

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on August 21, 2023

The regular meeting of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Multi-Purpose Room on August 21, 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. Norris, and Ms. Yelovich. Mr. Koennecker and Mr. Zimmerman were absent. Also present were Mrs. Hardy, Secretary; Dr. Leever, Superintendent; members of the administrative team; and six citizens.

The minutes of the Regular Meeting of July 17, 2023 were approved on motion of Ms. Bowman, second by Mr. Norris and approval of all members present.

Under visitors' comments for agenda items only, Ms. Joelyn Metzler, Sadsbury Township, questioned how parents could get more specifics on the Grade 12 Short Story Curriculum on the agenda as parents may want to discuss the content with their children.

There were no presentations or information items.

The Treasurer's Report, which can be found at the end of these minutes, was approved on motion of Mr. Norris, second by Ms. Bowman and approval of all members present. (Appendix A-8/21/23)

A list of bills for the General Fund totaling \$3,578,831.12; Cafeteria Fund totaling \$4,260.11, Capital Projects totaling \$145,705.91, and Capital Reserve totaling \$806,060.50 of which are attached to these minutes as Appendix B-8/21/23, were approved and ordered paid on motion of Ms. Bowman, second by Mr. Norris and approval of all members present except Mr. Falgiatore who objected to the \$3,589.68 payment to Saxton & Stump for legal services. Mr. Falgiatore requested proof that the district is being reimbursed by the insurance company for that expenditure.

The following items were approved on motion of Mr. Fox, second by Ms. Yelovich and approval of all members present:

The Octorara Board of School Directors approved 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. (Appendix C-8/21/23)

The Octorara Board of School Directors approved the Agreement with Coatesville Area School District for participation in the Octorara Homeland Security and Protective Services Academy. (Appendix D-8/21/23)

The Octorara Board of School Directors approved the Waiver Agreement and Release for student "A". (Appendix E-8/21/23)

The Octorara Board of School Directors approved the Special Education Plan effective 2023-2026. (Appendix F-8/21/23)

The Octorara Board of School Directors approved the Proposal for Engineering Services with Consolidated Engineers for the Octorara Elementary School Cooling Renovation at a cost of 6% of total accepted bids on an anticipated \$3,500,000. (Appendix G-8/21/23)

The Octorara Board of School Directors approved 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. (Appendix H-8/21/23)

The Octorara Board of School Directors approved 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) (Appendix I-8/21/23)

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

800 *Records Management*

830 *Security of Computerized Personal Information/Breach Notification*

(Appendix J-8/21/23)

The Octorara Board of School Directors approved the 2023-2024 changes to the Octorara K-6 Elementary Parent/Guardian Handbook. (Appendix K-8/21/23)

The Octorara Board of School Directors approved the 2023-2024 changes to the Octorara Jr./Sr. Student Handbook. (Appendix K-8/21/23)

The Octorara Board of School Directors approved the Addendum to the Memorandum of Understanding for Appendix of Supplementals in the Collective Bargaining Agreement. (Appendix L-8/21/23)

The Octorara Board of School Directors approved 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

The Octorara Board of School Directors approved Dr. Steven A. Leever as the District's Title IX Coordinator.

The Octorara Board of School Directors approved Mr. Cale Hilbolt as the District's Safety/Security Coordinator.

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:

Mary Thomas

Darren Hodorovich

John Narcise

The Octorara Board of School Directors approved 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

The Octorara Board of School Directors accepted, 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)

The Octorara Board of School Directors accepted, 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).

The Octorara Board of School Directors accepted, with regret, the resignation of Ms. Fallon Manchin as a Third Grade teacher at the Octorara Elementary School effective *August 15, 2023*. (Hired August 25 2008)

The Octorara Board of School Directors accepted, 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)

The Octorara Board of School Directors accepted 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)

The Octorara Board of School Directors accepted 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)

The Octorara Board of School Directors accepted the resignation of Ms. Pat Softchin as a cafeteria employee effective August 8, 2023. (Hired February 22, 2022)

The Octorara Board of School Directors approved 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.)

The Octorara Board of School Directors approved 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

The Octorara Board of School Directors approved 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.)

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

The Octorara Board of School Directors approved 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

The Octorara Board of School Directors approved 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

On motion of Ms. Bowman, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors accepted, with regret, the resignation of Mr. Anthony Slusher as a Health/PE teacher at the Octorara Elementary and Intermediate Schools effective TBD. (Hired December 9, 2013)

On motion of Ms. Bowman, second by Mr. Falgiatore and approval of all members present the Octorara Board of School Directors accepted the resignation of Ms. Madison Carter (Anthony) as an Instructional Assistant at the Octorara Primary Learning Center effective August 11, 2023. (Hired August 30, 2021)

On motion of Mr. Hurley, second by Ms. Bowman and approval of all members present the Octorara Board of School Directors approved Mr. Keith Thompson as an HVAC Maintenance Mechanic effective September 5, 2023 pending completion of employee related documents required by law and the District. Mr. Thompson's salary will be \$60,000, pro-rated. (Replacing Bill Wertz who resigned.)

On motion of Ms. Bowman, second by Mr. Norris and approval of all members present the Octorara Board of School Directors approved the Substitute Staff Placement Agreement with ESS Northeast, LLC for substitute services. (Appendix M-8/21/23)

On motion of Ms. Bowman, second by Mr. Falgiatore and approval of all members present the Octorara Board of School Directors approved the Grant Funding Agreement CGA-22 with the County of Chester in the amount of \$500,000. (Appendix N-8/21/23)

On motion of Mr. Hurley, second by Mr. Fox and approval of all members present the Octorara Board of School Directors approved the list of substitute teachers and support staff for the 2023-2024 school year. (Appendix O-8/21/23)

On motion of Ms. Bowman, second by Ms. Yelovich and approval of all members present the Octorara Board of School Directors approved the list of supplemental contracts for the 2023-2024 school year. (Appendix P-8/21/23)

On motion of Mr. Fox, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved the Waiver Agreement and Release for student "B". (Appendix Q-8/21/23)

On motion of Mr. Fox, second by Mr. Norris and approval of all members present the Octorara Board of School Directors approved the Proposal for Mentoring Services with Jim Scanlon, Educational Consultant. (Appendix R-8/21/23)

Under the Finance Committee Report, Mr. Hurley reported the committee reviewed the 2021-2022 and 2022-2023 budgets versus actual revenue and expenditures, he announced the annual audit process has begun, and a letter from Fulton Bank was presented and discussed with the committee.

Under the CCIU Board Representative Report, Mr. Norris reported there was no meeting held in July.

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

Under visitors' comments in general, Sarah Mitchell, Londonderry Township, expressed her concerns about communication to students and parents regarding costs and requirements in the TCHS programs.

Joelyn Metzler, Sadsbury Township, questioned the changes in the handbooks and acknowledged the steps taken towards transparency in the Gifted Program. She suggested opening the Science Fair and the STEM Competition up to any student in the OIS who has interest and aptitude.

Under administrator comments/announcements, Dr. Tachua said the Short Story curriculum will be posted to the website in the near future.

Dr. Haller thanked Null's Towing for supplying backpacks and supplies for students who needed them.

Dr. Propper said the Guidance Department is working hard on schedule requests for students. He announced two sessions of Sneak-a-Peek will be held for grade 7 students as well as any new students to the Jr./Sr. High School on Friday. He will follow-up on the concerns over communication regarding TCHS.

Dr. Leever congratulated the team on their work over the summer. Teachers return tomorrow and the principals as well as the custodians have been busy preparing for the opening of the school year. Three focus areas of the administration this year include student health and wellness, continuous school improvement for student achievement, and developing achievement teams.

Under Board comments, Mr. Falgiatore asked for communication regarding TCHS students so they are not left in the lurch.

Mr. Fox presented a handout which contained evidence that Mr. Falgiatore provided emails from Dr. Orner regarding the safety and security of the schools to John Ryan Miller who is awaiting trial for criminal trespass and weapons charges.

There was board discussion regarding the breach of confidentiality by Mr. Falgiatore.

Mr. Ganow announced an Executive Session for Personnel was held tonight prior to the Regular Board Meeting in room 102 at the Jr. High School.

Mr. Ganow announced the following upcoming meetings:

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

Policy/Facility Committee Meeting – Monday, September 11, 2023 – 6:00 p.m. in room 102 at the Jr. High School

Next regularly scheduled Work Session – Monday, September 11, 2023 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Finance Committee Meeting – Monday, September 18, 2023 – 6:00 p.m. in room 102 at the Jr. High School

Next regularly scheduled Board Meeting – Monday, September 18, 2023 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Education Committee Meeting – Monday, September 25, 2023 – 6:00 p.m. in room 102 at the Jr. High School

There being no further items of business the meeting adjourned at 7:33 p.m. on motion of Mr. Hurley, second by Mr. Norris 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
2023-2024

Cash Balance as of June 30, 2023 \$ 1,865,439.59

Receipts Deposited:

Revenue - (Tax Receipts, State Transfers)	\$	5,196,592.64	
Other Receipts - (Retiree Medical Payments, Misc.)		1,000.00	
Checking Account Interest		5,237.12	
Transfer in from Investments		0.00	
		5,202,829.76	
 Total Available	 \$		 7,068,269.35

Disbursements:

Net Payroll	\$	969,479.88	
Accounts Payable		2,970,228.25	
Transfer to Investments		970,916.46	
		4,910,624.59	

General Fund Cash as of July 31, 2023 \$ 2,157,644.76

Investments Outstanding

Beginning Balance PSDLAF Investment Account	\$	8,486,212.97	
Beginning Balance Fulton Money Market		9,029,083.54	
Earnings on PSDLAF Investment Account		36,360.62	
Earnings on Fulton Money Market		25,450.64	
Net Transfers		970,916.46	

Total General Fund Cash and Investments as of June 30, 2023 \$ 20,705,668.99

For the August 21, 2023 Regular Board Meeting

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors