

East Lycoming School District  
Board Reorganization Meeting  
**Tuesday, December 5, 2023**  
7:00 p.m. – High School Library

**Public should enter through the Library Vestibule Doors**

**Call the Meeting to Order: Heather Burke, Board Secretary**

**I. Nominations for Temporary Board President:**

A. Nominees: 1. \_\_\_\_\_ by \_\_\_\_\_

B. Close Nominations: Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote \_\_\_\_\_

C. **Resolved**, to appoint \_\_\_\_\_ as Temporary President of the East Lycoming School Board.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote \_\_\_\_\_ **-resolution required**

**II. Oath of Office Administered to following elected Board Members by Temporary Board President:**

Craig Dudek (newly elected 4 year term)

Scott Ritter (newly elected 4 year term)

Floyd Swales Jr. (newly elected 4 year term)

**III. Nominations for Board President:**

A. Nominees: 1. \_\_\_\_\_ by \_\_\_\_\_

2. \_\_\_\_\_ by \_\_\_\_\_

B. Close Nominations: Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote \_\_\_\_\_

C. **Resolved**, to appoint \_\_\_\_\_ as President of the East Lycoming School Board.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote \_\_\_\_\_ **-resolution required**

The **BOARD PRESIDENT** now takes control of the meeting from the Temporary President.

IV. **Nominations for Vice-President of the Board:**

A. Nominees: 1. \_\_\_\_\_ by \_\_\_\_\_

2. \_\_\_\_\_ by \_\_\_\_\_

B. Close Nominations: Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote \_\_\_\_\_

C. **Resolved**, to appoint \_\_\_\_\_ as Vice-President of the East Lycoming School Board.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote \_\_\_\_\_ **-resolution required**

V. **Nominations for School Board Treasurer – 2023/2024:**

A. Nominees: 1. \_\_\_\_\_ by \_\_\_\_\_

2. \_\_\_\_\_ by \_\_\_\_\_

B. Close Nominations:

Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote \_\_\_\_\_

C. **Resolved**, to appoint \_\_\_\_\_ as Treasurer 2023/2024 of the East Lycoming School Board.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote \_\_\_\_\_ **--resolution required**

VI. **Appointment of School Board Solicitor:**

**Resolved**, upon the recommendation of Superintendent Stamm to appoint the McCormick Law Firm, Mr. Christopher Kenyon, as School Board Solicitor.

**-resolution required**

VII. **Appointment of the Board's Legislative Chairman:**

A. Nominees: 1. \_\_\_\_\_ by \_\_\_\_\_

2. \_\_\_\_\_ by \_\_\_\_\_

B. Close Nominations:

Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote \_\_\_\_\_

C. **Resolved**, to appoint \_\_\_\_\_ as Legislative Chairman of the East Lycoming School Board.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote \_\_\_\_\_ **-resolution required**

VIII. **Appointment of the LycoCTC Board Member:**

A. Nominees: 1. \_\_\_\_\_ by \_\_\_\_\_

B. Close Nominations: Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote \_\_\_\_\_

C. **Resolved**, to appoint \_\_\_\_\_ as the district Board Representative of the LycoCTC.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote \_\_\_\_\_ **-resolution required**

IX. **Appointment of the Alternate LycoCTC Board Member:**

A. Nominees: 1. \_\_\_\_\_ by \_\_\_\_\_

B. Close Nominations: Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote \_\_\_\_\_

C. **Resolved**, to appoint \_\_\_\_\_ as the alternate district Board Representative of the LycoCTC.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote \_\_\_\_\_ **-resolution required**

X. **Appointment of the I.U. #17 Board Representative:**

A. Nominees: 1. \_\_\_\_\_ by \_\_\_\_\_

B. Close Nominations: Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote \_\_\_\_\_

C. **Resolved**, to appoint \_\_\_\_\_ as the district Board Representative of the I.U. #17 Board.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote \_\_\_\_\_ **-resolution required**

XI. **Sunshine Law Monitor:**

Appointment of Sunshine Law Monitor:

A. Nominees: 1. \_\_\_\_\_ by \_\_\_\_\_

B. Close Nominations: Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote \_\_\_\_\_

C. **Resolved**, to appoint \_\_\_\_\_ as the Sunshine Law Monitor.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote \_\_\_\_\_ **-resolution required**

XII. **Approval of Board of Education Meeting Dates for 2024:**

**Resolved**, to approve Board of Education Meeting Dates for 2024.

**-resolution required**

XIII. **PSBA Principles for Governance and Leadership:**

**Resolved**, to affirm the attached PSBA Principles for Governance and Leadership.

**-resolution required**

XIV. **Appointment of Athletic Committee – (Maximum of Four):**

A. Nominees: 1. \_\_\_\_\_ by \_\_\_\_\_  
2. \_\_\_\_\_ by \_\_\_\_\_  
3. \_\_\_\_\_ by \_\_\_\_\_  
4. \_\_\_\_\_ by \_\_\_\_\_

B. Close Nominations: Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote \_\_\_\_\_

C. **Resolved** to appoint \_\_\_\_\_, \_\_\_\_\_,  
\_\_\_\_\_ and \_\_\_\_\_ to the Athletic Committee.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote \_\_\_\_\_

**-resolution required**

XV. **Appointment to the Facilities Committee – (Maximum of Four):**

A. Nominees: 1. \_\_\_\_\_ by \_\_\_\_\_  
2. \_\_\_\_\_ by \_\_\_\_\_  
3. \_\_\_\_\_ by \_\_\_\_\_  
4. \_\_\_\_\_ by \_\_\_\_\_

B. Close Nominations: Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote \_\_\_\_\_

C. **Resolved** to appoint \_\_\_\_\_, \_\_\_\_\_,  
\_\_\_\_\_ and \_\_\_\_\_ to the Goals Committee.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote \_\_\_\_\_

**-resolution required**

XVI. **Appointment to the Finance Committee – (Maximum of Four):**

A. Nominees: 1. \_\_\_\_\_ by \_\_\_\_\_  
2. \_\_\_\_\_ by \_\_\_\_\_  
3. \_\_\_\_\_ by \_\_\_\_\_  
4. \_\_\_\_\_ by \_\_\_\_\_

B. Close Nominations: Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote \_\_\_\_\_

C. **Resolved** to appoint \_\_\_\_\_, \_\_\_\_\_,  
\_\_\_\_\_ and \_\_\_\_\_ to the Finance/Facilities  
Committee.

Motion \_\_\_\_\_ Second \_\_\_\_\_

Vote \_\_\_\_\_

**-resolution required**

XVII. **AUDIENCE PARTICIPATION:**

Questions or comments from residents of the district regarding board discussion topics or other school-related matters.

XVIII. **ADJOURNMENT:**

**TENTATIVELY NEXT BOARD MEETING:  
TUESDAY, JANUARY 16, 2024  
7:00 P.M. – High School Library**

J. DAVID SMITH  
JOANNE C. LUDWIKOWSKI  
ANN S. PEPPERMAN  
RICHARD F. SCHLUTER  
BRIAN J. BLUTH  
J. MICHAEL WILEY  
AUSTIN WHITE  
CHRISTOPHER H. KENYON  
ELIZABETH A. WHITE  
WILLIAM E. BANEY  
STEPHEN C. HARTLEY



## McCORMICK LAW FIRM

835 West Fourth Street  
Williamsport, PA 17701  
(570) 326-5131 • (570) 326-5529 fax  
[www.mcclaw.com](http://www.mcclaw.com)

HON. E. EUGENE YAW  
PA SENATE  
OF COUNSEL  
HON. MARC F. LOVECCHIO (RET.)  
OF COUNSEL  
N. RANDALL SEES  
OF COUNSEL  
EMILIE P. ERTEL  
BUSINESS MANAGER

November 28, 2023

**VIA E-MAIL**

Dr. Mark Stamm, Superintendent  
East Lycoming School District  
349 Cemetery Street  
Hughesville, PA 17737  
[mstamm@elsd.org](mailto:mstamm@elsd.org)

**Re: East Lycoming School District Solicitor, 2024-2025 School Year**

Dear Mark:

We have enjoyed our relationship as Solicitor for East Lycoming School District (“District”) this year, and we certainly want to continue it for the upcoming school year. We submit our letter of intent to continue providing legal services to the District. We offer a fee structure which represents small increases in the hourly and meeting rates as follows:

- Attorney time for professional services, \$150.00 per hour;
- Paralegal services, \$80.00 per hour;
- Attendance at regularly-scheduled board meetings, \$375.00 per meeting, plus mileage costs at the IRS rate, or \$250.00 per meeting that are less than 1.5 hours in length;
- Reimbursement for all out-of-pocket expenses incurred on behalf of the East Lycoming School District, including photocopying at the rate of \$.25 per page; overnight delivery and bulk mailings (if required); court costs, if any; and computerized legal research, if utilized; as well as travel other than for regularly-scheduled Board meetings.

Please call me if you have any questions or comments. Otherwise, we look forward to continuing our relationship with the District.

Dr. Mark Stamm, Superintendent  
East Lycoming School District  
November 28, 2023  
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Thank you and best regards.

Very truly yours,

MCCORMICK LAW FIRM

A handwritten signature in blue ink, appearing to read 'C. Kenyon', with a long horizontal flourish extending to the right.

Christopher H. Kenyon

CHK/aw



EAST LYCOMING BOARD OF EDUCATION MEETING DATES  
2024 -- MEETING DATES/TIMES -- 7:00 P.M.

**DECEMBER - 2023**

December 5, 2023 7:00 P.M. HHS LIBRARY

**JANUARY**

January 16, 2024 7:00 P.M. HHS LIBRARY  
**(Third Tuesday)**

**FEBRUARY**

February 20, 2024 7:00 P.M. HHS LIBRARY  
**(Third Tuesday)**

**MARCH**

March 19, 2024 7:00 P.M. HHS LIBRARY  
**(Third Tuesday)**

**APRIL**

April 16, 2024 7:00 P.M. HHS LIBRARY  
**(Third Tuesday)**

**MAY**

May 21, 2024 7:00 P.M. HHS LIBRARY  
**(Third Tuesday)**

**JUNE**

June 18, 2024 7:00 P.M. HHS LIBRARY  
**(Third Tuesday)**

**JULY**

July 16, 2024 7:00 P.M. HHS LIBRARY  
**(Third Tuesday)**

**AUGUST**

August 13, 2024 7:00 P.M. HHS LIBRARY  
**(Second Tuesday)**

**SEPTEMBER**

September 17, 2024 7:00 P.M. HHS LIBRARY  
**(Third Tuesday)**

**OCTOBER**

October 15, 2024 7:00 P.M. HHS LIBRARY  
**(Third Tuesday)**

**NOVEMBER**

November 19, 2024 7:00 P.M. HHS LIBRARY  
**(Third Tuesday)**

**DECEMBER**

December 3, 2024 **(Board Reorganization)** 7:00 P.M. HHS LIBRARY



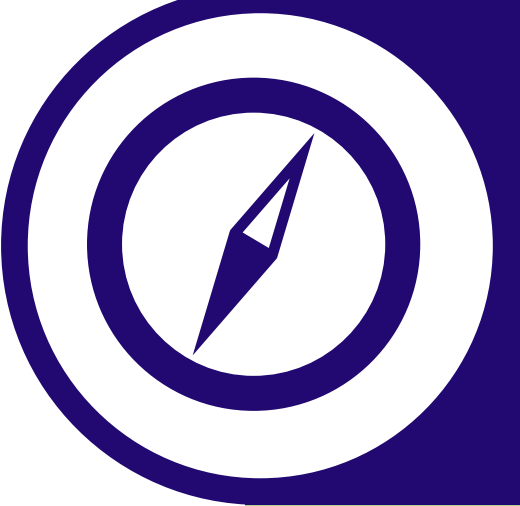
# Pennsylvania School Boards Association PRINCIPLES FOR GOVERNANCE AND LEADERSHIP

Pennsylvania school boards are committed to providing **every** student the opportunity to grow and achieve. Our actions, as elected and appointed board members, ultimately have both short- and long-term impact in the classroom. Therefore, we pledge that we will...



## LEAD RESPONSIBLY

- Prepare for, attend and actively participate in board meetings
- Work together with civility and cooperation, respecting that individuals hold differing opinions and ideas
- Participate in professional development, training and board retreats
- Collaborate with the superintendent, acknowledging their role as the 10th member of the board and commissioned officer of the commonwealth



## ACT ETHICALLY

- Never use the position for improper benefit to self or others
- Avoid actual or perceived conflicts of interest
- Recognize school directors do not possess any authority outside of the collective board
- Accept that when a board has made a decision, it is time to move forward collectively and constructively



## PLAN THOUGHTFULLY

- Implement a collaborative strategic planning process
- Set annual goals that are aligned with comprehensive plans, recognizing the need to adapt as situations change
- Develop a comprehensive financial plan and master facilities plan that anticipates short- and long-term needs
- Allocate resources to effectively impact student success



## EVALUATE CONTINUOUSLY

- Make data-informed decisions
- Evaluate the superintendent annually
- Conduct a board self-assessment on a recurring basis
- Focus on student growth and achievement
- Review effectiveness of all comprehensive and strategic plans



## COMMUNICATE CLEARLY

- Promote open, honest and respectful dialogue among the board, staff and community
- Acknowledge and listen to varied input from all stakeholders
- Promote transparency while protecting necessary confidential matters
- Set expectations and guidelines for individual board member communication



## ADVOCATE EARNESTLY

- Promote public education as a keystone of our commonwealth
- Engage the community by seeking input, building support networks and generating action
- Champion public education by engaging local, state and federal officials



## GOVERN EFFECTIVELY

- Establish and adhere to rules and procedures for board operations
- Develop, adopt, revise and review policy routinely
- Align board decisions to policy, ensuring compliance with the PA School Code and other local, state and federal laws
- Remain focused on the role of governance, effectively delegating management tasks to the administration

Represented by the signatures below, adoption of these principles assures the school board and individual school directors adhere to the same principles across our commonwealth.

Adopted on: \_\_\_\_\_

_____	_____	_____
_____	_____	_____
_____	_____	_____

## 2024 Board Committee Schedule

### LIBRARY CONFERENCE ROOM

Date	Time	Committee
Tuesday, January 16, 2024	6:00 p.m.	Finance
Tuesday, February 20, 2024	6:00 p.m.	Athletics
Tuesday, March 19, 2024	6:00 p.m.	Finance
Tuesday, April 16, 2024	6:00 p.m.	Finance
Tuesday, May 21, 2024	6:00 p.m.	Facilities - Capital Projects
Tuesday, June 18, 2024	6:00 p.m.	Open
Tuesday, July 16, 2024	6:00 p.m.	Athletics
Tuesday, August 13, 2024	6:00 p.m.	Open
Tuesday, September 17, 2024	6:00 p.m.	Open
Tuesday, October 15, 2024	6:00 p.m.	Athletics
Tuesday, November 19, 2024	6:00 p.m.	Facilities - Capital Projects

Committee	Members
Athletic Committee	
Facilities-Capital Projects	
Finance	