

# ***Loyalsock Township School District***

## ***Meeting of School Directors***

***June 22, 2022***

***7:20 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**  
*6:05-7:15 p.m. Safe School & Security Report presented by School Safety & Security Coordinator; In accordance with Section 1309(b) of the PA Public School Code and Act 44 of 2018, the report included the district's current safety and security practices and identified strategies to improve school safety and security.; Personnel; Contracts*  
*8:30-9:05 p.m. – Personnel; Contracts*
- 4. Roll Call – Mr. M. Daniel Egly, Board Secretary**

### **MEMBER**

x Charles W. Edmonds, Ed.D.  
x Hal C. Gee, Jr.  
ab Christina L. Kiessling  
ab Valerie N. Komarnicki  
x Robert D. Leidhecker (remote)  
x Marissa F. Moore  
Absent-Kiessling; Komarnicki (Personal)

### **MEMBER**

x Carolyn R. Strickland, Ph.D., President  
x Melvin E. Wentzel, Vice President  
x Michael J. Zicoello  
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 Marc Walter, Loyalsock Township High School Assistant Principal  
x Ashley Sekel, Middle School Principal  
x Matthew Johnson, K-2 Elementary Principal  
ab Preston Shellenberger, 3-5 Elementary School Principal  
ab Eric Gee, Director of Technology  
x Suzanne Foresman, Supervisor of Curriculum & Instruction  
ab Lisa Fisher, Supervisor of Special Education  
x Mike Reuther, *Williamsport Sun-Gazette*

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

## B. 2022-2023 Final Budget Presentation

**C. Public Comments Relative to Agenda Items – None**

## 6. Minutes

### A. Approval of Minutes

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

- May 11, 2022 – School Board
- May 25, 2022 – Work Session

Motion: Mr. Wentzel

Second: Mr. Zicoello

Yes: Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicoello

No:      None

Absent: Komarnicki, Kiessling

**Result: Motion Carried**

## 7. Finance

### **A. Approval of Bills – April 2022**

It is recommended the Board approve expenditures from April 1, 2022 through April 30, 2022, in the amount of \$1,017,205.35.

Motion: Mr. Wentzel

Second: Mr. Gee

Yes: Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicoello

No:      None

Absent: Komarnicki, Kiessling

**Result: Motion Carried**

## B. Treasurer's Report – April 2022

It is recommended the Board approve the attached Treasurer's Report for the month of April 2022.

Motion: Mr. Gee

Second: Mrs. Moore

Yes: Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicoello

No:      None

Absent: Komarnicki, Kiessling

**Result: Motion Carried**

**C. 2022-2023 Final Budget**

It is recommended the Board adopt the 2022-2023 final budget with revenues and expenditures of \$26,250,496 with taxes as follows:

- |                      |  |
|----------------------|--|
| • Real Estate        | <u>15.35</u> mills (2021/2022-15.1 mills)                              |
| • Realty Transfer    | 1%   |
| • Earned Income      | 1.65% (1.15% to Loyalsock Twp. School District; .50 to Loyalsock Twp.) |
| • Local Services Tax | \$5/per individual employed within Loyalsock Township                  |
| • Business Privilege | 1 mill/Wholesale Gross Sales   |
| • Business Privilege | 1.5 mills/Retail, Service or Rental Gross                              |

Motion: Dr. Edmonds

Second: Mr. Wentzel

**ROLL CALL**

Yes: Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicolello

No: None

Absent: Komarnicki, Kiessling

Result: Motion Carried

**D. 2022-2023 Homestead and Farmstead Exclusion Resolution**

It is recommended the Board adopt the attached Homestead and Farmstead Exclusion Resolution for the 2022-2023 school year effective July 1, 2022.

Motion: Mrs. Moore

Second: Mr. Zicolello

**ROLL CALL**

Yes: Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicolello

No: None

Absent: Komarnicki, Kiessling

Result: Motion Carried

**E. Agreement with Larson, Kellett & Associates to Perform Auditing Services**

It is recommended the Board authorize a contract with Larson, Kellett & Associates, P.C., 40 Choate Circle, Montoursville, PA 17754, to perform auditing services for Loyalsock Township School District for the years ended June 30, 2022, through June 30, 2024, pursuant to the terms of the attached agreement.

Motion: Mr. Wentzel

Second: Mr. Zicolello

Yes: Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicolello

No: None

Absent: Komarnicki, Kiessling

Result: Motion Carried

## 8. School/District Programs and Operations

**A. PDE – Emergency Instructional Time Template Section 520.1**

It is recommended the Board approve the attached Pennsylvania Department of Education – Emergency Instructional Time Template for the 2022-2023 school year.

Motion: Mrs. Moore                      Second: Mr. Wentzel  
Yes: Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicoello  
No: None  
Absent: Komarnicki, Kiessling  
Result: Motion Carried

## B. Community Eligibility Provision Program

It is recommended the Board approve the participation in the Community Eligibility Provision program for school years 2022-2023, 2023-2024, 2024-2025 and 2025-2026, pending approval by the Pennsylvania Department of Education. *Program information was presented during the May 25, 2022 Work Session.*

Motion: Dr. Edmonds                      Second: Mr. Gee  
Yes:     Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicoello  
No:       None  
Absent: Komarnicki, Kiessling  
Result: Motion Carried

**C. Authorization to File Subsidies, Federal Programs Applications/Grant Applications**

It is recommended the Board authorize administration to file the attached list of Subsidies, Federal Programs Applications and Grant Applications for the 2022-2023 school year.

Motion: Mr. Gee                                 Second: Mr. Wentzel  
Yes: Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicoello  
No: None  
Absent: Komarnicki, Kiessling  
Result: Motion Carried

#### D. Secondary – Programs of Study

It is recommended the Board approve the attached Programs of Study for Loyalsock Township High School and Loyalsock Township Middle School for the 2022-2023 school year.

Motion: Mrs. Moore                      Second: Mr. Zicoello  
Yes: Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicoello  
No: None  
Absent: Komarnicki, Kiessling  
Result: Motion Carried

### E. Textbook/Resource Adoption

It is recommended the Board adopt the K-8 Ready PA Reading Curriculum (teacher/student editions, digital learning pathways and supplemental resources) from Curriculum Associates at an estimated cost of \$28,095.00. *Funds for this purchase will come from ARP-ESSER Grant.*

Motion: Mr. Wentzel                      Second: Dr. Edmonds  
Yes:        Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicoello  
No:         None  
Absent: Komarnicki, Kiessling  
Result: Motion Carried

## 9. Personnel

### A. LTEA – Staff

It is recommended the Board appoint the following individuals (pending documentation) effective August 29, 2022:

- Mark Spencer as a Temporary Professional Employee assigned as a physics teacher. Mr. Spencer will receive a salary based on Step 1-M of the Teacher Salary Schedule.
- ~~Joshua Haley as a Temporary Professional Employee assigned as a Business, Computers & Informational Technology teacher. Mr. Haley will receive a salary based on Step 1-B of the Teacher Salary Schedule.~~ **It is noted that Mr. Haley rescinded his acceptance of employment; therefore, no action was taken on his recommendation of appointment.**

Motion: Mrs. Moore                      Second: Dr. Edmonds  
Yes:     Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicoello  
No:     None  
Absent: Komarnicki, Kiessling  
Result: Motion Carried

### B. LTESPA – Staff

It is recommended the Board appoint the following individuals pending documentation:

- Douglas Sauter; Full-Time Maintenance; effective May 23, 2022; Hourly Rate – \$16.00
- Shelby Laielli; 203-Day Middle School Secretary; effective June 1, 2022; Hourly Rate – \$13.00
- Mikenah Hoffman; Full-Time Custodian; effective date TBD; Hourly Rate – \$13.00

Motion: Mr. Wentzel                      Second: Mr. Gee  
Yes: Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicoello  
No: None  
Absent: Komarnicki, Kiessling  
Result: Motion Carried

### C. Food Service Personnel

It is recommended the Board approve the following individual pending documentation:

- Melissa Badger; Appointment; Full-Time Head Cook Supervisor; effective date TBD; Hourly Rate – \$20.00

Motion: Mr. Gee                                Second: Mr. Zicoello  
Yes:     Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicoello  
No:      None  
Absent: Komarnicki, Kiessling  
Result: Motion Carried

#### **D. Summer Custodial/Maintenance Employee**

It is recommended the Board appoint Gavin Briggs as a temporary summer custodial/maintenance employee for the summer of 2022, effective June 14, 2022. Mr. Briggs will receive an hourly rate of \$13.00.

Motion: Dr. Edmonds                      Second: Mr. Zicoellelo  
Yes:        Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicoellelo  
No:         None  
Absent: Komarnicki, Kiessling  
Result: Motion Carried

### E. Retirements/Resignations

The Board acknowledges notice of the following retirements/resignations:

- Lisa Hnatin; School Bus Driver; Retirement; effective June 10, 2022
- Matthew Johnson; Principal; Resignation; effective June 30, 2022
- Daniel Nagel; Mathematics Teacher; Resignation; effective June 10, 2022
- Gerald Kaplan; Art Teacher; Resignation; effective August 11, 2022

## 10. Other

### A. Loyalsock Township Recreation Budget

It is recommended the Board approve the attached budget of \$30,207.34 from the Loyalsock Township Recreation Board for programs during the 2022-2023 school year.

Motion: Mrs. Moore                                 Second: Mr. Gee  
Yes: Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicoello  
No: None  
Absent: Komarnicki, Kiessling  
Result: Motion Carried

## B. BLaST IU 17 – Special Education Agreement

It is recommended the Board approve the attached BLaST Intermediate Unit 17 2022-2023 Special Education Agreement.

Motion: Mr. Wentzel                      Second: Mrs. Moore  
Yes: Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicoello  
No: None  
Absent: Komarnicki, Kiessling  
Result: Motion Carried

### C. BLaST IU 17 – IDEA Agreement

It is recommended the Board approve the attached BLaST Intermediate Unit 17 IDEA Agreement.

Motion: Dr. Edmonds                      Second: Mr. Gee  
Yes:     Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicoello  
No:     None  
Absent: Komarnicki, Kiessling  
Result: Motion Carried

## D. BLaST IU 17 – Technology Services Agreement

It is recommended the Board approve the attached 2022-2023 BLaST Intermediate Unit 17 Technology Services Agreement.

Motion: Mrs. Moore                      Second: Mr. Wentzel  
Yes: Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicoello  
No: None  
Absent: Komarnicki, Kiessling  
Result: Motion Carried

## E. BLaST IU 17 – DARTS Software Agreement

It is recommended the Board approve the attached 2022-2023 BLaST Intermediate Unit 17 DARTS Software Agreement.

Motion: Mr. Gee                                 Second: Mr. Wentzel  
Yes: Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicoello  
No: None  
Absent: Komarnicki, Kiessling  
Result: Motion Carried

**F. Pennsylvania Governor's School for the Sciences 2022 Summer Enrichment Program**

It is recommended the Board approve a contribution of \$6,000 for two students to attend the Pennsylvania Governor's School for the Sciences 2022 summer enrichment program.

Motion: Mrs. Moore                                 Second: Mr. Zicoello  
Yes: Edmonds, Gee, Leidhecker, Moore, Wentzel, Zicoello  
No: None  
Abstain: Strickland  
Absent: Komarnicki, Kiessling  
Result: Motion Carried

### **G. Athletic – Bids**

It is recommended the Board award the athletic bids (per bid specifications) on the attached list.

Motion: Mr. Wentzel                      Second: Mrs. Moore  
Yes: Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicoello  
No: None  
Absent: Komarnicki, Kiessling  
Result: Motion Carried



## H. Purchase of Vehicle

It is recommended the Board approve the purchase of a 2013 Ford Police Interceptor (VIN 1FAHP2MT0DG158100) from the Muncy Township Police Department, 1922 Pond Road, Muncy, PA 17756, at a cost of \$11,000. *Funds for the purchase will come from the Capital Projects Fund.*

Motion: Mr. Wentzel                      Second: Mr. Gee  
Yes: Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicoello  
No: None  
Absent: Komarnicki, Kiessling  
Result: Motion Carried

## **I. Extension of Agreement for Contracted Data Coordinator Services**

It is recommended the Board extend the Agreement for Contracted Data Coordinator Services with Julia Muse through the 2022-2023 school year. *It is noted the initial Agreement was approved on July 14, 2021.*

Motion: Mrs. Moore                      Second: Mr. Zicoello  
Yes: Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicoello  
No: None  
Absent: Komarnicki, Kiessling  
Result: Motion Carried

**J. Extension of Athletic Personnel Stipend Schedule**

It is recommended the Board extend the Athletic Personnel Stipend Schedule through June 30, 2023, according to the following:

- Returning athletic personnel will receive a \$200 increase from his/her previous school year's stipend.
- The maximum stipend amount for each position will increase by \$200.
- New athletic personnel will receive the minimum stipend as listed on the July 1, 2017-June 30, 2022 Athletic Personnel Stipend Schedule.

Motion: Dr. Edmonds                      Second: Mr. Gee  
Yes:     Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicoello  
No:     None  
Absent: Komarnicki, Kiessling  
Result: Motion Carried

## K. Renewal – Agreement for HVAC Control Services

It is recommended the Board renew the Services Agreement with Siemens Industry, Inc., 5095 Ritter Road, Mechanicsburg, PA 17055, to provide heating, ventilating, and air conditioning control services July 1, 2022 through June 30, 2025, renewal attached.

Motion: Mr. Wentzel

Second: Mr. Gee

Yes: Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicoello

No:      None

Absent: Komarnicki, Kiessling

Result: Motion Carried

**L. Facility Improvement Projects (DES-Cafeteria Expansion, Addition of Classrooms; LTHS/LTMS Campus-Gymnasium Expansion, Cafeteria Expansion, Addition of Classrooms)**

### **1. DES-Cafeteria Expansion, Addition of Classrooms**

**i. Authorization of Change Order(s)**

It is recommended the Board approve the following Change Order:

- Change Order #1 (GC-01/Lobar) – Removal of Project Sign, at a credit of \$604.56.

Motion: Mrs. Moore

Second: Mr. Wentzel

Yes: Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicoello

No:      None

Absent: Komarnicki, Kiessling

**Result: Motion Carried**

**2. LTHS/LTMS Campus-Gymnasium Expansion, Cafeteria Expansion, Addition of Classrooms**

**i. Food Service Equipment Package**

It is recommended the Board amend the food service equipment package (approved on April 6, 2022) to include a walk-in freezer/refrigeration (see attached) at an additional cost of \$20,000, for the Facility Improvement Projects, LTHS/LTMS Campus-Gymnasium Expansion, Cafeteria Expansion, Addition of Classrooms, from Eleven Four Hundred, Inc., 2551 Horseshoe Road, Lancaster, PA 17601, (COSTARS 0000534253).

Motion: Mrs. Moore

Second: Mr. Gee

Yes: Edmonds, Gee, Leidhecker, Moore, Strickland, Wentzel, Zicoellelo

No:      None

Absent: Komarnicki, Kiessling

**Result: Motion Carried**

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M. Daniel Egly