

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on August 9, 2021

The Work Session of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Multi-Purpose Room and via Zoom on August 9, 2021.

A moment of silence and the Pledge of Allegiance preceded the meeting.

The President, Mr. Fox, called the meeting to order at 7:03 p.m. Other members present were Ms. Bowman, Mr. Falgiatore, Mr. Ganow, Mr. Hurley, Mr. Koennecker, Mr. Norris, and Mr. Zimmerman. Ms. Yelovich was absent. Also present were Mrs. Hardy, Secretary; Dr. Orner, Superintendent; Mr. Curtis, Business Manager; members of the administrative team; one reporter, and 21 citizens who attended the meeting via Zoom.

There were no presentations, visitor's comments for agenda items only, or information items.

On motion of Mr. Zimmerman, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors accepted the resignation of Ms. Angela Gaido as athletic director effective TBD. (Hired May 20, 2019)

On motion of Mr. Ganow, second by Mr. Norris and approval of all members present the Octorara Board of School Directors accepted, with regret, the resignation of Ms. Shelley Leonard as an eighth grade science teacher at the Octorara Jr./Sr. High School effective July 18, 2021. (Hired August 12, 2013)

On motion of Mr. Ganow, second by Ms. Bowman and approval of all members present the Octorara Board of School Directors approved Ms. Samantha Norris as a third grade teacher at the Octorara Elementary School effective August 23, 2021 pending completion of employee related documents required by law and the District. Ms. Norris' salary will be \$55,579 which is Step 18 to MAX of the Bachelor's +15 scale. (Replacing Tammy Anthony who resigned.)

On motion of Ms. Bowman, second by Mr. Ganow and approval of all members present the Octorara Board of School Directors approved Ms. Mary Thomas as a kindergarten teacher at the Octorara Primary Learning Center effective August 23, 2021 pending completion of employee related documents required by law and the District. Ms. Thomas' salary will be \$53,267 which is Step 18 to MAX of the Bachelor's scale. (Replacing Cindy Kunko who retired.)

On motion of Mr. Ganow, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved Ms. Lisa Hillman as a long term substitute second grade teacher at the Octorara Primary Learning Center for the 2021-2022 school year pending completion of employee related documents required by law and the District. Ms. Hillman's salary will be \$55,579 which is Step 18 to MAX of the Bachelor's+15 scale. (Replacing Megan Hood who transferred to an Elementary Itinerant Acceleration Teacher on Assignment for the 2021-2022 school year.)

On motion of Ms. Bowman, second by Mr. Ganow and approval of all members present the Octorara Board of School Directors approved Ms. Ashley Mann as a long term substitute learning support teacher at the Octorara Elementary School for the 2021-2022 school year pending completion of employee related documents required by law and the District. Ms. Mann's salary will be \$53,267 which is Step 18 to MAX of the Bachelor's scale. (Replacing Shauna McAlister who transferred to an Elementary Itinerant Acceleration Teacher on Assignment for the 2021-2022 school year.)

On motion of Mr. Ganow, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved Ms. Emily Creighton as long term substitute ESL teacher at the Octorara Jr./Sr. High School for the 2021-2022 school year pending completion of

employee related documents required by law and the District. Ms. Creighton's salary will be \$53,267 which is Step 18 to MAX of the Bachelor's scale. (Replacing Richard Baker who resigned.)

Mr. Fox presented the following items for action at the August 16, 2021 Board meeting:

- A. That the Octorara Board of School Directors approve the Renewal of School District Facilities Department Management Contract with the Chester County Intermediate Unit effective July 1, 2021 through June 30, 2023 at a monthly cost of \$10,500 for 2021-2022 and \$12,000 for 2022-2023.
- B. That the Octorara Board of School Directors approve the Service Agreement with the Chester County Intermediate Unit for a Mathematics Instructional Coach/Facilitator for the 2021-2022 school year at a cost of \$159,233.
- C. That the Octorara Board of School Directors accept the CCIU joint purchasing bid from John A. DiRocco General Contractors Inc. for the PLC bus loop paving project at a cost of \$32,196.10 paid with capital project funds.
- D. That the Octorara Board of School Directors accept the Costars quote from New Holland Auto Group for a Ford F-250 at a cost of \$29,976 paid with capital project funds.
- E. That the Octorara Board of School Directors approve the Consultative Services Agreement with the Lancaster-Lebanon Intermediate Unit for safety and security consulting for the 2021-2022 school year at a cost of \$500.
- F. That the Octorara Board of School Directors approve the Security Services Proposal with Signal 88 Security for the 2021-2022 school year for an armed officer and a traffic officer at a monthly cost of \$11,418.75.
- G. That the Octorara Board of School Directors approve the following policies, second reading:
 - 601 *Fiscal Objectives*
 - 602 *Budget Planning*
 - 603 *Budget Preparation*
 - 604 *Budget Adoption*
 - 605 *Tax Levy*
 - 606 *Tax Collection*
 - 607 *Tuition Income*
 - 608 *Bank Accounts*
 - 609 *Investment of District Funds*
 - 610 *Purchase Subject to Bid/Quotation*
 - 611 *Purchases Budgeted*
 - 612 *Purchases Not Budgeted*
 - 613 *Cooperative Purchasing*
 - 614 *Payroll Authorization*
 - 615 *Payroll Deductions*
 - 616 *Payment of Bills*
 - 617 *Petty Cash*
 - 618 *Student Activity Funds*
 - 619 *District Audit*
 - 620 *Fund Balance*
 - 621 *Local Taxpayer Bill of Rights*
 - 622 *GASB Statement 34*
 - 624 *Taxable Fringe Benefits*
 - 625 *Procurement Cards*
 - 626 *Federal Fiscal Compliance*
 - 626.1 *Travel Reimbursement – Federal Programs*

- H. That the Octorara Board of School Directors approve a half-year educational sabbatical leave for Ms. Tara Murdock for the second semester of the 2021-2022 school year. Ms. Murdock is a family and consumer science and CTE child care teacher at the Octorara Jr./Sr. High School.
- I. That the Octorara Board of School Directors approve the attainment of tenure status for the following professional employees (in accordance with Section 1108 of the current School Laws of Pennsylvania):
 - Katherine Wark
 - Melissa Melton
 - Kendra Collins
 - Stefanie Nuse
 - Heather Kramer
 - Elizabeth D’Orazio
 - Allyson Fought

Resignation Approvals:

- J. That the Octorara Board of School Directors accept the resignation of Ms. Alex Stam as girls’ basketball coach at the Octorara Jr./Sr. High School effective July 30, 2021. (Hired for the 2020-2021 school year.)

Hiring Approvals:

- K. That the Octorara Board of School Directors approve Ms. Patricia Albrecht as an instructional assistant at the Octorara Primary Learning Center effective August 30, 2021. Ms. Albrecht’s rate will be \$11.02 per hour for 5.75 hours per day. (Ms. Albrecht is currently a lunchroom/playground supervisor and is replacing Traci Zary who resigned.)
- L. That the Octorara Board of School Directors approve Ms. Bonita DeForest as a lunchroom/playground supervisor at the Octorara Intermediate School effective August 30, 2021 pending completion of employee related documents required by law and the District. Ms. DeForest’s rate will be \$9.50 per hour for three hours per day. (Replacing Yeimy Almanza Zuruty who resigned.)
- M. That the Octorara Board of School Directors approve Ms. Sandra Affourtit as a cafeteria site leader effective August 24, 2021. Ms. Affourtit’s rate will be \$16.50 per hour for 5.75 hours per day. (Replacing Penny Garris who retired.)
- N. That the Octorara Board of School Directors approve Ms. Amanda Hamilton as supply handler in the Food Service Department effective August 16, 2021 pending completion of employee related documents required by law and the District. Ms. Hamilton’s rate will be \$17.00 per hour for 5.75 hours per day. (Ms. Hamilton is returning to this position after resigning to be home with her children when school was not open due to COVID.)
- O. That the Octorara Board of School Directors approve the following cafeteria workers effective August 23, 2021 at a rate of \$15.00 per hour for four hours per day:
 - Elizabeth Colden (Replacing Barbara Dotson)
 - Doris McGinnis (Replacing Tara Sheets)
 - Irene Sable (Replacing Alexis Howarth)
 - Valerie Wilson (Replacing Teresa Johnson)
 - Amanda Lancaster (Replacing Lisa Foster)
- P. That the Octorara Board of School Directors approve the list of substitute teachers and support staff for the 2021-2022 school year.

- Q. That the Octorara Board of School Directors approve the list of supplemental contracts for the 2021-2022 school year.
- R. That the Octorara Board of School Directors approve a support staff rate increase for Ms. Valerie Brewer from \$12.40 per hour to \$12.65 per hour due to credits earned.
- S. That the Octorara Board of School Directors approve the following changes in salary due to graduate credits earned:

Lakeya Gilliam	From B (\$59,505) to M (\$61,345)	Step 13 to MAX
Allison Hallman	From B+15 (\$58,587) to M (\$60,455)	Step 14 to MAX
Lori Boldt	From M+45 (\$76,075) to M+60 (\$79,042)	Step 9 to MAX

Under the Policy Committee Report, Ms. Bowman said the Committee reviewed the second reading policies on tonight’s agenda with no changes.

Under the Facility Committee Report, Mr. Norris said the Committee discussed summer projects, bleacher work, water testing, Jr. High boiler, athletic field analyses, and summer cleaning.

There were no other items/concerns.

Under visitors’ comments for items in general, Christen Pulaski, West Sadsbury, asked if there was any discussion or changes regarding children wearing masks in the classroom.

Under administrator comments, Dr. Propper announced there are 91 students in the Jr./Sr. High School who need immunizations that are required by the state before they can return to school. Parents will be notified. Dr. Propper reviewed the staggered start of the Jr./Sr. High School; this is for the secondary students only. Students in the elementary buildings will all start on August 30. Schedules will be posted next week – students will receive a hard copy of their schedule in homeroom on their first day of school. Dr. Propper said there is no sneak-a-peak at the Jr./Sr. High School but parents are welcome to stop by with their students on Friday, August 27.

Dr. Orner announced she attended another successful Final Friday in Parkesburg where she was able to recruit staff and bus drivers. She thanked the Kindercrew, PTO, and Ms. Lease for a great Kindergarten meet and greet play date. Kindergarten students and parents will have other opportunities to meet teachers and other kindergarten students on August 10 and August 18 from 6:30-7:30 p.m. on the PLC playground. Dr. Orner is looking forward to the start of a new school year and is eager to welcome students back on August 30. Student information will go out next week.

Under Board comments, Mr. Fox announced the recent passing of Mr. Francis Cassidy who served the District for 30 years.

In response to the visitor comment, Mr. Fox said there have been no further changes to the current Health and Safety Plan that recommends, but does not require, students to wear masks except for on the bus as recommended by the CDC. Chester County superintendents are working with the Chester County Health Department to get the most current information.

Mr. Fox announced the following Executive Sessions held:
 Legal Matters - Tuesday, July 27, 2021 held via Zoom
 Legal and Personnel – Monday, August 9, 2021 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Mr. Fox announced the following upcoming meetings to be held:
 Finance Committee Meeting – Monday, August 16, 2021 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Next regularly scheduled Board Meeting – Monday, August 16, 2021 – 7:00 p.m. in the Jr. High School Multi-Purpose Room/Zoom

Education Committee Meeting – Monday, August 23, 2021 – 6:00 p.m. in the Jr. High School Multi-Purpose Room.

There being no further items of business the meeting adjourned at 7:33 p.m. on motion of Mr. Ganow, second by Ms. Bowman and approval of all members present.

This Board meeting can be viewed in its entirety on You Tube.com.

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors