

## LINE MOUNTAIN SCHOOL DISTRICT

### MINUTES

#### BOARD OF SCHOOL DIRECTORS MEETING

February 27, 2024

- I. President Laudenslager called the meeting to order at 6:37 PM at the Line Mountain Middle/High School Library.

- II. Pledge of Allegiance.

- III. Roll Call:

#### **BOARD DIRECTORS**

Michael Bordner	Present
Dennis Erdman, Vice President	Present
Linda Gutkowski	Present
Lauren Hackenburg	Present
Dr. Richard Huskey	Present
Paul Kolody	Present
Troy Laudenslager, President	Present
Ronald Neidig	Present
Matthew Shaffer	Present
Patty Troutman, Secretary, Non-Member	Present

#### **ADMINISTRATION**

David M. Campbell	Superintendent	Present
Kaitlin Rosselli	Business Manager	Present
Dwain Messersmith	Secondary School Principal	Absent
Jeffrey Lagerman	Middle School Principal	Present
Kyrie Ciborowski	Elementary School Principal	Present
Christine Shearn	Principal/Director of Curriculum	Present
Amy Dunn	Director of Special Education	Absent
Brad Shrum	School Psychologist	Present
Stephen Kelley	Athletic Director	Absent
Keith Harro	Network Administrator	Present
Douglas Wolfe	Director of Plant Operations	Present
Jamie Shiko	Food Service Director	Present
Joseph Michetti	Acting School Solicitor	Present

#### **OTHERS**

Approximately nine members of the general public were present.

- IV. President Laudenslager recognized the public present. There were no comments from the public at this time.

V. Motion to Approve the Minutes

Regular Meeting of January 9, 2024 as per attached pages.

Ronald Neidig made the motion and Linda Gutkowski seconded the motion to approve the above minutes. The motion passed by acclamation.

V. Motion to Approve the Agenda:

Michael Bordner made the motion and Paul Kolody seconded the motion to approve the agenda. The motion passed by acclamation.

VII. Administrative Reports

A. Superintendent

Mr. Campbell spoke briefly regarding the upcoming 2024-2025 school calendar. The anticipated first and last days of school are scheduled for August 19, 2024 and May 23, 2025 respectively.

B. Business Manager

Ms. Rosselli reported that preparations on the 2024-2025 fiscal budget are continuing. A preliminary budget will be presented in March or April. Governor Shapiro is proposing a 13.62 percent increase. A final budget should be presented in May or June for approval.

C. Principals

Ms. Shearn reported on the Chief Science Officer Program currently operating among Mrs. Kieffer, Mrs. Traugh and LMSD Middle and Elementary School students. The Program is intended to ignite new opportunities in STEM and innovation by bringing together peers and community leaders.

Ms. Ciborowski reported on the various Elementary School activities happening currently including visitation for a musical preview, Teamology Dodgeball, Kindergarten registration and Odyssey of the Mind.

D. Property Committee

Mr. Wolfe requested permission from the Board to seek quotes on a new maintenance truck to replace the 2015 F250. Mr. Campbell suggested that the District keep the 2015 model rather than trade it in on the purchase transaction. He also addressed the need for the paving of the hill from the rear parking lot up to the ticket booth. President Laudenslager suggested that Mr. Wolfe seek additional quotes for the project prior to board approval. The agenda item was removed from the agenda.

E. Policy Committee

No report.

- F. Fiscal Committee  
No report.
- G. Personnel Committee  
No report.
- H. Northumberland County Career & Technology Center Report  
Mr. Erdman reported the next board meeting will be March 13, 2024. He also reported the Center is looking into solar energy for the campus.
- I. Central Susquehanna Intermediate Unit Report  
Ms. Hackenburg reported there was a meeting last week. She also provided each board member with a CSIU 2023 year in review brochure.
- J. Tax Collection Committee  
No report.

## VIII. ACTION ITEMS

### A. FISCAL

PUBLIC COMMENT – None.

#### **This Item Was Voted On Separately.**

#### 1. **Treasurer's Report**

A. Be it recommended the Board approve the Treasurers Cash report and all checks from all funds within the Line Mountain School District for the period ending February 21, 2024 as per attached pages.

B. Additional checks as per attached.

#### RECOMMENDED ACTION

That the Board of School Directors  
approve the above fiscal action.

Moved by Linda Gutkowski and seconded by Paul Kolody to approve Item Number A1 and carried by a vote of 8 yes, 0 no and 1 abstention on roll call vote with Troy Laudenslager abstaining.

#### 2. **2023 Bulk Exonerations for Local Tax Collectors**

The administration recommends approval of the 2023 bulk exonerations for the local tax collectors as per attached page.

#### 3. **Delinquent Tax Exonerations Approval**

The administration recommends approval of exonerations submitted by Statewide Tax Recovery, Inc. as per attached page.

4. **Budget Transfer Approval**  
The administration recommends approval of the 2023-2024 budget transfers as per attached page.
5. **Service Electric Communications E-Rate Renewal Approval**  
Be it recommended the Board approve to renew service with Service Electric Communications, LLC, Allentown, PA for a 1GB Fiber Optic Wide Area Network connection between the Line Mountain High School and Elementary School. The monthly pre-eRate cost is \$700 before an approximate 70% eRate discount. Service runs July 1, 2024 through June 30, 2026.
6. **Software Renewal Approval**  
Be it recommended the Board approve to renew the PDQ Deployment Tool software through PDQ.com, Salt Lake City, UT at an annual cost of \$675.75. The software subscription runs April 8, 2024 through April 7, 2025.
7. **Middle High School Surveillance Cameras Purchase Approval**  
Be it recommended the Board approve to replace (4) analog surveillance cameras and (2) digital surveillance cameras at the Line Mountain Middle High School to replace defective cameras that are out of warranty through NRG Controls North, Selinsgrove, PA at a total cost of the project of \$6,150 through CoStar's Contract #040-E22-165.
8. **Elementary School Surveillance Cameras Purchase Approval**  
Be it recommended the Board approve to replace (2) analog surveillance cameras at the Line Mountain Elementary School to replace defective cameras that are out of warranty through NRG Controls North, Selinsgrove, PA at a total cost of the project of \$1,885 through CoStar's Contract #040-E22-165.
9. **Creative Landscapes, Inc. Maintenance Agreement Approval**  
Be it recommended the Board approve Creative Landscapes, Inc., Lewisburg, PA for the 2024 spring, summer, and fall maintenance to the Memorial Garden at the middle high school for a total cost of \$3,447 and authorize the Superintendent to execute the agreement as per attached pages.
10. **Stone Valley Seeders Agreement Approval**  
Be it recommended the Board approve Stone Valley Seeders, Dalmatia, PA to provide services to the athletic fields to include fertilization, grub, crabgrass, and broadleaf control, winterize, overseed and rolling of goal areas at a cost of \$11,000 and authorize the Superintendent to execute the agreement as per attached page.
11. **Booster Heater and Water Softener Purchase Approval**  
Be it recommended the Board approve the purchase and installation of a new Booster Heater and Water Softener at the Line Mountain Middle High School Cafeteria through Hobart Service, Harrisburg, PA at a total cost of \$15,941.57 to be paid through Food Service Fund as per attached pages.

12. **Driver's Education Memorandum of Understanding Approval**  
Be it recommended the Board approve the Memorandum of Understanding between the Central Susquehanna Intermediate Unit and the Line Mountain School District for the Driver's Education Behind-the-Wheel Instruction and End of Course Skills Test for the 2024-2025 school year that runs September 1, 2024 to August 31, 2025 as per attached pages.
13. **Promethean ActivPanel 9 Display Purchase Approval**  
Be it recommended the Board approve the purchase of (2) Promethean ActivPanel 9 Collaboration Displays through GDC Tech, Mechanicsburg, PA at a total cost of \$4,235.00 through CoStar's Contract #199069.
14. **ConnectWise Software Renewal Approval**  
Be it recommended the Board approve to renew the ConnectWise Remote Access software licenses through ConnectWise, LLC, Tampa, FL at an annual cost of \$1,032.
15. **High School Driveway Pave Approval**  
Be it recommended the Board approve to grade and pave the driveway leading up to the ticket booth at the Line Mountain Middle High School through S.S. Witmer, Inc., Dalmatia, PA at a cost of \$6,300 as per attached page.
16. **Teladoc Health Agreement Approval**  
Be it recommended the Board approve an agreement with Teladoc Health, Inc., Purchase, NY effective March 1, 2024 through March 1, 2025 for HealthiestYou Virtual Care Services and authorize Administration to execute the agreement as per attached pages.
17. **This Item Was Voted On Separately.**  
**Authorized Investment Provider Approval for 403(b) Plan**  
Be it recommended the Board approve the addition of Vanguard Group as an authorized investment provider for 403(b) Retirement Programs. This will be at no cost to the district.

RECOMMENDED ACTION

That the Board of School Directors  
approve the above fiscal action.

Moved by Ronald Neidig and seconded by Michael Bordner to approve Item Number A17 and carried by a vote of 8 yes, 1 no and 0 abstentions on roll call vote with Dennis Erdman casting the negative vote.

18. **2024-2025 CSIU Budget**

Be it recommended the Board approve the preliminary 2024-2025 General Operating Budget for the Central Susquehanna Intermediate Unit in the amount of \$995,891.

RECOMMENDED ACTION

That the Board of School Directors approve the above fiscal action.

Moved by Michael Bordner and seconded by Linda Gutkowski to approve Items Number A2, A3, A4, A5, A6, A7, A8, A9, A10, A11, A12, A13, A14, A16 and A18 and carried by a vote of 9 yes, 0 no and 0 abstentions on roll call vote.

B. PERSONNEL

PUBLIC COMMENT – None.

1. **FMLA Leave Approval**

Be it recommended the Board approve Family Medical Leave for employee #2692 commencing on February 15, 2024 through 12 weeks which will follow FMLA requirements and policy.

**This Item Was Voted On Separately.**

2. **Coaches/Advisors Approval**

Be it recommended the Board approve (pending all required paperwork) the employment of the following coaches/advisors for the 2023-2024 school year:

<u>Name</u>	<u>Position</u>	<u>Salary</u>
Margaret Fessler	JH Head Field Hockey Coach	\$3,080.00
Bailey Hawk	JH Assistant Field Hockey Coach	\$3,080.00
Allison Michael	Volunteer JH Field Hockey Coach	\$ -0-
Caitlin Keim	Volunteer JH Field Hockey Coach	\$ -0-
Matt Bednar	JH Head Girls Soccer Coach	\$3,080.00
Amy Zartman	Volunteer JH Girls Soccer Coach	\$ -0-
Anthony Shutt	Assistant Girls Softball Coach	\$3,080.00
Stacey Grindstaff	Assistant Girls Softball Coach	\$2,640.00
Michael Boyer	Volunteer JH Girls Soccer	\$ -0-

RECOMMENDED ACTION

That the Board of School Directors approve the above personnel action.

Moved by Dennis Erdman and seconded by Paul Kolody to approve Item Number B2 and carried by a vote of 8 yes, 0 no and 1 abstention on roll call vote with Linda Gutkowski abstaining.

3. **Substitute Day to Day Teacher Approval**

Be it recommended the Board approve (pending all required paperwork) the following personnel as a day to day substitute teacher for the 2023-2024 school year:

<u>Name</u>	<u>Certification</u>
Kathryn Bullington	Guest Teacher

**This Item Was Voted On Separately.**

4. **Classified Personnel Approval**

A. Be it recommended the Board approve Frances Schaffner as Interim Elementary Head Cook at a rate of \$18.50 per hour retroactive to January 3, 2024 through June 30, 2024.

B. Be it recommended the Board approve the employment of Ahmed Abdou as a 4-hour cafeteria worker for the Line Mountain School District at the hourly rate of \$14.00 per hour retroactive to January 31, 2024.

C. Be it recommended the Board approve the employment of Denise McCauley as Special Education Secretary for the Line Mountain School District at the hourly rate of \$16.50 per hour effective upon completion of all required paperwork.

D. Be it recommended the Board approve the employment of Randolph Seiler as a 5 ½ hour cafeteria worker for the Line Mountain School District at the hourly rate of \$14.00 per hour retroactive to February 5, 2024.

E. Be it recommended the Board approve the transfer of Amy Miller from cafeteria worker to special education aide for the Line Mountain School District at the hourly rate of \$14.00 per hour retroactive to February 19, 2024.

F. Be it recommended the Board approve the employment of Elizabeth Teiter as a 5 hour cafeteria worker for the Line Mountain School District at the hourly rate of \$14.00 effective upon the completion of all required paperwork.

**RECOMMENDED ACTION**

That the Board of School Directors  
approve the above personnel action.

Moved by Paul Kolody and seconded by Michael Bordner to approve Item Number B4 and carried by a vote of 8 yes, 0 no and 1 abstention on roll call vote with Ronald Neidig abstaining.

5. **Classified Work Beyond the School Day Approval**

Be it recommended the Board approve the following classified personnel for work beyond the school day to work up to 20 additional hours intended for special education, extra-curricular, and/or additional assigned duties at their regular rate of \$14.00 per hour:

<u>Name</u>	<u>Name</u>	<u>Name</u>
Amy Miller	Kayla Long	Monica Renn
Mandi Waters	Halie Urquhart	Aubrie Stine
Paige Griffie	Tammy Humphrey	

6. **Substitute Classified Personnel Approval**

Be it recommended the Board approve the following substitute classified personnel effective upon completion of all required paperwork for the 2023-2024 school year at the substitute hourly rate of \$14.00:

<u>Name</u>	<u>Position</u>
Ty Mordan	Substitute Custodian
Jesse Kissinger	Substitute Cafeteria Worker
Christine Bijl	Substitute Teacher Aide

