Loyalsock Township School District

Meeting of School Directors

November 5, 2025

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 5:35-5:52 p.m. Student Discipline; 6:00-6:37 p.m. Personnel, Contracts, Policy
- 4. Roll Call Mr. M. Daniel Egly, Board Secretary

<u>MEMBER</u>	MEMBER
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xDavid BjorkmanabDavid W. Pfleegor, IIxLynn Frey, Vice PresidentxMelvin E. WentzelxHal C. Gee, Jr., PresidentxMichael J. ZicolelloxBenjamin Hepburnx*Christopher Kenyon, SolicitorabRobert D. Leidheckerx*Brooke Beiter, Ph.D., SuperintendentxJacLynne Lindsay, Treasurerx*M. Daniel Egly, Business Mgr./Bd.SecretaryAbsent-Leidhecker, Pfleegor/Personal*(Non-Voting Member)

OTHERS

- x Stephen Hafele, High School Principal
- x Richard Cummings, Secondary Principal
- x Rachelle Ackerman, Middle School Principal
- **ab** 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

5.

A. Recognition of Guests or Scheduled Speakers/Public Comments

B. Recognition of Dedicated Service of School Board Directors

C. Public Comments Relative to Agenda Items – None

6. Minutes

A. Approval of Minutes

It is recommended (Board Secretary) the Board approve the Minutes of the following meetings:

- October 1, 2025 School Board
- October 30, 2025 Work Session

Motion: Mrs. Lindsay Second: Mr. Zicolello

Yes: Bjorkman, Frey, Gee, Hepburn, Lindsay, Wentzel, Zicolello

No: None

Absent: Leidhecker, Pfleegor Result: Motion Carried

7. Finance

A. Approval of Bills – July 2025

It is recommended (Business Manager) the Board approve expenditures from July 1, 2025 through July 31, 2025, in the amount of \$1,834,819.18.

Motion: Mr. Wentzel Second: Mrs. Lindsay

Yes: Bjorkman, Frey, Gee, Hepburn, Lindsay, Wentzel, Zicolello

No: None

Absent: Leidhecker, Pfleegor Result: Motion Carried

B. <u>Treasurer's Report – July 2025</u>

It is recommended (Business Manager) the Board approve the attached Treasurer's Report for the month of July 2025.

Motion: Mrs. Lindsay Second: Mr. Wentzel

Yes: Bjorkman, Frey, Gee, Hepburn, Lindsay, Wentzel, Zicolello

No: None

C. Authorization to Transfer Funds for Future Capital Projects

It is recommended (Business Manager) 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: Mrs. Lindsay Second: Mr. Wentzel

Yes: Bjorkman, Frey, Gee, Hepburn, Lindsay, Wentzel, Zicolello

No: None

Absent: Leidhecker, Pfleegor Result: Motion Carried

8. School/District Programs and Operations

A. Educational Trip Abroad Experience - Costa Rica & Panama

It is recommended (Administration) the Board approve an educational trip to Costa Rica & Panama (tentatively Summer 2027) as outlined in the attached proposal, subject to change depending on health and safety concerns. There is no cost to the district for this request.

Motion: Mrs. Lindsay Second: Mr. Wentzel

Yes: Bjorkman, Frey, Gee, Hepburn, Lindsay, Wentzel, Zicolello

No: None

Absent: Leidhecker, Pfleegor Result: Motion Carried

B. Resolution Regarding Electronic Signatures – Pennsylvania Department of Education

It is recommended (Superintendent) the Board adopt the attached Resolution regarding the use of electronic signatures for contracts with the Pennsylvania Department of Education's egrants system.

Motion: Mrs. Frey Second: Mrs. Lindsay

Yes: Bjorkman, Frey, Gee, Hepburn, Lindsay, Wentzel, Zicolello

No: None

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9. Policy

A. Policy

It is recommended (Superintendent) the Board adopt the following policy as attached:

Policy 317 (Revised) – Conduct/Disciplinary Procedures

Motion: Mrs. Lindsay Second: Mrs. Frey

Yes: Bjorkman, Frey, Gee, Hepburn, Lindsay, Wentzel, Zicolello

No: None

Absent: Leidhecker, Pfleegor Result: Motion Carried

10. Personnel

A. <u>LTEA Personnel</u>

It is recommended (Superintendent/Secondary Building Administration) the Board appoint the following individual:

 Heather Leigey as a Temporary Professional Employee assigned as an art teacher effective November 10, 2025. Ms. Leigey will receive a salary based on Step 1-B of the Teacher Salary Schedule.

Motion: Mr. Wentzel Second: Mr. Bjorkman

Yes: Bjorkman, Frey, Gee, Hepburn, Lindsay, Wentzel, Zicolello

No: None

Absent: Leidhecker, Pfleegor Result: Motion Carried

B. Act 93 Administrative Personnel – Job Description

It is recommended (Superintendent) the Board approve the following job description for Act 93 Administrative Personnel:

Director of Innovation & Instructional Technology It is noted that this position will be added to the Act 93 Administrative Compensation Plan and will replace the position of Director of Technology upon the retirement of the current Director of Technology.

Motion: Mr. Zicolello Second: Mrs. Lindsay

Yes: Bjorkman, Frey, Gee, Hepburn, Lindsay, Wentzel, Zicolello

No: None

C. Act 93 Administrative Support Personnel – Job Description

It is recommended (Superintendent) the Board approve the following job description for Act 93 Administrative Support Personnel:

 Data & Logistics Coordinator
 It is noted that this position will replace the position of Data Coordinator in the Act 93 Administrative Support Compensation Plan.

Motion: Mr. Wentzel Second: Mrs. Frey

Yes: Bjorkman, Frey, Gee, Hepburn, Lindsay, Wentzel, Zicolello

No: None

Absent: Leidhecker, Pfleegor Result: Motion Carried

D. Termination of Employee

It is recommended (Business Manager) the Board terminate (discharge without recourse) Ernest Wheeler as a full-time custodial employee effective October 16, 2025. *Mr. Wheeler was a probationary employee*.

Motion: Mrs. Lindsay Second: Mr. Bjorkman

Yes: Bjorkman, Frey, Gee, Hepburn, Lindsay, Wentzel, Zicolello

No: None

Absent: Leidhecker, Pfleegor Result: Motion Carried

E. <u>Athletic Personnel – Resignations</u>

The Board acknowledges notice of the following athletic personnel resignations:

- Ronald Insinger; Boys' Basketball Head Coach; effective September 19, 2025
- Mark Pysher; Girls' Soccer Head Coach; effective September 30, 2025

F. Fall Athletic Personnel – Stipend

It is recommended (Athletic Director) the Board appoint Emily Mort as the girls' soccer head coach for the remainder of the fall season. Ms. Mort will receive a stipend in the amount of \$780.00. This amount is in addition to her stipend for serving as the girls' soccer assistant coach.

Motion: Mrs. Frey Second: Mr. Bjorkman

Yes: Bjorkman, Frey, Gee, Hepburn, Lindsay, Wentzel, Zicolello

No: None

G. Winter Athletic Personnel – Revised

It is recommended (Athletic Director) the Board approve the attached list of winter athletic personnel (pending documentation) for the 2025-2026 sports season.

Motion: Mrs. Lindsay Second: Mrs. Frey

Yes: Bjorkman, Frey, Gee, Hepburn, Lindsay, Wentzel, Zicolello

No: None

Absent: Leidhecker, Pfleegor Result: Motion Carried

H. Retirements/Resignations

The Board acknowledges notice of the following resignations/retirements:

- Lynette Pauling; Paraprofessional; Resignation effective November 21, 2025
- Victor Wright; Paraprofessional; Retirement effective September 30, 2025
- Suhavi Shah; Food Service Employee; Resignation effective November 14, 2025

11. Other

A. Award School Bus Bids – 2025 72-Passenger School Bus (3)

It is recommended (Business Manager) the Board award the 2025 72-passenger three school bus bid at a total cost of \$339,000.00, to Wolfington Body Company, PO Box 218, Exton, PA 19341. (Sourcewell Account #102623-ICB) Funds for the purchase will come from the Capital Projects Fund.

Motion: Mrs. Frey Second: Mrs. Lindsay

Yes: Bjorkman, Frey, Gee, Hepburn, Lindsay, Wentzel, Zicolello

No: None

Absent: Leidhecker, Pfleegor Result: Motion Carried

B. Purchase of Software – Business Privilege Tax

It is recommended (Business Manager) the Board purchase software from York Adams Tax Bureau for the Loyalsock Tax Office for the purpose of Business Privilege Tax collection pursuant to the attached quote. The cost is shared with the Township and the District's share will not exceed an annual cost of \$7,100.00.

Motion: Mrs. Lindsay Second: Mr. Wentzel

Yes: Bjorkman, Frey, Gee, Hepburn, Lindsay, Wentzel, Zicolello

No: None

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C. Adoption of Resolution – Student #32056

It is recommended the Board adopt the attached Resolution relating to Student #32056.

Motion: Mrs. Lindsay Second: Mr. Bjorkman

ROLL CALL

Yes: Bjorkman, Frey, Gee, Hepburn, Lindsay, Wentzel, Zicolello

No: None

Absent: Leidhecker, Pfleegor Result: Motion Carried

D. Facility Improvement Project – Locker Room/Restrooms Secondary Campus

i. Authorization of Change Orders

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

- Electrical Construction/Lecce Unused allowances at a credit of \$17,280.00
- Mechanical Construction/Myco Unused allowances at a credit of \$23,789.69
- Plumbing Construction/Myco Unused allowances at a credit of \$12,931.00
- Plumbing Construction/Myco Concrete pour by General Construction Contractor at a credit of \$4,100.00
- Plumbing Construction/Myco Unused Alternate (Shower stalls) at a credit of \$20,000.00
- General Construction/J&M— Unused allowances at a credit of \$25,000.00

Motion: Mrs. Frey Second: Mrs. Lindsay

Yes: Bjorkman, Frey, Gee, Hepburn, Lindsay, Wentzel, Zicolello

No: None

Absent: Leidhecker, Pfleegor Result: Motion Carried

E. <u>River Valley Internet – airFiber60 Links</u>

It is recommended (Director of Technology) the Board approve the installation and purchase (quote attached) of three airFiber60 Links from River Valley Internet, PO Box 1, Montoursville, PA 17754, at a cost of \$19,620.00. This hardware will provide Internet connectivity backup among three campuses. Funds for the purchase will come from the assigned technology fund.

Motion: Mr. Wentzel Second: Mrs. Lindsay

Yes: Bjorkman, Frey, Gee, Hepburn, Lindsay, Wentzel, Zicolello

No: None

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F. Adoption of Resolution – School Solicitor

It is recommended the Board adopt the attached Resolution authorizing the school solicitor to assist the presiding officer in reestablishing order at meetings of the School Board.

Motion: Mrs. Frey Second: Mrs. Lindsay

ROLL CALL

Yes: Bjorkman, Frey, Gee, Hepburn, Lindsay, Wentzel, Zicolello

No: None

Absent: Leidhecker, Pfleegor Result: Motion Carried

12. Information/Discussion Items

A. Board Comments/Reports

- Community Wide Safety Committee Mr. Bjorkman
- Recreation Board Mr. Leidhecker
- Wellness Committee Mr. Pfleegor
- IU 17 Mr. Zicolello
- Act 48 Committee Mr. Wentzel
- LycoCTC Mrs. Frey
- The Lancer Foundation TBD
- PSBA Liaison Mrs. Lindsay

B. Administrative Reports/Discussion

- 13. Public Comments & Responses to Public Comments at Previous Meeting None
- 14. Upcoming Board Meeting December 3, 2025 Reorganization & School Board
- 15. Adjournment @ 7:36 p.m.

Motion: Mrs. Lindsay Second: Mrs. Frey

M. Doniel Ealy

M. Daniel Egly