# Loyalsock Township School District

# Meeting of School Directors

## January 13, 2016

# 7:10 p.m.

Board Conference Room 1605 Four Mile Drive Williamsport, PA 17701

# **MINUTES**

- 1. Call to Order President
- 2. Pledge of Allegiance
- 3. Administrative Report/Executive Session Purpose Mr. Eugene Yaw, Solicitor 6:00-7:00 p.m. – Student Discipline; Contracts
- 4. Roll Call Mr. M. Daniel Egly, Board Secretary

#### MEMBER

#### **MEMBER**

xEdward H. Ade, Jr.xPaul R. Watson, IIxMaureen CareyxSheila J. Yates, PresidentxWilliam P. CarluccixPaul R. Young, II, Vice PresidentxDavid P. Hornbergerx\*Eugene Yaw, SolicitorxChristina L. Kiesslingx\*Gerald L. McLaughlin, SuperintendentxJohn B. Raymond, Treasurerx\*M. Daniel Egly, Business Mgr./Bd.Secretary<br/>\*(Non-Voting Member)

#### **OTHERS**

- x Katelyn Hibbard, Williamsport Sun-Gazette
- 5.
- A. <u>Recognition of Guests or Scheduled Speakers/Public Comments</u>
- B. <u>Public Comments Relative to Agenda Items</u>

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#### 6. Minutes

#### A. Approval of Minutes

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

- November 11, 2015 School Board
- December 2, 2015 Reorganization
- December 2, 2015– School Board
- December 16, 2015 Special Meeting

Motion:Mr. YoungSecond: Mrs. CareyYes:Ade, Carey, Carlucci, Hornberger, Kiessling, Raymond, Watson, Yates, YoungNo:NoneAbsent:NoneResult:Motion Carried

#### 7. Finance

#### A. <u>Approval of Bills</u>

It is recommended the Board approve expenditures from November 1, 2015 through November 30, 2015, in the amount of \$686,219.82.

Motion:Mrs. CareySecond: Mr. YoungYes:Ade, Carey, Carlucci, Hornberger, Kiessling, Raymond, Watson, Yates, YoungNo:NoneAbsent:NoneResult:Motion Carried

#### B. <u>Treasurer's Report</u>

It is recommended the Board approve the attached Treasurer's Report for the month of November 2015.

Motion:Mrs. KiesslingSecond: Mr. YoungYes:Ade, Carey, Carlucci, Hornberger, Kiessling, Raymond, Watson, Yates, YoungNo:NoneAbsent:NoneResult:Motion Carried

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#### 8. Personnel

#### A. <u>Support Staff - LTESPA</u>

It is recommended the Board appoint the following individuals as paraprofessionals:

- Carinne Johnson; Step 6 Aide (\$10.56/hr.) effective December 14, 2015
- Destiny Molino; Step 6 Aide (\$10.56/hr.) effective January 4, 2016

Motion:Mr. RaymondSecond: Mrs. KiesslingYes:Ade, Carey, Carlucci, Hornberger, Kiessling, Raymond, Watson, Yates, YoungNo:NoneAbsent:NoneResult:Motion Carried

#### B. <u>Food Service Personnel</u>

It is recommended the Board approve the following food service substitute effective January 5, 2016:

Jodi Earl (\$8.00 per hour)

Motion:Mr. AdeSecond: Mrs. KiesslingYes:Ade, Carey, Carlucci, Hornberger, Kiessling, Raymond, Watson, Yates, YoungNo:NoneAbsent:NoneResult:Motion Carried

#### C. Act 93 Support Position – Payroll & Benefits Administrator

It is recommended the Board appoint Lynn Robinson as the Payroll & Benefits Administrator. Ms. Robinson will tentatively begin employment on March 1, 2016, and receive a pro-rated salary of \$42,000 for the 2015-2016 school year.

It is noted that Ms. Robinson declined the position.

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#### D. Act 93 Support Salary Adjustment –Staff Accountant

It is recommended the Board adjust the salary for Brett Leinbach, Staff Accountant, from \$35,788 to \$40,000 effective January 11, 2016.

Motion:Mrs. CareySecond: Mr. YoungYes:Ade, Carey, Carlucci, Hornberger, Kiessling, Raymond, Watson, Yates, YoungNo:NoneAbsent:NoneResult:Motion Carried

#### E. Long-Term Substitute Biology Teacher

It is recommended the Board appoint Ashley Schwanbeck as a long-term substitute biology teacher from December 21, 2015 through June 10, 2016.

Motion:Mr. RaymondSecond: Mrs. KiesslingYes:Ade, Carey, Carlucci, Hornberger, Kiessling, Raymond, Watson, Yates, YoungNo:NoneAbsent:NoneResult:Motion Carried

#### F. Administrative Assistant to the Superintendent

It is recommended the Board extend the hours for the Administrative Assistant to the Superintendent position from 35 hours to 37.5 hours per week effective January 4, 2016. The Administrative Assistant will be compensated at her hourly rate for additional hours worked.

Motion:Mr. YoungSecond: Mr. HornbergerYes:Ade, Carey, Carlucci, Hornberger, Kiessling, Raymond, Watson, Yates, YoungNo:NoneAbsent:NoneResult:Motion Carried

#### G. <u>Substitute Personnel</u>

It is recommended the Board approve the attached list of substitute teachers, guest teachers, secretaries, nurses, aides, etc. for the 2015-2016 school year.

Motion:Mrs. CareySecond: Mr. YoungYes:Ade, Carey, Carlucci, Hornberger, Kiessling, Raymond, Watson, Yates, YoungNo:NoneAbsent:NoneResult:Motion Carried

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#### H. <u>Resignations/Retirements</u>

The Board acknowledges the following retirement/resignations: **Retirements** 

- Ann Young, Payroll & Benefits Administrator, effective June 30, 2016
- Lori Bair, Special Education Teacher, effective June 10, 2016

#### Resignations

- Monica McCarty, School Counselor, effective February 5, 2016
- Latifah Temple-Henderson, Paraprofessional, effective December 11, 2015

#### 9. School/District Programs and Operations

#### A. <u>Field Trip Request – Washington, D.C.</u>

It is recommended the Board approve an out-of-state field trip requested by Michelle Carpenter. Ms. Carpenter has requested to take 45 students (FBLA and Sports Marketing Class) to Washington, D.C. on February 19, 2016. The only cost to the district is for substitutes.

Motion:Mr. WatsonSecond: Mr. HornbergerYes:Ade, Carey, Carlucci, Hornberger, Kiessling, Raymond, Watson, Yates, YoungNo:NoneAbsent:NoneResult:Motion Carried

#### B. <u>Feasibility Study – Bus Garage Improvements</u>

It is recommended the Board authorize RAL Architecture & Design, Inc., 230 Market Street, Lewisburg, PA 17837 to conduct a feasibility study regarding improvements to the bus garage facility at a cost of \$4,600.00. *Funds for this purchase will come from the Capital Projects Fund*.

Motion:Mr. CarlucciSecond: Mr. HornbergerYes:Ade, Carey, Carlucci, Hornberger, Kiessling, Raymond, Watson, Yates, YoungNo:NoneAbsent:NoneResult:Motion Carried

### **10.** Information/Discussion Items

- A. <u>Board Comments/Reports</u>
- 11. Public Comments None

### 12. Next School Board Meeting Date – January 27, 2016 (School Board Recognition)

### 13. Adjournment @ 7:30 p.m.

Motion: Mr. Carlucci Second: Mr. Raymond

M. Daniel Egly