

Loyalsock Township School District

Meeting of School Directors

August 15, 2007

7:25 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. – 7:30 p.m. – Personnel; Active Litigation
4. **Roll Call – Mr. Gerald L. McLaughlin, Business Manager/Board Secretary**

MEMBER

X Garth M. Eck
X Jerry S. Falco
X Frederick T. Gilmour
X John G. Lamade
X David R. Livingston, President
X Lenore G. Penfield, Vice President

MEMBER

X 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
X Eric Gee, Director of Technology
X Heather Gach, *Williamsport Sun-Gazette*

5. **A. Recognition of Guests or Scheduled Speakers/Public Comments**

B. Superintendent's Report

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, Sims, Vuocolo, Williams

No: None

Absent: None

Result: Motion Carried

6. Minutes

A. Approval of Minutes

It is recommended the Board approve the Minutes of the July 11, 2007, Meeting of the Board of School Directors.

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

No: None

Absent: None

Result: Motion Carried

7. Finance

A. Approval of Bills - June

It is recommended the Board approve expenditures from June 1, 2007, through June 30, 2007, in the amount of \$1,340,753.65.

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

No: None

Absent: None

Result: Motion Carried

B. Treasurer's Reports - June

It is recommended the Board approve the attached Treasurer's Report for the month of June 2007.

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

C. Approval of Bills - July

It is recommended the Board approve expenditures from July 1, 2007, through July 31, 2007, in the amount of \$966,810.06.

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

D. Treasurer's Reports - July

It is recommended the Board approve the attached Treasurer's Report for the month of July 2007.

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

E. 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, Sims, Vuocolo, Williams
No: None
Absent: None
Result: Motion Carried

F. Student Activities Fund Quarterly Report

It is recommended the Board approve the attached Student Activities Fund Quarterly Report for the period ended June 2007.

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

8. School/District Programs and Operations

A. Comprehensive Testing for the 2007-2008 School Year

It is recommended the Board approve the attached list of tests as part of the District's Comprehensive Testing Program for the 2007-2008 school year.

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

9. Personnel

A. Professional Staff – Appointment of Half-Time Spanish Teacher

It is recommended the Board appoint Mrs. Sarah Shipman, 106 Vera Road, Montoursville, PA 17754, as a Professional Employee assigned as a half-time Spanish teacher, effective August 22, 2007. Mrs. Shipman will receive a pro-rated salary based on Step 3-M (\$40,500.00) of the Teacher Salary Schedule.

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

B. Appointment of Custodial Employee

It is recommended the Board appoint Mr. Brian Bennett, 41 South Main Street, Apartment 1, Muncy, PA 17756, as a full-time custodial employee (pending

documentation) effective August 27, 2007. Mr. Bennett will receive a salary based on Step 3-Custodian (\$10.32/hr.) of the current LTESPA Agreement.

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

C. Retirement

A letter of retirement was received from Mrs. Carol Stetts, 1224 Youngs Road, Linden, PA 17744, as an Accounts Payable Clerk, effective July 31, 2007.

D. Resignation

A letter of resignation was received from Mrs. Cindy Schuyler, 52 Roderick Road, Williamsport, PA 17701, as a teacher (IST) at Donald E. Schick Elementary School, effective August 17, 2007.

E. Resignations – Crossing Guard & Playground/Cafeteria Monitors

Letters of resignation were received from:

- Mr. Ray Kinley – Crossing Guard
- Mr. Matthew Schuyler – Playground/Cafeteria Monitor
- Ms. Kendra Yeager – Playground/Cafeteria Monitor

F. Leave of Absence

It is recommended the Board approve a leave of absence for Mr. Joseph Smith, 2001 Round Top Road, Montoursville, PA 17754, in accordance with Policy No. 439 – Leave of Absence, for the spring semester of the 2007-2008 school year.

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

G. Substitute Personnel

It is recommended the Board approve the attached list of substitute teachers, secretaries, nurses, aides, etc. for the 2007-2008 school year.

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

H. Food Service Substitutes

It is recommended the Board approve the attached list of food service substitutes for the 2007-2008 school year.

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

I. School Security Personnel

It is recommended the Board approve the attached list of school security personnel for the 2007-2008 school year.

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

J. Crossing Guard Personnel

It is recommended the Board approve the attached list of crossing guard personnel for the 2007-2008 school year.

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

K. School Bus Drivers

It is recommended the Board approve the attached list of school bus drivers for the 2007-2008 school year.

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

L. Athletic Director

It is recommended the Board reappoint Mr. Ronald Insinger, 2075 Meadow Lane, Montoursville, PA 17754, as a part-time athletic director for the of the 2007-2008 school year. Mr. Insinger will receive a salary of \$13,500.00.

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

M. Appointment of Fall Coaches

It is recommended the Board appoint the attached list of coaches (pending documentation) for the 2007-2008 sports season.

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

N. Appointment of Long-Term Substitute – Elementary Teacher

It is recommended the Board appoint Ms. Melissa Metzger, 84 Timber Lane, South Williamsport, PA 17702, as a long-term substitute assigned as a kindergarten teacher (tentatively through January).

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

O. Appointment of Long-Term Substitute – Elementary Teacher

It is recommended the Board appoint Ms. Stephanie Mitstifer, 1021 Milk Plant Road, Liberty, PA 16930, as a long-term substitute assigned as a fourth grade elementary teacher, for the 2007-2008 school year.

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

P. Appointment of Cafeteria/Playground Monitor

It is recommended the Board appoint Ms. Gina Guthrie, 1524 Oakes Avenue, Williamsport, PA 17701, as a part-time cafeteria/playground monitor (pending documentation). Ms. Guthrie will receive an hourly rate of \$7.15.

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

Q. Resignation

A letter of resignation was received from Ms. Angela Ramin, 694 Elm Drive, Hughesville, PA 17737, as a part-time personal care aide effective immediately.

10. Policy

A. Policy 249 – Anti-Bullying

It is recommended the Board adopt the following policy as attached:

- ◆ Policy No. 249 – Anti-Bullying

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

11. Other

A. **West Branch Drug and Alcohol Abuse Commission Letter of Agreement & Qualified Service Organization Agreement**

It is recommended the Board approve the attached 2007-2008 West Branch Drug and Alcohol Abuse Commission Letter of Agreement and Qualified Service Organization Agreement for services to the District's Student Assistance Program.

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

B. **Pennsylvania Department of Revenue**

It is recommended the Board adopt the attached Section 356 Agreement and Memorandum of Understanding between Loyalsock Township School District and Pennsylvania Department of Revenue, Bureau of Individual Taxes. This information is used by the Williamsport Municipal Earned Income Tax Office.

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

C. **Purchase of Floor Scrubber**

It is recommended the Board approve the purchase of a Clarke Boost Orbital Scrubber, from Bortek Industries, Inc., 4713 Old Gettysburg Road, Mechanicsburg, PA 17055, for the Loyalsock Township Middle School/High School Complex, at a cost of \$7,515.90. Bortek Industries, Inc. is an approved vendor under PA State Contract 4600008825.

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

D. **Purchase of Carpet Extractor**

It is recommended the Board approve the purchase of a Clarke Boost Carpet Extractor, from Bortek Industries, Inc., 4713 Old Gettysburg Road, Mechanicsburg, PA 17055, for

the Loyalsock Township Middle School/High School Complex, at a cost of \$3,874.50. Bortek Industries, Inc. is an approved vendor under PA State Contract 4600008825.

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

E. Approval of Salaries – Act 93 Support Supervisors

It is recommended the Board approve the attached list of salaries for Act 93 Support Supervisors retroactive to July 1, 2007.

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

F. Approval of Salaries – Executive Secretaries

It is recommended the Board approve the attached list of salaries for Executive Secretaries retroactive to July 1, 2007.

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

G. Real Estate Tax Exoneration

It is recommended the Board exonerate Mrs. Dorothy White from collecting taxes on the following parcels for real estate taxes for the 2007 tax year:

- 26-349-105B-999 (Bill #4407) in the amount of \$49,402.34 (Williamsport Home)
- 26-349-105C (Bill #4408) in the amount of \$1,920.75 (Williamsport Home)

Exoneration is in accordance with the agreement between Williamsport Home and Loyalsock Township School District for payment in lieu of taxes in the amount of \$42,282.00.

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

H. Ratify Petition to PA Supreme Court

It is recommended the Board ratify the filing of a petition to the Pennsylvania Supreme Court seeking reversal of the decision of the Commonwealth Court regarding reinstatement of Connie Hamilton as an elementary school custodian.

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

I. Purchase of Equipment for Buildings & Grounds Department - Tractor

It is recommended the Board authorize the purchase of a John Deere 4720 Tractor with accessories (per attached list) from Valley AG & Turf, 141 Byers Lane, Watsontown, PA 17777, at a cost of \$34,139.75. The tractor is purchased through COSTARS Contract #242001. Funds for this purchase will come from the Capital Reserve Fund.

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

J. Purchase of Equipment for Buildings & Grounds Department - Mower

It is recommended the Board authorize the purchase of a John Deere 1445 Series II Commercial Front Mower with accessories (per attached list) from Valley AG & Turf, 141 Byers Lane, Watsontown, PA 17777, at a cost of \$25,023.00. The mower is purchased through COSTARS Contract #242001. Funds for this purchase will come from the Capital Reserve Fund.

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

12. Information Items/School Reports

A. Dates for Board Members' Calendars

- **School Board Meeting**
- **September 12, 2007**
- **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

13. Public Comments

Mrs. Jeri Sims informed the Board that the Community Arts Center Educational Services will provide the following opportunities for students:

Elementary – *Frog & Toad*
Middle School – *Frankly Ben*
High School – Shakespeare Play

14. Adjournment @ 8:45 p.m.

Motion: Mr. Eck
Second: Mr. Lamade

Business Manager/Board Secretary