

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on December 10, 2018

The regular meeting of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Multi-Purpose Room on December 10, 2018.

A moment of silence, the Pledge of Allegiance, and special music presented by the Sr. High School Chorale preceded the meeting.

The President, Ms. Bowman, called the meeting to order at 7:03 p.m. Other members present were: Mr. Falgiatore, Mr. Fox, Mr. Ganow, Mr. Hurley, Mr. Kloss, Mr. Koennecker, and Mr. Norris. Mr. Zimmerman 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 of the Work Session of November 12, 2018 and the Regular Meeting of November 19, 2018 were approved on motion of Mr. Ganow, second by Mr. Kloss and approval of all members present.

Dr. Rohrer updated the Board on the changes in the 2019-2020 Program of Studies.

Mr. Curtis gave a budget presentation.

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. Norris, second by Mr. Hurley and approval of all members present. (Appendix A-12/10 /18)

A list of bills for the General Fund totaling \$1,092,562.57; Cafeteria Fund totaling \$0.00, Capital Projects totaling \$0.00, and Capital Reserve totaling \$4,976.50 of which are attached to these minutes as Appendix B-12/10/18, were approved and ordered paid on motion of Mr. Fox, second by Mr. Falgiatore and approval of all members present.

There were no visitors' comments for agenda items only.

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

The Octorara Board of School Directors approved the request for sabbatical leave for Ms. Fallon Manchin for the 2019-2020 school year for purpose of study. Ms. Manchin is a third grade teacher at the Octorara Elementary School.

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

108 Adoption of Textbooks

246 Student Wellness

(Appendix C-12/10/18)

The Octorara Board of School Directors accepted the resignation of Ms. Lisa Foster as a cafeteria employee effective November 20, 2018. (Hired March 20, 2017)

The Octorara Board of School Directors accepted, with regret, the resignation of Mr. Ben Creighton as a JV girls' soccer coach at the Octorara Jr/Sr High School effective November 19, 2018. (Hired for the 2013-2014 school year)

The Octorara Board of School Directors accepted, with regret, the resignation of Mr. Kevin Noon as the JV boys' soccer coach at the Octorara Jr/Sr High School effective November 20, 2018. (Hired for the 2014-2015 school year)

The Octorara Board of School Directors accepted the resignation of Ms. Megan Hood as Envirothon advisor at the Octorara Primary Learning Center effective November 16, 2018. (Hired for the 2015-2016 school year)

The Octorara Board of School Directors approved Ms. Kaci McIlmoyle as a permanent instructional assistant at the Octorara Elementary School effective TBD. Ms. McIlmoyle's rate will be \$12.36 per hour at 5.75 hours per day. (Ms. McIlmoyle is an approved substitute and will be replacing Jeannie Carns who resigned.)

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

- Beth Lewis, emergency permit
- Nicole Brooks, emergency permit

The Octorara Board of School Directors approved the following substitute support staff for the 2018-2019 school year:

- Amanda McLaughlin, cafeteria
- Tara Sheets, cafeteria
- Scott S. Rohrer, instructional assistant

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

Matt Livingood	JV Wrestling Coach	4.5 pts @ \$620	\$2,790
Jed King	JV Wrestling Coach	4.5 pts @ \$620	\$2,790
Michael Trainer	Jr High Wrestling Coach	4 pts @ \$620	\$2,480

On motion of Mr. Fox, second by Mr. Falgiatore and approval of all members present the Octorara Board of School Directors approved the changes in the Octorara Area Sr. High School Program of Studies for the 2019-2020 school year. (Appendix D-12/10/18)

On motion of Mr. Ganow, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved the 2018-2019 Octorara Area Career Technical Education Occupational Advisory Committee members. (Appendix E-12/10/18)

On motion of Mr. Norris, second by Mr. Kloss and approval of all members present the Octorara Board of School Directors approved the rate schedule for Kegal Kelin Litts & Lord, LLP for January 1, 2019 through December 31, 2019. (Appendix F-12/10/18)

On motion of Mr. Ganow, second by Mr. Kloss and approval of all members present the Octorara Board of School Directors accepted, with regret, the resignation of Ms. Tabitha Wallace as Shakespeare Advisor at the Octorara Jr./Sr. High School effective December 4, 2018. (Hired for the 2010-2011 school year)

On motion of Mr. Ganow, second by Mr. Kloss and approval of all members present the Octorara Board of School Directors approved Ms. Jennifer Young as a Title I instructional assistant at the Octorara Intermediate School effective December 17, 2018 pending employee related documents required by law and the District. Ms. Young's rate will be \$12.36 per hour for 5.75 hours per day. (Replacing a termination.)

On motion of Mr. Norris, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved the following change in salary due to graduate credits earned:

Helena Martin From B (\$51,467) to B+15 (\$53,779) Step 18 to MAX

Under the Facility Committee Report, Mr. Norris reported the Committee discussed filling a second shift custodial position. They also discussed replacing the carpet in the Jr. High Hub at a cost of approximately \$15,000.

Under the Finance Committee Report, Mr. Ganow said the Committee discussed the budget Mr. Curtis presented tonight as well as the audit report which resulted in a clean audit.

Under the I.U./C.A.T. Board Representative's report, Mr. Norris reported there is no meeting in December.

There were no items of old business or new business.

Under other items and announcements, Ms. Bowman announced the passing of Mr. Clifford Behrendt who started the Octorara High School Band and took them to a state championship within five years. Mr. Behrendt later became the Director of Elementary Education.

There were no visitors' comments for items in general.

Under administrator comments and announcements, Ms. Michalowski announced she has been invited to attend the Lancaster County Youth Liaison Meeting to be held on December 11, 2018.

Dr. Haller reported Mrs. Beatty organized a fundraiser and letter writing activity for our troops. The staff at OIS donated \$120 for Operation Gratitude. The money was used to send care packages abroad. The students did a great job and received a thank you from the organization.

Dr. Rohrer announced the Jr High band and chorus concert will be held on Tuesday, December 11 and the Sr. High band and chorus concert will be held on Thursday, December 13. He said the winter sports season has begun. Dr. Rohrer shared that Ms. Thwaites along with Ms. Rapone's environmental science and climate science students hosted an interview with Dr. Muto, assistant professor at Temple University last week. Dr. Muto discussed the importance of preserving Antarctica's glacial environment via Skype with the students.

Ms. Lease announced over 300 people attended the Family Literacy Night held last week. She reported the first trimester report cards will be distributed on Wednesday. The Saturday Science Club is open for registration and the second grade music and art show will be held on Wednesday, December 12.

Dr. Orner reported Ms. Christine Gray, gifted support teacher at the OIS, was awarded a \$250 PARSS grant. Ms. Gray is one of 20 to receive the grant out of 125 applications. Dr. Orner is matching the grant to allow for \$500 towards her grant request of a makerspace at the OIS.

Dr. Orner announced the District will be hosting two Safe Schools Summits. The first will be held in the multi-purpose room at the Jr. High on January 15 at 7:00 p.m.. The second will be held at the Parkesburg Point Youth Center on January 28 at 6:00 p.m. with a meal followed by the presentation at 7:00 p.m. Representatives from Signal 88, local police departments, the Human Counseling Program, Kacie's Cause, Home of the Braves Character Education, and the new Safe2Say mandate will be on the agenda.

Under board comments, Mr. Fox said charter schools have a significant impact on our budget. He suggested getting information from students who return to the District from a charter school and share that with parents before they withdraw their students to attend a charter school.

Ms. Bowman thanked the choral for their performance. She encouraged attendance at the concerts to be held over the next few weeks.

Ms. Bowman announced the following upcoming meetings:

Executive Session for Personnel – Monday, December 10, 2018 – Following the Regular Meeting in the District Office Conference Room

Policy Committee Meeting – Monday, January 14, 2019 – 6:00 p.m. in the District Office Conference Room

Facility Committee Meeting – Monday, January 14, 2019 – 6:30 p.m. in the District Office Conference Room

Next regularly scheduled Work Session – Monday, January 14, 2019 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Finance Committee Meeting – Monday, January 21, 2019 – 6:00 p.m. in the District Office Conference Room

Next regularly scheduled Board Meeting – Monday, January 21, 2019 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Education Committee Meeting – Monday, January 28, 2019 – 6:00 p.m. at the Parkesburg Point Youth Center, 700 Main Street, Parkesburg

There being no further items of business the meeting adjourned at 8:22 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
2018-2019

<u>Cash Balance as of November 1, 2018</u>		\$	4,726,641.72
<u>Receipts Deposited:</u>			
Revenue - (Tax Receipts, State Transfers)	\$	1,822,836.30	
Other Receipts - (Retiree Medical Payments, Misc.)		61,597.10	
Checking Account Interest		5,029.30	
Accounts Receivable		29,327.52	
Transfer in from Investments		-	<u>1,918,790.22</u>
Total Available	\$		6,645,431.94
<u>Disbursements:</u>			
Net Payroll	\$	1,099,812.93	
Accounts Payable		2,482,210.99	
Transfer to Investments		<u>1,000,000.00</u>	<u>4,582,023.92</u>
General Fund Cash as of November 30, 2018	\$		2,063,408.02
<u>Investments Outstanding</u>			
Beginning Balance PSDLAF Investment Account	\$	9,227,690.14	
Beginning Balance Fulton Money Market		21,430,536.00	
Earnings on PSDLAF Investment Account		16,015.92	
Earnings on Fulton Money Market		41,327.48	
Net Transfers		1,000,000.00	
Total General Fund Cash and Investments as of November 30, 2018	\$		<u>33,778,977.56</u>

For the December 10, 2018 Regular Board Meeting

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors