

Loyalsock Township School District

Meeting of School Directors

October 1, 2008

7:15 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 – 7:10 p.m. Litigation; Personnel; Collective Bargaining
8:30 p.m. – 8:50 p.m. Personnel
4. **Roll Call – Mr. Gerald L. McLaughlin, Business Manager/Board Secretary**

MEMBER

X Edward H. Ade, Jr.
X Stephen M. Dewar
X John G. Lamade, Treasurer
X Denise S. Leete
X Raymond P. McGinnis
X Lenore G. Penfield

*Williams – Present for Executive Session; excused at 7:10 p.m.

MEMBER

X Margaret P. Piper, Vice President
X Jeri S. Sims, President
*AB Scott T. Williams (excused at 7:10 p.m.)
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 Greg Hayes, *Williamsport Sun-Gazette*

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

B. Superintendent's Report/Discussion Items

- 21st Century Skill Development - Christina Herman
- Plaques for District Champions & State Recognized Athletes – Mr. McLaughlin presented information regarding costs (estimated \$4,000) to update plaques from 1988 to present. The Board directed the Business Manager to proceed with updating the plaques.

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.

Motion: Mr. Lamade

Second: Mrs. Penfield

Yes: Ade, Dewar, Lamade, Leete, McGinnis, Penfield, Piper, Sims

No: None

Absent: Williams

Result: Motion Carried

6. Minutes

A. Approval of Minutes

It is recommended the Board approve the Minutes of the September 10, 2008, Meeting of the Board of School Directors.

Yes: Ade, Dewar, Lamade, Leete, McGinnis, Penfield, Piper, Sims

No: None

Absent: Williams

Result: Motion Carried

7. Finance

A. Approval of Bills

It is recommended the Board approve expenditures from August 1, 2008, through August 31, 2008, in the amount of \$1,468,234.83.

Yes: Ade, Dewar, Lamade, Leete, McGinnis, Penfield, Piper, Sims

No: None

Absent: Williams

Result: Motion Carried

B. Treasurer's Report

It is recommended the Board approve the attached Treasurer's Report for the month of August 2008.

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

C. Contract for Services – Kades-Margolis Corporation

It is recommended the Board adopt the attached Resolution and 403(b) Plan Document for Public Schools, Adoption Agreement, Employer Admin Services, Inc. 403(b) Program Compliance Services Agreement, and the Kades-Margolis 403(b) Plan Consulting Service Agreement. This is in response to recently released IRS regulations establishing a requirement for written documentation of the 403(b) tax sheltered annuity program offered to employees of Loyalsock Township School District.

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

D. Terminate Swaption Placed on Series 2001 Bond Issue

Motion to authorize the Administration and Robert W. Baird & Co. to proceed with discussions with the Counterparty, JP Morgan, to terminate the swaption placed on the Series of 2001 bond issue at a termination cost not to exceed \$360,000.00. *This transaction provided an upfront payment of \$533,000.00 to Loyalsock Township School District in 2003. The funds were placed in a segregated account and have accumulated investment earnings totaling \$77,000.00 since that date. Mr. McLaughlin explained the details regarding the district's swaption agreement.*

Motion: Mr. McGinnis
Second: Mrs. Piper
Yes: Ade, Dewar, Lamade, Leete, McGinnis, Penfield, Piper, Sims
No: None
Absent: Williams
Result: Motion Carried

8. Personnel

A. Appointment of Cafeteria/Playground Monitors

It is recommended the Board appoint the following individuals as part-time cafeteria/playground monitors (pending documentation) at an hourly rate of \$7.15:

- Susan Surovec, 1205 Bonair Drive, Williamsport, PA 17701
- Jeannie Schrack, 351 Clayton Avenue, Williamsport, PA 17701

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

B. Food Service Substitutes

It is recommended the Board approve the attached list of food service substitutes for the 2008-2009 school year.

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

C. Substitute Personnel

It is recommended the Board approve the attached list of substitute teachers, secretaries, nurses, aides, etc. for the 2008-2009 school year.

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

D. Job Description – Virtual Education Coordinator

It is recommended the Board adopt the attached job description for the position of Virtual Education Coordinator. There was *discussion regarding the amount of time required for this position.*

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

9. Other

A. 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, 2008.

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

10. Information Items/School Reports

A. Dates for Board Members' Calendars

- School Board Meeting
- October 22, 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 – Ms. Dayne Watkins
6. Director of Technology – Mr. Eric Gee

C. Board Comments/Reports

1. School District Solicitor Report – Eugene Yaw, Esquire
2. Legislative Report – Mrs. Margaret Piper
3. IU Representative Report – Mr. Raymond McGinnis
4. Loyalsock Township Recreation Board Report – Mr. Edward H. Ade, Jr.
5. Loyalsock Township Tax Review Board – Mr. John Lamade
6. Other

11. Public Comments

12. Adjournment @ 8:30 p.m.

Motion: Mr. Lamade
Second: Mrs. Piper