

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on May 16, 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 May 16, 2022.

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

The Vice-President, Mr. Ganow, called the meeting to order at 7:00 p.m. Other members present were Mr. Falgiatore, Mr. Hurley, Mr. Norris via Zoom, and Ms. Yelovich. Mr. Fox joined the meeting via Zoom during the IYPT presentation at 7:27 p.m. Ms. Bowman, Mr. Koennecker, and Mr. Zimmerman were absent. Also present were Mrs. Hardy, Secretary; Dr. Orner, Superintendent; Mr. Curtis, Business Manager; members of the administrative team; four citizens and 18 citizens via Zoom.

The minutes of the Work Session of April 11, 2022 and the Regular Meeting of April 18, 2022 were approved on motion of Mr. Hurley, second by Ms. Yelovich and approval of all members present.

Under presentations, students J.D. Mickel, Marc DiGregorio, David Ramirez, Claire Sbriglia, and Joanna Cupp accompanied by Dr. McWatters gave physics demonstrations they would have done for the International Youth Physics Tournament had they been able to attend.

Mr. Curtis gave a budget update.

Under information items, Margaret Schaefer will transfer from a special education teacher at the Octorara Primary Learning Center to a second grade teacher at the Octorara Primary Learning Center effective August 16, 2022.

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

- Lindsay Mittman, PLC Math Interventionist (transfer from second grade)
- Joan McDermott, OES Reading Specialist (transfer from fourth grade)
- Trent Zook, OES Math Interventionist (transfer from third grade)
- Jennifer Reeves, OES Math Interventionist (transfer from fourth grade)

The Treasurer's Report, which can be found at the end of these minutes, was approved on motion of Mr. Falgiatore, second by Ms. Yelovich and approval of all members present. (Appendix A-5/16/22)

A list of bills for the General Fund totaling \$1,721,971.71; Cafeteria Fund totaling \$50,949.60, Capital Projects totaling \$29,002.69, and Capital Reserve totaling \$0.00 of which are attached to these minutes as Appendix B-5/16/22, were approved and ordered paid on motion of Mr. Hurley, second by Ms. Yelovich and approval of all members present.

Under visitors' comments for agenda items only, Jay Lusby, Parkesburg, expressed his concerns with policy 903 *Public Participation in Board Meetings*. He suggested using the students in graphic design to create the District's brand instead of using an outside company to do it.

On motion of Mr. Falgiatore, second by Ms. Yelovich and approval of all members present the Octorara Board of School Directors elected R. Matthew Hurley as Board Treasurer from July 1, 2022 through June 30, 2023.

On motion of Mr. Hurley, second by Mr. Falgiatore and approval of all members present by a roll call vote the Octorara Board of School Directors approved the resolution for the Proposed Final General Fund Budget for the 2022-2023 school year. (Appendix C-5/16/22)

The following items were approved on motion of Mr. Hurley, second by Ms. Yelovich and approval of all members present:

The Octorara Board of School Directors approved the list of current Class of 2022 seniors of the Octorara Area Sr. High School, having been individually considered for graduation by the Octorara Board of School Directors, contingent upon their successful completion of all local and state requirements. (Appendix D-5/16/22)

The Octorara Board of School Directors approved the Service Agreement with the Chester County Intermediate Unit to provide a full-time professional staff member to serve as a Mathematics Instruction Coach/Facilitator for the 2022-2023 school year at a cost of \$164,646. (Appendix E-5/16/22)

The Octorara Board of School Directors approved the proposal with Berkshire Systems Group, Inc. for fire alarm restoration at the Octorara Jr. High School at a Costars cost of \$51,614. (Appendix F-5/16/22)

The Octorara Board of School Directors approved the agreement with Herbein & Company, Inc. for auditing services for the years ending June 30, 2022, 2023, and 2024 at cost not to exceed \$23,000, \$23,750, and \$24,500 respectively. (Appendix G-5/16/22)

The Octorara Board of School Directors approved the Proposal for Teaching and Learning Services with Lancaster-Lebanon Virtual Solutions through June 30, 2025. (Appendix H-5/16/22)

The Octorara Board of School Directors approved the Revenue and Expenditure Sharing Agreement with the Chester County Intermediate Unit for the Welding Technical Education Program. (Appendix I-5/16/22)

The Octorara Board of School Directors approved the following bid awards for the 2022-2023 school year:

Art Supplies	\$8,665.09
Industrial Arts/Vo-Ag Supplies	\$6,697.10
Science Supplies	\$3,436.44

(Appendix J-5/16/22)

On motion of Ms. Yelovich, second by Mr. Hurley and approval of members present except Mr. Falgiatore who voted no, the Octorara Board of School Directors approved the following polices, second reading:

- 815 *Acceptable Use of the Internet, Computers and Network Resources*
- 830 *Breach of Computerized Personal Information*
- 903 *Public Participation in Board Meetings*

(Appendix K-5/16/22)

The following items were approved on motion of Mr. Hurley, second by Ms. Yelovich and approval of all members present:

The Octorara Board of School Directors approved the following policies, first reading:

- 904 *Public Attendance at District Events*
- 905 *Citizen Advisory Committees*
- 906 *Public Complaint Procedures*
- 907 *District Visitors*
- 908 *Relations With Parents/Guardians*

(Appendix L-5/16/22)

The Octorara Board of School Directors approved the student activity club “Dance Club” at the Octorara Jr./Sr. High School. (Appendix M-5/16/22)

The Octorara Board of School Directors accepted the Land O’Lakes Foundation grant in the amount of \$500 in support of the Answer Plot Community Garden Program. Funds from this grant will be used to purchase industry level materials and equipment which will help provide students with hands-on learning experiences while addressing the need for hunger relief in the local community.

The Octorara Board of School Directors accepted, with regret, the resignation of Ms. Wanda Lapp for purpose of retirement as a math teacher at the Octorara Jr./Sr. High School effective the end of the 2021-2022 school year. (Hired March 20, 1987)

The Octorara Board of School Directors accepted, with regret, the resignation of Mr. Jamie Schempp for purpose of retirement as a technology education teacher at the Octorara Jr./Sr. High School effective the end of the 2021-2022 school year. (Hired August 23, 2005)

The Octorara Board of School Directors accepted, with regret, the resignation of Ms. Tina Sult for purpose of retirement as a building secretary at the Octorara Jr./Sr. High School effective June 30, 2022. (Hired May 25, 1994)

The Octorara Board of School Directors accepted, with regret, the resignation of Ms. Joanne Moore for purpose of retirement as guidance secretary and the Heroes Program at the Octorara Jr./Sr. High School effective June 30, 2022. (Hired June 25, 2001)

The Octorara Board of School Directors accepted, with regret, the resignation of Ms. Cynthia Manning as secretary to the Director of Career and Technical Education at the Octorara Jr./Sr. High School effective June 9, 2022. (Hired August 30, 2004)

The Octorara Board of School Directors approved Ms. Brittany Fulwider as a long term substitute ELA teacher at the Octorara Jr./Sr. High School effective April 19, 2022 through the end of the 2021-2022 school year. Ms. Fulwider’s rate will be \$150 per day. (Replacing a medical leave.)

The Octorara Board of School Directors approved Ms. Jillian Matys as a long term substitute fifth grade teacher at the Octorara Intermediate School effective May 25, 2022 through June 8, 2022. Ms. Matys’ rate will be \$150 per day. (Ms. Matys is an approved substitute and is replacing Michele Miller who resigned.)

The Octorara Board of School Directors approved the following teachers for the ESY program:

- Lisa Caldwell - \$32 per hour
- Megan McLoone - \$30 per hour
- Christy Zaleski - \$30 per hour
- Robert Smith - \$30 per hou
- Kristen Rohrer - \$30 per hou
- Emily Heikkinen - \$30 per hour

The Octorara Board of School Directors approved the following additional staff for the K-6 Summer Literacy and Math Program

- Laura Weaver, teacher - \$30 per hour
- Verna Trainor, teacher - \$30 per hour
- Gwendolen Klotz, substitute teacher - \$30 per hour

The Octorara Board of School Directors approved the following substitute teachers for the 2021-2022 school year

Kelsey Bastien, 60 Credits Secondary Ed
Brandon Gregor, 60 Credits Secondary Ed

The Octorara Board of School Directors approved the following supplemental contract for the 2021-2022 school year:

Kendra Collins Mentor Caitlin Cressman 2 pts. @ \$620 \$1,240

On motion of Mr. Hurley, second by Ms. Yelovich and approval of all member present the Octorara Board of School Directors accepted the \$500 donation from Pennsylvania Music Educator's Association for the purchase of musical instruments at the Octorara Primary Learning Center.

On motion of Mr. Hurley, second by Ms. Yelovich and approval of all members present the Octorara Board of School Directors accepted the resignation of Ms. Carrie Rettew as girls' tennis coach at the Octorara Jr./Sr. High School effective May 2, 2022. (Hired for the 2020-2021 school year.)

On motion of Mr. Falgiatore, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved the Waiver Agreement for student "A". (Appendix N-5/16/22)

On motion of Ms. Yelovich, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved the request for unpaid family medical leave for the purpose of child rearing for Ms. Amanda King from approximately August 23, 2022 through December 23, 2022. Ms. King is a fifth grade teacher at the Octorara Intermediate School.

On motion of Mr. Hurley, second by Mr. Falgiatore and approval of all members present the Octorara Board of School Directors approved the Proposal for Engineering Services with Consolidated Engineers to evaluate upgrading the mechanical systems controls at the Octorara Primary Learning Center, Elementary, and Jr. High Schools at a cost of \$9,500. (Appendix O-5/16/22)

On motion of Mr. Hurley, second by Ms. Yelovich and approval of all members present the Octorara Board of School Directors approved the Proposal for Engineering Services with Consolidated Engineers to evaluate adding additional welding booths at the Octorara Sr. High School at a cost of \$9,900. (Appendix P-5/16/22)

On motion of Mr. Hurley, second by Mr. Falgiatore and approval of all members present the Octorara Board of School Directors approved the Proposal for Engineering Services with Consolidated Engineers to evaluate the Octorara Sr. High School lighting control system at a cost of \$1,875. (Appendix Q-5/16/22)

On motion of Mr. Hurley, second by Ms. Yelovich and approval of all members present the Octorara Board of School Directors approved the proposal with Sage Technology Solutions to replace the District's current phone system at a cost of \$197,083. (Appendix R-5/16/22)

On motion of Mr. Hurley, second by Mr. Falgiatore and approval of all members present the Octorara Board of School Directors approved the low bid with HCSG for custodial services. (Appendix S-5/16/22)

On motion of Mr. Hurley, second by Ms. Yelovich and approval of all members present the Octorara Board of School Directors approved the Agreement with PlayOn! Sports for live streaming services. (Appendix T-5/16/22)

Under the Finance Committee Report, Mr. Hurley reported the committee met tonight before the Board meeting and discussed the 2022-2023 budget, brand identity proposal, the CCIU and OASD welding program agreement, girls' wrestling, and the campus facility study.

Under the CCIU Board Representative Report, Mr. Norris reported on the meeting held on April 20, 2022.

There were no items of old business or new business.

Under other items or announcements, Dr. Orner announced the June and July Board meetings will be held in the Sr. High Auditorium due to renovations taking place in the Jr. High MPR.

Under visitors' comments for items in general, Melanie Schillinger, Londonderry Township, requested consideration of offering a college prep class for 11th and 12th grade students. She expressed her concern regarding the curriculum not being accessible on the District website.

Kurt Hershey, West Sadsbury Township, commented on the great experience his sons had at the Special Olympics held this past Friday. He expressed his pleasure that his sons no longer have to wear a mask.

Jay Lusby, Parkesburg, expressed his concern that his question was not answered. He commented on the handling of public records requests.

Under administrator comments and announcements, Dr. Haller reported on May 12 he attended the STEM Design Challenge Chester County Champions Banquet along with Ms. Gray and students, Colton Sterner, Eva Elboubkri, Jordyn Nuse, Gwen Clymer, and Emily Blankenhagen. He said a team of OIS teachers, Mr. Hilbolt and himself visited the Halifax Area School District on May 9 to learn about their Discovery Education Program and the possibility of bringing the program to Octorara.

Dr. Propper acknowledged the efforts of teachers and staff in participation in the Special Olympics. He said participants were thrilled to have students and staff lining the hallways cheering for the them as they left to board the busses. He reported on the continuing efforts to revise the School Improvement Plan.

Dr. Orner reported OES facility dog, Cider, officially graduated from the Susquehanna Service Dog Program on Saturday. She expressed her appreciation for the team that traveled to Halifax to learn more about the Discovery Education Program.

Under Board comments, Mr. Ganow asked Dr. Tachau to speak to Ms. Schillinger regarding curriculum accessibility on the website.

Mr. Ganow announced the following upcoming meetings:

Executive Session for Negotiations - Monday, May 16, 2022 - Following the Regular Meeting in the Jr. High School Multi-Purpose Room

Policy Committee Meeting – Monday, June 13, 2022 – 5:30 p.m. in the Sr. High School Auditorium

Facility Committee Meeting – Monday, June 13, 2022 – 6:30 p.m. in the Sr. High School Auditorium

Next regularly scheduled Work Session – Monday, June 13, 2022 – 7:00 p.m. in the Sr. High School Auditorium/Zoom

Finance Committee Meeting – Monday, June 20, 2022 – 6:00 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 8:15 p.m. on motion of Mr. Hurley, second by Ms. Yelovich 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 March 31, 2022</u>		\$ 6,785,657.43
<u>Receipts Deposited:</u>		
Revenue - (Tax Receipts, State Transfers)	\$ 2,456,013.86	
Other Receipts - (Retiree Medical Payments, Misc.)	1,000.00	
Checking Account Interest	12.42	
Accounts Receivable	87,423.22	
Transfer in from Investments	2,000,000.00	
	<u>4,544,449.50</u>	
Total Available		\$ 11,330,106.93
<u>Disbursements:</u>		
Net Payroll	\$ 1,073,532.83	
Accounts Payable	7,669,947.57	
Transfer to Investments	-	
	<u>8,743,480.40</u>	
General Fund Cash as of April 30, 2022		\$ 2,586,626.53
<u>Investments Outstanding</u>		
Beginning Balance PSDLAF Investment Account		\$ 8,189,305.79
Beginning Balance Fulton Money Market		13,318,186.44
Earnings on PSDLAF Investment Account		131.94
Earnings on Fulton Money Market		308.66
Net Transfers		(2,000,000.00)
		.
Total General Fund Cash and Investments as of April 30, 2022		\$ <u>22,094,559.36</u>

For the May 16, 2022 Regular Board Meeting

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors