

# *Loyalsock Township School District*

## Meeting of School Directors

*August 15, 2013*

*7:00 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**  
6:00-7:00 p.m. – Personnel/Litigation; 8:15-8:25 p.m. – Personnel
4. **Roll Call – Mr. Gerald L. McLaughlin, Business Manager/Board Secretary**

#### **MEMBER**

X Edward H. Ade, Jr., President  
X Maureen Carey  
X William P. Carlucci  
X Stephen M. Dewar – Treasurer  
X David P. Hornberger  
X Christina L. Kiessling

#### **MEMBER**

X John B. Raymond  
X Sheila J. Yates, Vice President  
X Paul R. Young, II  
X \*E. Eugene Yaw, Solicitor  
X \*Robert W. Grantier, Superintendent  
X \*Gerald McLaughlin, Business Mgr./Bd.Secretary  
\*(Non-Voting Member)

#### **OTHERS**

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

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

**B. Superintendent's Report/Discussion Items**

**C. Public Comments Relative to Agenda Items**

**6. Presentations**

**A. Comprehensive Planning Update**

**7. Personnel**

**A. Resignations**

Letters of resignation were received from the following individuals:

- Kristina Rogers, Middle School Science Teacher – Effective August 23, 2013
- Danielle Leinbach, Paraprofessional – Effective Immediately

**B. Professional Staff**

It is recommended the Board appoint the following individuals (pending documentation) effective August 22, 2013:

- Jaime Karichner as a Temporary Professional Employee assigned as an elementary teacher. Ms. Karichner will receive a salary based on Step 1-B (\$41,910.00) of the Teacher Salary Schedule.
- Jacqueline Puckey as a Temporary Professional Employee assigned as an elementary teacher. Mrs. Puckey will receive a salary based on Step 1-M (\$44,410.00) of the Teacher Salary Schedule.
- Sharon Comini as a Temporary Professional Employee assigned as an elementary art teacher. Mrs. Comini will receive a salary based on Step 1-M (\$44,410.00) of the Teacher Salary Schedule.
- Michelle Carpenter as a Temporary Professional Employee assigned as a business education teacher. Mrs. Carpenter will receive a salary based on Step 1-B (\$41,910.00) of the Teacher Salary Schedule.
- Curtis Jacobson as a Temporary Professional Employee assigned as a mathematics teacher. Mr. Jacobson will receive a salary based on Step 1-B (\$41,910.00) of the Teacher Salary Schedule.

Motion: Mr. Young

Second: Mr. Raymond

Yes: Ade, Carey, Carlucci, Dewar, Hornberger, Kiessling, Raymond, Yates, Young

No: None

Absent: None

Result: Motion Carried

**C. Request for Unpaid Leave**

It is recommended the Board approve the following request for unpaid leave:

- Sherry Schaefer (Elementary Teacher); August 22, 2013 – December 31, 2013  
*in accordance with Policy 339*

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

**D. Request for Family/Medical Leave**

It is recommended the Board approve the following request for family/medical leave:

- Brooke Beiter (English Teacher); November 18, 2013 – January 20, 2014  
*in accordance with Policy 335*

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

**E. Long-Term Substitutes**

It is recommended the Board appoint the following individuals as long-term substitute teachers:

- Vanessa Kinley; Elementary; during a leave of absence requested by Ms. Sherry Schaefer
- Mallory Scoppa; Art; during a leave of absence requested by Mrs. Ashley Sekel

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

**F. Substitute Personnel**

It is recommended the Board approve the attached list of substitute teachers, guest teachers, secretaries, nurses, aides, etc. for the 2013-2014 school year.

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

**G. Food Service Substitutes**

It is recommended the Board approve the attached list of food service substitutes for the 2013-2014 school year.

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

**H. Crossing Guard Personnel**

It is recommended the Board approve the attached list of crossing guard personnel for the 2013-2014 school year.

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

**I. School Bus Drivers**

It is recommended the Board approve the attached list of school bus drivers for the 2013-2014 school year.

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

**J. School Security Personnel**

It is recommended the Board approve the attached list of school security personnel for the 2013-2014 school year.

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

**K. Appointment of Junior High Girls' Softball Coach**

It is recommended the Board appoint Thomas O'Malley (15+ years paid coaching experience) as the Junior High Girls' Softball Coach for the 2013-2014 sports season.

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

**L. Athletic Director**

It is recommended the Board reappoint Mr. Ronald Insinger as athletic director for the 2013-2014 school year. Mr. Insinger's contracted rate will be \$40,515.00.

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

**8. Other**

**A. Approval of Rates – Food Service Employees**

It is recommended the Board approve the attached list of 2013-2014 rates for food service employees.

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

**B. 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 2013-2014 school year retroactive to July 1, 2013.

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

**C. Approval of Salary – Business Manager**

It is recommended the Board approve the attached salary for the Business Manager for the 2013-2014 school year retroactive to July 1, 2013.

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

**D. Approval of Salaries – Act 93 Support Personnel, Executive Secretary, and Administrative Assistant**

It is recommended the Board approve the attached list of salaries for Act 93 Support Personnel, the Executive Secretary and the Administrative Assistant for the 2013-2014 school year retroactive to July 1, 2013.

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

**E. Utility Vehicle**

It is recommended the Board approve the purchase of a John Deere Gator TX utility vehicle from Valley Ag & Turf, LLC, 141 Byers Lane, Watsontown, PA 17777, at a cost of \$7,525.05 per specifications. *Funds for this project will come from the Capital Projects Fund.*

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

**F. Purchase of Modular**

It is recommended the Board approve the purchase of a modular from Modular Genius, 1201 South Mountain Road, Joppa, MD 21085, at a cost of \$98,940.00, according to the attached quote per bid specifications. *The modular will house two computer labs and it will be placed at the Donald E. Schick Elementary School. Funds for this project will come from the Capital Projects Fund.*

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

**G. Purchase of Musical Instruments**

It is recommended the Board approve the purchase of musical instruments from Robert M. Sides Family Music Center, 201 Mulberry Street, Williamsport, PA 17701, at a cost of \$10,214.50, according to the attached quote per bid specifications. *Funds for this project will come from the Capital Projects Fund.*

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

**H. Press Box Extension**

It is recommended the Board approve to extend the press box at the stadium complex. Improvements will be completed by Recreation Resource, PO Box 371 Kennett Square, PA 19348, at a cost of \$14,800.00, according to the attached quote per bid specifications. *Funds for this project will come from the Capital Projects Fund.*

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

**I. Sale of School Bus**

It is recommended the Board approve the sale (as per bid specifications) of the following 54-passenger school bus:

- 1994 International School Bus (Serial Number 1HVBBACP-1-RH594656)

The school bus will be sold to Pitter Patter Day Schools, 1225 Clayton Avenue, Williamsport, PA 17701, at a cost of \$3,000.00.

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

**J. Memorandum of Understanding – Law Enforcement**

It is recommended the Board approve the attached Memorandum of Understanding between the Pennsylvania State Police and Loyalsock Township School District effective June 28, 2013. The Memorandum of Understanding must be reviewed and re-executed every two years.

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

**K. Contribution toward Baseball Championship Rings**

It is recommended the Board approve a contribution not to exceed \$4,500.00 (1/2 of the total estimated cost) for the purchase of baseball championship rings.

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

**9. Information Items**

**A. Board Comments/Reports**



**10. Public Comments - None**

**11. Next School Board Meeting Date – August 28, 2013**

**12. Adjournment @ 8:03 p.m.**

Motion: Mr. Young

Second: Mr. Dewar

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**Gerald L. McLaughlin**