7. **Uncompensated Leave Approval**

Be it recommended the Board approve the following uncompensated leave days for the 2023-2024 school year:

<u>Employee</u>	<u>Dates</u>	<u>Reason</u>
#2930	1/3/24 to 1/5/24 & 1/8/24 to 1/16/24	Family Necessity
	2/9/24 & 2/15/24 (1/2 days)	Family Necessity
#2714	2/7/24 & 2/8/24 + 2/16/24 (1/2 day)	Health
#2791	12/13 & 12/14/23 - 1/26/24 + 2/12/24	Health
#2932	4/11/24 to 5/24/24	Health

8. **LMEA Collective Bargaining Extension Agreement Approval**

Be it recommended the Board approve the Collective Bargaining Agreement extension between the Line Mountain School District and The Line Mountain Education Association. The effective term of this Agreement shall begin on July 1, 2021, and continue in full force and effect until June 30, 2026, and renegotiated by extension July 1, 2024 until June 30, 2029, or until such later date as the two parties may hereafter agree is to be the extended ending date.

9. **Athletic Trainer Employment Approval**

Be it recommended the Board approve the employment of Breanna Ebright as Athletic Trainer for the Line Mountain School District at a salary of (Step MA 1) \$43,000.00 effective February 28, 2024 .



10. **2023-2024 Spring Personnel Approval**

Be it recommended the Board approve (pending working papers and or clearances) the following support personnel for the 2023-2024 school year effective July 1, 2023:

Statistician/Book Keeper

Cadence Walshaw

Kaydence Bordner

Clock Operator

Cadence Walshaw

Kaydence Bordner

RECOMMENDED ACTION

That the Board of School Directors  
approve the above personnel action.

Moved by Lauren Hackenburg and seconded by Ronald Neidig to approve Items Number B1, B2, B3, B5, B6, B7, B8 and B9 and carried by a vote of 9 yes, 0 no and 0 abstentions on roll call vote.

C. POLICY AND PROGRAM

PUBLIC COMMENT – None.

1. **Faculty Conferences Approval**

Be it recommended the Board approve the following faculty conferences for the 2023-2024 school year as per attached page.

2. **Field Trips Approval**

A. Be it recommended the Board approve the following field trips for the 2023-2024 school year as per attached pages.

B. Additional Field Trips for approval as per attached.

3. **2024-2025 School Calendar Approval**

Be it recommended the Board approve the school calendar for the 2024-2025 school year as per attached page.

4. **Bloomsburg University Nursing School Agreement Approval**

Be it recommended the Board approve to enter into a five-year affiliation agreement with Bloomsburg University whereas Line Mountain School District will provide school health clinical experience for nursing students and authorize the Superintendent to execute the agreement as per attached pages.

5. **Memorandum of Understanding Approval**

Be it recommended the Board approve a Memorandum of Understanding between the Line Mountain School District and St. Patrick's Catholic Church to provide sheltering and a mass care facility in case of evacuation for the Line Mountain Elementary School. The agreement shall be self-renewable for a period of five (5) years as per attached pages.

6. **Student Agreement Approval**  
Be it recommended the Board approve an Agreement pertaining to a student disciplinary matter #2023-24-05 and authorize the Superintendent to execute the same on behalf of the District.
7. **Student Agreement Approval**  
Be it recommended the Board approve an Agreement pertaining to a student disciplinary matter #2023-24-06 and authorize the Superintendent to execute the same on behalf of the District.
8. **First Reading of Policy Approval**  
Be it recommended the Board approve the first reading of the following policy:
  - 209.1, Food Allergy Management as per attached pages.
9. **2024-2025 High School Course Selection Handbook Approval**  
Be it recommended the Board approve the High School Course Selection Handbook for the 2024-2025 school year.

RECOMMENDED ACTION

That the Board of School Directors approve  
the above policy and program action.

Moved by Linda Gutkowski and seconded by Lauren Hackenburg to approve  
Items Number C1, C2, C3, C4, C5, C6, C7, C8 and C9 and carried by a vote of  
9 yes, 0 no and 0 abstentions on roll call vote.

IX. Public Comment – None.

Board Comment:

Acting Solicitor Michetti announced prior to the meeting tonight there was an executive session whereby matters related to personnel and potential litigation were discussed from 5:30 PM to 6:40 PM.

X. Motion to Adjourn:

There being no further business being brought before the Board, Dennis Erdman made the motion and Lauren Hackenburg seconded the motion to adjourn the meeting at 7:15 PM.

Respectfully submitted,

Patty Troutman  
Board Secretary

