

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on February 20, 2023

The regular meeting of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Multi-Purpose Room on February 20, 2023.

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

The President, Mr. Ganow, called the meeting to order at 7:01 p.m. Other members present were Ms. Bowman, Mr. Falgiatore, Mr. Fox, Mr. Hurley, Mr. Koennecker, Mr. Norris, Ms. Yelovich, and Mr. Zimmerman. Also present were Mrs. Hardy, Secretary; Dr. Orner, Superintendent; Mr. Curtis, Business Manager; members of the administrative team; and eight citizens.

The minutes of the Work Session of January 9, 2023, and the Regular Meeting of January 16, 2023 were approved on motion of Ms. Bowman, second by Mr. Fox and approval of all members present.

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 Ms. Bowman, second by Mr. Zimmerman and approval of all members present. (Appendix A-2/20/23)

A list of bills for the General Fund totaling \$2,535,034.14; Cafeteria Fund totaling \$30,979.97, Capital Projects totaling \$123,794.05, and Capital Reserve totaling \$0.00 of which are attached to these minutes as Appendix B-2/20/23, were approved and ordered paid on motion of Mr. Hurley, second by Ms. Yelovich and approval of all members present except Mr. Falgiatore who voted no.

Mr. Falgiatore said he would be willing to pay \$73.75 but not \$4,646.25 to coincide with his objection in November and January.

Mr. Fox said the judge's order that came last week for one defendant, during the process of getting representation for a branch of the Department of Justice, doesn't seem to be at the defendant's expense. Mr. Fox his vote will be to pay the bills.

Under visitors' comments for agenda items only, Melanie Schillinger, Londonderry Township, expressed her concerns with the number of recent teacher resignations and the impact it may have on students. She questioned how administration is being supported particularly with discipline issues. She wants students to be able to continue with the same educational opportunities that her children have experienced.

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

The Octorara Board of School Directors approved the 2023-2024 school calendar. (Appendix C-2/20/23)

The Octorara Board of School Directors approved the annual fiscal audit report of the District for the year ending June 30, 2022 as prepared by the auditing firm of Herbein & Company. (Appendix D-2/20/23)

The Octorara Board of School Directors approved homebound instruction for student "A" pursuant to policy 117 *Homebound Instruction*.

The Octorara Board of School Directors approved the student activity club "Diversity Club" at the Octorara Jr./Sr. High School. (Appendix E-2/20/23)

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:

Savannah Geisler
Colin Kolb
Kristina Campbell

The Octorara Board of School Directors accepted the resignation of Ms. Olha Paden as a food service employee effective August 11, 2022. (Hired November 15, 2021)

The Octorara Board of School Directors accepted the resignation of Ms. Rosita Taylor as a food service employee effective February 2, 2023. (Hired September 19, 2022)

The Octorara Board of School Directors accepted the resignation of Ms. Yesenia Vasquez as an ESL instructional assistant at the Octorara Primary Learning Center effective January 31, 2023. (Hired August 16, 2021)

The Octorara Board of School Directors accepted, with regret, the resignation of Mr. Trent Zook as varsity boys' soccer coach effective January 18, 2023. (Hired for the 2012-2013 school year)

The Octorara Board of School Directors approved Ms. Deirdre Shappell as a long term substitute reading specialist at the Octorara Jr./Sr. High School effective January 20, 2023 through the end of the 2022-2023 school year. Ms. Shappell's salary will be \$54,416, pro-rated, which is Step 18 to MAX of the Bachelor's scale. (Ms. Shappell is an approved substitute and is replacing Kelly Holub who is on sabbatical leave.)

The Octorara Board of School Directors approved the transfer of Mr. John Cummings from health and PE teacher at the Octorara Jr./Sr. High School to OVA PM Program teacher at the Octorara Jr./Sr. High School effective January 19, 2023. Mr. Cumming's salary will be \$47,137, pro-rated, which is MAX of the Master's +60 scale. (Replacing Toni Trainor who is transferring.)

The Octorara Board of School Directors approved the transfer of Ms. Verna (Toni) Trainor from OVA PM Program teacher at the Octorara Jr./Sr. High School to health and PE teacher at the Octorara Jr./Sr. High School effective January 19, 2023. Ms. Trainor's salary will be \$54,416, pro-rated, which is Step 18 to MAX of the Bachelor's scale. (Replacing John Cummings who is transferring.)

The Octorara Board of School Directors approved Ms. Amy Bess as a food service employee effective January 31, 2023 pending completion of employee related documents required by law and the District. Ms. Bess's rate will be \$15.00 per hour for four hours per day. (Replacing Rosita Taylor who resigned.)

The Octorara Board of School Directors approved Mr. Roy Engel as a food service employee effective January 30, 2023 pending completion of employee related documents required by law and the District. Mr. Engel's rate will be \$15.00 per hour for five hours per day. (Replacing Olha Paden who resigned.)

The Octorara Board of School Directors approved the following co-directors for the OASD Summer Programs at \$40 per hour:

Beth Peticca – Incoming Transition Program
Heather Kramer – ESY
Stefanie Nuse – Literacy, Math, and Science
Alysyn Hoffman – Literacy, Math, and Science

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

Lexi Bierman, Emergency
 Emily Dyer, Emergency
 Melissa Levensgood Jobe, Emergency
 Kelly Lomboy, Emergency
 Helena Salve, Emergency
 Hannah Baxter, Emergency

The Octorara Board of School Directors approved the following substitute support staff for the 2022-2023 school year:

Joy Schnell, Instructional Assistant
 Yesenia Vasquez, Instructional Assistant

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

Darren Hodorovich	Varsity Asst Track & Field Coach	6 pts @ \$620	\$3,720
Adam Udell	Mentor for Robert Smith	.62 pt @ \$620	\$389.40
Shirley Williams	Mentor for Stacie Larer	1 pt @ \$620	\$620
Michelle Moran	Mentor for Isabella Stuccio	1 pt @ \$620	\$620
Anthony Slusher	Mentor for Amanda Hegarty	1 pt @ \$620	\$620
Chris Heller	Mentor for Rebecca Rotz	1 pt @ \$620	\$620
Christian Taylor	Mentor for Natalie Allen	1 pt @ \$620	\$620
Scott Cullen	Mentor for Jaclyn Urbas	1 pt @ \$620	\$620
Kim Hoferer	Mentor for Verna (Toni) Trainor	1 pt @ \$620	\$620
Katie Heller	Mentor for Heidi Wertz	1 pt @ \$620	\$620
Renee Shenk	Mentor for Deidre Shappell	1 pt @ \$620	\$620
Robin Lewis	Mentor for Reina Eckman	1 pt @ \$620	\$620
Adam Udell	.5 11 th Grade Advisor	.72 pts @ \$620	\$446.40
Jen Hoskins	.5 11 th Grade Advisor	.72 pts @ \$620	\$446.40
Joe Lynch	Stage Manager-see agenda "X"	1.72 pts @ \$620	\$1,066.40
Beth D'Orazio	Academic Team Advisor	1 pt @ \$620	\$620
Eric Sifford	National Honor Society Advisor	2 pts @ \$620	\$1,240

On motion of Mr. Hurley, second by Mr. Falgiatore and approval of all members present the Octorara Board of School Directors approved Ms. Savannah Fitzgerald as a CTE instructional assistant at the Octorara Jr./Sr. High School effective TBD pending completion of employee related documents required by law and the District. Ms. Fitzgerald's rate will be \$15.00 per hour for 5.75 hours per day. (Replacing Heather Jackson who resigned.)

On motion of Mr. Zimmerman, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved Ms. Lauren Phillips as an instructional assistant at the Octorara Primary Learning Center effective February 13, 2023. Ms. Phillips' rate will be \$17.00 per hour for 5.75 hours per day. (Ms. Phillips is an approved substitute and is replacing Yesenia Vasquez who resigned.)

On motion of Ms. Bowman, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved Ms. Reham Madanat as a food service employee effective February 13, 2023 pending completion of employee related documents required by law and the District. Ms. Madanat's rate will be \$15.00 per hour for four hours per day. (Replacing Brittany Myers who resigned.)

On motion of Ms. Bowman, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved Mr. Akram Madanat as a food service employee effective February 14, 2023 pending completion of employee related documents required by law and the District. Mr. Madanat's rate will be \$16.00 per hour for five hours per day. (Replacing Wendie Miller who resigned.)

On motion of Mr. Hurley, second by Mr. Norris and approval of all members present the Octorara Board of School Directors accepted, with regret, the resignation for purpose of retirement of Ms. Andrea Weaver as a gifted support teacher at the Octorara Primary Learning Center and Elementary Schools effective September 30, 2023. (Hired August 30, 1988)

On motion of Mr. Zimmerman, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors accepted the resignation of Mr. Colin Kolb as stage manager at the Octorara Jr./Sr. High School effective February 3, 2023. (Hired for the 2022-2023 school year)

On motion of Mr. Zimmerman, second by Ms. Bowman and approval of all members present the Octorara Board of School Directors approved the Waiver Agreement and Release for student "A". (Appendix F-2/20/23)

On motion of Ms. Yelovich, second by Ms. Bowman and approval of all members present the Octorara Board of School Directors approved the Settlement Agreement and Release for student "B". (Appendix G-2/20/23)

On motion of Mr. Zimmerman, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors accepted the lowest bid with Heidler Roofing Services for \$620,530 for the Octorara Intermediate School roofing project.

On motion of Mr. Hurley, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors accepted the lowest bid with Garvey Roark LLC for \$354,182 for the Octorara Elementary School roofing project.

Under the Finance Committee report, Mr. Hurley reported the committee was given an update on the 2023-2024 budget, discussed fund balance designation, food service account deficit balance and review of the National School Lunch Program, cell tower agreement renewal, extending the agreements with Environmental Control Systems and Chesconet, purchase of a scissor lift, and donation of an ambulance for use in the Homeland Security Protective Services Academy.

Under the Education Committee report, Mr. Fox reported on the January 23 meeting. The committee discussed the Countdown to Kindergarten Program, PSSA and Keystone results and how to increase participation rate as anyone who opts out counts as not proficient, MAP Growth assessment results, MTSS update, State Assessment Participation Plan, and a Summer Programs update.

Under the CCIU Board Representative Report, Mr. Norris reported on the meeting held on January 18, 2023.

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

Under visitor's comments in general, Joelyn Metzler, Sadsbury Township, expressed her desire for the programs taught by Ms. Weaver to continue following her retirement. She discussed the matrix of scoring and requirements to get into the gifted program and is concerned that the public might not know what the program is or where to find the requirements for admission into the program. She asked that there is accountability from the Board as elected officials to hold accountable the unelected people who are making changes that will impact students as they move forward.

Under administrator comments and announcements, Ms. McNamara announced February is CTE month. She reported on the Technology Student Association regional conference held last month, the FFA team of students who received the People's Choice award at the PA Farm Show for their hydraulic log splitter, the upcoming ProStart competition at Penn State for the culinary program, and the OABEST Expo to be held on May 20. She announced the Perkins Audit has been completed with no corrective actions.

Dr. Tachau announced the Map Growth Family Report will be sent home with students in grades K-6. Read Across America will be held on February 27 through March 3 with spirit days every day and Family Literacy Night held at the OPLC on March 2 from 6:30 p.m. – 8:00 p.m. for students in grades Pre-k through six. She announced the Jr./Sr. High will host the performance of *The Wizard of Oz* on March 2-4 and the K-6 PTO will be hosting a father/daughter dance on March 10.

Dr. Orner congratulated Ms. McNamara on the Perkins Audit and thanked Mr. Curtis, Ms. McNamara, Mr. Hilbolt, and Ms. Kay Caldwell for their work with the Perkins Grant and Audit. She commended the cast and crew of *The Wizard of Oz* for a job well done at the character meet and greet on Saturday and encouraged everyone to come out and see the show on March 2, 3, or 4th. She said the Pennsylvania School Board Association released the annual State of Education Report and noted the biggest challenges facing school districts across the Commonwealth is staffing followed by student mental health.

Under Board comments, Mr. Falgiatore thanked Dr. Propper for addressing the bathroom signage confusion at the restroom by the choral room. He addressed the concern with Dr. Propper and the Board. He said Dr. Propper followed up and offered recommendations to correct the confusion with the signage. He said the few responses he received from the Board were condescending and snide, however, he will continue to bring concerns to the Board's attention.

Ms. Bowman said employee retention is a concern for the District. She referenced a *Philadelphia Enquirer* article that discussed staffing issues being a universal problem in the Philadelphia region including Bucks, Chester, and Delaware Counties. The State legislature created regulations that allow districts to hire emergency certified personnel. Ms. Bowman said this is a concern that is not unique to us. She said all District personnel are offered an exit interview with the Human Resource Supervisor.

Mr. Ganow announced the following upcoming meetings:

Executive Session for Personnel - Monday, February 20, 2023 - Following the Regular Meeting in room 102 at the Jr. High School

Education Committee Meeting – Monday, February 27, 2023 – 6:00 p.m. in room 102 at the Jr. High School

Policy Committee Meeting – Monday, March 13, 2023 – 6:00 p.m. in room 102 at the Jr. High School

Facility Committee Meeting – Monday, March 13, 2023 – 6:30 p.m. in room 102 at the Jr. High School

Next Regularly Scheduled Work Session – Monday, March 13, 2023 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Finance Committee Meeting – Monday, March 20, 2023 – 6:00 p.m. in room 102 at the Jr. High School

Next regularly scheduled Board Meeting – Monday, March 20, 2023 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Education Committee Meeting – Monday, March 27, 2023 – 6:00 p.m. in room 102 at the Jr. High School

There being no further items of business the meeting adjourned at 7:41 p.m. on motion of Mr. Hurley, second by Mr. Fox 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 December 31, 2022</u>		\$	2,360,443.13
<u>Receipts Deposited:</u>			
Revenue - (Tax Receipts, State Transfers)	\$	1,609,317.99	
Other Receipts - (Retiree Medical Payments, Misc.)		1,000.00	
Checking Account Interest		643.31	
Accounts Receivable		0.00	
Transfer in from Investments		1,000,000.00	
			<u>2,610,961.30</u>
Total Available		\$	4,971,404.43
<u>Disbursements:</u>			
Net Payroll	\$	1,101,084.24	
Accounts Payable		1,967,907.24	
Transfer to Investments		574,981.20	
			<u>3,643,972.68</u>
General Fund Cash as of January 31, 2023		\$	1,327,431.75
<u>Investments Outstanding</u>			
Beginning Balance PSDLAF Investment Account	\$	8,296,039.07	
Beginning Balance Fulton Money Market		27,007,030.09	
Earnings on PSDLAF Investment Account		28,832.14	
Earnings on Fulton Money Market		20,215.53	
Net Transfers		(1,574,981.20)	
Total General Fund Cash and Investments as of January 31, 2023		\$	<u>35,104,567.38</u>

For the February 20, 2023 Regular Board Meeting

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors