

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on September 21, 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 September 21, 2020.

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

The President, Mr. Fox, called the meeting to order at 7:04 p.m. Other members present were: Ms. Bowman, Mr. Falgiatore, Mr. Ganow (via Zoom), 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, Ava Zimmerman-student representative, one reporter, one citizen with an additional 128 citizens who attended the meeting via Zoom.

The minutes of the Work Session of August 3, 2020 and the Regular Meeting of August 17, 2020 were approved on motion of Ms. Bowman, second by Mr. Zimmerman and approval of all members present.

Under presentations, Dr. Orner presented information regarding the transition to in-person learning. Ms. Gaido and Mr. Brooks gave an athletic/spectator update.

Under information items, Ashley Stern withdrew her request for the extension of unpaid child rearing leave through January 4, 2021. Ms. Stern is a math teacher at the Octorara Jr./Sr. High School.

The Treasurer's Report, which can be found at the end of these minutes, was approved on motion of Ms. Bowman, second by Mr. Falgiatore and approval of all members present. (Appendix A-9/21/20)

A list of bills for the General Fund totaling \$3,802,543.57; Cafeteria Fund totaling \$0.00, Capital Projects totaling \$80,384.62, and Capital Reserve totaling \$0.00 of which are attached to these minutes as Appendix B-9/21/20, were approved and ordered paid on motion of Ms. Bowman, second by Mr. Norris and approval of all members present.

There were no visitors' comments for agenda items only.

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

The Octorara Board of School Directors approved Policy 707 *Use of Public School Facilities*, second reading. (Appendix C-9/21/20)

The Octorara Board of School Directors approved the agreement between CRITICARE and the Octorara School District through June 30, 2022. (Appendix D-9/21/20)

The Octorara Board of School Directors approved the list of school bus drivers employed by Althouse Transportation, Inc. for the 2020-2021 school year. (Appendix E-9/21/20)

The Octorara Board of School Directors approved the list of school bus runs by Althouse Transportation, Inc. for the 2020-2021 school year. (Appendix F-9/21/20)

The Octorara Board of School Directors approved the Transportation Contract between the Linville Hill Mennonite School and the Octorara Area School District for the 2020-2021 school year. (Appendix G-9/21/20)

The Octorara Board of School Directors approved Kegel Kelin Litts & Lord LLP as the District solicitor for the 2020-2021 school year. (Appendix H-9/21/20)

The Octorara Board of School Directors approved the lease agreement with Xerox for a copy machine for CTE at the Sr. High School. (Appendix I-9/21/20)

The Octorara Board of School Directors approved the agreement between the Octorara Area School District and Centreville Layton School for student "A". (Appendix J-9/21/20)

On motion of Ms. Bowman, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors voted for the following PSBA officers:

- President Elect – David Hein
- Vice-President – Sabrina Backer
- Treasurer – Michael Gossert
- Section 2 Advisor – Aimee Kemick
- Section 4 Advisor – Brian Petula
- Section 6 Advisor – Andrea Christoff
- PSBA Insurance Trust Trustee– Michael Faccineetto
- PSBA Insurance Trust Trustee – Marianne Neel
- Form Steering Committee – Stephen Skrocki
- Form Steering Committee – Tracy Long

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

The Octorara Board of School Directors accepted the resignation of Ms. Tammy Simon as an instructional assistant for the Octorara Virtual Academy-PM Program effective August 31, 2020. (Ms Simon has accepted the position of Business Education teacher for the District.)

The Octorara Board of School Directors accepted, with regret, the resignation for purpose of retirement of Ms. Annamarie Vnucak as an instructional assistant at the Octorara Intermediate School effective September 1, 2020. (Hired September 29, 2005)

The Octorara Board of School Directors accepted, with regret, the resignation of Ms. Paula Spicher as an instructional assistant at the Octorara Elementary School effective August 19, 2020. (Hired September 21, 2020)

The Octorara Board of School Directors accepted the resignation of Ms. Taylar Nines as an instructional assistant at the Octorara Elementary School effective August 14, 2020. (Hired November 18, 2019)

The Octorara Board of School Directors accepted the resignation of Ms. Amanda Hamilton as a cafeteria employee effective August 13, 2020. (Hired September 17, 2018)

The Octorara Board of School Directors accepted, with regret, the resignation of Ms. Maria Miller as an instructional assistant at the Octorara Primary Learning Center effective September 2, 2020. (Hired September 17, 2012)

The Octorara Board of School Directors accepted the resignation of Ms. Blake Aponte as JV softball coach at the Octorara Jr./Sr. High School effective August 29, 2020. (Hired for the 2017-2018 school year)

The Octorara Board of School Directors accepted the resignation of Mr. Todd Lease as 7th grade baseball coach at the Octorara Jr./Sr. High School effective August 25, 2020. (Hired for the 2019-2020 school year)

The Octorara Board of School Directors approved Mr. Joshua Belford as a long term substitute health and P/E teacher at the Octorara Jr./Sr. High School effective September 8, 2020 through November 9, 2020. Mr. Belford's rate will be \$140 per day. (Mr. Belford is replacing a family medical leave.)

The Octorara Board of School Directors approved Ms. Lisa Budzik as a long term substitute first grade teacher at the Octorara Primary Learning Center effective August 31, 2020 through December 23, 2020. Ms. Budzik's rate will be \$140 per day. (Ms. Budzik is a current employee and is replacing a medical leave.)

The Octorara Board of School Directors approved Ms. Mary Thomas as a long term substitute kindergarten teacher at the Octorara Primary Learning Center effective for the 2020-2021 school year. Ms. Thomas' salary will be \$52,617 which is Step 18 to Max of the Bachelor's Scale. (Replacing a medical leave.)

The Octorara Board of School Directors approved Ms. Dorothy Lomboy as a long term substitute fifth grade teacher at the Octorara Intermediate School effective September 18, 2020 through October 30, 2020. Ms. Lomboy's rate will be \$140 per day. (Ms. Lomboy is a current employee and is replacing a medical leave.)

The Octorara Board of School Directors approved Mr. Grant Pusey as a long term substitute ELA teacher at the Octorara Jr./Sr. High School effective August 31, 2020 through January 27, 2021. Mr. Pusey's salary will be \$52,617 pro-rated which is Step 18 to MAX of the Bachelor's Scale. (Replacing a medical leave.)

The Octorara Board of School Directors approved Ms. Maggie Imms as a long term substitute learning support teacher at the Octorara Intermediate School effective August 31, 2020 through October 16, 2020. Ms. Imms' rate will be \$140 per day. (Replacing a medical leave.)

The Octorara Board of School Directors approved Ms. Lisa Hillman as a long term substitute second grade teacher at the Octorara Primary Learning Center effective for the 2020-2021 school year. Ms. Hillman's salary will be \$52,617 which is Step 18 to MAX of the Bachelor's Scale. (Ms. Hillman is an approved substitute and will be replacing Megan Hood who transferred to OVA teacher on assignment.)

The Octorara Board of School Directors approved Ms. Lisa Rohrer as a long term substitute second grade teacher at the Octorara Primary Learning Center effective August 31, 2020 through January 27, 2021. Ms. Rohrer's salary will be \$52,617 pro-rated which is Step 18 to MAX of the Bachelor's Scale. (Ms. Rohrer is a current employee and is replacing Tim Ergler who is on sabbatical leave.)

The Octorara Board of School Directors approved Ms. Lori Wendling as a long term substitute Spanish teacher at the Octorara Jr./Sr. High School effective August 31, 2020 through March 10, 2021. Ms. Wendling's salary will be \$52,617 pro-rated which is Step 18 to MAX of the Bachelor's Scale. (Replacing Samantha Kelley who is on child rearing leave.) Mr. Ganow abstained from voting for this agenda item.

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 August 31, 2020 through April 29, 2021. Ms. Miller's rate will be \$52,617 pro-rated which is Step 18 to MAX of the Bachelor's Scale. (Replacing Shelley Leonard who is on child rearing leave.)

The Octorara Board of School Directors approved Ms. Kristan Eannone as a long term substitute first grade teacher at the Octorara Primary Learning Center effective August 31, 2020 through October 9, 2020. Ms. Eannone's rate will be \$140 per day. (Replacing a FFCRA leave.)

The Octorara Board of School Directors approved Ms. Rachel Blomiley as a long term substitute third grade teacher at the Octorara Elementary School effective August 31, 2020 through October 9, 2020. Ms. Blomiley's rate will be \$140 per day. (Replacing a FFCRA leave.)

The Octorara Board of School Directors approved Ms. Lisa Fontanes as a long term substitute fifth grade teacher at the Octorara Intermediate School effective August 31, 2020 through October 9, 2020. Ms. Fontanes' rate will be \$140 per day. (Replacing a FFCRA leave.)

The Octorara Board of School Directors approved Ms. Allie Moffett as a health and P/E teacher at the Octorara Elementary School effective August 31, 2020 pending completion of employee related documents required by law and the District. Ms. Moffett's salary will be \$52,617 which is Step 18 to MAX of the Bachelor's scale. (Replacing Deb Feather who retired.)

The Octorara Board of School Directors approved the list of mentor supplemental contracts for the 2020-2021 school year. (Appendix K-9/21/20)

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

- Mackenzie Bolduc, Emergency
- Vicki Dixon, Instructional Pre-K-4
- Lisa Fontanes, Elementary K-6
- Lisa Hillman, Elementary K-6
- Samantha Norris, Instructional
- Lori Wendling, Emergency
- Tina Zurcher, Art
- Rhonda Stoltzfus, Math 7-12
- Robert Knecht, Emergency

Mr. Ganow abstained from voting for this agenda item.

On motion of Mr. Zimmerman, second by Mr. Falgiatore and approval of all members present the Octorara Board of School Directors approved the following substitute support staff for the 2020-2021 school year:

- Amber Defiore

On motion of Mr. Hurley, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors accepted, with regret, the resignation of Ms. Amber Defiore as a lunch/playground supervisor at the Octorara Elementary School effective September 8, 2020. (Hired April 20, 2015)

On motion of Ms. Bowman, second by Mr. Hurley and approval of all members present except Mr. Falgiatore who abstained, the Octorara Board of School Directors accepted the resignation of Ms. Joan Ohar as an instructional assistant at the Octorara Primary Learning Center effective September 10, 2020. (Hired October 21, 2019)

On motion of Ms. Bowman, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved Ms. Nicole Morrow as Accounts Receivable/Tax Collector effective September 28, 2020 pending completion of employee related documents required by law and the District. Ms. Morrow's salary will be \$41,000 pro-rated. (Replacing Ashley Antosh 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 following changes in salary due to graduate credits earned:

Ashley Ayers	From M+15 (\$66,458) to M+30 (\$68,384)	Step 12 to MAX
Alysia Coldren	From M+15 (\$73,816) to M+30 (\$75,840)	Step 7 to MAX
Allyson Fought	From M (\$47,399) to M+15 (\$51,346)	Step 14 to MAX
Danielle Kelley	From B (\$53,648) to B+15 (\$56,101)	Step 16 to MAX
Heather Kramer	From B (\$53,648) to B+15 (\$56,101)	Step 16 to MAX
Patrick Lauletta	From M+15 (\$73,816) to M+30 (\$75,840)	Step 7 to MAX
Fallon Manchin	From M+30 (\$68,384) to M+45 (\$71,395)	Step 12 to MAX
Diane Rieker	From M (\$68,052) to M+15 (\$72,186)	Step 8 to MAX
Matt Talley	From M+15 (\$66,458) to M+30 (\$68,384)	Step 12 to MAX

Under the Finance Committee Report, Mr. Curtis said the Committee discussed the start date of the new tax collector; reviewed the Linville Hill bus contract; was informed the local audit will start this week; and discussed the 2021-2022 budget timeline, PA Leadership tuition hearing, budget information due to hiring new teachers, and a possible Chester County grant opportunity due to COVID-19.

Under the CCIU Board Representative report, Mr. Norris reported on the meeting that was held on September 16, 2020.

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

Under visitors' comments for items in general, Diane Peifer, Christiana, thanked the Board and administration for the work they have been forced to undertake during this difficult time. She said the teachers have been doing a fantastic job during the past two weeks.

Under administrator comments and announcements, Dr. Orner thanked the administrative team for all the work they have done planning for students to be back to in-person learning.

Under Board comments, Mr. Fox thanked parents and students for their patience with the process of remote learning.

Mr. Fox announced there was an executive session for personnel held at 6:30 p.m. tonight prior to the Regular Board meeting.

Mr. Fox announced the following upcoming meetings:

Executive Session for Personnel – Monday, September 21, 2020 – Following the Regular Meeting in the Jr. High School Multi-Purpose Room/Zoom

Education Committee Meeting – Monday, September 28, 2020 – 6:00 p.m. in the Jr. High School Multi-Purpose Room/Zoom

Policy Committee Meeting – Monday, October 12, 2020 – 6:00 p.m. in the Jr. High School Multi-Purpose Room/Zoom

Facility Committee Meeting – Monday, October 12, 2020 – 6:30 p.m. in the Jr. High School Multi-Purpose Room/Zoom

Next regularly scheduled Work Session – Monday, October 12, 2020 – 7:00 p.m. in the Jr. High School Multi-Purpose Room/Zoom

Finance Committee Meeting – Monday, October 19, 2020 – 6:00 p.m. in the Jr. High School Multi-Purpose Room/Zoom

Next regularly scheduled Board Meeting – Monday, October 19, 2020 – 7:00 p.m. in the Jr. High School Multi-Purpose Room/Zoom

Education Committee Meeting – Monday, October 26, 2020 – 6:00 p.m. in the Jr. High School Multi-Purpose Room/Zoom

There being no further items of business the meeting adjourned at 8:30 p.m. on motion of Mr. Zimmerman, second by Mr. Ganow 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 August 1, 2020</u>		\$	1,339,839.86
<u>Receipts Deposited:</u>			
Revenue - (Tax Receipts, State Transfers)	\$	16,959,321.17	
Other Receipts - (Retiree Medical Payments, Misc.)		1,000.00	
Checking Account Interest		595.28	
Accounts Receivable		0.00	
Transfer in from Investments		-	<u>16,960,916.45</u>
Total Available	\$		18,300,756.31
<u>Disbursements:</u>			
Net Payroll	\$	853,726.87	
Accounts Payable		2,893,564.53	
Transfer to Investments		<u>5,500,000.00</u>	<u>9,247,291.40</u>
General Fund Cash as of August 31, 2020	\$		9,053,464.91
<u>Investments Outstanding</u>			
Beginning Balance PSDLAF Investment Account	\$	9,425,056.82	
Beginning Balance Fulton Money Market		6,392,968.77	
Earnings on PSDLAF Investment Account		517.65	
Earnings on Fulton Money Market		1,626.37	
Net Transfers		5,500,000.00	
Total General Fund Cash and Investments as of August 31, 2020	\$		<u>30,373,636.52</u>

For the September 21, 2020 Regular Board Meeting

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors