

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on February 18, 2019

The regular meeting of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Multi-Purpose Room on February 18, 2019.

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

The President, Ms. Bowman, called the meeting to order at 7:04 p.m. Other members present were: Mr. Falgiatore, Mr. Fox, Mr. Hurley, Mr. Kloss, Mr. Koennecker, Mr. Norris, and Mr. Zimmerman. Mr. Ganow was absent. Also present were; Mrs. Hardy, Secretary; Dr. Orner, Superintendent; Mr. Curtis, Business Manager; members of the administrative team; one reporter; five students; five presenters; and three citizens. No visitors were present for the entire meeting.

The minutes of the Work Session of January 14, 2019 and the Regular Meeting of January 21, 2019 were approved on motion of Mr. Norris, second by Mr. Kloss and approval of all members present.

Students Ryan Schillinger, Joe Pizolato, and Karla Zima-Doyle shared a musical YouTube video they created. (Adam Rudisill also participated in the video)

Dr. Edward Albert, Executive Director of Pennsylvania Association for Rural and Small Schools (PARRS) gave a presentation on the services PARRS offers.

Ms. Jen Watson, ELA department head, gave an ELA presentation for grades 7-12.

Ms. Lisa McNamara, Troy Hyman, Greg Pilotti, Josh Ruger, David Raabe, and Kevin Beck gave a CTE 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. Koennecker and approval of all members present. (Appendix A-2/18/19)

A list of bills for the General Fund totaling \$1,230,197.29; Cafeteria Fund totaling \$20,880.05, Capital Projects totaling \$0.00, and Capital Reserve totaling \$0.00 of which are attached to these minutes as Appendix B-2/18/19, were approved and ordered paid on motion of Mr. Fox, second by Mr. Zimmerman and approval of all members present.

Under visitors' comments for agenda items only, Mr. David Raabe, Sadsbury Township, thanked the Board for the opportunities in which the CTE programs allow students to participate.

On motion of Mr. Fox, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved the Memorandum of Understanding between Human Services, Inc. and the Octorara Area School District. (Appendix C-2/18/19)

On motion of Mr. Hurley, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved the agreement with Herbein and Company, Inc. for auditing services for the years ending June 30, 2019, 2020, and 2021. (Appendix D-2/18/19)

On motion of Mr. Norris, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved Ms. Samantha Norris as a long term substitute instructional assistant at the Octorara Elementary School effective January 30, 2019 through the end of the 2018-2019 school year. Ms. Norris' rate will be \$12.36 per hour for 5.75 hours per day. (Ms. Norris is an approved substitute and will be replacing a medical leave.)

On motion of Mr. Zimmerman, second by Mr. Kloss and approval of all members present the Octorara Board of School Directors approved Ms. Deirdre Shappell as an instructional assistant at the Octorara Intermediate School effective January 22, 2019. Ms. Shappell's rate will be \$12.36 per hour for 5.75 hours per day. (Ms. Shappell is an approved substitute and is replacing Connie Rutter who resigned.)

On motion of Mr. Zimmerman, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved Ms. Dawn Miles as a permanent cafeteria employee effective January 2, 2019. Ms. Miles' rate will be \$9.28 per hour for three hours per day. (Ms. Miles is an approved substitute and is replacing Angela O'Donnell who resigned.)

On motion of Mr. Norris, second by Mr. Kloss and approval of all members present the Octorara Board of School Directors approved the following substitute professional staff for the 2018-2019 school year:

J. Timothy Mundy, English
Tamela Cooper, Nurse

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:

Allyson Hallman	From B (\$51,721) to B+15 (\$54,033)	Step 17 to MAX
Sarah Montague	From B+15 (\$55,869) to M (\$57,765)	Step 15 to MAX
Ashley Stern	From B+15 (\$55,869) to M (\$57,765)	Step 15 to MAX

On motion of Mr. Norris, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved Ms. Stephanie Chesnet as an ESL instructional assistant at the Octorara Primary Learning Center effective February 18, 2019 pending completion of paperwork required by law and the District. Ms. Chesnet's rate will be \$12.36 per hour for 5.75 hours per day. (Replacing Valerie Brewer who transferred.)

On motion of Mr. Fox, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved the three year contract with Lancaster-Lebanon Virtual Solutions for online courses beginning the start of the 2019-2020 school year through June 30, 2022. (Appendix E-2/18/19)

On motion of Mr. Norris, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors accepted the low bid of \$464,727.70 from Turn Key Technology for the Districtwide wireless project.

On motion of Mr. Koennecker, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved the Chesconet Agreement effective July 1, 2019 through June 30, 2020. (Appendix F-2/18/19)

On motion of Mr. Zimmerman, second by Mr. Norris and approval of all members present the Octorara Board of School Directors approved the following supplemental contract for the 2018-2019 school year:

Derek Pointek	8 th Grade Baseball Coach	4 pts @ \$620	\$2,480
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On motion of Mr. Falgiatore, second by Mr. Norris and approval of all members present the Octorara Board of School Directors approved Ms. Kaitlyn McKinley as a nighttime custodian effective TBD pending completion of employee related documents required by law and the district. Ms. McKinley's salary will be \$37,000 pro-rated. (Replacing Richard Daller who retired.)

On motion of Mr. Fox, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved Ms. Amanda Biscoglio as a long term substitute second grade teacher at the Octorara Primary Learning Center effective approximately March 10, 2019 through the end of the 2018-2019 school year. Ms. Biscoglio's rate will be \$140 per day. (Replacing Megan Clark who will be on child rearing leave.)

On motion of Mr. Koennecker, second by Mr. Norris and approval of all members present the Octorara Board of School Directors approved Ms. Rhonda Stoltzfus as a long term substitute math teacher at the Octorara Area Jr/Sr High School effective approximately March 10, 2019 through May 24, 2019. Ms. Stoltzfus' rate will be \$140 per day. (Ms. Stoltzfus is an approved substitute and will be replacing Katherine Westervelt who will be on child rearing leave.)

On motion of Mr. Norris, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved Ms. Michelle Farmer as a long term substitute learning support teacher at the Octorara Primary Learning Center, Elementary, and Intermediate Schools effective February 13, 2019 through TBD. Ms. Farmer's rate will be \$140 per day. (Ms. Farmer is an approved substitute and is replacing a medical leave.)

Under the Education Committee Report, Mr. Koennecker reported the meeting was held on January 28, 2019 at the Parkesburg Point as part of the School Safety Summit. Mr. Koennecker reported the meeting was not well attended by the community.

Under the Policy Committee Report, Ms. Bowman say the Committee took a first look at a Safe2Say Something procedure as well as new language in the Food Services policy. The Board discussed updating the entire policy manual through PSBA.

Under the Facility Committee Report, Mr. Norris said the Committee discussed the IT bid results, Chesconet Agreement, the MOU with Human Services, Inc., providing food services for YMCA Pre-K Counts Program, and baseball/softball field maintenance.

Under the Finance Committee Report, Mr. Curtis said the Committee discussed 2019-2020 proposed state revenue.

Under the I.U./C.A.T. Board Representative's report, Mr. Norris reported the meeting will be held on February 20, 2019.

There were no items of old business or new business.

Under other items and announcements, Ms. Bowman announced the Legislator Breakfast to be held on March 15, 2019. She reported on cyber/charter legislation.

There were no visitors' comments for items in general.

Under administrator comments and announcements, Dr. Tachau invited attendance at the 4th annual African American Read In to be held on Tuesday, February 19, 2019 at the Octorara Sr. High School Library at 6:00 p.m. She said the Education Committee meeting to be held on Monday, February 25 will include follow up to the Academic Report.

Ms. Lease announced next week is Read Across America Week with events planned at the PLC all week. The Family Literacy Night will be held on Wednesday, February 27. Ms. Lease announced the PLC will preview "Seussical the Musical" next week. She announced the show will be performed on Thursday and Friday, February 28 and March 1 at 7:00 p.m. and Saturday, March 2 at 2:00 and 7:00 p.m. Ms. Lease showed a video of the Nature Walk installed at the PLC.

Mr. Dikun announced on Friday, February 8 the OES held its annual Vocabulary Parade. Students chose a word and then developed a creative costume to portray the word they selected. Students paraded, by class, around the cafeteria while the other classes, our panel of staff judges, and parents watched. Mr. Dikun thanked Amy Steinmetz, OES's reading specialist, for organizing and facilitating the Vocabulary Parade.

Ms. Michalowski announced the office for the Human Services, Inc. is fully renovated and ready for inspection. She announced there will be an in-service for bus drivers and cafeteria staff for the character education program.

Dr. Orner congratulated the boys' basketball team for winning the first round of district competition. She thanked Mr. Alberts for sharing PARRS with the Board. She had the opportunity to share Octorara's story with attorneys for the Fair Funding Act. She announced the Stadium Task Force will be holding a basket bingo on April 6, 2019. Dr. Orner said the district has currently lost three days to winter weather. She will be bringing a three hour delay schedule to the Board for possible implementation next year.

Under Board comments, Mr. Fox thanked the industry partners in the CTE Program. He thanked Ms. Watson for her ELA presentation and said he is looking forward to the Math Department presentation.

Mr. Koennecker congratulated the Octorara wrestlers, Seth Hoopes, Jacob Eckman, Gavin Camerote, Matt Busby, Ryan Kernan, Braedan Amole, Mikey Trainor, Connor Jefferies and Paul Orner for advancing to regional competition after their district wins.

Mr. Kloss discussed Keystone Opportunity Zones and the need to continue the conversation with Representative Lawrence.

Ms. Bowman announced the following upcoming meetings:

Executive Session for Personnel – Monday, February 18, 2019 – Following the Regular Meeting in the District Office Conference Room

Education Committee Meeting – Monday, February 25, 2019 – 6:00 p.m. in Room 102 in the Jr. High School

Policy Committee Meeting – Monday, March 11, 2019 – 6:00 p.m. in the District Office Conference Room

Facility Committee Meeting – Monday, March 11, 2019 – 6:30 p.m. in the District Office Conference Room

Next regularly scheduled Work Session – Monday, March 11, 2019 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Finance Committee Meeting – Monday, March 18, 2019 – 6:00 p.m. in the District Office Conference Room

Next regularly scheduled Board Meeting – Monday, March 18, 2019 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Education Committee Meeting – Monday, March 25, 2019 – 6:00 p.m. in Room 102 in the Jr. High School

There being no further items of business the meeting adjourned at 8:58p.m. on motion of Mr. Zimmerman, 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 January 1, 2019</u>		\$	4,497,017.42
<u>Receipts Deposited:</u>			
Revenue - (Tax Receipts, State Transfers)	\$	1,027,377.10	
Other Receipts - (Retiree Medical Payments, Misc.)		8,003.67	
Checking Account Interest		3,830.31	
Accounts Receivable		26,482.79	
Transfer in from Investments		1,450,000.00	
		2,515,693.87	
Total Available	\$		7,012,711.29
<u>Disbursements:</u>			
Net Payroll	\$	1,038,084.24	
Accounts Payable		4,379,690.39	
Transfer to Investments		5,417,774.63	
		5,417,774.63	
General Fund Cash as of January 31, 2019		\$	1,594,936.66
<u>Investments Outstanding</u>			
Beginning Balance PSDLAF Investment Account	\$	9,260,785.10	
Beginning Balance Fulton Money Market		19,537,734.18	
Earnings on PSDLAF Investment Account		18,236.98	
Earnings on Fulton Money Market		36,266.27	
Net Transfers		(1,450,000.00)	
Total General Fund Cash and Investments as of January 31, 2019		\$	28,997,959.19

For the February 18, 2019 Regular Board Meeting

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors