Loyalsock Township School District

Meeting of School Directors

April 20, 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. Randall Sees 6:00-8:00 p.m. Collective Bargaining
- 4. Roll Call Mr. Gerald L. McLaughlin, Business Manager/Board Secretary

<u>MEMBER</u>	<u>MEMBER</u>
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	X *Randall Sees, Solicitor
X Denise S. Leete	X *Robert W. Grantier, Superintendent
X Raymond P. McGinnis	X *Gerald McLaughlin, Business Mgr./Bd.Secretary
	*(Non-Voting Member)

OTHERS

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

5.

- A. Recognition of Guests or Scheduled Speakers/Public Comments
 - PA Odyssey of the Mind & State Tournament Committee
 - First Reading of the Budget Mr. Gerald McLaughlin

B. <u>Superintendent's Report/Discussion Items</u>

Mr. Grantier presented Mr. McLaughlin with a renewal certificate. Mr. McLaughlin is a Certified Pennsylvania Registered Business Administrator.

C. Public Comments Relative to Agenda Items

Wanita Antonacci – Concerned the gifted education position might not be filled.

6. Minutes

A. Approval of Minutes

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

- March 9, 2011 School Board
- March 16, 2011 Finance Committee
- March 22, 2011 School Board

Motion: Mrs. Carey Second: Mr. Dewar

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

No: None Absent: None

Result: Motion Carried

7. Finance

A. Approval of Bills

It is recommended the Board approve expenditures from March 1, 2011 through March 31, 2011, in the amount of \$882,615.94.

Motion: Mr. Carlucci Second: Mr. McGinnis

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

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 March 2011.

Motion: Mr. Ade Second: Mr. Dewar

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

No: None Absent: None

C. Student Activities Fund Quarterly Report

It is recommended the Board approve the attached Student Activities Fund Quarterly Report for the period ended March 2011.

Motion: Mrs. Leete Second: Mrs. Yates

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

No: None Absent: None

Result: Motion Carried

D. 2011-2012 Tentative Budget

It is recommended the Board adopt the 2011-2012 tentative budget with revenues and expenditures of \$18,104,659.00 with taxes as follows:

• Real Estate 13.00 mills

• Realty Transfer 1%

• Earned Income 1.65% (1.15% to Loyalsock Twp. School

District; .50 to Loyalsock Twp.)

• Local Services Tax \$5/per individual employed within Loyalsock

Township

• Business Privilege 1 mill/Wholesale Gross Sales

• Business Privilege 1.5 mills/Retail, Service or Rental Gross

Motion: Mrs. Carey Second: Mr. Raymond

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

No: None Absent: None

Result: Motion Carried

8. School/District Programs and Operations

A. <u>Field Trip Request – New York City</u>

It is recommended the Board approve an out-of-state field trip requested by Sheila Riggs, ESL teacher. Mrs. Riggs has requested to take approximately 50 students (ESL/COW Club/Spanish Club) to New York City, on June 3, 2011. The only cost to the district is for two substitute teachers.

Motion: Mr. Dewar Second: Mr. Ade

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

No: None Absent: None

B. <u>Authorization to File Subsidies, Federal Programs Applications/Grant Applications</u>

It is recommended the Board authorize administration to file the attached list of Subsidies, Federal Programs Applications and Grant Applications for the 2011-2012 school year.

Motion: Mrs. Carey Second: Mr. McGinnis

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

No: None Absent: None

Result: Motion Carried

9. Personnel

A. Retirement – Social Studies & Gifted Education Teacher

A letter of retirement was received from Mrs. Joy Walls, 1950 Eldon Road, Montoursville, PA 17754, effective June 10, 2011. Mrs. Walls has capably served the district for 21 years.

B. Request for Family/Medical Leave & Unpaid Leave – Policies 435 & 439

It is recommended the Board approve the following requests from Kristina Rogers:

- Family/Medical Leave 12 weeks in accordance with Policy 435
- Unpaid Leave 2011/2012 school year (following FMLA leave) in accordance with Policy 439

Mrs. Rogers is a teacher at the Loyalsock Township Middle School.

Motion: Mrs. Carey Second: Mr. Ade

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

No: None Absent: None

Result: Motion Carried

C. Request for Family/Medical Leave – Policy 535

It is recommended the Board approve a request for family/medical leave (on an as-needed basis) in accordance with Policy 535 from Christine Mertes. Mrs. Mertes is a paraprofessional at the Donald E. Schick Elementary School.

Motion: Mr. Raymond Second: Mr. Dewar

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

No: None Absent: None

D. Request for Family/Medical Leave – Policy 435

It is recommended the Board approve a request for family/medical leave (on an as-needed basis) in accordance with Policy 435 from Lori Twigg. Mrs. Twigg is the Classroom Intervention Coordinator at the Donald E. Schick Elementary School.

Motion: Mr. McGinnis Second: Mr. Ade

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

No: None Absent: None

Result: Motion Carried

E. Request for Family/Medical Leave – Policy 535

It is recommended the Board approve a request for family/medical leave (beginning May 16, 2011) in accordance with Policy 535 from Tammy Yaggi. Ms. Yaggi is a food service employee.

Motion: Mr. Carlucci Second: Mr. McGinnis

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

No: None Absent: None

Result: Motion Carried

F. Unpaid Leave – Policy 439

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

■ Jennifer Beck – May 6, 2011

Motion: Mr. Raymond Second: Mr. Carlucci

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

No: None Absent: None

G. Part-Time Bus Aide

It is recommended the Board appoint Mrs. Barbara Ruch, 140 Harvest Moon Park, Linden, PA 17744, as a part-time bus aide. Mrs. Ruch will receive an hourly rate of \$9.15.

Motion: Mr. Carlucci Second: Mrs. Leete

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

No: None Absent: None

Result: Motion Carried

H. Appointment of Athletic Personnel

It is recommended the Board appoint Mr. Nathan Hill, 60 Northway Road Extension, Williamsport, PA 17701, as a volunteer baseball coach for the 2010-2011 school year.

Motion: Mrs. Carey Second: Mr. Dewar

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

No: None Absent: None

Result: Motion Carried

I. 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.

Motion: Mr. Raymond Second: Mrs. Carey

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

No: None Absent: None

Result: Motion Carried

J. Request for Family/Medical Leave – Policy 335

It is recommended the Board approve a request for family/medical leave (March 29, 2011 – May 13, 2011) in accordance with Policy 335 from Christina Herman. Mrs. Herman is the Director of Student Services & Career Development.

Motion: Mrs. Yates Second: Mrs. Leete

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

No: None Absent: None

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10. Policy

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

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

◆ Policy No. 815 – Acceptable Use of Internet, Networks, and Technology Resources

Motion: Mr. Ade Second: Mrs. Carey

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

No: None Absent: None

Result: Motion Carried

11. Other

A. Approval of Facility Usage for ESY

It is recommended the Board approve a request from BLaST Intermediate Unit 17 to use the Donald E. Schick Elementary School for the 2011 Extended School Year Program (June 16-July 22, 2011) at a cost to BLaST not to exceed \$25,000.00.

Motion: Mr. Ade Second: Mr. McGinnis

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

No: None Absent: None

Result: Motion Carried

B. Purchase of Vehicle

It is recommended the Board approve the purchase of a 2003 Ford F-550 4x4 dump truck (1FDAF57P73EC65360) from the Loyalsock Township Board of Supervisors at a cost of \$18,000.00.

Motion: Mr. Ade Second: Mr. Carlucci

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

No: None Absent: None

Result: Motion Carried

C. <u>Loyalsock Township Recreation Budget</u>

It is recommended the Board approve the attached budget of \$21,450.46 from the Loyalsock Township Recreation Board for programs during the 2011-2012 school year. (Note – 2011-2012 budget reflects a decrease of \$547.92 from the 2010-2011 budget of \$21,998.38.)

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Motion: Mrs. Yates Second: Mrs. Leete

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

No: None Absent: None

Result: Motion Carried

D. <u>Purchase of Floor Scrubber – Loyalsock Township Middle School/High School</u> Complex

It is recommended the Board approve the purchase of an Advance Advenger 28" Automatic Rider Scrubber from Susquehanna Paper & Sanitary Supply Corporation, 2889 South Reach Road, Williamsport, PA 17701, for the Loyalsock Township Middle School/High School Complex, at a cost of \$14,624.19. (Funds for this purchase will come from the Capital Reserve Fund.)

Motion: Mr. Ade Second: Mrs. Carey

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

No: None Absent: None

Result: Motion Carried

E. Addendum to LTEA Contract

It is recommended the Board approve the attached Addendum #2 to Agreement between Loyalsock Township School District and Loyalsock Township Education Association regarding healthcare.

Motion: Mr. Raymond Second: Mr. Ade

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

No: None Absent: None

Result: Motion Carried

F. Addendum to LTESPA Contract

It is recommended the Board approve the attached Addendum #1 to Agreement between Loyalsock Township School District and Loyalsock Township Educational Support Association regarding healthcare.

Motion: Mr. Carlucci Second: Mr. Ade

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

No: None Absent: None

G. <u>Memorandum of Understanding – Professional Learning Communities</u>

It is recommended the Board approve the attached Memorandum of Understanding between Loyalsock Township School District and Loyalsock Township Education Association. The purpose of the Memorandum of Understanding is to establish professional development opportunities during the summer.

Motion: Mr. Carlucci Second: Mr. Raymond

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

No: None Absent: None

Result: Motion Carried

H. The Lancer Foundation – Directors

It is recommended the Board appoint the following individuals to serve as Directors of The Lancer Foundation:

- Catharine Ertel
- Atwood Welker
- Debra Nix
- William Carlucci

Motion: Mrs. Carey Second: Mrs. Leete

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

No: None Absent: None

Result: Motion Carried

I. Softball Repairs at James Short Park

It is recommended the Board share costs (not to exceed \$1,800.00) with Loyalsock Little League and Loyalsock Township for repairs to the softball field at James Short Park.

Motion: Mrs. Carey Second: Mr. Dewar

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

No: None Absent: None

Result: Motion Carried

12. Information Items

A. Administrative Reports

Attached

Board Comments/Reports B.

- **13. Public Comments**
 - Brandon Fagnano (high school student) Policy 227.1 Random Drug Testing
 - Mr. Fagnano (Brandon's father) Policy 227.1 Random Drug Testing
- Next Meeting Date May 11, 2011 @ 7:00 p.m. Proposed Final Budget **14.**
- Adjournment @ 8:55 p.m. **15.**

Motion: Mr. Carlucci Second: Mr. Ade

Gerald L. McLaughlin