

- CALL TO ORDER** At 7:21 p.m., the August 1, 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. Jesse Rawls, Sr., Dr. Michael Cohen, Rebecca McCullough, Esq., Keita Kalonji Johnson, Esq., Mr. John F. Dietrich
- SCHOOL BOARD MEMBERS PRESENT VIA MICROSOFT TEAMS** Mr. Scott Campbell
- ABSENT** Ms. Julieann Newill, Mr. Terry Heller
- DISTRICT OFFICE PRESENT** Mr. Oslwen Anderson, Jr., Mr. Mark Holman, Dr. Tamara Willis, Dr. Kristi Prime, Mrs. Carrie Martin, Ms. Ann-Marie Rathmell, Mr. Justin Green, Mr. Jonathan Bishop
- EXECUTIVE SESSION** The President announced that executive session was held immediately prior to the meeting for the purpose of real estate, personnel, and student matters.
- INTRODUCTIONS/ GUEST PRESENTATIONS** Mr. Dietrich introduced LaToya Winfield Bellamy, Esq., who will serve as the interim solicitor until a permanent replacement is found.
- REPORTS/ ANNOUNCEMENTS** **Superintendent Report:** Dr. Tamara Willis shared that the district was recognized by the Huntington Mifflin Juniata Employment Coalition for providing employment for individuals who have intellectual disabilities. She also shared that the district is partnering with Susquehanna Township to host National Night Out on Tuesday, August 2, 2022. Dr. Willis reminded everyone that the first student of school for the 2022-23 school year is August 29, 2022, and reminded families who have learners who are of kindergarten age to complete the registration process.

II. APPROVAL OF AGENDA ITEMS FOR AUGUST 1, 2022

- MOTION TO APPROVE** **2. A.** Moved by Dr. Cohen, seconded by Mr. Ali to approve the meeting agenda for August 1, 2022.
Motion passed 7-0, 0 abstentions, 2 absent (Ms. Newill, Mr. Heller)
- 2.B.** Board Member Comments
- The board had discussion on recording all discussions and comments during a board meeting in the written meeting minutes. Mr. Rawls expressed concern that all board member comments are not being recorded in the minutes. The solicitor clarified what is required to be recorded in the minutes of board meetings. The solicitor stated that Robert's Rules does not require discussion or debate on a motion to be

captured verbatim in meeting minutes. She explained individual boards may set their own guidelines for including additional information beyond what is required. Mr. Dietrich asked the solicitor to follow up on this item. Board Policy 006, section 9 governs the recording of minutes. Discussion was had on using a court stenographer. Mr. Dietrich is open to this idea; however, it is cost prohibitive for the district. Mr. Dietrich asked for an additional sign in the board room stating that meetings are recorded.

III. HEARING OF THE PUBLIC

SPEAKER

H. Holmes feels that requiring taxpayers to come to school board meetings in person to have their comment read into the minutes is not inclusive. She expressed her concern that people whose first language is not English or individuals with disabilities may not be able to do so. She would like to see more information included in board minutes. Additionally, she read a portion of her comment that was submitted electronically to the board regarding her continued concern with customized learning. She is concerned that teachers and principals are leaving the district due to customized learning.

BOARD COMMENTS

Mr. Dietrich explained that the board temporarily permitted comments to be submitted electronically due to the COVID-19 pandemic. Those comments would be read by a staff member during the meeting following the three (3) minute rule. The board has gone back to its pre-pandemic guidelines for public comments. Mr. Dietrich suggested the board consider exceptions for taxpayers who might need an interpreter.

Mr. Rawls feels it is best for taxpayers to come in person to share their concerns and comments.

IV. PRESENTATIONS AND DISCUSSIONS

None

V. MINUTES

MOTION TO APPROVE

5.A. Moved by Dr. Cohen, seconded by Mr. Ali, to approve Item

5.A. Approve the Minutes of the July 11, 2022, Board Meeting.

The board continued their discussion on including board member comments in the minutes. The solicitor stated that according to board policy, minutes are required to include substance of official action (motion that is stated, who made the motion, who seconded, whether it passes and vote count). Mr. Rawls and Mr. Dietrich stated

that past practice has been for board members to state “for the record” or “I would like the record to reflect” for comments they would like recorded in the minutes.

MOTION TO POSTPONE

Moved by Mr. Rawls, seconded by Dr. Cohen to postpone approval of the Minutes from July 11, 2022.

Motion passed, 7-0, 0 abstentions, 2 absent (Ms. Newill, Mr. Heller)

DISCUSSION

Mr. Johnson asked for clarification on the motion and questioned the records retention policy governing written minutes and audio recordings. He suggested that the board needs to set a policy on what the “essence” of an agenda item is.

Dr. Willis reminded members that STSD school board meetings are posted to the district’s YouTube page and per the district’s record retention policy, will remain there for one (1) year.

VI. PROGRAM

MOTION TO APPROVE

6.A.B. Moved by Mr. Rawls, seconded by Dr. Cohen, to approve Items

6.A.B.

Motion passed 7-0, 0 abstentions, 2 absent (Ms. Newill, Mr. Heller)

6.A. Approve the establishment of a National Science Honor Society to recognize students for their excellent performance in science classes and prepare them to lead tomorrow’s STEM-driven world.

6.B. Approve the Student Success Manual (Code of Conduct), revised August 1, 2022.

VII. PERSONNEL

MOTION TO APPROVE

7.A.B.C.D.E.F.G. Moved by Mr. Rawls, seconded by Mr. Johnson to approve Items 7.A.B.C.D.E.F.G.

Motion passed 7-0, 0 abstentions, 2 absent (Ms. Newill, Mr. Heller)

DISCUSSION

Mr. Holman, HR Director, provided an update on open positions within the district.

7.A.1. Approve the resignation of Katie Spracklin as Science Teacher at the Susquehanna Township Middle School, effective July 31, 2022.

7.A.2. Approve the resignation of Zachary Gambler as English Language Arts Teacher at the Susquehanna Township Middle School, effective July 13, 2022.

7.A.3. Approve the resignation of Jordan Schwalm as Speech Pathologist at the Thomas W. Holtzman, Jr. Elementary School, effective July 19, 2022. Ms. Schwalm will be held 60 days or until a replacement is found, whichever occurs first.

7.A.4. Approve the resignation of Michael Flannery as Social Studies Teacher at the Susquehanna Township Middle School, effective July 20, 2022. Mr. Flannery will be held 60 days or until a replacement is found, whichever occurs first.

7.A.5. Approve the resignation of Emily Ametrano as Special Education Teacher at the Thomas W. Holtzman, Jr. Elementary School, effective August 19, 2022.

7.A.6. Approve the resignation of Brennan Long as English Teacher at the Susquehanna Township High School, effective July 21, 2022. Mr. Long will be held 60 days or until a replacement is found, whichever occurs first.

7.A.7. Approve the resignation of Brandon Phelps as Math Teacher at the Susquehanna Township Middle School, effective July 22, 2022.

7.B.1 Approve the retirement of Ellen Miller as Assistant II/Paraprofessional at the Sara Lindemuth/Anna Carter Primary School, effective August 15, 2022. Ms. Miller has been with the district since 2007.

7.C.1. Approve the Act 93 adjustments as discussed in personnel committee and executive session, effective July 14, 2022.

7.D.1 Amend David Stack as Assistant Principal at the Susquehanna Township Middle School at a salary of \$86,500.00 from effective date to be determined to effective July 19, 2022. Mr. Stack is replacing Ryan Evans.

7.E.1 Approve Marsha Layton as Elementary Teacher at the Thomas W. Holtzman, Jr. Elementary School at a salary of \$73,760.00, effective date to be determined. Ms. Layton will be filling a new position.

7.E.2. Approve Tessa Stockdale as School Counselor at the Susquehanna Township High School at a salary of \$65,145.00, effective date to be determined. Ms. Stockdale will be replacing Christine Wolfe.

7.E.3. Approve Atiya Simmons as Elementary Teacher at the Thomas W. Holtzman, Jr. Elementary School at a salary of \$62,447.00, effective August 17, 2022. Ms. Simmons will be filling a new position.

7.E.4. Approve Courtney Birckbichler as Elementary Teacher at the Thomas W. Holtzman, Jr. Elementary School at a salary of \$51,249.00, effective August 17, 2022. Ms. Birckbichler will be filling a position to be determined.

7.E.5. Approve Janeen Kime as ELA Teacher at the Susquehanna Township Middle School at a salary of \$54,417.00, effective August 17, 2022. Ms. Kime will be replacing Zachary Gambler.

7.E.6. Approve Rachel Hall-Jenkins as School Counselor at the Susquehanna Township Middle School at a salary of \$56,029.00, effective August 17, 2022. Ms. Hall-Jenkins will be replacing Denise Short.

7.E.7. Approve Russell Wade as School Counselor at the Susquehanna Township High School at a salary of \$56,029.00, effective August 17, 2022. Mr. Wade will be replacing Andrea Irvin.

7.E.8. Approve Tiahra Adderley as LTS First Grade Teacher at the Sara Lindemuth/Anna Carter Primary School at a salary of \$51,249.00, effective August 17, 2022. Ms. Adderley will be replacing Melissa Klock.

7.E.9. Rescind Peter Shaver as English Language Arts Teacher at the Susquehanna Township Middle School at a salary of \$51,249.00, effective August 17, 2022. Mr. Shaver was replacing Kate Dobyns.

7.F.1. Approve Mercedes Roland as Attendance Secretary at the Susquehanna Township High School at a rate of \$16.30 per hour, effective August 15, 2022. Ms. Roland will be replacing Kristi Wissler.

7.G.1. Approve the following coaches for the 2022-2023 school year:

Name	Position	Location	Stipend
Britanai Lawson	Head Cheerleading Coach	STHS	\$4,800.00
Scott Braderman	Head Wrestling Coach	STHS	\$6,400.00
Marvin Redcross	Assistant Wrestling Coach	STHS	\$4,200.00
LuAnn Hetherington	Head Swimming Coach	STHS	\$4,100.00
Dwayne McCarthur	Head Indoor Track Coach	STHS	\$1,500.00
Anthony Stavenski	Assistant Indoor Track Coach	STHS	\$1,200.00
Rob Leibig	Varsity Assistant Baseball Coach	STHS	\$4,000.00
Bryan Stovall	JV Head Baseball Coach	STHS	\$3,200.00
Ken Atticks	Assistant JV Baseball Coach	STHS	\$2,600.00
Toni Gockley	Varsity Head Softball Coach	STHS	\$5,200.00
Dale Gockley	Varsity Assistant Softball Coach	STHS	\$4,000.00

Dwayne McCarthur	Head Track Coach	STHS	\$3,200.00
Brett Smith	Assistant Track Coach	STHS	\$2,900.00
Anthony Stavenski	Assistant Track Coach- Throwing	STHS	\$2,800.00
Britanai Lawson	Head Track Coach	STMS	\$2,500.00
Ericka Marchione	Assistant Field Hockey Coach	STMS	\$2,800.00
Andrew Wolfe	Varsity Assistant Field Hockey Coach	STHS	\$3,800.00

7.G.2. Approve the following Academic Team Leads for the 2022-2023 school year:

Name	Position	Location	Stipend
Robert McDonald	9-12 Science	STHS	\$1,500.00
Christine Rose-Brooks	9-12 ELA	STHS	\$1,500.00
Brandy Brant	9-12 Social Studies	STHS	\$1,500.00
Jillian Fletcher	6-8 Math	STMS	\$1,500.00
Laura O'Neill	6-8 Science	STMS	\$1,500.00
Jolene Connelly	6-8 ELA	STMS	\$1,500.00
Matthew Scharadin	6-8 Social Studies	STMS	\$1,500.00
Desiree Weaver	6-8 Related Arts	STMS	\$1,500.00
Brandon Popp	3-5 Math	TWH	\$1,500.00
Emilee Truitt	3-5 Science	TWH	\$1,500.00
Tamaura Woodson	3-5 Social Studies	TWH	\$1,500.00
Allison Morris	K-2 Math	SL/AC	\$1,500.00
Elizabeth Miller	K-2 Science	SL/AC	\$1,500.00
Hannah Sprenkle	K-2 ELA	SL/AC	\$1,500.00
Ashia Philippe	K-2 Social Studies	SL/AC	\$1,500.00
Trevar Scheuch	K-12 Empower	STSD	\$1,500.00
Kaitlyn Veronikis	K-12 Autism Support	STSD	\$1,500.00
Wendy Sweigart	K-12 Art	STSD	\$1,500.00
William Pappalardo	K-12 Health & PE	STSD	\$1,500.00
Elena Charles	K-12 Business Ed, Tech Ed, Careers	STSD	\$1,500.00
Mia Gray	K-12 Library Media/Technology	STSD	\$1,500.00
Jill Debroisse	K-12 Counseling/Psychology	STSD	\$1,500.00
Jennifer Halfond	K-12 Nursing Services	STSD	\$1,500.00
Kerry Snell	K-12 World Language (Modern)	STSD	\$1,500.00
Amanda Mucci	K-5 Special Education	SL/AC and TWH	\$1,500.00
Lora Millar	6-8 Special Education	STMS	\$1,500.00

7.G.3. Approve Leida Wojciechowski as Translator at the Susquehanna Township School District at a stipend of \$3,000.00 for the 2022-2023 school year.

7.G.4. Approve Toni Gockley as 12th Grade Class Co-Advisor at the Susquehanna Township High School at a stipend of \$500.00 for the 2022-2023 school year.

7.G.5. Approve Elena Charles as 12th Grade Class Co-Advisor at the Susquehanna Township High School at a stipend of \$500.00 for the 2022-2023 school year.

7.G.6. Approve Graham Kerick as Marching Band Director at the Susquehanna Township High School at a stipend of \$6,350.00 for the 2022-2023 school year.

7.G.7. Approve Katie Kerick as Assistant Marching Band Director at the Susquehanna Township High School at a stipend of \$3,650.00 for the 2022-2023 school year.

7.G.8. Approve Sarah Hefflefinger as Marching Band Color Guard Instructor at the Susquehanna Township High School at a stipend of \$3,100.00 for the 2022-2023 school year.

7.G.9. Approve Sarah Hefflefinger as Indoor Color Guard Instructor at the Susquehanna Township High School at a stipend of \$2,000.00 for the 2022-2023 school year.

7.G.10. Approve Jacob Heller as Assistant Marching Instructor at the Susquehanna Township High School at a stipend of \$1,000.00 for the 2022-2023 school year.

7.G.11. Approve Micah Bidgood Enders as Brass Instructor at the Susquehanna Township High School at a stipend of \$1,000.00 for the 2022-2023 school year.

7.G.12. Approve Anthony Rosito as Sideline Percussion Instructor at the Susquehanna Township High School at a stipend of \$1,000.00 for the 2022-2023 school year.

VIII. FINANCES

MOTION TO APPROVE

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

Motion passed 7-0, 0 abstentions, 2 absent (Ms. Newill, Mr. Heller)

8.A. Authorize the Superintendent and Business Manager to approve or deny project change orders as deemed appropriate in the amount of \$5,900.00 or less. All change orders above this threshold must be approved by the Board of School Directors prior to proceeding unless special exception is granted.

Note: Throughout the duration of school construction projects there are occasions when administratively approved construction project change orders require processing a.s.a.p. prior to opportunities to do so by the Board of School Directors at regularly scheduled public meetings. This is recommended and is considered customary in many districts. If approved, all such change orders will be presented to the Board of School Directors for retroactive review and final approval. Change Orders will be discussed at all monthly LT Facilities Planning Committee Meetings.

8.B. Approve the payment of Activity Fund bills from the First National Bank Activity Fund Checking, as listed on the Computer Check Summary, totaling \$1,279.87.

8.C. Approve the payment of Activity Fund bills from the First National Bank Activity Fund Checking, as listed on the Computer Check Summary, totaling \$957.80.

8.D. Approve the payment of Capital Reserve PSDLAF Checking Bills from the Capital Reserve PSDLAF Checking, as listed on the Computer Check Summary, totaling \$91,117.69.

8.E. Approve the payment of Capital Reserve PSDLAF Checking bills from the Capital Reserve PSDLAF Checking, as listed on the Computer Check Summary, totaling \$87,687.00.

8.F. 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 \$3,635,188.36.

8.G. Approve the payment of Food Service Bill from the Food Service Checking, as listed on the Computer Check Summary, totaling \$133.33.

Mr. Johnson left the meeting at 8:15 p.m.

IX. CONTRACTS

MOTION TO APPROVE

9.A.B.C.D.E.F. Moved by Mr. Rawls, seconded by Ms. McCullough to approve Items 9.A.B.C.D.E.F.

Motion passed 5-1(Campbell), 0 abstentions, 3 absent (Ms. Newill, Mr. Heller, Mr. Johnson)

9.A. Approve the Partnership for Career Development (PCD) Service Agreement for the period of July 1, 2022, to June 30, 2023, as attached.

9.B. Approve the Agreement with Navigate 360 to provide safety training for all district staff.

Note: This agreement is fully funded through the Safe Schools Initiative Competitive Targeted Program Grant.

9.C. Approve the following Summer 2022 Capital Improvement Plan (CIP) projects change orders.

Vendor Requesting Change Order	Change Order # Ref.	Trade	Amount	Add/ (Deduct)	Site	Description	\$5,900 - Threshold	Board Agenda Submission Date
York Excavating	S-1	Sitework	\$1,350.00	Add	DO	Repair to deteriorated brick & grout at storm drain. Inlet box at DAO.	Below	8/1/2022
WC Eshenaur	PCO-1	Plumbing	\$3,164.79	Add	HS/MS	Replace cast iron pipe and fittings in restrooms 107/108 at HS and 207 at the MS	Below	8/1/2022
East Coast Contracting, Inc.	MS-G-02	General	\$3,473.68	Add	MS	Laminate 1/4 gwb upper portion of south auditorium wall due to deterioration of existing plaster. Replace on additional piece of paneling at west wall	Below	8/1/2022
East Coast Contracting, Inc.	PCO-2	General	\$4,650.42	Add	HS	Change glazing to fire rated per RFI # 2 HS Office Project	Below	8/1/2022
Shannon Smith, LLC	PCO1	Electrical	\$4,885.94	Add	MS	Furnish lighting and associated controls for toilet rooms 204 and 205 as shown on ASK-3.	Below	8/1/2022
East Coast Contracting, Inc.	MS-G-01	General	\$5,493.00	Add	MS	Additional Demolition & Framing	Below	8/1/2022
East Coast Contracting, Inc.	PCO5	General	\$10,081.48	Add	HS	Supply & install fire shutter per specification sent 7/1. Note: Architectural/Engineering Firm will reimburse STSD for a percentage of this change order amount.	Above	8/1/2022
East Coast Contracting, Inc.	PCO-3R	General	\$17,123.14	Add	MS	Infill floors at bathrooms per RFI #3. Required after demo.	Above	8/1/2022
East Coast Contracting, Inc.	PCO-3R	General	\$27,759.00	Add	HS	Infill floors at bathrooms per RFI #3. Required after demo.	Above	8/1/2022
			\$77,981.45					

9.D. Approve the attached 12-month Windstream Enterprise Phone Service agreement in the annual amount of \$16,929.26 (monthly \$1,410.83) for managed router services (internet, ethernet, router) required in connection with the district’s multi-channel district-wide phone system.

Note: The Windstream Enterprise Agreement was previously in place on a month-to-month basis for in excess of 9 years. Recent changes within Windstream now requires that a minimum 12-month agreement be executed. It is necessary that this be processed as soon as possible to ensure that the district does not experience any interruption in phone service.

9.E. Approve the attached Pennoni Limited-Service Agreement for the provision of post construction air quality testing prior to the start of the 22-23 school year.

Note: The district is seeking air quality clearance in each of its buildings undergoing summer 2022 construction. This is a proactive measure intended to ensure safe conditions exist for all STSD stakeholders. This testing will occur at the High School, Middle School and Sara Lindemuth/Anna Carter Primary School.

9.F. Approve the Administration's recommendation to reject **all bids** regarding the Susquehanna Township School District Roscoe Warner Field Concession Building as identified in the attached bid tabulation.

Note: The bid amounts are significantly above project appropriations. It is the intention of the district to rebid the project sometime within the next four to six months in an effort to obtain additional contractor interest and improved pricing potentially associated with market conditions.

DISCUSSION

9.G. Discuss the contract with Management Insights to continue the implementation and integration of the Baldrige Framework for Performance Excellence as a part of the District's long-term improvement strategy.

DISCUSSION

9.H. Discuss the agreement with Learner Centered Leadership for professional development services for the 2022-2023 school year.

LCL will provide professional development for staff and administrators on the use of research-based best practices to improve classroom instruction and student engagement. This agreement supports the district's focus on increasing student achievement through direct and targeted instruction.

DISCUSSION

9.I. Discuss the Memorandum of Understanding for the 2022-2023 school year for the CAIU #15 Title III Consortium.

DISCUSSION

9.J.1. Discuss the Agreement with New Story to provide services for student 2022-23/001 for the 2022-2023 school year, as discussed in executive session.

9.J.2. Discuss the Agreement with New Story to provide services for student 2022-23/002 for the 2022-2023 school year, as discussed in executive session.

9.J.3. Discuss the Agreement with New Story to provide services for student 2022-23/003 for the 2022-2023 school year, as discussed in executive session.

DISCUSSION

9.K.1. Discuss the contract with the Vista School to provide services for student 2022-23/004 for the 2022-2023 school year, as discussed in executive session.

9.K.2. Discuss the contract with the Vista School to provide services for student 2022-23/005 for the 2022-2023 school year, as discussed in executive session.

X. POLICY

None

XI. OTHER

MOTION TO APPROVE

11.A. Moved by Mr. Ali, seconded by Dr. Cohen, to approve Item 11.A.
Motion passed 5-1 (Rawls), 0 abstentions, 3 absent (Ms. Newill, Mr. Heller, Mr. Johnson)

11.A. Approve the proposed settlement regarding the JJM&P, LP – Dauphin Co. Docket No. 2020-CV-10180-TX, 2241 Paxton Church Road real estate property in accordance with Eckert Seamans correspondence previously shared with the Board of School Directors, as well as the attached business manager assessed value mid-point analysis document indicating the proposal is fair and reasonable.

Note: This is an executive session discussion item.

MOTION TO APPROVE

11.B. Moved by Mr. Ali seconded by Dr. Cohen, to approve Item 11.B.
Motion passed 6-0, 0 abstentions, 3 absent (Ms. Newill, Mr. Heller, Mr. Johnson)

11.B. Authorize the administration to engage in temporary employment agency services to aid with addressing extensive and ongoing employee vacancies. These services are required to ensure that the district's operations and facilities are satisfactorily maintained and safe for stakeholder occupancy.

XII. NEW BUSINESS

Mr. Rawls shared that he received a phone call from a young man from Juniata County looking to move into Susquehanna Township. The diversity within the township is what attracted him to our area.

XIII. ADJOURNMENT

MOTION TO ADJOURN

Moved by Mr. Rawls, seconded by Dr. Cohen, to adjourn the meeting.
Motion passed: 6-0, 0 abstentions, 3 absent (Ms. Newill, Mr. Heller, Mr. Johnson)

Meeting adjourned at 8:40 p.m.



Julieann Newill
Board Secretary