

Loyalsock Township School District

Meeting of School Directors

November 6, 2024

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, Vice President
_____ Hal C. Gee, Jr., President
_____ Robert D. Leidhecker
_____ JacLynne Lindsay

MEMBER

____ Tyler B. Richardson
____ Melvin E. Wentzel
____ Michael J. Zicolello
____ *Christopher Kenyon, Solicitor
____ *Gerald L. McLaughlin, Superintendent
____ *M. Daniel Egly, Business Mgr./Bd.Secretary
____ *(Non-Voting Member)

OTHERS

Richard Cummings, High School Assistant Principal
 Rachelle Ackerman, Middle School Principal
 Dayne Waller, Middle School Assistant Principal
 Marc Walter, Elementary Principal
 Megan Renninger, Elementary Assistant Principal
 Eric Gee, Director of Technology
 Lisa Fisher, Supervisor of Special Education
 Teri Key, Supervisor of Curriculum & Instruction
 _____, *Williamsport Sun-Gazette*

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 (Board Secretary) the Board approve the Minutes of the following meeting:

- October 2, 2024 – School Board

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

7. Personnel

A. Act 93 – Administrative Support Personnel

It is recommended (Director of Technology) the Board approve the following individual in accordance with the terms of the Act 93 – Administrative Support Personnel Agreement:

- Jannette LaComba transfer from full-time Technology/Library Paraprofessional to a Technology Specialist, effective November 1, 2024. Mrs. LaComba will receive a prorated salary of \$40,000.00 for the 2024-2025 school year.

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

B. Job Description – Data Coordinator

It is recommended (Superintendent) the Board approve the attached job description for the position of Data Coordinator.

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

C. Addendum to Agreement with Act 93 Support Personnel

It is recommended (Superintendent) the Board approve the attached Addendum #1 to the Agreement between Loyalsock Township School District and Loyalsock Township Act 93 Support Personnel.

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

D. Appointment of Data Coordinator

It is recommended (Superintendent) the Board appoint Shannon Butters as a data coordinator effective October 14, 2024, in accordance with the terms of the Agreement with Act 93 Support Personnel. Mrs. Butters will receive a prorated salary of \$43,178 for the 2024-2025 school year.

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

E. LTEA Personnel

It is recommended (Superintendent/Building Principal) that the Board appoint the following individual, pending documentation/certification:

- Madison DiCamillo as a Temporary Professional Employee assigned as a Spanish teacher pending documentation effective date to be determined by release from current school entity. Mrs. DiCamillo will receive a prorated salary based on Step 2-B of the Teacher Salary Schedule.

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

F. LTESPA Personnel

It is recommended the Board approve the following individuals:

- (Business Manager) Michael Maher; full-time maintenance employee; effective November 4, 2024. Mr. Maher will receive an hourly rate of \$17.00.
- (Business Manager) Jacob Maronski; full-time custodial employee; effective October 14, 2024. Mr. Maronski will receive an hourly rate of \$15.00.
- (Elementary Principal) Elvia Maher; part-time paraprofessional; effective October 9, 2024. Mrs. Maher will receive an hourly rate of \$15.00.

Motion:

Second:

Yes:

No:

Absent:

Result:

G. Termination of Employee

It is recommended (Business Manager) the Board terminate (discharge without recourse) Nathan Steele as a full-time maintenance employee effective October 29, 2024. *Mr. Steele was a probationary employee.*

Motion:

Second:

Yes:

No:

Absent:

Result:

H. Food Service Personnel

It is recommended (Business Manager) the Board approve the following individual:

- Vicki Killian; substitute food service employee; effective November 4, 2024. Ms. Killian will receive an hourly rate of \$15.50.

Motion:

Second:

Yes:

No:

Absent:

Result:

I. Appointment of Winter Athletic Personnel – Revised

It is recommended (Athletic Director) the Board approve the attached list of winter athletic personnel (pending documentation) for the 2024-2025 sports season.

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

8. Other

A. Facility Improvement Project (Locker Room/Secondary Campus)

It is recommended (Business Manager) the Board approve the attached proposal for additional (to include girls locker room) architectural services and engineering services for facility improvement project (Locker Room/Restrooms Secondary Campus) from Marotta/Main Architects, 214 North Duke Street, Lancaster, PA 17602, in the amount of \$24,500.00. *Funds for this project will come from the Capital Projects Fund.*

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

B. Bond Agreement – East Lycoming School District/Lycoming Career & Technology Center

It is recommended (Superintendent) the Board approve a bond agreement with East Lycoming School District for the repayment of 1/6 of the total cost of a bond in an amount not to exceed five million dollars plus interest over a 15-year period for the improvement of facilities at Lycoming Career and Technology Center.

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

9. Information/Discussion Items

A. Board Comments/Reports

- Community Wide Safety Committee – Mr. Bjorkman
- Recreation Board – Mr. Leidhecker & Mr. Zicolello
- Wellness Committee – Mr. Bjorkman
- IU 17 – Mr. Zicolello
- Act 48 Committee – Mr. Wentzel
- LycoCTC – Mrs. Frey
- The Lancer Foundation – Dr. Edmonds

B. Administrative Reports/Discussion

10. Public Comments & Responses to Public Comments at Previous Meeting

11. Upcoming Board Meeting – December 4, 2024 Reorganization & School Board

12. Adjournment

Motion:
Second:

Loyalsock Township School District

Meeting of School Directors

October 2, 2024

7:00 p.m.

***Loyalsock Township School District
Secondary Campus
Multi-Purpose Room (D10/11)
2101 Loyalsock Drive
Williamsport, PA 17701***

MINUTES

- 1. Call to Order – President**
- 2. Pledge of Allegiance**
- 3. Administrative Report/Executive Session Purpose – Mr. Christopher Kenyon, Solicitor**
5:54-6:57 p.m. Student Discipline; Personnel; Legal Matters (arrival Kenyon 6:10 p.m.; Bjorkman 6:45 p.m.)
- 4. Roll Call – Mr. M. Daniel Egly, Board Secretary**

MEMBER

 x David Bjorkman
 ab Charles W. Edmonds, Ed.D., Treasurer
 x Lynn Frey, Vice President
 x Hal C. Gee, Jr., President
 x Robert D. Leidhecker
 x JacLynne Lindsay
Absent-Edmonds, Personal

MEMBER

 x Tyler B. Richardson
 x Melvin E. Wentzel
 x Michael J. Zicolello
 x *Christopher Kenyon, Solicitor
 x *Gerald L. McLaughlin, Superintendent
 x *M. Daniel Egly, Business Mgr./Bd.Secretary
*(Non-Voting Member)

OTHERS

 x Richard Cummings, High School Assistant Principal
 x Rachelle Ackerman, Middle School Principal
 x Dayne Waller, Middle School Assistant Principal
 x Marc Walter, Elementary Principal
 x Megan Renninger, Elementary Assistant Principal
 x Eric Gee, Director of Technology
 x Lisa Fisher, Supervisor of Special Education
 x Teri Key, Supervisor of Curriculum & Instruction
 x Matthew Courter, *Williamsport Sun-Gazette*

- 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 (Board Secretary) the Board approve the Minutes of the following meetings:

- September 4, 2024 – School Board
- September 25, 2024 – Work Session

Motion: Mr. Wentzel Second: Mrs. Lindsay
Yes: Bjorkman, Frey, Gee, Leidhecker, Lindsay, Richardson, Wentzel, Zicolello
No: None
Absent: Edmonds
Result: Motion Carried

7. Personnel

A. Act 93 – Administrative Personnel

It is recommended (Superintendent) the Board approve the following individual:

- Megan Renninger; Elementary Assistant Principal; effective September 23, 2024. Ms. Renninger will receive a prorated salary of \$83,160.00 for the 2024-2025 school year.

Motion: Mr. Wentzel Second: Mrs. Lindsay
Yes: Bjorkman, Frey, Gee, Leidhecker, Lindsay, Richardson, Wentzel, Zicolello
No: None
Absent: Edmonds
Result: Motion Carried

B. Act 93 – Administrative Support Personnel

It is recommended (Business Manager) the Board approve the following individual:

- Noah Green; Staff Accountant; effective September 23, 2024. Mr. Green will receive a prorated salary of \$51,000.00 for the 2024-2025 school year.

Motion: Mr. Wentzel Second: Mr. Zicoello
Yes: Bjorkman, Frey, Gee, Leidhecker, Lindsay, Richardson, Wentzel, Zicoello
No: None
Absent: Edmonds
Result: Motion Carried

C. LTESPA Personnel

It is recommended (Business Manager) the Board approve the following individual:

- Joseph Schneider; part-time custodial employee; effective September 26, 2024. Mr. Schneider will receive an hourly rate of \$15.00.

Motion: Mrs. Lindsay

Second: Mr. Leidhecker

Yes: Bjorkman, Frey, Gee, Leidhecker, Lindsay, Richardson, Wentzel, Zicoello

No: None

Absent: Edmonds

Result: Motion Carried

D. Food Service Personnel

It is recommended (Business Manager) the Board approve the following individual:

- Susan Covert; substitute food service employee; effective September 18, 2024. Ms. Covert will receive an hourly rate of \$15.00.

Motion: Mr. Leidhecker

Second: Mrs. Frey

Yes: Bjorkman, Frey, Gee, Leidhecker, Lindsay, Richardson, Wentzel, Zicoello

No: None

Absent: Edmonds

Result: Motion Carried

E. Appointment of Fall Athletic Personnel – Revised

It is recommended (Athletic Director) the Board approve the attached list of fall athletic personnel (pending documentation) for the 2024-2025 sports season.

Motion: Mr. Bjorkman

Second: Mrs. Lindsay

Yes: Bjorkman, Frey, Gee, Leidhecker, Lindsay, Richardson, Wentzel, Zicoello

No: None

Absent: Edmonds

Result: Motion Carried

F. Separation Agreement

It is recommended the Board approve the attached Separation Agreement for Employee 20100826-2024.

President Gee announced that this item is tabled.

G. Retirements/Resignations

The Board acknowledges notice of the following retirement/resignation:

- Lisa Dunkleberger; Resignation effective September 13, 2024

8. Other

A. PSBA Election of Officers

It is recommended the Board Secretary cast the necessary ballots for the following 2025 PSBA Officers on behalf of the Board of School Directors of the Loyalsock Township School District:

- i. President-Elect (Sabrina Backer) Sabrina Backer

Motion: Mr. Bjorkman Second: Mrs. Frey
Yes: Bjorkman, Frey, Gee, Leidhecker, Lindsay, Richardson, Wentzel, Zicolello
No: None
Absent: Edmonds
Result: Motion Carried

- ii. Vice President (Matt Vannoy) Matt Vannoy

Motion: Mr. Bjorkman Second: Mrs. Frey
Yes: Bjorkman, Frey, Gee, Leidhecker, Lindsay, Richardson, Wentzel, Zicolello
No: None
Absent: Edmonds
Result: Motion Carried

- iii. PSBA Insurance Trust Trustees (Nathan G. Mains, Richard Frerichs, William S. LaCof)
Nathan G. Mains, Richard Frerichs & William S. LaCof

Motion: Mr. Bjorkman Second: Mrs. Frey
Yes: Bjorkman, Frey, Gee, Leidhecker, Lindsay, Richardson, Wentzel, Zicolello
No: None
Absent: Edmonds
Result: Motion Carried

B. Adoption of Resolution – Student #29077

It is recommended the Board adopt the attached Resolution relating to Student #29077.

Motion: Mrs. Lindsay Second: Mr. Bjorkman

ROLL CALL

Yes: Bjorkman, Frey, Gee, Leidhecker, Lindsay, Richardson, Wentzel, Zicoello
No: None
Absent: Edmonds
Result: Motion Carried

C. Baseball Scoreboard

It is recommended (Business Manager/Athletic Director) the Board approve the following regarding a new baseball scoreboard:

- The attached proposal for the purchase of a scoreboard for the baseball field from BSN Sports, PO Box 841393, Dallas, TX 75284 in the amount of \$28,945.00.
Funds for this project will come from a \$15,000.00 donation from Woodlands Bank and the remaining funds will come from the Capital Projects Fund.
- The attached proposal for removal and installation of a baseball scoreboard from Lecce Electric, Inc., 1843 Liberty Drive, Williamsport, PA 17701, in the amount of \$5,240.00.

Motion: Mr. Leidhecker

Second: Mrs. Lindsay

Yes: Bjorkman, Frey, Gee, Leidhecker, Lindsay, Richardson, Wentzel, Zicolello

No: None

Absent: Edmonds

Result: Motion Carried

D. Facility Improvement Project (Locker Room/Secondary Campus)

It is recommended the Board approve the attached proposal for additional (to include girls locker room) architectural services and engineering services for facility improvement project (Locker Room/Restrooms Secondary Campus) from Marotta/Main Architects, 214 North Duke Street, Lancaster, PA 17602, in the amount of \$24,500.00. *Funds for this project will come from the Capital Projects Fund.*

Mr. Richardson requested to discuss this item. Mr. Bjorkman made a motion to table this item with a second from Mrs. Lindsay.

ROLL CALL

Yes: Bjorkman, Frey, Gee, Leidhecker, Lindsay, Richardson, Wentzel, Zicolello

No: None

Absent: Edmonds

Result: Motion Tabled

9. Information/Discussion Items

A. Board Comments/Reports

- Community Wide Safety Committee – Mr. Bjorkman
- Recreation Board – Mr. Leidhecker & Mr. Zicolello
- Wellness Committee – Mr. Bjorkman
- IU 17 – Mr. Zicolello
- Act 48 Committee – Mr. Wentzel
- LycoCTC – Mrs. Frey
- The Lancer Foundation – Dr. Edmonds

B. Administrative Reports/Discussion

- 10. Public Comments & Responses to Public Comments at Previous Meeting**
- 11. Upcoming Board Meeting – November 6, 2024 School Board**
- 12. Adjournment @ 7:36 p.m.**

Motion: Mrs. Frey
Second: Mrs. Lindsay

M. Daniel Egly

September 23, 2024

Dan Egly
Business Manager
Loyalsock Township School District
1605 Four Mile Drive
Williamsport, PA 17701

Re: Professional Architectural Services:
Additional Proposal for the Girls Locker Room

Dear Dan:

Thank you for the opportunity to submit this additional proposal for professional architectural services to include the girls locker room to the current scope for the HS/MS project. The following is intended to serve as our proposal for professional services for this project.

Project Scope

The scope includes renovation in the girls locker room area that was not originally included in the previous package. Specifically, this includes replacement to the plumbing fixtures to provide accessibility. In addition, the scope includes separating the existing shower area into a storage area (with access off the corridor) and an area with individual showers. The proposal below also includes some work in the boys locker room that was not originally anticipated, specifically MEP fee not originally calculated in the proposal and work in the storage / uniform drying rooms.

Professional Services

Our proposal includes architectural services for the above-mentioned scope, in order to put this scope out to be bid as part of the overall restroom / locker room project. Since this was not included previously, it involves SD/DD work not yet performed. We anticipate providing additional time for the following services:

- Field survey girls locker room
- Create a design development scope layout drawing for review and approval.
- Two meetings to review scope (one of these has already occurred)
- Generate an updated Construction Drawings set for bidding
- Generate an updated Project Manual / Specifications for bidding
- Submit drawings for permits
- Provide Bidding / Negotiation services
- Provide Construction Administration through the completion of the project

Fee Proposal

In addition to our previous fee of \$30,500, we are providing the following for review and approval:

We propose a fee of **\$24,500** for the above scope. We propose our services be invoiced monthly based on a percentage of work completed. The break-out of this additional value is as follows:

Schematic Design:	\$ 2,160
Design Development:	\$ 2,160
Construction Documents:	\$ 15,300
Bidding / Negotiation:	\$ 1,080
<u>Construction Administration:</u>	<u>\$ 3,800</u>
Total:	\$ 24,500

This proposal includes architectural, mechanical, plumbing, and electrical scope only. It does not include structural, civil, or other engineering services.

Thank you for the opportunity to submit this proposal. If the above proposal is acceptable, please sign and return one copy to our studio.

Respectfully submitted,

MAROTTA / MAIN ARCHITECTS



Christopher Peters, AIA
Principal Architect

Approved by:

Dan Egly, Business Manager

Date of Acceptance:

2024 HOURLY RATE TABLE

STAFF

Principal Architect	\$ 245 / hour
Associate Architect	\$ 220 / hour
Project Architect	\$ 200 / hour
Project Manager	\$ 155 / hour
AXP Architect	\$ 125 / hour
Interior Designer/PM	\$ 130 / hour
CADD Tech III	\$ 120 / hour
Interior Designer II	\$ 120 / hour
CADD Tech II	\$ 110 / hour
Interior Designer I	\$ 110 / hour
CADD Tech I	\$ 100 / hour
Intern	\$ 90 / hour
Project Administrator	\$ 90 / hour
Administrative Assistant	\$ 80 / hour

SUPPORT SERVICES | Outside Contracted Services

Code Approval Fees	cost + 15%
Models Renderings	cost + 15%
Engineering Services	cost + 15%
Preservation Specialist Fees	cost + 15%

REPRODUCIBLES

Additional Copies

8.5 x 11	20¢ / sheet b+w	35¢ / sheet color
8.5 x 14	35¢ / sheet b+w	40¢ / sheet color
11 x 17	35¢ / sheet b+w	50¢ / sheet color
12 x 18	40¢ / sheet b+w	50¢ / sheet color

Prints / Plots

15 x 21	\$ 3.60 / sheet
18 x 24	\$ 4.50 / sheet
24 x 30	\$ 4.70 / sheet
24 x 36	\$ 4.90 / sheet
30 x 42	\$ 7.10 / sheet
30 x 48	\$ 7.95 / sheet
36 x 48	\$ 8.80 / sheet

Large Format Renderings	cost
CD Burn	\$ 6.50 / each
Travel required by Contractual Services	65¢ / mile
Phone / Fax	included in Architectural Fee
Special Delivery Shipping	cost

Note: Rates are good through December 31, 2024, subject to change each year.