



**April 1, 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

**Airneezer Page**  
Region I

**Steve Persun**  
Region II

**Erica Molino**  
Region II

**Sue Bowman**  
Region I

**Todd Engel**  
Region III

**Dr. Mark Stamm**  
Superintendent

**Dennis Artley**  
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

#### *Action Items*

Treasurer's Reports

Approval of Bills

- 2018-2019 General Fund – \$1,269,549.87
- Food Service – \$11,854.07
- Capital Reserve - \$2,910.55

Approval of Minutes

Board Committee Reports

#### *Superintendent's Report & Recommendations*

1. Appointment of Board Secretary
2. Conference Requests/Professional Development
3. Recommendation of Approval of MOU
4. Retirement
5. Employment
6. Guest Teachers
7. Approval of Field Trip Requests
8. Student Teaching Agreement with Susquehanna University
9. Budget Update
10. LERTA
11. Girls Volleyball

#### *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 1, 2019**

**1. Appointment of Board Secretary**

It is recommended the board appoint Jamie Mowrey as Board Secretary effective April 1, 2019

**2. Conference Request(s)/Professional Development – Attachment # 1**

It is recommended the school board approve the following conferences:

Robyn Rummings has requested attendance at the Pennsylvania Music Educators Association Music Conference on April 3-6, 2019, held in Pittsburgh, PA, sponsored by PMEA.

Sarah Ireland has requested attendance at the PAFPC Annual Conference on May 5-8, 2019, held in Seven Springs, PA, sponsored by PAFPC.

**3. Recommendation for Approval of MOU – Attachment # 2**

It is recommended that the board approve the memorandum of understanding between the South Williamsport Area School District and South Williamsport Education Association pertaining to the retirement benefit for Jodi Puller.

**4. Retirement – Attachment # 3**

It is recommended the school board accept the letter of resignation for retirement purposes from Jodi Puller from her position on June 6, 2019.

**5. Employment**

At the January 21, 2019 board meeting, Greg Hennigan was tentatively approved as a paid 2<sup>nd</sup> Assistant to softball, pending the number of athletes that signed up. Due to lack of participants, Rob Houseknecht, Athletic Director, is recommending the board approve this position as a volunteer position.

**Athletic Coaches and Stipends**

Rob Houseknecht, Athletic Director, is recommending school board approval for employment of the following coaches for the 2018-2019 spring season:

<b>Baseball</b>	<b>Track &amp; Field</b>
Pat West - Volunteer	Dave Weaver - Volunteer
<b>Boys Jr High Soccer</b>	Jodi Puller - Volunteer
Emmanuel Tsikitas - Volunteer	

**6. Guest Teacher(s)**

It is recommended the school board approve the following individual from the list of Guest Teachers submitted by BLAST IU 17 for the 2018-2019 school year.

- Cletus Waldman

**7. Approval of Field Trip Requests – Attachment #4**

It is recommended the school board approve Manny Tsikitas' Out-of-State Field Trip Request to take elementary gifted students to Baltimore Aquarium and Johns Hopkins University in Baltimore, MD, on May 10, 2019.

It is recommended the school board approve Christine Miller's overnight field trip request to take cheerleaders to Pine Forest, PA on June 13-16, 2019. All chaperones for this trip are district employees.

**8. Student Teaching Agreement with Susquehanna University – Attachment #5**

It is recommended the school board approve the Cooperative Pre-Service and Student Teaching Program five-year Agreement between Susquehanna University and South Williamsport Area School District for placement of student teachers beginning the 2019-2020 school year through the 2023-2024 school year as detailed in the agreement submitted.

**9. Budget Update**

An update on the 2019-2020 budget process will be given.

**10. Approval of LERTA Resolution**

At the March 4, 2019 meeting, board approval of the LERTA resolution was tabled. It is recommended that the board make a motion to take from the table the LERTA resolution in order to discuss and vote on whether it will be approved.

**11. Girls Volleyball**

At the March 4, 2019 meeting, the board requested that the Athletic Committee review a potential Girls Volleyball program and bring a recommendation to the full board meeting. We will now hear from the Athletic Committee.

**BOARD INFORMATION**  
**April 1, 2019**

**Statement of Financial Interests Form**

Reminder please return statement of Financial Interest Form to Dennis Artley.

**BOARD MEETING DATES**

April 1 – School Board Meeting 7:00 p.m.

April 15 – School Board Budget Work Session 7:00 p.m.

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

**BOARD COMMITTEE DATES**

April 1 - Athletic Committee Meeting 6:00 p.m.

**ADDITIONAL INFORMATION**

# SOUTH WILLIAMSPORT AREA SCHOOL DISTRICT

## Treasurers Report

February 28, 2019

### GENERAL FUND

Book Balance January 31, 2019 1,897,304.07

Receipts:

Municipal & School Tax	178,868.48	
Lycoming County, Tax Collector	22,557.16	
Kathy Rinehart, Realty Tax	23,279.18	
Delinquent Tax Collection	34,374.21	
Benefit Payments - Refunds	12,365.43	
Sports Revenue	5,429.99	
First Community Foundation	6,521.72	
Other Misc Income	2,106.84	
Commonwealth of PA Lunch Reimbursement	36,127.49	
Social Security	91,452.36	
Basic Subsidy	915,948.00	
Woodlands Bank-Interest	1,265.47	
<b>Total Receipts</b>	<b>1,330,296.33</b>	
<b>Total Cash Available</b>	<b>3,227,600.40</b>	
Checks Issued in February	-1,339,968.16	
<b>Book Balance February 28, 2019</b>	<b>1,887,632.24</b>	
Add Outstanding Checks	72,190.87	
<b>Bank Balance February 28, 2019</b>	<b>1,959,823.11</b>	

### INVESTMENT GENERAL FUND

Pligit Balance January 31, 2019	61,731.73	
Interest Posted in February	20.14	
<b>Pligit Balance February 28, 2019</b>	<b>61,751.87</b>	

### CAFETERIA ACCOUNT

Book Balance January 31, 2019	46,436.27	
Receipts	57,405.38	
<b>Total Cash Available</b>	<b>103,841.65</b>	
Checks Issued in February	-52,499.42	
<b>Book Balance February 28, 2019</b>	<b>51,342.23</b>	
Add Outstanding Checks	0.00	
<b>Bank Balance February 28, 2019</b>	<b>51,342.23</b>	

**STUDENT ACTIVITIES - CLUBS**

Book Balance January 31, 2019	64,120.86
Receipts	<u>25,743.64</u>
Total Cash Available	89,864.50
Checks Issued in February	<u>-9,337.21</u>
Book Balance February 28, 2019	80,527.29
Add Outstanding Checks	<u>6,578.71</u>
Bank Balance February 28, 2019	87,106.00

**STUDENT ACTIVITIES - ATHLETICS**

Book Balance January 31, 2019	55,276.14
Receipts	<u>14,219.66</u>
Total Cash Available	69,495.80
Checks Issued in February	<u>-1,886.68</u>
Book Balance February 28, 2019	67,609.12
Add Outstanding Checks	<u>1,244.93</u>
Bank Balance February 28, 2019	68,854.05

**CAPITAL RESERVE ACCOUNT**

Book Balance January 31, 2019	640,716.13
Receipts	<u>42.57</u>
Total Cash Available	640,758.70
Checks Issued in February	<u>0.00</u>
Book Balance February 28, 2019	640,758.70
Add Outstanding Check	<u>0.00</u>
Bank Balance February 28, 2019	640,758.70

# Fund Accounting Check Summary

General Fund - From 02/28/2019 To 03/28/2019

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Note: Output selection limited to transactions dated between 02/28/2019 and 03/28/2019

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00016118	Megan E. Bloom	ADVERTISING.....		168.75
00016119	ROBERT HOUSEKNECHT	DUES & FEES.....		250.00
00016120	APR SUPPLY CO	GENERAL SUPPLIES.....		63.32
00016121	AT & T	TELEPHONE SERVICE.....		158.34
00016122	BAYADA HOME HEALTH CARE	FIELD TRIPS.....		33.75
00016123	BENFER INSTRUMENT REPAIR	REPAIRS & MAINT.....		85.00
00016124	BILL'S ELECTRONICS	GENERAL SUPPLIES.....		74.00
00016125	Megan E. Bloom	ADVERTISING.....		67.50
00016126	BLAST INTERMEDIATE UNIT 17	BENEFITS.....	ALTERNATIVE ED.....	83,656.00
00016127	Bucks County IU #22	PROFESS.SERVICES I.U.....		7,594.00
00016128	CARDMEMBER SERVICES	TRAVEL.....	GENERAL SUPPLIES.....	1,573.30
00016129	W A DEHART INC	GENERAL SUPPLIES.....		465.50
00016130	DIRECT ENERGY BUSINESS	ELECTRIC SERVICE.....		19,479.37
00016131	Fairfield Auto Group	GENERAL SUPPLIES.....		50.00
00016132	FOLLETT SCHOOL SOLUTIONS INC	TEXTBOOKS.....		384.43
00016133	GRAINGER	GENERAL SUPPLIES.....		337.45
00016134	Johnson Controls Fire Protection LP	REPAIRS & MAINT.....		430.00
00016135	LJC DISTRIBUTORS	GENERAL SUPPLIES.....		1,110.00
00016136	RE MICHEL CO INC	GENERAL SUPPLIES.....		200.26
00016137	MOJO ACTIVE INC	CHARTER SCHOOL.....		1,045.80
00016138	PAYROLL FUND	NON-CATEGORICAL.....		461,238.49
00016139	Ransom Quarry Co.	GENERAL SUPPLIES.....		2,318.23
00016140	SUSQUEHANNA FIRE EQUIPMENT CO.	REPAIRS & MAINT.....		348.40
00016141	TREMCO	REPAIRS & MAINT.....		838.55
00016142	TRANE U.S. INC.	GENERAL SUPPLIES.....		2,199.88
00016143	UGI PENN NATURAL GAS	FUEL.....		9,847.96
00016144	VERIZON	TELEPHONE SERVICE.....		553.15
00016145	WELD-TEC SERVICE & SALES	GENERAL SUPPLIES.....		70.00
00016146	W. F. Welliver & Sons	GENERAL SUPPLIES.....		750.00
00016147	WMWA	WATER SERVICE.....		2,841.20
00016148	ZEE MEDICAL SERVICE CO	GENERAL SUPPLIES.....		33.65
00016149	GBM	REPAIRS & MAINT.....		493.79
00016150	BETSY JONES	GENERAL SUPPLIES.....		32.03
00016151	JOANN KENNEDY	GENERAL SUPPLIES.....		416.06
00016152	SARAH BETH IRELAND	GRANT EXPENSE.....		310.57
00016153	Victoria Paulhamus	CHARTER SCHOOL.....		100.00
00016154	PENNSYLVANIA TRUST	PURCHASE TECH SERVICE.....		5,625.00

\* Denotes Non-Negotiable Transaction

P - Prenote

d - Direct Deposit

c - Credit Card Payment

# - Payables within Check

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# Fund Accounting Check Summary

General Fund - From 02/28/2019 To 03/28/2019

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Note: Output selection limited to transactions dated between 02/28/2019 and 03/28/2019

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00016155	PITNEY BOWES	REPAIRS & MAINT		840.24
00016156	Slippery Rock University	TUITION REIMBURSEMENT		1,548.00
00016157	MARK STAMM	GENERAL SUPPLIES		28.17
00016158	SUN GAZETTE CO	ADVERTISING		1,888.26
00016159	XEROX CORP	REPAIRS & MAINT		618.99
00016160	Team Pennsylvania Foundation	TRAVEL	Registration	300.00
00016161	Varsity University	Cheer Conference	REG-001050462	700.00
00016162	Oliver & Andy's Book Company, Inc.	TEXTBOOKS		101.65
00016163	ALBRIGHT STUDIO	GENERAL SUPPLIES		1,320.00
00016164	APPERSON	GENERAL SUPPLIES		827.66
00016165	APR SUPPLY CO	GENERAL SUPPLIES		618.31
00016166	AT & T	TELEPHONE SERVICE		45.48
00016167	BAYADA HOME HEALTH CARE	FIELD TRIPS		45.00
00016168	BLAST INTERMEDIATE UNIT 17	PURCHASE TECH SERVICE	INTERNET SERVICE	11,120.07
00016169	Brickstreet Insurance	WORKMAN'S COMPENSATION		5,182.00
00016170	CANON FINANCIAL SERVICES	REPAIRS & MAINT		521.63
00016171	CENTRAL ELEM. ACCOUNT	Reimbursement		216.63
00016172	Ceramic Shop	GENERAL SUPPLIES		25.64
00016173	CM REGENT, LLC	April 2019 LIFE INSURANCE		769.16
00016174	DAILY ITEM	ADVERTISING		502.95
00016175	DEMANS SPORTS CENTER	GENERAL SUPPLIES		157.00
00016176	DELTA DENTAL OF PA	April 2019 DENTAL INSURANCE		7,600.00
00016177	THOMAS L. DUNLAP	REPAIRS & MAINT		104.08
00016178	MATTHEW R EISLEY	GENERAL SUPPLIES		302.75
00016179	ESCO PROCESS	REPAIRS & MAINT		215.00
00016180	LISA FISHER	GENERAL SUPPLIES		25.00
00016181	FOLLETT SCHOOL SOLUTIONS INC	TEXTBOOKS		157.20
00016182	FRED HAMM INC	DISPOSAL SERVICE		1,499.94
00016183	HARDER'S SPORTING GOODS	GENERAL SUPPLIES		3,021.60
00016184	HILSHER GRAPHICS	GENERAL SUPPLIES		665.00
00016185	JOSTENS INC	GENERAL SUPPLIES		783.61
00016186	JESSICA KALEIDAS	TRAVEL		54.32
00016187	KURTZ BROTHERS	GENERAL SUPPLIES		102.68
00016188	MURPHY BUTTERFIELD HOLLAND	PURCHASE PROF & TECH SV		180.00
00016189	NITTANY OIL	DIESEL FUEL	GASOLINE	4,706.18
00016190	J. W. PEPPER & SONS	GENERAL SUPPLIES		151.48
00016191	PMEA DISTRICT 8	Chorus Festival		120.00
00016192	PAYROLL FUND	Gross 3-15-19	ER Retire3-15-19	482,665.27

\* Denotes Non-Negotiable Transaction

P - Prenote

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# Fund Accounting Check Summary

General Fund - From 02/28/2019 To 03/28/2019

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Note: Output selection limited to transactions dated between 02/28/2019 and 03/28/2019

Check #	Vendor Name	Description of Purchase	Description of Purchase	Check Amount
00016193	RICOH USA INC	REPAIRS & MAINT	NON-CATEGORICAL	543.28
00016194	LAURA SCHRECKENGAST	PROF ED SERVICES OTHER		912.50
00016195	E ANN SHAIBLEY	REFUNDS		272.16
00016196	ROBERT M. SIDES, INC.	GENERAL SUPPLIES		140.00
00016197	UGI PENN NATURAL GAS	FUEL		72.53
00016198	VERIZON	TELEPHONE SERVICE		38.80
00016199	WEGMANS FOOD MARKETS	GENERAL SUPPLIES		475.02
00016200	W. F. Welliver & Sons	REPAIRS & MAINT		314.93
00016201	WINDSTREAM D & E SYSTEMS INC	TELEPHONE SERVICE		43.75
00016202	DWIGHT WOODLEY	TRAVEL		16.00
00016203	XEROX CORP	REPAIRS & MAINT		518.61
00016204	AGORA CYBER CHARTER SCHOOL	CHARTER SCHOOL		4,729.80
00016205	MICHAEL ALLISON	Reimbursement		199.80
00016206	APR SUPPLY CO	GENERAL SUPPLIES		153.80
00016207	Barr's Hardware	GENERAL SUPPLIES		709.67
00016208	BAYADA HOME HEALTH CARE	FIELD TRIPS		112.50
00016209	BESTLINE EQUIPMENT	REPAIRS & MAINT		259.42
00016210	BEST PLUMBING SPECIALTIES I INC	GENERAL SUPPLIES		79.60
00016211	Bridges Transitions Co.	Renewal		200.00
00016212	Bucks County IU #22	PROFESS SERVICES I.U		7,214.30
00016213	COMMONWEALTH CHARTER ACADEMY	CHARTER SCHOOL		24,073.03
00016214	CONTRACT PAPER GROUP INC	GENERAL SUPPLIES		9,078.40
00016215	CXTEC	GENERAL SUPPLIES		768.00
00016216	DEMANS SPORTS CENTER	REPAIRS & MAINT		138.75
00016217	EPLUS TECHNOLOGY INC	GENERAL SUPPLIES		868.92
00016218	EAGLE JANITORIAL SUPPLY CO.	GENERAL SUPPLIES		44.42
00016219	EHRlich PEST CONTROL	REPAIRS & MAINT		166.00
00016220	FROMUTH	GENERAL SUPPLIES		133.79
00016221	GRAINGER	GENERAL SUPPLIES		837.91
00016222	HOPE ENTERPRISES INC	OTHER PROF. SERVICE		5,007.25
00016223	IDVILLE	GENERAL SUPPLIES		116.98
00016224	Insight PA Cyber Charter School	CHARTER SCHOOL		945.96
00016225	Johnson Controls Fire	REPAIRS & MAINT		2,433.81
00016226	Protection LP	GENERAL SUPPLIES		2,629.95
00016227	JOSTENS INC	GENERAL SUPPLIES		35.33

# - Payables within Check    P - Prenote    \* Denotes Non-Negotiable Transaction    c - Credit Card Payment

SOUTH WILLIAMSPORT SCHOOL DIST

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# Fund Accounting Check Summary

General Fund - From 02/28/2019 to 03/28/2019

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Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00016228	JESSICA KALEIDAS	TUITION REIMBURSEMENT	TRAVEL	1,020.93
00016229	K & S MUSIC	GENERAL SUPPLIES		61.97
00016230	KIDSPACE CORP	ALTERNATIVE ED		80.00
00016231	KURTZ BROTHERS	GENERAL SUPPLIES		71.16
00016232	LEZZER LUMBER	GENERAL SUPPLIES		690.82
00016233	LOWE'S COMPANIES INC	GENERAL SUPPLIES		67.41
00016234	LYCOMING CO RMS	DISPOSAL SERVICE		20.23
00016235	MDR Car Rentals LLC	TRAVEL		239.98
00016236	MEIER SUPPLY CO INC	GENERAL SUPPLIES		113.74
00016237	Daniel Miller	GRANT EXPENSE		500.00
00016238	MOJO ACTIVE INC	CHARTER SCHOOL		956.12
00016239	NORTH CENTRAL SIGHT SERVICES	DISPOSAL SERVICE		64.00
00016240	PA Principals Association	DUES & FEES		595.00
00016241	PA CYBER CHARTER SCHOOL	CHARTER SCHOOL		6,273.77
00016242	PLANKENHORN STATIONERY CO.	GENERAL SUPPLIES		558.00
00016243	PMEA	FIELD TRIPS	TRAVEL	580.00
00016244	PP & L	ELECTRIC SERVICE	PPL	2,326.15
00016245	ReachCyber Charter School	CHARTER SCHOOL		945.96
00016246	RICOH USA INC	REPAIRS & MAINT		849.19
00016247	SANICO INC	GENERAL SUPPLIES		928.80
00016248	SCHOLASTIC, INC.	GENERAL SUPPLIES		273.90
00016249	CHERYL SCHONEWOLF	GENERAL SUPPLIES		24.00
00016250	SCHAEDLER YESCO DISTRIBUTION	GENERAL SUPPLIES		632.15
00016251	ROBERT M. SIDES, INC.	GENERAL SUPPLIES		115.64
00016252	STEVE SHANNON TIRE & AUTO CENTERS	REPAIRS & MAINT		524.45
00016253	MARK STAMM	GENERAL SUPPLIES		134.69
00016254	SUN GAZETTE CO	ADVERTISING		1,411.12
00016255	SUSQUEHANNA TRANSIT CO	CONTRACTED CARRIERS		29,649.94
00016256	TRAVELERS INDEMNITY	BONDING		245.00
00016257	TRI STATE BLEACHER MAINTENANCE	REPAIRS & MAINT		1,360.00
00016258	UNIVERSITY OF OREGON	GENERAL SUPPLIES		1,858.00
00016259	VERIZON	TELEPHONE SERVICE		54.89
00016260	VERIZON WIRELESS	CELLULAR PHONE		123.22
00016261	W. F. Welliver & Sons	GENERAL SUPPLIES		61.58
00016262	SUSAN ZAYDELL	TRAVEL		23.20
00016263	UGI ENERGY SERVICES	FUEL		7,700.15
00016264	UGI PENN NATURAL GAS	FUEL		8,190.06

\* Denotes Non-Negotiable Transaction

# - Payables within Check

P - Prenote

d - Direct Deposit

c - Credit Card Payment

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SOUTH WILLIAMSPORT SCHOOL DIST

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# Fund Accounting Check Summary

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CAFETERIA FUND - From 03/02/2019 To 03/28/2019  
 Note: Output selection limited to transactions dated between 03/02/2019 and 03/28/2019

Check #	Vendor Name	Description Of Purchase	Description Of Purchase	Check Amount
00006061	PAYROLL FUND	PR 3.15.19 GROSS PAY.....	PR 3.15.19 ER PSERS.....	11,854.07
		50-FOOD SERVICE FUND		11,854.07
		Grand Total Manual Checks :		0.00
		Grand Total Regular Checks :		11,854.07
		Grand Total Direct Deposits:		0.00
		Grand Total Credit Card Payments:		0.00
		Grand Total All Checks :		11,854.07

TO: BOARD OF SCHOOL DIRECTORS

FROM: DENNIS ARTLEY, BUSINESS MANAGER

DATE: April 1, 2019

RE: CAPITAL RESERVE FUND BILLS

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**Taylor Prothers Door Lock LLC**

Nightlock Lockdown Central Elementary	2,910.55
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Total Capital Reserve Bills	<b>\$2,910.55</b>
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March 4, 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, Persun, Page, and Branton.

Others Present: Mark Stamm-Superintendent, Jesse Smith-High School Principal, Dwight Woodley-Director of Innovative Learning, Michele Loomis-Elementary Principal, Bill Reifsnnyder-Maintenance Director, Jamie Mowery-Assistant Business Manager, Fred Holland-Solicitor, and Dennis Artley-Business Manager.

Visitors: Ellen Koser, Stephanie Davies, Kerry Best, Crystal Harker, Lin Fessler, Brenda Trimble, Joni Keller, Jennifer Pfirman, Luci Steinbacher, Lisa Laidacker, Fran Stetts, Joan Helmrich, Melanie Shephard, Melissa Stahl, Melissa Bradley, Josalyn Bradley, Michelle Einn, Lea Fessler, Grace Persun, Bayleigh Guiser, Mary Bennett, Tara Stryker, John Compton

#### **APPROVE TREASURER'S REPORT**

A motion to approve the Treasurer's Report for the month of January 2019 was moved by Anthony, seconded by Miller. Roll call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Persun-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 \$1,118,341.95 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, Persun-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 \$85,948.84 as funds become available was moved by Persun, seconded by Miller. Roll call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Persun-yes, Page-yes, and Branton-yes, motion carried.

#### **APPROVE CAPITAL RESERVE FUND BILLS**

A motion to approve the payment of bills from the Cafeteria Fund in the amount of \$24,495.00 as funds become available was moved by Persun, seconded by Bachman. Roll call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Persun-yes, Page-yes, and Branton-yes, motion carried.

## APPROVE MINUTES

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

## SUPERINTENDENT RECOMMENDATIONS

John Compton from Baker Tilly LLC was at the meeting to provide the Board a presentation on the 2017/2018 Audit Report. He started his presentation by comparing budget to actual. Actual revenues were \$174k (.9%) less than final budgeted revenues and most of that was because of earned income tax. Actual expenditures were 55k (.3%) greater than final budget expenditures mostly because of charter school expenses. This provided a \$228k "negative budget variance" (final budget vs. final actual). The next topic that Mr. Compton discussed was fund balance. On June 30, 2018, the total fund balance in the General Fund was \$1,341, 913 of which \$400,000 is for future PSERS rate increases. This represents 6.9% of the \$19.5M F/F budgeted expenditures, which is lower than what Baker Tilly would recommend. One positive thing Mr. Compton pointed out to the Board was that all debt service will be paid off by June 2022.

## 2017-2018 AUDIT REPORT

A motion to accept the 2017-2018 Audit Report, as prepared by Baker Tilly LLC, was moved by Miller seconded by Page. Roll call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Persun-yes, Page-yes, and Branton-yes, motion carried.

## SUBSTITUTES

A motion to approve the addition of Sarah Yorks to the certified substitute list and Denise Steinbacher to the cafeteria, secretary, paraprofessional and lunchroom substitute lists was moved by Miller, seconded by Bachman. Roll call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Persun-yes, Page-yes, and Branton-yes, motion carried.

## SABBATICAL LEAVE

A motion to approve a sabbatical leave of absence for employee #420 from February 1, 2019, to January 31, 2020, was moved by Page, seconded by Bachman. This leave request is consistent with Pennsylvania School Code and District Policy 338 Sabbatical Leave Request. Roll call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Persun-yes, Page-yes, and Branton-yes, motion carried.

## SPRING COACHES

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

### Track

Colt Young – Volunteer  
Alysha Ardell – Volunteer

### Softball

Chloe Smith - Volunteer

### Spring Game Workers \$35 per game

Terri Knecht –Baseball  
Lesia Hennigan – Softball  
Matt Bradley – JH Soccer

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

## **SPRING MUSICAL DIRECTOR**

A motion to approve Michelle Rebeck as Music Director for the Spring Play was moved by Anthony, seconded by Persun. Roll call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Persun-yes, Page-yes, and Branton-yes, motion carried

## **GUEST TEACHERS**

A motion to approve the addition of Heide Mnkandhla and Sylvia Reeder to the Guest teacher list submitted by Blast IU 17 was moved by Bachman, seconded by Page. Roll call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Persun-yes, Page-yes, and Branton-yes, motion carried.

## **OVERNIGHT FIELD TRIP REQUESTS**

A motion to approve the following overnight field trip requests was moved by Bachman, seconded by Miller.

- Kevin Eck to take Academic Decathlon students to the Carlisle High School in Carlisle, PA on March 15-16, 2019.
- Patricia Schick to take FCCLA students to the PA FCCLA State Conference at Seven Springs Mountain Resort in Champion, PA, on March 19 through March 22, 2019.
- Christine Miller to take cheerleaders and coaches to the Coach/Athletic Cheer Conference in State College, PA on March 9-10, 2019.

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

## **APPROVAL OF CHAPERONES FOR OVERNIGHT FIELD TRIP**

A motion to approve the following chaperones to attend the band's overnight field trip to Cleveland Ohio was moved by Persun, seconded by Anthony: Michelle Boyles, Richard Boyles, Diane DeRemer, Scott Deremer, Bruce Loner, and Scott Shaffer. Roll call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Persun-yes, Page-yes, and Branton-yes, motion carried.

## **2019-2020 SCHOOL DISTRICT CALENDAR 2nd READING**

A motion to approve the 2019-2020 proposed school calendar, on 2nd reading, was moved by Anthony, seconded by Miller. Roll call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Persun-yes, Page-yes, and Branton-yes, motion carried

## **ELEMENTARY STEM TRANSITION PROPOSAL**

Dwight Woodley and Lisa Laidacker spent fifteen minutes presenting a plan to expand the Elementary STEM program at Central Elementary for the 2019-20 school year.

## **APPROVAL FOR PURCHASE OF NEW ATHLETIC VAN**

A motion to purchase a new 10 seat passenger athletic van at a Costars price of \$28,132 was moved by Page, seconded by Bachman. Roll call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Persun-yes, Page-yes, and Branton-yes, motion carried.



## **REQUEST FOR BOARD APPROVAL OF LERTA RESOLUTION**

A motion to approve the LERTA resolution was moved by Bachman, seconded by Persun. The LERTA resolution would provide a real estate tax exception 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 exemption on the existing assessed value. After about 10 minutes of discussion Molino made a motion to table this motion, seconded by Bachman. Roll call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-no, Molino-yes, Persun-yes, Page-yes, and Branton-yes, motion carried.

## **APPROVAL OF MEMORANDUM OF AGREEMENT WITH SUPPORT PROFESSIONALS**

A motion to approval a memorandum of Agreement with the South Williamsport Education Support Professionals Association regarding the current Collective Bargaining Agreement which runs from July 1, 2016, through June 30, 2019, was moved by Miller, seconded by Persun. Roll call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-no, Molino-yes, Persun-yes, Page-yes, and Branton-yes, motion carried.

Lin Fessler spent a few minutes talking to the Board about a girl's volleyball program. Following this discussion a motion was made that the athletic committee bring a recommendation to the Board about possible adding a Girls Varsity Volleyball program including scheduling and cost. This motion was made by Persun, seconded by Bowman. Roll call: Anthony-yes, Bachman-yes, Bowman-yes, Engel-yes, Miller-yes, Molino-yes, Persun-yes, Page-yes, and Branton-yes, motion carried.

A motion to adjourn the meeting was made by Miller, seconded by Bachman. All members present voting yes, the meeting was adjourned at 8:50 p.m.

Attest

Dennis A. Artley  
Board Secretary

DRAFT

# Board Summary Report

Fund: 10 GENERAL FUND

As of 03/28/2019

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
<b>1100</b>					
REGULAR INSTRUCTION					
100 SALARIES	4,801,965.00	0.00	2,760,870.02	2,041,094.98	57.49
200 BENEFITS	3,207,506.00	0.00	1,974,210.62	1,233,295.38	61.54
300 PURCHASE PROF & TECH SV	16,032.00	0.00	11,593.21	4,438.79	72.31
400 REPAIRS & MAINT	47,948.00	0.00	34,155.99	13,792.01	71.23
500 OTHER PURCHASED SERVICE	375,145.00	0.00	362,976.59	12,168.41	96.75
600 GENERAL SUPPLIES	172,439.00	0.00	139,444.96	32,994.04	80.86
700 EQUIPMENT	10,681.00	0.00	4,353.49	6,327.51	40.75
800 OTHER EXPENSES	21,168.00	0.00	8,939.67	12,228.33	42.23
<b>Totals for - 1100's</b>	<b>8,652,884.00</b>	<b>0.00</b>	<b>5,296,544.55</b>	<b>3,356,339.45</b>	<b>61.21</b>
<b>1200</b>					
SPECIAL PROGRAMS					
100 SALARIES	1,003,621.00	0.00	602,269.05	401,351.95	60.00
200 BENEFITS	660,809.00	0.00	414,767.61	246,041.39	62.76
300 PURCHASE PROF & TECH SV	306,500.00	0.00	277,676.86	28,823.14	90.59
400 REPAIRS & MAINT	270.00	0.00	62.50	207.50	23.14
500 OTHER PURCHASED SERVICE	12,780.00	0.00	4,178.56	8,601.44	32.69
600 GENERAL SUPPLIES	18,278.00	0.00	12,051.02	6,226.98	65.93
700 EQUIPMENT	5,000.00	0.00	0.00	5,000.00	0.00
800 OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00
<b>Totals for - 1200's</b>	<b>2,007,258.00</b>	<b>0.00</b>	<b>1,311,005.60</b>	<b>696,252.40</b>	<b>65.31</b>
<b>1300</b>					
VOCATIONAL INSTRUCTION					
100 SALARIES	333,967.00	0.00	193,481.40	140,485.60	57.93
200 BENEFITS	221,175.00	0.00	137,632.90	83,542.10	62.22
400 REPAIRS & MAINT	2,750.00	0.00	0.00	2,750.00	0.00
500 OTHER PURCHASED SERVICE	217,800.00	0.00	9,544.70	208,255.30	4.38
600 GENERAL SUPPLIES	15,880.00	0.00	10,355.73	5,524.27	65.21
700 EQUIPMENT	0.00	0.00	0.00	0.00	0.00

# Board Summary Report

Fund: 10 GENERAL FUND

As of 03/28/2019

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
<b>Totals for - 1300's</b>	<b>791,572.00</b>	<b>0.00</b>	<b>351,014.73</b>	<b>440,557.27</b>	<b>44.34</b>
1400 OTHER INSTRUCTION					
100 SALARIES	234,422.00	0.00	127,970.91	106,451.09	54.59
200 BENEFITS	137,224.00	0.00	77,781.83	59,442.17	56.68
300 PURCHASE PROF & TECH SV	40,000.00	0.00	20,000.00	20,000.00	50.00
400 REPAIRS & MAINT	600.00	0.00	178.40	421.60	29.73
500 OTHER PURCHASED SERVICE	126,000.00	0.00	47,271.07	78,728.93	37.51
600 GENERAL SUPPLIES	3,978.00	0.00	3,456.57	521.43	86.89
700 EQUIPMENT	0.00	0.00	0.00	0.00	0.00
800 OTHER EXPENSES	1,200.00	0.00	602.75	597.25	50.22
<b>Totals for - 1400's</b>	<b>543,424.00</b>	<b>0.00</b>	<b>277,261.53</b>	<b>266,162.47</b>	<b>51.02</b>
2100 GUIDANCE					
100 SALARIES	229,515.00	0.00	128,120.00	101,395.00	55.82
200 BENEFITS	151,561.00	0.00	66,175.07	85,385.93	43.66
300 PURCHASE PROF & TECH SV	0.00	0.00	0.00	0.00	0.00
500 OTHER PURCHASED SERVICE	1,600.00	0.00	488.38	1,111.62	30.52
600 GENERAL SUPPLIES	7,327.00	0.00	4,005.93	3,321.07	54.67
800 OTHER EXPENSES	325.00	0.00	285.00	40.00	87.69
<b>Totals for - 2100's</b>	<b>390,328.00</b>	<b>0.00</b>	<b>199,074.38</b>	<b>191,253.62</b>	<b>51.00</b>
2200 LIBRARY/COMPUTER SERV					
100 SALARIES	218,017.00	0.00	123,090.74	94,926.26	56.45
200 BENEFITS	192,404.00	0.00	181,689.82	10,714.18	94.43
300 PURCHASE PROF & TECH SV	154,662.00	0.00	148,813.60	5,848.40	96.21
400 REPAIRS & MAINT	22,879.00	0.00	6,390.60	16,488.40	27.93
500 OTHER PURCHASED SERVICE	56,105.00	0.00	8,689.90	47,415.10	15.48
600 GENERAL SUPPLIES	57,141.00	0.00	41,666.94	15,474.06	72.91
700 EQUIPMENT	49,649.00	0.00	48,269.24	1,379.76	97.22

# Board Summary Report

Fund: 10 GENERAL FUND

As of 03/28/2019

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
800 OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00
<b>Totals for - 2200's</b>	<b>750,857.00</b>	<b>0.00</b>	<b>558,610.84</b>	<b>192,246.16</b>	<b>74.39</b>
<b>2300 ADMINISTRATION</b>					
100 SALARIES	624,812.00	0.00	405,687.27	219,124.73	64.92
200 BENEFITS	633,549.00	0.00	407,240.04	226,308.96	64.27
300 PURCHASE PROF & TECH SV	66,500.00	0.00	35,171.66	31,328.34	52.88
400 REPAIRS & MAINT	0.00	0.00	0.00	0.00	0.00
500 OTHER PURCHASED SERVICE	17,125.00	0.00	16,975.25	149.75	99.12
600 GENERAL SUPPLIES	21,065.00	0.00	16,530.11	4,534.89	78.47
700 EQUIPMENT	0.00	0.00	0.00	0.00	0.00
800 OTHER EXPENSES	15,150.00	0.00	7,792.62	7,357.38	51.43
<b>Totals for - 2300's</b>	<b>1,378,201.00</b>	<b>0.00</b>	<b>889,396.95</b>	<b>488,804.05</b>	<b>64.53</b>
<b>2400 HEALTH SERVICE</b>					
100 SALARIES	120,188.00	0.00	70,486.45	49,701.55	58.64
200 BENEFITS	51,435.00	0.00	29,870.42	21,564.58	58.07
300 PURCHASE PROF & TECH SV	0.00	0.00	0.00	0.00	0.00
400 REPAIRS & MAINT	83.00	0.00	0.00	83.00	0.00
500 OTHER PURCHASED SERVICE	550.00	0.00	0.00	550.00	0.00
600 GENERAL SUPPLIES	8,568.00	0.00	2,812.28	5,755.72	32.82
700 EQUIPMENT	0.00	0.00	0.00	0.00	0.00
<b>Totals for - 2400's</b>	<b>180,824.00</b>	<b>0.00</b>	<b>103,169.15</b>	<b>77,654.85</b>	<b>57.05</b>
<b>2500 BUSINESS OFFICE</b>					
100 SALARIES	182,915.00	0.00	68,308.16	114,606.84	37.34
200 BENEFITS	136,744.00	0.00	100,852.19	35,891.81	73.75
300 PURCHASE PROF & TECH SV	38,700.00	0.00	38,608.56	91.44	99.76
400 REPAIRS & MAINT	3,112.00	0.00	2,367.76	744.24	76.08
500 OTHER PURCHASED SERVICE	14,500.00	0.00	1,546.51	12,953.49	10.66

# Board Summary Report

Fund: 10 GENERAL FUND

As of 03/28/2019

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
600 GENERAL SUPPLIES	3,000.00	0.00	2,678.58	321.42	89.28
700 EQUIPMENT	0.00	0.00	0.00	0.00	0.00
<b>Totals for - 2500's</b>	<b>378,971.00</b>	<b>0.00</b>	<b>214,361.76</b>	<b>164,609.24</b>	<b>56.56</b>
2600 PLANT OPER. & MAINT.					
100 SALARIES	586,748.00	0.00	402,961.71	183,786.29	68.67
200 BENEFITS	527,213.00	0.00	353,693.33	173,519.67	67.08
300 PURCHASE PROF & TECH SV	60,000.00	0.00	16,131.83	43,868.17	26.88
400 REPAIRS & MAINT	413,864.00	0.00	335,986.03	77,877.97	81.18
500 OTHER PURCHASED SERVICE	72,000.00	0.00	64,792.91	7,207.09	89.99
600 GENERAL SUPPLIES	200,226.00	0.00	221,176.34	-20,950.34	110.46
700 EQUIPMENT	2,300.00	0.00	1,737.50	562.50	75.54
800 OTHER EXPENSES	600.00	0.00	0.00	600.00	0.00
<b>Totals for - 2600's</b>	<b>1,862,951.00</b>	<b>0.00</b>	<b>1,396,479.65</b>	<b>466,471.35</b>	<b>74.96</b>
2700 STUDENT TRANSPORTATION					
100 SALARIES	17,406.00	0.00	10,405.58	7,000.42	59.78
200 BENEFITS	7,151.00	0.00	4,274.63	2,876.37	59.77
300 PURCHASE PROF & TECH SV	3,250.00	0.00	3,250.00	0.00	100.00
500 OTHER PURCHASED SERVICE	335,608.00	0.00	215,552.20	120,055.80	64.22
600 GENERAL SUPPLIES	58,673.00	0.00	28,607.64	30,065.36	48.75
<b>Totals for - 2700's</b>	<b>422,088.00</b>	<b>0.00</b>	<b>262,090.05</b>	<b>159,997.95</b>	<b>62.09</b>
2900 OTHER SUPPORT SERVICE					
500 OTHER PURCHASED SERVICE	0.00	0.00	0.00	0.00	0.00
<b>Totals for - 2900's</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
3100 FOOD SERVICE					
100 SALARIES	0.00	0.00	0.00	0.00	0.00
200 BENEFITS	0.00	0.00	60,281.24	-60,281.24	0.00

# Board Summary Report

Fund: 10 GENERAL FUND

As of 03/28/2019

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
700 EQUIPMENT	0.00	0.00	0.00	0.00	0.00
<b>Totals for - 3100's</b>	<b>0.00</b>	<b>0.00</b>	<b>60,281.24</b>	<b>-60,281.24</b>	<b>0.00</b>
<b>3200 STUDENT ACTIVITIES</b>					
100 SALARIES	268,116.00	0.00	133,883.75	134,232.25	49.93
200 BENEFITS	115,279.00	0.00	47,076.14	68,202.86	40.83
300 PURCHASE PROF & TECH SV	62,745.00	0.00	37,119.67	25,625.33	59.15
400 REPAIRS & MAINT	7,000.00	0.00	5,124.33	1,875.67	73.20
500 OTHER PURCHASED SERVICE	40,916.00	-114.10	34,012.91	7,017.19	82.84
600 GENERAL SUPPLIES	63,639.00	0.00	51,516.34	12,122.66	80.95
700 EQUIPMENT	0.00	0.00	0.00	0.00	0.00
800 OTHER EXPENSES	20,070.00	0.00	16,508.75	3,561.25	82.25
<b>Totals for - 3200's</b>	<b>577,765.00</b>	<b>-114.10</b>	<b>325,241.89</b>	<b>252,637.21</b>	<b>56.27</b>
<b>3300 COMMUNITY SERV</b>					
100 SALARIES	1,000.00	0.00	814.51	185.49	81.45
200 BENEFITS	412.00	0.00	333.79	78.21	81.01
500 OTHER PURCHASED SERVICE	13,500.00	0.00	3,722.65	9,777.35	27.57
800 OTHER EXPENSES	0.00	0.00	0.00	0.00	0.00
<b>Totals for - 3300's</b>	<b>14,912.00</b>	<b>0.00</b>	<b>4,870.95</b>	<b>10,041.05</b>	<b>32.66</b>
<b>4100 ACQ. &amp; IMPROV. EXP.</b>					
700 EQUIPMENT	0.00	0.00	0.00	0.00	0.00
<b>Totals for - 4100's</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>4200 EXISTING SITE IMPROVE.</b>					
400 REPAIRS & MAINT	0.00	0.00	0.00	0.00	0.00
<b>Totals for - 4200's</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>4400 ARCHITECT. ENGINEERING</b>					
300 PURCHASE PROF & TECH SV	0.00	0.00	0.00	0.00	0.00

# Board Summary Report

Fund: 10 GENERAL FUND

As of 03/28/2019

fabrdreg

Account Description	Current Budget	Unliquidated Encumbrances	Expend/Received	Balance	% Used
<b>Totals for - 4400's</b>	0.00	0.00	0.00	0.00	0.00
5100 DEBT SERVICE					
800 OTHER EXPENSES	2,000.00	0.00	693.00	1,307.00	34.65
900	1,804,383.00	0.00	1,773,162.50	31,220.50	98.26
<b>Totals for - 5100's</b>	<b>1,806,383.00</b>	<b>0.00</b>	<b>1,773,855.50</b>	<b>32,527.50</b>	<b>98.19</b>
5200 FUND TRANSFERS					
900	0.00	0.00	0.00	0.00	0.00
<b>Totals for - 5200's</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
5900 BUDGETARY RESERVE					
800 OTHER EXPENSES	64,799.00	0.00	0.00	64,799.00	0.00
<b>Totals for - 5900's</b>	<b>64,799.00</b>	<b>0.00</b>	<b>0.00</b>	<b>64,799.00</b>	<b>0.00</b>
<b>EXPENDITURE Totals</b>	<b>19,823,217.00</b>	<b>-114.10</b>	<b>13,023,258.77</b>	<b>6,800,072.33</b>	<b>65.69</b>
<b>FUND 10 - TOTALS:</b>					
Total Expenditure	17,952,035.00	-114.10	11,249,403.27	6,702,745.83	62.66
Total Other Expenditure	1,871,182.00	0.00	1,773,855.50	97,326.50	94.79
Total Revenue	0.00	0.00	0.00	0.00	0.00
Total Other Revenue	0.00	0.00	0.00	0.00	0.00
<b>Totals</b>	<b>19,823,217.00</b>	<b>-114.10</b>	<b>13,023,258.77</b>	<b>6,800,072.33</b>	<b>65.69</b>

# Professional Development Request

Print Form



South Williamsport Area School District  
515 West Central Ave.  
South Williamsport, PA

17702  
Phone: 570-327-1581  
Fax: 570-326-0641  
www.swasd.org

**Name** Robyn Rummings

**Date Submitted** March 12, 2019

## Attendee Information

**Event Title** PMEA State Convention

**Event Sponsor** PMEA

**Location** Pittsburgh, PA

**Beginning Date** April 3, 2019

**Ending Date** April 6, 2019

### Briefly describe how the conference:

- Relates to your professional growth / role in the district
- Relates to district goals for teaching and learning

I will have the opportunity to attend workshops to gain new skills to implement into the classroom. I will also have the opportunity to interact with other choral directors and discuss different strategies we use in the classroom.

### Sessions Attending

- Attach detailed Itinerary if necessary

I am attaching a list of the workshops available. I will indicate with a star of those I will be attending.

## Estimated Costs (\$)

**Lodging (\$)** N/A

**Mileage (\$)** N/A

**Substitute Cost (\$)** 3 days

**Meals (\$60/day max)** \$240

**Registration (\$)** \$195

**Total Cost (\$)** \$435

BUDGETED  
EXPENSE

## Request Reviewed

**Principal** Jesse Smith

**Approved**  **Denied**

**Superintendent** Paul [Signature]

**Approved**  **Denied**

### Additional comments if necessary.

Jessica and I are driving together and sharing a room to save on costs. This is a budgeted line item on both of our budget requests.



# Professional Development Request




South Williamsport Area School District  
515 West Central Ave.  
South Williamsport, PA

**Name** Sarah Ireland

**Date Submitted** Feb 28, 2019

17702

Phone: 570-327-1581

Fax: 570-326-0641

www.swasd.org

## Attendee Information

**Event Title** PAFPC Annual Conference

**Event Sponsor** PAFPC

**Location** Seven Springs

**Beginning Date** May 5, 2019

**Ending Date** May 8, 2019

## Estimated Costs (\$)

<b>Lodging (\$)</b>	765
<b>Mileage (\$)</b>	211
<b>Substitute Cost (\$)</b>	0
<b>Meals (\$60/day max)</b>	0
<b>Registration (\$)</b>	420
<b>Total Cost (\$)</b>	1,396

### Briefly describe how the conference:

- Relates to your professional growth / role in the district
- Relates to district goals for teaching and learning

This is the annual Federal Programs conference to get all updated information on the government changes to allocations in Title I, II, III, IV egrants. It also shares different ways districts could be utilizing their grants and being in compliance with the law.

## Request Reviewed

**Principal** Michelle Loomis

**Approved**  **Denied**

**Superintendent** [Signature]

**Approved**  **Denied**

### Sessions Attending

- Attach detailed Itinerary if necessary

DFP Regional Meetings  
Concurrent Sessions

### Additional comments if necessary.

This money is already budgeted in the Title I grant.

No local funds.

## MEMORANDUM OF UNDERSTANDING

This Memorandum of Understanding is made between the South Williamsport Area School District (District) and the South Williamsport Education Association (Association), and relates to the Collective Bargaining Agreement between the parties effective July 1, 2015 through June 30, 2020.

The Collective Bargaining Agreement states in Section 5.16 Retirement Benefits (a) Requirements, that an employee, to be eligible for retirement benefits, must have at least 15 years of service in the South Williamsport Area School District and be at least 57 years of age.

Jodi Puller wishes to retire and has the requisite number of years of service, but will be shy of age 57 upon her desired retirement date. The District and Association agree that this employee shall be permitted to retire and receive the retirement benefit set forth in the Collective Bargaining Agreement, despite the fact that she does not comply with the requirements of Section 5.16(a) of the Collective Bargaining Agreement.

Nothing in this Memorandum is intended to constitute a binding "past practice" or create a precedent for future situations that may arise that may be considered similar to the current circumstances. The board recognizes the organizational benefit to approve this retirement at the end of the school year, rather than replacing a teacher a few days into a new school year. Jodi Puller remains eligible for any retirement incentives offered by the board to all other teachers, through the last day of current school term.

\_\_\_\_\_  
South Williamsport Education Association

\_\_\_\_\_  
Date

\_\_\_\_\_  
South Williamsport Area School District

\_\_\_\_\_  
Date

March 4, 2019

Dear School Board,

My intent is to retire at the end of the 2018-2019 schoolyear. Thank you to the administration, coworkers, parents, students, and the school board during my time here at the South Williamsport School District. I appreciate any support that I've received throughout the years.

Sincerely,

A handwritten signature in cursive script that reads "Jodi Puller". The signature is written in black ink and is positioned above the printed name.

Jodi Puller

# Field Trip Request

[Print Form](#)


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: **Manny Tsikitas**  
Grade / Club **Gifted 4-12**  
Building **Jr / Sr High School** (Central & RRR)  
Date of Application **Mar 18, 2019**

## General Information

Place to be Visited **Balt. Aquarium and Johns Hopkins**  
Date of Visitation **May 10, 2019**  
Number of Students **17**  
Number of Faculty **3**  
Additional Chaperones **1** (Nurse?)

## Transportation

Transportation Needs **Charter Bus(s)**  
Departure Time **7 am**  
Time Leaving Destination **6:30 pm**

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

This is a culminating trip for my elementary gifted students as we have been studying aquatic life throughout the year. They will share their research with other classmates and the HS students and share ideas and learning. The HS students will also visit Johns Hopkins University while in Baltimore and then join the other students at the aquarium for the 4D film and touring.

### Additional information if needed:

This was originally submitted as a foundation grant but due to the low number of students per total money, it was turned down. This is a great opportunity for all my gifted students to interact with each other and share ideas. The grant is attached with a detailed budget.

## Fees

Admission Fees (\$) **914.90 (Aquarium&4D Film)**  
Funding Source for Admission **Gifted Budget**  
Funding Source for Transportation **Gifted Budget**

## Substitute Coverage

### Number and duration of coverage needed:

3 all day.

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

Is this an overnight trip? **NO**

## Approval / Signature Required

Principal:

*Jesse Smith*

Superintendent:

*Michael Sav*

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

# Field Trip Request

[Print Form](#)


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: **Christine Miller**  
Grade / Club: **Cheerleading**  
Building: **Jr / Sr High School**   
Date of Application: **03-27-2019**

## General Information

Place to be Visited: **Pine Forest**  
Date of Visitation: **June 13-16, 2019**  
Number of Students: **20**  
Number of Faculty: **4**  
Additional Chaperones:

## Transportation

Transportation Needs: **Charter Bus(s)**   
Departure Time:  
Time Leaving Destination:

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

The cheerleading team will be attending camp at Pine Forest to work on team bonding and other aspects to prepare for the upcoming year.

## Additional information if needed:

Other coaches that will be attending are:  
Mackenzie Miller  
Heather Bower  
Heather Hicks

## Fees

Admission Fees (\$) **\$280 per camper**  
Funding Source for Admission: **Funded by each athlete**  
Funding Source for Transportation: **Cheerleading Budget**

## Substitute Coverage

Number and duration of coverage needed:

Is this an out of state trip? **NO**   
Is this an overnight trip? **YES**

## Approval / Signature Required

Principal:

Superintendent:

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

**MEMORANDUM OF AGREEMENT****SUSQUEHANNA UNIVERSITY  
DEPARTMENT OF EDUCATION****AND****THE SOUTH WILLIAMSPORT AREA SCHOOL DISTRICT****Cooperative Pre-Service and Student Teaching Program:**

The Susquehanna University Department of Education, hereafter designated as the University, and the South Williamsport Area School District, hereafter designated as the District, agree to operate a Cooperative Student Teaching Program at the District effective the 2019-20 – 2023-24 (a five year period) academic years. The following items represent understandings of agreement reached relative to this cooperative relationship.

- I. A. The University will arrange to place a mutually agreed upon number of education student teachers at the District during the stated five year period. These students will be individuals enrolled in the appropriate student teaching courses.
  - B. Each student will be assigned to a cooperating teacher, mutually agreed upon and selected by the University faculty and the District personnel. The cooperating teacher, in each instance, will provide (1) guidance, assistance, and feedback for the pre-service student or student teacher, and will provide opportunities for the candidate to practice knowledge and skills from Susquehanna University coursework in the classroom setting, and (2) evaluation using the Susquehanna University provided evaluation form.
  - C. University faculty will be available to accept responsibility for the supervision of student teachers. They will perform the supervisory responsibilities in harmony with the standards and practices published by the Susquehanna University Education Department which will also provide and collect the appropriate student teaching evaluation forms upon the conclusion of each semester.
  - D. Financial Consideration: The University will pay a lump sum honorarium to each cooperating teacher who mentors a student teacher for the student teaching assignment. The payment will be distributed directly to the mentor teacher at the end of the semester that he or she hosts a student teacher.
- II. At any time a cooperating teacher or a District administrator wishes assistance or support in connection with any aspect of the above program, he or she is free to contact the Head of the Department of Education or the Coordinator of Music Education at Susquehanna University. Contact information will be made available to cooperating teachers during the first week of each student teaching placement.

- III. Students selected for a placement at the District will be made aware of the fact they are in that location in a guest/ host relationship. Any student whose professional performance or conduct is not consistent with the educational and philosophical objectives and the overall direction of the District will be withdrawn by the District or by the University. In practice, it will be the University's responsibility to advise the student of any such action which is to be taken.
- IV. Prior to the start of student teaching, students selected for a placement at the District will have obtained background clearances (Act 24, Act 34, Act 114, and Act 151), and a TB test. Any student who does not obtain these items will be withdrawn from the student teaching placement. It will be the University's responsibility to collect copies of these clearances and, if the District wishes, share these clearances designated with District administrators.
- V. In order to maximize the professional advantages of this program, not only to the student participants who come to the District, but also to the District itself and to the University, continued input from individuals at the District and at the University is essential. Changes in the program will be possible only as such inputs from the District and the University are discussed and mutually agreed upon.

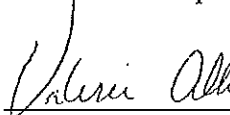
If either party decides to dissolve the relationship, advanced notice must be given in the interest of those students in the program. This notice must be initiated before the beginning of the semester.

The authorized signatures below confirm the above agreement:

\_\_\_\_\_  
Date

\_\_\_\_\_  
Dr. Mark Stamm  
Superintendent  
South Williamsport Area School District

3/4/19  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Dr. Valerie Allison  
Education Department Chair  
Susquehanna University

3/4/19  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Dr. Ashley Shank  
Interim Coordinator of Music Education  
Susquehanna University