

Loyalsock Township School District

Meeting of School Directors

August 6, 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. Eugene Yaw, Solicitor**
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
*Piper - Vacation

MEMBER

AB Margaret P. Piper, Vice President
X Jeri S. Sims, President
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
AB John Rhoads, Donald E. Schick Assistant Elementary School Principal
X Sherry Griggs, Supervisor of Curriculum & Instruction
AB Dayne Watkins, Supervisor of Special Education
AB Eric Gee, Director of Technology
X *Williamsport Sun-Gazette* Representative

5. **A. Recognition of Guests or Scheduled Speakers/Public Comments**
 - **Chuck Black – Key Club International Trustee**
 - **Danielle Cozza, PA District Key Club Governor**

B. Superintendent's Report/Discussion Items

Classrooms for the Future; Virtual Education Numbers; Athletic Information; Graduation Competency Assessments; Introduction to New Staff; Updated Testing List; Keystone Integrators

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. Ade

Second: Mrs. Penfield

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

No: None

Absent: Piper

Result: Motion Carried

6. Minutes

A. Approval of Minutes

It is recommended the Board approve the Minutes of the July 16, 2008, Meeting of the Board of School Directors.

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

No: None

Absent: Piper

Result: Motion Carried

7. Finance

A. Student Activities Fund Quarterly Report

It is recommended the Board approve the attached Student Activities Fund Quarterly Report for the period ended June 2008.

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

No: None

Absent: Piper

Result: Motion Carried

8. School/District Programs and Operations

A. Comprehensive Testing for the 2008-2009 School Year

It is recommended the Board approve the attached list of tests as part of the District's Comprehensive Testing Program for the 2008-2009 school year.

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

9. Personnel

A. Professional Staff – Appointment of Mathematics Teacher

It is recommended the Board appoint Mr. Louis Palazzo, 1471 Cemetery Hill Road, Montgomery, PA 17752, as a Temporary Professional Employee assigned as a mathematics teacher, effective August 20, 2008. Mr. Palazzo will receive a salary based on Step 1-B of the Teacher Salary Schedule.

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

B. Professional Staff – Appointment of Business Education Teacher

It is recommended the Board appoint Ms. Heather Ireland, 1329 Grampian Boulevard, Williamsport, PA 17701, as a Professional Employee assigned as a business education teacher, effective August 20, 2008. Ms. Ireland will receive a salary based on Step 4-M of the Teacher Salary Schedule.

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

C. Resignation

A letter of resignation was received from Mr. Douglas Dickerson, 1545 Northway Road, Williamsport, PA 17701.

D. Appointment of Long-Term Substitute – Elementary Teacher

It is recommended the Board appoint Ms. Kathleen McMahon, 889 Yeagle Road, Montoursville, PA 17754, as a long-term substitute assigned as an elementary teacher effective August 20, 2008. Ms. McMahon will serve as a substitute teacher during a leave of absence (tentatively through November 3, 2008) requested by Mrs. Zaccaria.

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

E. Appointment of Long-Term Substitute – Title I Teacher

It is recommended the Board appoint Ms. Annie Roush, 725 Pennsylvania Avenue, Williamsport, PA 17701, as a long-term substitute assigned as a Title I teacher for the 2008-2009 school year pursuant to the terms of the attached Memorandum of Understanding.

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

F. 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, Sims, Williams
No: None
Absent: Piper
Result: Motion Carried

G. 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, Sims, Williams
No: None
Absent: Piper
Result: Motion Carried

H. School Security Personnel

It is recommended the Board approve the attached list of school security personnel for the 2008-2009 school year.

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

I. Crossing Guard Personnel

It is recommended the Board approve the attached list of crossing guard personnel for the 2008-2009 school year.

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

J. School Bus Drivers

It is recommended the Board approve the attached list of school bus drivers for the 2008-2009 school year.

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

K. Athletic Director

It is recommended the Board reappoint Mr. Ronald Insinger, 2075 Meadow Lane, Montoursville, PA 17754, as a part-time athletic director for the 2008-2009 school year. Mr. Insinger will receive a salary of \$14,500.00.

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

L. Appointment of Fall Coaches

It is recommended the Board appoint the attached list of coaches (pending documentation) for the 2008-2009 sports season.

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

M. Job Description – Half-Time Data Coordinator

It is recommended the Board adopt the attached job description for the position of Half-Time Data Coordinator.

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

N. Request for Family/Medical Leave – Policy 535

It is recommended the Board approve a request for family/medical leave (on an as-needed basis effective July 24, 2008 – October 30, 2008) in accordance with Policy 535 from Marie Schroeder. Mrs. Schroeder is a secretary at Loyalsock Township Middle School.

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

O. Appointment of Title I Paraprofessional Instructional Classroom Aides

It is recommended the Board appoint the following individuals as part-time Title I paraprofessional instructional classroom aides with a salary based on Step 2-Aide (\$8.91) of the current LTESPA Agreement effective August 26, 2008:

- Theresa Loeh, 1942 Ridge Crest Circle, Montoursville, PA 17754
- Tanya Swink, 1130 Avalon Parkway, Williamsport, PA 17701
- Lisa Lytle, 2012 Greenview Road, Montoursville, PA 17754

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

P. Curriculum Team – Virtual Education Coordinator

It is recommended the Board approve to add the position of Virtual Education Coordinator to the Curriculum Team for the 2008-2009 school year. (The curriculum team will be recommended for approval in September.)

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

Q. Reduction of Services – St. John Neumann Regional Academy

It is recommended the Board reduce the health care services provided to St. John Neumann Regional Academy – Sheridan Campus (restructured to house Pre-K and Kindergarten students only) thereby eliminating the position of the district's part-time health care aide.

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

10. Other

A. West Branch Drug and Alcohol Abuse Commission Letter of Agreement & Qualified Service Organization Agreement

It is recommended the Board approve the attached 2008-2009 West Branch Drug and Alcohol Abuse Commission Letter of Agreement and Qualified Service Organization Agreement for services to the District's Student Assistance Program.

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

B. Approval of Wages – Food Service Employees

It is recommended the Board approve the attached list of 2008-2009 wages for food service employees.

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

C. Approval of Salaries – Act 93 Support Supervisors

It is recommended the Board approve the attached list of salaries for Act 93 Support Supervisors retroactive to July 1, 2008.

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

D. Approval of Salaries – Executive Secretaries

It is recommended the Board approve the attached list of salaries for Executive Secretaries retroactive to July 1, 2008.

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

E. Purchase of Used Club Cars

It is recommended the Board approve the purchase of two used club cars (\$1,300.00 each) from Susquehanna University, 514 University Avenue, Selinsgrove, PA 17870, at a total cost of \$2,600.00.

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

F. Loyalsock Township Tax Review Board

It is recommended the Board appoint Mr. Stephen Dewar to serve on the Loyalsock Township Tax Review Board. (Formerly held by Mr. Gilmour.) Mr. Lamade also Serves on the Tax Review Board.

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

11. Information Items/School Reports

A. Dates for Board Members' Calendars

- School Board Work Session
- August 20, 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

12. Public Comments

13. Adjournment @ 8:15 p.m.

Motion: Mr. Lamade
Second: Mrs. Penfield

Business Manager/Board Secretary