Loyalsock Township School District

Meeting of School Directors

March 22, 2011

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

03/21/2011 5:00 p.m. – 7:00 p.m. Personnel 03/22/2011 6:00 p.m. – 7:00 p.m.; 8:30 p.m. – 8:50 p.m. Personnel

4. Roll Call – Mr. Gerald L. McLaughlin, Business Manager/Board Secretary

MEMBER MEMBER

X Edward H. Ade, Jr., Vice President	X Margaret P. Piper, President
X Maureen Carey	X John B. Raymond
X William P. Carlucci	X Sheila J. Yates
X Stephen M. Dewar, Treasurer	<u>ab</u> *Eugene Yaw, Solicitor
X Denise S. Leete	X *Robert W. Grantier, Superintendent
ab Raymond P. McGinnis	X *Gerald McLaughlin, Business Mgr./Bd.Secretary
McGinnis-Personal	*(Non-Voting Member)

OTHERS

- **ab** Matthew Reitz, Loyalsock Township High School Principal (HS Open House)
- **ab** Jeffrey Hartmann, Assistant High School Principal (HS Open House)
- X Robert Gaetano, Middle School Principal
- X John Rhoads, Donald E. Schick Elementary School Principal
- X Charles Greevy, IV, Assistant 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 Amanda Alexander, Williamsport Sun-Gazette

5.

- A. Recognition of Guests or Scheduled Speakers/Public Comments
- B. Superintendent's Report/Discussion Items

Three students have been selected to attend the University of Pittsburgh Health Career Scholars Academy.

C. Public Comments Relative to Agenda Items

6. Minutes

A. <u>Approval of Minutes</u>

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

- February 9, 2011 Work Session
- February 16, 2011 Facilities Committee
- February 23, 2011 School Board
- February 24, 2011 Education Committee

Motion: Mrs. Carey Second: Mr. Ade

Yes Ade, Carey, Carlucci, Dewar, Leete, Piper, Raymond, Yates

No: None Absent: McGinnis Result: Motion Carried

7. Finance

A. Approval of Bills

It is recommended the Board approve expenditures from February 1, 2011 through February 28, 2011, in the amount of \$783,522.46.

Motion: Mr. Carlucci Second: Mrs. Yates

Yes Ade, Carey, Carlucci, Dewar, Leete, Piper, Raymond, Yates

No: None Absent: McGinnis Result: Motion Carried

B. <u>Treasurer's Report</u>

It is recommended the Board approve the attached Treasurer's Report for the month of February 2011.

Motion: Mrs. Carey Second: Mr. Ade

Yes Ade, Carey, Carlucci, Dewar, Leete, Piper, Raymond, Yates

8. School/District Programs and Operations

A. 2011-2012 School Calendar

It is recommended the Board approve the attached 2011-2012 school calendar.

Motion: Mr. Dewar Second: Mrs. Carey

Yes Ade, Carey, Carlucci, Dewar, Leete, Piper, Raymond, Yates

No: None Absent: McGinnis Result: Motion Carried

B. School Safety Tip Line

It is recommended the Board implement a school safety tip line. Information regarding the school safety tip line is attached. *Mr. Raymond suggested adding depression, suicide, etc.*

Motion: Mrs. Yates Second: Mrs. Leete

Yes Ade, Carey, Carlucci, Dewar, Leete, Piper, Raymond, Yates

No: None Absent: McGinnis Result: Motion Carried

9. Personnel

A. Retirement – Family & Consumer Science Teacher

A letter of retirement was received from Mrs. Judith Beard, 1950 Warrensville Road, Montoursville, PA 17754, effective June 10, 2011. Mrs. Beard has capably served the district for 40 years.

B. Appointment of Full-Time Custodial Employee

It is recommended the Board appoint Mr. Robert Schaefer, 310 Grimesville Road, Williamsport, PA 17701, as a full-time custodial employee effective March 23, 2011. Mr. Schaefer will receive a salary based on Step 1-Custodian (\$10.60/hr.) of the current LTESPA Agreement. Mr. Schaefer is currently a temporary/part-time custodian. *The vacancy was created by a termination*.

Motion: Mr. Raymond Second: Mr. Carlucci

Yes Ade, Carey, Carlucci, Dewar, Leete, Piper, Raymond, Yates

C. <u>Temporary Part-Time/Substitute Custodial Employee</u>

It is recommended the Board appoint Ms. Billie Bartley, 2003 Heshbon Street #D, Williamsport, PA17701, as a temporary part-time/substitute (0-20 hours per week) custodial employee pending documentation. Ms. Bartley will receive an hourly rate of \$10.60.

Motion: Mrs. Carey Second: Mr. Ade

Yes Ade, Carey, Carlucci, Dewar, Leete, Piper, Raymond, Yates

No: None Absent: McGinnis Result: Motion Carried

D. <u>Temporary Part-Time/Substitute Custodial Employee</u>

It is recommended the Board appoint Mr. Steven Blaker, 2624 Lincoln Drive, Montoursville, PA 17754, as a temporary part-time/substitute (0-20 hours per week) custodial employee pending documentation. Mr. Blaker will receive an hourly rate of \$10.60.

Motion: Mrs. Leete Second: Mr. Raymond

Yes Ade, Carey, Carlucci, Dewar, Leete, Piper, Raymond, Yates

No: None Absent: McGinnis Result: Motion Carried

E. Unpaid Leave – Policy 439

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

■ Roger Davis – March 4, 2011

Motion: Mr. Raymond Second: Mr. Ade

Yes Ade, Carey, Carlucci, Dewar, Leete, Piper, Raymond, Yates

No: None Absent: McGinnis 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 2010-2011 school year.

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Motion: Mr. Ade Second: Mrs. Carey

Yes Ade, Carey, Carlucci, Dewar, Leete, Piper, Raymond, Yates

No: None Absent: McGinnis Result: Motion Carried

10. Policy

A. <u>Policy 815 – Acceptable Use of Internet, Networks, and Technology Resources – Second Reading</u>

It is recommended the Board acknowledge the following revised policy as attached:

♦ Policy No. 815 –Acceptable Use of Internet, Networks, and Technology Resources The Loyalsock Township School District and the Loyalsock Township Education Association agreed to add the following paragraph under Penalties:

In conducting all investigations and administrating penalties under this Policy, the district will ensure that the rights of all district employees under state and federal laws and the applicable collective bargaining agreements shall be protected.

Motion: Mr. Raymond Second: Mr. Dewar

Yes Ade, Carey, Carlucci, Dewar, Leete, Piper, Raymond, Yates

No: None Absent: McGinnis Result: Motion Carried

11. Other

A. 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.

Motion: Mr. Carlucci Second: Mr. Ade

Yes Ade, Carey, Carlucci, Dewar, Leete, Piper, Raymond, Yates

No: None Absent: McGinnis Result: Motion Carried

B. <u>Letter of Agency - PAIUnet</u>

It is recommended the Board approve the authorization and execution of the attached PAIUnet Letter of Agency for E-rate Funding Years 2011, 2012, 2013, and 2014. The purpose of this agreement is to provide statewide connectivity to all Intermediate Units in Pennsylvania for the purpose of sharing digital resources.

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Motion: Mrs. Carey Second: Mrs. Leete

Yes Ade, Carey, Carlucci, Dewar, Leete, Piper, Raymond, Yates

No: None Absent: McGinnis Result: Motion Carried

C. <u>Letters of Agency & Service Agreement</u>

It is recommended the Board approve the authorization and execution of the attached Letter of Agency for Funding Years 2011-2015 (five year service period July 1, 2011-June 30, 2016) for the BLaST Intermediate Unit 17 Regional Wide Area Network and Service Agreement. The purpose of this endeavor is to provide high speed broadband connectivity with BLaST. After E-Rate funding, the approximate monthly cost to the district is \$1,411.62.

Motion: Mrs. Leete Second: Mrs. Carey

Yes Ade, Carey, Carlucci, Dewar, Leete, Piper, Raymond, Yates

No: None Absent: McGinnis Result: Motion Carried

D. <u>Intermediate Unit 17 Budget Approval</u>

It is recommended the Board approve the attached Intermediate Unit 17 Budget (Resolution attached) for the fiscal year July 1, 2011, through June 30, 2012.

Motion: Mr. Carlucci Second: Mr. Dewar

Yes Ade, Carey, Carlucci, Dewar, Leete, Piper, Raymond, Yates

No: None Absent: McGinnis Result: Motion Carried

E. Sale of School Bus

It is recommended the Board approve the sale of a 2001 GMC/Thomas Handicapped School Bus (Serial Number 1GDJG31F5Y1267818) to Wilson Transport, Inc., 21 Eighth Street, PO Box 503, Mansfield, PA 16933, at a price of \$7,000.00.

Motion: Mr. Carlucci Second: Mrs. Carey

Yes Ade, Carey, Carlucci, Dewar, Leete, Piper, Raymond, Yates

F. Cooperative Sports Agreement – Golf

It is recommended the Board approve the attached Cooperative Sports Agreement between Loyalsock Township School District and Montoursville Area School District. The agreement is to provide cooperative sponsorship in the sport of interscholastic golf. *Montoursville Area School District student athletes covered under this Agreement must participate in random drug testing pursuant to Board Policy.*

Motion: Mr. Raymond Second: Mrs. Leete

Yes Ade, Carey, Carlucci, Dewar, Leete, Piper, Raymond, Yates

No: None Absent: McGinnis Result: Motion Carried

G. Programs & Services Agreement – Williamsport Area School District

It is recommended the Board approve the attached Agreement between Loyalsock Township School District and Williamsport Area School District. The agreement will authorize Williamsport Area School District to provide programs and services to a Loyalsock Township School District student for the remainder of the 2010-2011 school year.

Motion: Mr. Ade Second: Mrs. Carey

Yes Ade, Carey, Carlucci, Dewar, Leete, Piper, Raymond, Yates

No: None Absent: McGinnis Result: Motion Carried

H. Memorandum of Understanding – Grading, Scheduling & Data Support Person

It is recommended the Board approve the attached Memorandum of Understanding between Loyalsock Township School District and the Loyalsock Township Educational Support Professionals Association. The purpose of the Memorandum of Understanding is to establish a Grading, Scheduling and Data Support Person position.

Motion: Mr. Ade Second: Mr. Raymond

Yes Ade, Carey, Carlucci, Dewar, Leete, Piper, Raymond, Yates

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I. Appointment of Grading, Scheduling & Data Support Person

It is recommended the Board appoint Robin Boone, 254 Cindy Avenue, Montgomery, PA 17752, as the Grading, Scheduling & Data Support Person effective February 23, 2011. Mrs. Boone will receive a prorated salary of \$34,000 for the remainder of the 2011-2012 school year.

Motion: Mr. Carlucci Second: Mrs. Carey

Yes Ade, Carey, Carlucci, Dewar, Leete, Piper, Raymond, Yates

No: None Absent: McGinnis Result: Motion Carried

12. **Information Items**

A. **Administrative Reports**

- Mr. Gee presented the 2011-2012 technology budget.
- Administrators presented updates Attached

В. **Board Comments/Reports**

13. **Public Comments**

14. Adjournment @ 8:30 p.m.

Motion: Mr. Dewar Second: Mr. Raymond

Gerald L. McLaughlin