

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on January 8, 2024

The Work Session of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Multi-Purpose Room on January 8, 2024.

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

The Vice-President, Mr. Hurley, called the meeting to order at 7:07 p.m. Other members present were Mr. Falgiatore, Mr. Koennecker, Mr. Lusby, Ms. Metzler, Mr. Norris, Ms. Williamson, and Mr. Zimmerman. Mr. Ganow 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, a representative from McClure Company presented information on a possible solar system project.

There were no information items.

Mr. Hurley presented the following items for action at the January 16, 2024 Board meeting:

- A. That the Octorara Board of School Directors elect *Brian Norris* as Board Treasurer from January 16, 2024 through June 30, 2024.
- B. That the Octorara Board of School Directors approve the Health and Safety Plan.
- C. That the Octorara Board of School Directors approve the Agreement with the County of Chester for space and equipment at the Chester County Public Safety Training Campus effective October 15, 2023 through September 14, 2024.
- D. That the Octorara Board of School Directors approve the low bid from Spectra Electrical Construction to perform upgrades to the electrical system at the Octorara Senior High School Weld Shop at a cost of \$73,900.
- E. That the Octorara Board of School Directors approve the Agreement with PowerSchool for Human Resource services at a cost of \$27,448.40 and Finance services at a cost of \$36,166 effective January 17, 2024 with an implementation fee of \$199,930.
- F. That the Octorara Board of School Directors approve the CoStars Agreement with Premium Power Services, LLC for a Gillette generator for the Sr. High School at a cost of \$51,641 with an installation/start up fee of \$14,625.
- G. That the Octorara Board of School Directors approve the Agreement with Always Safe Sidewalks for District sidewalk repair at a cost of \$19,601.60.
- H. That the Octorara Board of School Directors approve the use of the Octorara Jr. High and Sr. High gymnasiums beginning at 8:00 a.m. on Sunday, February 4, 2024 for an Octorara Youth Wrestling tournament.
- I. That the Octorara Board of School Directors approve the request for unpaid family medical leave for the purpose of child rearing for Ms. Lauren Morlando from approximately April 29, 2024 through the end of the 2023-2024 school year. (Ms. Morlando is a Learning Support Teacher at the Octorara Intermediate School.)

- J. That the Octorara Board of School Directors approve the Addendum to Agreement Between Parties for student “A”.
- K. That the Octorara Board of School Directors approve the following bus drivers for Althouse Transportation for the 2023-2024 school year:
Jennifer Turnier, Bus #24
Sharon Pierce, School Vehicle #70
- L. That the Octorara Board of School Directors approve the following policies, first reading:
101 *Mission Statement/Vision Statement/Shared Values*
819 *Suicide Awareness, Prevention and Response*

Resignation Approvals:

- M. That the Octorara Board of School Directors accept the resignation of employee “A”.
- N. That the Octorara Board of School Directors accept the resignation of Ms. Diane Tyman as an Instructional Assistant at the Octorara Intermediate School effective December 7, 2023. (Hired December 7, 2023)
- O. That the Octorara Board of School Directors accept the resignation of Ms. Savannah Fitzgerald as an Instructional Assistant at the Octorara Jr./Sr. High School effective January 2, 2024. (Hired February 21, 2023)
- P. That the Octorara Board of School Directors acknowledge the no response of the following employees:
Kimberly Lacock, Food Service
Phillip Brandon, Instructional Assistant at the OIS

Hiring Approvals:

- Q. That the Octorara Board of School Directors approve Mr. Ryan King as an Ag Mechanics Teacher at the Octorara Jr./Sr. High School effective the start of the 2024-2025 school year pending completion of employee related documents required by law and the District. Mr. King’s salary will be \$65,387 which is Step 10 to MAX of the Bachelor’s +15 scale. (Replacing Charles Graydus who retired.)
- R. That the Octorara Board of School Directors approve Ms. Theresa Arrington as a Utility Custodian as per the attached job description effective TBD pending completion of employee related documents required by law and the District. Ms. Arrington’s salary will be \$27,216, pro-rated. (This is a new position.)
- S. That the Octorara Board of School Directors approve the transfer of Ms. Bettye Thomas from an Instructional Assistant in the PM Program to an Instructional Assistant for the Life Skills Program at the Octorara Jr./Sr. High School effective January 9, 2024. Ms. Thomas’ rate will be \$17.06 per hour for 5.75 hours per day, Monday through Thursday. (Replacing Wendy Zeffert who resigned.)
- T. That the Octorara Board of School Directors approve the transfer Ms. Sarah Danforth from an 8th grade Math Teacher to a long term substitute 8th grade Math Teacher effective January 2, 2024 through the end of the 2023-2024 school year.
- U. That the Octorara Board of School Directors approve Ms. Sarah Morrissey as a substitute Athletic Trainer for the 2023-2024 school year. Ms. Morrissey’s substitute rate will be \$50 per hour. (Ms. Morrissey is a nurse at the Octorara Jr./Sr. High School.)

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

Drew Duggan - mentor for Michael Smith – 2 pts @ \$620 – originally approved
Cathy Smith as mentor
Adam Udell – Character Club Advisor – 1 pt @ \$620 – originally approved at
2 pts – splitting with Jennifer Watson
Jennifer Watson – Character Club Advisor – 1 pt @ \$620
Eric Sifford – National Honor Society Advisor – change from 1 pt to 4 pts @
\$620

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

Julianna Kocher	Secondary Music Accompaniment	3 pts @ \$620	\$1,860
Holly Hayes	Jr High Girls Asst Basketball Coach	4 pts @ \$620	\$2,480

- X. That the Octorara Board of School Directors approve the following substitute support staff for the 2023-2024 school year:

Brianne McGovern, Instructional Assistant
Elizabeth Meyer, Instructional Assistant
Devon Holm, Instructional Assistant

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

Tammy Simmon	From B (\$57,427) to M (\$62,012)	Step 15 to MAX
Caitlin Cracchiolo	From B (\$56,389) to B+15 (\$58,889)	Step 17 to MAX

Under the Policy Committee Report, Mr. Hurley reported the committee discussed the first reading policies on the agenda along with policies 200 *Enrollment of Students* and 254 *Educational Opportunity for Military Children*. These policies will be on the agenda next week for first reading approval. The committee also discussed a possible policy for a tax credit for senior citizens who volunteer in the District.

Under the Facility Committee Report, Mr. Zimmerman reported on the meeting held on December 11 that included a generator purchase, parking lot repairs, storage facility, sidewalk repair, cleaning and sealing the water tank, water in the Jr. High basement, Sr. High hallway repair, Denney electric light replacement at no cost, and discussion regarding phase 1 of the Architerra athletic improvement master plan.

Tonight's meeting included discussion with Architerra on phase 1 of the athletic improvement master plan, meeting with EI/McClure Company regarding a 10 year long range facility study, modular classrooms for the Chester County Training Campus, and Sr. High hallway repairs. The possibility of a solar study was presented at this Work Session meeting.

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

Under administrator comments, Dr. Propper announced the 2024 FAFSA Completion Night will be held on January 10 and the Principal Parent Advisory meeting will be held on January 16. He thanked the Board for allowing the Dean of Students position for help with some administrative tasks. The position will be split with Mark Durante assisting in the morning and Jed King in the afternoon. Their responsibilities will primarily focus on systems related to discipline, students who are late to school, student parking, class cuts, and other lower-level disciplinary infractions.

Dr. Leever announced there were 12 candidates selected for the assistant principal interview process. It was difficult to narrow it down to five candidates for a second interview. There are two neighboring

districts that are also hiring secondary assistant principals; it speaks well for Octorara that there are that many people who want to come and work with us.

Under Board comments, Mr. Lusby requested a presentation on the changes on Dual Enrollment so parents can understand what the changes mean. He asked if there could be a quarterly meeting where constituents could ask questions and have back and forth conversation with the Board.

Mr. Hurley said constituents are welcome to have conversations with Board members before or after the meetings. There are policy restrictions for discussion during the meeting.

Dr. Leever said he is working on creating a Superintendent Forum which might be a better forum for open topics. Board members will be invited to attend. He cautioned individual Board members speaking their opinion as it may not represent the will of the Board.

Mr. Hurley announced the following meetings to be held:

Executive Session for Personnel - Monday, January 8, 2024 – After the Work Session in room 102 at the Jr. High School

Finance Committee Meeting – Tuesday, January 16, 2024 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Next regularly scheduled Board Meeting – Tuesday, January 16, 2024 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Education Committee Meeting – Monday, January 22, 2024 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

There being no further items of business the meeting adjourned at 8:05 p.m. on motion of Mr. Lusby, second by Mr. Zimmerman 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