October 2019 to participate in an accounting day. District transportation is requested. Costs will be funded through the CTE budget. Three substitutes will be required for the day.
- C. Approximately 200 Curtin Intermediate School students, accompanied by their teachers and aides, to travel to the Williamsport Area High School on two dates during October 2019 to visit the CTE program. District transportation is requested and will be paid through the Teacher in the Workplace Grant.
- D. Approximately 200 Lycoming Valley Intermediate School students, accompanied by their teachers and aides, to travel to the Williamsport Area High School on two dates during October 2019 to visit the CTE program. District transportation is requested and will be paid through the Teacher in the Workplace Grant.
- E. Approximately 200 sixth grade students from Curtin Intermediate School, accompanied by their teachers and aides, to travel to the Whitaker Center (Harrisburg) on two days during May 2020 (the students will be split into two groups and half will attend each day). District transportation is requested. All costs will be paid by the Curtin PTO.
- F. Approximately 200 fourth grade students from Curtin Intermediate School, accompanied by their teachers and aides, to travel to the Pioneer Tunnel Coal Mine (Ashland) during May 2020. District transportation is requested. All costs will be paid by the Curtin PTO.

10.2 Approve the following request from facility use:

- A. West Branch Drug and Alcohol Abuse Commission to use the classrooms, library and the cafetorium at the Williamsport Area Middle School on Thursdays, beginning October 3, through November 21, 2019 from 4:30 p.m. until 8:30 p.m. to hold a Strengthening Families Program for district students and parents. WBDAAC is requesting relief of the occupancy fee estimated at \$2,450.00. Certificate of Insurance to be received.

10.2 Approve the following request from facility use cont'd:

- B. Girls on the Run Program to use the gymnasium/playground at Cochran Primary School on Tuesdays and Thursdays beginning September 17 through November 21, 2019, from 3:30 p.m. until 5:00 p.m. to hold activities related to the program. Girls on the Run Program is requesting relief of the occupancy fees estimated at \$6,650.00. Certificate of insurance on file.

BIDS/CONTRACTS

11.1 Approve the agreement with the Old Lycoming Township Volunteer Fire Company to provide ambulance service for all home football games at the rate of \$55.00 per hour for the 2019 season.

TAX ITEMS

12.1 Authorize the Solicitor to enter into a Stipulation to settle the Assessment Appeal filed on behalf of KNS Apartments, L.P. which will reduce the assessed value on Lycoming County Tax Parcel 62-003-807 (known as 101 Academy Street, Williamsport, PA). The settlement shall reduce the assessed value from its current level of \$921,250.00 to \$875,000.00.

TRANSPORTATION – None

The motion carried.

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

Dr. Bowers reported the following:

School is off and running. He is pleased to say we had a smooth start this year and thanked everyone for their part.

Enrollment numbers continue to grow with several families still registering children on a daily basis.

The District hosted another successful DCA event. This is a great opportunity for the District and the community to work together.

Millionaire Drive is scheduled to be paved this weekend with guiderails being installed the following week.

The West Fourth Street project should be finished by September 14th.

Dr. Bowers also thanked Dr. Pardoe for his presentation this evening, and he thanked the Board and Administrative Team for all the work put into another successful Board Retreat.

ITEMS FROM BOARD MEMBERS

Board Members asked the following questions:

When are we going to do the PSBA Survey? Dr. Bowers will notify PSBA to release survey.

Do we have any foreign exchange students? We currently do not.

ITEMS FROM PUBLIC

Christy Tawney of Scott Street, Williamsport addressed the Board regarding concerns with her high school son having to walk a mile to the bus stop. She would like the stop moved indicating that the majority of the students getting off at the current stop have to walk back along the bus route to get to their homes.

President Baer announced an executive session for personnel and attorney advisement will follow the meeting.

Upon motion made by Dr. Penman, seconded by Dr. Somers and carried, the meeting adjourned at 6:55 PM.

Wanda M. Erb, Board Secretary