

CALL TO ORDER	At 7:00 p.m., the April 7, 2025, meeting of the Susquehanna Township Board of School Directors was called to order by President Jesse Rawls, Sr.
SCHOOL BOARD MEMBERS PRESENT	Mr. Jesse Rawls, Sr., Ms. Tameka Hatcher, Ms. Elise I. LeMelle, Mrs. Jackie Hill, Mr. Jayonn Folks, Mr. Eric Hedenberg, Keita Kalonji Johnson, Esq., Mr. Steven H. Johnson, Dr. Anita Mareno
DISTRICT OFFICE PRESENT	Dr. Tamara Willis, Dr. Andrae Martin, Mr. Oslwen Anderson, Jr., Mrs. Kathy Ciaciulli, Ms. Ann-Marie Rathmell, Mr. Justin Green, Mr. Jonathan Bishop
SOLICITOR	Eckert Seamans Cherin & Mellott, LLC
EXECUTIVE SESSION	The President announced that executive session was held immediately prior to the meeting for the purpose of personnel, real estate, security, and legal matters.
REPORTS/ ANNOUNCEMENTS	<p><b>Superintendent's Notes:</b> Dr. Tamara Willis shared that Freshman Jaycee Martin was named Mid Penn Conference Best Newcomer for Girls Basketball. The district hosted a group of headmasters from Cardiff, Wales. This was part of an Educator Exchange program in partnership with the Capital Area Intermediate Unit, the BLaST Intermediate Unit (Bradford, Lycoming, Sullivan and Tioga Counties) and the Taith Foundation. The group visited our middle school, high school and Sara Lindemuth/Anna Carter Primary School. As part of this partnership, Susquehanna Township School District will have the opportunity to send members to Wales during the summer. Dr. Willis also shared that her EIT Advisory Committee will be meeting on Tuesday, April 15<sup>th</sup>.</p> <p><b>II. APPROVAL OF AGENDA ITEMS FOR APRIL 7, 2025</b></p> <p><b>MOTION TO APPROVE</b></p> <p><b>2.A.</b> Moved by Mr. K. Johnson, seconded by Mr. S. Johnson to approve the meeting agenda for April 7, 2025. Motion passed 9-0, 0 abstentions, 0 absent</p> <p><b>2.B.</b> Board Member Comments</p> <p><b>Ms. Hatcher</b> reported that she attended the National School Boards Association (NSBA) Conference in Atlanta, Georgia. She participated in several sessions focused on recent executive orders and will provide a summary to the Board.</p> <p><b>III. HEARING OF THE PUBLIC</b></p> <p>None</p>

#### IV. PRESENTATIONS AND DISCUSSIONS

##### PRESENTATION

**4.A.** PRWorks: Jason Kirsch, Principal and Senior Counselor, outlined proposal for strategic marketing to support the district's EIT campaign.

**4.B.** High School Spotlight – Presenters: David Archer, High School Principal; Jessica Fisk, Assistant Principal; Victoria Sanks, Assistant Principal; Brandy Brandt, High School Teacher; Jordan Bowser, Student; Danae Weidler, Parent

**4.C.** Maintenance/Cleaning of District Roof Top Units: Terry Heller, Director of Maintenance and Operations presented.

Mr. Rawls expressed concerns regarding the cost of the options presented for cleaning the rooftop units. The Board engaged in a discussion about both the expense and the safety of the options presented.

#### V. MINUTES

##### MOTION TO APPROVE

**5.A.** Moved by Mr. K. Johnson, seconded by Ms. Hatcher, to approve Item 5.A. Motion passed 9-0, 0 abstentions, 0 absent

5.A. Approve the Minutes of the March 17, 2025, Board Meeting.

#### VI. PROGRAM

None

#### VII. PERSONNEL

##### MOTION TO APPROVE

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

Dr. Willis recognized the retirees.

**7.A.1.** Approve the retirement of Frederick Rogers as Technology Education Teacher at the Susquehanna Township High School, effective June 6, 2025. Fred has been with the district since 2008.

**7.A.2.** Approve the retirement of Sylvia Espinoza as Assistant III/Paraprofessional at The Susquehanna Township High School, effective June 6, 2025. Sylvia has been with the district since 2005.

**7.A.3.** Approve the retirement of Elizabeth Miller as Elementary School Teacher at the Sara Lindemuth/Anna Carter Primary School, effective July 17, 2025. Elizabeth has been with the district since 2003.

**7.B.1.** Approve the resignation of Bruce Searfoss as Assistant Boys Soccer Coach at the Susquehanna Township Middle School, effective March 21, 2025.

**7.B.2.** Approve the resignation of Youssel El Hannani as Spanish Teacher at the Susquehanna Township High School, effective June 6, 2025.

**7.B.3.** Approve the resignation of Jeanne Kelly as Food Service Secretary at the Susquehanna Township School District, effective April 17, 2025.

**7.B.4.** Approve the resignation of Michael Betsill as Assistant III at Thomas W. Holtzman Elementary School, effective April 3, 2025.

**7.C.** Approve the transfer of Patrick Leister, from School Counselor at Middle School to School Counselor at the High School, effective April 1, 2025.

**7.D.1.** Approve the transfer of Tracy Itinger from Part-Time Food Service Worker to Assistant Food Service Manager at the Sara Lindemuth/Anna Carter Primary School at a rate of \$17.85 per hour, effective April 14, 2025. Tracy will be replacing Janice Walls.

**7.E.1.** Amend Joshua Yeckley's salary from \$76,004 to \$77,710 (pro-rated) to reflect the attainment of his Master's degree.

**7.E.2.** Approve Casey Hayth as LTS Special Education Teacher- Learning Support at the Susquehanna Township Middle School at a salary of \$55,000.00, pro-rated, effective April 8, 2025. Casey will be filling in until the replacement starts next school year.

**7.E.3.** Approve Jessica Tolasky as Registered Nurse- Multiple Disabilities at the Susquehanna Township Middle School at a salary of \$58,293.00, effective July 1, 2025. Jessica will be replacing Quadasha Gilmore.

**7.F.** Approve Rodney Lewis as Part-Time Food Service Worker at the Susquehanna Township High School at a rate of \$15.00 per hour, effective March 31, 2025. Rodney will be replacing Emad Dabsha.

**7.G.1.** Approve Jennifer Nolt as Sponsor for Karen Kipp at the Susquehanna Township High School at a pro-rated stipend of \$150.00, effective March 17, 2025.

**7.G.2.** Approve Jolene Connelly as Mentor for Sarah Southard at the Susquehanna Township Middle School at a stipend of \$1,000.00 for the 2025-2026 school year.

**7.G.3.** Approve the following coaches/advisors for the 2024-2025 school year:

Name	Position	Location	Stipend
Dwan Barton-Smiley	JV Head Softball Coach	STHS	\$3,200.00
Marisa Meholic	Department Head - ELA	STMS	Pro-rated amount of \$700.00

**7.G.4.** Approve the following ESY Teachers at a rate of \$40.00 per hour for the 2024-2025 school year:

Levi Moyer	Jacqueline Hoffman
Margaret Baum	Jessica Dullen
Kennedi Welsh	Nicole Thomas
Karen Kipp	Lainie Whitaker
Lora Millar	Rebecca Zeigler
Christa Sepp	Nicholas Dean
Kimarie Brown	Kaitlyn Veronikis
Diana Smulktis	Makenzie Lynn
Lalita Bajgai	Darcy Wallace
Stephanie Wolfe	Maya Swims

**7.G.5.** Approve the following ESY Paraprofessionals at their hourly rate for the 2024-2025 school year:

Kristy Wissler	Melissa Rico
Yolanda Stanton	Jaylen Urrutia
Felicia Rivera	Debra Napper
Taylor Riccio	Litti Rissler
Aliza Torres	Sarah Hefflefinger
Amanda Confer	Nicolle Reyes
Krystol Rucker	Amanda Kresge
Christel Baumann	Jamie Badaczewski
Tyshiya Curry	Destene Washington
Nadia Clair	

**7.G.6.** Approve the following ESY Nurses at a rate of \$40.00 per hour for the 2024-2025 school year:

Jennifer Halfond	Quadasha Gilmore
Monicah Leah	Cindy Gold
Deborah Bennett	Jessica Tolasky - effective July 1, 2025

**7.G.7.** Approve the following Summer School Teachers at a rate of \$40.00 per hour for the 2024-2025 school year:

Chelsea Wagner	Brandon Popp
Emily Arnold	Amanda Shipley
Hannah Wilson	Sierra Smith
Caroline Martin	Veronica Stewart
Hannah Hale	Celeste Grob
Quentin Shaffer	Erin Madison
Jenna McGinnis	Jordan Bour
Deja Speaks	Emilee Truitt
Sydney Fowlkes	Judy Hodgson
Brittany Pendelton	Alyson Settino
Elizabeth Miller	Courtney Birckbichler
Keara Higgins	Jennifer Strohm
Nichole Smith	

**7.G.8.** Approve the following Summer School Paraprofessionals at their hourly rate for the 2024-2025 school year:

Abby Hockenberry	Kiri Schimmel
Eric Brooks	

**7.H.** Approve the new positions for the 2025-2026 school year as presented:

<b>Job Title</b>	<b>Location</b>	<b>Classification</b>	<b>FTE</b>
Hall Monitors	HS	Support Staff	2
Learning Support	HS	Teacher	1

Job Title	Location	Classification	FTE
Learning Support	MS	Teacher	1
Learning Support	TWH	Teacher	1
Autism Support	SLAC	Teacher	2
Emotional Support	MS	Teacher	1
K-2 Teacher	SLAC	Teacher	2
Math Intervention	MS	Teacher	1
Related Arts - SEL	TWH	Teacher	1
3-5 Teacher	TWH	Teacher	1
English Teacher	HS	Teacher	1
Custodian	DO	Support Staff	1
Groundskeeper	DO	Support Staff	1

Mr. Rawls left the meeting at 8:37 p.m.

#### VIII. FINANCES

##### MOTION TO APPROVE

**8.A.B.C.D.E.F.** Moved by Mr. K. Johnson, seconded by Mr. Folks, to approve Items 8.A.B.C.D.E.F.

Motion passed 8-0, 0 abstentions, 1 absent (Mr. Rawls)

Mr. Rawls rejoined the meeting at 8:39 p.m.

**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 \$4,128.92.

**8.B.** Approve the payment of Capital Reserve PSDLAF checking bills from the Capital Reserve PSDLAF Checking, as listed on the Computer Check Summary, totaling \$59,181.12.

**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 \$3,045,183.81.

**8.D.** Approve the payment of Food Service bills from the Food Service Checking, as listed on the Computer Check Summary, totaling \$49,753.93.

**8.E. 1.** Approve the following Personal Tax Refund:

Taxpayer Name: Amy Allar

Bill#: 014616

Year: 2024  
Refund Amount: \$283.50  
Reason: Amy Allar made less than \$5,000.00; paid the taxes in error.

**2. Approve the following Personal Tax Refund:**

Taxpayer Name: Latonia McIntyre  
Bill #: 003766  
Year: 2022  
Refund Amount: \$308.00  
Taxpayer Name: Latonia McIntyre  
Bill #: 003915  
Year: 2023  
Refund Amount: \$308.00

Total Amount of Refund \$616.00  
Reason: Latonia McIntyre was not a resident of Susquehanna Township; paid the taxes in error.

**8.F.** Ratify the advertisement of a notice to the public once a week, for three weeks, that the Board of School Directors of Susquehanna Township School District intends to adopt a Referendum Resolution to place a referendum on the November 4, 2025, ballot relating to the elimination of the flat rate occupation tax and an increase in the rate of the earned income tax collected by the School District to 1.1%. The notice shall provide that the Referendum Resolution will be acted upon at the meeting of the Board of School Directors to be held on May 19, 2025, and that the Board of School Directors will hold both a public hearing regarding the proposed referendum resolution on April 10, 2025, and a public continuation hearing regarding the proposed referendum on May 13, 2025.

**DISCUSSION**

**8.G.** Discuss the Capital Area Intermediate Unit (CAIU # 15) Operating Budget for the 2025-2026 Fiscal Year.

**IX. CONTRACTS**

**MOTION TO APPROVE**

**9.A.B.D.E.F.G.H.J.** Moved by Ms. Hatcher, seconded by Mr. K. Johnson to approve Items 9.A.B.D.E.F.G.H.J.  
Motion passed 9-0, 0 abstentions, 0 absent

**9.A.** Approve the Agreement and Addendum with Yellow Breeches Educational Center, Inc. to provide services, as needed, for the 2025-2026 regular school year.

**9.B.** 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.D.** Approve the Modern Recovery Solutions collections services agreement as attached above at a fee/rate of 16% of all collected STSD revenues.

**9.E.** Approve the attached Keystone Sports Construction proposal for the required spring and fall maintenance of the Roscoe Warner Stadium (HS) synthetic turf field as outlined in the agreement.

**9.F.** Approve the attached Susquehanna Township High School Kitchen Improvement Project KPN proposal through the ezIQC program with Lobar Associates Master Builders via KPN's Job Order Contracting (JOC) procurement process, not to exceed the amount of \$2,160,131 as outlined in the attached agreement. Once available, a final contract will be provided for signature, itemizing all project costs by line item not exceeding the \$2,160,131. The project is scheduled for substantial completion within the first 6 weeks after the start of the 25-26 school year.

**9.G.** Approve the COSTARS contract with Frey Lutz for \$601,485.00 to replace six rooftop units that have reached their end of service life. This includes one RTU at the High School and five RTU's at the Middle School (see attached spreadsheet of units) for replacement. The quote includes installing new AAON Brand units similar to what has been installed in the district over the past few years.

**9.H.** Approve the Agreement with PRworks to provide strategic marketing for the EIT campaign.

**9.I.** Approve the Agreement between Susquehanna Township School District and IAG to offer international teachers through the H1B Visa program.

**9.J.** Approve the Contract with the Sheraton Harrisburg Hershey Hotel for the 2024-2025 Retirement Dinner Celebration.

**MOTION TO APPROVE**

**9.C.** Moved by Mr. K. Johnson, seconded by Ms. Hatcher, to approve Item 9.C.

**ROLL CALL VOTE:**

Aye:	Mr. Hedenberg, Dr. Mareno, Mr. Folks, Ms. Hatcher, Ms. LeMelle, Mrs. Hill, Mr. S. Johnson, Mr. K. Johnson, Mr. Rawls
Nay:	None
Abstain:	None
Absent:	None

**Motion passed 9-0, 0 abstentions, 0 absent**

**9.C.** Approve the district's procurement of a district-wide safety and security detection system in the amount of \$38,261.70. This procurement is being funded through the Pennsylvania Commission on Crime and Delinquency (PCCD) Grant.

**DISCUSSION**

**9.K.** Discuss the COSTARS contracts with OAE Systems, LLC totaling \$ 381,000.00 to purchase new HVAC Controls for the High School. This includes all controllers for Roof Top Units (RTUs), Variable Air Volume (VAVs) that serve classrooms, air handling units, exhaust fans, boilers/circulator pumps, and domestic hot water. These controllers and ancillary equipment are then integrated into the district's Building Automation System.

**DISCUSSION**

**9.L.** Discuss the attached Garden Spot Mechanical, Inc. and Tremco, Inc. proposals collectively totaling \$51,612.35 for the provision of water access on the roofs of all district school buildings so that RTU's can be appropriately cleaned in-house to extend the life of each district RTU and maintain applicable warranties. Each of the above referenced proposals are available via state contracts. (Garden Spot Mechanical, Inc. – COSTARS and Tremco, Inc. – KPN).

**X. POLICY**

None

**XI. OTHER**

**MOTION TO APPROVE**

**11.A.** Moved by Mr. K. Johnson, seconded by Mr. S. Johnson, to approve Item 11.A. Motion passed 9-0, 0 abstentions, 0 absent

**11.A.** Approve the attached Offer for Repository bid presented to the Dauphin County Office of Tax Claim by Mr. Adam Walker in the amount of \$2,000.00 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. The Administration recommends approval.

**MOTION TO APPROVE**

**11.B.** Moved by Mr. K. Johnson, seconded by Ms. LeMelle, to approve Item 11.B. Motion passed 9-0, 0 abstentions, 0 absent

**11.B.** Approve the attached "Stipulation and Joint Motion for Agreed Upon Order," Dauphin County Co. No. 2023-CV-7508-TX, regarding the tax assessment appeal filed by the property owners Stan Custer, Jr. and Nancy B. Custer, Tax Parcel No. 62-013-156. When applying the applicable school district millage rate to the proposed property assessed value, the appeal will result in the loss of school district real estate tax revenues in the amount of approximately \$30,415 per year providing there was

no change to the 2023 millage rate amount. (See Stipulation and Joint Motion for Agreed Upon Order).

**MOTION TO APPROVE**

**11.C.** Moved by Mr. K. Johnson, seconded by Mr. Hedenberg, to approve Item 11.C. Motion passed 9-0, 0 abstentions, 0 absent

**11.C.** Approve the overnight trip for Track and Field athletes to attend the Penn Relay's Track and Field Competition on April 25 - April 26, 2025. The event will be held at the University of Pennsylvania in Philadelphia, PA.

**XII. NEW BUSINESS**

None

**XIII. ADJOURNMENT**

**MOTION TO ADJOURN**

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

Meeting adjourned 8:48 p.m.

  
Elise LeMelle  
Board Secretary