

Loyalsock Township School District

Meeting of School Directors

December 3, 2008

7:20 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. Thomas Marshall, Solicitor**
4. **Roll Call – Mr. Gerald L. McLaughlin, Business Manager/Board Secretary**

MEMBER

X Edward H. Ade, Jr.
X Stephen M. Dewar
AB John G. Lamade, Treasurer
X Denise S. Leete
X Raymond P. McGinnis
X Lenore G. Penfield
*Lamade – Personal; Sims – Business

MEMBER

X Margaret P. Piper, Vice President
AB Jeri S. Sims, President
X Scott T. Williams
X *Dr. Richard Mextorf, Superintendent of Schools
X *Gerald McLaughlin, Business Mgr./Bd.Secretary
X *Thomas Marshall, 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**
- 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.

Items Tabled:

- 10. B. Elimination of Occupational Privilege Tax
- 10. C. Pennsylvania Local Services Tax

Motion: Mr. McGinnis

Second: Mrs. Leete

Yes: Ade, Dewar, Leete, McGinnis, Penfield, Piper, Williams

No: None

Absent: Lamade, Sims

Result: Motion Carried

6. Minutes

A. Approval of Minutes

It is recommended the Board approve the Minutes of the November 5, 2008, Meeting of the Board of School Directors.

Yes: Ade, Dewar, Leete, McGinnis, Penfield, Piper, Williams

No: None

Absent: Lamade, Sims

Result: Motion Carried

7. Finance

A. Approval of Bills

It is recommended the Board approve expenditures from October 1, 2008, through October 31, 2008, in the amount of \$2,950,767.00.

Yes: Ade, Dewar, Leete, McGinnis, Penfield, Piper, Williams

No: None

Absent: Lamade, Sims

Result: Motion Carried

B. Treasurer's Report

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

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

C. Authorization to Open Investor Savings Account

It is recommended the Board authorize the opening of an Investor Savings Account (28108595) effective November 24, 2008, with Woodlands Bank, 2450 East Third Street, Williamsport, PA 17701, an approved depository for Loyalsock Township School District.

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

8. Personnel

A. Professional Staff – Appointment of Half-Time Spanish Teacher

It is recommended the Board appoint Mrs. Christina Confer, RR 2 Box 2532, Canton, PA 17724, as a Professional Employee assigned as a half-time Spanish teacher, effective November 14, 2008. Mrs. Confer will receive a pro-rated salary based on Step 6-B of the Teacher Salary Schedule.

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

B. Request for Family/Medical Leave – Policy 435

It is recommended the Board approve a request for family/medical leave (tentatively January 15, 2009 – March 12, 2009) in accordance with Policy 435 from Beth Hughes. Mrs. Hughes is a teacher at Donald E. Schick Elementary School.

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

C. Appointment of Long-Term Substitute – Elementary Teacher

It is recommended the Board appoint Ms. Jennifer Sullivan-Gross, 2914 Heshbon Road, Williamsport, PA 17701, as a long-term substitute assigned as an elementary teacher during a leave of absence requested by Mrs. Hughes.

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

D. Resignation of Part-Time Title I Paraprofessional

A letter of resignation was received from Ms. Tanya Swink as a part-time Title I paraprofessional instructional classroom aide effective December 23, 2008.

E. Appointment of Temporary Title I Paraprofessional Instructional Classroom Aide

It is recommended the Board appoint Ms. Kimberly Speicher, 1437 Faxon Parkway, Williamsport, PA 17701, as a temporary part-time Title I paraprofessional instructional classroom aide (pending documentation) for the remainder of the 2008-2009 school year. Ms. Speicher will receive an hourly rate of \$8.85. This position is contingent upon federal funding.

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

F. Unpaid Leave

It is recommended the Board approve the following request for unpaid leave in accordance with Policy 539:

- Jacqueline Emerick– 1 1/2 days
December 4, 2008 & December 5, 2008 (1/2)

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

G. Appointment of Winter Coaches - Revised

It is recommended the Board approve the attached list (revised) of coaches for the 2008-2009 sports season.

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

H. 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, Leete, McGinnis, Penfield, Piper, Williams
No: None
Absent: Lamade, Sims
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 2008-2009 school year.

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

J. Appointment of Cafeteria/Playground Monitors

It is recommended the Board appoint the following individuals as part-time (0-20 hours) cafeteria/playground monitors at an hourly rate of \$7.15:

- Kelly Watkins, 2021 North Konkle Road, Montoursville, PA 17754 (effective November 7, 2008)
- Carrie LaPoint, 1507 Pebblewood Lane, Williamsport, PA 17701 (effective November 11, 2008)

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

9. Policy

A. Policy

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

- ◆ Policy No. 249 – Pupils/Anti-Bullying
Yes: Ade, Dewar, Leete, McGinnis, Penfield, Piper, Williams
No: None
Absent: Lamade, Sims
Result: Motion Carried

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

- ◆ Policy No. 801 (801-AR, AR-1, AR-2) – Public Records
Yes: Ade, Dewar, Leete, McGinnis, Penfield, Piper, Williams
No: None
Absent: Lamade, Sims
Result: Motion Carried

10. Other

A. Act 1 - Resolution

It is recommended the Board adopt the attached Resolution electing to not increase its tax rate above the index for the 2009-2010 school year.

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

B. Elimination of Occupational Privilege Tax

It is recommended the Board approve the elimination of the Occupational Privilege Tax (Act 511, \$10.00) effective December 31, 2008.

MOTION TO TABLE

Motion: Mr. McGinnis

Second: Mr. Ade

Yes: Ade, Dewar, Leete, McGinnis, Penfield, Piper, Williams

No: None

Absent: Lamade, Sims

Result: Motion Tabled

C. Pennsylvania Local Services Tax

It is recommended the Board adopt the attached Resolution electing to levy a Pennsylvania Local Services Tax effective January 1, 2009, in accordance with the ordinance adopted by the Loyalsock Township Board of Supervisors on October 14, 2008.

MOTION TO TABLE

Motion: Mr. McGinnis

Second: Mr. Ade

Yes: Ade, Dewar, Leete, McGinnis, Penfield, Piper, Williams

No: None

Absent: Lamade, Sims

Result: Motion Tabled

D. Submission of PlanCon J

It is recommended the Board approve preparation of Loyalsock Township Middle School/ High School's PlanCon J (Project Accounting Based on Final Cost) to Pennsylvania Department of Education, Division of School Facilities, 333 Market Street, Harrisburg, PA 17126-0333.

Yes: Ade, Dewar, Leete, McGinnis, Penfield, Piper, Williams

No: None

Absent: Lamade, Sims

Result: Motion Carried

11. Information Items/School Reports

A. Dates for Board Members' Calendars

▪ **Work Session**

December 17, 2008

5:30 p.m.

Mrs. Piper inquired about the proposed January 2009-June 2009 meeting schedule. No conflicts reported.

▪ **School Board Meeting**

January 14, 2009

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 – Thomas Marshall, 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

12. Public Comments

13. Adjournment @ 8:20 p.m.

Motion: Mr. Dewar

Second: Mrs. Penfield

Business Manager/Board Secretary