

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 6, 2022, beginning at 6:05 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, Jennifer Lake, Barbara D. Reeves, Jamie L. Sanders, Adam C. Welteroth, Scott R. Williams.

ABSENT: None

**OPENING EXERCISES** were provided by Mr. Jamie Sanders

President Baer announced that an executive session for attorney advisement and personnel was held before tonight's meeting.

**APPROVAL OF MINUTES:** Regular Meeting – August 16, 2022

3.1 Retroactively amend the minutes to reflect an abstention by Jamie Sanders on Item 8.3 R. Mr. Sanders neglected to mention that he needed to abstain before the vote was taken.

**Student Representatives:** Everyone was excited to have our student representatives return to Board Meetings to provide updates from the high school.

The Board welcomed our student representatives Sydney Crews and Michael Harry, both are seniors who are taking AP Courses and are very active in school activities. Michael and Sydney provided everyone present with an energetic and enthusiastic PowerPoint presentation regarding the beginning of the 22-23 school year "From the Eyes of a Millionaire Student."

President Baer and Mr. Welteroth thanked and commended the students for a fabulous presentation. We are all excited to have them at our meetings this year.

A motion for an omnibus to include the agenda and the minutes from the August 16, 2022 meeting including the retroactive amendment was made by Mrs. Reeves, seconded by Mrs. Deavor.

## **FINANCE REPORT**

5.1 Approve the following financial reports:

A. Payroll Report for the month of August 2022:

General Fund – Unrestricted	\$2,543,428.72
General Fund – Restricted	207,854.26

5.1 Approve the following financial reports cont'd:

A. Payroll Report for the month of August 2022 cont'd:

Food Service Fund	6,823.35
Earned Income Tax	40,268.02
Student Activities	0.00
<b>TOTAL</b>	<b>\$2,798,374.35</b>

5.2 Authorize payment of invoices and services rendered by the list submitted from August 17, 2022 to September 6, 2022 and direct the officers of the Board of School Directors to execute the same:

General Fund	\$761,329.60
Athletic Fund	0.00
EIT Operating Fund	313.50
Food Service Fund	0.00
Payroll Fund	476,076.19
PLGIT Capital Projects Fund	255,515.08
Student Activities Fund	3,760.00
<b>TOTAL</b>	<b>\$1,496,994.37</b>

5.3 Approve the following agreements with UPMC: Physician Services Agreement, Athletic Training and Medical Services Agreement, Sponsorship Agreement, and Services in Lieu of Taxes Agreement.

**BOARD POLICY - None**

**CURRICULUM REPORT**

7.1 Approve an agreement with the Commonwealth University of Pennsylvania to allow selected qualified nursing students to participate in field study, internship, practicum or student teaching experience in the school district for the 2022-23 school year. Appropriate clearances are obtained by participants, liability insurance is in place, and there is no cost for either institution associated with the process.

7.2 Approve the Pennsylvania College of Technology course General Psychology (PSY 111-02). The request includes offering 1.0 Williamsport Area High School elective credit and will factor into the grade point average and appear on the student transcript. This course will count towards class rank as long as total credits does not exceed eight course credits. The course description has been reviewed and approved by the high school principal. Cost for the course is the responsibility of the family. The final grade must be reported to the school by June 1, 2023 on an official Pennsylvania College of Technology transcript to be included in the GPA.

## **CURRICULUM REPORT CONT'D:**

- 7.3 Approve the Lycoming College course Differentiated Equations (231). The request includes offering 1.0 Williamsport Area High School elective credit and will factor into the grade point average for the student and appear on their transcript. This course will count towards class rank as long as total credits does not exceed eight course credits. The course description has been reviewed and approved by the high school principal. Cost for the course is the responsibility of the District because the student has exhausted all mathematic courses offered by the District. The final grade must be reported to the school by June 1, 2023 on an official Lycoming College transcript to be included in the GPA.

## **PERSONNEL REPORT**

### **8.1 RESIGNATIONS:**

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

- A. Bonnie M. Maddox, full-time Administrative Support I (245 day, 7.5 hours per day) at the District Tax Office, for the purpose of retirement, effective September 6, 2022.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Bonnie M. Maddox from service in the Williamsport Area School District and expresses its sincere appreciation for her 22 years of dedicated service to our school system as an Aide and Administrative Support. It further expresses the hope that her years of retirement will be many and richly rewarding.

- B. Cynthia A. Nasdeo, part-time Food Service Worker (180 day, 4.25 hours per day) at the Cochran Primary School, for personal reasons, effective September 2, 2022.
- C. Denay M. Gair, full-time 6<sup>th</sup> Grade Teacher at the Curtin Intermediate School, for personal reasons, effective October 24, 2022, or possibly sooner, as the district has determined to hold Ms. Gair for up to 60 days per PA School Code.
- D. Gary L. Baer, full-time Maintenance Specialist (HVAC) for the District, for the purpose of retirement, effective September 30, 2022.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Mr. Baer from his service in the Williamsport Area School District and expresses its sincere appreciation for his 20 years of dedicated service to our school system as a Maintenance Specialist. It further expresses the hope that his years of retirement will be many and richly rewarding.

8.1 RESIGNATIONS CONT'D:

- E. Jill P. Robbins, full-time 1<sup>st</sup> Grade Teacher at the Jackson Primary School, for other employment, effective September 16, 2022
- F. Consider terminating employment with the Williamsport Area School District for Lori A. Carpenter due to job abandonment of her position as a part-time Food Service Worker at the Cochran Primary School, effective September 7, 2022.
- G. Patricia A. Shaffer, part-time Aide (Special Education; 185 days, 5 hours per day) at the Lycoming Valley Intermediate School, for the purpose of retirement, effective September 2, 2022.

RESOLVED: that the Board of School Directors of the Williamsport Area School District acknowledges with profound regret the retirement of Mrs. Shaffer from her service in the Williamsport Area School District and expresses its sincere appreciation for her 5 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.

- H. Wendy R. Corey, retiring as a Non-Certified Substitute Teacher for the District, effective June 30, 2022.

8.2 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 2, 2022, School Board Meeting: ~~Corrina M. Vega to be currently assigned to a part-time Aide (185-day, up to 5 hours per day) at the Cochran Primary 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 start date is August 25, 2022, pending receipt of all required documentation, (replacing Laquana Cofer, resigned).~~
- B. Breana L. Dauberman to be currently assigned to part-time Aide (Special Education; 185 day, 5 hours per day) at the Jackson 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 12, 2022 (replacing Rebecca Brocious, resigned).
- C. Chelsea R. Rogers to be currently assigned to part-time Food Service Worker (up to 180 days, 5 hours per day) at the Curtin Intermediate 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 September 7, 2022 (replacing Alicia Coates, resigned).

8.2 ELECTION OF STAFF CONT'D:

D. Kelsey Hope as a temporary professional employee, to be currently assigned to School Social Worker/Home and School Visitor at the elementary level (K-6) for the District, at a salary rate of Step 1, Master's, \$56,757, effective start date is to be determined, pending receipt of all required documentation including updated clearances and pending receipt of required PDE certification (new position approved for the 2022-2023 school year).

E. Mary P. Helminiak to be currently assigned to full-time Administrative Support I (205 day, 7 hours per day) at the Williamsport Area Middle 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 September 7, 2022 (replacing Iliana Kalamafoni, resigned).

F. Yahziah J. Slaughter to be currently assigned to a part- time Aide (Special Education; 185 day, 5 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 7, 2022 (replacing Denise Ertel, transferred).

G. 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:

Emily Tate (RN)	(effective 09/07/22)
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H. 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:

Brittany Pangburn	(effective 09/07/2022)
Elizabeth Schwenk	(effective 09/07/2022)
Jenae Bishop	(effective 09/07/2022)
Lacey Martin	(effective 09/07/2022)

I. The following substitute administrative support/aide(s), subject to assignment by the Superintendent of Schools, at the hourly rates established by Board policy (\$12.00 per hour; up to a maximum of 180 days per year) and only for the actual number of hours assigned and worked:

Cheri Carson	(effective 09/07/2022)
Cynthia Nasdeo	(effective 09/07/2022)
Matthew Z. Herbst	(effective 09/07/2022)
Kiana Walker	(effective 09/07/2022)
Tirae Nichols	(effective 09/07/2022)

8.2 ELECTION OF STAFF CONT'D:

- J. 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 Middle School**

Cross Country

Volunteer(s): William R. Baird  
 Volunteer(s): Benjamin R. Thomas

- K. The following persons to the positions indicated for the 2022-2023 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 (pending completion of all appropriate paperwork\*).

**Williamsport Area High School**

Marching Band Assistant Director: Jeffrey P. Smith (5) \$4,000  
 Wind Coordinator: Donald J. Fisher (5) \$2,400

- L. The following persons to the positions indicated for the 2022-2023 school year at the stipend 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 (5)	\$2,215
Jazz Band	Todd L. Kendall (5)	\$1,200
<u>Williamsport Area Middle School</u>		
Director	Donald J. Fisher (5)	\$1,600
<u>Intermediate School - Directors</u>		
Lycoming Valley	Carol Smith (0)	\$ 960
Curtin	Jeffrey P. Smith (5)	\$1,200

8.2 ELECTION OF STAFF CONT'D:

- L. The following persons to the positions indicated for the 2022-2023 school year cont'd:

<u>POSITION</u>	<u>TEACHER</u>	<u>STIPEND</u>
<b>CHORAL</b>		
<u>Williamsport Area High School</u>		
Director	Megan E. Louder (1)	\$1,700
Director	Samuel A. Robinson (5)	\$2,000
Les Chanteuse	Megan E. Louder (1)	\$1,020
GQ	Samuel A. Robinson (5)	\$1,200
<u>Williamsport Area Middle School</u>		
Director	Lori Nelson (5)	\$1,600
Director	Jennifer Wright (5)	\$1,600
<u>Intermediate School - Directors</u>		
Curtin	Michelle L. Hinkal (5)	\$1,329
Lycoming Valley	Jason Sandonato (0)	\$ 960
<b>ORCHESTRA</b>		
<u>Williamsport Area High School</u>		
Director	Matthew A. Radspinner (5)	\$2,215
<u>Williamsport Area Middle School</u>		
Director	Kathleen O. Mondell (5)	\$1,600
<u>Intermediate School - Directors</u>		
Curtin	Anna L. Radspinner (5)	\$1,329
Lycoming Valley	Christopher Gorman (0)	\$ 960

8.3 POSITION CHANGES:

Approve the following position change(s):

- A. The following Interpreter is being reassigned at her current salary rate for the 2022-2023 school year, or at the contracted hourly rate per the Support Staff Collective Bargaining Agreement, effective September 7, 2022:
1. Andrea L. Clark from a full-time Sign Language Interpreter at the Williamsport Area High School to a full-time Sign Language Interpreter at the Cochran Primary School.

8.3 POSITION CHANGES CONT'D:

- B. Denise Y. Ertel from a part-time Aide (Special Education; 185 day; up to 5 hours per day) at the Williamsport Area High School to a full-time Aide (Special Education; 185 day, up to 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 August 25, 2022 (replacing Claudine Griffin, transferred).
  
- C. Hope Woolway from a long-term substitute teacher to a temporary professional employee, assigned to a full-time 2<sup>nd</sup> Grade Teacher at the Hepburn-Lycoming Primary School, at salary rate of Step 1, Bachelor's, \$53,633, effective September 7, 2022, pending receipt of all required documentation (replacing Ryan Emery, resigned; Ms. Woolway was previously approved at the August 16, 2022 School Board meeting as a long-term substitute teacher for the 2022-2023 school year).
  
- D. Michelle L. Dutton from a part-time Administrative Support I/Library K-6 (185 day, 5 hours per day) at the Jackson Primary School to a full-time Library Aide (185 day, 7 hours per day) 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 with the 2022-2023 school year, effective August 25, 2022 (replacing Jill Yapple, retired).
  
- E. Valorie Taylor from a full-time Aide (Special Education; 185 day, 7 hours per day) at the Williamsport Area Middle School to a full-time Aide (Special Education; 185 day, 7 hours per day) at the Williamsport Area High 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).

8.4 CONTRACTED SERVICES

- A. Approve Casey Thurber, 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 September 7, 2022.



8.5 OTHER

- A. Approve separate employee agreements for the following individuals for their services as School Police Officers for the Williamsport Area School District, in accordance with the Public School Code of 1949 as amended; 24 P.S. 1-101 et seq., at the rate of \$32.00 per hour (for hours worked) and applicable benefits as outlined in the employee agreements, start date(s)/effective date(s) to be determined:
- Benjamin H. Laurenson III
  - Brett Herbst
  - Trent Peacock (Note: Mr. Peacock was previously approved and assigned as a full-time Paraprofessional/Intervention Specialist at Jackson Primary School.)
- B. Approve a Memorandum of Understanding pertaining to the employment of Alicia Differ, newly hired as full-time K-12 Principal for the District.
- C. Approve a contract with Conrad Siegel Actuaries to complete, file and mail required 2022 IRS employee and employer tax forms to comply with mandated Affordable Care Act regulations. The proposal also includes assistance in the review of tracking employee data, benefit eligibility and employee premium cost-sharing, as well as filing corrections. The cost for this service is \$7,900.
- D. Approve the addition of a stipend position for an Assistant Middle School Cheerleading Coach to be added to the stipend schedule contained within the WEA collective bargaining agreement. The maximum stipend amount for this position is \$1,600 and application of this amount will follow the same criteria outlined in the stipend schedule.

**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 – None**

## **BIDS/CONTRACTS**

- 11.1 Retroactively approve Change Order 1 from Glenn O. Hawbaker, Inc. of Montoursville, PA to mill and place 6” of subbase and 3” of base course asphalt on approximately 520.90 square yards at the Cochran Primary School at a cost of \$29,213.46. Also included in this Change Order total is 114 square yards of milling, 6” of subbase, 3” of base course and 1.5” of wearing course asphalt at a cost of \$7,004.09 that will be reimbursed by the City of Williamsport for the alley that adjoins the parking area.
- 11.2 Approve Food Facilities Concepts, Inc., Carnegie, PA in the amount of \$17,000 to provide Food Service design services for the Lycoming Valley Intermediate School renovation project.
- 11.3 Approve Kleinfelder, Mechanicsburg, PA in the amount of \$13,250 to provide services related to the Geotech investigation and a subsequent report for the Lycoming Valley Intermediate School renovation project.
- 11.4 Approve the addition of Facility Scheduling to our FMX software licensing at an initial cost of \$5,377, which includes \$1,793 of one-time setup fees. This software will be available for use at all district buildings but will primarily be used by the high school, middle school, and athletic department.
- 11.5 Approve an agreement with the Old Lycoming Township Volunteer Fire Company to provide ambulance service for all home football games at the rate of \$60.00 per hour for the 2022 season.

**TAX ITEMS** – None

**TRANSPORTATION** – None

Voice vote. All affirmative. Motion carried.

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

Dr. Bowers provided a brief update noting the following:

- The 2022-23 school year is off and running with 52 new teachers. We had a smooth start. He thanked everyone for making this happen.
- He highlighted the Neurosequential Model of Education (NME) training that occurred with the launch of this new initiative.
- The decision to not bring everyone together at the high school on August 25th was made. However, Dr. Poole, Dr. Pardoe, Dr. Briggs and Dr. Bowers went on the road and attended opening exercises at each school to welcome staff and provide updates.
- Again, Dr. Bowers thanked everyone for a great start. There is a lot that goes on behind the scenes to make this happen. The year is off to a great start.

**ITEMS FROM BOARD MEMBERS**

Mr. Dixon shared information regarding solar energy and would like the district to explore this as an option for the district.

**ITEMS FROM PUBLIC**

Tom Adams, district resident, addressed the Board. He noted that history proves that when nations slip into immortality that nations fall. He hopes our schools are sending the message to our students to not get into relationships when young. Relationships that breakup are hard enough when you are adults, even worse for younger ones. Mr. Adams noted that he loved the student presentations this evening, especially the focus placed on friendships.

Mark Mussina, North Central PA asked for a comment on the teacher who was suspended. Dr. Bowers shared the Board has no comment. Mr. Mussina then asked questions regarding the administrative leave process and who approves.

A motion for adjournment was made by Mr. Sanders, seconded by Mrs. Lake. The meeting adjourned at 6:34 p.m.

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Wanda M. Erb, Board Secretary