

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on November 20, 2023

The regular meeting of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Multi-Purpose Room on November 20, 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. Also present were Mrs. Hardy, Secretary; Dr. Leever, Superintendent; members of the administrative team; Ben Pratt, Saxton & Stump; and 44 citizens (11 citizens remained after the presentations).

The minutes of the Work Session of October 9, 2023 and the Regular Meeting of October 16, 2023, were approved on motion of Mr. Fox, second by Mr. Zimmerman and approval of all members present.

There were no visitors' comments for agenda items only.

Under presentations, Jack McGinnis, Andrew Mittman, Eric Zimmerman, and Manuel Juarez-Catillo in Mr. Reynolds' band class and Macy Muldoon, Kylee Mewhort Peyton King, and Mariah Mastrippilito in Ms. Kradzinski's chorus class played and sang several selections from their upcoming winter concerts. Students shared what the OIS music program means to them.

Carson Schempp, Gavin Boyer, and Brady Zimmerman gave a presentation on OpenBot, a robot that works off the computing power of a mobile phone. The software is open source and when connected to the robot will use the phone cameras and computing power to learn tasks through Artificial Intelligence.

There were no 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. Fox and approval of all members present. (Appendix A-11/20/23)

A list of bills for the General Fund totaling \$2,299,030.51; Cafeteria Fund totaling \$70,629.63, Capital Projects totaling \$114,879.69, and Capital Reserve totaling \$0.00 of which are attached to these minutes as Appendix B-11/20/23, were approved and ordered paid on motion of Mr. Fox, second by Ms. Bowman and approval of all members present except Mr. Falgiatore who voted no. Mr. Falgiatore asked that the bill from Saxton Stump for \$1,414.17 be pulled since it is related to a private person capacity.

Mr. Pratt confirmed the lawsuit is not a private person capacity lawsuit.

The following items were approved on motion of Mr. Zimmerman, second by Mr. Koennecker and approval of all members present:

The Octorara Board of School Directors approved Mr. Scott Domowicz as the District's School Safety and Security Coordinator.

The Octorara Board of School Directors approved Ms. Kelley Vance as the District's Title IX Coordinator.

The Octorara Board of School Directors approved the contract with Apptegy for website development effective January 1, 2024 at an annual cost of \$13,225 with a one-time set-up fee of \$14,112.50. (Appendix C-11/20/23)

The Octorara Board of School Directors approved the 2023-2024 Structured Literacy Grant from the Chester County Intermediate Unit for \$68,110. (Appendix D-11/20/23)

The Octorara Board of School Directors approved the donation of a JayPro Bomber Elite Batting Cage from the Octorara Baseball Boosters at a value of \$5,500.

The Octorara Board of School Directors approved the request from Octorara Youth Wrestling to host a wrestling meet on Sunday, January 21, 2024 from 9:00 a.m. – 4:00 p.m.

The Octorara Board of School Directors approved the request for unpaid family medical leave for the purpose of child rearing for Ms. Kimberly Boyd from approximately February 12, 2024 through April 22, 2024. Ms. Boyd is a Special Education teacher at the Octorara Jr./Sr. High School.

The Octorara Board of School Directors adjusted Mr. Phillip Woodward's approved start date from October 12, 2023 to October 10, 2023. Mr. Woodward is a custodian at the Octorara Intermediate School.

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

006 *Meetings*

251.1 *Supplemental Discipline Records*

251 *Students Experiencing Homelessness, Foster Care and Other Educational Instability*

(Appendix E-11/20/23)

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

815 *Acceptable Use of Internet, Computers and Network Resources*

(Appendix F-11/20/23)

The Octorara Board of School Directors accepted the resignation of Ms. Wanda Fisher as an Instructional Assistant at the Octorara Primary Learning Center effective November 23, 2023. (Hired June 19, 2017)

The Octorara Board of School Directors approved the following supplemental contracts for the 2023-2024 school year:

Helena Martin	FFA Technology Advisor	4 pts @ \$620	\$2,480
Debra Jones	Mentor Erin Sullivan		\$80.72
Patti Albrecht	Mentor Ana Torres		\$63.08
Adam Udell	Character Club Advisor	2 pts @ \$620	\$1,240
Denim Kurtzhals	Jr High Baseball Coach	4 pts @ \$620	\$2,480
Phillip Woodward	Jr High Asst Boys' Basketball Coach	4 pts @ \$620	\$2,480
Eric McCutcheon	Asst Girls' Basketball Coach	9 pts @ \$620	\$5,580
Scott Burridge	Asst Girls' Wrestling Coach	9 pts @ \$620	\$5,580

The Octorara Board of School Directors approved the change in the Jr. High Chorus supplemental from Jaclyn Urbas to Sydney Szwarc at 2 points for a total of \$1,240. (Ms. Urbas was approved in error for both the Jr. High and Sr. High Chorus supplementals in August.)

The Octorara Board of School Directors approved the following Intramural supplementals effective November 21, 2023:

Jed King, Intramural Sr. High Fitness Coordinator - \$3,000 pro-rated

Mark Durante, Intramural Jr. High Fitness Coordinator - \$3,000 pro-rated

The Octorara Board of School Directors approved the following substitute teacher for the 2023-2024 school year:

Hannah Dunnenberger, Emergency
John Tintera, Emergency

The Octorara Board of School Directors approved the following substitute support staff for the 2023-2024 school year:

Joyce Swisher
Owen Hoffman
Patrick Hoffman

On motion of Ms. Bowman, second by Ms. Yelovich and approval of all members present the Octorara Board of School Directors approved Ms. Kimberly Lacock as a Food Service employee effective November 20, 2023. Ms. Lacock's rate will be \$15.00 per hour for five hours per day. (Replacing Sandy Affourtit who resigned.)

On motion of Mr. Zimmerman, second by Mr. Norris and approval of all members present the Octorara Board of School Directors approved the Service Agreement with Lancaster-Lebanon Intermediate Unit 13 for Act 168 tracking services effective November 28, 2023 through November 27, 2026. (Appendix G-11/20/23)

On motion of Ms. Bowman, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved the Subscription Agreement with Veracity Verification Solutions, LLC for software platform management effective November 7, 2023 at a cost of \$5,564. (Appendix H-11/20/23)

On motion of Ms. Yelovich, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved Ms. Jennifer Davis as a truant officer for the District.

On motion of Mr. Zimmerman, second by Ms. Bowman and approval of all members present the Octorara Board of School Directors accepted the resignation of Ms. Joelyn Metzler as substitute support staff effective November 5, 2023. (Hired November 21, 2022)

Under the Finance/Facility Committee Report, Mr. Hurley reported the committee met tonight and received a year to year update on budget comparisons, received an audit update, bank update on signature cards and moving funds from dormant accounts to an Education Foundation account, discussed moving away from writing physical checks to a system that will give cash back, and discussed the financial software used by the District. The Facility Committee discussed having a systems analysis on our big systems to map out a ten-year plan and continued discussion on the athletic plan from Archterra.

Under the CCIU Board Representative Report, Mr. Norris reported on the meeting held on November 15, 2023.

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

Under visitors' comments in general, John Nowicki, West Fallowfield, expressed his concerns regarding better communication, parental involvement, and patriotism. He said our children are watching what we do and how we interact.

Under administrator comments/announcements, Dr. Propper said students will be recognized for their academic requirements this year including honor roll, high honor roll, and distinguished honor roll. He announced career day will be held on November 22 and the band will participate in the West Chester Christmas Parade on December 1. Dr. Propper congratulated District Band recipients Bridget Whitfield and Ryan Linnenbaugh and District Chorus recipient Menah Alkhabaz. He thanked the community for their support of the recent victims of an automobile accident.

Ms. McNamara gave the Board an OACTEP newsletter.

Dr. Leever thanked the Jr./Sr. High administration for their support of the student and his family that was involved in the accident. He said communication will come out with how best to help the family to make sure their needs are met. He recognized Carson Schempp for his prototype of a 3-D prosthetic hand as a project in engineering. Our students are given cutting edge programs to prepare them for where they are going. Dr. Leever congratulated Austin Kurtz for placing first out of 22 students in an FFA Employment Skills competition in the Eastern Region. He announced Ms. Helena Talley and her students held a food drive and raised 1,395 pounds of nonperishable goods that will be donated to the Parkesburg Food Cupboard.

Dr. Leever thanked departing Board Directors for their years of service: Lisa Yelovich, 3.5 years; Brian Fox, 8 years; and Lisa Bowman, 18 years. The District will put a book of their choosing in the appropriate level library in their name as a thank you for their years of service to the Octorara Area School District.

Under Board comments, Mr. Norris said the District will miss the advocacy of the departing Board Directors and the viable programs they have provided for the students. He thanked Lisa Bowman for her ability to be a compass for many meetings, her guidance is irreplaceable and she will be missed.

Mr. Hurley recognized Lisa Yelovich for stepping up when there was a vacancy and that she started on the Board during difficult times; Mr. Fox who led the Board through difficult, unprecedented times and took the heat and handled it well; and Ms. Bowman for her steady leadership and always asking “What are we trying to solve for?” He thanked them for their service.

Mr. Zimmerman asked Ms. McNamara how to donate to Toys for Tots. He said Lisa Bowman welcomed he and his wife and made them feel comfortable when they were discussing security in the District years ago. He thanked Brian Fox for all the help with making sets for the student performances. He expressed his appreciation for the insight of Lisa Yelovich.

Ms. Yelovich, Mr. Fox, and Ms. Bowman each expressed their thanks for the opportunity to serve the District and wished the newly elected Board members well as they serve.

Mr. Ganow thanked Ms. Yelovich for her input and thanked Mr. Fox and Ms. Bowman for serving as President over the years.

Mr. Ganow announced an Executive Session for Personnel and Safety and Security matters was held tonight prior to the Regular Board Meeting in room 102 at the Jr. High School.

Mr. Ganow announced the following upcoming meetings:

Policy/Facility Committee Meeting – Monday, December 4, 2023 – 6:00 p.m. in room 102 at the Jr. High School

Reorganization Meeting – Monday, December 4, 2023 - 7:00 p.m. in the Jr. High School Multi-Purpose Room

Next regularly scheduled Work Session – Monday, December 4, 2023 – Immediately following the Reorganization Meeting in the Jr. High School Multi-Purpose Room

Finance Committee Meeting – Monday, December 11, 2023 – 6:00 p.m. in room 102 at the Jr. High School

Next regularly scheduled Board Meeting – Monday, December 11, 2023 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

There being no further items of business the meeting adjourned at 8:12 p.m. on motion of Mr. Norris, second by Mr. Zimmerman 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
2023-2024**

<u>Cash Balance as of September 30, 2023</u>			\$	3,343,328.74
<u>Receipts Deposited:</u>				
Revenue - (Tax Receipts, State Transfers)	\$	4,401,223.74		
Other Receipts - (Rentals, Misc.)		1,000.00		
Checking Account Interest		5,792.22		
Transfer in from Investments		0.00		
				4,408,015.96
Total Available			\$	7,751,344.70
<u>Disbursements:</u>				
Net Payroll	\$	1,126,289.01		
Accounts Payable		3,718,227.63		
Transfer to Investments		(1,071,623.47)		
				3,772,893.17
General Fund Cash as of October 31, 2023			\$	3,978,451.53
<u>Investments Outstanding</u>				
Beginning Balance PSDLAF Investment Account			\$	8,597,699.49
Beginning Balance Fulton Money Market				32,071,623.47
Earnings on PSDLAF Investment Account				38,437.67
Earnings on Fulton Money Market				89,171.05
Net Transfers				(1,071,623.47)
Total General Fund Cash and Investments as of October 31, 2023			\$	43,703,759.74

For the November 20, 2023 Regular Board Meeting

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors