



April 15, 2019

7:00 P.M.
High School

Chris Branton
President
Region III

Gregg Anthony
Vice President
Region II

Nathan Miller
Treasurer
Region I

Cathy Bachman
Region III

Sue Bowman
Region I

Todd Engel
Region III

Erica Molino
Region II

Airneezer Page
Region I

Steve Persun
Region II

Dr. Mark Stamm
Superintendent

Jamie Mowrey
Board Secretary

Fred Holland
Solicitor

Agenda

Regular Board Meeting

Opening

Call to Order

Silent Meditation & Pledge of Allegiance

Roll Call

Preliminary Comments on Agenda Items: Residents of the district are invited to provide comments on items for discussion before the board. Individuals wishing to speak should step to the podium; provide their name, address, and item(s) for discussion. The board respectfully asks that comments be limited to three minutes.

Action Items

Approval of Bills

- Capital Reserve - \$7,378.00

Approval of Minutes

Superintendent's Report & Recommendations

1. Feasibility Study
2. LERTA
3. Approval of Field Trip Request
4. Funding for National Level Competitions
5. Budget Work Session
6. Resolution of Intent to Furlough
7. Notice of Waiver Exemption

General Information

Principals Spotlight

Organizational Reports

Old Business

New Business

Courtesy to the Floor

Final Remarks by Board Members

Adjournment

SUPERINTENDENT'S REPORT AND RECOMMENDATIONS

April 15, 2019

1. Feasibility Study

McKissick Associates will provide the Board with an update on the District's Feasibility Study: Phase I.

2. Request for Board Approval of LERTA Resolution – Attachment #1

It is recommended the school board approve the attached LERTA resolution. The LERTA would provide a real estate tax exemption for new construction, expansion or improvement to eligible properties within the South Williamsport Borough. The real estate tax exemption is on the new construction, expansion or improvement; there is no real estate tax exemption on the existing assessed value.

3. Approval of Field Trip Request – Attachment #2

It is recommended the school board approve Patty Schick's Out-of-State Field Trip Request to take FCCLA students to Anaheim, CA, on July 2-6, 2019.

4. Funding for National Level Competitions

This year two extra curricular clubs made National Level. There is no written policy or regulation dictating funds for national competitions. Superintendent and Business Manager would like to discuss if the District should contribute to the clubs making it to the national level.

5. Budget Work Session

Superintendent and Business Manager will present the preliminary draft 2019-20 budget for consideration.

6. Resolution of Intent to Furlough - Attachment #3

It is recommended that the board of directors adopt a resolution of intent to furlough professional employees for economic reasons in the 2019-20 fiscal year. This resolution signifies intent, and is not a final decision. Section 1124 of the Public School Code of 1949 requires the board of directors to approve this resolution 60 days prior to the adoption of the final budget. The resolution, as required by statute, outlines the specific economic reasons justifying the furloughs, the prior steps taken to control expenses, and the economic impact if the furloughs are not made.

7. Notice of Waiver Exemption - Attachment #4

It is recommended that the board of directors submit a letter to the Secretary of Education identifying that the provision of Section 1124: 5(c)(1) requiring that an equal percentage of administrators also be furloughed, is not applicable. As directed by the Pennsylvania Department of Education, this provision does not apply to partial equivalent positions. The equal percentage of administrative staff is 0.13%. The letter does include permission to submit to the State Board of Education if the Secretary of Education determines this is necessary.

BOARD INFORMATION
April 15, 2019

REMINDER:

Please bring your 2019-2020 budget book to the work session

Board Meeting Dates

April 15 – School Board Meeting 7:00 p.m.

May 6 – School Board Meeting 7:00 p.m.

May 20 – School Board Meeting 7:00 p.m.

June 3 – School Board Meeting 7:00 p.m.

Board Committee Dates

May 6 – Buildings and Grounds Committee Meeting 6:00 p.m.

May 20 – Athletic Committee Meeting 6:00 p.m.

May 20 – Feasibility Study Committee Meeting 4:00 p.m.

TO: BOARD OF SCHOOL DIRECTORS

FROM: JAMIE MOWREY, BUSINESS MANAGER

DATE: April 15, 2019

RE: CAPITAL RESERVE FUND BILLS

McKissick Associates

Professional services for Feasibility Study (Retainer & Data Collection) \$7,378

Total Capital Reserve Bills \$7,378

April 1, 2019

The regular meeting of the South Williamsport Area School Board was called to order this evening in the library of the High School by the President, Chris Branton.

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

Board Members Present: Anthony, Bachman, Bowman, Engel, Miller, Molino, Page and Branton.

Others Present: Mark Stamm – Superintendent, Dwight Woodley – Director of Innovative Learning, Michele Loomis – Elementary Principal, Scott Hill – Assistant Principal, Bill Reifsnyder – Maintenance Director, Fred Holland – Solicitor, and Jamie Mowrey – Assistant Business Manager.

Visitors: Emily Wagner, Ellen Koser, Joan Helmrich, Lesa Hennigan, Greg Hennigan, Pam Reifsnyder, Melissa Bradley, Brenda Trimble, Melanie Shephard, Lauren Reynolds, Anita Leahy, Aaron Reidy, Dean Kriebel, Amy Kriebel, Alisha Wein, Annie Fessler, Jen Bowman, Lea Fessler, Chris Molino, Joe Engel, Renee Eiswerth, Chris Eiswerth, Christy Lusk, Jennifer Holtzapple, Melissa Stahl, Tara McGlensey, Madison Cooper, Crystal Harker, Greg Forsburg, Rebecca Swinehart, Steven Cappelli.

PRELIMINARY COMMENTS ON AGENDA ITEMS

The following citizens spoke on the following subjects:

Brenda Trimble – public comments during Board discussion of agenda items.
Lin Fessler – Girls' volleyball.
Greg Hennigan – paid coaching.

APPROVE TREASURER'S REPORT

A motion to approve the Treasurer's Report for the month of February 2019 was moved by Bachman, seconded by Anthony. Roll call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Page-yes, and Branton-yes, motion carried.

APPROVE GENERAL FUND BILLS

A motion to approve the payment of bills from the General Fund in the amount of \$1,269,549.87 as funds become available was moved by Miller, seconded by Bachman. Roll call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Page-yes, and Branton-yes, motion carried.

APPROVE CAFETERIA FUND BILLS

A motion to approve the payment of bills from the Cafeteria Fund in the amount of \$11,854.07 as funds become available was moved by Bachman, seconded by Miller. Roll call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Page-yes, and Branton-yes, motion carried.

APPROVE CAPITAL RESERVE FUND BILLS

A motion to approve the payment of bills from the Capital Reserve Fund in the amount of \$2,910.55 as funds become available was moved by Anthony, seconded by Bachman. Roll call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Page-yes, and Branton-yes, motion carried.

APPROVE MINUTES

A motion to approve the minutes of March 4, 2019, as written was moved by Miller, seconded by Bachman. All members present voting yes, motion carried.

SUPERINTENDENT RECOMMENDATIONS

APPOINTMENT OF BOARD SECRETARY

A motion to appoint Jamie Mowrey as Board Secretary effective April 1, 2019 was moved by Miller, seconded by Bachman. Roll call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Page-yes, and Branton-yes, motion carried.

CONFERENCE REQUESTS

A motion to approve conference requests was moved by Bachman, seconded by Anthony:

- Robyn Rummings to attend the Pennsylvania Music Educators Association Music conference to be held in Pittsburgh, PA on April 3-6, 2019.
- Sarah Ireland to attend the PAFPC Annual Conference in Seven Springs, PA on May 5-8, 2019.

Roll Call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Page-yes, and Branton-yes, motion carried.

APPROVAL OF MEMORANDUM OF UNDERSTANDING

A motion to approve the Memorandum of Understanding between the South Williamsport Area School District and the South Williamsport Education Association pertaining to the retirement benefits for Jodi Puller was moved by Bachman, seconded by Miller. Roll Call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Page-yes, and Branton-yes, motion carried.

RETIREMENT

A motion to approve Jodi Puller's letter of resignation for retirement purposes was moved by Miller, seconded by Bachman. Roll Call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Page-yes, and Branton-yes, motion carried.

SOFTBALL COACH

A motion to change the paid 2nd Assistant softball coach to a volunteer position was moved by Molino, seconded by Engel. Roll Call: Anthony-no, Bachman-no, Bowman-no, Engel-no, Miller-no, Molino-no, Page-no, and Branton-no, motion failed.

SPRING COACHES

A motion to approve the appointment of the following spring coaches was moved by Bachman, seconded by Page.

Baseball – Pat West – Volunteer

Track & Field – Dave Weaver – Volunteer; Jodi Puller – Volunteer

Boys Jr High Soccer – Emmanuel Tsikitas – Volunteer

Roll call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Page-yes, and Branton-yes, motion carried.

GUEST TEACHERS

A motion to approve the addition of Cletus Waldman to the Guest Teacher list submitted by Blast IU 17 was moved by Miller, seconded by Bachman. Roll call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Page-yes, and Branton-yes, motion carried.

APPROVAL OF FIELD TRIPS

A motion to approve the following out-of-state field trip request and overnight field trip request was moved by Anthony, seconded by Bachman.

- Manny Tsikitas' out-of-state field trip request to take Gifted Students to Baltimore Aquarium and John Hopkins University in Baltimore, MD on May 31, 2019.
- Christine Miller's overnight field trip request to take cheerleaders to Pine Forest, PA on June 13-16, 2019. All chaperones are district employees.

Roll Call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Page-yes, and Branton-yes, motion carried.

STUDENT TEACHING AGREEMENT

A motion to approve the Cooperative Pre-Service and Student Teaching Program five-year Agreement with Susquehanna University for placement of student teachers beginning with the 2019-2020 school year through the 2023-2024 school year was moved by Bachman, seconded by Miller. Roll Call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Page-yes, and Branton-yes, motion carried.

BUDGET UPDATE

Jamie Mowrey, Assistant Business Manager, provided the board with a budget update for the 2019/20 school year. Salaries decreased due to removing an unfilled part time custodian position and an unfilled paraprofessional position. Health insurance costs came in at 3% rather than 4%. Additional savings were found under retiree health insurance costs due to retirees aging out. Special education costs for purchased professional services are expected to be \$127,000 higher than 2018-2019. Overall, there is a \$20,600 increase in information technology (excluding salaries and benefits) and an \$11,000 increase in custodial/maintenance (excluding salaries and benefits). Jamie then presented a plan to realize net savings of \$490,771 as a result of reductions in staffing. Reductions in staffing will be further discussed at the April 15, 2019 board meeting.

REQUEST FOR BOARD APPROVAL OF LERTA RESOLUTION

A motion to take from the table the LERTA resolution was moved by Bachman, seconded by Bowman. The board invited Steven Cappelli, South Williamsport Borough Manager, to speak and clarify questions on the LERTA resolution.

After a 10 minute presentation by Steven Cappelli and 15 minutes of discussion, Miller made a motion to table this motion until an updated LERTA resolution is received, seconded by Page. Roll call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Page-yes, and Branton-yes, motion carried.

GIRLS' VOLLEYBALL

A motion to put Girls' Volleyball into the normal budget process with adjusted amounts from what was presented at the Athletic Committee meeting and to review the program after 2 years was moved by Miller, seconded Bachman. Roll Call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Page-yes, and Branton-yes, motion carried.

COURTESY TO THE FLOOR

The following citizens spoke on the following subjects:

Melissa Bradley – speaking volume of board members during board meeting, track uniforms, budget document request, price shopping.

Ellen Koser – cyber charter schools.

Lin Fessler – girls' volleyball.

A motion to adjourn the meeting was made by Miller, seconded by Bachman. All members present voting yes, the meeting was adjourned at 8:34PM.

Attest

Jamie Mowrey
Board Secretary

**SOUTH WILLIAMSPORT SCHOOL DISTRICT
LYCOMING COUNTY, PENNSYLVANIA**

RESOLUTION

A RESOLUTION OF THE SOUTH WILLIAMSPORT SCHOOL DISTRICT,
ADOPTING THE LOCAL ECONOMIC REVITALIZATION TAX ASSISTANCE PROGRAM
PROVIDING FOR TAX EXEMPTION FOR CERTAIN DETERIORATED AREAS WITHIN
THE BOROUGH OF SOUTH WILLIAMSPORT, PROVIDING FOR AN EXEMPTION
SCHEDULE AND ESTABLISHING STANDARDS AND PROCEDURES FOR
PARTICIPANTS

BACKGROUND

The South Williamsport School District (the “District”) is a local taxing authority, authorized by the Local Economic Revitalization Tax Assistance Act, the Act of December 1, 1977, P.L. 237, No. 76, 72 P.S. Section 4722 et. seq., (“LERTA”) to provide tax exemption for new construction in deteriorated areas of economically depressed communities and for improvements to certain deteriorated industrial, commercial and other business properties.

On February 11, 2019, the Borough Council of South Williamsport adopted Ordinance No. 2019-1, approving South Williamsport Borough’s participation in LERTA, and designating certain areas within South Williamsport Borough as deteriorated areas, thereby qualifying those areas for tax exemption from the Borough’s real estate taxes under LERTA.

The Board of School Directors of South Williamsport School District similarly believes that LERTA tax incentives will benefit the South Williamsport Borough community and South Williamsport School District, by encouraging development and job growth within the District, and wishes to designate certain areas within South Williamsport Borough as qualifying for tax exemption from South Williamsport School District real estate taxes under LERTA, subject to the terms and requirements of this Resolution.

NOW, THEREFORE, BE IT RESOLVED by the Board of School Directors of South Williamsport School District, Lycoming County, Pennsylvania as follows:

SECTION 1 – Definitions.

The following words and phrases when used in this Resolution shall have the following

meaning:

“Assessed Valuation” – The assessment placed on real property by the Lycoming County assessor upon which all real estate taxes shall be calculated.

“Borough” – The Borough of South Williamsport, Lycoming County, Pennsylvania.

“Commercial” – Any use within the definition of “commercial use” in Chapter 270 of the Borough’s Zoning Ordinance, however a structure containing dwelling units is not a commercial use.

“Council” – The governing body formed and assembled as the Council of the Borough of South Williamsport, Lycoming County, Pennsylvania.

“Deteriorated Area” – An area meeting the requirements of the Local Economic Revitalization Tax Assistance Act, 72 P.S. Section 4722 et. seq.

“Deteriorated Property” – Any industrial, commercial or other business property owned by an individual, association, or corporation, and located in a deteriorating area, as hereinafter provided, or any such property which has been the subject of an order by a government agency requiring the unit to be vacated, condemned or demolished by reason of noncompliance with laws, ordinances or regulations.

“Improved/Developed Property” – A separately assessed lot which has an assessed valuation for building and improvements greater than \$0.00 on the effective date of this Resolution.

“Improvement” – Repair, construction or reconstruction including alterations and additions having the effect of rehabilitating a deteriorated property so that it becomes usable for commercial, industrial or other business purposes or attains higher standards of safety, health, economic use or amenity for commercial, industrial or other business purposes, or is brought into

compliance with laws, ordinances, regulations governing such standards for properties used for commercial, industrial or other business purposes. Ordinary upkeep and maintenance shall not be deemed an improvement. Repair, construction or reconstruction of a property for residential use shall not be considered an improvement under this Resolution.

“Industrial” – Uses included under the subheading “C. Industrial Uses” in the Table of Permitted Uses: Primarily Non-Residential Districts in Chapter 270 on the Borough’s Zoning Ordinance.

“LERTA” - The Local Economic Revitalization Tax Assistance Act, the Act of December 1, 1977 P.L. 237, No. 76, 72 P.S Section 4722, et. seq.

“Local Taxing Authority” - The Borough, the School District and Lycoming County.

“Mixed Used” – The development of a single building with either commercial or industrial uses on the first floor and possibly on other floors of the building with dwelling units on upper floors. A mixed use building cannot have any dwelling units on the first (street level) floor.

“New Construction” – Construction on a deteriorated property to enable its use for commercial, industrial or other business purposes.

“School District” – The South Williamsport Area School District.

“Unimproved/Undeveloped Property” – A separately assessed lot which has an assessed valuation for buildings and improvements of \$0.00 on the effective date of this Resolution.

SECTION 2 – Eligible Areas.

The Board of School Directors for the School District has determined that the lots identified on Attachment 1, attached hereto and incorporated herein, shall be the area which contains and consists of deteriorated properties which are eligible for tax exemption under this

Resolution, so long as such properties meet the definition herein for “deteriorated property.” The eligible areas include Zoning Districts: Town Commercial, Local Commercial, Highway Commercial and Industrial.

SECTION 3 – Exemption.

A. The amount to be exempted from School District real estate taxes shall be limited to that portion of the additional assessed valuation attributable to the actual cost of new construction or improvements to deteriorated property in accordance with the exemption schedule established by this Resolution.

B. The actual cost of the new construction or improvements to qualify for the Exemption must equal or exceed \$25,000.00.

C. The exemption from School District real estate taxes shall be limited to the assessed valuation attributable to the new construction or improvement for which an exemption has been requested in the manner set forth in this Resolution and for which a separate assessment has been made by the Lycoming County Assessor

SECTION 4 – Exemption Schedule.

A. The schedule of the School District Real Estate Taxes to be exempted shall be in accordance with the below portion of the assessed valuation attributable to new construction or improvements to be exempted each year.

For Improved/Developed Properties:

<u>Length (Year)</u>	<u>Portion (Percent)</u>
First	100%
Second	80%
Third	60%
Fourth	40%
Fifth	20%

For Unimproved/Undeveloped Properties:

<u>Length (Year)</u>	<u>Portion (Percent)</u>
First	100%
Second	80%
Third	60%
Fourth	40%
Fifth	20%

B. If an eligible property is granted a School District tax exemption pursuant to this Resolution, the improvement shall not, during the exemption period, be considered as a factor in assessing other properties.

C. The exemption from School District taxes granted under this Resolution shall be upon the property and shall not terminate upon the sale or exchange of the property.

D. In the event there is a county-wide assessment of all real property located within Lycoming County, the tax exemption granted hereunder shall remain in effect in accordance with the terms of this Resolution notwithstanding any such reassessment.

SECTION 5 – Procedure for Obtaining Exemption.

A. Any person desiring tax exemption from School District real estate taxes under this Resolution shall notify the Manager of the Borough, as well as the Business Manager of the South Williamsport School District, in writing on a form provided to the Applicant at the time he/she secures a building permit for the new construction or improvement. A copy of the exemption request shall be forwarded to the Lycoming County Assessment Office. The Lycoming County Assessor shall, upon notice by Applicant and after completion of the new construction or improvement, assess separately the new construction or improvement and calculate the amount of the assessment eligible for tax exemption in accordance with the limits established by this

Ordinance and shall notify the taxpayer, the Borough and the School District of the reassessment and the amount of the assessment eligible for the exemption. Appeals from the reassessment and the amount eligible for the exemption may be taken by the taxpayer or the local taxing authority as provided by law.

B. The cost of the new construction or improvements to be exempted from School District real estate taxes under this Resolution and the schedule of School District real estate taxes exempted existing at the time of initial request for tax exemption shall be applicable to that exemption request, and subsequent amendment to this Resolution, if any, shall not apply to the adoption of such amendment.

SECTION 6 – Termination Date.

An application for exemption from School District real estate taxes may be made at any time within five (5) years from the effective date of this Resolution. All qualified applications under this Resolution are eligible for the entire five (5) year exemption schedule as applicable.

SECTION 7 – Extension.

The School District may, by resolution adopted from time to time, extend the time for filing an application from School District real estate taxes. However, in no event shall any one (1) extension period exceed five (5) years.

SECTION 8 – Revocation of LERTA Exemption.

The exemption from School District real estate taxes provided for herein shall be forfeited by the taxpayer and/or any subsequent owner of the real estate for the failure to pay any nonexempt real estate taxes by the last day of the time period to pay such taxes in the penalty period. Upon receipt of the notice of nonpayment of nonexempt real estate taxes, the School District's Business Manager shall discontinue the LERTA exemption.

SECTION 9 – Severability.

In the event any provision, section, sentence, clause or part of this Resolution shall be held to be invalid, illegal or unconstitutional by a court of competent jurisdiction such invalidity, illegality or unconstitutionality shall not affect or impair the remaining provisions, sections, sentences, clauses or parts of this Resolution, it being the intent of the Board of School Directors that the remainder of the Resolution shall be and shall remain in full force and effect.

SECTION 10 – Effective Date.

Upon adoption by the Board of School Directors, this Resolution shall take effect and be in force as provided by law.

SECTION 11 – Further Authorization.

The South Williamsport School District administration and officials are directed and authorized to take any and all actions necessary or convenient to carry out the intent of this Resolution.

DULY ADOPTED by the Board of School Directors of South Williamsport Area School District, in lawful session duly assembled, this _____ day of _____, 2019.

SOUTH WILLIAMSPORT AREA
SCHOOL DISTRICT
Lycoming County, Pennsylvania

_ ATTEST:

BY: _____
President of the Board of School Directors

(SEAL)

Field Trip Request



South Williamsport Area
School District
515 West Central Ave.
South Williamsport, PA
17702
Phone: 570-327-1581
Fax: 570-326-0641
www.swasd.org

Teacher: **Patty Schick**

Grade / Club **FCCLA**

Building **Jr / Sr High School**

Date of Application **04/05/19**

General Information

Place to be Visited **National Leadership Conference**

Date of Visitation **07/02-07/06/19**

Number of Students **4**

Number of Faculty **1 SCMLX**

Additional Chaperones **0**

Transportation

Transportation Needs **None Required**

Departure Time **6am 07/02/19**

Time Leaving Destination **6pm 07/06/19**

Explain how this trip is related to specific course objectives or will enhance other learning outcomes:

This trip is Anaheim, CA. The students completed projects, competed and qualified at the PA FCCLA State Leadership Conference. They qualified to compete nationally, as well as attend workshops on various topics like traffic safety and suicide prevention.

Additional information if needed:

Fees

Admission Fees (\$) **\$1500/student**

Funding Source for Admission **Mountie Quest District**

Funding Source for Transportation **FCCLA club accounts / students**

Substitute Coverage

Number and duration of coverage needed:

0

Is this an out of state trip? **YES**

Is this an overnight trip?

Approval / Signature Required

Principal:

Jesse Smith

Superintendent:

Michael Stan

School board approval is required for all overnight and/or out of state trips.



South Williamsport Area School District

District Office

515 West Central Avenue

South Williamsport, PA 17702

P: (570) 327-1581 • F: (570) 326-0641

www.swasd.org

The District pays registration. FCCLA account pays air fare. The student pays hotel fee and spending money. FCCLA received \$400 from Mountie Quest.

Please call me if you need more information.

Thanks,
Patty
X3226

Resolution of Intent to Furlough Professional Staff for Economic Reasons

Adopted April 15, 2019

It is recommended that the board of directors adopt a resolution to suspend two (2) professional teaching positions effective July 1st, 2019 for Economic Reasons. These suspensions are consistent with Section 1124(a)(5) of the Pennsylvania School Code of 1949. The individuals identified for suspension were determined under the criteria established in Section 1125.1.

The South Williamsport Area School District faces significant financial challenges despite continued efforts by the board and by the administration to reduce expenditures through attrition, elimination of services, and other measures. The district has relied on a committed fund balance to offset annual deficits. However, without these suspensions and other cost saving steps that the district is taking, the fund balance will drop from \$863,014 down to \$212,334. If this is allowed to occur, the district will face insolvency in less than two years.

Economic Conditions

- (a) The elimination of these two positions will save the district \$207,935. Once these positions are removed from the budget, the district deficit will be reduced to \$442,745.*
- (b) In an attempt to avoid suspensions of professional teachers who provide instruction to students, the district has aggressively reduced expenditures across all areas of the budget for multiple years. From previous budgets, some of these measures included:*
- 1. Reduction in professional staff from 110 to 94 full-time positions through attrition,*
 - 2. Elimination of a full-time benefit position of Library Aide,*
 - 3. Transitioning Teachers, Administrators, or other eligible support staff from a defined benefit health care program to a high deductible program,*
 - 4. Elimination of a fulltime Act 93 administrator (Principal / Director of Student Services) in August 2018,*
 - 5. Elimination of various programs and services.*

From the proposed 2019-20 budget the board will further reduce expenditures through these steps which are currently under consideration:

- 1. Non-renewal of three (3) temporary teaching positions,*
- 2. A pay freeze for all athletic coaches,*
- 3. Elimination of two (2) teaching positions through attrition,*
- 4. Elimination of two (2) lunchroom monitors,*
- 5. Elimination of three paid assistant coaching positions,*
- 6. Elimination of a half-time custodial position,*
- 7. Elimination of elementary athletic programs,*
- 8. Elimination of various programs and services.*

- (c) If the two professional staff are not suspended and the cuts above are not made, the district expenditures will be \$20,365,853 or \$650,680 over revenue. With the proposed reduction in staff and the changes above, the total expenditures for the district will be \$19,741,142 or \$127,729 over revenue.
- (d) Total projected revenue for the district for 2019-20 is \$19,613,639.
 - a. Local revenue is \$8,595,331 which includes the maximum tax increase of 1.03 mills under Act 1 with exceptions.
 - b. State revenue is \$10,585,105.
 - c. Federal revenue is \$433,203.

Suspensions

- (a) Number and percentage of professional employees to be suspended who provide direct instruction to students:
 - a. 2 professional employees who provide direct instruction to students
 - b. 2.2% of 90 professional employees
- (b) Number and percentage of professional employees to be suspended who are administrative staff:
 - a. None. District administration is sufficiently stream-lined and 2.2% of the administrative staff calculated under the statute (6) is 0.13% of a full-time position. PDE guidelines apply this clause only to full positions.
- (c) Number and percentage of professional employees to be suspended who do not provide instruction to students and who are not administrative staff:
 - a. None.

Academic Impact of Proposed Suspensions

These two suspensions in professional staff will impact the academic programs offered to students although the overall impact on learning opportunities is minimized by adjusting course content and time blocks. In grades seven and eight, reading and writing will be combined into one English Language Arts course with more time in each core subject.

The eliminated secondary English position provided elective courses for students. However, beginning in the 2019-20 school year, the high school is reducing the number of scheduled study halls creating additional opportunities for more staff to provide additional elective courses in multiple subject areas. This change in the master schedule opens additional subject areas to more electives and supports the District's and the Department of Education's initiatives in career pathways.

Despite the unfortunate loss of these positions, the district will use available resources to realign programs and adjust schedules to maximize learning for students.

April 15, 2019

Pennsylvania Department of Education
Secretary Pedro Rivera
333 Market St.
Harrisburg, PA 17126

Dear Mr. Secretary,

It is with deep regret that I recommended the board of directors to suspend two professional staff for Economic Reasons. After multiple years of aggressively acting to control our annual deficits, the district is left with few additional options. These two suspensions represent 2.3% of the professional staff who provide direct instruction to students. The district currently employs 94 professional staff; 90 provide instruction directly to students.

Section 1124(1)(C) of the School Code of 1949 requires districts seeking economic suspensions to also suspend an equal percentage of administrative staff. Under the statute, districts may request a waiver from that requirement. However, the PDE FAQ provided for districts, states that this provision only applies to full equivalent positions. After removing the five administrative positions required by Section 1124, six administrative positions remain. Applying the equal percentage of suspension clause is 0.13% of a position. Based on PDE's interpretation, it is my assertion that suspending an equal percentage of administrative positions is not necessary.

If you disagree with this position, then please consider the information below the criteria for a waiver request.

The administrative team of the district is sufficiently stream-lined and further reductions in administrative staff will cause harm to school stability and student programs.

1. *South Williamsport Area School District is composed on three buildings with a total 1,287 students. To oversee these facilities, programs, and staff the district employs two full-time principals, and one assistant principal.
 - a. *Central Elementary houses kindergarten through fourth grade with 483 students. Central is operated by one full-time principal.*
 - b. *Rommelt Elementary houses the fifth and sixth grades with 205 students and is operated by a half-time elementary assistant principal.*
 - c. *The Junior / Senior High School houses grades seven through twelve with 594 students and is operated by a half-time assistant principal and a full-time principal.**
2. *District office staff is operated by six administrators in addition to the superintendent. These positions include: business manager, accountant, director of innovative learning / information systems, network technician, director of buildings and grounds, and director of special education / school psychologist.*
3. *In August 2018, the district eliminated the full-time administrative position of principal and director of student services. Those responsibilities were divided among the remaining administrators and the superintendent.*
4. *The administrative staff is supported by two confidential administrative assistants.*

If necessary, I respectfully request that you approve this waiver request and submit to the state board of education for their next meeting on May 8, 2019.

Respectfully submitted on behalf of the Board of Directors,

*Mark Stamm, D.Ed.
Superintendent of Schools*