

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on August 15, 2022

The regular meeting of the Octorara Area School Board was held in the Octorara Area Sr. High School Auditorium on August 15, 2022.

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

The President, Mr. Fox, called the meeting to order at 7:02 p.m. Other members present were Ms. Bowman, Mr. Falgiatore, Mr. Ganow, Mr. Hurley, Mr. Koennecker (virtual), Mr. Norris (virtual), and Ms. Yelovich. Mr. Zimmerman was absent. Also present were Mrs. Hardy, Secretary; Dr. Orner, Superintendent; Mr. Curtis, Business Manager; members of the administrative team; Paige Linnenbaugh, student representative; and four citizens.

The minutes of the Regular Meeting of July 18, 2022 were approved on motion of Mr. Ganow, second by Ms. Bowman and approval of all members present.

Under presentations, Pete Mango from Signal 88 updated the Board on the two security guards hired for the District.

Under information items, Heidi VanGilder will transfer from an instructional assistant at the Octorara Intermediate School to an instructional assistant at the Octorara Primary Learning Center effective August 29, 2022.

The Treasurer's Report, which can be found at the end of these minutes, was approved on motion of Mr. Ganow, second by Ms. Bowman and approval of all members present. (Appendix A-8/15/22)

A list of bills for the General Fund totaling \$1,793,008.86; Cafeteria Fund totaling \$4,605.24, Capital Projects totaling \$180,457.31, and Capital Reserve totaling \$0.00 of which are attached to these minutes as Appendix B-8/15/22, were approved and ordered paid on motion of Mr. Ganow, second by Mr. Falgiatore and approval of all members present.

There were no visitors' comments for agenda items only.

The following items were approved on motion of Mr. Ganow, second by Mr. Hurley and approval of all members present:

The Octorara Board of School Directors approved the Agreement for Professional Services with the County of Chester for \$32,000 in grant funding for cafeteria tables at the Octorara Primary Learning Center. (Appendix C-8/15/22)

The Octorara Board of School Directors accepted the Tanner Costars quote for the following capital projects:

IT office workstations - \$38,805.33

Business Technology classroom furniture - \$8,560.77

The Octorara Board of School Directors accepted the Turn-Key Technologies PEPPM and Costars quote for the extension of the wireless network for \$17,992.06

The Octorara Board of School Directors approved the Bristol Environmental Change Order for the MPR asbestos project for \$1,665.00

The Octorara Board of School Directors approved the following policy, first reading:

226.1 Video Surveillance

(Appendix D-8/15/22)

The Octorara Board of School Directors approved the following policies, second reading:

907 *Campus Visitors*

918 *Title I Parent and Family Engagement Policy*

(Appendix E-8/15/22)

The Octorara Board of School Directors approved the following lunch prices for the 2022-2023 school year: (This is an increase of \$0.15 for lunch. Breakfast will remain free to all students for the 2022-2023 school year.)

Grades K-6 \$3.15 Lunch

Grades 7-12 \$3.35 Lunch

The Octorara Board of School Directors approved the Waiver Agreement and Release for student "A". (Appendix F-8/15/22)

The Octorara Board of School Directors approved the Agreement for student "B". (Appendix G-8/15/22)

The Octorara Board of School Directors approved the 2022-2023 changes to the Octorara K-6 Elementary Parent Student Handbook. (Appendix H-8/15/22)

The Octorara Board of School Directors approved the 2022-2023 changes to the Octorara Jr./Sr. Handbook. (Appendix I-8/5/22)

The Octorara Board of School Directors accepted, with regret, the resignation of Ms. Doreen Steinmacher as a choral/general music teacher at the Octorara Jr./Sr. High School effective TBD. (Hired August 11, 2014)

The Octorara Board of School Directors accepted, with regret, the resignation of Ms. Denise Balch as an instructional assistant at the Octorara Primary Learning Center effective July 18, 2022. (Hired September 2, 2003)

The Octorara Board of School Directors accepted the resignation of Ms. Wendie Miller as a cafeteria employee effective August 2, 2022. (Hired November 15, 2021)

The Octorara Board of School Directors accepted, with regret, the resignation for purpose of retirement of Ms. Dawn Baldt as a school counselor at the Octorara Primary Learning Center effective October 31, 2022. (Hired December 18, 1986)

The Octorara Board of School Directors approved Ms. Stephanie King as a cafeteria employee effective August 15, 2022 pending completion of employee related documents required by law and the District. Ms. King's rate will be \$15 per hour for four hours per day. (This is a new position.)

On motion of Ms. Bowman, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved the list of salaries for District employees for the 2022-2023 school year. (Appendix J-8/15/22)

On motion of Mr. Hurley, second by Ms. Bowman and approval of all members present the Octorara Board of School Directors approved the attainment of tenure status for the following professional employees (in accordance with Section 1108 of the current School Laws of Pennsylvania:

Christina Ruth

Robert Linnenbaugh

Kimberly Boyd
Kelsey Nisula

On motion of Ms. Bowman, second by Mr. Falgiatore and approval of all members present the Octorara Board of School Directors approved the list of substitute teachers and support staff for the 2022-2023 school year. (Appendix K-8/15/22)

On motion of Mr. Norris, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved the list of supplemental contracts for the 2022-2023 school year. (Appendix L-8/15/22)

On motion of Mr. Ganow, second by Ms. Yelovich and approval of all members present the Octorara Board of School Directors accepted, with regret, the resignation of Ms. Lakeya Gilliam as a special education teacher at the Octorara Elementary School effective TBD. (Hired September 21, 2015)

On motion of Mr. Ganow, second by Ms. Bowman and approval of all members present the Octorara Board of School Directors approved Ms. Melissa Friedman as a long term substitute fifth grade teacher at the Octorara Intermediate School effective August 16, 2022 through January 18, 2023 pending completion of employee related documents required by law and the District. Ms. Friedman's salary will be \$54,416 pro-rated which is Step 18 to MAX of the Bachelor's scale. (Replacing Amanda King who is on childrearing leave.)

On motion of Ms. Bowman, second by Mr. Falgiatore and approval of all members present the Octorara Board of School Directors approved the following instructional assistants effective August 29, 2022 for 5.75 hours per day pending completion of employee related documents required by law and the District:

Valentina Brucchieri, OIS, \$17.00 per hour, replacing Esmeralda Oseguera
Teresa Hilaman, OES, \$17.00 per hour, replacing Valerie Brewer
Rebecca Lusby, PLC, \$17.00 per hour, replacing Denise Balch
Wendy Zeffert, Jr./Sr., \$17.00 per hour, replacing Christina Althouse
Christe Steinbrecher, Jr./Sr., \$16.00 per hour, replacing Deb Gajari
Karina Carrillo, PLC, \$15.00 per hour, replacing Lisa Budzik
Andrew Chesnet, Jr./Sr., \$15.00 per hour, replacing Ketaurah Caldwell
Maria Estrada, PLC, \$15.00 per hour, replacing Elizabeth Monk-Sarvis

On motion of Mr. Ganow, second by Ms. Yelovich and approval of all members present the Octorara Board of School Directors approved the following student auditorium lights and sound interns at a rate of \$8.00 per hour:

Tyler Remphrey
Tyler Mascherino

On motion of Ms. Bowman, second by Mr. Ganow and approval of all members present the Octorara Board of School Directors approved the Agreement with Proasys Energy Management Program effective July 1, 2022 through June 30, 2023 at a cost of \$2,390.00. (Appendix M-8/15/22)

On motion of Mr. Ganow, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved the Costars proposal with Triangle Communications for digital communications network at a cost of \$73,937.30. (Appendix N-8/15/22)

On motion of Ms. Bowman, second by Mr. Falgiatore and approval of all members present the Octorara Board of School Directors approved the contract with River Rock Academy for the 2022-2023 school year. (Appendix O-8/15/22)

Under the Finance Committee Report, Mr. Hurley reported the committee discussed having the CCIU assist with ACCESS reporting for the 2022-2023 school year, the local audit timeline, Homeland Security Program MOU with Coatesville, 2023-2024 budget timeline, Right-to-Know requests, rental of a temporary cafeteria freezer to help with supply chain issues, water heater repair in the Jr. High School, and allowing cafeteria employees to access the Swift MD program.

Under the CCIU Board Representative Report, Mr. Norris reported there was no meeting in July and the August meeting is this Wednesday.

There were no items of old business, new business, or other items or announcements.

Under visitors' comments for items in general, Melanie Schillinger, Londonderry Township, expressed her concerns over the administrative guidelines for transgender students and bathroom use. She is concerned that the Board has not voted on these guidelines and believes they undermine the wishes of the parents. She is concerned for the safety of students on both sides of the issue.

Under administrator comments and announcements, Dr. Haller reported on a professional development session with teachers today regarding Restorative Practices. The goal of Restorative Practices is to develop community among students and staff and manage conflict by repairing harm and relationships. Restorative Practices can help create the balance between holding students accountable and creating a positive environment of learning.

Dr. Propper announced the Jr./Sr. High will be having a sneak-a-peak for 7th grade students and new students on August 26 from 11-2 and 3-4. Teachers will not be present but administration will be available to help students find their lockers and classrooms. Back-to-school night will be held on September 22. There will be a staggered start for students again this year – students in grades 7 and 9 will start school on Monday, August 29; students in grades 8,10, 11, and 12 will start on Tuesday, August 30. Dr. Propper announced the spring musical will be *The Wizard of Oz* under the direction of Ms. Norton and Ms. Testerman.

Ms. McNamara presented a video on the Homeland Protective Services Academy.

Dr. Orner announced a safety meeting will be held on Wednesday, August 17 at 7:00 to provide an overview of the District's safety and security procedures, social and emotional support resources, and highlight partnerships with local law enforcement and agencies. She announced school opens on Monday, August 29. She thanked Dr. Tachau for her work in arranging all the professional development taking place for staff.

Under Board comments, Mr. Falgiatore requested a copy of the administrative guidelines for transgender students.

Mr. Fox said administrative guidelines are not policy and some District procedures are handled through the administrative guidelines. He suggested the Board look at the 2020 census to decide if there is a need to redistrict. He said the process will be transparent and information will be given at Board meetings.

Mr. Falgiatore asked if staff are aware of the administrative guidelines.

Dr. Orner said the staff is trained and well informed regarding these guidelines.

Mr. Fox announced the following upcoming meetings:

Executive Session for Personnel and Safety - Monday, August 15, 2022 - Following the Regular Meeting in the Sr. High School Conference Room

Education Committee Meeting – Monday, August 22, 2022 – 6:00 p.m. in the Jr. High Room 102

Policy Committee Meeting – Monday, September 12, 2022 – 6:00 p.m. in the Jr. High School Multipurpose Room

Facility Committee Meeting – Monday, September 12, 2022 – 6:30 p.m. in the Jr. High School Multipurpose Room

Next Regularly Scheduled Work Session – Monday, September 12, 2022 – 7:00 p.m. in the Jr. High School Multipurpose Room

Finance Committee Meeting – Monday, September 19, 2022 – 6:30 p.m. in the Jr. High School Multipurpose Room

Next regularly scheduled Board Meeting – Monday, September 19, 2022 – 7:00 p.m. in the Jr. High School Multipurpose Room

Education Committee Meeting – Monday, September 26, 2022 – 6:00 p.m. in the Jr. High School Multipurpose Room

There being no further items of business the meeting adjourned at 7:46 p.m. on motion of Mr. Ganow, second by Mr. Hurley and approval of all members present.

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

TREASURER'S REPORT
OCTORARA AREA SCHOOL DISTRICT
STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS
GENERAL FUND
2022-2023

<u>Cash Balance as of June 30, 2022</u>		\$	1,648,641.38
<u>Receipts Deposited:</u>			
Revenue - (Tax Receipts, State Transfers)	\$	5,335,892.55	
Other Receipts - (Retiree Medical Payments, Misc.)		1,000.00	
Checking Account Interest		21.20	
Accounts Receivable		2,633.07	
Transfer in from Investments		0.00	
		5,339,546.82	
Total Available	\$		6,988,188.20
<u>Disbursements:</u>			
Net Payroll	\$	903,812.29	
Accounts Payable		1,799,744.48	
Transfer to Investments		2,000,000.00	
		4,703,556.77	
General Fund Cash as of July 31, 2022		\$	2,284,631.43
<u>Investments Outstanding</u>			
Beginning Balance PSDLAF Investment Account	\$		8,194,862.94
Beginning Balance Fulton Money Market			7,393,418.65
Earnings on PSDLAF Investment Account			8,051.18
Earnings on Fulton Money Market			202.35
Net Transfers			2,000,000.00
			.
Total General Fund Cash and Investments as of July 31, 2022		\$	19,881,166.55

For the August 15, 2022 Regular Board Meeting

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors