

# ***Loyalsock Township School District***

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

***July 19, 2023***

***7:00 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. Christopher Kenyon, Solicitor**  
07/12/2023 – 6:00-7:00 p.m. (*Absent: Carolyn R. Strickland, Ph.D.*) Personnel; Superintendent Evaluation  
07/19/2023 – 6:05-6:58 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., President  
**ab** Christina L. Kiessling  
**x** Robert D. Leidhecker  
**ab** Marissa F. Moore

Absent-Edmonds, Kiessling, Moore, Strickland; Personal

### **MEMBER**

**ab** Carolyn R. Strickland, Ph.D.  
**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  
**x** Marc Walter, PreK-2 Elementary Principal  
**ab** Preston Shellenberger, 3-5 Elementary School Principal  
**x** Eric Gee, Director of Technology  
**x** Suzanne Foresman, Supervisor of Curriculum & Instruction  
**ab** Lisa Fisher, Supervisor of Special Education  
**x** Patricia Crossley, *Williamsport Sun-Gazette* Representative

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

## B. Public Comments Relative to Agenda Items

## 6. Minutes

### A. Approval of Minutes

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

- June 14, 2023 – School Board

Motion: Mr. Zicoello                      Second: Mrs. Frey

Yes: Frey, Gee, Leidhecker, Wentzel, Zicoletto

No:      None

Absent: Edmonds, Kiessling, Moore, Strickland

Result: Motion Carried

## 7. Finance

### **A. Approval of Bills – May 2023**

It is recommended the Board approve expenditures from May 1, 2023 through May 31, 2023, in the amount of \$1,029,578.43.

Motion: Mr. Leidhecker                      Second: Mr. Wentzel

Yes: Frey, Gee, Leidhecker, Wentzel, Zicoletto

No:      None

Absent: Edmonds, Kiessling, Moore, Strickland

Result: Motion Carried

## B. Treasurer's Report – May 2023

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

Motion: Mr. Wentzel                      Second: Mr. Zicoello

Yes: Frey, Gee, Leidhecker, Wentzel, Zicoletto

No:      None

Absent: Edmonds, Kiessling, Moore, Strickland

Result: Motion Carried

**8. School/District Programs and Operations**

**A. Reconfiguration of Donald E. Schick Elementary School**

It is recommended the Board approve to reconfigure the Donald E. Schick Elementary School from a PreK (Half)-Grade 5 building program to a PreK (Full)-Grade 5 building program.

Motion: Mr. Leidhecker                      Second: Mr. Zicoleslo

**ROLL CALL**

Yes: Frey, Gee, Leidhecker, Wentzel, Zicoleslo

No: None

Absent: Edmonds, Kiessling, Moore, Strickland

Result: Motion Carried

**9. Personnel**

**A. LTEA Personnel**

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

- Lisa Tranquillo as a Temporary Professional Employee assigned as a social studies teacher effective August 28, 2023. Ms. Tranquillo will receive a salary based on Step 4-M of the Teacher Salary Schedule.

Motion: Mr. Wentzel                      Second: Mr. Leidhecker

Yes: Frey, Gee, Leidhecker, Wentzel, Zicoleslo

No: None

Absent: Edmonds, Kiessling, Moore, Strickland

Result: Motion Carried

**B. LTESPA Personnel**

It is recommended that the Board approve the following (pending documentation):

- Ellen Baysore; full-time Title I paraprofessional employee; effective August 28, 2023. Ms. Baysore will receive an hourly rate of \$14.00.
- Shannon Butters; transfer from 223-day secretary/data coordinator to 223-day data coordinator; effective July 1, 2023. Ms. Butters will receive an hourly rate of \$20.91.
- Jennifer Snyder; transfer from part-time 183-day to 203-day full-time secretary; effective July 1, 2023. Ms. Snyder will receive an hourly rate of \$14.90.

Motion: Mr. Zicoleslo                      Second: Mr. Wentzel

Yes: Frey, Gee, Leidhecker, Wentzel, Zicoleslo

No: None

Absent: Edmonds, Kiessling, Moore, Strickland

Result: Motion Carried

**C. Approval of Salary Increases/Adjustments**

It is recommended the Board approve salary increase/adjustments for the following employees retroactive to July 1, 2023:

- Noah Bower; Transportation Supervisor; salary adjustment from \$41,818.00 to \$50,000
- Vicki Bair; Accounts Payable and Purchasing Assistant; salary adjustment from \$30,766.10 to \$38,000.

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

**D. Appointment of Fall Athletic Personnel**

It is recommended the Board appoint the attached list of fall athletic personnel (pending documentation) for the 2023-2024 sports season.

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

**E. Retirements/Resignations**

The Board acknowledges notice of the following retirements/resignations:

- Mark Spencer; Secondary Science Teacher; Resignation effective July 31, 2023
- Kathleen Mann; Secondary English Teacher; Resignation effective June 15, 2023
- Jamie Yonkin; High School Assistant Principal; Resignation effective July 28, 2023
- Lori Underwood; Part-Time Paraprofessional; Resignation effective June 15, 2023

## 10. Policy

### A. Policy

It is recommended the Board adopt the following policies as attached:

- ♦ Policy No. 137 (REVISED) – Home Education Programs
- ♦ Policy No. 137.1 (REVISED) – Extracurricular Participation by Home Education Students
- ♦ Policy No. 137.2 (NEW) – Participation in Cocurricular Activities and Academic Courses by Home Education Students
- ♦ Policy No. 137.3 (NEW) – Participation in Career and Technical Education Programs by Home Education Students
- ♦ Policy No. 800 (REVISED) – Record Management
- ♦ Policy No. 830 (REVISED) – Security of Computerized Personal Information/Breach Notification
- ♦ Policy No. 830.1 (NEW) – Data Governance Storage/Security

Motion: Mr. Zicoello                      Second: Mr. Leidhecker

Yes: Frey, Gee, Leidhecker, Wentzel, Zicoletto

No:      None

Absent: Edmonds, Kiessling, Moore, Strickland

Result: Motion Carried

## 11. Other

### **A. Corporate Authorization Resolution**

It is recommended the Board approve the attached Corporate Authorization Resolution between the District and Woodlands Bank.

Motion: Mr. Zicoello                      Second: Mrs. Frey

Yes: Frey, Gee, Leidhecker, Wentzel, Zicoletto

No:      None

Absent: Edmonds, Kiessling, Moore, Strickland

Result: Motion Carried

## **B. Extension of Substitute Staff Placement Agreement**

It is recommended the Board approve the attached Addendum to Extend Agreement with ESS Northeast, LLC, 800 North Kings Highway, Suite 405, Cherry Hill, NJ 08034, to provide substitute staff through June 30, 2026.

Motion: Mr. Leidhecker                      Second: Mr. Wentzel

Yes: Frey, Gee, Leidhecker, Wentzel, Zicoletto

No:      None

Absent: Edmonds, Kiessling, Moore, Strickland

**Result: Motion Carried**



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

## 12. Information/Discussion Items

### A. Board Comments/Reports

- Superintendent's Evaluation  
*On July 12, 2023, the Board of School Directors of the Loyalsock Township School District assessed the performance of Superintendent Gerald McLaughlin for the 2022-2023 school year. Mr. McLaughlin received an overall rating of Proficient. Criteria used to achieve this rating include: Student Growth and Achievement, Organizational Leadership, District Operations and Financial Management, Communications and Community Relations, Human Resource Management, Professionalism, and Annual Performance Goals. The Superintendent's salary for the 2023-2024 was adjusted in accordance to his current contract.*
- IU 17 – Mrs. Kiessling
- Recreation Board – Mr. Leidhecker & Mr. Zicolello
- Wellness Committee – Mrs. Kiessling & Mrs. Moore
- Act 48 Committee – Mr. Wentzel
- LycoCTC – Mrs. Frey
- The Lancer Foundation – Dr. Edmonds

## B. Administrative Reports/Discussion

### 13. Public Comments –

- Kari Sauder – Microphones/Audio Level; Statements; Sunshine Law

#### 14. Upcoming Board Meeting – August 9, 2023

**15. Adjournment @ 7:40 p.m.**

Motion: Mr. Wentzel  
Second: Mr. Leidhecker

---

---

M. Daniel Egly