Loyalsock Township School District

Meeting of School Directors

June 23, 2010

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 5:30 7:00 p.m. Contracts, Personnel; 9:00 9:50 p.m. Personnel
- 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_*Eugene Yaw, Solicitor
X Denise S. Leete	X *Gerald McLaughlin, Acting Superintendent,
X Raymond P. McGinnis	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
- ab John Rhoads, Donald E. Schick Elementary School Principal
- **ab** 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 Jason Seyler, Williamsport Sun-Gazette

5.

- A. Recognition of Guests or Scheduled Speakers/Public Comments
 - Yearbook Presentation Brooke Stiber

B. Superintendent's Report/Discussion Items

- PSSA Update
- Workplace Safety Application Approved

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 June 2, 2010, Meeting of the Board of School Directors.

Motion: Mr. Dewar Second: Mr. McGinnis

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 May 1, 2010, through May 31, 2010, in the amount of \$1,058.635.28.

Motion: Mr. Carlucci Second: Mrs. Leete

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 May 2010.

Motion: Mr. Ade Second: Mrs. Yates

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

No: None Absent: None

C. 2010-2011 Homestead and Farmstead Exclusion Resolution

It is recommended the Board adopt the attached Homestead and Farmstead Exclusion Resolution for the 2010-2011 school year effective July 1, 2010.

Motion: Mr. McGinnis Second: Mr. Ade

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

No: None Absent: None

Result: Motion Carried

D. <u>2010-2011 Final Budget</u>

It is recommended the Board adopt the 2010-2011 final budget with revenues and expenditures of \$18,253,559.00 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: Mr. Raymond Second: Mrs. Carey

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

No: None Absent: None

Result: Motion Carried

8. School/District Programs and Operations

A. 2009-2010 School Calendar - Revised/Final

It is recommended the Board approve the attached 2009-2010 school calendar as revised.

Motion: Mrs. Carey Second: Mr. Ade

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

No: None Absent: None

B. <u>Textbook Adoption</u>

It is recommended the Board adopt the attached list of textbooks for the 2010-2011 school year.

Motion: Mr. McGinnis Second: Mrs. Yates

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

No: None Absent: None

Result: Motion Carried

C. Athletic Ticket Prices

It is recommended the Board approve the following athletic ticket prices for the 2010-2011 school year:

 $\begin{tabular}{lll} Varsity/JV - Adult & $4.00 \\ Varsity/JV - Student & $2.00 \\ J/H - Adult & $2.00 \\ J/H - Student & $1.00 \\ \end{tabular}$

(Represents no increase from previous year.)

NEW FOR 2010-2011 SCHOOL YEAR:

SEASON PASSES WILL BE AVAILABLE

Fall Sports – \$50.00/Family

Fall/Winter Sports – \$90.00/Individual; \$150.00/Family

Motion: Mr. Ade Second: Mr. Dewar

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

No: None Absent: None

Result: Motion Carried

9. Personnel

A. Memorandum of Understanding – Supervisor of Special Education

It is recommended the Board approve the attached Memorandum of Understanding outlining the number of work days assigned to the Supervisor of Special Education for the 2010-2011 school year.

Motion: Mrs. Carey Second: Mr. McGinnis

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

No: None Absent: None

B. <u>Job Description – Director of Student Services & Career Development</u>

It is recommended the Board approve the attached job description for Christina Herman. Said job description combines her roles as Director of Student Services and Career Development Counselor. Mrs. Herman will assume her new assignment effective July 1, 2010.

Motion: Mr. McGinnis Second: Mr. Raymond

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

No: None Absent: None

Result: Motion Carried

C. Job Description – Administrative Assistant to the Superintendent of Schools

It is recommended the Board approve the attached job description for Cheri King. Said job description recognizes her role as Administrative Assistant to the Superintendent of Schools. Mrs. King's title will change from Executive Secretary to Administrative Assistant effective July 1, 2010.

Motion: Mr. Ade Second: Mrs. Yates

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

No: None Absent: None

Result: Motion Carried

D. Appointment of Athletic Personnel

It is recommended the Board appoint the following athletic personnel for the 2010-2011 sports season pending documentation:

 Varsity Football Assistant Coach – Kenneth Tallman, 12 years 6714 East Route 973, Cogan Station, PA 17728

Motion: Mr. Dewar Second: Mr. McGinnis

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

No: None Absent: None

E. Appointment of Long-Term Substitute – Guidance Counselor

It is recommended the Board appoint Ms. Jennifer Anderson, 135 Columbia Hill Road, Danville, PA 17821, as a long-term substitute assigned as a long-term high school guidance counselor effective August 26, 2010. Ms. Anderson will serve as a substitute counselor during a leave of absence (tentatively August 26, 2010 – November 30, 2010) requested by Mrs. McCarty.

Motion: Mr. Ade Second: Mrs. Carey

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

No: None Absent: None

Result: Motion Carried

F. <u>Transfer – Part-Time Food Service Employee</u>

It is recommended the Board approve the transfer of Ms. Deborah Shearer, from a substitute food service employee to a part-time food service employee effective August 31, 2010. Ms. Shearer will receive an hourly rate of \$8.00.

Motion: Mr. Raymond Second: Mr. Ade

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

No: None Absent: None

Result: Motion Carried

G. Appointment of Computer Lab Aide (223-day position)

It is recommended the Board approve to allot additional days (183 days to 223 days) to the position of computer lab aide currently held by Marcia Davis. Ms. Davis will serve as a 223-day computer lab aide effective July 1, 2010, and she will receive her established hourly rate of \$13.84 for the 2010-2011 school year.

Motion: Mr. Carlucci Second: Mr. Ade

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

No: None Absent: None

Result: Motion Carried

H. Resignation of Cafeteria/Playground Monitor

A letter of resignation (one year of service) was received from Ms. Patty Rupp, 1946 Ridge Crest Circle, Montoursville, PA 17754, as a part-time cafeteria/playground monitor. It is noted that Ms. Rupp would like to be considered as a substitute non-teaching employee for the 2010-2011 school year.

Page 7 Loyalsock Township School Directors Minutes June 23, 2010

9. Policy

A. Policy 622 – Capitalization

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

◆ Policy No. 622 – Capitalization

Motion: Mrs. Carey Second: Mr. Ade

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

No: None Absent: None

Result: Motion Carried

10. Other

A. BLaST IU 17 Technology Services Agreement

It is recommended the Board approve the attached 2010-2011 BLaST Intermediate Unit 17 Technology Services Agreement.

Motion: Mr. McGinnis Second: Mr. Ade

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

No: None Absent: None

Result: Motion Carried

B. Purchase of FC2-DaVinci Line Painter

It is recommended the Board award the line painter bid (per bid specifications) to Kromer Co., LLC, 15020 27th Avenue North, Suite 200, Plymouth, MN 55447, for the purchase of a FC2-DaVinci Line Painter for the building and maintenance department, at a cost of \$21,071.00. (Funds for this purchase will come from the Capital Reserve Fund.)

Motion: Mrs. Yates Second: Mrs. Carey

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

No: None Absent: None

Result: Motion Carried

C. Purchase of Microscopes

It is recommended the Board award the microscope bid to Ward's Natural Science Est., P.O. Box 92912, 5100 West Henrietta Road, Rochester, NY 14692-9012, for the purchase of Boreal Scope with Mechanical Stage Inclined, quantity 50, at a total cost of \$8,507.50. (Funds for this purchase will come from the Capital Reserve Fund.)

Page 8 Loyalsock Township School Directors Minutes June 23, 2010

Motion: Mr. McGinnis Second: Mr. Ade

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

No: None Absent: None

Result: Motion Carried

D. <u>Purchase of Microscopes</u>

It is recommended the Board award the microscope bid to Ward's Natural Science Est., P.O. Box 92912, 5100 West Henrietta Road, Rochester, NY 14692-9012, for the purchase of Boreal Student Inclined Stereomicroscope, quantity 15, at a total cost of \$3,039.00. (Funds for this purchase will come from the Capital Reserve Fund.)

Motion: Mr. Raymond Second: Mr. McGinnis

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

No: None Absent: None

Result: Motion Carried

E. Purchase of School Van

It is recommended the Board award the school van bid (per bid specifications) to Rohrer Bus Sales, P.O. Box 100, Routes 11 & 15, Duncannon, PA 17020, for the purchase of a 2010 Ford E150XL School Van, at a cost of \$28,748.00. (Funds for this purchase will come from the Capital Reserve Fund.)

Motion: Mrs. Leete Second: Mr. Ade

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

No: None Absent: None

Result: Motion Carried

F. Purchase of Athletic Equipment

It is recommended the Board approve the purchase (in accordance with PA State Contract – COSTARS #14-059; Fitness & Recreation Equipment) of recumbent bikes, quantity 5, from Websters Fitness Products, 102 Grandview Drive, McMurray, PA 15317, at a total cost of \$10,000.00. (Funds for this purchase will come from the Capital Reserve Fund.)

Motion: Mr. Dewar Second: Mr. Ade

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

No: None Absent: None

G. Athletic - Bids

It is recommended the Board award the athletic bids (per bid specifications) on the attached list.

Motion: Mr. Raymond Second: Mrs. Yates

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

No: None Absent: None

Result: Motion Carried

H. <u>Tax Exoneration</u>

It is recommended the Board exonerate Dorothy White, Tax Collector, from collection of the attached delinquent Occupational Assessment Tax (\$31,744.39) and Per Capita Tax (\$1,152.50) with an ending total of \$32,896.89 on behalf of Loyalsock Township School District.

Motion: Mr. Carlucci Second: Mrs. Leete

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

No: None Absent: None

Result: Motion Carried

I. Addendum to Contract

It is recommended the Board approve the attached Addendum #1 to Agreement between Loyalsock Township School District and Loyalsock Township Education Association. Said Addendum includes the position of elementary newsletter advisor for the duration of the Agreement.

Motion: Mr. Raymond Second: Mr. Ade

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

No: None Absent: None

Page 10 Loyalsock Township School Directors Minutes June 23, 2010

J. Contract for HVAC Services

It is recommended the Board approve the attached contract with Siemens Industry, Inc., 5095 Ritter Road, Mechanicsburg, PA 17055, to provide heating, ventilating, and air condition services for the 2010-2011 school year at a cost of \$12,000.00.

Motion: Mrs. Carey Second: Mr. Carlucci

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

No: None Absent: None

Result: Motion Carried

11. Information Items/School Reports

- A. Dates for Board Members' Calendars
 - Board Meeting July 14, 2010 @ 7:00 p.m.

B. School Reports

C. Board Comments/Reports

- 1. School District Solicitor Report Eugene Yaw, Esquire
- 2. PSBA Representative Report Mrs. Denise Leete
- 3. IU Representative Report Mr. Raymond McGinnis
- 4. Loyalsock Township Recreation Board Report Mr. Edward H. Ade, Jr./Mr. Stephen Dewar
- 5. Loyalsock Township Tax Review Board Mr. Stephen Dewar/Mr. John Raymond
- 6. Wellness Committee Mrs. Maureen Carey
- 7. Other Mrs. Yates updated the Board on the student activities committee meeting.

12. Public Comments

13. Adjournment @ 8:50 p.m.

Motion: Mr. Dewar Second: Mr. Carlucci

Gerald L. McLaughlin	