

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on June 12, 2023

The Work Session of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Multi-Purpose Room on June 12, 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. Koennecker, Mr. Norris, Ms. Yelovich, and Mr. Zimmerman (Mr. Zimmerman joined the meeting at 7:03). Also present were Mrs. Hardy, Secretary; Mr. Curtis, business manager; members of the administrative team, and two visitors.

There were no presentations, visitor's comments for agenda items only, or information items.

Mr. Ganow presented the following items for action at the June 19, 2023 Board meeting:

- A. That the Octorara Board of School Directors approve the resolution adopting the 2023-2024 General Fund Budget Expenditures in the amount of \$61,846,196.
- B. That the Octorara Board of School Directors approve the resolution establishing a real estate millage rate of 42.28 mills in Chester County and 26.47 mills in Lancaster County.
- C. That the Octorara Board of School Directors approve the resolution for the 2023-2024 Homestead and Farmstead Exclusion.
- D. That the Octorara Board of School Directors approve the resolution to appoint Ms. Andrea Bisignani as tax collector for the District effective July 1, 2023 through June 30, 2024.
- E. That the Octorara Board of School Directors approve the following financial institutions and investment firms for financial services during the 2023-2024 school year, in accordance with Section 621 of the School Code:
 1. Fulton Bank-depository and investment
 2. PA School District Liquid Asset Fund – depository and investment
 3. RBC Dain Rauscher, Inc.-investment only
- F. That the Octorara Board of School Directors approve the following list of signatories for the designated bank accounts effective July 1, 2023:
General Fund: – President, Vice President, Treasurer, Secretary
Cafeteria Fund: – President, Vice President, Treasurer, Secretary
School Activity Fund: - Building Principal, Building Asst. Principal, Business Manager, Board Secretary (Required Business Manager signature with one counter signature)
- G. That the Octorara Board of School Directors approve the appropriate budget transfers for the year ending 2022-2023 as a result of the annual financial audit. (Note: This is a requirement for the school code to be done prior to June 30th of each fiscal year.)
- H. That the Octorara Board of School Directors approve Dr. Jeffrey Blair as the school dental consultant for the 2023-2024 school year.
- I. That the Octorara Board of School Directors approve the Resolution allowing Dr. Steven A. Leever, Superintendent, to sign and/or e-sign any and all contracts, agreements, grants and/or licenses with the Pennsylvania Department of Education effective July 1, 2023.

- J. That the Octorara Board of School Directors approve the Multi-County Millage Rebalancing Resolution.
- K. That the Octorara Board of School Directors approve the 2023-2024 Enrollment Agreement with Valley Forge Educational Services for students “A” and “B” at a cost of \$80,500 each.
- L. That the Octorara Board of School Directors approve the Extended School Year Agreement with Valley Forge Educational Services for student “B” from July 5 through August 3, 2023 at a cost of \$10,600.
- M. That the Octorara Board of School Directors approve the agreement with CriteCare effective July 1, 2023 through June 30, 2024.
- N. That the Octorara Board of School Directors approve the Proposal for Professional Services with Architerra for the Athletic Master Plan Initial Phase of Improvements.
- O. That the Octorara Board of School Directors approve the Proposal with NRG Building Services, Inc. for control system replacement and upgrades in the Octorara Elementary and Jr./Sr. High Schools. The CoStars quote for the project is \$795,000 which will be paid with Capital Project Funds.
- P. That the Octorara Board of School Directors approve the Service Agreement with the Chester County Intermediate Unit for a Mathematics Instructional Coach/Facilitator for the 2023-2024 school year at a cost of \$165,329.
- Q. That the Octorara Board of School Directors approve the Agreement for Services with CCRES for the Interim Human Resource Director Services of Catherine Rossi effective June 5 through August 30, 2023 at a rate of \$121 per hour.
- R. That the Octorara Board of School Directors approve the Act 93 Agreement effective July 1, 2023 through June 30, 2024.
- S. That the Octorara Board of School Directors approve the Memorandum of Understanding with the Octorara Act 93 Administrator Group effective July 1, 2023 through June 30, 2024.
- T. That the Octorara Board of School Directors approve the Addendum to the Contract for Services Agreement with Austill’s Rehabilitation Services, Inc. effective July 1, 2023 through June 30, 2024.
- U. That the Octorara Board of School Directors approve the Staffing Agreement with General Healthcare Resources, LLC for PCA services.
- V. That the Octorara Board of School Directors approve the Contract for the Transportation of School Pupils with Faithful Transportation, LLC for the 2023-2024 school year.
- W. That the Octorara Board of School Directors approve the Memorandum of Understanding with Delaware County Community College effective July 1, 2023 through June 30, 2024.
- X. That the Octorara Board of School Directors approve the following bid awards for the 2023-2024 school year:

Art Supplies	\$7,548.43
Science-Biology Supplies	\$727.82
Industrial Arts-Drawing Supplies	\$2,772.04

Resignation Approvals:

- Y. That the Octorara Board of School Directors accept, with regret, the resignation of Mr. Charles Graydus for purpose of retirement as an Agriculture Education Teacher at the Octorara Jr./Sr. High School effective June 7, 2023. (Hired August 25, 2003)
- Z. That the Octorara Board of School Directors accept, with regret, the resignation of Mr. Ben Creighton as an English Teacher at the Octorara Jr./Sr. High School effective June 7, 2023. (Hired September 17, 2012)
- AA. That the Octorara Board of School Directors accept the resignation of Ms. Megan McLoone as a Learning Support Teacher at the Octorara Primary Learning Center effective June 7, 2023. (Hired August 23, 2021)
- BB. That the Octorara Board of School Directors accept the resignation of Ms. Lisa Caldwell as a Learning Support Teacher at the Octorara Primary Learning Center effective June 7, 2023. (Hired June 23, 2021)
- CC. That the Octorara Board of School Directors accept the resignation of Ms. Hayley Caulfeild-James as a Science Teacher at the Octorara Jr./Sr. High School effective June 7, 2023. (Hired August 23, 2021)
- DD. That the Octorara Board of School Directors accept, with regret, the resignation of Ms. Jennifer Watson as advisor for the Jr./Sr. High School newspaper effective June 1, 2023. (Hired for the 2017-2018 school year)

Hiring Approvals:

- EE. That the Octorara Board of School Directors approve Ms. Bridget Solnosky as a Kindergarten Teacher at the Octorara Primary Learning Center effective August 15, 2023. Ms. Solnosky's salary will be \$56,389 which is Step 17 to MAX of the Bachelor's scale. (Ms. Solnosky is currently a long-term substitute and is replacing Jean Curry who retired.)
- FF. That the Octorara Board of School Directors approve Ms. Shannon Owens as a long-term substitute First Grade Teacher at the Octorara Primary Learning Center effective for the 2023-2024 school year. Ms. Owens' salary will be \$71,229 which is Step 17 to MAX of the Master's +45 scale. (Ms. Owens is currently a long-term substitute and is replacing Margaret Schaefer who transferred.)
- GG. That the Octorara Board of School Directors approve Ms. Valerie Brewer as a Second Grade Teacher at the Octorara Primary Learning Center effective August 15, 2023. Ms. Brewer's salary will be \$60,953 which is Step 17 to MAX of the Master's scale. (Ms. Brewer is a current employee and is replacing Lindsay Mitman who transferred.)
- HH. That the Octorara Board of School Directors approve Ms. Nicole Kutner as a Second Grade Teacher at the Octorara Primary Learning Center effective August 15, 2023 pending completion of employee related documents required by law and the District. Ms. Kunter's salary will be \$56,389 which is Step 17 to MAX of the Bachelor's scale. (Replacing Margaret Schaeffer who transferred.)
- II. That the Octorara Board of School Directors approve Ms. Reina Eckman as a Sixth Grade Teacher at the Octorara Intermediate School effective August 15, 2023. Ms. Eckman's salary will be \$56,389 which is Step 17 to MAX of the Bachelor's scale. (Ms. Eckman is currently a long-term substitute and is replacing Patty Steyer who transferred.)
- JJ. That the Octorara Board of School Directors approve Ms. Adrienne Cochran as a long-term substitute Sixth Grade Teacher at the Octorara Intermediate School for the 2023-2024 school year. Ms. Cochran's salary will be \$56,389 which is Step 17 to MAX of the Bachelor's scale.

(Ms. Cochran is currently a long-term substitute and is replacing Alison Venini who transferred.)

KK. That the Octorara Board of School Directors approve Ms. Lisa Carlson as a long-term substitute Sixth Grade Teacher at the Octorara Intermediate School for the 2023-2024 school year. Ms. Carlson's salary will be \$60,953 which is Step 17 to MAX of the Master's scale. (Ms. Carlson is currently a long-term substitute and is replacing Stefanie Nuse who transferred.)

LL. That the Octorara Board of School Directors approve Ms. Jennifer Davis as a Social Worker for the District effective August 15, 2023 pending completion of employee related documents required by law and the District. Ms. Davis' salary will be \$60,953 which is Step 17 to MAX of the Master's scale. (This is a new position.)

MM. That the Octorara Board of School Directors approve Ms. Erin Sullivan as an Instructional Assistant at the Octorara Primary Learning Center effective August 28, 2023. Ms. Sullivan's rate will be \$15.00 per hour for 5.75 hours per day. (Ms. Sullivan is a current substitute and will be replacing Diane Powers who retired.)

NN. That the Octorara Board of School Directors approve the following summer maintenance interns at the rate of \$12.50 per hour:

Menah Alkhabaz

Mike Trainor

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

Sarah Lazor	Assistant Volleyball Coach	6 pts @ \$620	\$3,720
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PP. That the Octorara Board of School Directors approve the following additional staff for the Summer Literacy/Math/Science and Extended Year Programs:

Lauren Brotman – Professional - \$35
Julia Harpel – Professional - \$30
John Cummings – Professional - \$35
Teresa Ashby – Professional - \$35
Wendi Ward – Professional - \$30
Samantha Norris – Professional - \$30
Jennifer Mitchell – Support - \$20
Katelynn McMinn – Support - \$20
Nikkole Puckett – Support - \$20
Francesca Wiley – Support - \$20
Devon Holm – Support - \$20

QQ. That the Octorara Board of School Directors approve the following change for the Summer Literacy/Math/Science and Extended Year Programs:

Val Brucherri will transfer from support staff to professional staff at \$32 per hour

Under the Finance Committee Report, Mr. Hurley said the committee discussed the 2023-2024 budget, National School Lunch Program update, social media litigation, CCRES agreement for an interim Human Resources Director, and the abundance of Right-to-Know requests and the time and resources it takes to complete them.

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

Under administrator comments, Ms. Lease thanked the following:

Lisa Welsh for organizing the 6th grade readers to read to the PLC students each month.

The 40 Jr./Sr. High students who helped with the PLC field day.
Dr. Propper for organizing the Class of 2023 parade to the elementary buildings.
OES teachers for hosting the 2nd graders.
Ms. Lease said it has been a great year for the PLC.

Ms. McNamara highlighted the success of OABEST and thanked the sponsors and participants. She announced Homeland Security and Protective Services Academy graduation was held on May 25 and students in Kindergarten and 4th grade visited the CTE Programs recently. She is finishing up the Perkins grant which will be used for professional development.

Dr. Propper congratulated the Class of 2023. He said commencement was a beautiful ceremony and thanked the Board, faculty, and staff who helped make the event possible. He apologized and addressed the confusion regarding military stoles being worn in the ceremony.

Under Board comments, Mr. Hurley said graduation was a wonderful event and thanked Mr. Udell for coordinating it.

Mr. Fox said he enjoyed graduation and the retirement dinner – he appreciated the teachers who participated in the event.

Ms. Bowman said there are a lot of great things happening on campus and many reasons to celebrate. We can't let these great things get lost in the background of the other things happening that causes dissension. She thanked everyone for a great commencement ceremony.

Mr. Ganow announced the following meetings to be held:

Facility Committee Meeting – Monday, June 19, 2023 – 6:00 p.m. in room 102 at the Jr. High School

Next regularly scheduled Board Meeting – Monday, June 19, 2023 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

There being no further items of business the meeting adjourned at 7:37 p.m. on motion of Mr. Norris, second by Mr. Koennecker 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