

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on June 13, 2022

The Work Session of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Auditorium and via Zoom on June 13, 2022.

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

The President, Mr. Fox, called the meeting to order at 7:00 p.m. Other members present were Mr. Ganow, Mr. Koennecker, Mr. Norris, Ms. Yelovich, and Mr. Zimmerman. Ms. Bowman, Mr. Falgiatore, and Mr. Hurley were absent. Also present were Mrs. Hardy, Secretary; Dr. Orner, Superintendent; Mr. Curtis, Business Manager; members of the administrative team; and nine citizens via Zoom.

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

Information items:

Ms. Valerie Popov will transfer from attendance secretary to guidance secretary at the Octorara Jr./Sr. High School effective July 1, 2022.

Ms. Kris Guertler will transfer from an RN to a PDE certified school nurse at the Octorara Primary Learning Center effective August 23, 2022.

The following teachers will transfer to an Elementary Itinerant Acceleration Teacher on Assignment using ESSER funds for the 2022-2023 school year:

Shauna McAllister, fourth grade (transfer from Learning Support)
Alison Venini, ELA Interventionist (transfer from sixth grade)

On motion of Mr. Norris, second by Mr. Ganow and approval of all members present the Octorara Board of School Directors approved Ms. Christine Marsala as Supervisor of Human Resources effective July 1, 2022 pending completion of employee related documents required by law and the District. Ms. Marsala's salary will be \$86,500.

Mr. Fox presented the following items for action at the June 20, 2022 Board meeting:

- A. That the Octorara Board of School Directors approve the resolution adopting the 2022-2023 General Fund Budget Expenditures in the amount of \$59,627,792.
- B. That the Octorara Board of School Directors approve the resolution establishing a real estate millage rate of 41.99 mills in Chester County and 26.06 mills in Lancaster County.
- C. That the Octorara Board of School Directors approve the resolution for the 2022-2023 Homestead and Farmstead Exclusion.
- D. That the Octorara Board of School Directors approve the resolution to appoint Ms. Nicole Morrow as tax collector for the District effective July 1, 2022 through June 30, 2023.
- E. That the Octorara Board of School Directors approve the following financial institutions and investment firms for financial services during the 2022-2023 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, 2022:
 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 2021-2022 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 2022-2023 school year.
- I. That the Octorara Board of School Directors approve the following policies, second reading:
237 Electronic Devices
904 Public Attendance at District Events
905 Citizen Advisory Committees
906 Public Complaint Procedures
908 Relations With Parents/Guardians
- J. That the Octorara Board of School Directors approve the following policies, first reading:
909 Municipal Government Relations
910 Community Engagement
911 News Media Relations
912 Relations With Educational Institutions
913 Non-District Organizations/Groups/Individuals
914 Relations With Intermediate Unit
915 Booster Organizations
916 Volunteers
917 Parent/Family Involvement
918 Title I Parent and Family Engagement
- K. That the Octorara Board of School Directors accept the 2022-2023 Perkins grant in the amount of \$41,362.00. The funds will be used for professional development, career development, equipment, and supplies for the CTE programs.
- L. That the Octorara Board of School Directors approve the proposal to start a girls’ wrestling team at the Octorara Jr./Sr. High School.
- M. That the Octorara Board of School Directors approve the brand identity proposal with Taylor Brand Group at a cost of \$6,500.
- N. That the Octorara Board of School Directors approve the student activity club “Thespan Society” at the Octorara Jr./Sr. High School.
- O. That the Octorara Board of School Directors approve the Pennsylvania Department of Education Emergency Instructional Time Template for the 2022-2023 school year.
- P. That the Octorara Board of School Directors approve the following curriculum resources:
Jr./Sr. High School:
 OACTEP Homeland Security: *Emergency Medical Responder: Your First Response in Emergency Care*, Seventh Edition. ISBN# 9781284230789
 Publisher Name: Public Safety Group, Division of Jones and Bartlett

Technology and Your Future I Grade 7: Cyber Civics Mini: Digital Citizenship & Outline Safety Lessons

Primary Learning Center:

Kindergarten English Language Arts: Fountas & Pinnell Classroom Shared Reading

Resignation Approvals:

- Q. That the Octorara Board of School Directors accept, with regret, the resignation of Ms. Aimee Blochberger for purpose of retirement as an eighth grade ELA teacher at the Octorara Jr./Sr. High School effective June 8, 2022. (Hired August 28, 1990)
- R. That the Octorara Board of School Directors accept, with regret, the resignation of Ms. Joan Agen for purpose of retirement as an Octorara Virtual Academy PM Program teacher effective August 31, 2022. (Hired September 16, 2013)
- S. That the Octorara Board of School Directors accept, with regret, the resignation of Ms. Heidi Ferry for purpose of retirement as an intervention specialist at the Octorara Intermediate School effective July 23, 2022. (Hired March 24, 2000)
- T. That the Octorara Board of School Directors accept, with regret, the resignation of Ms. Sue Aquadro for purpose of retirement as an instructional assistant at the Octorara Primary Learning Center effective June 8, 2022. (Hired August 30, 2004)
- U. That the Octorara Board of School Directors accept, with regret, the resignation of Ms. Debora Gajari for purpose of retirement as an instructional assistant at the Octorara Jr./Sr. High School effective June 8, 2022. (Hired February 14, 2005)
- V. That the Octorara Board of School Directors accept, with regret, the resignation of Ms. Kimberly Beatty as a fifth grade teacher at the Octorara Intermediate School effective June 30, 2022. (Hired August 20, 2008)
- W. That the Octorara Board of School Directors accept the resignation of Ms. Kendra Collins as a learning support teacher at the Octorara Elementary School effective June 8, 2022. (Hired August 20, 2018)
- X. That the Octorara Board of School Directors accept the resignation of Ms. Ketaurah Caldwell as an instructional assistant at the Octorara Jr./Sr. High School effective June 8, 2022. (Hired September 13, 2021. Ms. Caldwell is transferring contingent on approval of agenda item II.)
- Y. That the Octorara Board of School Directors accept the resignation of Ms. Margaret Nelson as a cafeteria employee effective May 17, 2022. (Hired March 21, 2022)
- Z. That the Octorara Board of School Directors accept the resignation of Ms. Ashley Stern as a co-director of the Summer Literacy Program effective June 30, 2022. (Hired February 15, 2021)
- AA. That the Octorara Board of School Directors accept the resignation of Mr. Denim Kurtzhals as an eighth grade baseball coach effective May 16, 2022. (Hired for the 2021-2022 school year)

Hiring Approvals:

- BB. That the Octorara Board of School Directors approve Ms. Caysie Williams as a special education teacher at the Octorara Elementary School effective August 16, 2022. Ms. Williams' salary will be \$53,267 which is Step 18 to MAX of the Bachelor's scale. (Ms. Williams is a current employee and will be replacing Kendra Collins who resigned.)

- CC. That the Octorara Board of School Directors approve Ms. Megan McLoone as a learning support teacher at the Octorara Primary Learning Center effective August 16, 2022. Ms. McLoone's salary will be \$53,267 which is Step 18 to MAX of the Bachelor's scale. (Ms. McLoone is a current employee and will be replacing Margaret Schaefer who transferred.)
- DD. That the Octorara Board of School Directors approve Ms. Macey Wetzel as a long term substitute third grade teacher at the Octorara Elementary School effective August 16, 2022. Ms. Wetzel's salary will be \$53,267 which is Step 18 to MAX of the Bachelor's scale. (Ms. Wetzel is a current employee and will be replacing Trent Zook who transferred.)
- EE. That the Octorara Board of School Directors approve Ms. Margaret Imms as a long term substitute fourth grade teacher at the Octorara Elementary School effective August 16, 2022. Ms. Imms' salary will be \$53,267 which is Step 18 to MAX of the Bachelor's scale. (Ms. Imms is a current employee and will be replacing Jennifer Reeves who transferred.)
- FF. That the Octorara Board of School Directors approve Mr. Brian Hood as a math teacher at the Octorara Jr./Sr. High School effective August 16, 2022 pending completion of employee related documents required by law and the District. Mr. Hood's salary will be \$73,148 which is Step 9 to MAX of the Master's +30 scale. (Replacing Wanda Lapp who retired.)

Mr. Ganow called for an executive session for personnel at 7:13 p.m.

The Work Session resumed at 7:18 p.m.

- GG. That the Octorara Board of School Directors approve Ms. Allison Schillinger as a Spanish teacher at the Octorara Jr./Sr. High School effective August 16, 2022 pending completion of employee related documents required by law and the District. Ms. Schillinger's salary will be \$55,579 which is Step 18 to MAX of the Bachelor's +15 scale. (Replacing Samantha Kelly who resigned.)
- HH. That the Octorara Board of School Directors approve Ms. Kristy Hirtzel as an instructional assistant at the Octorara Elementary School effective August 29, 2022 pending completion of employee related documents required by law and the District. Ms. Hirtzel's rate will be \$12.65 per hour for 5.75 hours per day.
- II. That the Octorara Board of School Directors approve Ms. Keturah Caldwell as CTE secretary at the Octorara Jr./Sr. High School effective August 23, 2022. Ms. Caldwell's rate will be \$19.49 per hour for 5.75 hours per day. (Ms. Caldwell is a current employee and is replacing Cyndi Manning who resigned.)
- JJ. That the Octorara Board of School Directors approve the following substitute support staff for the 2021-2022 school year:
Margaret Nelson, cafeteria
- KK. That the Octorara Board of School Directors approve the following additional staff for the K-6 Summer Literacy and Math Program:
Stephanie Nuse – Co-Director - \$40
Adrienne Blackerby – Professional - \$30
Beth Mulhollan – Professional - \$30
Andrew Chesnet – Support - \$20
Christopher Zary – Support - \$20
Kieran Lomboy – Support - \$20
- LL. That the Octorara Board of School Directors approve the following summer interns for the IT Department at the rate of \$8.00 per hour effective June 13, 2022:

Cowan Hahn
Sarah Watson
Paige Czetli

Under the Finance Committee Report, Mr. Curtis reported the committee received a budget update, reviewed bids for district insurance, discussed the Food Service budget, and received an update on Right-to-Know requests.

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

Under administrator comments, Dr. Tachau reported there are 322 incoming kindergarten through sixth grade students registered for the Summer Reading/Math Program that will begin next Monday, June 20.

Dr. Orner congratulated the class of 2022. She announced district summer hours are 8:00 a.m. – 3:30 p.m. Monday through Thursday. The district is closed on Fridays through August 19. She announced Pete Mango from Signal 88 will give a safety/security update at next week's board meeting. She reported she applied for the Instructional Time Waiver for the 2022-2023 school year - it is on the agenda for approval next week. Dr. Orner said the Health and Safety Plan will be available for the July 18 Board meeting; as of now, the current plan is what will be used.

There were no Board comments.

Mr. Fox announced the following meetings to be held:

Executive Session for Personnel and Legal – Monday, June 13, 2022 – following the Work Session in the Sr. High School Auditorium

Policy Committee Meeting – Monday, June 20, 2022 – 5:30 p.m. in the Sr. High School Auditorium

Facility Committee Meeting – Monday, June 20, 2022 – 6:30 p.m. in the Sr. High School Auditorium

Next regularly scheduled Board Meeting – Monday, June 20, 2022 – 7:00 p.m. in the Sr. High School Auditorium/Zoom

There being no further items of business the meeting adjourned at 7:27 p.m. on motion of Mr. Ganow, second by Mr. Norris and approval of all members present.

This Board meeting can be viewed in its entirety on You Tube.com.

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors