

Loyalsock Township School District

Meeting of School Directors

September 6, 2023

7:00 p.m.

***Loyalsock Township School District
Secondary Campus
Multi-Purpose Room (D10/11)
2101 Loyalsock 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

____ David Bjorkman
____ Charles W. Edmonds, Ed.D., Treasurer
____ Lynn Frey
____ Hal C. Gee, Jr., President
____ Christina L. Kiessling
____ Robert D. Leidhecker

MEMBER

_____ Marissa F. Moore
 _____ 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

_____ Ashley Sekel, High School Principal
 _____ Bradley Grey, High School Dean of Students
 _____ Rachelle Ackerman, Middle School Principal
 _____ Dayne Waller, Middle School Assistant Principal
 _____ Marc Walter, PreK-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**
- *Presentation – Elementary FUNDamental Camp & Kindercamp*

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:

- August 9, 2023 – School Board

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

7. School/District Programs and Operations

A. 2022-2023 School Calendar Final/Revised

It is recommended the Board approve the attached Final/Revised 2022-2023 school calendar.

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

B. Consolidated Cooperative Sports Agreement – St. John Neumann Regional Academy

It is recommended the Board approve the attached Consolidated Cooperative Sports Agreement between Loyalsock Township School District and St. John Neumann Regional Academy commencing with the 2023-2024 school year. The purpose of the agreement is to continue to provide athletic opportunities for students enrolled at St. John Neumann Regional Academy.

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

8. Personnel

A. LTEA Personnel

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

- Amy Bruno as a Temporary Professional Employee assigned as a Biology teacher effective August 28, 2023. Mrs. Bruno will receive a salary based on Step 1-B of the Teacher Salary Schedule.
- Clint Ross as a Professional Employee assigned as a Special Education teacher effective release of his current employer. Mr. Ross will receive a salary based on Step 15-M of the Teacher Salary Schedule.
- Jessica Hopkins as a Temporary Professional Employee assigned as a music teacher effective August 28, 2023. Ms. Hopkins will receive a salary based on Step 2-B of the Teacher Salary Schedule. *It is noted that Ms. Hopkins was previously appointed based on Step 1-B on June 14, 2023.*

Motion:

Second:

Yes:

No:

Absent:

Result:

B. LTESPA Personnel

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

- Ashley Stout; transfer from part-time to full-time paraprofessional; effective August 28, 2023
- Paige Lewis; transfer from part-time to full-time paraprofessional; effective August 28, 2023
- Gina Kriger, full-time Title I paraprofessional effective August 28, 2023. Ms. Kriger will receive an hourly rate of \$14.00.
- Brianna Robertson; part-time paraprofessional. Ms. Robertson will receive an hourly rate of \$14.00.
- Brea Heaps; part-time paraprofessional. Ms. Heaps will receive an hourly rate of \$14.00.

Motion:

Second:

Yes:

No:

Absent:

Result:

C. Appointment of Fall Athletic Personnel - Revised

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

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

D. Reappointment of Business Manager

It is recommended the Board reappoint M. Daniel Egly to the position of Business Manager pursuant to the terms of the attached Agreement (effective July 1, 2024 – June 30, 2029).

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

E. Substitute Personnel

It is recommended the Board approve the attached list of non-teaching substitutes for the 2023-2024 school year.

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

F. Retirements/Resignations

The Board acknowledges notice of the following retirements/resignations:

- Matthew Reitz, High School Principal; Retirement; effective September 8, 2023
- Sarah Collins, Paraprofessional; Resignation; effective August 25, 2023

9. Other

A. **Extension of Agreement for Contracted Data Coordinator Support Services**

It is recommended the Board extend the Agreement for Contracted Data Coordinator Support Services with Julia Muse through June 30, 2024. *It is noted the initial Agreement was approved on July 20, 2021.*

Motion:

Second:

Yes:

No:

Absent:

Result:

B. **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 #51 (Mechanical-13/Silvertip) – Deduct duct cleaning, first floor café and second floor gym at a credit of \$3,261.90.
- Change Order #52 (Mechanical-14/Silvertip) – Change supply diffusers at a cost of \$1,234.24.
- Change Order #53 (GC-35/ECI) – Provide fire-rated ceiling due to existing overhead at a cost of \$3,141.00.
- Change Order #54 (Electric-10/Lecce) – Provide floor boxes in gym at a cost of \$7,341.00.

Motion:

Second:

Yes:

No:

Absent:

Result:

C. School Based Outreach Services – Letter of Agreement

It is recommended the Board approve the attached Letter of Agreement for School Based Outreach Services between the Lycoming-Clinton Joinder Board and the Loyalsock Township School District.

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

D. Student Assistance Program Services – Letter of Agreement

It is recommended the Board approve the attached Letter of Agreement for Student Assistance Program Services between the Lycoming-Clinton Joinder Board and the Loyalsock Township School District.

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

10. Information/Discussion Items

A. Board Comments/Reports

- Recreation Board – Mr. Leidhecker & Mr. Zicoello
- Wellness Committee – Mrs. Kiessling & Mrs. Moore
- Act 48 Committee – Mr. Wentzel
- LycoCTC – Mrs. Frey
- The Lancer Foundation – Dr. Edmonds

B. Administrative Reports/Discussion

11. Public Comments

12. Upcoming Board Meeting – October 4, 2023

13. Adjournment

Motion:
Second:

Loyalsock Township School District

Meeting of School Directors

August 9, 2023

7:04 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**
6:45-7:00 p.m. Personnel; Contracts
- 4. Roll Call – Mr. M. Daniel Egly, Board Secretary**

MEMBER

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

MEMBER

n/a Vacant
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
n/a Vacant, 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
x 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:

- July 19, 2023 – School Board

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

7. Finance

A. Approval of Bills – June 2023

It is recommended the Board approve expenditures from June 1, 2023 through June 30, 2023, in the amount of \$1,576,364.61.

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

B. Treasurer's Report – June 2023

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

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

C. Student Activities Fund Quarterly Report

It is recommended the Board approve the attached Student Activities Fund Quarterly Report for the period ended June 2023.

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

8. School/District Programs and Operations

A. Comprehensive Testing/Assessment Program for the 2023-2024 School Year

It is recommended the Board approve the attached list of tests/assessments as part of the district's Comprehensive Testing/Assessment Program for the 2023-2024 school year.

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

9. Personnel

A. LTEA Personnel

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

- Kaylie Schans as a Temporary Professional Employee assigned as an English Language Arts teacher effective August 28, 2023. Ms. Schans will receive a salary based on Step 3-B of the Teacher Salary Schedule.
- Emily Mort as a Temporary Professional Employee assigned as a special education teacher effective August 28, 2023. Ms. Mort will receive a salary based on Step 1-B of the Teacher Salary Schedule.
- Brock Jones as a Temporary Professional Employee assigned as an elementary teacher effective August 28, 2023. Mr. Jones will receive a salary based on Step 2-B of the Teacher Salary Schedule.
- James Gardner as a Temporary Professional Employee assigned as a social studies teacher effective August 28, 2023. Mr. Gardner will receive a salary based on Step 1-M of the Teacher Salary Schedule.
- William Covert, Jr. as a Professional Employee assigned as a Physics teacher effective August 28, 2023. Mr. Covert will receive a salary based on Step 15-M of the Teacher Salary Schedule.

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

B. LTESPA Personnel

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

- Donna Moyer; full-time custodial employee; effective date August 7, 2023. Ms. Moyer will receive an hourly rate of \$15.19.
- Suzann Cicconi; full-time custodial employee; effective date TBD. Ms. Cicconi will receive an hourly rate of \$15.19.

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

C. Administrative Personnel

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

- Ashley Sekel; Transfer from Middle School Principal to High School Principal; prorated salary of \$107,000; effective August 1, 2023.
- Rachelle Ackerman; Transfer from Middle School Dean of Students to Middle School Principal; prorated salary of \$92,000; effective August 1, 2023.
- Marc Walter; Transfer from Elementary School PreK-2 Principal to Elementary School Principal Grades PreK-5; prorated salary of \$99,000; effective August 1, 2023.
- Bradley Grey; High School Dean of Students; Mr. Grey will receive a pro-rated salary of \$85,000 for the 2023-2024 school year effective August 22, 2023. *It is noted that Mr. Grey served as a secondary science teacher.*
- Dayne Waller; Middle School Assistant Principal; Mrs. Waller will receive a pro-rated salary of \$90,000 for the 2023-2024 school year effective August 22, 2023. *It is noted that Mrs. Waller served as a secondary special education teacher.*
- Elizabeth Myers; Elementary School Assistant Principal; Ms. Myers will receive a pro-rated salary of \$85,000 for the 2023-2024 school year effective date TBD.

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

D. Appointment of Fall Athletic Personnel -Revised

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

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

E. Approval of Increase-Intervention Specialists

It is recommended the Board approve a 3% hourly increase for Intervention Specialists, retroactive to July 1, 2023.

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

F. School Bus/Van Drivers

It is recommended the Board approve the attached list of school bus/van drivers for the 2023-2024 school year.

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

G. Event Staff

It is recommended the Board approve the attached list of event staff for the 2023-2024 school year.

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

H. Crossing Guards/Traffic Control Personnel

It is recommended the Board approve the attached list of crossing guard/traffic control staff for the 2023-2024 school year.

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

I. Crossing Guards/Traffic Control Personnel, Cafeteria/Playground Monitors, High School/Middle School Monitors, Transportation Monitors, Event Staff & Substitute Secretaries/Cleaning Attendants

It is recommended the Board approve the attached list of rates for crossing guards/traffic control personnel, cafeteria/playground monitors, high school/middle school monitors, transportation monitors, event staff & substitute secretaries/cleaning attendants for the 2023-2024 school year.

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

J. School Police Officers – Approval of Hourly Rate

It is recommended the Board approve an hourly rate for School Police Officers of \$35.00 retroactive to July 1, 2023. *It is noted that the last increase was in 2015.*

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

K. Retirements/Resignations

The Board acknowledges notice of the following retirements/resignations:

- John Peters; Secondary Social Studies Teacher; Resignation effective July 18, 2023
- Christianna Woodling; Elementary Teacher; Resignation effective July 17, 2023
- Preston Shellenberger; Donald E. Schick Elementary School Principal (Grades 3-5); Resignation effective August 25, 2023
- Maurice Jett; Part-Time Monitor/Crossing Guard; Resignation effective July 13, 2023

10. Other

A. Extension of Agreement for Contracted Transportation Support Services

It is recommended the Board extend the Agreement for Contracted Transportation Support Services with Glenn Drick through September 2, 2024. *It is noted the initial Agreement was approved on June 24, 2020.*

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

B. Food Service Personnel

It is recommended the Board approve the attached list of assignments and salaries for food service personnel for the 2023-2024 school year.

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

C. Appointment of School Board Director

It is recommended the Board appoint David Bjorkman as a School Board Director upon receipt of required documentation. *It should be noted that this appointment will fill the vacancy as a result of Dr. Carolyn Strickland's resignation.*

Motion: Dr. Edmonds Second: Mr. Zicoletto

ROLL CALL

Yes: Edmonds, Frey, Gee, Leidhecker, Zicoellelo
No: Kiessling, Wentzel (See attached statement)
Absent: Moore
Result: Motion Carried

D. Sale of School Bus

It is recommended the Board approve the sale (as per bid specifications of the following handicap school bus:

- 2010 Freightliner Handicap School Bus (VIN 4UZABRDJ0ACAP1784)

The school bus will be sold to Transporte Escolar YILBAN, 6303 Tulip St., Philadelphia PA 00783, at a cost of \$12,000.

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

E. Security and Access System

It is recommended the Board approve the attached request for proposal for the security and access system at the Middle School / High School complex at a cost not to exceed \$55,000. *Cost for this project will come from the School Mental Health, School Safety and Security Grant through Pennsylvania Commission on Crime and Delinquency.*

Motion: Mr. Wentzel Second: Mrs. Kiessling
Yes: Edmonds, Frey, Gee, Kiessling, Leidhecker, Wentzel, Zicoello
No: None
Absent: Moore
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 #46 (Plumbing-05/Silvertip) – Relocate condensate lines and hose bib at a cost of \$799.89.
- Change Order #47 (Mechanical-11/Silvertip) – Modify fire damper size at a cost of \$603.28.
- Change Order #48 (Mechanical-12/Silvertip) – Add and install fire damper at a cost of \$1,076.73.
- Change Order #49 (GC-33/ECI) – Provide roof curb support for mechanical equipment at a cost of \$1,720.00.
- Change Order #50 (GC-34/ECI) – Provide shaft wall ceiling to achieve fire rating at a cost of \$3,823.00.

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

11. Information/Discussion Items

A. Board Comments/Reports

- 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

12. Public Comments – None

13. Upcoming Board Meeting – September 6, 2023

14. Adjournment @ 7:43 p.m.

Motion: Dr. Edmonds
Second: Mr. Leidhecker

M. Daniel Egly

LOYALSOCK TOWNSHIP SCHOOL DISTRICT

2022-2023 SCHOOL CALENDAR **(FINAL-REVISIONS ON BACK)**

1605 Four Mile Drive, Williamsport, PA 17701

PHONE: 570.326.6508

www.loyalsocklancers.org

FAX: 570.326.0770

2022

JULY						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

AUGUST						
S	M	T	W	T	F	S
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

SEPTEMBER						
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18	19	20	21	22	23	24
25	26	27	28	29	30	

OCTOBER						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

NOVEMBER						
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27	28	29	30			

DECEMBER						
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

- AUGUST 29 No School for Students - Teacher Professional Education Day
30 No School for Students - Teacher Professional Education Day
31 No School for Students - Teacher Professional Education Day
- SEPTEMBER 1 No School for Students - Clerical Day (K-12)
2-5 Holiday/Vacation Day - No School
6 FIRST DAY OF SCHOOL FOR STUDENTS
- OCTOBER 7 Act 80 Day/K-12 Early Dismissal for Students
10 No School for Students - Teacher Professional Education Day
- NOVEMBER 11 Act 80 Day/K-12 Early Dismissal for Students
22 K-12 Early Dismissal for Students (Professional Development/Conferences)
23 K-12 Early Dismissal for Students (Professional Staff Early Dismissal)
24-28 Holiday/Vacation Day - No School
- DECEMBER 22 K-12 Early Dismissal for Students (Professional Staff Early Dismissal)
23-30 Holiday/Vacation Day - No School
- JANUARY 2 Holiday/Vacation Day - No School
16 No School for Students - Teacher Professional Education Day
27 No School for Students - Clerical Day (K-12)
- FEBRUARY 10 Act 80 Day/K-12 Early Dismissal for Students
17-20 Holiday/Vacation Day - No School
- MARCH 17 Act 80 Day/K-12 Early Dismissal for Students
- APRIL 6 No School for Students - Professional Development/Conferences
7-11 Holiday/Vacation Day - No School
- MAY 26-29 Holiday/Vacation Day - No School
- JUNE 14 No School for Students - Clerical Day (K-12)
15 LAST DAY OF SCHOOL FOR STUDENTS
16 **HIGH SCHOOL COMMENCEMENT**

K-12 Teacher Professional Education

August 29-31, 2022

October 10, 2022

January 16, 2023

April 6, 2023 (PD/CONFERENCES)

K-12 Clerical

September 1, 2022

January 27, 2023

June 14, 2023

Act 80 Day - Early Dismissal

October 7, 2022

November 11, 2022

February 10, 2023

March 17, 2023

Holiday/Vacation Day - No School

K-12 EARLY DISMISSAL

STUDENT DAYS - 181/TEACHER DAYS - 190

EMERGENCY SCHOOL CLOSINGS MAY BE MADE UP ON THE FIRST AVAILABLE DAY ACCORDING TO THE FOLLOWING SCHEDULE: 02/17/2023, 02/20/2023, 04/11/2023, 04/10/2023, 05/26/2023. If needed, additional days may be added within the calendar or at the end of the school year.

2023

JANUARY						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
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15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY						
S	M	T	W	T	F	S
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12	13	14	15	16	17	18
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26	27	28				

MARCH						
S	M	T	W	T	F	S
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26	27	28	29	30	31	

APRIL						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

MAY						
S	M	T	W	T	F	S
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

JUNE						
S	M	T	W	T	F	S
				1	2	3
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11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

LOYALSOCK TOWNSHIP SCHOOL DISTRICT

2022-2023 SCHOOL CALENDAR

REVISIONS

SCHOOL CLOSINGS & MAKE UP DAYS

SCHOOL CLOSING		REASON FOR CLOSING	SCHOOL IN SESSION DUE TO CLOSING
December 15, 2022		INCLEMENT WEATHER	February 17, 2023
January 25, 2023		INCLEMENT WEATHER	February 20, 2023
March 28, 2023	Secondary Campus	ELECTRICAL FILE	April 11, 2023
March 29, 2023	Secondary Campus	ELECTRICAL FILE	N/A

Elementary 181 days

Secondary 180 days

(Staff completed trainings to makeup employee contracted day.)

CONSOLODATED COOPERATIVE SPORTS AGREEMENT

This agreement between Saint John Neumann Regional Academy and the Loyalsock Township School District merges and replaces all previous Cooperative Sports Agreements between the schools (covering and continuing the cooperative agreements for cross country, football, soccer, track & field, and wrestling), and adds golf as a cooperative sport. This agreement supersedes all previous agreements relating to cooperative sports between the schools.

A. Introduction and Purpose of Agreement

The intent of this agreement is to continue to provide cooperative sponsorship of interscholastic sports for student-athletes of the St. John Neumann Regional Academy and Loyalsock Township School District in the following sports, all hosted by Loyalsock Township School District:

- Junior High and High School (Grades 7-12) Cross Country
- Junior High and High School (Grades 7-12) Football
- High School (Grades 9-12) Golf
- Junior High and High School (Grades 7-12) Soccer
- Junior High and High School (Grades 7-12) Track & Field
- Junior High and High School (Grades 7-12) Wrestling

B. Timeline for Implementation

Current agreements are in place for each sport listed above except Golf. This agreement will consolidate and supersede the previous agreements, continuing those sports, and add Golf effective at the beginning of the 2023-2024 school year, and remain in force for a minimum of two years, and as long thereafter as the cooperating schools mutually agree and are in compliance with PIAA enrollment requirements.

The annual cost for participation in sports covered under this agreement, payable by Saint John Neumann Regional Academy by June 15th of the applicable school year is as follows:

- \$400 per student-season up to a max of \$1500 per year for 1-5 student-seasons
- \$2500 per year for 6-15 student-seasons
- \$4000 per year for 16-25 student-seasons
- \$5500 per year for 26-35 student-seasons
- \$250 per year per student-season for any year with over 36 student-seasons

These annual fees will be billed to Saint John Neumann Regional Academy directly, not individual families or students. Failure of Saint John Neumann Regional Academy to submit the applicable fees above by June 15 of the school year in which it pertains gives Loyalsock Township School District the option to terminate this co-op agreement with the PIAA at any point the following school year(s) until payment is completed.

Additionally, each Saint John Neumann Regional Academy student participating in a sport at Loyalsock is individually subject to the same activity fee that each Loyalsock Township School District student is subject to (currently \$50/year regardless of the number of sports). This individual fee will be billed to each individual family or student directly, not Saint John Neumann Regional Academy.

C. Administrative Responsibility, Liability, and Insurance

Communication of administrative issues will be communicated directly to the high school principal or athletic director, i.e. Academic, behavior, sportsmanship and eligibility concerns. Any communication with media sources will occur only through the high school principal.

Communication of issues regarding schedules, uniforms, player/coach is to be communicated to the Athletic Director.

D. Recording and processing sport physicals for each sport are the responsibility of Loyalsock Township School District.

E. The Student/Athlete from St. John Neumann Regional Academy must be covered with Parent/Guardian insurance or the parent/guardian may purchase school insurance through the Loyalsock Township School District. The parent's or student school insurance will be the primary insurance in all insurance matters. Loyalsock Township School District insurance will be the secondary insurance, if required.

F. Weekly athletic eligibility will be emailed to the Athletic Director at Loyalsock Township High School no later than 10AM on Friday of each week. Eligibility requirements will be identical to or greater than those of Loyalsock Township School District passing at least 5 yearlong credits.

G. Team Name and Uniforms

Uniforms will be provided by the host school, and athletes will compete under the name of the school.

H. The host school will secure Athletic Trainer and/or sports medicine availability as regularly granted to Loyalsock Township School District athletes.

I. Staffing

The host school is responsible for employment and evaluation of staff for applicable sports.

J. Operating Procedures

Student-athletes competing under this sponsorship agreement will become athletes of the school hosting the sport. Therefore, they will be governed by the policies, rules, and regulations of the Loyalsock Township School District. Loyalsock Township School District reserves the right to issue athletics-related consequences to students for violations of Loyalsock Township School District policy, while Saint John Neumann Regional Academy reserves the right to issue school-based consequences to Saint John Neuman Regional Academy students for violations of either entity's policy.

K. Facilities

Loyalsock Township School District will provide both practice and competition facilities.

L. Transportation

The host school will assume responsibility for transportation to and from scheduled events from a Loyalsock Township School District location. Student-athletes will be required to provide their own transportation to and from practice, home/local events, and to the host school prior to bus departure for competition.

St. John Neumann Regional Academy

Date

Loyalsock Township School District

Date



Silvertip Inc.

51
7th ST. MARY STREET
P.O. BOX 50
LEWISBURG, PA 17837
570-523-1206
FAX 570-523-1484
www.silvertip-inc.com

July 29, 2023

Marotta/Main Architects
214 North Duke Street
Lancaster, PA 17602

COR 013

Attn: Mr. Matthew Griffith

Re: Loyalsock Township School District
Middle School
HVAC Construction

Our Job Number 7924

We are hereby confirming our request for a change order to cover the costs to deduct Duct Cleaning, First Floor Café and Second Floor Gym on the above referenced project.

Change Order Request Summary

Total Material		\$0.00
Total Labor		\$0.00
Total Subcontractors		(\$3,229.60)
Bond	1.0%	(\$32.30)
Total Change Order Request	DEDUCT	(\$3,261.90)

Therefore, the total change order request is:

DEDUCT THREE THOUSAND TWO HUNDRED SIXTY ONE AND 90/100 DOLLARS

(\$3,261.90)

Sincerely,
SILVERTIP INC.

Matthew L. Schumacher
Project Manager

MLS/mls

CC CAD

NOTE: This change order request may be withdrawn by us if not accepted within 30 days.

Acceptance of Change Order ---The above prices are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made per the project specifications.

Signature: _____ Date of Acceptance: _____



Silvertip Inc.

52
7th ST. MARY STREET
P.O. BOX 50
LEWISBURG, PA 17837
570-523-1206
FAX 570-523-1484
www.silvertip-inc.com

July 29, 2023

Marotta/Main Architects
214 North Duke Street
Lancaster, PA 17602

COR 014

Attn: Mr. Matthew Griffith

Re: Loyalsock Township School District
Middle School
HVAC Construction

Our Job Number 7924

We are hereby confirming our request for a change order to cover the costs to change Supply Diffusers on the above referenced project.

Change Order Request Summary

Total Material		\$1,222.02
Total Labor		\$0.00
Total Subcontractors		\$0.00
Bond	1.0%	\$12.22
Total Change Order Request ADD		\$1,234.24

Therefore, the total change order request is:

ADD ONE THOUSAND TWO HUNDRED THIRTY FOUR AND 24/100 DOLLARS

\$1,234.24

Sincerely,
SILVERTIP INC.

Matthew L. Schumacher
Project Manager

MLS/mls

CC CAD

NOTE: This change order request may be withdrawn by us if not accepted within 30 days.

Acceptance of Change Order ---The above prices are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made per the project specifications.

Signature: _____ Date of Acceptance: _____



Pending Change Order: 35

RFI 102 - Fire Rated Shaftwall

Submission Date: 8/22/2023

Owner : Loyalsock Township School District
1605 Four Mile Drive
Williamsport, PA 17701

Project: 22008. / Loyalsock MS HS Additions & Renovation
2101/1801 Loyalsock Drive
Williamsport, PA 17701

Scope of Work: Provide fire rated shaftwall to maintain fire rated wall assembly per RFI 102 as the existing conditions did not meet a 2 hour rating.

Provide fire rated ceiling due to existing overhead MEP at large bathrooms to maintain fire rating.

Description	Est Units	UM	Unit Cost	Est Hrs	Hrs Cost	Estimated Cost
RFI 102 - Fire Rated Shaftwall						
Carpenter	0.00	HRS	0.00	2.00	69.00	138.00
Lycoming Drywall	0.00	LS	0.00	0.00	0.00	2,840.00
Subtotal Item				1		2,978.00
Cost Type Recap:						Amount
1 Labor						138.00
4 Subcontract						2,840.00
Subtotal Item						2,978.00
OH&P - Labor					15.00%	21.00
OH&P - Sub					5.00%	142.00
Requested Total For Item					1	3,141.00
Total For Change Order						3,141.00

At this time eciConstruction is not requesting a time extension as a result of this change proposal. If at a later date, it is determined this change to the work has extended the contract duration eciConstruction reserves the right to seek compensation for extension of time.

If you have questions please call me at 717-638-3000.

Approved By: Loyalsock Township School District

Submitted By: eciConstruction, LLC

Signed: _____

Signed: _____

By: _____

By: Dan Shaffer

Date: _____

Date: 8/22/2023



Lecce Electric, Inc.

1843 Liberty Dr.
Williamsport, PA 17701
(570) 494-1750 Phone
(570) 494-1754 Fax

Mr. Matthew Griffith
Marotta/Main Architects
214 North Duke St.
Lancaster, PA 17602

June 26, 2023

Re: Loyalsock Township High School Project Change Letter #10

Dear Matt:

I am pleased to provide a price for the work required to add 6 floor boxes in gym.

The total cost is \$7,341.00.

If you have any questions please call me at your convenience.

Sincerely,

Lecce Electric, Inc.
Joseph M. Lecce, President

**LETTER OF AGREEMENT
SCHOOL BASED OUTREACH SERVICES
STUDENT ASSISTANCE SERVICES**

Between

LYCOMING-CLINTON JOINDER BOARD

And

LOYALSOCK TOWNSHIP SCHOOL DISTRICT

The purpose of this Agreement is to define the relationship between the programs operated by the **LYCOMING-CLINTON JOINDER BOARD (JOINDER)** and the **LOYALSOCK TOWNSHIP SCHOOL DISTRICT (LTSD)** as it relates to joint operation and financing of School Based Outreach Services and Student Assistance Services. **Joinder** and **LTSD** are separately referred to as a “Party” and jointly referred to as the “Parties” herein.

1. The **Joinder** will designate a qualified casework level position to provide information and referral, assessment of needs, prevention and short-term intervention for students and families in the **LTSD**.
2. The **Joinder** will assure that the designated position has completed the appropriate level of training and supervision to act in this capacity and attends SAP Sharing Sessions as scheduled.
3. The **Joinder** and **LTSD** will jointly determine the array of services to be provided, including but not limited to, home visits, group, individual and family sessions, mental health assessments, classroom observation, educational presentations, and faculty consultation.
4. The **Joinder** will assure that the School Based position will serve as the SAP liaison for mental health assessments and services and provide the appropriate level of training and supervision to act in this capacity.
5. The **Joinder** and **LTSD** will establish truancy protocols for referral, assessment and intervention services and supports to be provided by the School Based position.
6. The **LTSD** will have input into the selection of staff assigned to these positions and annual performance evaluations.
7. School Based Outreach Services will be provided forty (40) hours per week on a 12-month basis. Every effort will be made to limit vacation time during the school year. Back up and day to day supervision will be provided by the **Joinder**.
8. The **LTSD** will designate office space for the assigned **Joinder** staff person and define an internal system to schedule time in each building and develop a system to make referrals and request activities.

9. The **Joinder** and **LTSD** agree to design a system to collect data on services provided for further analysis, program development, grant writing and consumer satisfaction.
10. The **Joinder** and **LTSD** agree that each Party is responsible to obtain appropriate insurance coverage for their organization and that each Party shall hold the other Party harmless from any and all claims arising from their respective activities, responsibilities and obligations under this Agreement.
11. The **Joinder** and **LTSD** agree to jointly fund the annualized cost of these services through a combination of program and grant funding. These services are contingent on the **Joinder's** continued receipt of funds through the Pennsylvania Department of Human Services.
12. The **LTSD** agrees to pay **\$35,000** towards this position in the FY 2023-2024 school year, to be paid in two equal installments upon invoice by the **Joinder** in December, 2023 and February, 2024.
13. This Agreement embodies and includes the entire agreement between the Parties with respect to the subject matter contained herein and no reliance is placed upon previous writings, communications or implied representations, inducements or understandings of any kind whatsoever and they are excluded herefrom. No term or provision of this Agreement may be unilaterally modified or amended. Any alteration or amendment must be reduced in writing and signed by the Parties and attached to the original of the Agreement.

This Agreement shall be in effect from **7/1/23 to 6/30/24**.

APPROVED AS TO LEGALITY AND FORM

Jonathan L. DeWald, Esq.
Lycoming-Clinton Joinder Solicitor

LOYALSOCK TOWNSHIP SCHOOL DISTRICT

Gerald McLaughlin, Superintendent

School Board President

Date: _____

LYCOMING-CLINTON JOINDER BOARD

Commissioner Richard Mirabito
Joinder Board President

Matthew Salvatori
CYS Administrator

Date: _____

Reviewed:

Rhonda Asaro, CYS Fiscal Officer
Date: _____

LETTER OF AGREEMENT

STUDENT ASSISTANCE PROGRAM SERVICES

This Letter of Agreement is between the **Lycoming-Clinton Joinder Board (LCJB)**, located at **200 East Street, Sharwell Building, Williamsport, PA, 17701** and the **Loyalsock Township School District (District)**, located at **1605 Four Mile Drive, Williamsport, PA, 17701**. Both parties agree to cooperate in providing services for the Student Assistance Program.

SECTION A: Provider Agency Responsibilities

The **Lycoming-Clinton Joinder Board (LCJB)** agrees to adhere to all related Federal, State and Local laws pertaining to the delivery of mental health services and any other statutory or regulatory provisions pertaining to the Student Assistance Program (SAP). Additional responsibilities of the SAP liaison provider agency include:

1. The **LCJB** agrees to appoint a representative to attend and participate in the previously established SAP County Coordination Team meetings that will be held periodically throughout the year.
2. The **LCJB** agrees to designate a qualified liaison (bachelor's level minimum) to provide SAP mental health liaison services to the **District** as outlined in Section A of this Letter of Agreement. The SAP liaison will act as an ad hoc member of the building's Student Assistance Program Core Team (hereinafter referred to as the SAP team). The SAP liaison will attend the scheduled core team meetings for the purpose of consultation, recommendations, referrals, case management and follow-up services.
3. The SAP liaison will provide site-based student screenings/assessments for mental health treatment if recommended by the SAP team and parent/guardian permission is secured or arrange for an assessment if recommended by the SAP team and parent/guardian permission is secured. The SAP liaison will secure releases of information from the student/parent/guardian prior to disclosing information to agencies that may be involved in handling a referral.
4. The SAP liaison will provide referral information for identified students. Referral information should include identification of agencies and/or resources that could serve the needs of identified students and their families. The SAP liaison may assist the identified student and/or family in linking up with the appropriate services.
5. The SAP Liaison will provide postvention assistance to core teams, students, family, and faculty with significant events that would adversely affect the school and community (i.e. student death or other tragic event) as needed/requested by the **District**.
6. The SAP liaison will provide technical assistance to core teams regarding best practices for SAP as per State standards and guidelines.
7. The SAP liaison will provide crisis response consultation via phone while not in the building and on site during scheduled times available in the **District**.

8. The SAP liaison will provide aftercare services for identified students that have returned to the school following treatment. This may include assistance in aftercare planning.
9. The SAP liaison will assist with faculty in-service and student orientation within the limits of staff availability.
10. The SAP liaison will provide educational resources to school personnel, students, families, and community as requested and within the limits of staff availability.
11. The SAP liaison will facilitate or participate in core team maintenance.
12. The SAP liaison will consult with schools around strategies for engaging parents in the SAP process.
13. The SAP liaison will provide technical assistance to the **District** for policy development in areas related to his/her field of expertise.

SECTION B: School District Responsibilities

The **Loyalsock Township School District (District)** agrees to comply with all related Federal, State, and Local laws pertaining to the delivery of mental health services within school districts, including, but not limited to, the Family Education Rights and Privacy Act (FERPA) and the Protection of Pupil Rights. The **District** also agrees to provide a SAP team that complies with the BEC 24 P.S. 15-1547 for membership, training, common planning times, and ongoing maintenance. Additional responsibilities of the **District** include:

1. The **District** will appropriate a safe and private space in the school where the SAP liaison can provide services; provide for secure storage of student records, and adhere to SAP confidentiality provisions.
2. The **District** will provide copies of their alcohol, tobacco, and other drug policy, suicide/mental health crisis policy, school calendar, a schedule of special activities, and any other school policies, which may affect Student Assistance Program services.
3. The **District** will provide family and community education on the Student Assistance Program.
4. The **District** will provide faculty, pupil personnel and student orientation to the Student Assistance Program that includes staff, services, and referral procedures.
5. The **District** will provide release time as established by the core team for referred students. Release time shall coincide with the normal school day and will be designed so that instructional time is not abused.
6. The **District** will contact parents or guardians of identified students in order to explain referral, gather information, and obtain permission to involve students in the Student Assistance Program.
7. The **District** will submit data (on-line reporting) regarding the Student Assistance Program as requested to the Departments of Health, Education, and Human Services.

8. The **District** will appoint a representative from Central Office, along with the Building Administrator(s) or designee(s), to attend and participate in the established SAP County Coordination Team and/or SAP District Council Meetings that will be held within the school year.

SECTION C: Records

Provider Agency (LCJB) and District (Loyalsock Township) agree to the following regarding records:

All records generated by the **District's** Student Assistance Team, with respect to individual students, are records of the **District**; the retention and disclosure of which shall be governed by the policies of the **District** and applicable Federal laws which include:

FERPA (Family Education Rights and Privacy Act of 1974) and HIPAA (Health Insurance Portability and Accountability Act of 1996) regulations should govern procedures regarding any records developed from agency screenings or assessments.

FERPA, amended in 2002 provides parental rights to inspect, review, amend and control disclosure form a child's school record.

HIPAA is a Federal mandate that requires safeguards that protects health information and provides guidelines for disclosing protected information. HIPAA is designed to regulate the exchange of confidential and sensitive information. It requires providers of health care services, including behavioral health providers to keep information secure and available only to authorized personnel by defining standards and methods that will safeguard information

Protection of Pupil Rights Law (HATCH Amendment 2002) (BEC 20 USC 1232h) which states that "...No student shall be required, as part of any program, to submit to a survey, analysis, or evaluation that reveals information concerning: ... Mental and/or psychological problems... without the consent of the parent."

When a student has been referred to a liaison designated by the **LCJB** for screening/or assessment, the records generated become the property of the **LCJB** and are regulated by the applicable Mental Health laws (PA Code Title 55) which requires parental consent for release of information when the child is under the age of 14; for Drug and Alcohol (42 CFR Part 2, Chapter 1) which states that it is the minor patient (student) of a Drug and Alcohol facility or program that controls the release of records and that the minor can receive Drug and Alcohol treatment without the consent of his or her parents.

SECTION D: Conflict Resolution Process

Should there be a conflict between the Core Team and services provided by **LCJB**; the conflict resolution process should work through the levels as follows:

- Step 1. Members of the Core Team and **LCJB** SAP Liaison meet to discuss conflict.
- Step 2. School Building Administrator, County Mental Health Administrator meet.
- Step 3. Chief School Administrator/Superintendent, Office of Mental Health Community Program Manager and Pennsylvania Network for Student Assistance Services' Regional Coordinator meet.

Step 4. Commonwealth SAP Interagency Committee meets.

Note: The personnel indicated at each step do not preclude the inclusion of other individuals involved with the Student Assistance Program.

SECTION E: Agreement Terms

As a result of this agreement, SAP liaisons, are school officials and thus have a legitimate educational interest in participating as full members of the SAP Team.

Effective dates of this agreement are July 1, 2023 through June 30, 2024 and continued from year to year unless either party requests to amend or terminate the Agreement. Should either party choose to be released from this agreement, written notification must be made within thirty (30) days of termination to all parties whose signatures appear on this document. This agreement can be amended by mutual agreement of both parties.

LOYALSOCK TOWNSHIP SCHOOL DISTRICT LYCOMING-CLINTON JOINDER BOARD

Gerald L. McLaughlin, Superintendent

Keith A. Wagner, Executive Director
Joinder Board Secretary

Date: _____

Date: _____