

- CALL TO ORDER** At 7:13 p.m., the June 13, 2022, meeting of the Susquehanna Township Board of School Directors was called to order by President John F. Dietrich.
- SCHOOL BOARD MEMBERS PRESENT** Mr. Majid Ali, Mr. Terry Heller, Dr. Michael Cohen, Ms. Julieann Newill, Miss Rebecca McCullough, Esq., Mr. Jesse Rawls, Sr. Mr. Keita Kalonji Johnson, Esq., Mr. John F. Dietrich
- SCHOOL BOARD MEMBERS PRESENT VIA MICROSOFT TEAMS** Mr. Scott Campbell
- DISTRICT OFFICE PRESENT** Mr. Mark Holman, Dr. Tamara Willis, Dr. Richard Kaskey, Ms. Ann-Marie Rathmell, Mr. Justin Green, Mr. Jonathan Bishop, Mr. Vince Champion, Esq., District Solicitor, Dr. Tamara Willis
- ABSENT** Mr. Oslwen Anderson, Jr.,
- EXECUTIVE SESSION** The President announced that executive session was held immediately prior to the meeting for the purpose of personnel, student, and safety matters.
- INTRODUCTIONS/ GUEST PRESENTATIONS** None
- REPORTS/ ANNOUNCEMENTS** **Dr. Tamara Willis, Superintendent**, thanked the high school administration, Mrs. Takia Colston-Krow, and everyone who helped with the 2022 STSD Commencement. She also thanked all STSD faculty and staff as well as the school board for helping us to complete another successful school year.
- STSD Board members echoed Dr. Willis's comments and expressed their appreciation for all staff who helped with graduation.
- II. APPROVAL OF AGENDA ITEMS FOR JUNE 13, 2022**
- MOTION TO APPROVE** **2.A.** Moved by Mr. Rawls seconded by Mr. Johnson to approve the meeting agenda for June 13, 2022.
Motion passed 9-0, 0 abstentions, 0 absent
- 2.B.** Board Member Comments
- Mr. Rawls** shared that graduation was fantastic. He noted that a former STSD teacher, Becky Pringle, returned as the keynote speaker. He also noted board that Mr. Mark Hall, received the distinguished alumni award.

Mr. Ali echoed Mr. Rawls's comments and thanked all faculty and team members for their service.

III. HEARING OF THE PUBLIC

None

IV. PRESENTATIONS AND DISCUSSIONS

None

V. MINUTES

MOTION TO APPROVE

5.A. Moved by Mr. Rawls, seconded by Ms. Newill, to approve Item 5.A.
Motion passed 8-0, 1 abstention (Johnson), 0 absent

5.A. Approve the Minutes of the May 23, 2022, Board Meeting.

POSTPONED UNTIL NEXT MEETING

VI. PROGRAM

6.A. Approve the appointment of _____ and _____, as the Voting Delegates for the Pennsylvania School Boards Association (PSBA) Delegate Assembly Meeting to be held on Saturday, November 5, 2022, at PSBA headquarters in Mechanicsburg, PA. The event will also have a virtual option. (appoint up to 2 delegates)

MOTION TO APPROVE

6.B. Moved by Miss. McCullough, seconded by Mr. Johnson, to approve Item 6.B.
Motion passed 9-0, 0 abstentions, 0 absent

6.B. Approve the establishment of Mu Alpha Theta National High School Honor Society at the Susquehanna Township High School.

VII. PERSONNEL

MOTION TO APPROVE

7.A.B.C.D.E.F.G.H.I.J.K. Moved by Mr. Rawls seconded by Mr. Johnson, to approve Items 7.A.B.C.D.E.F.G.H.I.J.K.
Motion passed 9-0, 0 abstentions, 0 absent

Comments:

The board thanked Mrs. Joan Tracey for her years of service in the district.

Dr. Willis reported that all transfers on the agenda are voluntary and part of the district's succession planning. The district is pleased to give opportunities to our current team members. She also wished Dr. Richard Kaskey the best of luck in his new position at Nazareth School District.

Mr. Rawls thanked team members for their dedication and wished them the best of luck in their new roles.

7.A.1. Approve the resignation of Sarah Bodvin as Math Teacher at the Susquehanna Township Middle School, effective June 10, 2022.

7.A.2. Approve the resignation of Kaitlyn Dobyns as English Language Arts Teacher at the Susquehanna Township Middle School, effective June 30, 2022.

7.A.3. Approve the resignation of Dr. Richard Kaskey as Assistant Superintendent at the Susquehanna Township School District, effective June 30, 2022.

7.B.1. Approve the retirement of Joan Tracy a Special Education Teacher/Transition Work Study at the Susquehanna Township High School, effective June 30, 2022. Ms. Tracy has been with the district since 2005.

7.C.1. Approve the transfer of Keith Edmonds from High School Assistant Principal to Elementary Principal Thomas Holtzman Elementary School at a salary of \$107,500.00 effective July 1, 2022.

7.C.2. Approve the transfer of Kristi Prime from Middle School Principal to Data and Curriculum Supervisor District Wide, effective June 14, 2022, no change in salary.

7.C.3. Approve the transfer of Ryan Evans from Middle School Assistant Principal to Middle School Principal, at a salary of \$105,000, effective June 14, 2022.

7.D. Approve the transfer of Kaitlyn Veronikis as Autistic Support Teacher at the Thomas W. Holtzman, Jr. Elementary School to Board-Certified Behavior Analyst position at the Susquehanna Township School District, effective August 23, 2022. Ms. Veronikis will be filling a new position.

7.E.1. Approve the transfer of Krystol Rucker as Attendance Secretary at the Thomas W. Holtzman, Jr. Elementary School to Assistant III/Emotional Support Paraprofessional at the Thomas W. Holtzman, Jr. Elementary School at a rate of \$15.16 per hour (Tier 1-1), effective July 1, 2022. Ms. Rucker will be replacing Chanel Hueitt.

7.E.2. Amend the transfer of Nadine Plott as Guidance Secretary (STESPA) at the Susquehanna Township High School to Registrar/Confidential Secretary (Act 93) at the Susquehanna Township District Office at a salary of \$45,00.00, pro-rated, from effective date to be determined to effective May 2, 2022.

7.E.3. Approve the transfer of Jackie Seigle as Office Assistant at the Thomas W. Holtzman, Jr. Elementary School to Assistant III/Learning Support at the Thomas W. Holtzman, Jr. Elementary School at a rate of \$15.16 per hour (Tier 1-3), effective July 1, 2022. Ms. Seigle will be replacing Laurie Dively.

7.E.4. Approve the transfer of Angie Morris as Assistant Food Service Manager at the Susquehanna Township High School to Food Service Courier at the Susquehanna Township School District, at a rate of \$14.50 per hour, effective June 13, 2022. Ms. Morris will be replacing Jerome Swanson.

7.F. Approve the position modification of Pat Raugh from Data and Curriculum Supervisor to Federal Programs and Data Specialist, effective June 14, 2022, no change in salary.

7.G. Approve the change of status for Graham Kerick from temporary professional employee to professional employee, effective June 3, 2022.

7.H.1. Approve the end of assignment for Ashleigh Heagy as LTS Social Studies Teacher at the Susquehanna Township High School, effective June 10, 2022.

7.H.2. Approve the end of assignment for Denise Nassip as LTS Learning Support Teacher at the Thomas W. Holtzman, Jr. Elementary School, effective June 10, 2022.

7.G 3. Approve Maddie DeMatt as Student Worker for the IT Department for Summer 2022.

7.I. Approve Denise Nassip as 3-5 Elementary School Teacher at the Thomas W. Holtzman, Jr. Elementary School at a salary of \$51,249.00 (B, Step 1), effective August 17, 2022. Ms. Nassip will be replacing Katrina Fry.

7.J.1. Approve Janay Tatum as Assistant III/Life Skills Paraprofessional at the Thomas W. Holtzman, Jr. Elementary School at a rate of \$18.16 per hour (Full-Pay), effective August 25, 2022. Ms. Tatum will be replacing Iris Klinepeter.

7.J.2. Approve Cynthia McCarthur as Guidance Secretary at the Susquehanna Township High School at a rate of \$19.48 per hour (full-pay), effective July 11, 2022. Ms. McCarthur will be replacing Nadine Plott.

7.K.1 Approve Lindsey Hemmann as Stage Director at the Susquehanna Township Middle School at a stipend of \$1,250.00 for the 2021-2022 school year.

7.K.2 Approve Choumie Marcellus as ESY Paraprofessional at the Susquehanna Township School District at her current hourly rate for the 2021-2022 school year.

7.K.3. Approve Jordann Silverstine as ESY Paraprofessional at the Susquehanna Township School District at a rate of \$14.61 per hour (Tier 1-1) for the 2021-2022 school year.

7.K.4. Approve Katie Spracklin as Props Manager for the 2021-2022 Susquehanna Township Middle School Musical at a stipend of \$525.00.

7.K.5. Approve Jacqueline Batcha as Set Painter for the 2021-2022 Susquehanna Township Middle School Musical at a stipend of \$525.00.

7.K.6. Approve Melanie Weaver as ESY Paraprofessional at the Susquehanna Township School District at her current hourly rate for the 2021-2022 school year.

7.K.7. Approve Nancy Murphy as ESY Paraprofessional at the Susquehanna Township School District at her current hourly rate for the 2021-2022 school year.

7.K.8. Approve Elizabeth Glabus as Stage Manager for the 2021-2022 Susquehanna Township Middle School Musical at a stipend of \$525.00.

7.K.9. Approve Karen Swanson as Co-Producer-Ticket Sales for the 2021-2022 Susquehanna Township Middle School Musical at a stipend of \$525.00.

7.K.10. Approve Eric Hartranft as Elementary Band Director at the Thomas W. Holtzman, Jr. Elementary School at a stipend of \$450.00 for the 2021-2022 school year.

7.K.11. Approve Eric Hartranft as Elementary Orchestra Director at the Thomas W. Holtzman, Jr. Elementary School at a stipend of \$450.00 for the 2021-2022 school year.

7.K.12. Approve Michael Campbell as Elementary Chorus Director at the Thomas W. Holtzman, Jr. Elementary School at a stipend of \$450.00 for the 2021-2022 school year.

VIII. FINANCES

MOTION TO APPROVE

8.A.B.C.D.E. Moved by Mr. Rawls seconded by Mr. Johnson, to approve items 8.A.B.C.D.E.

Motion passed 9-0, 0 abstentions, 0 absent

8.A. Approve the payment of Activity Fund bills from the First National Bank Activity Fund Checking, as listed on the Computer Check Summary, totaling \$28,230.67.

8.B. Approve the payment of Capital Reserve PA School District Liquid Asset Fund Checking (PSDLAF) bill from the PSDLAF, as listed on the Computer Check Summary, totaling \$500.00.

8.C. 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 \$1,755,351.51.

8.D. Approve the payment of Food Service bills from the Food Service Checking, as listed on the Computer Check Summary, totaling \$118.20.

8.E. Approve the 2022-2023 fiscal year broker agreement with AJG Risk Management Service, Inc. inclusive of both insurance carrier premiums, as well as brokerage commission costs as discussed in Exhibit B of the attachment.

Note: This request relates to the annual acquisition and placement of STSD business services insurances inclusive of but not limited to general liability, property, automobile, errors & omission, etc.

DISCUSSION

8.F. Discuss the 2022-2023 fiscal year Interscholastic and Voluntary Student Accident Insurances at the following rates. The below stated rates are identical to last year's reflecting no increases.

- Mandatory Interscholastic Sports Student Accident Insurance Coverage - \$9,950.00 – Annual Cost
- Voluntary School Time Student Accident Insurance Coverage - \$22.00 Per Student – Annual Cost
- 24-Hour Voluntary School Student Accident Insurance Coverage - \$88.00 Per Student – Annual Cost

DISCUSSION

8.G. Discuss the following 2022-2023 fiscal year Susquehanna Township School District depositories.

- First National Bank
- Pennsylvania School District Liquid Asset Fund (PSDLAF)
- Pennsylvania Local Government Investment Fund (PLGIT)

DISCUSSION

8.H. Discuss the following 2022-2023 FY Final General Fund Budget inclusive of a 2.0% real estate tax increase with expenditures of \$61,326,301; revenues \$59,498,013 and use of fund balance in the amount of \$1,828,288.

1. A tax of 19.9589 mills on the total assessed valuation on all property taxable for school purposes per resolution;
2. Homestead/Farmstead exclusion of \$4,314 per resolution;
3. A per Capita Tax of \$5.00 per person 18 years of age or over as of July 1, 2021, per resolution;
4. A residence Tax of \$5.00 per person 18 years of age or over as of July 1, 2021, per resolution;
5. An Earned Income Tax at the rate of 1% per resolution;
6. An Occupation Tax at the rate of \$270 per person between the ages of 18 and 70, who make in excess of \$5,000.00 per year and enrolled as a full-time student of higher education taking 12 credit hours per semester for 2 semesters between July 1, 2022, and June 30, 2023;
7. Real Estate transfer Tax at a rate of 1% per resolution; and
8. A Local Services Tax at the rate of \$5.00 on each individual who engaged in an occupation within the boundaries of the taxing authority.

Board Discussion

Mr. Rawls expressed concern on the impact rising fuel prices will have on our transportation costs. He is concerned that if the district does not raise taxes 2% it will be hard to catch up. He encouraged board members to reach out to the business manager if they have any questions on the proposed budget.

Mr. Dietrich thanked Mr. Anderson for his work on the budget and pointed out that an adjustment was made in personnel costs as well as other services to keep the tax increase at 2%.

Mr. Campbell commented that he will not support a tax increase and feels that the district needs to find other ways to balance the budget. He feels the district needs to cut contracts.

The board had discussion on school funding, real estate assessments and taxes.

Dr. Willis stated that the district has become so financially efficient over the years that there few areas in which reductions can be made. She reminded members that all contracts are available for review and welcomed input from members on where cuts can be made.

Mr. Dietrich suggested that the board look at the contract list during a finance committee meeting.

Mr. Ali reminded members of the nearly 5-million-dollar expense to the district to fund students attending cyber charter schools. He stressed that we need to bring back students from cyber schools.

Mr. Johnson asked for clarification on the Free and Reduced Lunch programs and wants to ensure all students have an opportunity to eat lunch during the school day.

Mr. Dietrich reminded everyone that the food service budget is a standalone budget and does not come out of the district’s general fund.

Mrs. McMichael, Food Services Director, provided clarification of the Free and Reduced Lunch Program and state and federal reimbursements for food services.

DISCUSSION

8.I. Discuss the 2022-2023 FY Proposed Final Food Service Budget with aggregate income and expenditures totaling \$1,578,743 and \$1,608,649 respectively, with a \$29,906 use of unrestricted funds (See Attached).

Discuss the ancillary recommendation for the 2022-2023 FY lunch prices noting increases as follows:

STSD Food Service Pricing			
Category	Current	Proposed Increase	Proposed 22.23SY Pricing
Elementary Breakfast	\$1.75	\$0.25	\$2.00
Elementary Lunch	\$2.75	\$0.25	\$3.00
Secondary Breakfast	\$2.00	\$0.15	\$2.15
Secondary Lunch	\$3.10	\$0.15	\$3.25
Milk per carton	\$0.65	No Change	\$0.00
**Last meal price increase was 2016.2017			
Add \$1.00 to above pricing for adult meals			
A la Carte Pricing - Attached			

IX. CONTRACTS

MOTION TO APPROVE

9.A.B.C.D. Moved by Mr. Rawls, seconded by Mr. Johnson to approve Items 9.A.B.C.D.

Motion passed 8-1(Campbell), 0 abstentions, 0 absent

9.A. Approve the attached amendment to EI Associates Architectural & Engineering services contract in the not-to-exceed amount of \$2,750.00 for a performance review and assessment report of the MS intercom paging system speaker operability.

Note: An identical performance review was recently completed regarding the operation of the HS intercom paging system. It has recently been brought to the Administration's attention that this review must be done at the MS as well. The performance review will identify any areas for which the district should be but is not able to communicate required messages to district stakeholders. Upon receipt of the assessment report, it is the district's intention to request Board approval to finance any required improvements necessary with respect to the replacement and/or repair of MS intercom speakers. It is the district's goal to ensure that the MS intercom system meets required 22-23 school year operational needs.

9.B. Approve the agreement with Seesaw to provide a platform that supports virtual and in-person learning for students in grades K-5 for the 2022-2023 school year.

9.C. Approve the MOU with the United Way of the Capital Region (UWCR). UWCR will provide an education liaison to assist pre-school parents in accessing social services and pre-school programming. The UWCR will provide this service, free of charge to the district, in its efforts to improve student outcomes during and beyond kindergarten.

9.D. Approve the Sage Technology Solutions COSTARS contract proposal #034-E22-130 in the amount of \$73,578 for the installation of intercom/paging loudspeakers and ancillary wiring at the Susquehanna Township High School.

Note: The district engaged the services of an engineering firm (Gatter & Diehl) to assess the functionality of the existing STHS intercom system. After reviewing the deficiencies noted in the attached Gatter & Diehl report the district secured the above referenced Sage Technology Solutions proposal to address the currently identified unsatisfactory communication capacity. This agenda item is associated with a vitally important safety matter. After detailed discussion with the representatives from both the district's Architectural and Engineering Firm and Sage Technology Solutions it is noted that the Administration is in support of the pricing and scope of work.

DISCUSSION

9.E. Discuss the quote/agreement with ExploreLearning for Reflex Math and Frax Math

Reflex Math is a research-based online system to help learners master basic facts. It is game based, adaptive, and individualized for each learner. Elementary learners using Reflex made fluency gains three times larger than learners using other methods. Reporting shows the progress of learners individually, by class, and by grade.

Frax Math is also research-based, adaptive in nature, and game based. It is designed to help learners develop the foundational understanding of fractions relying strongly on fraction magnitude, leading to stronger fraction arithmetic performance.

DISCUSSION

9.F. Discuss agreements for New Story to provide Extended School Year (ESY) services to student numbers 2021-22/036, 2021-22/037, 2021-22/038 & 2021-22/039.

DISCUSSION

9.G. Discuss the tuition agreement with Specialized Education of PA, Inc. to provide instruction to student number 2021-22/035 for the dates of May 6, 2022 – June 7, 2022, at Capital Academy.

X. POLICY

None

XI. OTHER

MOTION TO APPROVE

11.A. Moved by Ms. Newill, seconded Mr. Johnson, to approve Item 11.A.

ROLL CALL VOTE:

Aye:	Dr. Cohen, Mr. Dietrich, Mr. Heller, Ms. Newill, Mr. Johnson, Esq., Miss McCullough, Esq., Mr. Ali, Mr. Rawls
Nay:	Mr. Campbell
Abstain:	None
Absent:	None

Motion passed 8-1 (Campbell), 0 abstentions, 0 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.

Board Discussion

The board had discussion on the Code of Conduct. Mr. Champion Esq. cautioned members on the content of their comments.

XII. NEW BUSINESS

XIII. ADJOURNMENT

MOTION TO ADJOURN

Moved by Mr. Heller seconded by Mr. Johnson, to adjourn the meeting.
Motion passed: 9-0, 0 abstentions, 1 absent

Meeting adjourned at 8:21 p.m.



Julieann Newill
Board Secretary

