

Loyalsock Township School District

Meeting of School Directors

June 6, 2007

7:10 p.m.

*Board Conference Room
1720 Sycamore Road
Montoursville, PA 17754*

MINUTES

1. **Call to Order – President**
2. **Pledge of Allegiance**
3. **Administrative Report/Executive Session Purpose – Mr. Eugene Yaw, Solicitor**
6:00 p.m. – 7:10 p.m. Litigation; Personnel
4. **Roll Call – Mr. Gerald L. McLaughlin, Business Manager/Board Secretary**

MEMBER

X Garth M. Eck
X Jerry S. Falco (arrived at 7:45 p.m.)
X Frederick T. Gilmour
X John G. Lamade
X David R. Livingston, President
X Lenore G. Penfield, Vice President
*Sims - Business

MEMBER

AB Jeri S. Sims
X Michael Vuocolo, Treasurer
X Scott T. Williams
X *Dr. Richard Mextorf, Superintendent of Schools
X *Gerald McLaughlin, Business Mgr./Bd.Secretary
X *Eugene Yaw, Solicitor
*(Non-Voting Member)

OTHERS

X Allen Di Marco, Loyalsock Township High School Principal
X Matthew Reitz, Assistant High School Principal
X Timothy Fausnaught, Loyalsock Township Middle School Principal
X Scott Mato, Donald E. Schick Elementary School Principal
X Sherry Griggs, Supervisor of Curriculum & Instruction
X Dayne Watkins, Supervisor of Special Education
AB Eric Gee, Director of Technology
X Heather Gach, *Williamsport Sun-Gazette*

5.

A. Recognition of Guests or Scheduled Speakers/Public Comments

- Certificates
- Beth Hufnagel, Food Service Director

B. Superintendent's Report

- Pam Kolega, World Language Advisor, Pennsylvania Department of Education (8:00 p.m. – 9:15 p.m.) Students commented on French.
- Richard Taylor, Clerk of the Works – Athletic Field House Discussion

C. Public Comments Relative to Agenda Items

D. Recommendation and Approval of all Items Listed on the Agenda for Official Action

It is recommended the Board approve all items listed on the agenda (and supplemental agenda) for official action.

Motion: Mr. Eck

Second: Mr. Lamade

Yes: Eck, Falco, Gilmour, Lamade, Livingston, Penfield, Vuocolo, Williams

No: None

Absent: Sims

Result: Motion Carried

6. Minutes

A. Approval of Minutes

It is recommended the Board approve the Minutes of the May 16, 2007, Meeting of the Board of School Directors.

Yes: Eck, Falco, Gilmour, Lamade, Livingston, Penfield, Vuocolo, Williams

No: None

Absent: Sims

Result: Motion Carried

7. Finance

A. Capital Expenditures – Loyalsock Township Middle School/High School

It is recommended the Board approve the attached Capital Project Expenditures for the Loyalsock Township Middle School/High School Project.

Yes: Eck, Falco, Gilmour, Lamade, Livingston, Penfield, Vuocolo, Williams

No: None

Absent: Sims

Result: Motion Carried

8. School/District Programs and Operations

A. Approval of 2007 Summer School Program

It is recommended the Board approve the attached agreement between Loyalsock Township School District and Lycoming Housing Authority of Williamsport, outlining a six-week summer school session as follows:

Grades: K-5
Dates: June 18, 2007 – July 27, 2007
Time: 8:00 a.m. – 4:00 p.m.
Location: Donald E. Schick Elementary School
Staff : See Attached List (pending documentation)
Estimated Number of Students: 125
**Staff will be paid at the applicable contract rate.

Yes: Eck, Falco, Gilmour, Lamade, Livingston, Penfield, Vuocolo, Williams
No: None
Absent: Sims
Result: Motion Carried

B. Approval of 2007 Middle School Summer Camp Program

It is recommended the Board approve a 2007 Summer Camp Program for middle school students as follows:

Grades: 6-7
Dates: June 18, 2007 – July 27, 2007
Location: Loyalsock Township Middle School
Staff : See Attached List (pending documentation)
**Staff will be paid at the applicable contract rate.

Yes: Eck, Falco, Gilmour, Lamade, Livingston, Penfield, Vuocolo, Williams
No: None
Absent: Sims
Result: Motion Carried

C. Approval of 2007 Summer Enrichment Program

It is recommended the Board approve a 2007 Summer Enrichment Program using the Brainlinks and My Health My World curriculum as follows:

Grades: 3-5
Dates: June 25, 2007 – July 16, 2007
Time: 8:00 a.m. – 12 noon
Location: Donald E. Schick Elementary School
Staff : See Attached List (pending documentation)

Yes: Eck, Falco, Gilmour, Lamade, Livingston, Penfield, Vuocolo, Williams
No: None
Absent: Sims
Result: Motion Carried

D. Approval of 2007 Summer School Breakfast/Lunch Program

It is recommended the Board approve a 2007 Summer School Breakfast/Lunch Program. It is estimated there will be no cost to the District. The program will be run by Mrs. Hufnagel and will employ one food service employee.

Yes: Eck, Falco, Gilmour, Lamade, Livingston, Penfield, Vuocolo, Williams
No: None
Absent: Sims
Result: Motion Carried

9. Personnel

A. Professional Staff – Appointment of Elementary Teacher

It is recommended the Board appoint Mrs. Lisa Novotny, 85 Alexis Drive, Williamsport, PA 17701, as a Professional Employee (pending documentation) assigned as an elementary teacher, effective August 22, 2007. Mrs. Novotny will receive a salary based on Step 3-B (\$39,000.00) of the Teacher Salary Schedule.

Yes: Eck, Falco, Gilmour, Lamade, Livingston, Penfield, Vuocolo, Williams
No: None
Absent: Sims
Result: Motion Carried

B. Professional Staff – Appointment of Elementary Teacher

It is recommended the Board appoint Mrs. Heather McCarthy, 421 Bennett Street, Montoursville, PA 17754, as a Temporary Professional Employee (pending documentation) assigned as an elementary teacher, effective August 22, 2007.

Mrs. McCarthy will receive a salary based on Step 2-B (\$38,000.00) of the Teacher Salary Schedule.

Yes: Eck, Falco, Gilmour, Lamade, Livingston, Penfield, Vuocolo, Williams
No: None
Absent: Sims
Result: Motion Carried

C. Professional Staff – Appointment of Elementary Teacher

It is recommended the Board appoint Ms. Lisa Krape, 5038 Jacks Hollow Road, Williamsport, PA 17702, as a Temporary Professional Employee (pending documentation) assigned as an elementary teacher, effective August 22, 2007. Ms. Krape will receive a salary based on Step 1-B (\$37,500.00) of the Teacher Salary Schedule.

Yes: Eck, Falco, Gilmour, Lamade, Livingston, Penfield, Vuocolo, Williams
No: None
Absent: Sims
Result: Motion Carried

D. Professional Staff – Appointment of Music Teacher

It is recommended the Board appoint Ms. Margaret Kilmer, 13 Donegal Drive, Carlisle, PA 17013, as a Temporary Professional Employee (pending documentation) assigned as a music teacher, effective August 22, 2007. Ms. Kilmer will receive a salary based on Step 1-B (\$37,500.00) of the Teacher Salary Schedule.

Yes: Eck, Falco, Gilmour, Lamade, Livingston, Penfield, Vuocolo, Williams
No: None
Absent: Sims
Result: Motion Carried

E. Professional Staff – Appointment of Music Teacher

It is recommended the Board appoint Mr. Lee Saville-Andree, 219 Bratchie Street, Mars, PA 16046, as a Temporary Professional Employee (pending documentation) assigned as a music teacher, effective August 22, 2007. Mr. Saville-Andree will receive a salary based on Step 1-B (\$37,500.00) of the Teacher Salary Schedule.

Yes: Eck, Falco, Gilmour, Lamade, Livingston, Penfield, Vuocolo, Williams
No: None
Absent: Sims
Result: Motion Carried

F. Professional Staff – Appointment of Technology Education Teacher

It is recommended the Board appoint Mr. Todd Lorson, P.O. Box 133, Red Cliff, CO 81649, as a Temporary Professional Employee (pending documentation) assigned as a technology education teacher, effective August 22, 2007. Mr. Lorson will receive a salary based on Step 3-B (\$39,000.00) of the Teacher Salary Schedule.

Yes: Eck, Falco, Gilmour, Lamade, Livingston, Penfield, Vuocolo, Williams
No: None
Absent: Sims
Result: Motion Carried

G. Appointment of Long-Term Substitute – Elementary Teacher

It is recommended the Board appoint Ms. Nicole Nycz, 352 Spruce Street, Montoursville, PA 17754, as a long-term substitute assigned as an elementary teacher for the 2007-2008 school year.

Yes: Eck, Falco, Gilmour, Lamade, Livingston, Penfield, Vuocolo, Williams
No: None
Absent: Sims
Result: Motion Carried

H. Unpaid Leave

It is recommended the Board approve the following requests for unpaid leave in accordance with Policy 439:

- Kymerly Dunlap, Elementary Teacher – 1 day (June 1, 2007)
- Shari Ann Buell, Special Education Teacher – 11 days (March 16; March 19-23; May 2-4; May 7-8, 2007)

Yes: Eck, Falco, Gilmour, Lamade, Livingston, Penfield, Vuocolo, Williams
No: None
Absent: Sims
Result: Motion Carried

I. Summer Custodial/Maintenance Employees

It is recommended the Board approve the attached list of temporary summer custodial/maintenance staff (pending documentation) for the summer of 2007. (Temporary summer custodial/maintenance staff will receive an hourly rate of \$7.50 and work 0-40 hours per week.)

Yes: Eck, Falco, Gilmour, Lamade, Livingston, Penfield, Vuocolo, Williams
No: None
Absent: Sims
Result: Motion Carried

J. Retirement

A letter of retirement was received from Mr. Richard Arthur, 309 South Washington Street, Muncy, PA 17756, as a custodial employee, effective July 11, 2007.

10. Other

A. Approval of Wages – Food Service Employees

It is recommended the Board approve the attached list of 2007-2008 wages for food service employees.

Yes: Eck, Falco, Gilmour, Lamade, Livingston, Penfield, Vuocolo, Williams
No: None
Absent: Sims
Result: Motion Carried

B. High School/Middle School Sign Project

It is recommended the Board award the bid for the High School/Middle School Sign Project to 21st Century Signs, 701 First Street, Suite 101, Williamsport, PA 17701, in the amount of \$55,265.00.

Yes: Eck, Falco, Gilmour, Lamade, Livingston, Penfield, Vuocolo, Williams
No: None
Absent: Sims
Result: Motion Carried

C. Award 72-Passenger School Bus Bid

It is recommended the Board award a 2008 72-passenger school bus bid (as per bid specifications) to Rohrer Bus Sales, P.O. Box 100, Rts. 11 & 15, Duncannon, PA 17020, in the amount of \$74,047.00.

Yes: Eck, Falco, Gilmour, Lamade, Livingston, Penfield, Vuocolo, Williams

No: None

Absent: Sims

Result: Motion Carried

D. Authorization of Change Order for General Construction for the Loyalsock Township Middle School/High School Project

It is recommended the Board approve the following Change Order for general construction with Lobar, Inc., One Old Mill Road, P.O. Box 50, Dillsburg, PA 17019, for the Loyalsock Township Middle School/High School Project:

- Change Order #55 – Remove existing temporary parking lot and place topsoil at a cost of \$11,308.00.

Yes: Eck, Falco, Gilmour, Lamade, Livingston, Penfield, Vuocolo

No: Williams

Absent: Sims

Result: Motion Carried

E. Bus Garage Renovation Project (Athletic Field House Project) - Bids & Contracts

1. General Construction

It is recommended the Board award the bid and approve the General Construction Contract for the Loyalsock Township School District Bus Garage Renovation Project (Athletic Field House Project) to E. B. Schuster Contracting, Inc., 6142 State Route 287, Jersey Shore, PA 17740, in the amount of \$227,000.00, subject to scope of work reduction as contained in the attached letter dated June 5, 2007, from Richard W. Witt, Jr., of L. Robert Kimball & Associates, 328 Innovation Blvd., State College, PA 16803.

Yes: Falco, Gilmour, Livingston, Penfield, Vuocolo, Williams

No: Eck, Lamade

Absent: Sims

Result: Motion Carried

2. **Electrical Construction**

It is recommended the Board award the bid and approve the Electrical Construction Contract for the Loyalsock Township School District Bus Garage Renovation Project (Athletic Field House Project) to Turn Key Electric, Inc. 2440 Lycoming Creek Road, Williamsport, PA 17701, in the amount of \$59,900.00, subject to scope of work reduction as contained in the attached letter dated June 5, 2007, from Richard W. Witt, Jr., of L. Robert Kimball & Associates, 328 Innovation Blvd., State College, PA 16803.

Yes: Eck, Falco, Gilmour, Livingston, Penfield, Vuocolo, Williams
No: Lamade
Absent: Sims
Result: Motion Carried

3. **Mechanical Construction**

It is recommended the Board award the bid and approve the Mechanical Construction Contract for the Loyalsock Township School District Bus Garage Renovation Project (Athletic Field House Project) to K.C. Larson, Inc., 97 Eck Circle, Williamsport, PA 17701, in the amount of \$214,700.00, subject to scope of work reduction as contained in the attached letter dated June 5, 2007, from Richard W. Witt, Jr., of L. Robert Kimball & Associates, 328 Innovation Blvd., State College, PA 16803.

Yes: Falco, Gilmour, Livingston, Penfield, Vuocolo, Williams
No: Eck, Lamade
Absent: Sims
Result: Motion Carried

11. **Information Items/School Reports**

A. **Dates for Board Members' Calendars**

- **School Board Meeting**
- **June 20, 2007**
- **Final Budget Adoption**
- **7:00 p.m.**

B. School Reports

1. Supervisor of Curriculum & Instruction/Federal Programs – Mrs. Sherry Griggs
2. Donald E. Schick Elementary School – Mr. Scott Mato, Principal
3. Loyalsock Township Middle School – Mr. Timothy Fausnaught, Principal
4. Loyalsock Township High School –
Mr. Allen Di Marco, Principal/Mr. Matthew Reitz, Assistant Principal
5. Supervisor of Special Education – Mrs. Dayne Watkins
6. Director of Technology – Mr. Eric Gee

12. Public Comments

- **Mrs. Brenda Bower, World Language (French)**

13. Adjournment @ 9:55 p.m.

Motion: Mr. Eck

Second: Mr. Lamade

Business Manager/Board Secretary