

# OCTORARA AREA SCHOOL DISTRICT WORK SESSION

February 13, 2023– 7:00 p.m.  
Jr. High School Multi-Purpose Room

## DISCUSSION GUIDE

1. Moment of Silence
  2. Pledge of Allegiance
  3. Roll Call
  4. Presentations
  5. Visitors' Comments - Agenda Items Only
  6. Information Items
    - A. Beth Peticca will be mentoring John Cummings (originally approved to mentor Verna [Toni] Trainor) effective January 19, 2023 contingent on approval of agenda items J and K.
  7. Presentation of Agenda Items for the February 20, 2023 Regular Monthly Public Meeting:
    - A. That the Octorara Board of School Directors approve the 2023-2024 school calendar.
    - B. That the Octorara Board of School Directors approve the annual fiscal audit report of the District for the year ending June 30, 2022 as prepared by the auditing firm of Herbein & Company.
    - C. That the Octorara Board of School Directors approve homebound instruction for student "A" pursuant to policy 117 *Homebound Instruction*.
    - D. That the Octorara Board of School Directors approve the student activity club "Diversity Club" at the Octorara Jr./Sr. High School.
    - E. That the Octorara Board of School Directors approve the attainment of tenure status for the following professional employees in accordance with Section 1108 of the current School Laws of Pennsylvania:  
Savannah Geisler  
Colin Kolb  
Kristina Campbell
- Resignation Approvals:
- F. That the Octorara Board of School Directors accept the resignation of Ms. Olha Paden as a food service employee effective August 11, 2022. (Hired November 15, 2021)
  - G. That the Octorara Board of School Directors accept the resignation of Ms. Rosita Taylor as a food service employee effective February 2, 2023. (Hired September 19, 2022)

- H. That the Octorara Board of School Directors accept the resignation of Ms. Yesenia Vasquez as an ESL instructional assistant at the Octorara Primary Learning Center effective January 31, 2023. (Hired August 16, 2021)
- I. That the Octorara Board of School Directors accept, with regret, the resignation of Mr. Trent Zook as varsity boys' soccer coach effective January 18, 2023. (Hired for the 2012-2013 school year)

Hiring Approvals:

- J. That the Octorara Board of School Directors approve Ms. Deirdre Shappell as a long term substitute reading specialist at the Octorara Jr./Sr. High School effective January 20, 2023 through the end of the 2022-2023 school year. Ms. Shappell's salary will be \$54,416, pro-rated, which is Step 18 to MAX of the Bachelor's scale. (Ms. Shappell is an approved substitute and is replacing Kelly Holub who is on sabbatical leave.)
- K. That the Octorara Board of School Directors approve the transfer of Mr. John Cummings from health and PE teacher at the Octorara Jr./Sr. High School to OVA PM Program teacher at the Octorara Jr./Sr. High School effective January 19, 2023. Mr. Cummings's salary will be \$47,137, pro-rated, which is MAX of the Master's +60 scale. (Replacing Toni Trainor who is transferring.)
- L. That the Octorara Board of School Directors approve the transfer of Ms. Verna (Toni) Trainor from OVA PM Program teacher at the Octorara Jr./Sr. High School to health and PE teacher at the Octorara Jr./Sr. High School effective January 19, 2023. Ms. Trainor's salary will be \$54,416, pro-rated, which is Step 18 to MAX of the Bachelor's scale. (Replacing John Cummings who is transferring.)
- M. That the Octorara Board of School Directors approve Ms. Amy Bess as a food service employee effective January 31, 2023 pending completion of employee related documents required by law and the District. Ms. Bess's rate will be \$15.00 per hour for four hours per day. (Replacing Rosita Taylor who resigned.)
- N. That the Octorara Board of School Directors approve Mr. Roy Engel as a food service employee effective January 30, 2023 pending completion of employee related documents required by law and the District. Mr. Engel's rate will be \$15.00 per hour for five hours per day. (Replacing Olha Paden who resigned.)
- O. That the Octorara Board of School Directors approve the following co-directors for the OASD Summer Programs at \$40 per hour:
  - Beth Peticca – Incoming Transition Program
  - Heather Kramer – ESY
  - Stefanie Nuse – Literacy, Math, and Science
  - Alysyn Hoffman – Literacy, Math, and Science
- P. That the Octorara Board of School Directors approve the following substitute teachers for the 2022-2023 school year:
  - Lexi Bierman, Emergency
  - Emily Dyer, Emergency
  - Melissa Levengood Jobe, Emergency
  - Kelly Lomboy, Emergency
  - Helena Salve, Emergency
- Q. That the Octorara Board of School Directors approve the following substitute support staff for the 2022-2023 school year:

Joy Schnelli, Instructional Assistant  
Yesenia Vasquez, Instructional Assistant

R. That the Octorara Board of School Directors approve the following supplemental contracts for the 2022-2023 school year:

Darren Hodorovich	Varsity Asst Track & Field Coach	6 pts @ \$620	\$3,720
Adam Udell	Mentor for Robert Smith	.62 pt @ \$620	\$389.40
Shirley Williams	Mentor for Stacie Larer	1 pt @ \$620	\$620
Michelle Moran	Mentor for Isabella Stuccio	1 pt @ \$620	\$620
Anthony Slusher	Mentor for Amanda Hegarty	1 pt @ \$620	\$620
Chris Heller	Mentor for Rebecca Rotz	1 pt @ \$620	\$620
Christian Taylor	Mentor for Natalie Allen	1 pt @ \$620	\$620
Scott Cullen	Mentor for Jaclyn Urbas	1 pt @ \$620	\$620
Kim Hoferer	Mentor for Verna (Toni) Trainor	1 pt @ \$620	\$620
Katie Heller	Mentor for Heidi Wertz	1 pt @ \$620	\$620
Renee Shenk	Mentor for Deidre Shappell	1 pt @ \$620	\$620
Robin Lewis	Mentor for Reina Eckman	1 pt @ \$620	\$620
Adam Udell	.5 11 <sup>th</sup> Grade Advisor	.72 pts @ \$620	\$446.40
Jen Hoskins	.5 11 <sup>th</sup> Grade Advisor	.72 pts @ \$620	\$446.40

8. Facility Committee Report
9. Other Items/Concerns
10. Visitors' Comments – General
11. Administrator Comments/Announcements
12. Board Comments
13. Adjournment

Facility Committee Meeting – Monday, February 13, 2023 – 5:30 p.m. in the Jr. High School Multi-Purpose Room

Executive Session for Personnel – Monday, February 13, 2023 – following the Work Session in the Jr. High School Multi-Purpose Room

Finance Committee Meeting – Monday, February 20, 2023 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

Next regularly scheduled Board Meeting – Monday, February 20, 2023 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Education Committee Meeting – Monday, February 27, 2023 – 6:00 p.m. in the Jr. High School Multi-Purpose Room

# 2023 — 2024

DRAFT



**July**  
S M T W T F S  
1  
2 3 4 5 6 7 8  
9 10 11 12 13 14 15  
16 17 18 19 20 21 22  
23 24 25 26 27 28 29  
30 31

**August**  
S M T W T F S  
1  
2 3 4 5  
6 7 8 9 10 11 12  
13 14 15 16 17 18 19  
20 21 22 23 24 25 26  
27 28 29 30 31

**September**  
S M T W T F S  
1 2 3 4 5  
6 7 8 9 10 11 12  
13 14 15 16 17 18 19  
20 21 22 23 24 25 26  
27 28 29 30 31

**October**  
S M T W T F S  
1 2 3 4 5 6 7  
8 9 10 11 12 13 14  
15 16 17 18 19 20 21  
22 23 24 25 26 27 28  
29 30 31

Student-4 Teacher-7

Student-19 Teacher-19

Student-22 Teacher-22

**November**  
S M T W T F S  
1 2 3 4  
5 6 7 8 9 10 11  
12 13 14 15 16 17 18  
19 20 21 22 23 24 25  
26 27 28 29 30 31

**December**  
S M T W T F S  
1 2 3 4  
5 6 7 8 9 10 11  
12 13 14 15 16 17 18  
19 20 21 22 23 24 25  
26 27 28 29 30 31

**January**  
S M T W T F S  
1 2 3 4 5 6  
7 8 9 10 11 12 13  
14 15 16 17 18 19 20  
21 22 23 24 25 26 27  
28 29 30 31

**February**  
S M T W T F S  
1 2 3  
4 5 6 7 8 9 10  
11 12 13 14 15 16 17  
18 19 20 21 22 23 24  
25 26 27 28 29

Student-19/18 Teacher-20

Student-15/16 Teacher-16

Student-20 Teacher-21

Student-20 Teacher-20

**March**  
S M T W T F S  
1 2  
3 4 5 6 7 8 9  
10 11 12 13 14 15 16  
17 18 19 20 21 22 23  
24 25 26 27 28 29 30  
31

**April**  
S M T W T F S  
1 2  
3 4 5 6  
7 8 9 10 11 12 13  
14 15 16 17 18 19 20  
21 22 23 24 25 26 27  
28 29 30

**May**  
S M T W T F S  
1 2 3 4  
5 6 7 8 9 10 11  
12 13 14 15 16 17 18  
19 20 21 22 23 24 25  
26 27 28 29 30 31

**June**  
S M T W T F S  
1  
2 3 4 5 6 7 8  
9 10 11 12 13 14 15  
16 17 18 19 20 21 22  
23 24 25 26 27 28 29  
30

Student-18 Teacher-19

Student-20 Teacher-20

Student-20 Teacher-21

Student-3 Teacher-3

Aug 14, 17, 21—Staff Flex Professional Development Day  
Aug 15, 16—In-Service, New Teachers Only  
Aug 22-24—No School For Students—In-Service  
Aug 28—First Day of School  
Sept 1-4—School Not In Session  
Sept 9—Early Dismissal—All Staff Act 80 PM (K-12)  
Oct 12—Early Dismissal Grades 7-12 Afternoon & Evening Conferences  
Oct 19—Grades 7-12 Evening Conferences  
Oct 20—Early Dismissal—All Staff Act 80 PM (K-12)  
Nov 3—No School For Students 7-12—In-Service/Clerical For Staff  
Nov 9—Early Dismissal Grades K-6 Afternoon & Evening Conferences  
Nov 15—Grades K-6 Evening Conferences  
Nov 22—Early Dismissal All Students and Staff (K-12)  
Nov 23-24—School Not In Session  
Nov 27—No School For Students—In-Service  
Nov 30—Early Dismissal—All Staff Act 80 PM (K-12)  
Dec 1—No School For Students K-6—In-Service/Clerical For Staff  
Dec 22—Early Dismissal All Students and Staff (K-12)  
Dec 25-Jan 1—School Not In Session

Jan 12—Early Dismissal—All Staff Act 80 PM (K-12)  
Jan 15—School Not In Session  
Jan 19—No School For Students—In-Service/Clerical For Staff  
Feb 14—Early Dismissal—All Staff Act 80 PM (K-12)  
Feb 19—1st Weather Make-Up Day  
Mar 8—No School For Students K-6—In-Service/Clerical For Staff  
Mar 21—Early Dismissal Grades K-6 Afternoon & Evening Conferences  
Mar 22—Early Dismissal Grades K-12  
Mar 27—No School For Students 7-12—In-Service/Clerical For Staff  
Mar 28—4th Weather Make-Up Day  
Mar 29-Apr 1—School Not In Session  
Apr 2—2nd Weather Make-Up Day  
Apr 10—3rd Weather Make-Up Day  
May 24—Early Dismissal—All Staff Act 80 PM (K-12)  
May 27—School Not In Session  
May 31—No School For Students—In-Service/Clerical For Staff  
Jun 3, 4, 5—Early Dismissal—Full Day For Staff Act 80 (K-12)  
Jun 5—Last Day of School  
\*This will move to March 28 if March 28 is needed for a weather make-up day.

PLC September 5  
OES September 6  
OIS September 7  
Jr./Sr. High September 21

## Back to School Nights:

PSSA ELA—April 22-26 Math—April 29-May 3  
PSSA Science—April 29-May 3  
Grades 7-12 Early Dismissal—11:30 a.m.  
Grades K-6 Early Dismissal—12:30 p.m.  
Total Student Days—180  
Total Teacher Days—188

## Notes:

- First Day of School
- ☆ Staff In-Service
- ☑ Staff Flex Professional Development Day
- School Not In Session
- ⊖ School Not In Session—Weather Make-Up
- ⊗ No School K-12—1/2 Day In-Service /Clerical for Staff
- ◆ No School K-6—1/2 Day In-Service /Clerical for Staff
- ⊕ No School 7-12—1/2 Day In-Service /Clerical for Staff
- ▲ Half-Day Early Dismissal
- ▣ Half-Day Early Dismissal—Conferences
- Evening Conferences (Full Day For Students)

See Schedule of Activities for Details

## Schedule of Activities and Holidays

## End of Marking Periods:

**Grades K-6**  
1st November 21  
2nd March 1  
3rd June 5

**Grades 7-12**  
1st October 31  
2nd January 17  
3rd March 22  
4th June 5

Octorara Area School District  
Request for Establishment of Activity Club Form

1. NAME (PROPOSED) OF ORGANIZATION: Diversity club
2. PURPOSE OR OBJECTIVE: Describe why this organization is being formed. cultural awareness bring excitement towards learning about culture, building a richer sense of community through culture.
3. BENEFIT: How will the students/district will benefit from the establishment of this organization?  
Help people feel more included/heard in our school. We also aim to bring more knowledge about different cultures.
4. ELIGIBILITY OF STUDENTS: Are students required to meet certain eligibility requirements before participating in this organization? If so, please indicate those requirements. No, just have an open mind.
5. LEADERSHIP:  
Who will be the club advisor  
Who will be the club advisor  
How will this activity be organized, how it will be run, are the officers elected or appointed, etc.  
The people who started this club will be officers, elected our senior year.
6. FUND RAISING:  
a. Will this organization raise funds? YES  NO   
b. If yes, briefly describe typical fund-raising activities. Bake sales, workshops based upon the culture were learning about,
7. USE OF FUNDS: Describe how funds raised will be used to benefit the students or the district. partially raised for the club, mostly donated to create scholarships for kids going to schools like an HBCU (in chester county)
8. FINANCIAL DEPENDENCE: Will this organization require any financial assistance from the General Fund? Yes  No  If yes, briefly describe the assistance needed and the whether it is a continuing year-to-year need: We need beginning funds to do our workshops and Crafts

FINANCIAL RESPONSIBILITIES: Identify who will be responsible for any funds and how the decisions to raise funds/spend funds will be made and documented. treasurer and club advisor.

Date Submitted 11-8-22 Submitted by: Vanessa Peterson

Please Print: Vanessa Peterson

Principal Approval: J. Blum Superintendent Approval: [Signature]