

*Loyalsock Township School District*

## Meeting of School Directors

*April 5, 2023*

**7:00 p.m.**

***Board Conference Room  
1605 Four Mile Drive  
Williamsport, PA 17701***

# AGENDA

- 1. Call to Order – President**
- 2. Pledge of Allegiance**
- 3. Administrative Report/Executive Session Purpose – Mr. Christopher Kenyon, Solicitor**
- 4. Roll Call – Mr. M. Daniel Egly, Board Secretary**

**MEMBER**

\_\_\_\_\_ Charles W. Edmonds, Ed.D., Treasurer  
 \_\_\_\_\_ Lynn Frey  
 \_\_\_\_\_ Hal C. Gee, Jr.  
 \_\_\_\_\_ Christina L. Kiessling  
 \_\_\_\_\_ Robert D. Leidhecker  
 \_\_\_\_\_ Marissa F. Moore

**MEMBER**

\_\_\_\_ Carolyn R. Strickland, Ph.D., President  
\_\_\_\_ Melvin E. Wentzel, Vice President  
\_\_\_\_ Michael J. Zicoello  
\_\_\_\_ \*Christopher Kenyon, Solicitor  
\_\_\_\_ \*Gerald L. McLaughlin, Superintendent  
\_\_\_\_ \*M. Daniel Egly, Business Mgr./Bd.Secretary  
\_\_\_\_ \*(Non-Voting Member)

## OTHERS

\_\_\_\_\_ Matthew Reitz, Loyalsock Township High School Principal  
 \_\_\_\_\_ Jamie Yonkin, Assistant High School Principal  
 \_\_\_\_\_ Ashley Sekel, Middle School Principal  
 \_\_\_\_\_ Rachelle Ackerman, Middle School Dean of Students  
 \_\_\_\_\_ Marc Walter, PreK-2 Elementary Principal  
 \_\_\_\_\_ Preston Shellenberger, 3-5 Elementary Principal  
 \_\_\_\_\_ Suzanne Foresman, Supervisor of Curriculum & Instruction  
 \_\_\_\_\_ Eric Gee, Director of Technology  
 \_\_\_\_\_ Lisa Fisher, Supervisor of Special Education

, *Williamsport Sun-Gazette*

5. A. **Recognition of Guests or Scheduled Speakers/Public Comments**
- **Local Audit Presentation by Larson, Kellett & Associates, P.C.**

**B. Public Comments Relative to Agenda Items**

**C. 2023-2024 Tentative Budget Presentation**

**6. Minutes**

**A. Approval of Minutes**

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

- March 8, 2023 – School Board

Motion:

Second:

Yes:

No:

Absent:

Result:

**7. Finance**

**A. Approval of Bills – February 2023**

It is recommended the Board approve expenditures from February 1, 2023 through February 28, 2023, in the amount of \$1,003,806.70.

Motion:

Second:

Yes:

No:

Absent:

Result:

**B. Treasurer's Report – February 2023**

It is recommended the Board approve the attached Treasurer's Report for the month of February 2023.

Motion:

Second:

Yes:

No:

Absent:

Result:

**C. Independent Auditors' Report**

It is recommended the Board accept the Independent Auditors' Report as submitted by the firm of Larson, Kellett & Associates, P.C., 40 Choate Circle, Montoursville, PA 17754, for the year ended June 30, 2022.

Motion: Second:  
Yes:  
No:  
Absent:  
Result:

**D. Authorization to Transfer Funds for Future Capital Projects**

It is recommended the Board authorize the transfer of funds from the general fund unassigned fund balance to the capital projects fund for future capital projects in the amount of \$500,000.00.

Motion: Second:  
Yes:  
No:  
Absent:  
Result:

**E. 2023-2024 Tentative Budget**

It is recommended the Board adopt the 2023-2024 tentative budget with revenues and expenditures of \$\_\_\_\_\_ with taxes as follows:

- Real Estate \_\_\_\_\_ mills (2022/2023-15.35 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: Second:  
Yes:  
No:  
Absent:  
Result:

## 8. Personnel

### A. LTEA Personnel

It is recommended the Board appoint the following individual (pending documentation):

- Kenneth Williams as a Professional Employee assigned as a sixth grade science teacher effective the 2023-2024 school year. Mr. Williams will receive a salary based on Step 15-M of the Teacher Salary Schedule. Mr. Williams will receive a per diem rate for any service during the 2022-2023 school year.

Motion:

Second:

Yes:

No:

Absent:

Result:

### B. LTESPA Personnel

It is recommended the Board approve the following:

- Lisa Marrie; Appoint as a 203-day secretary pending documentation; hourly rate of \$15.00; effective date to be determined by receipt of paperwork.
- Maria Cornejo; Transfer from part-time paraprofessional to full-time paraprofessional effective March 14, 2023.
- Andrea Molter; Termination as a paraprofessional effective March 13, 2023.

Motion:

Second:

Yes:

No:

Absent:

Result:

### C. Food Service Employees

It is recommended the Board approve the following appointments/transfers:

- Natalie Zdun; Transfer from substitute food service employee to part-time food service employee at an hourly rate of \$12.25; effective March 27, 2023.
- Judy Flook; Substitute food service employee at an hourly rate of \$12.00; effective March 27, 2023.
- Kimberly Bigelow; Substitute food service employee at an hourly rate of \$12.00; effective March 13, 2023.

Motion:

Second:

Yes:

No:

Absent:

Result:

**D. Appointment of Spring Athletic Personnel – Revised**

It is recommended the Board appoint the attached list of spring athletic personnel (pending documentation) for the 2022-2023 sports season.

Motion: Second:  
Yes:  
No:  
Absent:  
Result:

**E. Retirements/Resignations**

The Board acknowledges notice of the following retirement/resignation:

- Mary Hensler; Part-Time Paraprofessional; Resignation; effective date March 22, 2023

**9. Other**

**A. Adoption of Resolution – Student #24004**

It is recommended the Board adopt the attached Resolution relating to Student #24004.

Motion: Second:  
**ROLL CALL**  
Yes:  
No:  
Absent:  
Result:

**B. Adoption of Resolution – Student #25236**

It is recommended the Board adopt the attached Resolution relating to Student #25236.

Motion: Second:  
**ROLL CALL**  
Yes:  
No:  
Absent:  
Result:

**C. CSIU – Subscription of Hosted Software Services**

It is recommended the Board approve the attached rates for computer services (Exhibits 1.a-1.d and 2) with the Central Susquehanna Intermediate Unit for the 2023-2024 school year.

Motion: Second:  
Yes:  
No:  
Absent:  
Result:

**D. Purchase of Furniture – Tanner Furniture**

It is recommended the Board authorize the purchase of furniture (see attached quote) for the Loyalsock Township High School/Middle School Campus from Tanner Furniture, 7813 Derry Street, Harrisburg, PA 17111, at a cost of \$59,377.78. (PA State Contract COSTARS-035-025) *Funds for this project will come from the Capital Projects Construction Fund.*

Motion: Second:  
Yes:  
No:  
Absent:  
Result:

**E. Approval of Dual Enrollment Memorandum of Understanding with Commonwealth University**

It is recommended the Board approve the attached Memorandum of Understanding for Early College Program/Dual Enrollment with Commonwealth University.

Motion: Second:  
Yes:  
No:  
Absent:  
Result:

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

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

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

It is recommended the Board approve the following Change Orders:

- Change Order #25 (GC-26/ECI) – Addition of post and angle to support lintel and wall at a cost of \$4,763.00.
- Change Order #26 (Mechanical-7/Silvertip) – Addition of vestibule heater at a cost of \$2,308.10.
- Change Order #27 (Mechanical-5/Silvertip) – Addition of fire dampers at a cost of \$4,695.25.

Motion:

Second:

Yes:

No:

Absent:

Result:

**10. Information/Discussion Items**

**A. Board Comments/Reports**

- IU 17 – Mrs. Kiessling
- Recreation Board – Mr. Leidhecker & Mr. Zicolello
- Wellness Committee – Mrs. Kiessling & Mrs. Moore
- Act 48 Committee – Mr. Wentzel
- LycoCTC – Dr. Strickland or Mrs. Frey
- The Lancer Foundation – Dr. Edmonds

**B. Administrative Reports/Discussion**

**11. Public Comments**

**12. Upcoming Board Meeting – April 19, 2023 Work Session**

**13. Adjournment**

Motion:

Second:

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M. Daniel Egly