

Loyalsock Township School District

Meeting of School Directors

September 12, 2007

7:35 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 p.m. – 7:30 p.m. Personnel Items
8:55 p.m. – 9:50 p.m. Personnel; Contracts (Scott T. Williams Absent)
4. **Roll Call – Mr. Gerald L. McLaughlin, Business Manager/Board Secretary**

MEMBER

AB Garth M. Eck
X Jerry S. Falco
X Frederick T. Gilmour
X John G. Lamade
X David R. Livingston, President
X Lenore G. Penfield, Vice President
*Mr. Eck Absent - Travel

MEMBER

X Jeri S. Sims
X Michael Vuocolo, Treasurer
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
AB Timothy Fausnaught, Loyalsock Township Middle School Principal
X Scott Mato, Donald E. Schick Elementary School Principal
X Sherry Griggs, Supervisor of Curriculum & Instruction
X Dayne Watkins, Supervisor of Special Education
X Eric Gee, Director of Technology
X Heather Gach, *Williamsport Sun-Gazette*

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

B. Superintendent's Report

PSSA Information

C. Public Comments Relative to Agenda Items

Raymond McGinnis – Mr. McGinnis questioned why the Board was acting on the Business Manager's Contract and stated that he felt incoming Board Members should have some input.

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.

Motion: Mr. Lamade

Second: Mrs. Penfield

Yes: Falco, Gilmour, Lamade, Livingston, Penfield, Sims, Vuocolo, Williams

No: None

Absent: Eck

Result: Motion Carried

6. Minutes

A. Approval of Minutes

It is recommended the Board approve the Minutes of the August 15, 2007, Meeting of the Board of School Directors.

Yes: Falco, Gilmour, Lamade, Livingston, Penfield, Sims, Vuocolo, Williams

No: None

Absent: Eck

Result: Motion Carried

7. Finance

A. Approval of Bills - August

It is recommended the Board approve expenditures from August 1, 2007, through August 31, 2007, in the amount of \$1,609,232.52.

Yes: Falco, Gilmour, Lamade, Livingston, Penfield, Sims, Vuocolo, Williams

No: None

Absent: Eck

Result: Motion Carried

B. Treasurer's Reports - August

It is recommended the Board approve the attached Treasurer's Report for the month of August 2007.

Yes: Falco, Gilmour, Lamade, Livingston, Penfield, Sims, Vuocolo, Williams
No: None
Absent: Eck
Result: Motion Carried

8. School/District Programs and Operations

A. Curriculum Team

It is recommended the Board approve the attached list of curriculum representatives for the 2007-2008 school year.

Yes: Falco, Gilmour, Lamade, Livingston, Penfield, Sims, Vuocolo, Williams
No: None
Absent: Eck
Result: Motion Carried

B. Lycoming County Housing Authority Agreement

It is recommended the Board approve the attached Agreement between Loyalsock Township School District and Lycoming County Housing Authority for an After-School Program during the 2007-2008 school year.

Yes: Falco, Gilmour, Lamade, Livingston, Penfield, Sims, Vuocolo, Williams
No: None
Absent: Eck
Result: Motion Carried

9. Personnel

A. Reappointment of Business Manager

It is recommended Mr. Gerald McLaughlin, 2793 Reach Road, Williamsport, be reappointed to the position of Business Manager for a five year term commencing on July 1, 2008, and ending on June 30, 2013, pursuant to the attached Agreement.

Motion to table Item 9 A. (Reappointment of Business Manager)

Motion: Williams

Second: None

Result: Motion Failed

Motion to table Item 9 A. (Reappointment of Business Manager) failed.

Item 9 A. (Reappointment of Business Manager) put to a vote.

Yes: Falco, Gilmour, Lamade, Livingston, Penfield, Sims, Vuocolo

No: Williams

Absent: Eck

Result: Motion Carried

B. Transfer - Full-Time Personal Care Aide

It is recommended the Board approve the transfer of Ms. Sandra Born, 40 Keyser Circle, Williamsport, PA 17701, from a part-time special education aide to a full-time special education aide effective August 27, 2007. Ms. Born will continue to receive a salary based on Step 3-Aide (\$8.78/hr) of the current LTESPA Agreement.

Yes: Falco, Gilmour, Lamade, Livingston, Penfield, Sims, Vuocolo, Williams

No: None

Absent: Eck

Result: Motion Carried

C. Long-Term Substitute – Title I Reading Specialist

It is recommended the Board appoint Ms. Alison Van Patter, 128 South 17th Street, Lewisburg, PA 17837, as a long-term substitute Title I Reading Specialist (effective September 13, 2007) for the remainder of the 2007-2008 school year, pursuant to the terms of the attached Memorandum of Understanding. This position is contingent upon federal funding.

Yes: Falco, Gilmour, Lamade, Livingston, Penfield, Sims, Vuocolo, Williams

No: None

Absent: Eck

Result: Motion Carried

D. Appointment of Cafeteria/Playground Monitor

It is recommended the Board appoint Mrs. Josephine Franzi-Naagle, 121 Summer Street, Duboistown, PA 17702, as a part-time cafeteria/playground monitor effective August 27, 2007. Mrs. Franzi-Naagle will receive an hourly rate of \$7.15.

Yes: Falco, Gilmour, Lamade, Livingston, Penfield, Sims, Vuocolo, Williams
No: None
Absent: Eck
Result: Motion Carried

E. Crossing Guard Personnel

It is recommended the Board approve the attached list of crossing guard personnel for the 2007-2008 school year. Crossing guards will receive an hourly rate of \$8.50. Crossing guards will be considered employees of Loyalsock Township School District commencing the 2007-2008 school year.

Yes: Falco, Gilmour, Lamade, Livingston, Penfield, Sims, Vuocolo, Williams
No: None
Absent: Eck
Result: Motion Carried

F. School Bus Drivers

It is recommended the Board approve the attached list of school bus drivers for the 2007-2008 school year.

Yes: Falco, Gilmour, Lamade, Livingston, Penfield, Sims, Vuocolo, Williams
No: None
Absent: Eck
Result: Motion Carried

G. 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: Falco, Gilmour, Lamade, Livingston, Penfield, Sims, Vuocolo, Williams
No: None
Absent: Eck
Result: Motion Carried

H. Resignation

A letter of resignation was received from Ms. Gina Guthrie, 1524 Oakes Avenue, Williamsport, PA 17701, as a part-time cafeteria/playground monitor effective September 4, 2007.

I. Request for Family/Medical Leave – Policy 435

It is recommended the Board approve a request for family/medical leave in accordance with Policy 435 from Rebekah Rall. Mrs. Rall is an elementary teacher at Donald E. Schick Elementary School.

Yes: Falco, Gilmour, Lamade, Livingston, Penfield, Sims, Vuocolo, Williams
No: None
Absent: Eck
Result: Motion Carried

J. Job Description – Head Custodian

It is recommended the Board adopt the attached job description for the position of Head Custodian.

Yes: Falco, Gilmour, Lamade, Livingston, Penfield, Sims, Vuocolo, Williams
No: None
Absent: Eck
Result: Motion Carried

K. Appointment of Technology Integrator

It is recommended the Board appoint Mr. Matthew Johnson, 308 East Seventh Avenue, as Technology Integrator. This is a one-year position for the 2007-2008 school year.

Yes: Falco, Gilmour, Lamade, Livingston, Penfield, Sims, Vuocolo, Williams
No: None
Absent: Eck
Result: Motion Carried

L. Act 93 (Support) Job Description – General Fund, Accounts Payable, Purchasing Assistant

It is recommended the Board adopt the attached Act 93 (Support) Job Description for the position of General Fund, Accounts Payable, Purchasing Assistant.

Yes: Falco, Gilmour, Lamade, Livingston, Penfield, Sims, Vuocolo, Williams
No: None
Absent: Eck
Result: Motion Carried

M. Act 93 Support Position – Appointment of General Fund, Accounts Payable, Purchasing Assistant

It is recommended the Board appoint Ms. Andrea Orso, 364 Lincoln Avenue, Williamsport, PA 17701, as General Fund, Accounts Payable, Purchasing Assistant effective October 1, 2007, pending documentation. Ms. Orso will receive a pro-rated salary of \$26,000.00 for the 2007-2008 school year.

Yes: Falco, Gilmour, Lamade, Livingston, Penfield, Sims, Vuocolo, Williams
No: None
Absent: Eck
Result: Motion Carried

N. Appointment of Long-Term Substitute – Reading Teacher

It is recommended the Board appoint Ms. Meredith Bigger, 342 Montour Street, Montoursville, PA 17754, as a long-term substitute assigned as a reading teacher (during Mrs. Casale's leave).

Yes: Falco, Gilmour, Lamade, Livingston, Penfield, Sims, Vuocolo, Williams
No: None
Absent: Eck
Result: Motion Carried

O. Appointment of Temporary Title I Paraprofessional Instructional Classroom Aides

It is recommended the Board appoint the following individuals as temporary part-time Title I Paraprofessional instructional classroom aides for the 2007-2008 school year. Temporary aides will receive an hourly rate of \$8.57. These positions are contingent upon federal funding.

- Theresa Loeh, 1942 Ridge Crest Circle, Montoursville, PA 17754 (pending documentation)
- Jessica Beckman, 1436 Briarwood Drive, Montoursville, PA 17754 (pending documentation)

Yes: Falco, Gilmour, Lamade, Livingston, Penfield, Sims, Vuocolo, Williams
No: None
Absent: Eck
Result: Motion Carried

P. Resignation

A letter of resignation was received from Mrs. Penelope Merrill, 1225 Wertman School Road, Muncy, PA 17756, as a full-time aide effective September 21, 2007.

10. Other

A. Coaching Stipend Schedule

It is recommended the Board approve the attached 2007/2008–2011/2012 Coaching Stipend Schedule.

Yes: Falco, Gilmour, Lamade, Livingston, Penfield, Sims, Vuocolo, Williams
No: None
Absent: Eck
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 retroactive to July 1, 2007.

Motion to table Item 10 B. (Approval of Salaries – Act 93 Administrative Personnel)

Motion: Williams
Second: Vuocolo
Yes: Gilmour, Livingston, Sims, Vuocolo, Williams
No: Falco, Lamade Penfield
Absent: Eck
Result: Motion Carried *Item 10 B. (Approval of Salaries – Act 93 Administrative Personnel) Tabled*

C. Approval of Salaries – Administration

It is recommended the Board approve the attached list of salaries for administration (superintendent and business manager) retroactive to July 1, 2007.

Motion to table Item 10 c. (Approval of Salaries – Administration)

Motion: Williams
Second: Vuocolo
Yes: Gilmour, Livingston, Sims, Vuocolo, Williams
No: Falco, Lamade Penfield
Absent: Eck
Result: Motion Carried *Item 10 C. (Approval of Salaries – Administration) Tabled*

D. Lease of Copier

It is recommended the Board approve the attached five-year lease of a Sharp MX-M550N Copier from Phillips Supply House, 431 Hepburn Street, Williamsport, PA 17701, for Student Services at Donald E. Schick Elementary School at a cost of \$327.50 per month. This copier will be used by Student Services and Title I.

Yes: Falco, Gilmour, Lamade, Livingston, Penfield, Sims, Vuocolo, Williams
No: None
Absent: Eck
Result: Motion Carried

11. Information Items/School Reports

A. Dates for Board Members' Calendars

- **School Board Meeting**
- **October 10, 2007**
- **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
3. Loyalsock Township Middle School – Mr. Timothy Fausnaught, Principal
4. Loyalsock Township High School –
Mr. Allen Di Marco, Principal/Mr. Matthew Reitz, Assistant Principal
5. Supervisor of Special Education – Mrs. Dayne Watkins
6. Director of Technology – Mr. Eric Gee

12. Public Comments

☒ Margaret Piper

Mrs. Piper questioned if we have established a maximum number of children in a special education classroom.

Mrs. Piper asked if we were hiring an Instructional Support Teacher.

☒ Denise Leete

Mrs. Leete questioned when a crossing guard would be placed at the high school.

13. Adjournment @ 8:50 p.m.

Motion: Mrs. Penfield

Second: Mr. Lamade