

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on December 12, 2022

The regular meeting of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Multi-Purpose Room on December 12, 2022.

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. Fox, Mr. Hurley, Mr. Koennecker, Mr. Norris, and Mr. Zimmerman. Mr. Fox arrived at 7:38 p.m. Ms. Yelovich was absent. Also present were Mrs. Hardy, Secretary; Dr. Orner, Superintendent; Mr. Curtis, Business Manager; members of the administrative team; seven students, teachers, and parents from Avedium who left after the presentation, and three citizens.

The minutes of the Work Session of November 14, 2022 and the Regular Meeting of November 21, 2022 were approved on motion of Mr. Norris, second by Mr. Hurley and approval of all members present.

Under presentations, Dr. Orner presented a check to representatives of Avedium from Pennsylvania Rural and Small Schools (PARSS) in the amount of \$500. The check is one of 13 grants given by PARRS out of 48 requests. Dr. Orner is matching the grant for a total of \$1,000 to be used for social and emotional supports for students.

Representatives from Signal 88 gave a safety and security update.

Under information items, Dr. Orner has informed the Board of School Directors that she will not be seeking a renewal of her current contract which expires on June 30, 2023.

The Treasurer's Report, which can be found at the end of these minutes, was approved on motion of Ms. Bowman, second by Mr. Norris and approval of all members present. (Appendix A-12/12/22)

A list of bills for the General Fund totaling \$1,491,978.67; Cafeteria Fund totaling \$22,350.29, Capital Projects totaling \$221,822.50, and Capital Reserve totaling \$0.00 of which are attached to these minutes as Appendix B-12/12/22, were approved and ordered paid on motion of Ms. Bowman, second by Mr. Koennecker and approval of all members present.

Under visitors' comments for agenda items only, Mr. John Nowicki, West Fallowfield, asked if the Superintendent Meet and Greets will continue. He attended both and thought they were very beneficial.

Dr. Orner said they will continue with the next one being held on December 15.

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

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

916 Volunteers

(Appendix C-12/12/22)

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

236.1 Threat Assessment

805 Emergency Preparedness and Response

805.2 School Security Personnel

808 Food Services

(Appendix D-12/12/22)

The Octorara Board of School Directors approved the request to hold a Youth Wrestling Meet beginning at 9:00 a.m. on Sunday, January 22, 2023 due to time constraints for the opposing teams.

The Octorara Board of School Directors accepted the resignation of Ms. Andrea Green as an instructional assistant at the Octorara Elementary School effective November 13, 2022. (Approved at the November 21, 2022 Board Meeting. Miss Green was employed 11/7-11/11/2022.)

The Octorara Board of School Directors approved Ms. Meghan Thomas as a long-term substitute math teacher at the Octorara Jr./Sr. High School effective November 29, 2022 through the end of the 2022-2023 school year pending completion of employee related documents required by law and the District. Ms. Thomas' salary will be \$54,416, pro-rated which is Step 18 to MAX of the Bachelor's scale. (Replacing a medical leave.)

The Octorara Board of School Directors approved Mr. Robert Smith as a long-term substitute social studies teacher at the Octorara Jr./Sr. High School effective approximately December 5, 2022 through March 6, 2023. Mr. Smith's rate will be \$150 per day. (Mr. Smith is an approved substitute and is replacing Scott Conaghan who transferred.)

The Octorara Board of School Directors approved the transfer of Ms. Margaret Lee from cafeteria employee to cafeteria site leader at the Octorara Elementary School effective November 21, 2022. Ms. Lee's rate will be \$16.35 per hour for five hours per day.

The Octorara Board of School Directors approved Ms. Kelly Burk as a volunteer swim coach for Monica McGinley who is an independent swimmer at PIAA events in the Lancaster Lebanon League.

The Octorara Board of School Directors approved the following supplemental contracts for the 2022-2023 school year:

Jennifer Hoskins	Mentor for Meghan Thomas	1.3 pts @ \$620	\$811.27
Elijah Robinson	Jr High Girls' Basketball Coach	4 pts @ \$620	\$2,480
Josh Irons	Mentor for Holly King	1.24 pts @ \$620	\$771.70
Kate Glidewell	Music Director OJSH	1 pt @ \$620	\$620
Kate Glidewell	Music Director OSHS	1 pt @ \$620	\$620
Kate Glidewell	Music Accompaniment	1.5 pts @ \$620	\$930

The Octorara Board of School Directors approved the following change in salary due to graduate credits earned:

Ryan Novak	From M (\$59,926) to M+15 (\$65,049)	Step 16 to MAX
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The Octorara Board of School Directors approved a sabbatical leave for Ms. Kelly Holub for the second semester of the 2022-2023 school year. (Ms. Holub is a reading specialist at the Octorara Jr./Sr. High School.)

On motion of Ms. Bowman, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors accepted, with regret, the resignation of Mr. Jed King as head football coach at the Octorara Jr./Sr. High School effective December 1, 2022. (Hired for the 2006-2007 school year.)

On motion of Mr. Norris, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors accepted, with regret, the resignation of Mr. Kaj Miller for purpose of retirement as a seventh grade ELA teacher at the Octorara Jr./Sr. High School effective January 31, 2023. (Hired September 1, 1988.)

On motion of Mr. Hurley, second by Ms. Bowman and approval of all members present the Octorara Board of School Directors accepted the resignation of Ms. Kate Glidewell as music teacher and music supplementals at the Octorara Jr./Sr. High School effective January 18, 2023. (Hired September 12, 2022.)

On motion of Mr. Zimmerman, second by Mr. Fox and approval of all members present the Octorara Board of School Directors accepted the resignation of Ms. Heather Jackson as an instructional assistant at the Octorara Jr./Sr. High School effective December 13, 2022. (Hired October 17, 2022.)

On motion of Mr. Hurley, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved Ms. Kimberly Turner as a cafeteria employee effective December 12, 2022 pending completion of employee related documents required by law and the District. Ms. Turner's rate will be \$15.00 per hour for five hours per day. (Replacing Jen Zimath who transferred.)

On motion of Ms. Bowman, second by Mr. Norris and approval of all members present the Octorara Board of School Directors approved the following substitute support staff for the 2022-2023 school year:

Kieran Lomboy
Lauren Phillips
Lily Gray

On motion of Ms. Bowman, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved the following overnight chaperones for a band trip to Disney World from December 13, 2022 through December 17, 2022:

Candace Decker
Christine Bleiler
Heather Bishop
Rachel Schrieber
Maureen Fox
Maryanne Page
Bea Zimna
Jennifer Timm

On motion of Mr. Koennecker, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved Mr. Kaden Salada as an athletic director intern from December 15, 2022 through January 23, 2023.

Under the Finance/Facility Committee meeting, Mr. Hurley reported the committee was given an audit review. The audit was a clean audit with high marks. The committee also discussed the renewal of the Act 93 agreement, multi-county rebalancing, right-to-know requests update, and the merger of KKAL which will be on the agenda for approval in January.

Under the CCIU Board Representative Report, Mr. Norris reported there is no meeting in December.

There were no items of old business, new business, other items or announcements, or visitors' comments for items in general.

Under administrator comments and announcements, Ms. McNamara reported 168 toys were donated to the Chester County Toys for Tots. She recognized Octorara alumni, Scott Davis, who was awarded the American FFA Degree at the 95th National FFA Convention in October. She reported on new Articulation Agreements with Penn College of Technology, Thaddeus Stevens, Bucks County

Community College, and Full Sail University. She announced grants were awarded to the OACTEP programs from International Paper Foundation, Ag Youth Grant, Pro-Start, and Land-O-Lakes.

Ms. Lease announced the 2nd grade music program on December 21 in the OPLC gym at 6:30 p.m. She reported the cafeteria tables from the Chester County Health Department grant arrived this week. The K-6 first trimester is completed and report cards will go home on Wednesday. She thanked PTO for their fall and holiday activities. She announced Early Learning activities including story hour and open gym are available to children ages 3-5.

Dr. Orner recognized student, Liz Bicking, for creating the District Christmas card this year. She announced the next Superintendent Meet and Greet will be held on Thursday, December 15 in the Jr. High MPR. She thanked the community for the kind words and support in her recent announcement of not renewing her contract in June. Dr. Orner said there will be no pause in the work the District is doing and has pledged full support during the transition.

Under Board comments, Mr. Falgiatore asked about the event Dr. Propper is having. Dr. Propper responded that the Parent Advisory meeting will be held on December 13 at 6:00 p.m. A newsletter was sent to parents this week.

Ms. Bowman thanked Jed King for his years as an exemplary coach and what he did for the students in the football program. She respects and applauds his decision to put his family first. Ms. Bowman thanked Dr. Orner for the way she faced the challenges during Covid and school improvement, her work ethic, and always putting students first. She respects her decision to do what is best for her family.

Mr. Hurley thanked Kaj Miller for his years of service at Octorara.

Mr. Fox said he appreciates Mr. Nowicki volunteering his time with karate. He also thanked Jed King, Kaj Miller, and Dr. Orner.

Mr. Koennecker thanked Jed King and Kaj Miller for their leading by example and providing students with a great role model.

Mr. Ganow announced the following upcoming meetings:

Executive Session for Personnel - Monday, December 12, 2022 - Following the Regular Meeting in the Jr. High School Multi-Purpose Room

Policy Committee Meeting – Monday, January 9, 2023 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Facility Committee Meeting – Monday, January 9, 2023 – 6:30 p.m. in the Jr. High School Multi-Purpose Room

Next Regularly Scheduled Work Session – Monday, January 9, 2023 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Finance Committee Meeting – Monday, January 16, 2023 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Next regularly scheduled Board Meeting – Monday, January 16, 2023 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Education Committee Meeting – Monday, January 23, 2023 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

There being no further items of business the meeting adjourned at 7:47 p.m. on motion of Mr. Fox, second by Mr. Zimmerman 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 October 31, 2022</u>		\$	4,605,279.62
<u>Receipts Deposited:</u>			
Revenue - (Tax Receipts, State Transfers)	\$		2,151,381.43
Other Receipts - (Retiree Medical Payments, Misc.)			1,000.00
Checking Account Interest			1,171.95
Accounts Receivable			19,187.23
Transfer in from Investments			0.00
			2,172,740.61
Total Available		\$	6,778,020.23
<u>Disbursements:</u>			
Net Payroll	\$		1,145,226.00
Accounts Payable			2,892,969.60
Transfer to Investments			1,000,000.00
			5,038,195.60
General Fund Cash as of November 30, 2022		\$	1,739,824.63
<u>Investments Outstanding</u>			
Beginning Balance PSDLAF Investment Account		\$	8,246,671.52
Beginning Balance Fulton Money Market			29,416,962.23
Earnings on PSDLAF Investment Account			22,737.31
Earnings on Fulton Money Market			20,666.81
Net Transfers			1,000,000.00
			1,000,000.00
Total General Fund Cash and Investments as of November 30, 2022		\$	40,446,862.50

For the December 12, 2022 Regular Board Meeting

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors