

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on March 21, 2022

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 March 21, 2022.

A moment of silence and the Pledge of Allegiance preceded the meeting. Mr. Fox asked that the two police officers killed in Philadelphia be remembered in the moment of silence.

The President, Mr. Fox, called the meeting to order at 7:00 p.m. Other members present were: Ms. Bowman, Mr. Falgiatore, Mr. Ganow, 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; 10 citizens and 35 citizens via Zoom.

The minutes of the Work Session of February 14, 2022 and the Regular Meeting of February 21, 2022 were approved on motion of Mr. Ganow, second by Mr. Norris and approval of all members present.

Under presentations, Mr. Fantazzi gave a winter athletic update.

The Treasurer's Report, which can be found at the end of these minutes, was approved on motion of Mr. Ganow, second by Mr. Hurley and approval of all members present. (Appendix A-3/21/22)

A list of bills for the General Fund totaling \$3,729,975.11; Cafeteria Fund totaling \$26,822.56, Capital Projects totaling \$86,008.78, and Capital Reserve totaling \$0.00 of which are attached to these minutes as Appendix B-3/21/22, were approved and ordered paid on motion of Mr. Ganow, second by Ms. Bowman and approval of all members present.

There were no visitors' comments for agenda items only.

On motion of Mr. Hurley, second by Ms. Bowman and approval of all members present the Octorara Board of School Directors approved the Clinical Education Affiliation Agreement with TowerDIRECT LLC. (Appendix C-3/21/22)

On motion of Mr. Hurley, second by Mr. Norris and approval of all members present the Octorara Board of School Directors approved the K-12 School Counselor (339) Plan. (Appendix D-3/21/22)

On motion of Ms. Bowman, second by Mr. Ganow and approval of all members present the Octorara Board of School Directors approved the MOUs between the Octorara Area School District and the 21st Century Program. (Appendix E-3/21/22)

On motion of Mr. Hurley, second by Mr. Ganow and approval of all members present the Octorara Board of School Directors accepted the Tax Collector Deputization and Acceptance documents for collection of District taxes for West Fallowfield Township, West Sadsbury Township, Londonderry Township, Highland Township, and Atglen Borough for the calendar years 2022-2025. (Appendix F-3/21/22)

On motion of Mr. Ganow, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved the student activity club "Game Club" at the Octorara Jr./Sr. High School. (Appendix G-3/21/22)

On motion of Mr. Hurley, second by Ms. Bowman and approval of all members present the Octorara Board of School Directors approved the student activity club "Martial Arts" at the Octorara Jr./Sr. High School. (Appendix H-3/21/22)

On motion of Mr. Ganow, second by Mr. Norris and approval of all members present the Octorara Board of School Directors approved the request for a compensated professional leave for the 2022-2023 school year for Ms. Alison Mannelta. Ms. Mannelta is a kindergarten teacher at the Octorara Primary Learning Center.

On motion of Mr. Hurley, second by Mr. Ganow and approval of all members present the Octorara Board of School Directors approved the following drivers for Althouse Transportation for the 2021-2022 school year:

Jennifer L. Mitchell, School Vehicle #54
Emilee Blevins, School Vehicle #62

On motion of Mr. Ganow, second by Ms. Bowman and approval of all members present the Octorara Board of School Directors accepted, with regret, the resignation of Ms. Karen Letts for purpose of retirement as a school counselor and Dual Enrollment Coordinator at the Octorara Jr./Sr. High School effective the end of the 2021-2022 school year. (Hired August 26, 2002, Dual Enrollment Coordinator hired for the 2016-2017 school year)

On motion of Mr. Ganow, second by Ms. Bowman and approval of all members present the Octorara Board of School Directors accepted, with regret, the resignation of Ms. Margaret Michell for purpose of retirement as a school nurse at the Octorara Elementary School effective June 30, 2022. (Hired August 20, 2008)

On motion of Mr. Norris, second by Mr. Ganow and approval of all members present the Octorara Board of School Directors accepted, with regret, the resignation of Ms. Karen Williamson as a second grade teacher at the Octorara Primary Learning Center effective the end of the 2021-2022 school year. (Hired September 17, 2012)

On motion of Ms. Bowman, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors accepted the resignation of Ms. Esmeralda Oseguera as an instructional assistant at the Octorara Intermediate School effective March 4, 2022. (Hired January 21, 2019)

On motion of Ms. Bowman, second by Mr. Ganow and approval of all members present the Octorara Board of School Directors accepted the resignation of Ms. Elizabeth Monk-Sarvis as an instructional assistant at the Octorara Primary Learning Center effective March 21, 2022. (Hired August 16, 2021)

On motion of Mr. Ganow, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors accepted, with regret, the resignation of Ms. Christina Kostyk as a cafeteria site leader effective February 3, 2022. (Hired January 18, 2016)

On motion of Mr. Ganow, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors accepted the resignation of Ms. Valerie Wilson as a cafeteria employee effective February 28, 2022. (Hired August 16, 2021)

On motion of Ms. Bowman, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors accepted the resignation of Mr. Matthew Carr as assistant varsity boys' baseball coach effective February 16, 2022. (Hired January 24, 2022)

On motion of Mr. Ganow, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors accepted the resignation of Mr. Kevin Norman as 8th grade boys' basketball coach effective February 25, 2022. (Hired for the 2018-2019 school year)

On motion of Mr. Ganow, second by Mr. Norris and approval of all members present the Octorara Board of School Directors accepted, with regret, the resignation of Mr. Joe Lynch as musical head

and stage manager effective June 30, 2022. (Musical head hired for the 2008-2009 school year, stage manager hired for the 2016-2017 school year)

On motion of Mr. Ganow, second by Ms. Bowman and approval of all members present the Octorara Board of School Directors accepted, with regret, the resignation of Ms. Nina Thwaites as musical assistant effective June 30, 2022. (Hired for the 2009-2010 school year)

On motion of Mr. Ganow, second by Ms. Bowman and approval of all members present the Octorara Board of School Directors accepted the resignation of Mr. Larry Sprecher as a JV wrestling coach effective January 1, 2022. (Hired for the 2020-2021 school year)

On motion of Mr. Ganow, second by Mr. Norris and approval of all members present the Octorara Board of School Directors approved Mr. George Hadfield as a long term substitute autism support teacher at the Octorara Jr./Sr. High School pending completion of employee related documents required by law and the District effective February 21, 2022 through May 10, 2022. Mr. Hadfield's rate will be \$150 per day. (Mr. Hadfield is replacing Kim Boyd who is on child rearing leave.)

On motion of Ms. Bowman, second by Mr. Norris and approval of all members present the Octorara Board of School Directors approved Ms. Christy Zaleski as a long term substitute special education teacher at the Octorara Jr./Sr. High School effective April 8, 2022 through the end of the 2021-2022 school year. Ms. Zaleski's rate will be \$150 per day. (Ms. Zaleski is an approved substitute and is replacing Melanie Johnson who resigned.)

On motion of Mr. Ganow, second by Ms. Yelovich and approval of all members present the Octorara Board of School Directors approved the list of professional and support staff employees for the Summer Literacy/Math/Science and Extended School Year programs. (Appendix I-3/21/22)

On motion of Mr. Koennecker, second by Mr. Ganow and approval of all members present the Octorara Board of School Directors approved the following substitute teachers for the 2021-2022 school year:

Jon Bernhard, Music PK-12
Grace Meyer, 60 Credits PK-4

On motion of Ms. Bowman, second by Mr. Ganow and approval of all members present the Octorara Board of School Directors approved a change in position for Ms. Wendie Miller from cafeteria employee to cafeteria site leader at the Jr./Sr. High School effective March 1, 2022. Ms. Miller's rate will be \$16.00 per hour. (Ms. Miller is replacing Christina Kostyk who resigned.)

On motion of Mr. Hurley, second by Ms. Bowman and approval of all members present the Octorara Board of School Directors accepted the resignation of Ms. Doris McGinnis as a cafeteria employee effective September 3, 2021. (Hired August 23, 2021)

On motion of Mr. Ganow, second by Mr. Norris and approval of all members present the Octorara Board of School Directors accepted the resignation of Ms. Joy Cann Schnell as a cafeteria employee effective March 15, 2022. (Hired September 13, 2021)

On motion of Mr. Ganow, second by Ms. Yelovich and approval of all members present the Octorara Board of School Directors approved the extension of Ms. Amber Lowe as a long-term substitute guidance counselor at the Octorara Jr./Sr. High School through March 16, 2022. Ms. Lowe's salary will be \$53,267 pro-rated which is Step 18 to MAX of the Bachelor's Scale. (Ms. Lowe was originally approved through January 14, 2022 then extended to March 9 and is replacing a medical leave.)

On motion of Ms. Bowman, second by Ms. Yelovich and approval of all members present the Octorara Board of School Directors approved the following substitute support staff for the 2021-2022 school year:
Joy Cann Schnell, cafeteria

On motion of Mr. Ganow, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved the following changes in salary due to graduate credits earned:

Melanie Johnson	From M+30 (\$73,148) to M+45 (\$76,075)	Step 9 to MAX
Allison Venini	From M+15 (\$69,574) to M+30 (\$71,477)	Step 10 to MAX

On motion of Mr. Koennecker, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved the following supplemental contract for the 2021-2022 school year:

Guy Taylor	Asst Varsity Baseball Coach	6 pts @ \$620	\$3,720
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Under the Education Committee Report, Mr. Fox reported the committee met on February 28, 2022 and discussed the 339 K-12 School Counselor Plan, student success data, and a Department of Education survey for students in the Jr./Sr. High School.

Under the Facility Committee Report, Mr. Norris reported the committee met tonight before the Board meeting and discussed the MOU's for the 21st Century Program, activity sign, summer projects, athletic event streaming, drinking water inspections, and storm damage.

Under the Finance Committee Report, Mr. Hurley reported the committee met tonight before the Board meeting and discussed the 2022-2023 budget, paper bids, school nutrition assistance funding, GASB 75, software conversion for the business office, HVAC controls, bid process for cleaning, and the landscaping contract.

Under the CCIU Board Representative Report, Mr. Norris reported on the meeting held on March 16, 2022.

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

Under visitors' comments for items in general, Susan Boninu, Parkesburg, questioned the progress on 7th and 8th grade baseball for next year.

A citizen who refused to introduce himself or give his municipality per Board Policy, was escorted from the Board Room by Pennsylvania State Police.

John Nowicki, West Fallowfield Township, said he is trying to get a wrestling program fundraiser in place for a women's defense program and is running into road blocks.

A citizen who did not introduce himself or give his municipality presented a document to Mr. Falgiatore.

Under administrator comments and announcements, in response to Ms. Boninu and Mr. Nowicki's concerns, Dr. Propper said they are still looking at options for Jr. High baseball for next year. He will look into the road blocks preventing Mr. Nowicki from scheduling his event. Dr. Propper announced there were 35 participants at the March 10 Programming and Resource Night for Spanish speaking families. There will be an 8th grade scheduling night on Tuesday, March 22 and a career and wellness fair will be held on April 12 for students in grades 7-12.

Ms. Lease announced K-6 parent conferences will be held on Thursday, March 24. A Kids Heart Challenge fundraiser will be held at the PLC on Friday, March 25. She said the PLC students had a great time at the Olympic event. She is planning the kindergarten graduation as well as a graduation for 2nd grade students who missed their kindergarten graduation due to the COVID closure. Preschool visitations have begun. Ms. Lease reported there are currently 66 incoming kindergarten students enrolled.

Ms. McNamara reported Tiffany Ross, Dana Smoker, and Rachel Swann spent three days in Harrisburg attending the FFA State Legislative Leadership Conference recently, NOCTI testing will take place in April, and OACTEP received \$13,206 from the Supplemental Equipment Grant to purchase a simulation mannequin for Homeland Security and Protective Services Academy's EMT program.

Dr. Haller reported OIS students participated in the Chester County STEM challenge. The CAZ Builders team placed third in the 4th-5th grade level while the Delivery Dudes placed first and will advance to the state competition. Competing in the 6th-8th grade level was Project 3L team and Team Green Machine. Team Green Machine finished in first place and will advance to the state competition.

Mr. Dikun announced the finalist of the Math 24 competition will participate in an evening tournament. Girls on the Run program started a few weeks ago.

Dr. Orner announced the 21 Century Community Learning Center program will begin on March 23. She reported there will be a Legislative Breakfast at the Chester County Intermediate Unit on April 22. As part of the district's Safe Schools Plan, administration had a family reunification table top training with our emergency management partners last week. Feedback will be used to update the plan and prepare for full staff in-service training. Our emergency management partners will have a training session on April 18. Parents are invited to join the Chester County Safe Schools Summit to be held on April 6 at 6:30 p.m. via Zoom. The program will focus on keeping kids safe online.

Under Board comments, Mr. Zimmerman requested looking into the quality and selection of the food we are serving students in the cafeteria.

Mr. Ganow requested a food service update at the April Finance Committee meeting.

Ms. Bowman said it is great to hear about all the good things going on in the district and congratulated participants in the events reported by administration as well as the cast and crew of the musical production. She thanked the Parkesburg Point for all they do and for having Brian Dawkins at the school last week to talk about mental health and community mental health services.

Ms. Yelovich congratulated the cast and crew of *The Addams Family*; she said it was great to see the show live and the joy the students had while performing.

Mr. Falgiatore asked if the document presented to him by the citizen would be read. Mr. Fox said it will be discussed with the attorney.

Mr. Ganow read the following from Pennsylvania State Statute, Title 65, section 710.1:

“§ 710.1. Public participation.

(a) General rule.--Except as provided in subsection (d), the board or council of a political subdivision or of an authority created by a political subdivision shall provide a reasonable opportunity at each advertised regular meeting and advertised special meeting for residents of the political subdivision or of the authority created by a political subdivision or for taxpayers of the political subdivision or of the authority created by a political subdivision or for both to comment on matters of concern, official action or deliberation which are or may be before the board or council

prior to taking official action. The board or council has the option to accept all public comment at the beginning of the meeting. If the board or council determines that there is not sufficient time at a meeting for residents of the political subdivision or of the authority created by a political subdivision or for taxpayers of the political subdivision or of the authority created by a political subdivision or for both to comment, the board or council may defer the comment period to the next regular meeting or to a special meeting occurring in advance of the next regular meeting.”

Mr. Fox announced the following upcoming meetings:

Executive Session for Personnel and Legal - Monday, March 21, 2022 - Following the Regular Meeting in the Jr. High School Multi-Purpose Room

Education Committee Meeting – Monday, March 28, 2022 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Policy Committee Meeting – Monday, April 11, 2022 – 5:30 p.m. in the Jr. High School Multi-Purpose Room

Facility Committee Meeting – Monday, April 11, 2022 – 6:30 p.m. in the Jr. High School Multi-Purpose Room

Next regularly scheduled Work Session – Monday, April 11, 2022 – 7:00 p.m. in the Jr. High School Multi-Purpose Room/Zoom

Finance Committee Meeting – Monday, April 18, 2022 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Next regularly scheduled Board Meeting – Monday, April 18, 2022 – 7:00 p.m. in the Jr. High School Multi-Purpose Room/Zoom

Education Committee Meeting – Monday, April 25, 2022 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

There being no further items of business the meeting adjourned at 8:18 p.m. on motion of Mr. Ganow, second by Mr. Hurley 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
2021-2022

<u>Cash Balance as of January 31, 2022</u>		\$	1,472,997.79
<u>Receipts Deposited:</u>			
Revenue - (Tax Receipts, State Transfers)	\$	2,111,498.97	
Other Receipts - (Retiree Medical Payments, Misc.)		11,663.31	
Checking Account Interest		11.65	
Accounts Receivable		107,939.58	
Transfer in from Investments		2,000,000.00	
		4,231,113.51	
Total Available	\$		5,704,111.30
<u>Disbursements:</u>			
Net Payroll	\$	1,065,493.66	
Accounts Payable		2,803,852.89	
Transfer to Investments		-	
		3,869,346.55	
General Fund Cash as of February 28, 2022		\$	1,834,764.75
<u>Investments Outstanding</u>			
Beginning Balance PSDLAF Investment Account	\$	8,188,390.49	
Beginning Balance Fulton Money Market		24,292,165.23	
Earnings on PSDLAF Investment Account		34.85	
Earnings on Fulton Money Market		534.38	
Net Transfers		(2,000,000.00)	
Total General Fund Cash and Investments as of February 28, 2022		\$	32,315,889.70

For the March 21, 2022 Regular Board Meeting

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors