

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on April 15, 2019

The regular meeting of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Multi-Purpose Room on April 15, 2019.

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

The Vice-President, Mr. Norris, called the meeting to order at 7:06 p.m. Other members present were: Mr. Falgiatore, Mr. Fox, Mr. Ganow, Mr. Hurley, Mr. Kloss, Mr. Koennecker, and Mr. Zimmerman. Ms. Bowman was absent. Also present were; Mrs. Hardy, Secretary; Dr. Orner, Superintendent; Mr. Curtis, Business Manager; members of the administrative team; one reporter; and two citizens.

The minutes the Work Session of March 11, 2019 and the Regular Meeting of March 18, 2019 were approved on motion of Mr. Ganow, second by Mr. Kloss and approval of all members present.

Mr. Lefever and students, Alejandro Knight, Daniel Perez Herrera, and Antonio Renteria-Mojica gave a presentation on the PennDOT Challenge.

Mr. Curtis and Dr. Orner gave a budget update.

There were no information items.

The Treasurer's Report, which can be found at the end of these minutes, was approved on motion of Mr. Koennecker, second by Mr. Zimmerman and approval of all members present. (Appendix A-4/15/19)

A list of bills for the General Fund totaling \$3,943,239.63; Cafeteria Fund totaling \$34,358.15, Capital Projects totaling \$0.00, and Capital Reserve totaling \$0.00 of which are attached to these minutes as Appendix B-4/15/19, were approved and ordered paid on motion of Mr. Ganow, second by Mr. Falgiatore and approval of all members present.

There were no visitors' comments for agenda items only.

On motion of Mr. Fox, second by Mr. Falgiatore and approval of all members present by a roll call vote, the Octorara Board of School Directors approved the 2019-2020 Chester County Intermediate Unit Core Services Budget in the amount of \$27,930,942. (Appendix C-4/15/19)

On motion of Mr. Zimmerman, second by Mr. Hurley and approval of all members present by a roll call vote, the Octorara Board of School Directors approve the 2019-2020 Chester County Intermediate Unit Occupational Education Budget in the amount of \$29,995,043. (Appendix D-4/15/19)

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 resolution for the Proposed Final General Fund Budget for the 2019-2020 school year. (Appendix E-4/15/19)

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

Safe2Say Something - Procedures

808 Food Services

(Appendix F-4/15/19)

The Octorara Board of School Directors approved the following bus driver upon completion of fingerprint paperwork employed by Althouse Transportation for the 2018-2019 school year:

Susan Havey – school vehicle #58

The Octorara Board of School Directors approved a three-hour delay operating schedule for inclement weather conditions. (Appendix G-4/15/19)

The Octorara Board of School Directors approved the Resolution Supporting Senate Bill 34 and House Bill 526 for school districts providing their own cyber learning programs. (Appendix H-4/15/19)

The Octorara Board of School Directors approved the Agreement for Participation in Child Nutrition Programs between the Octorara Area School District and the YMCA of Greater Brandywine. (Appendix I-4/15/19)

The Octorara Board of School Directors approved the Memorandum of Understanding between the Octorara Area School District and the West Chester Area School District for participation in the Octorara Homeland Security and Protective Services Academy. (Appendix J-4/15/19)

The Octorara Board of School Directors approved the Memorandums of Understanding between the Octorara Area School District and the State Police Department-Avondale, West Fallowfield Police Department, and Parkesburg Police Department for policies and procedures. (Appendix K-4/15/19)

The Octorara Board of School Directors approve the Agreement between the Octorara Area School District and Delta-T Group for student services. (Appendix L-4/15/9)

The Octorara Board of School Directors accepted, with regret, the resignation for purpose of retirement of Ms. Doreen Creighton as math coach for the District effective June 10, 2019. (Hired August 22, 2007)

The Octorara Board of School Directors accepted, with regret, the resignation for purpose of retirement of Mr. Andrew Napolitano as a business education teacher at the Octorara Jr/Sr High School effective June 10, 2019. (Hired August 26, 2004)

The Octorara Board of School Directors accepted the resignation of Ms. Molly Devlin as a cafeteria employee effective April 12, 2019. (Hired October 20, 2014)

The Octorara Board of School Directors approved Ms. Kelsey Nisula as a long term substitute learning support teacher at the Octorara Intermediate School effective March 4, 2019 through June 10, 2019. Ms. Nisula's rate will be \$140 per day. (Ms. Nisula is an approved substitute and is replacing Frances Propper who is on medical sabbatical leave.)

The Octorara Board of School Directors approved the list of professional and support staff for the Summer Literacy/Math Program. (Appendix M-4/15/19)

The Octorara Board of School Directors approved the following supplemental contract for the 2018-2019 school year:

Lakeya Gilliam Mentor Deb Gajari .59 pt @ \$620 \$362.77

On motion of Mr. Ganow, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors accepted the resignation of Ms. Veronica Smucker as a reading assistant at the Octorara Primary Learning Center effective April 18, 2019. (Hired September 18, 2017)

On motion Mr. Ganow, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved the Service Agreement with EdTechTeam effective July 1, 2019 through June 30, 2022. (Appendix N-4/15/19)

On motion of Mr. Ganow, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved the Lease Agreement with Xerox for copiers in the Octorara Primary Learning Center, Elementary, and Intermediate Schools. (Appendix O-4/15/19)

On motion of Mr. Ganow, second by Mr. Koennecker and approval of all members presents the Octorara Board of School Directors approved the following teachers and support staff for the Extended School Year Program:

- Melanie Johnson, Lead Teacher - \$35 per hour
- Jane Delaney, Teacher - \$30 per hour
- Wanda Lapp, Teacher - \$30 per hour
- Kelsey Nisula, Autistic/Emotional Support - \$30 per hour
- Pat Ford, Aide - \$15 per hour

On motion of Mr. Ganow, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors terminated the agreement for school physician services with Vollmar Primary Care Sports effective immediately.

On motion of Mr. Zimmerman, second by Mr. Ganow and approval of all members present the Octorara Board of School Directors granted permission to the Superintendent of Schools to enter into an agreement with Penn Medicine, Lancaster General Health Physicians. Said agreement, beginning April 15, 2019 through June 30, 2019, will provide school physician services, on a pro-rated fee schedule, to the Octorara Area School District's school nurses and athletic trainer. (Appendix P-4/15/19)

On motion of Mr. Ganow, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors accepted the RFP from Interstate Premier Services Provider effective July 1, 2019. (Appendix Q-4/15/19)

Under the Finance Committee Report, Mr. Ganow said the Committee discussed CTE staffing, the Interstate RFP, and the proposed final budget.

Under the I.U./C.A.T. Board Representative's report, Mr. Norris reported on the meeting that was held on March 20, 2019.

There were no items of old business, new business, other items and announcements, or visitors' comments for items in general.

Under administrator comments and announcements, Mr. Propper announced Consiglio Roselli placed 3rd in Accounting II and John Beecher placed 4th in Sports and Entertainment Marketing at the FBLA State Competition in Hershey recently. Also, Kyle Quinn, Ethan Witney, and Ryan Baggett were part of a team that took first place at the IYPT National Competition – the team will compete at the International Competition in Poland this summer. Mr. Propper reported K-6 STEAM night will be held on May 15 from 5:00-8:00 p.m.

Ms. Lease said second grade students have been invited to the Jennersville YMCA to teach students water safety in the Splash Program. Students will be bussed at the cost of the YMCA. The kindergarten open house art and music show will be held on May 1. Ms. Lease said the kindergarten

teachers are excited about visiting the local preschools to share Octorara kindergarten with future students.

Mr. Dikun announced Mr. Zook and Ms. Schurr's third grade classes are communicating with a third grade class from Talkeetna, Alaska. The students are learning about each other as well as the culture, landforms, and natural resources where each live.

Dr. Haller announced Ms. Steiner took students from her fifth grade Leadership Group to Harrison House where they spent time reading, singing, and coloring with approximately 25 residents. The students enjoyed talking with and getting to know the people they spent time with.

Ms. Michalowski announced the Octorara Special Olympics will be held on April 26. Students are making posters to encourage participants and some classrooms will attend to cheer the participants on. Administration will present the medals at the closing ceremony. Ms. Michalowski announced she and Dr. Orner conducted Home of the Braves training for the Althouse bus drivers. Another meeting will be held over the summer.

Dr. Orner thanked the school counselors for the monumental work they have done for PSSA testing that started today. She said she is very excited that the Chester County Intermediate Unit is once again involved with the IYPT competition. She congratulated the students who participated and tweeted their success to the Pennsylvania Department of Education.

Under Board comments, Mr. Fox reported Mr. Falgiatore, Mr. Norris and himself attended the Meet the Candidate Night in Parkesburg last week. He reported eight residents attended the meeting.

Mr. Norris announced there was an executive session for personnel prior to this meeting.

Mr. Norris announced the following upcoming meetings:

Executive Session for Personnel and Safety and Security – Monday, April 15, 2019 – Following the Regular Meeting in the District Office Conference Room

Education Committee Meeting – Monday, April 22, 2019 – 6:00 p.m. in Room 102 in the Jr. High School

Policy Committee Meeting – Monday, May 13, 2019 – 6:00 p.m. in the District Office Conference Room

Facility Committee Meeting – Monday, May 13, 2019 – 6:30 p.m. in the District Office Conference Room

Next regularly scheduled Work Session – Monday, May 13, 2019 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Finance Committee Meeting – Monday, May 20, 2019 – 6:00 p.m. in the District Office Conference Room

Next regularly scheduled Board Meeting – Monday, May 20, 2019 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

There being no further items of business the meeting adjourned at 8:23 p.m. on motion of Mr. Ganow, 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
2018-2019**

| | | | |
|---|----|---------------------|-----------------------------|
| <u>Cash Balance as of March 1, 2019</u> | | \$ | 1,794,434.19 |
| <u>Receipts Deposited:</u> | | | |
| Revenue - (Tax Receipts, State Transfers) | \$ | 1,941,925.87 | |
| Other Receipts - (Retiree Medical Payments, Misc.) | | 24,532.42 | |
| Checking Account Interest | | 4,281.50 | |
| Accounts Receivable | | 11,581.82 | |
| Transfer in from Investments | | <u>4,588,628.88</u> | <u>6,570,950.49</u> |
| Total Available | | \$ | 8,365,384.68 |
| <u>Disbursements:</u> | | | |
| Net Payroll | \$ | 1,107,954.68 | |
| Accounts Payable | | 2,215,702.97 | |
| Transfer to Investments | | | <u>3,323,657.65</u> |
| General Fund Cash as of March 31, 2019 | | \$ | 5,041,727.03 |
| <u>Investments Outstanding</u> | | | |
| Beginning Balance PSDLAF Investment Account | | \$ | 9,297,705.08 |
| Beginning Balance Fulton Money Market | | | 16,678,889.80 |
| Earnings on PSDLAF Investment Account | | | 17,276.28 |
| Earnings on Fulton Money Market | | | 28,003.10 |
| Net Transfers | | | <u>(4,588,628.88)</u> |
| Total General Fund Cash and Investments as of March 31, 2019 | | \$ | <u><u>26,474,972.41</u></u> |

For the April 15, Regular Board Meeting

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors