

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on July 20, 2020

The regular meeting of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Multi-Purpose Room and via Zoom on July 20, 2020.

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

The Vice-President, Ms. Bowman, called the meeting to order at 7:02 p.m. Other members present were: Mr. Falgiatore, Mr. Fox (via Zoom), Mr. Ganow, Mr. Hurley, Mr. Koennecker, Ms. Yelovich, and Mr. Zimmerman. Mr. Norris was absent. Also present were; Mrs. Hardy, Secretary; Dr. Orner, Superintendent; Mr. Curtis, Business Manager. Members of the administrative team, one reporter, one citizen with an additional 100 citizens who attended the meeting via Zoom.

Ms. Bowman announced there is limited capacity on the Zoom meeting currently. The meeting will be recorded and posted on the website for those who were unable to join the meeting. She encouraged anyone who has questions to contact Dr. Orner. Ms. Bowman apologized for the inconvenience caused by the limited capacity Zoom Webinar feature.

The minutes of the Work Session of June 8, 2020 and the Regular Meeting of June 15, 2020 were approved on motion of Mr. Ganow, second by Mr. Zimmerman and approval of all members present.

Ms. Bowman announced two additions to tonight's agenda:

On motion of Mr. Ganow, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved altering the agenda for tonight's meeting by adding an agenda item.

On motion of Mr. Hurley, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors altered policy 903 *Public Participation in Board Meetings* to change the public comment from five minutes or less to three minutes or less and limit the time for visitors' comments for agenda items only to 30 minutes total and limit the time for visitors' comments in general to 30 minutes total.

Policy 903 says "Public comment should be concise and should be limited to no more than five minutes. The presiding officer will monitor the comment period and will try to keep comments within this time frame. In situations where there is a large number of public members interested in addressing the Board of Directors, the presiding officer of the Board meeting may adjust the time period for comments to under five minutes with approval from the majority of the Board Directors in attendance at the meeting."

Ms. Bowman said the intent of the change is to provide more opportunities for public comment within a reasonable time and allow for a total of one hour of public comments. It is not meant to discourage comments or questions. There will be additional opportunities for questions and comments and for parent and community input at the town hall meetings to be held in August. The Board is not trying to limit comments but better manage tonight's meeting. Ms. Bowman announced this change is for tonight's meeting only.

Dr. Orner gave a presentation on the District Health and Safety Plan.

Ms. Gaido gave a presentation on the Athletic Health and Safety Plan.

Under information items, Ms. Wendy Risch will transfer from a school nurse at the Octorara Jr./Sr. High School to a school nurse at the Octorara Intermediate School.

Ms. Beth Peticca will transfer from elementary teacher on assignment to Kindergarten Transition and K-6 Octorara Virtual Academy teacher.

Ms. Ashley Stern will transfer from a sixth grade math teacher at the Octorara Intermediate School to a math teacher at the Octorara Jr./Sr. High School.

The Treasurer's Report, which can be found at the end of these minutes, was approved on motion of Mr. Zimmerman, second by Mr. Hurley and approval of all members present. (Appendix A-7/20/20)

A list of bills for the General Fund totaling \$1,393,907.00; Cafeteria Fund totaling \$14,046.88, Capital Projects totaling \$25,799.85, and Capital Reserve totaling \$0.00 of which are attached to these minutes as Appendix B-7/20/20, were approved and ordered paid on motion of Mr. Ganow, second by Mr. Zimmerman and approval of all members present.

Under visitors' comments for agenda items only, Ms. Katie Klingensmith, Parkesboro Borough, asked that the emotional safety of our students as well as what school will look like for our youngest students be taken into consideration. Ms. Klingensmith said everything she has read contradicts the Board Director's comment regarding children not likely to contract the virus.

On motion of Mr. Ganow, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved the Octorara Area School District Phased School Reopening Health and Safety Plan. (Appendix C-7/20/20)

On motion of Mr. Ganow, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved the Octorara Area School District Athletic Health and Safety Plan. (Appendix D-7/20/20)

On motion of Mr. Ganow, second by Mr. Falgiatore and approval of all members present the Octorara Board of School Directors approved the Resolution of the Octorara Area School District Board of Directors Declaring an Emergency Pursuant to Selection 520.1 of the Pennsylvania School Code. (Appendix E-7/20/20)

On motion of Mr. Zimmerman, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved the AHERA Designated Person – Environmental Engineering Consultant Contract with Environmental Controls Systems, Inc. (Appendix F-7/20/20)

On motion of Mr. Falgiatore, second by Mr. Ganow and approval of all members present the Octorara Board of School Directors approved the Security Services Proposal with Signal 88 Security. (Appendix G-7/20/20)

On motion of Mr. Ganow, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved the 2020-2021 Organizational Chart. (Appendix H-7/20/20)

On motion of Mr. Ganow, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors accepted a \$25,000 grant from BB&T Truist Economic Growth Fund through the Lancaster County Community Foundation to be used for the Octorara Primary Learning Center STEM learning lab.

On motion of Mr. Falgiatore, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved the position description for K-12 librarian and elementary STEM teacher. (Appendix I-7/20/20)

On motion of Mr. Zimmerman, second by Mr. Hurley and approval of all members present by a roll call vote the Octorara Board of School Directors approved the Octorara Jr./Sr. High School A-TSI Plan. (Appendix J-7/20/20)

On motion of Mr. Ganow, second by Mr. Zimmerman and approval of all members present by a roll call vote the Octorara Board of School Directors approved the Octorara Primary Learning Center, Elementary School, and Intermediate School's Title I Schoolwide Plans. (Appendix K-7/20/20)

On motion of Mr. Ganow, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved the list of salaries for cafeteria employees for the 2020-2021 school year. (Appendix L-7/20/20)

On motion of Mr. Ganow, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved unpaid Family Medical Leave for Ms. Lynn Brown from September 8, 2020 through January 22, 2021. Ms. Brown is an instructional assistant at the Octorara Primary Learning Center.

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

The Octorara Board of School Directors accepted the resignation of Ms. HaLeigh Abbott as an instructional assistant at the Octorara Elementary School effective June 11, 2020. (Hired November 18, 2019)

The Octorara Board of School Directors accepted, with regret, the resignation for purpose of retirement of Mr. Russell Baker as district electrician effective October 14, 2020. (Hired February 3, 1992)

The Octorara Board of School Directors accepted the resignation of Ms. Roxanne Barnes as a cafeteria employee effective July 13, 2020. (Hired February 19, 2018)

The Octorara Board of School Directors accepted the resignation of Mr. Michael Cabry as a lunch/playground supervisor at the Octorara Intermediate School effective July 10, 2020. (Hired September 18, 2017)

The Octorara Board of School Directors accepted the resignation of Ms. Donna Ferrier as a lunch/playground supervisor at the Octorara Primary Learning Center effective July 1, 2020. (Hired August 21, 2017)

The Octorara Board of School Directors accepted the resignation of Mr. Denim Kurtzhals as an assistant track and field coach at the Octorara Jr./Sr. High School effective June 11, 2020. (Hired for the 2018-2019 school year)

The Octorara Board of School Directors accepted the resignation of Mr. Dennis Baumgardner as assistant football coach for the Octorara Jr./Sr. High School effective June 16, 2020. (Hired for the 2019-2020 school year)

The Octorara Board of School Directors accepted the resignation of Ms. Ashley Stern as Grade 4-6 PLC Leader effective July 7, 2020. (Hired for the 2019-2020 school year)

The Octorara Board of School Directors accepted the resignation of Mr. Mark Durante as 7-12 Special Education PLC Leader effective for the 2020-2021 school year. (Hired for the 2019-2020 school year)

On motion of Mr. Ganow, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved Ms. Tammy Simon as a business education teacher at the Octorara Jr./Sr. High School effective August 31, 2020. Ms. Simon's salary will be \$52,617 which is Step 18 to MAX of the Bachelor's Scale. (Ms. Simon is a current district employee.)

On motion of Mr. Koennecker, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved Mr. Darren Hodorovich as culinary arts teacher at the Octorara Jr./Sr. High School effective August 31, 2020 pending completion of employee related documents required by law and the district. Mr. Hodorovich's salary will be \$53,648 which is Step 16 to MAX of the Bachelor's Scale. (Replacing Kay Minshall who retired.)

On motion of Mr. Zimmerman, second by Mr. Falgiatore and approval of all members present the Octorara Board of School Directors approved Ms. Amanda Fraterman as Supervisor of Special Education effective TBD pending completion of employee related documents required by law and the district. Ms. Fraterman's salary will be \$95,000.

On motion of Mr. Ganow, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved Ms. Mary Thomas as a long term substitute second grade teacher at the Octorara Primary Learning Center effective August 31, 2020 through January 27, 2021 pending completion of employee related documents required by law and the district. Ms. Thomas's salary will be \$52,617 pro-rated which is Step 18 to MAX of the Bachelor's Scale. (Replacing Tim Ergler who is on sabbatical leave.)

On motion of Mr. Ganow, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved Ms. Leah Goodwin as a long term substitute fourth grade teacher at the Octorara Elementary School effective August 31, 2020 through December 4, 2020 pending completion of employee related documents required by law and the district. Ms. Goodwin's rate will be \$140 per day. (Replacing Joan McDermott who is on child rearing leave.)

On motion of Mr. Hurley, second by Mr. Zimmerman and approval of all members present except Mr. Ganow who abstained, the Octorara Board of School Directors approved the Addendum to School Bus Transportation Contract with Althouse Transportation, Inc. (Appendix M-7/20/20)

Under the Education Report, Mr. Fox reported on the meeting that was held on June 22. He said the Committee reviewed survey results, received an overview of the Summer Literacy/Math Program and OVA Summer and Credit Recovery Courses, and discussed planning for reopening of school in September.

Under the Finance Committee Report, Mr. Ganow said the Committee discussed the Signal 88 contract, the ECS contract, and food service salaries.

Under the Facility Committee Report, Mr. Curtis reported the Committee discussed the PEL Enrollment Study, summer projects, and an RFP for camera and access systems. Mr. Curtis announced the Chester County Department of Health is no longer doing COVID 19 testing at the OIS. There is discussion on possibly using the OIS for a vaccine location when one is finalized.

Under the I.U./C.A.T. Board Representative's report, Ms. Bowman reported on the meeting attended by Mr. Norris on July 8, 2020.

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

Under visitors' comments for items in general, Ms. Jodi Davis, Sadsbury Township, asked if the district goes to remote learning, will sports continue.

Ms. Katie Klinensmith, Parkesburg Borough, asked about the cost per student for the Octorara Virtual Academy.

Under administrator comments and announcements, Ms. McNamara said she is excited about the new teaching staff hired for the CTE programs.

Ms. Lease thanked Dr. Orner and Dr. Tachau for looking into transforming the current library to a STEM center. She said she and her staff will be considering the social and emotional well being of the students when planning what the 2020-2021 school year will look like.

Dr. Orner said she appreciates the patience of the school community. She said parents will be sent a survey this week.

Under Board comments, Mr. Fox congratulated Ms. McNamara on being with the district for 30 years. He thanked everyone on the Pandemic Response Committee along with Dr. Orner for the work they have done.

Mr. Falgiatore suggested there be a section on the survey for parents who have students in more than one building.

Mr. Koennecker said it would be helpful to know what other cyber schools are costing the district compared to OVA.

Ms. Bowman thanked the participants in the Zoom meeting and apologized again for the technical difficulties with tonight's meeting. She said these decisions are difficult and the Board wants input from the stakeholders. Our primary obligation is to the students.

Ms. Bowman announced the followings executive sessions were held for legal matters:

June 18 at 6:00 p.m., June 22 at 7:30 p.m., June 25 at 6:00 p.m., June 30 at 6:00 p.m.

Ms. Bowman announced the following upcoming meetings:

Executive Session for Personnel – Monday, July 20, 2020 – Following the Regular Meeting in the Jr. High School Multi-Purpose Room/Zoom

Policy Committee Meeting – Monday, August 3, 2020 – 6:00 p.m. in the Jr. High School Multi-Purpose Room/Zoom

Facility Committee Meeting – Monday, August 3, 2020 – 6:30 p.m. in the Jr. High School Multi-Purpose Room/Zoom

Next regularly scheduled Work Session – Monday, August 3, 2020 – 7:00 p.m. in the Jr. High School Multi-Purpose Room/Zoom

Finance Committee Meeting – Monday, August 17, 2020 – 6:00 p.m. in the Jr. High School Multi-Purpose Room/Zoom

Next regularly scheduled Board Meeting – Monday, August 17, 2020 – 7:00 p.m. in the Jr. High School Multi-Purpose Room/Zoom

Education Committee Meeting – Monday, August 24, 2020 – 6:00 p.m. in the Jr. High School Multi-Purpose Room/Zoom

There being no further items of business the meeting adjourned at 9:14 p.m. on motion of Mr. Ganow, 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
2019-2020**

<u>Cash Balance as of June 1, 2020</u>		\$	409,914.76
<u>Receipts Deposited:</u>			
Revenue - (Tax Receipts, State Transfers)	\$		4,298,060.44
Other Receipts - (Retiree Medical Payments, Misc.)			6,776.29
Checking Account Interest			500.65
Accounts Receivable			87,266.37
Transfer in from Investments			1,000,000.00
			5,392,603.75
Total Available		\$	5,802,518.51
<u>Disbursements:</u>			
Net Payroll	\$		1,349,589.74
Accounts Payable			3,121,352.93
Transfer to Investments			1,000,000.00
			5,470,942.67
General Fund Cash as of June 30, 2020		\$	331,575.84
<u>Investments Outstanding</u>			
Beginning Balance PSDLAF Investment Account		\$	9,419,050.81
Beginning Balance Fulton Money Market			6,388,730.70
Earnings on PSDLAF Investment Account			5,362.49
Earnings on Fulton Money Market			2,346.02
Net Transfers			-
			-
Total General Fund Cash and Investments as of June 30, 2020		\$	16,147,065.86

For the July 20, 2020 Regular Board Meeting

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors