

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on November 16, 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 November 16, 2020.

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

The President, Mr. Fox, called the meeting to order at 7:01 p.m. Other members present were: Ms. Bowman, Mr. Falgiatore, Mr. Ganow (via Zoom), Mr. Hurley, Mr. Koennecker, Mr. Norris (via Zoom), and Ms. Yelovich. Mr. Zimmerman was absent. Also present were Mrs. Hardy, Secretary; Dr. Orner, Superintendent; Mr. Curtis, Business Manager; members of the administrative team; and 100 citizens who attended the meeting via Zoom.

The minutes of the Work Session of October 12, 2020 and the Regular Meeting of October 19, 2020 were approved on motion of Mr. Ganow, second by Mr. Falgiatore and approval of all members present.

There were no presentations or information items.

The Treasurer's Report, which can be found at the end of these minutes, was approved on motion of Ms. Bowman, second by Mr. Hurley and approval of all members present. (Appendix A-11/16/20)

A list of bills for the General Fund totaling \$2,195,873.80; Cafeteria Fund totaling \$24,723.52, Capital Projects totaling \$0.00, and Capital Reserve totaling \$0.00 of which are attached to these minutes as Appendix B-11/16/20, were approved and ordered paid on motion of Ms. Bowman, second by Mr. Hurley and approval of all members present.

There were no visitors' comments for agenda items only.

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 approved the Pennsylvania Department of Education Emergency Instructional Time Template for the 2020-2021 school year. (Appendix C-11/16/20)

The Octorara Board of School Directors approved the Coronavirus Aid, Relief, and Economic Security (CARES) Act Funding Agreement between the Chester County Intermediate Unit and the District. (Appendix D-11/16/20)

The Octorara Board of School Directors approved the County of Chester Facility and Equipment Agreement for facility rental through August 15, 2021. (Appendix E-11/16/20)

The Octorara Board of School Directors approved additional unpaid leave for Ms. Shelley Leonard from April 30, 2021 through the end of the 2020-2021 school year. (Ms. Leonard is a science teacher at the Octorara Jr./Sr. High School.)

The Octorara Board of School Directors approved additional unpaid leave for Ms. Samantha Kelly from March 11, 2020 through the end of the 2020-2021 school year. (Ms. Kelly is a Spanish teacher at the Octorara Jr./Sr. High School.)

The Octorara Board of School Directors approved policy 710 *Use of Facilities by Staff*, second reading. (Appendix F-11/16/20)

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

- 106 *Curriculum Maps*
- 107 *Adoption of Courses of Study*
- 109 *Resource Materials*
- 110 *Instructional Supplies*
- 111 *Lesson Plans*
- 113.1 *Discipline of Students With Disabilities*
- 113.2 *Behavior Support*
- 113.4 *Confidentiality of Special Education Student Information*
- 122 *Extracurricular Activities*
- 123 *Interscholastic Athletics*
- 123.1 *Concussion Management*
- 123.2 *Sudden Cardiac Arrest*
- 130 *Homework*
- 137 *Home Education Programs*
- 137.1 *Extracurricular Participation by Home Education Students*
- 138 *Language Instruction Educational Program for English Learners*
- 140 *Charter Schools*
- 140.1 *Extracurricular Participation by Charter/Cyber Charter Students*
- 142 *Migrant Students*
- 143 *Standards for Persistently Dangerous Schools*
- 144 *Standards for Victims of Violent Crimes*
- 146 *Student Services*
- 150 *Title I Comparability of Services*

(Appendix G-11/16/20)

The Octorara Board of School Directors accepted, with regret, the resignation of Ms. Jan D'Angelo as an intervention specialist at the Octorara Jr./Sr. High School effective November 6, 2020 . (Hired September 12, 2011)

The Octorara Board of School Directors accepted the resignation of Ms. Hannah Dieringer as an instructional assistant at the Octorara Primary Learning Center effective October 23, 2020. (Ms. Dieringer has accepted a long term substitute teaching position in the District.)

The Octorara Board of School Directors accepted the resignation of Ms. Krista Dague as assistant cheerleading coach at the Octorara Jr./Sr. High School effective October 28, 2020. (Hired for the 2019-2020 school year)

The Octorara Board of School Directors accepted the resignation of Ms. Gina Seaman as 7th grade girls' basketball coach at the Octorara Jr./Sr. High School effective November 3, 2020. (Hired for the 2020-2021 school year)

The Octorara Board of School Directors accepted the resignation of Ms. Jennifer Watson and Ms. Jennifer John as ELA PLC Leaders at the Octorara Jr./Sr. High School effective October 28, 2020. (Hired for the 2020-2021 school year)

The Octorara Board of School Directors approved Ms. Olivia Miller as a long term substitute science teacher at the Octorara Jr./Sr. High School effective October 26, 2020 through the end of the 2020-2021 school year. Ms. Miller's salary will be \$52,617 pro-rated which is Step 18 to MAX of the

Bachelor's Scale. (Ms. Miller is an approved substitute and is replacing Valerie Guiseppa who retired.)

The Octorara Board of School Directors approved Ms. Hannah Dieringer as a long term substitute science teacher at the Octorara Jr./Sr. High School effective October 26, 2020 through the end of the 2020-2021 school year. Ms. Dieringer's salary will be \$52,617 pro-rated which is Step 18 to MAX of the Bachelor's Scale. (Ms. Dieringer is a District employee and is replacing Shelley Leonard who is on extended unpaid child rearing leave.)

The Octorara Board of School Directors approved Mr. Jordan Tuthill as a long term substitute social studies teacher at the Octorara Jr./Sr. High School effective November 2, 2020 through the end of the 2020-2021 school year pending completion of employee related documents required by law and the District. Mr. Tuthill's salary will be \$52,617 pro-rated which is Step 18 to MAX of the Bachelor's Scale. (Replacing a medical sabbatical.)

The Octorara Board of School Directors approved Ms. Diane Powers as a long term substitute first grade teacher at the Octorara Primary Learning Center effective October 12, 2020 through December 2, 2020. Ms. Powers' rate will be \$140 per day. (Ms. Powers is a District employee and is replacing an EFMLA.)

The Octorara Board of School Directors approved Ms. Rachel Blomiley as a long term substitute fourth grade teacher at the Octorara Elementary School effective October 16, 2020 through December 4, 2020. Ms. Blomiley's rate will be \$140 per day. (Ms. Blomiley is an approved substitute and is replacing an FMLA.)

The Octorara Board of School Directors approved the extension of Ms. Lisa Fontanes as a long term substitute fifth grade teacher at the Octorara Intermediate School effective August 31, 2020 through November 4, 2020. Ms. Fontanes rate will be \$140 per day. (Ms Fontanes was originally approved to substitute through October 9, 2020 and is replacing an EFMLA.)

On motion of Ms. Bowman, second by Mr. Falgiatore and approval of all members present except Mr. Ganow who abstained, the Octorara Board of School Directors approved the extension of Ms. Lori Wendling as a long term substitute Spanish teacher at the Octorara Jr./Sr. High School from August 31, 2020 through the end of the 2020-2021 school year. Ms. Wendling's salary will be \$52,617 which is Step 18 to MAX of the Bachelor's Scale. (Replacing Samantha Kelley who is on extended unpaid child rearing leave.)

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

The Octorara Board of School Directors approved the extension of Mr. Josh Belford as a long term substitute health and physical education teacher at the Octorara Jr./Sr. High School from August 31, 2020 to January 27, 2021. Mr. Belford's salary will be \$52,617 pro-rated which is Step 18 to MAX of the Bachelor's Scale. (Mr. Belford was originally approved to substitute through November 6, 2020 and is replacing a medical leave.)

The Octorara Board of School Directors approved Ms. Rebecca German as an instructional assistant at the Octorara Primary Learning Center effective November 17, 2020 pending completion of employee related documents required by law and the District. Ms. German's rate will be \$11.02 per hour for 5.75 hours per day. (Replacing Maria Miller who resigned.)

The Octorara Board of School Directors approved Ms. Donna Ferrier as an instructional assistant at the Octorara Primary Learning Center effective October 26, 2020 pending completion of employee

related documents required by law and the District. Ms. Ferrier's rate will be \$12.65 per hour for 5.75 hours per day. (Replacing Hannah Dieringer who resigned.)

The Octorara Board of School Directors approved the following changes in salary due to graduate credits earned:

Dale McCarthy	From M (\$61,584) to M+15 (\$66,458)	Step 12 to MAX
Sarah Montague	From M (\$60,695) to M+15 (\$65,622)	Step 13 to MAX

The Octorara Board of School Directors approved the following supplemental contracts for the 2020-2021 school year:

Larry Sprecher	JV Wrestling Coach	9 pts @ \$620	\$5,580
Robert Zavala	Jr. High Wrestling Coach	4 pts @ \$620	\$2,480
Christian Taylor	Sr. High Student Council Advisor	6 pts @ \$620	\$3,720
Christian Taylor	9 th Grade Floating Advisor	2 pts @ \$620	\$1,240
Christian Taylor	ELA PLC Leader	4 pts @ \$620	\$2,480
Amber Stirling	Varsity Track Coach	7 pts @ \$620	\$4,340
Scott Forman	7 th Grade Boys' Basketball Coach	4 pts @ \$620	\$2,480

The Octorara Board of School Directors approved the list of mentor contracts for the 2020-2021 school year. (Appendix H-11/16/20)

On motion of Ms. Bowman, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved a medical sabbatical leave for Ms. Kim Knightly for the remainder of the 2020-2021 school year. (Ms. Knightly is a social studies teacher at the Octorara Jr./Sr. High School.)

On motion of Mr. Koennecker, second by Ms. Bowman and approval of all members present the Octorara Board of School Directors accepted the resignation of Mr. Jamison Schempp as 8th grade baseball coach at the Octorara Jr./Sr. High School effective November 9, 2020. (Hired for the 2019-2020 school year.)

On motion of Mr. Koennecker, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors accepted the resignation of Mr. Calvert Hess as 7th grade boys' basketball coach at the Octorara Jr./Sr. High School effective October 14, 2020. (Hired for the 2020-2021 school year.)

On motion of Mr. Hurley, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors accepted the resignation of Ms. Amber Stirling as assistant track coach at the Octorara Jr./Sr. High School effective November 11, 2020. (Ms. Stirling will be hired for the Head Coach position.)

Under the Finance Committee Report, Mr. Ganow said the committee was given a 2019-2020 audit presentation. He reported it was a clean audit with no management findings. The 2020-2021 budget presentation will be given in January to allow for more accurate numbers. There was a presentation from the Rescini Group on SwiftMD for possible access for employees. The committee was given Food Service write-off figures, discussed the YMCA contract, and will be given mobile home exonerations for next month's meeting.

Under the CCIU Board Representative report, Ms. Bowman reported on the meeting Mr. Norris attended on October 21, 2020.

There were no items of old business or new business.

Under other items and announcements, Dr. Orner gave a health and safety update.

Under visitors' comments for items in general, Kathryn Klinginsmith, Parkesburg, thanked administration for their communication and information. She thanked the teachers, in particular the long term subs who have stepped up in unprecedented times, for taking care of the kids academically, socially, and emotionally. She expressed her concern with K-6 in person instruction in view of the rising numbers. She asked that protocols be put in place for teachers to be able to work from home to be able to provide for their own children should there be a need to close schools.

Kelly O'Donnell, West Fallowfield Township, thanked administration for the great communication. She thanked the teachers, staff, cafeteria employees and Dr. Haller for the phenomenal job they are doing. She appreciates administration looking at each building individually and following science and the numbers.

Under administrator comments and announcements, Dr. Tachau reported on the parent survey of remote students wanting to return to in person learning in December and how the buildings would accommodate the number of students who may be returning. She reported the first K-6 Parents as Partners Town Hall meeting will be held Tuesday, November 17 with the 7-12 meeting being held on November 24.

Dr. Haller announced the names of students who participate in the OIS Morning Announcement Club. These students, some in person and some remote, have taken over the OIS Youtube Live Morning Announcements two days a week and are doing an awesome job. Under the direction of Ms. Ferry and Mr. Reynolds, students have improved the announcements by adding a morning update, safety reminders, the weather, lunch menu, a joke, a precept or saying, and a vocabulary word of the day.

Mr. Dikun thanked the Cochranville United Methodist Church for their \$500 donation to purchase student supplies. He announced picture day will be next Monday. He is in the process of looking at ways to accommodate students who want to return to in person instruction in December.

Ms. Lease said the staff feels supported by the community through this difficult year. She also thanked the Cochranville Methodist Church for their donation along with Null's Towing who provided backpacks filled with supplies, Pequea Baptist for breakfast for the staff, as well as the kind letter from Sadsbury Friends Meeting. These acts of kindness boost everyone's spirit and are very thoughtful.

Under Board comments, Ms. Bowman said it is good to hear stories of community and parent support. We want to get all our students back in person. She encouraged the community to follow precautions and do what is needed to do to achieve that goal.

Mr. Fox read a letter of appreciation to the staff from Sadsbury Friends Meetinghouse.

Mr. Fox announced the following upcoming meetings:

Executive Session for Personnel – Monday, November 16, 2020 – Following the Regular Meeting in the Jr. High School Multi-Purpose Room/Zoom

Education Committee Meeting – Monday, November 23, 2020 – 6:00 p.m. in the Jr. High School Multi-Purpose Room/Zoom

Policy Committee Meeting – Monday, December 7, 2020 – 5:30 p.m. in the Jr. High School Multi-Purpose Room/Zoom

Facility Committee Meeting – Monday, December 7, 2020 – 6:30 p.m. in the Jr. High School Multi-Purpose Room/Zoom

Reorganization Meeting – Monday, December 7, 2020 – 7:00 p.m. in the Jr. High School Multi-Purpose Room/Zoom

Next regularly scheduled Work Session – Monday, December 7, 2020 – immediately following the Reorganization Meeting in the Jr. High School Multi-Purpose Room/Zoom

Finance Committee Meeting – Monday, December 14, 2020 – 6:00 p.m. in the Jr. High School Multi-Purpose Room/Zoom

Next regularly scheduled Board Meeting – Monday, December 14, 2020 – 7:00 p.m. in the Jr. High School Multi-Purpose Room/Zoom

There being no further items of business the meeting adjourned at 8:07 p.m. on motion of Mr. Ganow, second by Mr. Koennecker 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
2020-2021

<u>Cash Balance as of October 1, 2020</u>		\$	2,396,697.58
<u>Receipts Deposited:</u>			
Revenue - (Tax Receipts, State Transfers)	\$	8,720,121.50	
Other Receipts - (Retiree Medical Payments, Misc.)		23,956.48	
Checking Account Interest		461.03	
Accounts Receivable		80,919.02	
Transfer in from Investments		0.00	
		8,825,458.03	
Total Available	\$		11,222,155.61
<u>Disbursements:</u>			
Net Payroll	\$	1,032,353.32	
Accounts Payable		4,050,021.34	
Transfer to Investments		4,000,000.00	
		9,082,374.66	
General Fund Cash as of October 31, 2020	\$		2,139,780.95
<u>Investments Outstanding</u>			
Beginning Balance PSDLAF Investment Account	\$		9,425,796.46
Beginning Balance Fulton Money Market			22,897,692.57
Earnings on PSDLAF Investment Account			151.26
Earnings on Fulton Money Market			4,070.04
Net Transfers			4,000,000.00
			.
Total General Fund Cash and Investments as of October 31, 2020	\$		38,467,491.28

For the November 16, 2020 Regular Board Meeting

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors