

Loyalsock Township School District

Meeting of School Directors

July 23, 2014

7:00 p.m.

***Board Conference Room
1605 Four Mile Drive
Williamsport, PA 17701***

MINUTES

- 1. Call to Order – President**
- 2. Pledge of Allegiance**
- 3. Administrative Report/Executive Session Purpose – Mr. Eugene Yaw, Solicitor**
6:05-6:55 p.m. – Personnel
- 4. Roll Call – Mr. M. Daniel Egly, Board Secretary**

MEMBER

ab Edward H. Ade, Jr.
x Maureen Carey
x William P. Carlucci
x Stephen M. Dewar – Treasurer
x David P. Hornberger
x Christina L. Kiessling
*Absent – Ade (Personal)

MEMBER

x John B. Raymond
x Sheila J. Yates, President
x Paul R. Young, II, Vice President
x *Eugene Yaw, Solicitor
x *Gerald L. McLaughlin, Superintendent
x *M. Daniel Egly, Interim Business Mgr./Bd.Secretary
*(Non-Voting Member)

OTHERS

ab Matthew Reitz, Loyalsock Township High School Principal
x Charles Greevy, IV, Assistant High School Principal
x Robert Gaetano, Middle School Principal
x Suzanne Foresman, Elementary School Principal
x Sherry Griggs, Supervisor of Curriculum & Instruction
x Dayne Waller, Supervisor of Special Education
x Eric Gee, Director of Technology
x Christina Herman, Director of Student Services & Career Development
x Robert Phillips, *Williamsport Sun-Gazette*

- 5. A. Recognition of Guests or Scheduled Speakers/Public Comments**
Financial Update – Les Bear, Robert W. Baird & Co., Inc.

B. Public Comments Relative to Agenda Items

C. Policy Update – Mr. Greevy

Mr. Greevy provided an update on the following policies:

- Policy 249 Anti-Bullying
- Policy 917 Parental/Family Involvement
- Policy 918 Title I Parental Involvement

It is recommended the Board approve to keep the current policies as no revisions are necessary at this time. These policies will be reviewed on an annual basis.

Motion: Mr. Carlucci Second: Mr. Raymond
Yes: Carey, Carlucci, Dewar, Hornberger, Kiessling, Raymond, Yates, Young
No: None
Absent: Ade
Result: Motion Carried

6. Minutes

A. Approval of Minutes

It is recommended the Board approve the Minutes of the following meetings:

- June 11, 2014 (School Board)
- June 21, 2014 (Work Session)
- June 25, 2014 (School Board)
- July 1, 2014 (Facilities & Operations Committee)

Motion: Mrs. Carey Second: Mr. Young
Yes: Carey, Carlucci, Dewar, Hornberger, Kiessling, Raymond, Yates, Young
No: None
Absent: Ade
Result: Motion Carried

7. Finance

A. Approval of Bills

It is recommended the Board approve expenditures from June 1, 2014 through June 30, 2014, in the amount of \$1,273,612.15.

Motion: Mr. Carlucci Second: Mr. Raymond
Yes: Carey, Carlucci, Dewar, Hornberger, Kiessling, Raymond, Yates
No: None
Absent: Ade
Abstain: Young
Result: Motion Carried

B. Treasurer's Report

It is recommended the Board approve the attached Treasurer's Report for the month of June 2014.

Motion: Mrs. Carey Second: Mr. Carlucci
Yes: Carey, Carlucci, Dewar, Hornberger, Kiessling, Raymond, Yates, Young
No: None
Absent: Ade
Result: Motion Carried

C. Student Activities Fund Quarterly Report

It is recommended the Board approve the attached Student Activities Fund Quarterly Report for the period ended June 2014.

Motion: Mr. Young Second: Mr. Dewar
Yes: Carey, Carlucci, Dewar, Hornberger, Kiessling, Raymond, Yates, Young
No: None
Absent: Ade
Result: Motion Carried

8. School/District Programs and Operations

A. District Service Center

It is recommended the Board approve the relocation of the District Service Center from 1720 Sycamore Road, Montoursville, PA 17754 to 1605 Four Mile Drive, Williamsport, PA 17701, effective July 1, 2014.

Motion: Mr. Carlucci Second: Mr. Raymond
Yes: Carey, Carlucci, Dewar, Hornberger, Kiessling, Raymond, Yates, Young
No: None
Absent: Ade
Result: Motion Carried

9. Personnel

A. Act 93 (Administrative) Job Description – Dean of Students (Elementary)

It is recommended the Board adopt the attached job description for the position of Dean of Students of the Donald E. Schick Elementary School.

Motion: Mr. Young Second: Mrs. Kiessling
Yes: Carey, Carlucci, Dewar, Hornberger, Kiessling, Raymond, Yates, Young
No: None
Absent: Ade
Result: Motion Carried

B. Appointment of Elementary Dean of Students

It is recommended the Board appoint Adrienne Johnston as Dean of Students of the Donald E. Schick Elementary School effective August 4, 2014. Ms. Johnston will receive a prorated salary of \$58,500.00 for the 2014-2015 school year.

Motion: Mr. Young Second: Mrs. Carey
Yes: Carey, Carlucci, Dewar, Hornberger, Kiessling, Raymond, Yates, Young
No: None
Absent: Ade
Result: Motion Carried

C. Supervisor of Special Education – Memorandum of Understanding

It is recommended the Board approve to extend the Memorandum of Understanding (approved on June 23, 2010) outlining the number of work days assigned to the Supervisor of Special Education for the 2014-2015 school year.

Motion: Mr. Hornberger Second: Mr. Dewar
Yes: Carey, Carlucci, Dewar, Hornberger, Kiessling, Raymond, Yates, Young
No: None
Absent: Ade
Result: Motion Carried

D. Professional Staff

It is recommended the Board appoint the following individuals (pending documentation) effective August 19, 2014:

- Jessica McCoy as a Temporary Professional Employee assigned as an elementary teacher. Ms. McCoy will receive a salary based on Step 1-B (\$42,125.00) of the Teacher Salary Schedule.
- Jeffrey Martin as a Temporary Professional Employee assigned as a half-time technology education teacher. Mr. Martin will receive a prorated (half) salary based on Step 1-B (\$42,125.00) of the Teacher Salary Schedule.

Motion: Mr. Raymond Second: Mr. Young
Yes: Carey, Carlucci, Dewar, Hornberger, Kiessling, Raymond, Yates, Young
No: None
Absent: Ade
Result: Motion Carried

E. Transfer of Paraprofessional to Middle School Secretary

It is recommended the Board approve to transfer Mrs. Victoria Bair from a full-time paraprofessional to a middle school secretary (223 days). Mrs. Bair will receive a prorated salary based on Step 5-Secretary (\$12.94 hour) of the LTESPA Salary Schedule.

Motion: Mr. Hornberger Second: Mrs. Carey
Yes: Carey, Carlucci, Dewar, Hornberger, Kiessling, Raymond, Yates, Young
No: None
Absent: Ade
Result: Motion Carried

F. Transfer of Cafeteria Monitor to Paraprofessional

It is recommended the Board approve to transfer Ms. Patricia Rupp from a part-time cafeteria monitor to a part-time instructional support paraprofessional. Ms. Rupp will receive a salary based on Step 5-Aide (\$10.30/hr.) of the LTESPA Salary Schedule.

Motion: Mrs. Kiessling Second: Mr. Young
Yes: Carey, Carlucci, Dewar, Hornberger, Kiessling, Raymond, Yates, Young
No: None
Absent: Ade
Result: Motion Carried

G. Appointment of Special Education Paraprofessionals

It is recommended the Board appoint the following individuals (pending documentation) as Special Education paraprofessionals effective August 19, 2014:

- Nichole Owens - Ms. Owens will receive a salary based on Step 1-Aide (\$9.45/hr.) of the current LTESPA Agreement.
- Angela Olson-Eichenlaub - Ms. Olson-Eichenlaub will receive a salary based on Step 1-Aide (\$9.45/hr.) of the current LTESPA Agreement.

Motion: Mr. Young Second: Mrs. Kiessling
Yes: Carey, Carlucci, Dewar, Hornberger, Kiessling, Raymond, Yates, Young
No: None
Absent: Ade
Result: Motion Carried

H. Appointment of Fall Coaches

It is recommended the Board appoint the attached list of coaches (pending documentation) for the 2014-2015 sports season.

Motion: Mrs. Carey Second: Mr. Young
Yes: Carey, Carlucci, Dewar, Hornberger, Kiessling, Raymond, Yates, Young
No: None
Absent: Ade
Result: Motion Carried

I. Retirements

The Board acknowledges letters of retirement from the following employees:

- William (Ken) Knighton as a Special Education teacher effective December 23, 2014.
- Susan Walters as a full-time paraprofessional effective July 11, 2014.

J. Resignations

The Board acknowledges notices of resignation from the following employees:

- Laura Heller as a biology teacher effective immediately.
- Anastasia Zimmerman as a paraprofessional effective immediately.
- Walter Long as a part-time custodian effective July 23, 2014.
- Sandra Born as a part-time paraprofessional effective immediately.

10. Other

A. **District Service Center – Property Lease**

It is recommended the Board approve the attached Lease Agreement with Chief Oil & Gas, LLC, 5956 Sherry Lane, Suite 1500, Dallas, TX 75225.

Motion: Mr. Hornberger Second: Mr. Young
Yes: Carey, Carlucci, Dewar, Hornberger, Kiessling, Raymond, Yates, Young
No: None
Absent: Ade
Result: Motion Carried

B. **Health & Wellness Fitness Equipment**

It is recommended the Board approve the purchase of the attached health and wellness fitness equipment from Advantage Sport & Fitness, Inc., 2255 N. Triphammer Road, Ithaca, NY 14850, at a cost of \$29,965.00 *Funds for this project will come from the Capital Projects Fund.*

Motion: Mr. Dewar Second: Mr. Young
Yes: Carey, Carlucci, Dewar, Hornberger, Kiessling, Raymond, Yates, Young
No: None
Absent: Ade
Result: Motion Carried

C. **Carpet**

It is recommended the Board approve the purchase and installation of carpet from Moore Bros., Inc., PO Box 5146, South Williamsport, PA 17702, at a cost of \$19,849.00 according to the attached quote. The carpet will be installed at 1720 Sycamore Road, Montoursville, PA 17754. *Funds for this project will come from the Capital Projects Fund.*

Motion: Mr. Hornberger Second: Mr. Young
Yes: Carey, Carlucci, Dewar, Hornberger, Kiessling, Raymond, Yates, Young
No: None
Absent: Ade
Result: Motion Carried

D. After School Child Care Program for the 2014-2015 School Year

It is recommended the Board approve The River Valley Regional YMCA, 320 Elmira Street, Williamsport, PA 17701, to house an After School Child Care Program (agreement attached), at the Donald E. Schick Elementary School, pending availability of space, for the 2014-2015 school year.

Motion: Mr. Raymond Second: Mrs. Carey
Yes: Carey, Carlucci, Dewar, Hornberger, Kiessling, Raymond, Yates, Young
No: None
Absent: Ade
Result: Motion Carried

E. Approval of Salaries – Act 93 Administrative Personnel

It is recommended the Board approve the attached list of salaries for Act 93 Administrative Personnel for the 2014-2015 school year retroactive to July 1, 2014.

Motion: Mr. Young Second: Mr. Carlucci
Yes: Carey, Carlucci, Dewar, Hornberger, Kiessling, Raymond, Yates, Young
No: None
Absent: Ade
Result: Motion Carried

F. Approval of Salaries – Act 93 Support Personnel and Administrative Assistant

It is recommended the Board approve the attached list of salaries for Act 93 Support Personnel and the Administrative Assistant for the 2014-2015 school year retroactive to July 1, 2014.

Motion: Mr. Young Second: Mr. Hornberger
Yes: Carey, Carlucci, Dewar, Hornberger, Kiessling, Raymond, Yates, Young
No: None
Absent: Ade
Result: Motion Carried

G. Painting Services

It is recommended the Board approve to retain the services of D.J.'s Painting, 215 West Second Avenue, South Williamsport, PA 17702, to perform painting at the Donald E. Schick Elementary School (multi-purpose room) at a cost not to exceed \$12,582.00, according to the attached quote per bid specifications. *Funds for this project will come from the Capital Projects Fund.*

Motion: Mr. Carlucci Second: Mrs. Kiessling
Yes: Carey, Carlucci, Dewar, Hornberger, Kiessling, Raymond, Yates, Young
No: None
Absent: Ade
Result: Motion Carried

11. Information Items

A. Board Comments/Reports

B. Administrative Reports

12. Public Comments

13. Next School Board Meeting Date – August 13, 2014 (date subject to change)

14. Adjournment @ 7:50 p.m.

Motion: Mr. Young
Second: Mr. Carlucci

M. Daniel Egly