

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on August 14, 2023

The Work Session of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Multi-Purpose Room on August 14, 2023.

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

The President, Mr. Ganow, called the meeting to order at 7:00 p.m. Other members present were Ms. Bowman, Mr. Falgiatore, Mr. Fox, Mr. Hurley, Mr. Koennecker, Mr. Norris, and Ms. Yelovich. Mr. Zimmerman was absent. Also present were Mrs. Hardy, Secretary; Dr. Leever, Superintendent; members of the administrative team, and two visitors.

There were no visitor's comments for agenda items only

Under presentations, Dr. Tachau gave an ATSI (Additional Targeted Support and Improvement) Update.

Under information items:

- A. Mr. Brian Hood will transfer from a Math teacher at the Jr. High to a Math teacher at the Sr. High effective the start of the 2023-2024 school year. (Replacing Deana Blevins who retired.)
- B. Ms. Katherine Westervelt will transfer from a Math teacher at the Jr./Sr. High to Math Interventionist at the Jr./Sr. High effective the start of the 2023-2024 school year. (This is a new position.)
- C. Ms. Samantha Pittman will transfer from a Special Education teacher at the Jr./Sr. High to a Cooperative Education/Internship Coordinator at the Jr./Sr. High effective the start of the 2023-2024 school year. (This is a new position.)
- D. Ms. Katie Heller will transfer from a Special Education teacher at the Jr./Sr. High to a Reading Specialist at the Jr./Sr. High effective the start of the 2023-2024 school year. (Replacing Kelly Holub who transferred.)

On motion of Ms. Bowman, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved Ms. Mallory Griffin as a Math teacher at the Octorara Jr./Sr. High School effective August 15, 2023 pending completion of employee related documents required by law and the District. Ms. Griffin's salary will be \$59,787 which is Step 12 to MAX of the Bachelor's scale. (Replacing Dave Baker who retired.)

On motion of Mr. Falgiatore, second by Ms. Yelovich and approval of all members present the Octorara Board of School Directors approved Ms. Allison Hickey as a Math teacher at the Octorara Jr./Sr. High School effective August 15, 2023 pending completion of employee related documents required by law and the District. Ms. Hickey's salary will be \$56,389 which is Step 17 to MAX of the Bachelor's scale. (Replacing Brian Hood who transferred.)

On motion of Ms. Bowman, second by Mr. Fox and approval of all members present the Octorara Board of School Directors approved Ms. Sarah Jacien as a Math teacher at the Octorara Jr./Sr. High School effective August 15, 2023 pending completion of employee related documents required by law and the District. Ms. Jacien's salary will be \$69,746 which is Step 12 to MAX of the Master's +15 scale. (Replacing Katherine Westervelt who transferred.)

On motion of Mr. Fox, second by Ms. Bowman and approval of all members present the Octorara Board of School Directors approved Ms. Sydney Szwarc as a Music teacher at the Octorara Jr./Sr.

High School effective August 15, 2023 pending completion of employee related documents required by law and the District. Ms. Szwarc's salary will be \$56,389 which is Step 17 to MAX of the Bachelor's scale. (This is a new position.)

On motion of Mr. Koennecker, second by Mr. Norris and approval of all members present the Octorara Board of School Directors approved Ms. Julia Scioli as a Special Education teacher at the Octorara Jr./Sr. High School effective August 15, 2023 pending completion of employee related documents required by law and the District. Ms. Scioli's salary will be \$59,787 which is Step 12 to MAX of the Bachelor's scale. (Replacing Katie Heller who transferred.)

On motion of Ms. Bowman, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved Ms. Alexis Steinmetz as a Third Grade teacher at the Octorara Elementary School effective TBD pending completion of employee related documents required by law and the District. Ms. Steinmetz's salary will be \$58,889 which is Step 17 to MAX of the Bachelor's +15 scale. (Replacing Fallon Manchin who resigned.)

On motion of Ms. Bowman, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved Dr. Steven A. Leever as the District's Right-to-Know Officer.

On motion of Mr. Norris, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved the Proposal with Interface Services for carpet replacement in the main office at the Octorara Intermediate School at a Costars cost of \$12,241.49.

Mr. Ganow presented the following items for action at the August 21, 2023 Board meeting:

- A. That the Octorara Board of School Directors approve the Contract for Student Services for Secondary Special Education and Alternative Education for Disruptive Youth with River Rock Academy for the 2023-2024 school year at a cost of \$302.89 per diem.
- B. That the Octorara Board of School Directors approve the Agreement with Coatesville Area School District for participation in the Octorara Homeland Security and Protective Services Academy.
- C. That the Octorara Board of School Directors approve the Waiver Agreement and Release for student "A".
- D. That the Octorara Board of School Directors approve the Special Education Plan effective 2023-2026.
- E. That the Octorara Board of School Directors approve the Proposal for Engineering Services with Consolidated Engineers for the Octorara Elementary School Cooling Renovation at a cost of \$3,500,000.
- F. That the Octorara Board of School Directors approve the estimates with Liberty Door Systems for replacement cores, keys, and software at the Intermediate and Sr. High School at a cost of \$38,044.46.
- G. That the Octorara Board of School Directors approve the extension of the Service Agreement with CCRES for Interim Human Resource Director services of Catherine Rossi through September 30, 2023. (Originally approved through August 30, 2023)
- H. That the Octorara Board of School Directors approve the following policies, first reading:
 - 800 *Records Management*
 - 830 *Security of Computerized Personal Information/Breach Notification*

- I. That the Octorara Board of School Directors approve the 2023-2024 changes to the Octorara K-6 Elementary Parent/Guardian Handbook.
- J. That the Octorara Board of School Directors approve the 2023-2024 changes to the Octorara Jr./Sr. Student Handbook.
- K. That the Octorara Board of School Directors approve the Addendum to the Memorandum of Understanding for Appendix of Supplementals in the Collective Bargaining Agreement.
- L. That the Octorara Board of School Directors approve the following curriculum:
 - Grade 6-8 Tier 1 Math Resource: *Maneuvering the Middle*
 - Grades 7-8 Tier 2 and 3 Math Intervention Resource: *Maneuvering the Middle*
 - Anchor Texts for Grade 5 ELA:
 - Holes*, by Louis Sachar
 - Hoot*, by Carl Hiaasen
 - Esperanza Rising*, by Pam Munoz
 - Grade 12 Short Story Curriculum
 - K-6 Math Intervention Resource *Do the Math*, by Marilyn Burns
- M. That the Octorara Board of School Directors approve Dr. Steven A. Leever as the District's Title IX Coordinator.
- N. That the Octorara Board of School Directors approve Mr. Cale Hilbolt as the District's Safety/Security Coordinator.
- O. 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:
 - Mary Thomas
 - Darren Hodorovich
 - John Narcise
- P. That the Octorara Board of School Directors approve the following salary adjustments as a result of previous substitute positions held in the District:
 - Margaret Imms from \$56,389 at B Step 17 to \$58,213 at B Step 14
 - Macy Wetzel from \$56,389 at B Step 17 to \$57,427 at B Step 15
 - Brooke Maldonado from \$60,953 at M Step 17 to \$61,203 at M Step 16
 - Bridget Solnosky from \$56,389 at B Step 17 to \$56,639 at B Step 16

Resignation Approvals:

- Q. That the Octorara Board of School Directors accept, with regret, the resignation for purpose of retirement of Mr. John Cummings as an OVA PM Program teacher at the Octorara Jr./Sr. High School effective August 8, 2023. (Hired September 1, 1992)
- R. That the Octorara Board of School Directors accept, with regret, the resignation for purpose of retirement of Ms. Deanna Blevins as a Math teacher at the Octorara Jr./Sr. High School effective August 22, 2023. (Hired August 27, 2001).
- S. That the Octorara Board of School Directors accept, with regret, the resignation of Ms. Fallon Manchin as a Third Grade teacher at the Octorara Elementary School effective TBD. (Hired August 25 2008)

- T. That the Octorara Board of School Directors accept, with regret, the resignation for purpose of retirement of Ms. Danette Balistreri as a Building Secretary at the Octorara Primary Learning Center effective October 31, 2023. (Hired July 1, 2008)
- U. That the Octorara Board of School Directors accept the resignation of Ms. Wendy Zeffert as an Instructional Assistant at the Octorara Jr./Sr. High School effective August 2, 2023. (Hired August 15, 2022)
- V. That the Octorara Board of School Directors accept the resignation of Ms. Heidi Van Gilder as an Instructional Assistant at the Octorara Primary Learning Center effective July 17, 2023. (Hired August 19, 2019)
- W. That the Octorara Board of School Directors accept the resignation of Ms. Pat Softchin as a cafeteria employee effective August 8, 2023. (Hired February 22, 2022)

Hiring Approvals:

- X. That the Octorara Board of School Directors approve Ms. Rebecca German as CTE secretary at the Octorara Jr./Sr. High School effective August 21, 2023 pending completion of employee related documents required by law and the District. Ms. German's rate will be \$20.25 per hour for 5.75 hours per day. (Replacing Keturah Caldwell who transferred.)

- Y. That the Octorara Board of School Directors approve the following Instructional Assistants for 5.75 hours per day effective August 28, 2023 pending completion of employee related documents required by law and the District:

Katelyn LaPearl	\$16.00 per hour	Intermediate School
Jennifer Mitchell	\$15.00 per hour	Intermediate School
Mary Moore	\$15.00 per hour	Jr./Sr. High School
Erin Smith	\$15.00 per hour	Elementary School

- Z. That the Octorara Board of School Directors approve Ms. Ashley Roberts as a cafeteria employee effective August 15, 2023 pending completion of employee related documents required by law and the District. Ms. Robert's rate will be \$15 per hour for five hours per day. (Replacing Lisa Foster who resigned.)

- AA. That the Octorara Board of School Directors approve Ms. Megan Hood as a substitute teacher for the Summer Literacy/Math/Science and Extended Year Programs at a rate of \$30 per hour.

- BB. That the Octorara Board of School Directors approve the following changes in salary due to graduate credits earned:

Adrienne Cochran	From B (\$56,389) to B+15 (\$58,889)	Step 17 to MAX
David Heffner	From M+45 (\$93,401) to M+60 (\$95,781)	MAX
Savannah Geisler	From B+15 (\$60,994) to M (63,002)	Step 14 to MAX
Katherine Westervelt	From M+45 (\$78,886) to M+60 (\$81,925)	Step 9 to MAX
Dana Shultz	From M+30 (\$45,533) to M+45 (47,332)	Step 9 to MAX

- CC. That the Octorara Board of School Directors approve the following supplemental contracts for the 2023-2024 school year:

Khalif Williams	Jr High Football Coach	6 pts @ \$620	\$3,720
Gabriel Jackson	Jr High Assistant Football Coach	4 pts @ \$620	\$2,480
Marcia Rapone	Girls' Tennis Coach	7 pts @ \$620	\$4,340

Under the Policy Committee Report, Ms. Bowman said the committee discussed the three policies on the agenda for first reading. Policy 830.1 *Data Governance-Storage Security* was removed from the agenda for the purpose of gathering more information.

Under the Facility Committee Report, Mr. Norris reported the committee discussed moving field #9 to phase 1 of the athletic field renovations, agreed to purchase a mechanical athletic field line painter, HVAC update, water issues and solutions, summer maintenance update, bid specs for the welding shop electric, carpet replacement, District Office and Sr. High roof repairs, auditorium curtain and rigging, Homeland Security modular classrooms, water main leak and repair options.

There were no other items/concerns or visitors' comments for items in general.

Under administrator comments, Dr. Tachau reported the District will be welcoming 22 new professional staff tomorrow and Wednesday. She thanked Cathy Rossi, interim HR Director, for her hard work in getting the positions advertised and interviews set up as well as the principals and Dr. Leever for getting the positions filled.

Dr. Leever said Ms. Rossi was also able to generate a large number of candidates for open positions in food service.

Mr. Hilbolt reported the final review of the Gifted Program audit was done in July. A letter was received from the state that the District is in compliance with the administration of the Gifted Program.

Under Board comments, Mr. Norris encouraged those who qualify for the newly passed tax rebate to look into it.

Ms. Bowman read an excerpt from Mr. Cummings' retirement letter that said "Above all, what has brought me the most fulfillment is making connections with my students." She said he has made an impact with those connections and will be missed.

Mr. Ganow announced an executive session for Personnel and Labor Relations was held in room 102 at the Jr. High tonight prior to this meeting.

Mr. Ganow announced the following meetings to be held:

Finance Committee Meeting – Monday, August 21, 2023 – 6:00 p.m. in room 102 at the Jr. High School

Next regularly scheduled Board Meeting – Monday, August 21, 2023 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Education Committee Meeting – Monday, August 28, 2023 – 6:00 p.m. in room 102 at the Jr. High School

There being no further items of business the meeting adjourned at 7:42 p.m. on motion of Mr. Hurley, second by Mr. Koennecker and approval of all members present.

This Board meeting can be viewed in its entirety on www.youtube.com/user/OctoraraAreaSD.

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors