



December 07, 2020

7:00 P.M.
Virtual Meeting

Mr. Nathan Miller
Vice President
Region I

Mrs. Sue Bowman
Vice President
Region I

Mrs. Cathy Bachman
Treasurer
Region III

Mrs. Airneezer Bingham
Region I

Mrs. Diane Cramer
Region II

Mr. Todd Engel
Region III

Mr. Nicholas Fiorini
Region III

Mr. Paul McGinn
Region II

Mrs. Erica Molino
Region II

Miss Madalynn Garner
Student Representative

Dr. Mark Stamm
Superintendent

Mrs. Jamie Mowrey
Board Secretary

Mr. Fred Holland
Solicitor

Agenda

Regular Board Meeting

Opening

Call to Order

Silent Meditation and Pledge of Allegiance

Roll Call

Reorganization

1. Election of Temporary Board President
2. Election of Board President
3. Election of Board Vice President
4. Adoption of school board meeting dates for 2021 – Attachment #1
5. Adoption of school board committee meeting dates for 2021-Attachment #2

Preliminary Comments on Agenda Items

Action Items

Treasurer's Report

Approval of Bills

- General Fund – \$1,356,099.65
- Food Service – \$31,160.10

Approval of Minutes

Board Committee Reports

Superintendent's Report & Recommendations

1. Approval of Special Sick Leave
2. Employment Agreement for Confidential Support Personnel
3. Employment
4. Transportation Driver
5. Act 1 Index Opt Out Resolution
6. Revised Contract with Nutrition Inc.
7. Backhoe Rental with South Williamsport Borough

General Information

Old Business

New Business

Courtesy to the Floor

Final Remarks by Board Members

Adjournment

REORGANIZATION
December 07, 2020

The Board is meeting for the purpose of reorganization under the appropriate sections of Article IV of the Pennsylvania School Laws, as amended.

1. ELECTION OF A TEMPORARY BOARD PRESIDENT

The temporary president must be elected from the board members that were not up for election/re-election.

2. ELECTION OF PRESIDENT

3. ELECTION OF VICE PRESIDENT

4. ADOPTION OF SCHOOL BOARD MEETING DATES FOR 2021 – ATTACHMENT #1

**5. ADOPTION OF SCHOOL BOARD COMMITTEE MEETING DATES FOR 2021 –
ATTACHMENT #2**

SUPERINTENDENT'S REPORT AND RECOMMENDATIONS

December 07, 2020

1. Approval of Special Sick Leave

It is recommended that the board approve Special Sick Leave for PSERS purposes for the following employees and dates:

- Employee #809 for October 19-30, 2020
- Employee #1057 for October 29-November 3, 2020
- Employee #986 for November 13 – November 25, 2020
- Employee #1291 for October 26 - November 6, 2020
- Employee #1161 for November 9-12, 2020
- Employee #303 for November 9-20, 2020
- Employee #240 for November 11-13, 2020

2. Employment Agreement for Confidential Support Personnel– Attachment #3

It is recommended that the board approve the Employment Agreement for Confidential Support Personnel. This is a new agreement to provide clear and consistent terms and conditions of employment for these individuals. Since school code prohibits these employees from joining a bargaining unit, the district has in practice aligned their terms and conditions of employment with the Act 93 Administrative Compensation Plan. This agreement formalizes that connection for them and the district while also articulating specific changes consistent with their unique roles. There are currently two employees in the district covered by this agreement: Administrative Assistant to the Business Manager and Administrative Assistant to the Superintendent.

3. Employment

Administrative Assistant to the Superintendent

The Superintendent is recommending school board approval for Chloe Smith as the new Administrative Assistant to the Superintendent effective December 8, 2020. This is a 240 day position at a salary of \$31,200 which will be prorated for working a partial year.

French Teacher Position

The Interview Committee is recommending school board approval for Margaret Rammon as the new Junior/Senior High School French Teacher effective December 1, 2020. This position will be a 182 day position. Her pay will be based on step B-4 at an annual salary of \$51,421 which will be prorated for working a partial year.

Long-Term Substitute Counselor Position

The Interview Committee is recommending that we hire Alyson Stoner for the long-term substitute Counselor position at the High School. Compensation for this position is \$150/day and benefits.

Winter Coaches

The Athletic Director is recommending school board approval of the following Coaches for the 2020-2021 winter season:

- **Boys 7th Grade Basketball** – Dean Kriebel - \$2,674
- **Wrestling Volunteers:** Don Bower, Luke Franzen, Josh Hakes, Mark Killian, Kris Runner, Art Saxe, and Chad Banzhof

Winter Game Worker

It is recommended that the school board approve the employment of Stacie Bieber as a game worker for the 2020-2021 Winter season.

Guest Teacher List 2020-2021

It is recommended the school board approve Sheri Hitesman, Kendra Pardoe, and Hadly Raven as Guest Teachers as submitted by BLaST IU 17 for the 2020-2021 school year.

4. Transportation Driver

Jamie Mowrey, Director of Transportation, is requesting approval of Jeffrey Dugan as the driver of Bus 2155 for the 2020-2021 school year.

5. Act 1 Index Opt Out Resolution – Attachment #4

It is recommended that the board adopt a resolution for the 2021-2022 fiscal year that any increase in real estate property taxes will not exceed the adjusted 2021-22 index of 4.2%. Mrs. Jamie Mowrey, Business Manager, will discuss this at the pleasure of the board.

6. Revised Contract with Nutrition Inc. – Attachment #5

It is recommended that the board revise their contract with Nutrition, Inc. for the 2020-2021 school year. Under the original contract, 206,275 meals were budgeted at a fixed price per meal of \$1.8016. Under the revised contract, it is projected that we will serve 114,742 meals which causes the fixed price per meal to be \$2.3581. The decrease in meals served as a result of COVID-19 operational changes. The increase in the fixed price per meal is to cover the costs of expenses for Nutrition, Inc.

7. Backhoe Rental with South Williamsport Borough

The District's John Deere tractor is over 30 years old and has broken. The cost of repairing is not worth the expense. A replacement could cost around \$19,000. As a temporary solution, South Williamsport Borough is willing to rent a backhoe to us for the winter season for a deposit of \$1,000 and \$55 per hour running time based on the hour meter. The tractor is primarily used for loading salt, snow removal, and moving infield mix at the ball complex.

BOARD INFORMATION
December 07, 2020

ADDITIONAL DATES

December 07 – Regular Board Meeting – 7:00 p.m. - VIRTUAL
December 07 – Operations Committee Meeting – 6:00 p.m. - CANCELED
December 14 – Executive Session – 6:00 p.m. and Special Board Meeting – 7:15 p.m. - VIRTUAL
December 23 – January 1 – Winter Break – Schools closed
January 11, 2021 – Regular Board Meeting – 7:00 p.m. if approved at December 07 meeting
January 18, 2021 – Act 80 Full Day

ADDITIONAL INFORMATION

SOUTH WILLIAMSPORT AREA SCHOOL DISTRICT
2021 OPEN SCHOOL BOARD MEETINGS
7:00 P.M.
HIGH SCHOOL LIBRARY

Monday, December 07, 2020 – Reorganization Meeting

Monday, January 11, 2021

Monday, February 01, 2021

Monday, March 01, 2021

Monday, April 12, 2021

Monday, May 03, 2021

Monday, May 24, 2021

Monday, June 07, 2021

Monday, June 21, 2021

Monday, July 12, 2021

Monday, August 02, 2021

Monday, September 13, 2021

Monday, October 04, 2021

Monday, November 01, 2021

Monday, December 06, 2021– Reorganization Meeting

Note: If another Board meeting is required within a certain month, a special meeting date will be set.

Board approval: December 07, 2020

Committees

2021

Purpose and Function

Committees of Board members shall conduct studies, make recommendations, and act in an advisory capacity, but shall not take action on behalf of the Board. Committees shall consist of no more than four (4) members. Committees shall not include a majority of the membership of the Board.

Each committee will meet every other month on a rotating schedule established and published with the list of regular board meetings annually.

Membership

Members shall be appointed annually by the President at the first board meeting in January. Each Board committee shall be convened by a chairperson, who shall:

1. Conduct a the committee meeting according the district policy and state laws,
2. Provide a summary report for the board at the next regular board meeting,
3. Prepare minutes of open committee meetings and submit to the Secretary of the Board for Board approval

Standing Committees

The board will consist of two standing committees: Vision and Leadership and Operations. Each member of the board will serve on one committee excluding the treasurer who will serve as an alternate member of both committees.

Vision and Leadership Committee shall be chaired by the president of the board. The primary functions of the committee shall include advisement on the development and execution of the district's strategic plan and the development of new programs, positions, and services such as:

1. Development of new policy
2. Creation of new positions, programs, and services,
3. Recommendations to appoint new staff,
4. Preliminary development of new budgets,
5. Feasibility studies for future building projects

Mr. Nathan Miller, Chair	Mrs. Diane Cramer
Mrs. Erica Molino	Mr. Todd Engel
Mrs. Cathy Bachman - ALT	

Operations Committee shall be chaired by the Vice President of the board. The primary function of the Operations Committee shall include oversight of the current budget and the advisement on current policy, programs, and services such as:

1. Review and revision to existing policy,
2. Job descriptions for existing positions, programs, and services,
3. Recommendation for reappointment of existing and returning staff,
4. Review of current budget,
5. Evaluation of current facilities and recommendations for maintenance and repairs.

Mrs. Sue Bowman, Chair	Mrs. Page Bingham
Mr. Nicholas Firoini	Mr. Paul McGinn
Mrs. Cathy Bachman - ALT	

Additional Committees:

Ad hoc committees may be created, charged, and assigned a fixed termination date, which may be extended by the President. Ad hoc committees may be created for special circumstances that require student, staff, or community input and membership.

Safety and Security

Mrs. Cathy Bachman, Chair	Mrs. Erica Molino
Mr. Nathan Miller	Mrs. Diane Cramer

Act 93 Administrative Compensation Plan

Mr. Todd Engel, Chair	Mr. Nicholas Fiorini
Mrs. Diane Cramer	Mr. Paul McGinn

South Williamsport Area School District

Standing Committees of the Board

2021

6:00PM

Vision and Leadership Committee

Vision and Leadership Committee shall be chaired by the president of the board. The primary functions of the committee shall include advisement on the development and execution of the district's strategic plan and the development of new programs, positions, and services such as:

1. Development of new policy
2. Creation of new positions, programs, and services,
3. Recommendations to appoint new staff,
4. Preliminary development of new budgets,
5. Feasibility studies for future building projects

- Monday, July 12
- Monday, September 13
- Monday, November 1

Operations Committee

Operations Committee shall be chaired by the Vice President of the board. The primary function of the Operations Committee shall include oversight of the current budget and the advisement on current policy, programs, and services such as:

1. Review and revision to existing policy,
2. Job descriptions for existing positions, programs, and services,
3. Recommendation for reappointment of existing and returning staff,
4. Review of current budget,
5. Evaluation of current facilities and recommendations for maintenance and repairs

- Monday, August 2
- Monday, October 4
- Monday, December 6

**SOUTH WILLIAMSPORT AREA SCHOOL DISTRICT
TREASURER'S REPORT AS OF OCTOBER 31, 2020**

GENERAL FUND - Checking Account

Book Balance September 30, 2020 4,447,841.28

Receipts

Real Estate Taxes, Face	6111	254,457.52	
Public Utility Realty Tax (PURTA)	6113	7,742.98	
Pmt in Lieu of Taxes - DCNR	6114	6,311.66	
Real Estate Taxes, Discount	6211	(1,149.01)	
Earned Income Tax, less Commission	6151	235,151.50	
Real Estate Transfer Tax, less Commission	6153	16,883.06	
Delinquent Tax Collection, less Commission	6411	30,990.89	
Interest Income	6510	1,528.93	
IDEA 19/20	6830	34,007.03	
Mainstream Billing	6944	9,277.02	
Attendance Fine	6990	60.04	
Basic Education Subsidy	7111	914,595.60	
Transportation Subsidy	7310	40,500.00	
Property Tax Relief (Gambling Funds)	7340	100,010.25	
CARES-ESSER	8741	14,254.88	
CARES PCCD Grant	8749	170,125.00	
CARES Lycoming County Passthrough	8749	248,800.00	
Records Request	Offset Expenses	59.44	
Refund from Vendor	Offset Expenses	2,421.90	
HI COBRA Payments	Offset Expenses	2,998.88	
Retiree HI Payments	Offset Expenses	2,900.00	
Online Class	Offset Expenses	620.00	
Lost Book Fee	Offset Expenses	14.00	2,092,561.57

Payments

Payments Issued in October 2020 (1,439,261.81)

Book Balance October 31, 2020 5,101,141.04

GENERAL FUND - PLGIT Investment Account

Book Balance September 30, 2020 63,380.25

Interest Income 2.30

Book Balance October 31, 2020 63,382.55

GENERAL FUND - 2020 SINKING FUND

Book Balance September 30, 2020 2.66

Interest Income -

Book Balance October 31, 2020 2.66

GENERAL FUND - TECHNOLOGY INSURANCE FUND

Book Balance September 30, 2020	14,650.97
Receipts	3,165.00
Interest Income	5.93
Checks Issued in October 2020 - Refunds due to overpayment	(225.00)
Book Balance October 31, 2020	<u>17,596.90</u>

CAFETERIA FUND

Book Balance September 30, 2020	50,749.59
Receipts	
Cafeteria Deposits	392.95
School Nutrition Program	-
Interest Income	<u>9.43</u>
	402.38
Payments	
Checks Issued in October 2020	<u>(45,283.39)</u>
Book Balance October 31, 2020	<u>5,868.58</u>

CAPITAL RESERVE FUND

Book Balance September 30, 2020	388,104.97
Receipts	-
Interest Income	131.49
Checks Issued in October 2020	-
Book Balance October 31, 2020	<u>388,236.46</u>

STUDENT ACTIVITIES - CLUBS

Book Balance September 30, 2020	85,893.41
Receipts	-
Interest Income	29.57
Checks Issued in October 2020	<u>(43.24)</u>
Book Balance October 31, 2020	<u>85,879.74</u>

STUDENT ACTIVITIES - ATHLETIC BOOSTERS

Book Balance September 30, 2020	68,725.04
Receipts	1,205.00
Interest Income	23.44
Checks Issued in October 2020	<u>(2,285.89)</u>
Book Balance October 31, 2020	<u>67,667.59</u>

BOARD SUMMARY

Fund: 10 - GENERAL FUND Encumbrances Included

As of: 06/30/2021

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
1100 REGULAR PROGRAMS						
100 SALARIES	4,547,101.00	4,547,101.00	0.00	1,203,845.42	3,343,255.58	26.48
200 EMPLOYEE BENEFITS	3,019,974.00	3,019,974.00	0.00	958,690.18	2,061,283.82	31.74
300 PURCH PROF & TECH SVCS	15,450.00	15,450.00	0.00	6,222.43	9,227.57	40.27
400 PURCHASED PROPERTY SVCS	36,770.00	36,770.00	0.00	9,634.40	27,135.60	26.20
500 OTHER PURCHASED SVCS	602,205.00	602,205.00	0.00	174,746.05	427,458.95	29.02
600 SUPPLIES	177,480.00	177,480.00	31,461.95	84,322.24	61,695.81	65.24
700 PROPERTY	3,840.00	3,840.00	0.00	2,628.90	1,211.10	68.46
800 OTHER OBJECTS	21,355.00	21,355.00	1,343.70	304.00	19,707.30	7.72
Totals for 1100s	8,424,175.00	8,424,175.00	32,805.65	2,440,393.62	5,950,975.73	29.36
1200 SPECIAL PROGRAMS						
100 SALARIES	1,165,237.00	1,165,237.00	0.00	316,141.37	849,095.63	27.13
200 EMPLOYEE BENEFITS	821,085.00	821,085.00	0.00	245,948.60	575,136.40	29.95
300 PURCH PROF & TECH SVCS	395,500.00	395,500.00	0.00	86,302.77	309,197.23	21.82
400 PURCHASED PROPERTY SVCS	270.00	270.00	0.00	0.00	270.00	0.00
500 OTHER PURCHASED SVCS	10,292.00	10,292.00	0.00	1,930.00	8,362.00	18.75
600 SUPPLIES	18,863.00	18,863.00	0.00	8,218.80	10,644.20	43.57
700 PROPERTY	5,000.00	5,000.00	0.00	0.00	5,000.00	0.00
Totals for 1200s	2,416,247.00	2,416,247.00	0.00	658,541.54	1,757,705.46	27.25
1300 VOCATIONAL EDUCATION						
100 SALARIES	277,941.00	277,941.00	0.00	74,830.42	203,110.58	26.92
200 EMPLOYEE BENEFITS	179,431.00	179,431.00	0.00	57,831.32	121,599.68	32.23
500 OTHER PURCHASED SVCS	258,040.00	258,040.00	0.00	65.00	257,975.00	0.03
600 SUPPLIES	8,982.00	8,982.00	0.00	4,107.53	4,874.47	45.73
Totals for 1300s	724,394.00	724,394.00	0.00	136,834.27	587,559.73	18.89
1400 OTHER INSTRUCTION						
100 SALARIES	209,712.00	209,712.00	0.00	51,854.71	157,857.29	24.73

BOARD SUMMARY

Fund: Encumbrances Included
As of: 06/30/2021

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
200 EMPLOYEE BENEFITS	117,156.00	117,156.00	0.00	32,587.96	84,568.04	27.82
300 PURCH PROF & TECH SVCS	30,736.00	30,736.00	0.00	6,145.76	24,590.24	20.00
500 OTHER PURCHASED SVCS	126,000.00	126,000.00	0.00	1,657.00	124,343.00	1.32
600 SUPPLIES	3,978.00	3,978.00	0.00	360.21	3,617.79	9.06
800 OTHER OBJECTS	1,200.00	1,200.00	0.00	0.00	1,200.00	0.00
Totals for 1400s	488,782.00	488,782.00	0.00	92,605.64	396,176.36	18.95
2100 SUPPORT FOR STUDENTS						
100 SALARIES	238,509.00	238,509.00	0.00	72,242.63	166,266.37	30.29
200 EMPLOYEE BENEFITS	162,817.00	162,817.00	0.00	47,303.52	115,513.48	29.05
500 OTHER PURCHASED SVCS	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
600 SUPPLIES	8,991.00	8,991.00	0.00	3,223.32	5,767.68	35.85
800 OTHER OBJECTS	325.00	325.00	0.00	220.00	105.00	67.69
Totals for 2100s	411,642.00	411,642.00	0.00	122,989.47	288,652.53	29.88
2200 SUPPORT FOR INSTRUCTION						
100 SALARIES	231,077.00	231,077.00	0.00	57,495.95	173,581.05	24.88
200 EMPLOYEE BENEFITS	247,148.00	247,148.00	0.00	93,262.51	153,885.49	37.74
300 PURCH PROF & TECH SVCS	184,059.00	184,059.00	0.00	99,038.11	85,020.89	53.81
400 PURCHASED PROPERTY SVCS	5,000.00	5,000.00	1,349.96	244.99	3,405.05	31.90
500 OTHER PURCHASED SVCS	25,479.00	25,479.00	0.00	6,452.77	19,026.23	25.33
600 SUPPLIES	54,148.00	54,148.00	11,264.68	32,778.00	10,105.32	81.34
700 PROPERTY	431,989.00	431,989.00	0.00	435,998.87	(4,009.87)	100.93
Totals for 2200s	1,178,900.00	1,178,900.00	12,614.64	725,271.20	441,014.16	62.59
2300 ADMINISTRATION						
100 SALARIES	621,592.00	621,592.00	0.00	197,373.79	424,218.21	31.75
200 EMPLOYEE BENEFITS	593,243.00	593,243.00	0.00	240,809.02	352,433.98	40.59
300 PURCH PROF & TECH SVCS	78,375.00	78,375.00	0.00	37,823.67	40,551.33	48.26
500 OTHER PURCHASED SVCS	19,460.00	19,460.00	1,000.00	5,087.58	13,372.42	31.28
600 SUPPLIES	21,465.00	21,465.00	0.00	4,539.62	16,925.38	21.15

SOUTH WILLIAMSPORT AREA SCHOOL DISTRICT

12/03/2020 08:46:42 AM

BOARD SUMMARY

Fund: Encumbrances Included
As of: 06/30/2021

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
700 PROPERTY	1,100.00	1,100.00	0.00	0.00	1,100.00	0.00
800 OTHER OBJECTS	16,300.00	16,300.00	0.00	51,696.08	(35,396.08)	317.15
Totals for 2300s	1,351,535.00	1,351,535.00	1,000.00	537,329.76	813,205.24	39.63
2400 PUPIL HEALTH						
100 SALARIES	115,785.00	115,785.00	0.00	48,134.09	67,650.91	41.57
200 EMPLOYEE BENEFITS	53,584.00	53,584.00	0.00	19,253.49	34,330.51	35.93
300 PURCH PROF & TECH SVCS	5,100.00	5,100.00	0.00	0.00	5,100.00	0.00
400 PURCHASED PROPERTY SVCS	303.00	303.00	0.00	0.00	303.00	0.00
500 OTHER PURCHASED SVCS	275.00	275.00	0.00	0.00	275.00	0.00
600 SUPPLIES	5,961.00	5,961.00	277.20	2,695.15	2,988.65	49.86
Totals for 2400s	181,008.00	181,008.00	277.20	70,082.73	110,648.07	38.87
2500 BUSINESS OFFICE						
100 SALARIES	159,800.00	159,800.00	0.00	46,503.73	113,296.27	29.10
200 EMPLOYEE BENEFITS	124,625.00	124,625.00	0.00	54,060.59	70,564.41	43.38
300 PURCH PROF & TECH SVCS	20,444.00	20,444.00	0.00	20,432.15	11.85	99.94
400 PURCHASED PROPERTY SVCS	2,527.00	2,527.00	0.00	1,041.54	1,485.46	41.22
500 OTHER PURCHASED SVCS	15,500.00	15,500.00	320.00	5,539.91	9,640.09	37.81
600 SUPPLIES	3,266.00	3,266.00	0.00	1,108.27	2,157.73	33.93
Totals for 2500s	326,162.00	326,162.00	320.00	128,686.19	197,155.81	39.55
2600 PLANT SERVICES						
100 SALARIES	625,165.00	625,165.00	0.00	225,876.87	399,288.13	36.13
200 EMPLOYEE BENEFITS	561,671.00	561,671.00	0.00	226,639.17	335,031.83	40.35
300 PURCH PROF & TECH SVCS	60,000.00	60,000.00	0.00	0.00	60,000.00	0.00
400 PURCHASED PROPERTY SVCS	221,671.00	221,671.00	2,568.00	96,056.57	123,046.43	44.49
500 OTHER PURCHASED SVCS	83,350.00	83,350.00	0.00	82,560.33	789.67	99.05
600 SUPPLIES	464,343.00	464,343.00	77,219.78	342,358.26	44,764.96	90.36
700 PROPERTY	1,500.00	1,500.00	0.00	584.10	915.90	38.94
800 OTHER OBJECTS	200.00	200.00	0.00	0.00	200.00	0.00
Totals for 2600s	2,152,104.00	2,152,104.00	79,807.78	754,471.12	1,397,632.88	64.92
Totals for All Accounts	3,640,207.00	3,640,207.00	1,097.20	1,362,518.67	2,537,688.33	69.82

BOARD SUMMARY

Fund: Encumbrances Included
As of: 06/30/2021

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
Totals for 2600s	2,017,900.00	2,017,900.00	79,787.78	974,075.30	964,036.92	52.23
2700 STUDENT TRANSPORTATION						
100 SALARIES	18,261.00	18,261.00	0.00	1,588.46	16,672.54	8.70
200 EMPLOYEE BENEFITS	7,699.00	7,699.00	0.00	612.11	7,086.89	7.95
300 PURCH PROF & TECH SVCS	3,250.00	3,250.00	0.00	0.00	3,250.00	0.00
500 OTHER PURCHASED SVCS	324,361.00	324,361.00	0.00	70,039.36	254,321.64	21.59
600 SUPPLIES	50,000.00	50,000.00	0.00	5,538.49	44,461.51	11.08
Totals for 2700s	403,571.00	403,571.00	0.00	77,778.42	325,792.58	19.27
3100 FOOD SERVICE						
200 EMPLOYEE BENEFITS	0.00	0.00	0.00	32,976.96	(32,976.96)	0.00
Totals for 3100s	0.00	0.00	0.00	32,976.96	(32,976.96)	0.00
3200 STUDENT ACTIVITIES						
100 SALARIES	223,442.00	223,442.00	0.00	31,460.76	191,981.24	14.08
200 EMPLOYEE BENEFITS	94,206.00	94,206.00	0.00	11,889.78	82,316.22	12.62
300 PURCH PROF & TECH SVCS	69,391.00	69,391.00	0.00	20,503.95	48,887.05	29.55
400 PURCHASED PROPERTY SVCS	4,500.00	4,500.00	5,350.00	84.07	(934.07)	120.76
500 OTHER PURCHASED SVCS	44,073.00	44,073.00	0.00	18,473.68	25,599.32	41.92
600 SUPPLIES	53,613.00	53,613.00	6,637.54	16,079.89	30,895.57	42.37
800 OTHER OBJECTS	27,070.00	27,070.00	0.00	6,079.06	20,990.94	22.46
Totals for 3200s	516,295.00	516,295.00	11,987.54	104,571.19	399,736.27	22.58
3300 COMMUNITY SERVICES						
100 SALARIES	1,000.00	1,000.00	0.00	0.00	1,000.00	0.00
200 EMPLOYEE BENEFITS	422.00	422.00	0.00	0.00	422.00	0.00
500 OTHER PURCHASED SVCS	15,100.00	15,100.00	0.00	0.00	15,100.00	0.00
Totals for 3300s	16,522.00	16,522.00	0.00	0.00	16,522.00	0.00
5100 DEBT SERVICE						
800 OTHER OBJECTS	2,000.00	2,000.00	0.00	6,670.42	(4,670.42)	333.52
900 OTHER USES OF FUNDS	617,500.00	617,500.00	0.00	2,161,886.84	(1,544,386.84)	350.10
Totals for 5100s	619,500.00	619,500.00	0.00	2,161,886.84	(1,544,386.84)	350.10

BOARD SUMMARY

Fund: Encumbrances Included

As of: 06/30/2021

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
Totals for 5100s	619,500.00	619,500.00	0.00	2,168,557.26	(1,549,057.26)	350.05
5200 FUND TRANSFERS						
900 OTHER USES OF FUNDS	366,674.00	366,674.00	0.00	0.00	366,674.00	0.00
Totals for 5200s	366,674.00	366,674.00	0.00	0.00	366,674.00	0.00
5900 BUDGETARY RESERVE						
800 OTHER OBJECTS	64,799.00	64,799.00	0.00	0.00	64,799.00	0.00
Totals for 5900s	64,799.00	64,799.00	0.00	0.00	64,799.00	0.00
Expenditure Totals	19,508,106.00	19,508,106.00	138,792.81	8,270,693.55	11,098,619.64	43.11
Fund 10 Totals						
Total Expenditure	18,457,133.00	18,457,133.00	138,792.81	6,102,136.29	12,216,203.90	33.81
Total Other Expenditure	1,050,973.00	1,050,973.00	0.00	2,168,557.26	(1,117,584.26)	206.34
Total Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00

BOARD SUMMARY

Fund: Encumbrances Included

As of: 06/30/2021

Funding Source:

Account Description	Original Budget	Current Budget	Outstanding Enc	Exp/Rec	Balance	% Used
Total Expenditure	18,457,133.00	18,457,133.00	138,792.81	6,102,136.29	12,216,203.90	33.81
Total Other Expenditure	1,050,973.00	1,050,973.00	0.00	2,168,557.26	(1,117,584.26)	206.34
Total Revenue	0.00	0.00	0.00	0.00	0.00	0.00
Total Other Revenue	0.00	0.00	0.00	0.00	0.00	0.00

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 10/29/2020 - 12/03/2020

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000018727	SANICO INC	GENERAL SUPPLIES		952.97
0000018728	BARR'S HARDWARE	GENERAL SUPPLIES		252.60
0000018729	BILL'S ELECTRONICS	GENERAL SUPPLIES		790.00
0000018730	BLAST INTERMEDIATE UNIT 17	DISCOVERY LICENSE	SUPPORT ENGINEER	4,648.77
0000018731	CSIU BUSINESS OFFICE	ALTERNATIVE ED		1,387.00
0000018732	DICK BLICK ART MATERIALS	GENERAL SUPPLIES		74.16
0000018733	EPLUS TECHNOLOGY INC	GENERAL SUPPLIES	PRINTER FOR CENTRAL	1,267.16
0000018734	FOLLETT LIBRARY RESOURCES	TEXTBOOKS		132.88
0000018735	FRY'S PLASTIC	REPAIRS & MAINT		409.49
0000018736	HEADED2	GENERAL SUPPLIES		1,800.00
0000018737	HILSHER GRAPHICS	FACE MASK POSTERS		80.45
0000018738	JOSTENS INC	DIPLOMA COVERS-CLASS OF 2021		783.52
0000018739	KEYSTONE ADVERTISING SPECIALTI	GENERAL SUPPLIES		1,255.46
0000018740	KEYSTONE NATURAL TURF	GENERAL SUPPLIES	GRUB CONTROL-FOOTBALL FIELD	1,730.00
0000018741	KURTZ BROTHERS	GENERAL SUPPLIES		268.44
0000018742	LOWE'S COMPANIES INC	GENERAL SUPPLIES		170.92
0000018743	MADISON NATIONAL LIFE INSURANC	INCOME PROTECTION		930.00
0000018744	MEIER SUPPLY CO INC	GENERAL SUPPLIES		557.11
0000018745	ELERY W NAU INC	GENERAL SUPPLIES		399.92
0000018746	J. W. PEPPER & SONS	GENERAL SUPPLIES		135.75
0000018747	PRO-ED INC	GENERAL SUPPLIES		691.90
0000018748	PAYROLL FUND	GROSS 11-6-2020	ER RETIRE 11-6-2020	454,251.30
0000018749	RICOH USA INC	REPAIRS & MAINT		365.78

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 10/29/2020 - 12/03/2020

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000018750	SCHAEGLER YESCO DISTRIBUTION	GENERAL SUPPLIES		25.83
0000018751	SCHAEGLER YESCO DISTRIBUTION	GENERAL SUPPLIES		8.45
0000018752	ROBERT M. SIDES INC.	GENERAL SUPPLIES		72.00
0000018753	SOUTH WILLIAMSPORT FIRE DEPT	COVERAGE FOR HOME FB GAMES		1,000.00
0000018754	STEVE SHANNON TIRE & AUTO CENT	REPAIRS & MAINT		91.84
0000018755	UPMC	MEDICAL SERVICES	ATHLETIC TRAINER SERVICES	7,812.61
0000018756	WM CORPORATE SERVICES INC	DISPOSAL SERVICES		2,775.00
0000018757	WELD-TEC SERVICE & SALES	GENERAL SUPPLIES		22.50
0000018758	WILLIAMSPORT-LYCOMING	DUES & FEES		275.00
0000018759	DWIGHT WOODLEY	TRAVEL		41.98
0000018760	XEROX CORP	REPAIRS & MAINT		618.99
0000018761	SUSAN ZAYDELL	SEPTEMBER MILEAGE	OCTOBER MILEAGE	27.60
0000018762	BAKER TILLY VIRCHOW KRAUSE LLP	ACCOUNTING SERVICES		13,500.00
0000018763	BLAST INTERMEDIATE UNIT 17	QBS RECERT TRAINING		267.90
0000018764	BREON'S INC.	GENERATOR REPAIR		1,331.34
0000018765	BRAINPOP LLC	GENERAL SUPPLIES		230.00
0000018766	CENTRAL PA TENNIS CENTER	GIRLS TENNIS		384.00
0000018767	MATT DEBLANDER	CROSS COUNTRY		452.70
0000018768	EPLUS TECHNOLOGY INC	GENERAL SUPPLIES		223.34
0000018769	J C EHRLICH	REPAIRS & MAINT		175.00
0000018770	ENCOVA INSURANCE	WORKERS COMP		5,277.00
0000018771	KEYSTONE ADVERTISING SPECIALT	BASKETBALL NETS		70.00
0000018772	Labels By Pulizzi	GENERAL SUPPLIES		117.28

* - Non-Negotiable Disbursement

+ - Procurement Card Non-Negotiable

- Payable within Payment

P - Prenote

D - Direct Deposit

C - Credit Card

12/03/2020 09:13:56 AM

SOUTH WILLIAMSPORT AREA SCHOOL DISTRICT

Page 2 of 6

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 10/29/2020 - 12/03/2020

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000018773	LWSA	SEWER SERVICE		887.50
0000018774	MURPHY BUTTERFIELD & HOLLAND	LEGAL SVCS ASSESSMENT APPEALS	RIGHT TO KNOW	495.00
0000018775	NIITANY OIL	DIESEL FUEL	GASOLINE	3,216.59
0000018776	NORTH CENTRAL SIGHT SERVICES	DISPOSAL SERVICES		40.00
0000018777	RICOH USA INC	REPAIRS & MAINT		473.14
0000018778	SBH AWARDS	SOCCER-CROSS COUNTRY-BARS FOR LETTERS		162.00
0000018779	SCHAEGLER YESCO DISTRIBUTION	GENERAL SUPPLIES		20.48
0000018780	LAURA SCHRECKENGAST	PROF ED SERVICES OTHER		862.50
0000018781	ROBERT M. SIDES INC.	GENERAL SUPPLIES		22.00
0000018782	SUN GAZETTE CO	AD-BOARD MTG LOCATION		27.76
0000018783	SUSQUEHANNA TRANSIT CO	CONTRACTED CARRIERS		4,485.36
0000018784	XEROX CORP	REPAIRS & MAINT		881.24
0000018785	ACHIEVEMENT HOUSE CYBER CHARTE	CHARTER SCHOOL		943.77
0000018786	COMMONWEALTH CHARTER ACADEMY	CHARTER SCHOOL		26,234.70
0000018787	DEMANS SPORTS CENTER	GENERAL SUPPLIES		815.00
0000018788	Hobart Service	CONVECTION STEAMER REPAIR		498.75
0000018789	ROBERT HOUSEKNECHT	TRAVEL-ATHLETIC MTGS/EVENTS		289.11
0000018790	Insight PA Cyber Charter Schoo	CHARTER SCHOOL		943.77
0000018791	KEYSTONE ADVERTISING SPECIALTI	GENERAL SUPPLIES		1,205.28
0000018792	MCCLURE COMPANY	GENERAL SUPPLIES		854.00
0000018793	PA DISTANCE LEARNING CHARTER S	CHARTER SCHOOL		1,792.19
0000018794	P&A Administrative Services I	MEDICAL INSURANCE		400.00

* - Non-Negotiable Disbursement

+ - Procurement Card Non-Negotiable

- Payable within Payment

P - Prenote

D - Direct Deposit

C - Credit Card

12/03/2020 09:13:56 AM

SOUTH WILLIAMSPORT AREA SCHOOL DISTRICT

Page 3 of 6

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 10/29/2020 - 12/03/2020

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000018795	PA CYBER CHARTER SCHOOL	CHARTER SCHOOL		2,735.96
0000018796	PETTY CASH	POSTAGE	DUES & FEES	195.30
0000018797	PMEA DISTRICT 8	FIELD TRIPS		15.00
0000018798	PPL ELECTRIC UTILITIES	ELECTRICITY		11,557.30
0000018799	PAYROLL FUND	GROSS 11-20-2020	ER RETIRE 11-20-2020	481,947.76
0000018800	REACH CYBER CHARTER SCHOOL	CHARTER SCHOOL		13,212.69
0000018801	THERESA M SUMMERSON	GIRLS TENNIS CHAMPIONSHIP MATCH		770.05
0000018802	SUSQUEHANNA TRANSIT CO	CONTRACTED CARRIERS		36,180.52
0000018803	UGI ENERGY SERVICES	NATURAL GAS		2,069.73
0000018804	UGI UTILITIES INC.	NATURAL GAS		3,936.15
0000018805	UPMC	ATH TRAINER OCTOBER		2,917.45
0000018806	VERIZON WIRELESS	CELL PHONE SERVICE		91.75
0000018807	XEROX CORP	REPAIRS & MAINT		256.36
0000018808	JACK CARR	GAME OFFICIALS-VOLLEYBALL		135.00
0000018809	BARR'S HARDWARE	GENERAL SUPPLIES		311.33
0000018810	BLAST INTERMEDIATE UNIT 17	SOFTWARE	SUPPORT ENGINEER	8,930.07
0000018811	CARDMEMBER SERVICES	GENERAL SUPPLIES		2,255.61
0000018812	CM REGENT LLC	LIFE INSURANCE		731.32
0000018813	DEMANS SPORTS CENTER	VOLLEYBALL NET STRAPS		49.95
0000018814	DELTA DENTAL OF PA	DENTAL INSURANCE		7,600.00
0000018815	EVERBASE SECURITY SOLUTIONS	GENERAL SUPPLIES		5,184.47
0000018816	GBM	REPAIRS & MAINT		16.92
0000018817	GRAINGER	GENERAL SUPPLIES		162.57

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 10/29/2020 - 12/03/2020

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000018818	GRAPHIC EDGE	GENERAL SUPPLIES		677.37
0000018819	HURWITZ BATTERIES	GENERAL SUPPLIES		86.30
0000018820	KEYSTONE ADVERTISING SPECIALTI	GENERAL SUPPLIES		525.00
0000018821	KEYSTONE NATURAL TURF	COMPOST FOR SOCCER/FB/PRAC FIELDS		7,000.00
0000018822	KURTZ BROTHERS	GENERAL SUPPLIES		418.67
0000018823	MEIER SUPPLY CO INC	GENERAL SUPPLIES		547.28
0000018824	NORTH CENTRAL SIGHT SERVICES	DISPOSAL SERVICES		80.00
0000018825	OPTIMA INC	GENERAL SUPPLIES		548.90
0000018826	P STONE	GENERAL SUPPLIES		416.61
0000018827	SANICO INC	GENERAL SUPPLIES		1,143.15
0000018828	LAURA SCHRECKENGAST	PROF ED SERVICES OTHER		556.25
0000018829	ROBERT M. SIDES INC.	GENERAL SUPPLIES		8.50
0000018830	UPMC	MEDICAL SERVICES		5,337.00
0000018831	EMILY WAGNER	PSAT SUPPLIES		52.50
0000018832	WM CORPORATE SERVICES INC	DISPOSAL SERVICES		2,819.00
0000018833	WELD-TEC SERVICE & SALES	GENERAL SUPPLIES		22.50
0000018834	RAKOSKI AUTOMOTIVE	GENERAL SUPPLIES		43.18
* 0000E21105	WOODLANDS BANK	To record Direct Deposit Fee for 11/6/2020 Payroll		10.00
* 0000E21106	WOODLANDS BANK	To record Direct Deposit Fee for 11/20/20 Payroll		10.00
* 0000E21107	DISCOVERY BENEFITS	To record HSA Fee for October 2020		228.25
* 0000E21108	WOODLANDS BANK	To record Wire Transfer Fee from wiring HI Premium		25.00

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: GF - General Fund Payment Dates: 10/29/2020 - 12/03/2020

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
* 0000E21109	LYCOMING COUNTY INSURANCE CONS	Nov 2020 Health Ins Premiums		176,013.67
* 0000E21110	CAFETERIA FUND	Transfer Sept 2020 NSLP claims subsidy to cafe fund		24,581.18
		10 - GENERAL FUND		1,356,099.65
		Grand Total All Funds		1,356,099.65
		Grand Total Credit Cards		0.00
		Grand Total Direct Deposits		0.00
		Grand Total Manual Checks		0.00
		Grand Total Other Disbursement Non-negotiables		200,868.10
		Grand Total Procurement Card Other Disbursement Non-negotiables		0.00
		Grand Total Regular Checks		1,155,231.55
		Grand Total All Payments		1,356,099.65

FUND ACCOUNTING PAYMENT SUMMARY

Bank Account: CF - CAFETERIA FUND Payment Dates: 10/29/2020 - 12/03/2020

Payment Categories: Regular Checks, Non-negotiable Disbursements, Direct Deposits, Manual Checks, Procurement Cards, Credit Cards
Sort: Payment Number

Payment #	Vendor Name	Description Of Purchase	Description Of Purchase	Amount
0000006158	NUTRITION INC	FOOD		6,200.45
0000006159	PAYROLL FUND	P.R. 11-6-2020 GROSS	P.R. 11-6-2020 ER RETIRE	11,640.54
0000006160	PAYROLL FUND	P.R. 11-20-20 GROSS	P.R. 11-20-20 ER RETIRE	13,224.76
0000006161	TARA STRYKER	CASH REGISTER FUNDS FOR CHANGE		50.00
0000006162	TAMMY ROBBINS	REFUND FOR ACCT 26066		44.35
50 - FOOD SERVICE FUND				31,160.10
Grand Total All Funds				31,160.10
Grand Total Credit Cards				0.00
Grand Total Direct Deposits				0.00
Grand Total Manual Checks				0.00
Grand Total Other Disbursement Non-negotiables				0.00
Grand Total Procurement Card Other Disbursement Non-negotiables				0.00
Grand Total Regular Checks				31,160.10
Grand Total All Payments				31,160.10

November 2, 2020

The regular meeting of the South Williamsport Area School Board was called to order at 7:04 PM in the auditorium of the High School by the Vice President, Sue Bowman.

The meeting opened with a Moment of Silence and Pledge to the Flag.

Board Members Present: Bachman, Bowman, Cramer, Engel, Fiorini, McGinn, and Molino.

Others Present: Mark Stamm – Superintendent, Fred Holland – Solicitor, and Jamie Mowrey – Business Manager.

Visitors: Connie McLaughlin, Dave Turner, Andrea Turner, Sara Thomas, Nichole Owens, Cheyenne Keller, Holly Niven, Bree O'Dell, Madison Aldendeifer, B Cohick, Brenda Trimble, Melissa Stahl and Mike Reuther – SunGazette.

PRELIMINARY COMMENTS ON AGENDA ITEMS

The following topics were discussed by the following individuals:

- Connie McLaughlin – bullying

APPROVE TREASURER'S REPORT

A motion to approve the Treasurer's Report for September 2020 was moved by Fiorini, seconded by Bachman. Roll call: Bachman-yes, Bowman-yes, Cramer-yes, Engel-yes, Fiorini-yes, McGinn-yes, and Molino-yes, motion carried.

APPROVE GENERAL FUND BILLS

A motion to approve the payment of bills from the General Fund in the amount of \$1,436,465.92 as funds become available was moved by Cramer, seconded by Bachman. Roll call: Bachman-yes, Bowman-yes, Cramer-yes, Engel-yes, Fiorini-yes, McGinn-yes, and Molino-yes, motion carried.

APPROVE CAFETERIA FUND BILLS

A motion to approve the payment of bills from the Cafeteria Fund in the amount of \$45,283.39 as funds become available was moved by Bachman, seconded by Fiorini. Roll call: Bachman-yes, Bowman-yes, Cramer-yes, Engel-yes, Fiorini-yes, McGinn-yes, and Molino-yes, motion carried.

APPROVE MINUTES

A motion to approve the minutes of October 5, 2020, as written was moved by Cramer, seconded by Engel. Roll call: Bachman-yes, Bowman-yes, Cramer-yes, Engel-yes, Fiorini-yes, McGinn-yes, and Molino-yes, motion carried.

SUPERINTENDENT RECOMMENDATIONS

APPROVAL OF SPECIAL SICK LEAVE

A motion to approve Special Sick Leave for PSERS purposes for the following employees and dates was moved by Cramer, seconded by Bachman.

- Employee #1169 for September 21-29, 2020
- Employee #46 for September 9-17, 2020
- Employee #260 for September 8 – 17, 2020
- Employee #1062 for October 8-12, 2020
- Employee #390 for October 13, 2020

Roll call: Bachman-yes, Bowman-yes, Cramer-yes, Engel-yes, Fiorini-yes, McGinn-yes, and Molino-yes, motion carried.

FLEXIBLE INSTRUCTION DAYS – PDE APPROVAL

Dr. Stamm updated the board that the district's application to use flexible instructional days (FIDs) was approved by PDE for the 2020-21, 2021-22 and 2022-23 school years. This allows the district to use up to five (5) days per year as flexible instruction to provide instruction remotely in the event school is closed for inclement weather or other emergency closing. With the extended disruption to school so far, Dr. Stamm is not anticipating using any FID days for this school year.

ENROLLMENT UPDATE

Dr. Stamm updated the board on the district's most recent enrollment numbers. Enrollment numbers as of October 22, 2020 are as follows:

- Total census = 1,233 (down from 1,276 in 2019/20)
- Kindergarten = 76 (down from 103 in 2019/20)
- Elementary K-6 = 652
- Secondary 7-12 = 581
- Largest Class = Grade 11 with 119
- Smallest Class = Kindergarten with 76
- Mountie Academy
 - Total enrollment is 173 (20-21 budget is for 47 students)
 - Elementary K-6 = 47
 - Secondary 7-12 = 126
- Home School = 39 (up from 26 in 2019/20)

RESIGNATION

A motion to accept the letter of resignation for retirement purposes from Celeste Ryan, a High School Foreign Language Teacher, effective November 24, 2020 and the letter of resignation for retirement purposes from Lisa Beach, the Administrative Assistant to the Superintendent/PIMS Coordinator, effective December 22, 2020 was moved by Engel, seconded by Fiorini. Roll call: Bachman-yes, Bowman-yes, Cramer-yes, Engel-yes, Fiorini-yes, McGinn-yes, and Molino-yes, motion carried.

EMPLOYMENT – LUNCH MONITORS

A motion to approve lunch monitors for the 2020-2021 school year at a rate of pay of \$11.29 per hour in accordance with the Education Support Professionals Association was moved by Cramer, seconded by Bachman.

- Jessica Bower at Central Elementary
- Julie Horning at Central Elementary
- Alicia Porter at Central Elementary
- Heather Henry at Rommelt Elementary

Roll call: Bachman-yes, Bowman-yes, Cramer-yes, Engel-abstain, Fiorini-yes, McGinn-yes, and Molino-yes, motion carried.

EMPLOYMENT – COACHES

A motion to approve volunteer coaches for the 2020-2021 season was moved by Cramer, seconded by Bachman.

- Boys' Basketball – Ethan Loudenslager and Chad Quimby
- Wrestling – Christian Gioffi – Varsity volunteer; Joe Engel and Ernie Naugle – Elementary volunteers.

Roll call: Bachman-yes, Bowman-yes, Cramer-yes, Engel-abstain, Fiorini-yes, McGinn-yes, and Molino-yes, motion carried.

COMPREHENSIVE SCHOOL-BASED MENTAL HEALTH PROGRAM

Dr. Stamm gave the board an update on the development of the Comprehensive School-Based Mental Health Program. The Mental Health Program is going to be a tiered system of programs that use common language, is accessible, and provides robust continuation of services to all students when needed. The base of the pyramid contains Foundational Elements which entails professional development to support a healthy school workforce, family-school-community partnerships, and equitable and sustainable funding. Tier I is Universal which contains positive social, emotional, and behavioral skills program and overall wellness for all students. Tier II is Targeted which provides supports and early interventions for students identified through needs assessments as being at-risk or already displaying unhealthy behaviors. Tier II is Intensive which provides intensive interventions for students with serious concerns that impact daily functioning.

There are 5 steps in development and implementing this tiered Mental Health Program. Step 1 is the development of robust and relevant background resources. This step has been completed. Step 2 is resource mapping and gap analysis. This step is in process. Step 3 is the formation of a stakeholder team for program advisement, awareness campaign, and funding recommendations. This step is in process. Step 4 is the development of Tier I programs. This step is under review. Step 5 is implantation of the program. This step has not been started.

APPROVE POLICY 247 – SECOND READING

A motion to approve Policy No. 247 – Hazing for second reading was moved by Molino, seconded by Bachman. Roll call: Bachman-yes, Bowman-yes, Cramer-yes, Engel-yes, Fiorini-yes, McGinn-yes, and Molino-yes, motion carried.

APPROVE POLICY 249 – SECOND READING

A motion to approve Policy No. 249 – Bullying/Cyberbullying for second reading was moved by Molino, seconded by Cramer.

A motion to table Policy No. 249 – Bullying/Cyberbullying to be reviewed by the stakeholder team under the Comprehensive School-Based Mental Health plan was moved by Molino, seconded by Bowman. Roll call: Bachman-yes, Bowman-yes, Cramer-yes, Engel-yes, Fiorini-yes, McGinn-yes, and Molino-yes, motion carried.

OLD/NEW BUSINESS

Board members discussed the cost of broadcasting meetings from Blast IU, bidding process for various district purchases, sports league change.

COURTESY TO THE FLOOR

The following topics were discussed by the following individuals:

- Nichole Owens – Mental Health Program
- Madison Aldendieffer - Bullying

A motion to adjourn the meeting was made by Bachman, seconded by Engel. All members present voting yes, the meeting was adjourned at 8:19 PM.

Attest

Jamie Mowrey
Board Secretary

November 20, 2020

A special meeting of the South Williamsport Area School Board was called to order at 5:00 PM as a virtual meeting on the Zoom platform by the President, Nathan Miller.

The meeting opened with a Moment of Silence and Pledge to the Flag.

Board Members Present: Bachman, Bingham, Cramer, Fiorini, McGinn, Miller and Molino.

Others Present: Mark Stamm – Superintendent, Fred Holland – Solicitor, and Jamie Mowrey – Business Manager.

Visitors: Amy Kriebel, Bill Reifsnnyder, Brandi Liddic, Bryan Stamm, Chris Molino, Christy Pinkerton, Ellen Koser, Eric Gerber, Kamran Shams, Shelby Akers, Stephanie Bradley, Tammy Miller, Yvonne Lentz, Lindsay Huff, Ryan Helminiak, and Raven Cooley.

SUPERINTENDENT RECOMMENDATIONS

APPROVAL OF REVISIONS TO THE ATHLETIC AND EXTRA-CURRICULAR HEALTH AND SAFETY PLAN

A motion to approve the revision to the Athletic and Extra-Curricular Health and Safety Plan to comply with changes in state orders and other miscellaneous changes was moved by Bachman, seconded by Bingham.

A motion to amend the Event Attendance section to allow Group 1 only while Lycoming County is in Substantial Spread was moved by Fiorini, seconded by Miller. Roll call: Bachman-no, Bingham-no, Cramer-no, Fiorini-yes, McGinn-no, Miller-yes and Molino-no, motion failed.

A motion to amend the Event Attendance section to allow Group 1 and 2 only while Lycoming County is in Substantial Spread was moved by Miller, seconded by Cramer. Roll call: Bachman-yes, Bingham-yes, Cramer-yes, Fiorini-yes, McGinn-yes, Miller-yes and Molino-no, motion carried.

Vote to approve the revisions to the Athletic and Extra-Curricular Health and Safety Plan with an amendment to restrict Event Attendance to Groups 1 and 2 while Lycoming County is in Substantial Spread. Bachman-yes, Bingham-yes, Cramer-yes, Fiorini-yes, McGinn-yes, Miller-yes and Molino-yes, motion carried.

A motion to adjourn the meeting was made by Fiorini, seconded by Cramer. All members present voting yes, the meeting was adjourned at 5:44 PM.

Attest

Jamie Mowrey
Board Secretary

Attachment 3

November 24, 2020

Members of the Board,

It is recommended that the board approve the Employment Agreement for Confidential Support Personnel. This is a new agreement to provide clear and consistent terms and conditions of employment for these individuals. Since school code prohibits these employees from joining a bargaining unit, the district has in practice aligned their terms and conditions of employment with the Act 93 Administrative Compensation Plan. This agreement formalizes that connection for them and the district while also articulating specific changes consistent with their unique roles.

There are currently two employees in the district covered by this agreement: Administrative Assistant to the Business Manager and Administrative Assistant to the Superintendent.

Respectfully,



Dr. Mark Stamm

Superintendent of Schools

CONFIDENTIAL ADMINISTRATIVE SUPPORT PERSONNEL

Employment Agreement

The South Williamsport Area School District is an equal opportunity education institution will not discriminate on the basis of race, color, national origin, sex and handicap in its activities, programs or employment practices as required by Title VI, of the Civil Rights Act of 1964, Title IX Education Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, and the Americans with Disability Act of 1990.

Scope

The District's Confidential Administrative Support Personnel include, at present two staff members who hold administrative positions in the offices of the Superintendent and Business Manager.

The Confidential Administrative Support Personnel shall work directly with the Executive Administrators handling the District's most sensitive information. The Confidential Administrative Support Personnel assume considerable responsibility in responding to emergency situations. They are key individuals in implementing Board policies. They are often the District's initial representatives with members of the public and staff who contact the offices of the Superintendent and Business Manager.

Compensation

The base salary for fulltime Confidential Administrative Support Personnel individuals currently holding the positions named above will be \$31,200. The base salaries for these positions shall be increased by \$700.00 per school year for the duration of this agreement provided that each employee receives an Outstanding or Satisfactory evaluation for each year of completed service. Evaluations are completed for June 30 each year. Salary increases are assigned for pay period beginning July 1.

The District reserves the right to establish a revised salary schedule and a revised increase amount for new hires filling vacancies that may occur in the future in any of the positions named above.

Evaluation

The evaluation shall be based on any written job specific performance standards and analysis of job performance against the job description.

The information yielded by these evaluation elements above shall be used by the supervising administrator to determine the final rating for the year, which shall be one of the following options: Outstanding, Satisfactory, Needs Improvement or Unsatisfactory.

The Confidential Administrative Support staff members shall be evaluated annually. The supervising administrator will schedule an end-of-year conference with the Confidential Administrative Support staff members he/she directly supervises to discuss the annual evaluation and rating.

When a Confidential Administrative Support staff member is rated Needs Improvement or Unsatisfactory, written anecdotal records shall be provided to include entries of specific evidence of weaknesses based on observable and verifiable facts as well as entries of the Confidential Administrative Support staff member's strengths. The supervising administrator will make provisions for improving the Confidential Administrative Support staff member's performance by offering resource aids, by prescribing ways whereby improvement can be affected and by planning follow-up observations and conferencing with the Confidential Administrative Support staff member to assess change.

Each Confidential Administrative Support staff member shall be given the opportunity to sign his/her rating form. The Confidential Administrative Support staff member's signature does not necessarily indicate agreement with the rating. One copy of the rating form shall be given to the Confidential Administrative Support staff member, and the original document shall be maintained in the personnel files in the Human Resources Office.

Length of Work Year

Confidential Administrative Support Personnel work 240 days per year from July 1 to June 30. The administrative work calendar will determine annual work days.

Fringe Benefits

In the areas identified below, fulltime Confidential Administrative Support Personnel positions shall receive equivalent fringe benefits as provided in the Act 93 Compensation Plan for actively employed administrators:

- 1) Health Insurance
- 2) Dental Insurance
- 3) Sick Leave
- 4) Life Insurance
- 5) Disability Income Protection
- 6) Temporary Leaves of Absence
- 7) Parental Leave

Retirement Benefit

Fulltime Confidential Administrative Support staff shall receive the equivalent Health Insurance benefit for retirees as provided in the Act 93 Compensation Plan effective at the date of retirement provided that all other eligibility requirements for retirement as specified in the Act 93 plan are met.

Vacation Leave

Full-time Confidential Administrative Support staff members shall receive paid vacation based on the number of years of service as listed below:

- 1) 10 days of paid vacation for less than 5 years,
- 2) 15 days of paid vacation for 5 through 10 years,
- 3) 20 days of paid vacation for greater than 10 years of service.

All unused vacation will be converted to sick leave days annually on July 1 from the previous year.

Confidential Administrative Support Personnel hired prior to July 1, 2020 will maintain their current vacation days as previously set by the Act 93 Compensation Plan.

Vacation leave requests must be submitted at least three days in advance and are subject to approval by the supervising administrator.

Mileage Reimbursement

Mileage reimbursement shall be paid to Confidential Administrative Support staff members who may be required to use a personal vehicle on authorized school business. Payment shall be at the rate established by the Internal Revenue Service (IRS) for business travel.

Conferences / Trainings

Confidential Administrative Support Personnel may apply to the Superintendent for permission to attend conference(s) / training(s) directly relating to the performance of their job or may be sent to conferences and training programs at the request of the superintendent or business manager.

Travel Expenses

Confidential Administrative Support staff members traveling on District business both within and outside the District will be reimbursed as per district policy.

Severance

Confidential Administrative Support Personnel shall submit a sixty (60) calendar day irrevocable letter of intent to sever employment for retirement purposes or otherwise. If the employee works the full sixty days, the district agrees to pay the employee \$50 per day for unused sick days to a maximum of 150 days.

Intending to be legally bound, the South Williamsport Area School District and Employee have executed this Agreement effective as of the ____ day of _____, 2020.

ATTEST

SOUTH WILLIAMSPORT AREA
SCHOOL DISTRICT

BY: _____

Jamie Mowrey, Secretary

BY: _____

Nathan Miller, President

Signature of Employee

Date

Signature of Superintendent

Date

**SOUTH WILLIAMSPORT AREA SCHOOL DISTRICT
BOARD OF DIRECTORS**

**ACCELERATED BUDGET OPT OUT RESOLUTION
CERTIFYING TAX RATE WITHIN INFLATION INDEX**

WHEARAS, on June 27, 2006, the Pennsylvania legislature passed Act 1 of Special Session 2006, entitled the "Taxpayer Relief Act" (hereinafter "Act 1");

WHEREAS, Act 1 requires school districts to limit tax increases to the level set by an inflation index unless the tax increase is approved by voters in a referendum or the school district obtains from the Department of Education or a court of common pleas certain referendum exceptions;

WHEREAS, Act 1 does, however, allow a board of school directors to elect to adopt a resolution indicating that it will not raise the rate of any tax for the support of the public schools for the following fiscal year by more than its index, provided this resolution must be adopted no later than 110 days prior to the date of the election immediately preceding the upcoming fiscal year;

WHEREAS, the South Williamsport Area School District adjusted Act 1 index for the 2021-22 fiscal year is 4.2%;

WHEREAS, the South Williamsport Area School District Board of Directors has made the decision that it shall not raise the rate of any tax for the support of the South Williamsport Area School District for the 2021-22 fiscal year by more than its index.

AND NOW, on this 7th day of December, 2020, it is hereby RESOLVED by the South Williamsport Area School District (hereinafter "District") Board of Directors (hereinafter "Board") the following:

1. The Board certifies that it will not increase any school district tax for the 2021-22 school year at a rate that exceeds the index as calculated by the Pennsylvania Department of Education.
2. The Board certifies that it will comply with the procedures set forth in Section 687, of the Pennsylvania Public School Code (hereinafter "School Code"), 24P.S. §6-687, for the adoption of its proposed and final budget.
3. The Board certifies that increasing any tax at a rate less than or equal to the index will be sufficient to balance its final budget of the 2021-22 fiscal year.
4. The Administration of the District will submit the District's information on a proposed increase in the rate of a tax levied for the support of the District to the Pennsylvania Department of Education on the uniform form prepared by the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.

5. The Administration of the District will send a copy of this Resolution to the Pennsylvania Department of Education no later than five days after the Board's adoption of this Resolution.
6. The Board understands and agrees that by passing this Resolution it is not eligible to seek referendum exceptions under Section 333(f) of Act 1 and is not eligible to request approval from the voters through referendum to increase a tax rate by more than the index as established for the 2021-22 fiscal year.
7. Once this Resolution is passed, the Administration of the District is not required to comply with the preliminary budget requirements set forth in paragraphs (a) and (c) of Section 311 of Act 1. Provided, however:
 - a. The Board understands and agrees that, upon receipt of the information submitted by the District as set forth in paragraphs 4 and 5 above, the Pennsylvania Department of Education shall compare the District's proposed percentage increase in the rate of the tax with the index.
 - b. Within ten days of the receipt of this information, the Pennsylvania Department of Education shall inform the District whether its proposed tax rate increase is less than or equal to the index.
 - c. If the Pennsylvania Department of Education determines that the District's proposed increase in the rate of the District's tax exceeds the index, the District is subject to the preliminary budget requirements as set forth in paragraph (a) and (c) of Section 311 of Act 1.

**SOUTH WILLIAMSPORT AREA
SCHOOL DISTRICT**

By: _____
President -

ATTEST:

Secretary - Jamie Mowrey



December 1, 2020

Dear Mrs. Jamie Mowrey,

As your partner in providing meals to students in your District, we recognize these are challenging times both operationally and financially throughout the entire District. With that said, we would like to work together with the District to minimize the costs associated with the Food Service Department, with our common goal being to ensure students receive the meals they need regardless of the learning model. Nutrition is committed to staying on top of all the latest guidelines from PDE and USDA and provide guidance and direction to the District to feed as many students as possible whether they are in-person or learning remotely.

Despite all of the efforts made by the District and Nutrition, the number of meals being served has decreased significantly as compared to previous years when all students were in school, five days a week. We can assure you that this is not uncommon across the state. Your Food Service Director and hourly staff are doing everything possible on-site to control District expenses and increase District revenue as best they can despite the current circumstances.

USDA and PDE recognize the impact on food service contracts as a result of the significant decrease in the number of meals being served to students. Attached you will find a memo from PDE entitled, "Impacts of Increasing Costs on Fixed Price Contracts Due to COVID-19". To date, the expenses incurred by Nutrition for products and services directly related to meals served at South Williamsport Area School District have not been fully recovered by Nutrition. This is a direct result of COVID-19 and the impact that the pandemic has had on the number of meals served to students in your district.

PDE offers three options for school districts to choose from to remedy this situation. As we discussed, we are recommending Option 2, which is a revised cost-per-meal. The revised cost-per-meal will provide Nutrition the opportunity to recover the costs associated with providing meals to your students.

The current cost-per-meal is \$1.8016 per meal. In order to cover actual costs, the revised cost-per-meal would be \$2.3581 per meal. To show our commitment to our partnership, we have deducted Nutrition's annual management fee of \$6,974 which is the profit Nutrition would have made to manage your program for the 20-21 school year. While we realize this is a significant increase, it is based on actual data through November 30th as well as projected expenses through June 30th.

Please know that we are only looking to cover the exact costs of expenses such as food, paper, and cleaning as well as the fixed costs in the budget such as the Food Service Director and Nutrition's annual fees. We are fully prepared and intend to reconcile with the District at the end of the school year and, if necessary, will reimburse the district should the cost-per-meal billing result in the district overpaying for any expenses.

We are grateful to be your food service partner, especially now in this time of crisis. We are committed to continuing to feed your students. We are here to support you in any way possible.

Sincerely,

The Nutrition Group



TO: School Nutrition Program Sponsors with Fixed Price Food Service Management Company (FSMC) Contracts

FROM: Amanda Dakan
Supervisor, Procurement Review & FSMC Contracts

DATE: November 12, 2020

RE: Impacts of Increasing Costs on Fixed Price Contracts Due to COVID-19

MESSAGE:

The Division of Food and Nutrition (DFN) is aware of additional costs being incurred to operate meal service as a result of COVID-19, which are potentially impacting the viability of Fixed Price FSMC Contracts. The following options are available to accommodate the changing needs of School Food Authorities (SFAs) with Fixed Price FSMC contracts:

- Option 1: Stay with the current price per meal rate agreed to in the contract.
 - If this option is chosen, no additional action is needed from the SFA.
- Option 2: The SFA and FSMC may renegotiate modifications needed in the new meal service and a new price per meal rate. The new rate would only be in effect for the 2020-2021 school year, or until normal operations resume, whichever is sooner. Any increase should be justified with cost data. If this option is chosen:
 - The SFA must submit to DFN:
 - Amendment outlining modifications to the meal service;
 - Revised Projected Operating Costs Worksheet (FP3);
 - The per meal Administrative and Management Fees may change; however, the total yearly fees must remain the same as outlined in the original 2020-2021 contract, less any fees that have already been charged to date.
 - Revised SFA Labor and Fringe (FP6 and FP7) and FSMC Labor and Fringe (FP4 and FP5) worksheets, if applicable;
 - Cost data from the FSMC supporting any cost increases; and
 - A cost analysis, if applicable. If the amount of the cost increase will exceed the Simplified Acquisition Threshold (\$250,000) in one year, the SFA must do a cost or price analysis, which involves obtaining independent estimates of the cost of the food and meals they are procuring to confirm that the price proposed by the FSMC is reasonable.
 - DFN will review submitted documents for approval prior to executing the revised amended contract. The amendment is not fully executed until all required signatures are obtained and the signed documents returned to DFN.
 - For renewal contracts for the 2021-2022 school year, the Consumer Price Index for All Urban Consumers (CPI-U) calculations will be compared to the original 2020-2021 contract amounts and not the renegotiated contract amounts.

- Option 3: Terminate the existing contract and procure another FSMC contract via non-competitive negotiation. The SFA must publish a one-year, non-renewable, non-competitive Cost Reimbursable or Fixed Price Request for Proposal (RFP). The contract would only be in effect for the 2020-2021 school year, and the SFA would be required to go out to bid for a new contract for the 2021-2022 school year. If this option is chosen:
 - The SFA must obtain the RFP for either a Cost Reimbursable or Fixed Price contract. Contact RA-FSMC@pa.gov for the Non-Competitive RFP.
 - The SFA must submit the completed contract to DFN for review and approval.
 - DFN will review the 2020-2021 contract and send back to the SFA for signatures.
 - The one-year, non-renewable, non-competitive contract is not fully executed until all required signatures are obtained and the signed contract is returned to DFN.
 - If the SFA wants to continue using the services of any FSMC beyond the 2020-2021 school year, then the SFA must go out to bid for a new FSMC contract prior to the 2021-2022 school year.

Questions regarding FSMC contracts should be directed to RA-FSMC@pa.gov.