

# ***Loyalsock Township School District***

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

***April 5, 2023***

***7:05 p.m.***

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

## ***MINUTES***

- 1. Call to Order – Vice President**
- 2. Pledge of Allegiance**
- 3. Administrative Report/Executive Session Purpose – Mr. Christopher Kenyon, Solicitor**  
6:00-7:00 p.m. Student Discipline; Personnel; Legal Matters; Safety & Security  
8:50-9:30 p.m. Personnel
- 4. Roll Call – Mr. M. Daniel Egly, Board Secretary**

### **MEMBER**

**ab** Charles W. Edmonds, Ed.D., Treasurer  
**x** Lynn Frey  
**x** Hal C. Gee, Jr.  
**x** Christina L. Kiessling  
**x** Robert D. Leidhecker  
**x** Marissa F. Moore  
Absent-Edmonds; Strickland-Personal

### **MEMBER**

**ab** Carolyn R. Strickland, Ph.D., President  
**x** Melvin E. Wentzel, Vice President  
**x** Michael J. Zicoello  
**x** \*Christopher Kenyon, 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** Jamie Yonkin, Loyalsock Township High School Assistant Principal  
**x** Ashley Sekel, Middle School Principal  
**x** Rachelle Ackerman, Middle School Dean of Students  
**ab** Marc Walter, PreK-2 Elementary Principal  
**x** Preston Shellenberger, 3-5 Elementary School Principal  
**x** Eric Gee, Director of Technology  
**x** Suzanne Foresman, Supervisor of Curriculum & Instruction  
**x** Lisa Fisher, Supervisor of Special Education  
\_\_\_\_ Williamsport Sun-Gazette Representative

- 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– See Attached Public Participation Forms**

- Vernon Schwanger

### 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: Mrs. Moore

Second: Mrs. Frey

Yes: Frey, Gee, Kiessling, Leidhecker, Moore, Wentzel, Zicoello

No:      None

Absent: Edmonds, Strickland

Result: Motion Carried

## 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: Mrs. Kiessling

Second: Mrs. Moore

Yes: Frey, Gee, Kiessling, Leidhecker, Moore, Wentzel, Zicoello

No:      None

Absent: Edmonds, Strickland

**Result: Motion Carried**

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

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

Motion: Mr. Leidhecker

Second: Mr. Zicoello

Yes: Frey, Gee, Kiessling, Leidhecker, Moore, Wentzel, Zicoello

No: None

Absent: Edmonds, Strickland

Result: Motion Carried

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

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

### **E. 2023-2024 Tentative Budget**

It is recommended the Board adopt the 2023-2024 tentative budget with revenues and expenditures of \$ 26,946,066 with taxes as follows:

- Real Estate 15.35 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: Mr. Leidhecker                      Second: Mr. Gee

## ROLL CALL

Yes: Frey, Gee, Kiessling, Leidhecker, Moore, Wentzel, Zicoello  
No: None  
Absent: Edmonds, Strickland  
Result: Motion Carried

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

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

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

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

### 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: Mrs. Moore                                      Second: Mrs. Frey  
**ROLL CALL**  
Yes:        Frey, Gee, Kiessling, Leidhecker, Moore, Wentzel  
No:         None  
Abstain: Zicolello  
Absent: Edmonds, Strickland  
Result: Motion Carried

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

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

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

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

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

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

**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: Mrs. Moore

Second: Mr. Zicoello

Yes: Frey, Gee, Kiessling, Leidhecker, Moore, Wentzel, Zicoello

No:      None

Absent: Edmonds, Strickland

**Result: Motion Carried**

## 10. Information/Discussion Items

### A. Board Comments/Reports

- IU 17 – Mrs. Kiessling
- Recreation Board – Mr. Leidhecker & Mr. Zicoello
- 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 – See Attached Public Participation Forms

- John Roskowski
- Chawn Gehr
- David Bjorkman

## 12. Upcoming Board Meeting – April 26, 2023

**13. Adjourning @ 8:45 p.m.**

Motion: Mrs. Moore

Second: Mr. Gee

---

M. Daniel Egly