

- CALL TO ORDER** At 7:15 p.m., the April 4, 2022, meeting of the Susquehanna Township Board of School Directors was called to order by President John F. Dietrich.
- SCHOOL BOARD MEMBERS PRESENT** Dr. Michael Cohen, Mr. Terry Heller, Mr. Keita Kalonji Johnson, Esq., Ms. Rebecca McCullough, Esq., Julieann Newill, Mr. Jesse Rawls, Sr.
- SCHOOL BOARD MEMBERS PRESENT VIA MICROSOFT TEAMS** Mr. Scott Campbell
- ABSENT** Mr. John Dietrich, Mr. Majid Ali
- DISTRICT OFFICE PRESENT** Dr. Tamara Willis, Dr. Richard Kaskey, Mr. Oslwen Anderson, Jr., Mr. Mark Holman, Ms. Ann-Marie Rathmell, Mrs. Franka Maerz, Mr. Jonathan Bishop, Mr. Vince Champion, Esq., District Solicitor
- ABSENT** Mr. Justin Green
- EXECUTIVE SESSION** The Vice- President announced that executive session was held immediately prior to the meeting for the purpose of personnel and student matters.
- INTRODUCTIONS/ GUEST PRESENTATIONS** Patsy Grove, Regional Director of Effective School Solutions presented “Susquehanna Township: a Mid-Year Report card the 2021-2022 School Year”. (attached to BoardDocs)
- REPORTS/ ANNOUNCEMENTS** **Dr. Willis, Superintendent** thanked the Susquehanna Township Parks and Recreation office and Susquehanna Township Alumni Association for partnering to host a Candy Scramble at Roscoe Warner Field on Saturday, April 2, 2022. The event was attended by over 200 students ages 2-8. Additional sponsors included: United Way, Ray’s Place, Susquehanna Township Lions Club, Susquehanna Township Rotary Club, the Handles Foundation, and the Hanna Foundation. Dr. Willis also shared the Hanna Pantry’s hours and the diverse food offerings available for families.
- II. APPROVAL OF AGENDA ITEMS FOR APRIL 4, 2022**
- MOTION TO APPROVE** **2.A.** Moved by Dr. Cohen, seconded by Mr. Johnson, to approve the meeting agenda for April 4, 2022.  
Motion passed 7-0, 0 abstentions, 2 absent
- 2.B.** Board Member Comments
- SPEAKER** **Mr. Rawls, Sr.** suggested returning to a format where the first meeting of the month is a “true” workshop meeting, and the second meeting of the month is a voting

meeting. He also suggested that the board provide an opportunity for the public to engage in conversation with the board during the Workshop Meeting.

**III. HEARING OF THE PUBLIC**

None

**IV. PRESENTATIONS AND DISCUSSIONS**

**PRESENTATION**

**4.A. Mr. Oslwen C. Anderson, Business Manager**, presented STSD 5 Year Financial Forecast / Solvency Plan (attached to BoardDocs)

**DISCUSSION**

The board had discussion on new developments in the Township and the Hanna Cyber Academy.

**V. MINUTES**

**MOTION TO APPROVE**

**5.A.B.** Moved by Ms. Newill, seconded by Dr. Cohen, to approve Items 5.A.B.  
Motion passed 7-0, 0 abstentions, 2 absent

5.A. Approve the Minutes of the March 7, 2022, Board Meeting.

5.B. Approve the Minutes of the March 21, 2022, Board Meeting.

**VI. PROGRAM**

**MOTION TO APPROVE**

**6.A.** Moved by Dr. Cohen, seconded by Mr. Heller, to approve Item 6.A.  
Motion passed 7-0, 0 abstentions, 2 absent

**6.A.** Approve the two new music electives attached to add to the high school course planning guide for the 2023-2024 school year.

**VII. PERSONNEL**

**MOTION TO APPROVE**

**7.A.B.C.D.E.** Moved by Dr. Cohen, seconded by Mr. Johnson, to approve Items 7.A.B.C.D.E.  
Motion passed 7-0, 0 abstentions, 2 absent

Mr. Rawls and Dr. Willis thanked the retirees for their service to the district and wished them best of luck in the future.

**7.A.** Rescind the resignation of Jon Concepcion as Night Custodian at the Sara Lindemuth/Anna Carter Primary School, effective March 11, 2022.

**7.B. 1.** Approve the retirement of Cindy Hassinger as Reading Specialist at the Thomas W. Holtzman, Jr. Elementary School, effective June 10, 2022. Ms. Hassinger has been with the District since 1992.

**7.B.2.** Approve the retirement of Jerome Swanson as Courier at the Susquehanna Township School District, effective June 23, 2022. Mr. Swanson has been with the District since 1997.

**7.B.3.** Approve the retirement of Steve Etnoyer as Groundskeeper at the Susquehanna Township School District, effective July 15, 2022. Mr. Etnoyer has been with the District since 2006.

**7.C.** Approve the transfer of Deborah Bennett as Licensed Registered Nurse (STESPA) at the Susquehanna Township Middle and High Schools to Certified School Nurse (STEA) at the Thomas W. Holtzman, Jr. Elementary School at a salary of \$50,129.00 (B, Step 1), pro-rated, effective March 28, 2022. Ms. Bennett will be replacing Alyshia Sample.

**7.D.** Amend Brandon Phelps as Math Teacher at the Susquehanna Township Middle School at a salary of \$53,274.00 (M, Step 1), pro-rated, from effective date to be determined to March 30, 2022. Mr. Phelps will be replacing Rachel Rhoads.

**7.E.1.** Approve the following Summer Programming Teachers for the 2021-2022 School Year at a rate of \$38.00 per hour.

|                    |                  |
|--------------------|------------------|
| Jolene Connelly    | Kaitlyn Dobyns   |
| Traci McAloose     | Nancy Hatfield   |
| Jillian Fletcher   | Vincent Beaston  |
| Jacqueline Batcha  | Colin Cummins    |
| Aleshia Buchanan   | Stephen Roth     |
| Patty Frye         | Mary Girven      |
| Jamie McNeal-Early | Michelle McGowan |
| Emilee Truitt      | Brandon Popp     |
| Troy Krall         | Saxie Deal       |
| Hanna Layton       | Kristian Hennick |
| Elaine Maloy       | JoEllen Showers  |
| Judy Hodgson       | Allison Wire     |
| Destiny Kitner     | Emily Eckert     |
| Jennifer Strohm    | Elizabeth Miller |
| Jeannetta Lawrence | Tiahra Adderley  |
| Desiree Edmonds    | Jack Port        |
| Brennan Long       | Douglas Nyce     |
| Christina Darden   | Toni Gockley     |
| Mary Pat Evans     | Mark Billante    |

7.E.2. Approve the following ESY Teachers for the 2021-2022 School Year at a rate of \$38.00 per hour.

|                   |                  |
|-------------------|------------------|
| Denise Nassip     | Rebecca Zeigler  |
| Amanda Hookway    | Kimarie Brown    |
| Christa Orban     | Diana Smulkis    |
| Kaitlyn Veronikis | Caitlin Uffelman |
| Nicole Thomas     | Margaret Baum    |
| Lora Miller       | Christina Darden |
| Kimarie Brown     |                  |

7.E.3. Approve Michelle Yeagy as Sponsor for Kimberly Clay at the Thomas W. Holtzman, Jr. Elementary School at a stipend of \$250.00 for the 2021-2022 school year.

7.E.4. Approve the payment of 11.5 vacation days at \$115.12 a day for a total of \$1,323.88 for Steve Lowe.

7.E.5. Approve the payment of .5 personal day at \$150.00 a day for a total of \$75.00 for Gareth Gebhardt.

**VIII. FINANCES**

**MOTION TO APPROVE**

8.A.B.C.D. Moved by Mr. Heller, seconded by Dr. Cohen to approve Items 8.A.B.C.D. Motion passed 7-0, 0 abstentions, 2 absent

8.A. Approve the payment of Capital Reserve PSDLAF Checking bills from the Capital Reserve PSDLAF Checking, as listed on the Computer Check Summary, totaling \$11,777.40.

8.B. Approve the payment of First National General Fund Checking bills from the First National General Fund Checking, as listed on the Computer Check Summary, totaling \$3,514,115.50.

8.C. Approve the payment of Food Service bills from the Food Service Checking as listed on the Computer Check Summary, totaling \$244.36.

8.D. Approve the following Personal Tax Refund:

Taxpayer Name: Sandra Pharris  
Bill#: 11314  
Year: 2020  
Refund Amount: \$264.60



Reason: Sandra Pharris made less than \$5,000.00 in 2020; paid the taxes in error.

**DISCUSSION**

8.E. Discuss the Capital Area Intermediate Unit (CAIU # 15) Operating Budget for the 22-23 Fiscal Year.

Note: The 22-23 FY CAIU Budget is reflective of an overall decrease of 3.93% when compared to the previous year. The district's required contribution to the budget has essentially remained at last year's level.

**IX. CONTRACTS**

**MOTION TO APPROVE**

9.A.B. Moved by Mr. Heller, seconded by Dr. Cohen, to approve Items 9.A.B. Motion passed 6-1 (Campbell), 0 abstentions, 2 absent

9.A. Approve the Local Education Agency Letter of Agreement (LEA), Pennsylvania's Education for Children and Youth Experiencing Homelessness (ECYEH) Program Roles and Responsibilities between Susquehanna Township School District (STSD) and Region 2 - Berks County Intermediate Unit. This Agreement ensures compliance with the McKinney-Vento Act.

9.B. Approve the Memorandum of Understanding between Susquehanna Township School District and Susquehanna Township Police Department.

**DISCUSSION**

9.C. Discuss the district's extension of its current contract with Boyer & Ritter, LLC. as its local auditors for fiscal years ended June 30, 2022, through June 30, 2025 (4 yrs.).

Note: The Administration is recommending a 4-year extension with the district's local auditors Boyer & Ritter, LLC. During the time that Boyer & Ritter has served in this capacity the district's Business Office has eliminated several annual findings and most recently received an audit report for the year June 30, 2021, noting no audit findings.

**DISCUSSION**

9.D. Discuss the Student Transportation Services Agreement between Susquehanna Township School District and Rohrer Bus Service effective 7/1/2022 through 6/30/2025 (3 yrs.) with an option for a 1-year extension through 6/30/2026 as outlined in the attached contract.

Note: STSD recently issued a Request for Proposal (RFP) for Student Transportation Services. The RFP was issued to 10 bussing companies. It is noted that the district only received one submittal regarding this RFP, which was received from its incumbent student transportation services provider, Rohrer Bus Service.

**DISCUSSION**

9.E. Discuss the Memorandum of Agreement with Communities In Schools of Pennsylvania (CISPA) to provide a community liaison for the Susquehanna Township

Middle School, Thomas Holtzman Elementary School and Sara Lindemuth / Anna Carter Primary School for the 2022-2023 school year.

**DISCUSSION**

**9.F.** Discuss the renewal of the contract with Effective School Solutions for the 2022-2023 school year to provide mental health services for students who have returned to the district from out of district placement as well as maintain at-risk students in district.

**DISCUSSION**

**9.G.** Discuss the district's extension of its current digital copier / printer services agreement with Marco to the newly negotiated terms as outlined in the attached proposal noting a recommendation to execute a 5-Year (60 month) agreement, effective July 1, 2022, through June 30, 2027.

Note: The district's previous agreement was with Phillips Copier. However, it is noted that Phillips was acquired by Marco several years ago. After extensive negotiations Marco presented Susquehanna Township School District with the above outlined and attached proposal which will provide the district with new copiers/printers district-wide for each of its high volume devices at a cost of \$20,847.96 less per year. This will save the district a total of \$104,239.80 over the 5 year term. Additionally, the district has negotiated a \$10,000 credit that can be applied to its cost at any time over the 5-year term.

**X. POLICY**

None

**XI. OTHER**

**MOTION TO POSTPONE  
TO THE NEXT MEETING**

**11.A.** Moved by Dr. Cohen, seconded by Mr. Johnson, to postpone Item 11.A. Motion passed 6-1 (Campbell), 0 abstentions, 2 absent

**11.A.** Approve the STSD Board Code of Conduct.

Note: The board intends to establish and agree upon a "code of conduct" to foster civil and productive deliberations.

**MOTION TO APPROVE**

**11.B.** Moved by Miss McCullough, seconded by Dr. Cohen, to approve Item 11.B. Motion passed 7-0, 0 abstentions, 2 absent

**11.B.** Approve a change in hours of operations for the district from Monday, June 20, 2022, through Friday, August 12, 2022. Susquehanna Township School District will close all buildings on Fridays during this period of time in order to realize energy cost savings.

**MOTION TO POSTPONE  
TO THE NEXT MEETING**

11.C. Moved by Mr. Johnson, seconded by Mr. Heller, to postpone Item 11.C.  
Motion passed 6-2, 0 abstentions, 2 absent

11.C. Appoint a representative for the Capital Area Intermediate Unit (CAIU) for a  
three (3) year term, July 1, 2022, through June 30, 2025.

**DISCUSSION**

11.D. Discuss the Offer for Repository Bid presented to the Dauphin County Office of  
Tax Claim by Mr. Alton J. Whittle in the amount of \$1,000.00 as presented by  
Dauphin County in the attached Offer for Repository Minimum Offer document. This  
offer may either be approved or disapproved by the Susquehanna Township School  
District Board of School Directors.

Note: Property remaining unsold at a judicial sale is placed in a repository for unsold  
properties. A list of these properties is maintained by the Dauphin County Tax Claim  
Bureau online and in the office. In order to purchase a property from the repository  
list a minimum bid of \$1000 plus fees must be presented to the Tax Claim Bureau. A  
bid must be presented in writing with payment to the Bureau (see Repository  
Guidelines/Procedures for further instruction). Bids are presented by the Tax Claim  
Bureau to the taxing bodies where the property is located for approval. The bid is  
first presented to the Dauphin County Commissioners for approval; if approved the  
bid is then presented to the School District and Municipality for review.

**XII. NEW BUSINESS**

None

**XIII. ADJOURNMENT**

**MOTION TO ADJOURN**

Moved by Dr. Cohen, seconded by Mr. Johnson, to adjourn the meeting.  
Motion passed: 7-0, 0 abstentions, 2 absent

Meeting adjourned at 9:08 p.m.



Julieann Newill  
Board Secretary

