

Loyalsock Township School District

Meeting of School Directors

February 14, 2018

7:05 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**
6:00-7:05 p.m. Personnel; Contracts (Edmonds arrival @ 6:05 p.m.; Watson @ 6:33 p.m.)
4. **Roll Call – Mr. M. Daniel Egly, Board Secretary**

MEMBER

 x Edward H. Ade, Jr.
 x Charles W. Edmonds
 x David P. Hornberger
 x Christina L. Kiessling
 x Robert D. Leidhecker
 x John B. Raymond, Vice President

MEMBER

 x Paul R. Watson, II, Treasurer
 x Melvin E. Wentzel
 x Paul R. Young, II, President
 x *Eugene Yaw, Solicitor
 x *Gerald L. McLaughlin, Superintendent
 x *M. Daniel Egly, Business Mgr./Bd.Secretary
*(Non-Voting Member)

OTHERS

 x Matthew Reitz, Loyalsock Township High School Principal
 x Ashley Sekel, Assistant High School Principal
 x Charles Greevy, IV, Middle School Principal
 ab Matthew Johnson, Assistant Middle School Principal
 x Suzanne Foresman, Elementary School Principal
 x Preston Shellenberger, Assistant Elementary School Principal
 x Eric Gee, Director of Technology
 x Christina Herman, Supervisor of Special Education
 x Cara Morningstar, *Williamsport Sun-Gazette*

5. **A. Recognition of Guests or Scheduled Speakers/Public Comments**
 - **Odyssey of the Mind**

B. Public Comments Relative to Agenda Items

6. Minutes

A. Approval of Minutes

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

- January 4, 2018 – Special Meeting
- January 10, 2018 – School Board

Motion: Mr. Hornberger Second: Mr. Ade
Yes: Ade, Edmonds, Hornberger, Kiessling, Leidhecker, Raymond, Watson, Wentzel,
Young
No: None
Absent: None
Result: Motion Carried

7. Finance

A. Approval of Bills

It is recommended the Board approve expenditures from December 1, 2017 through December 31, 2017, in the amount of \$1,438,860.40.

Motion: Mr. Watson Second: Mr. Edmonds
Yes: Ade, Edmonds, Hornberger, Kiessling, Leidhecker, Raymond, Watson, Wentzel,
Young
No: None
Absent: None
Result: Motion Carried

B. Treasurer's Report

It is recommended the Board approve the attached Treasurer's Report for the month of December 2017.

Motion: Mrs. Kiessling Second: Mr. Watson
Yes: Ade, Edmonds, Hornberger, Kiessling, Leidhecker, Raymond, Watson, Wentzel,
Young
No: None
Absent: None
Result: Motion Carried

8. School/District Programs and Operations

A. 2018-2019 School Calendar

It is recommended the Board adopt the attached 2018-2019 school calendar.

Motion: Mr. Leidhecker Second: Mr. Watson
Yes: Ade, Edmonds, Hornberger, Kiessling, Leidhecker, Raymond, Watson, Wentzel,
Young
No: None
Absent: None
Result: Motion Carried

9. Personnel

A. Act 93 Administrative Support Position – Appointment of Staff Accountant

It is recommended the Board appoint Mr. Tyler Potts as Staff Accountant effective February 6, 2018. Mr. Potts will receive a prorated salary of \$38,000.00 for the 2017-2018 school year.

Motion: Mr. Wentzel Second: Mr. Hornberger
Yes: Ade, Edmonds, Hornberger, Kiessling, Leidhecker, Raymond, Watson, Wentzel,
Young
No: None
Absent: None
Result: Motion Carried

B. Act 93 Administrative Support Position – Payroll & Benefits Administrator

It is recommended the Board appoint Mrs. Jamie Sortman as Payroll & Benefits Administrator effective February 19, 2018. Mrs. Sortman will receive a prorated salary of \$40,000.00 for the 2017-2018 school year.

Motion: Mr. Edmonds Second: Mrs. Kiessling
Yes: Ade, Edmonds, Hornberger, Kiessling, Leidhecker, Raymond, Watson, Wentzel,
Young
No: None
Absent: None
Result: Motion Carried

C. Agreement for Executive Director of The Lancer Foundation

It is recommended the Board approve the attached Agreement regarding the Executive Director of The Lancer Foundation from January 29, 2018 through June 30, 2020 subject to final review by the Solicitor.

Motion: Mr. Wentzel Second: Mr. Leidhecker
Yes: Ade, Edmonds, Hornberger, Kiessling, Leidhecker, Raymond, Watson, Wentzel,
 Young
No: None
Absent: None
Result: Motion Carried

D. Agreement for Payroll & Benefits Consulting Services

It is recommended the Board approve the attached Agreement for Payroll & Benefits Consulting Services.

Motion: Mrs. Kiessling Second: Mr. Raymond
Yes: Ade, Edmonds, Hornberger, Kiessling, Leidhecker, Raymond, Watson, Wentzel,
 Young
No: None
Absent: None
Result: Motion Carried

E. Request for Uncompensated Leave

It is recommended the Board approve the following request for uncompensated leave in accordance with Policy 339:

- Kirstin Hamilton (Food Service Employee); tentatively April 1, 2018 – June 1, 2018

Motion: Mr. Hornberger Second: Mrs. Kiessling
Yes: Ade, Edmonds, Hornberger, Kiessling, Leidhecker, Raymond, Watson, Wentzel,
 Young
No: None
Absent: None
Result: Motion Carried

F. Appointment of Spring Athletic Personnel

It is recommended the Board approve the attached list of athletic coaches for the 2017-2018 sports season.

Motion: Mr. Ade Second: Mrs. Kiessling
Yes: Ade, Edmonds, Hornberger, Kiessling, Leidhecker, Raymond, Watson, Wentzel,
Young
No: None
Absent: None
Result: Motion Carried

G. Appointment of Additional Coordinators (LTEA Agreement)

It is recommended the Board approve the following individuals as coordinators:

- Samantha Johnson; Secondary Transition Coordinator
- Lori Twigg; Elementary Gifted Education Coordinator
- Savannah Cajka; Secondary Gifted Education Coordinator

The coordinators will receive a prorated stipend for the 2017-2018 school year.

Motion: Mr. Ade Second: Mr. Raymond
Yes: Ade, Edmonds, Hornberger, Kiessling, Leidhecker, Raymond, Watson, Wentzel,
Young
No: None
Absent: None
Result: Motion Carried

H. Retirements/Resignations

The Board acknowledges the following retirements/resignations:

- Brett Leinbach; Staff Accountant; Resignation effective January 31, 2018
- Emily Baumunk; Mathematics; Resignation effective June 1, 2018
- Tracy Kahn; Special Education Teacher; Resignation/Early Retirement effective April 27, 2018
- Lee Saville-Iksic; Music; Resignation effective June 1, 2018

10. Policy

A. Policy 808.2 Student Meal Charging – Revised

It is recommended the Board adopt Policy No. 808.2 Food Services (attached) as revised.

Motion: Mr. Edmonds Second: Mr. Hornberger
Yes: Ade, Edmonds, Hornberger, Kiessler, Leidhecker, Raymond, Watson, Wentzel,
Young
No: None
Absent: None
Result: Motion Carried

11. Other

A. Architectural Services – Facility Improvement Projects Addendum

It is recommended the Board approve the attached Addendum to the Agreement with Robert Lack, 230 Market Street, Lewisburg, PA 17837 for architectural services for facility improvement projects. (The Agreement was approved on March 9, 2016.)

Motion: Mr. Hornberger Second: Mr. Leidhecker
Yes: Ade, Edmonds, Hornberger, Kiessler, Leidhecker, Raymond, Watson, Wentzel,
Young
No: None
Absent: None
Result: Motion Carried

B. Resolution Opposing ESA Voucher Programs (Senate Bill 2)

It is recommended the Board adopt the attached resolution opposing ESA Voucher Programs (Senate Bill 2) and any other legislation or any effort by the General Assembly to implement tuition vouchers or any other program that would have an effect of a tuition voucher program, and conveys the importance of supporting and improving the quality of all public schools in the Commonwealth.

Motion: Mr. Wentzel Second: Mr. Leidhecker
Yes: Ade, Edmonds, Hornberger, Kiessler, Leidhecker, Raymond, Watson, Wentzel,
Young
No: None
Absent: None
Result: Motion Carried

C. Lease of Copier – Donald E. Schick Elementary School (Front Office)

It is recommended the Board approve a five-year lease of a TASKalfa 406ci Kyocera Color Document System from Phillips Office Solutions, 436 Fairfield Road, Montoursville, PA 17754, for the front office at the Donald E. Schick Elementary School at a cost of \$229.30 per month. (COSTARS #001-035) Funds for this purchase will come from the General Fund.

Motion: Mrs. Kiessling Second: Mr. Watson
Yes: Ade, Edmonds, Hornberger, Kiessling, Leidhecker, Raymond, Watson, Wentzel, Young
No: None
Absent: None
Result: Motion Carried

D. Contract – MasterLibrary.Com, LLC

It is recommended the Board approve the attached three-year contract with MasterLibrary.Com, LLC, 1160-J Pittsford-Victor Road, Pittsford, NY 14534, for ML Schedules subscription at a total cost of \$5,455.00. Funds for this purchase will come from the General Fund.

Motion: Mr. Ade Second: Mr. Watson
Yes: Ade, Edmonds, Hornberger, Kiessling, Leidhecker, Raymond, Watson, Wentzel, Young
No: None
Absent: None
Result: Motion Carried

E. Facility Improvement Project (Auditorium Renovation) – Bids & Contracts

1. General Construction

It is recommended the Board award the bid and approve the General Construction Contract for the Facility Improvement Project – Auditorium Renovation to J&M Construction Specialty, Inc., 799 Foresman Street, Williamsport, PA 17701, in the amount of \$117,500.00.

Motion: Mr. Watson Second: Mr. Hornberger
Yes: Ade, Edmonds, Hornberger, Kiessling, Leidhecker, Raymond, Watson, Wentzel, Young
No: None
Absent: None
Result: Motion Carried

2. Authorization to Execute Contracts

It is recommended the Board authorize Gerald McLaughlin or M. Daniel Egly to execute construction contracts relating to the Facility Improvement Project – Auditorium Renovation.

Motion: Mr. Raymond Second: Mr. Ade
Yes: Ade, Edmonds, Hornberger, Kiessling, Leidhecker, Raymond, Watson,
Wentzel, Young
No: None
Absent: None
Result: Motion Carried

12. Information/Discussion Items

- A. Board Comments/Reports
- B. Administrative Reports

13. Public Comments – None

14. Upcoming Board Meeting – March 14, 2018

15. Adjournment @ 8:05 p.m.

Motion: Mr. Hornberger
Second: Mr. Raymond

M. Daniel Egly