

# *Loyalsock Township School District*

## *Meeting of School Directors*

*December 3, 2007*

*5:50 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**  
7:25 p.m.-8:25 p.m. Real Estate Lease/Contract
4. **Roll Call – Mr. Gerald L. McLaughlin, Business Manager/Board Secretary**

#### **MEMBER**

X Edward H. Ade, Jr.  
X Frederick T. Gilmour  
X John G. Lamade, Treasurer  
X Denise S. Leete  
X Raymond P. McGinnis  
X Lenore G. Penfield

#### **MEMBER**

X Margaret P. Piper, Vice President  
X Jeri S. Sims, President  
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 John Rhoads, Donald E. Schick Assistant Elementary School Principal  
X Sherry Griggs, Supervisor of Curriculum & Instruction  
X Dayne Watkins, Supervisor of Special Education  
X Eric Gee, Director of Technology  
X David Thompson, *Williamsport Sun-Gazette*

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

**B. Superintendent's Report**

OM Lease – Jerry Walls  
State of the District – Dr. Mextorf

**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.

(Mrs. Piper asked several questions regarding the meeting agenda and procedures.)

Motion: Mr. Lamade

Second: Mr. Gilmour

Yes: Ade, Gilmour, Lamade, Leete, McGinnis, Penfield, Piper, Sims, Williams

No: None

Absent: None

Result: Motion Carried

**6. Minutes**

**A. Approval of Minutes**

It is recommended the Board approve the Minutes of the November 7, 2007, Meeting of the Board of School Directors.

Yes: Ade, Gilmour, Lamade, Leete, McGinnis, Penfield, Piper, Sims, Williams

No: None

Absent: None

Result: Motion Carried

**7. Finance**

**A. Approval of Bills**

It is recommended the Board approve expenditures from October 1, 2007, through October 31, 2007, in the amount of \$2,720,023.18.

(Discussion – Mrs. Piper requested a condensed budget summary on a monthly basis.)

Yes: Ade, Gilmour, Lamade, Leete, McGinnis, Penfield, Piper, Sims, Williams

No: None

Absent: None

Result: Motion Carried

**B. Treasurer's Report**

It is recommended the Board approve the attached Treasurer's Report for the month of October 2007. A detailed explanation of the Treasurer's Report was provided by Mr. McLaughlin, Business Manager.

Yes: Ade, Gilmour, Lamade, Leete, McGinnis, Penfield, Piper, Sims, Williams  
No: None  
Absent: None  
Result: Motion Carried

**8. Personnel**

**A. Transfer – Full-Time Aide**

It is recommended the Board approve the transfer of Ms. Mary Hartman, 2323 Poco Farm Extension, Williamsport, PA 17701, from a part-time Title I paraprofessional to a full-time aide effective November 27, 2007.

Yes: Ade, Gilmour, Lamade, Leete, McGinnis, Penfield, Piper, Sims, Williams  
No: None  
Absent: None  
Result: Motion Carried

**B. Long-Term Substitute – Mathematics Teacher**

It is recommended the Board appoint Ms. Amber Donahue, 352 Spruce Street, Montoursville, PA 17754, as a long-term substitute assigned as a half-time mathematics teacher for the remainder of the 2007-2008 school year.  
(This vacancy is due to Mrs. LaCoe's assignment as a Classroom for the Future Coach.)

Yes: Ade, Gilmour, Lamade, Leete, McGinnis, Penfield, Piper, Sims, Williams  
No: None  
Absent: None  
Result: Motion Carried

**C. Temporary Part-Time/Substitute Custodial Employee**

It is recommended the Board appoint Mr. Scott Ashley, 1619 Log Run Road, Williamsport, PA 17701, as a temporary part-time/substitute (0-20 hours per week) pending documentation effective November 19, 2007. Mr. Ashley will receive an hourly rate of \$10.07.

Yes: Ade, Gilmour, Lamade, Leete, McGinnis, Penfield, Piper, Sims, Williams  
No: None  
Absent: None  
Result: Motion Carried

**D. Request for Family/Medical Leave – Policy 435**

It is recommended the Board approve a request for family/medical leave (effective December 10, 2007) in accordance with Policy 435 from Richard Miller. Mr. Miller is a mathematics teacher at Loyalsock Township Middle School.

Yes: Ade, Gilmour, Lamade, Leete, McGinnis, Penfield, Piper, Sims, Williams  
No: None  
Absent: None  
Result: Motion Carried

**E. 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: Ade, Gilmour, Lamade, Leete, McGinnis, Penfield, Piper, Sims, Williams  
No: None  
Absent: None  
Result: Motion Carried

**F. Appointment of Temporary Title I Paraprofessional Instructional Classroom Aide**

It is recommended the Board appoint Ms. Ashley Stensland, 1004 Northway Road Extension, Williamsport, PA 17701, as a temporary part-time Title I Paraprofessional instructional classroom aide (pending documentation) for the remainder of the 2007-2008 school year. Ms. Stensland will receive an hourly rate of \$8.57. This position is contingent upon federal funding.

Yes: Ade, Gilmour, Lamade, Leete, McGinnis, Penfield, Piper, Sims, Williams  
No: None  
Absent: None  
Result: Motion Carried

**G. Appointment of Part-Time Aide**

It is recommended the Board appoint Ms. Josephine Franzi-Naagle, 121 Summer Street, DuBoistown, PA 17702, as a part-time aide at the Loyalsock Township Middle School. Ms. Franzi-Naagle will receive a salary based on Step 1-Aide (\$8.57/hr.) of the current LTESPA Agreement.

Yes: Ade, Gilmour, Lamade, Leete, McGinnis, Penfield, Piper, Sims, Williams  
No: None  
Absent: None  
Result: Motion Carried

**9. Other**

**A. Approval of Check Signers & Facsimile Signatures**

It is recommended the Board authorize the use of existing check signers and facsimile signatures until new signatures are available.

Yes: Gilmour, Lamade, Leete, McGinnis, Penfield, Piper, Sims, Williams  
No: None  
Abstain: Ade  
Absent: None  
Result: Motion Carried

**B. Approval of Facsimile Signatures**

It is recommended the Board authorize the use of facsimile signatures for the Board President, Jeri S. Sims; Treasurer, John G. Lamade; and Board Secretary, Gerald L. McLaughlin, for the purpose of signing checks.

Yes: Ade, Gilmour, Lamade, Leete, McGinnis, Penfield, Piper, Sims, Williams  
No: None  
Absent: None  
Result: Motion Carried

**C. Act 1 - Resolution**

It is recommended the Board adopt the attached Resolution electing to not increase its tax rate above the index of 5.1% for the 2008-2009 school year.

Yes: Ade, Gilmour, Lamade, Leete, McGinnis, Penfield, Piper, Sims, Williams  
No: None  
Absent: None  
Result: Motion Carried

**D. Loyalsock Township Tax Review Board**

It is recommended the Board appoint John G. Lamade and Frederick T. Gilmour to serve on the Loyalsock Township Tax Review Board. (Formerly held by Mr. Vuocolo & Mr. Eck.)

Yes: Ade, Gilmour, Lamade, Leete, McGinnis, Penfield, Piper, Sims, Williams  
No: None  
Absent: None  
Result: Motion Carried

**E. Loyalsock Township Recreation Board**

It is recommended the Board appoint Edward H. Ade, Jr. to serve on the Loyalsock Township Recreation Board. (Formerly held by Mr. Eck.)

Yes: Ade, Gilmour, Lamade, Leete, McGinnis, Penfield, Piper, Sims, Williams  
No: None  
Absent: None  
Result: Motion Carried

**10. Information Items/School Reports**

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

- **School Board Meeting**
- **January 9, 2008**
- **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/Mr. John Rhoads, Assistant Principal
3. Loyalsock Township Middle School – Mr. Timothy Fausnaught, Principal
4. Loyalsock Township High School –  
    Mr. Allen Di Marco, Principal/Dr. Matthew Reitz, Assistant Principal
5. Supervisor of Special Education – Mrs. Dayne Watkins
6. Director of Technology – Mr. Eric Gee

**11. Public Comments**

New Business - Mrs. Piper would like to facilitate having a representative from the Board attend the IU Board meetings. As IU Board meetings conflict with our meetings, Mrs. Sims will explore the matter and report her findings to the Board.

**12. Adjournment @ 7:25 p.m.**

Motion: Mr. Lamade  
Second: Mrs. Penfield

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**Business Manager/Board Secretary**