

# **OCTORARA AREA SCHOOL DISTRICT**

## **Minutes of Board Meeting Held on July 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 July 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 7:04 p.m. Other members present were: Mr. Falgiatore, Mr. Fox, Mr. Ganow, Mr. Kloss, Mr. Koennecker, and Mr. Zimmerman. Ms. Bowman and Mr. Hurley were absent. Also present were; Dr. Orner, Superintendent; Mr. Curtis, Business Manager; members of the administrative team; and one reporter.

The minutes of the Work Session of June 10, 2019 and the Regular Meeting of June 17, 2019 were approved on motion of Mr. Ganow, second by Mr. Koennecker and approval of all members present.

There were no presentations or information items.

The Treasurer's Report, which can be found at the end of these minutes, was approved on motion of Mr. Zimmerman, second by Mr. Koennecker and approval of all members present. (Appendix A-7/15/19)

A list of bills for the General Fund totaling \$659,681.48; Cafeteria Fund totaling \$16,852.87, Capital Projects totaling \$0.00, and Capital Reserve totaling \$90,395.00 of which are attached to these minutes as Appendix B-7/15/19, were approved and ordered paid on motion of Mr. Ganow, second by Mr. Kloss and approval of all members present.

There were no visitors' comments for agenda items only.

On motion of Mr. Ganow, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved the 2019-2020 Organizational Chart. (Appendix C-7/15/19)

On motion of Mr. Zimmerman, second by Mr. Kloss and approval of all members present the Octorara Board of School Directors approved the agreement with Population Health Innovations for Health eTools software through July 31, 2020. There is no fee for this agreement. (Appendix D-7/15/19)

On motion of Mr. Zimmerman, second by Mr. Kloss and approval of all members present the Octorara Board of School Directors approved the Extended School Year Services Agreement for two students with Valley Forge Educational Services for July 1, 2019 through August 2, 2019 at a cost of \$16,920. (Appendix E-7/15/19)

On motion of Mr. Ganow, second by Mr. Fox and approval of all members present the Octorara Board of School Directors approved the following grants for the Octorara CTE Programs:

- Dansko Foundation - \$2,000 for the AERO Mobile Garden, Ecology Lab
- Kneale Dockstader Foundation - \$15,000 for Running on Solar Project

On motion of Mr. Koennecker, second by Mr. Kloss and approval of all members present the Octorara Board of School Directors approved the textbook and software license for Myers Psychology for AP 3e, David G. Myers, published by Bedford/St. Martin's, W.H. Freeman, & Worth Publishers. This text and software will be used by the Octorara Jr/Sr High School in the AP Psychology course.

On motion of Mr. Falgiatore, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors accepted administration's recommendation for Student A: violation of school board policy 227, *Alcohol and Controlled Substances*. (Appendix F-7/15/19)

On motion of Mr. Kloss, second by Mr. Fox and approval of all members present the Octorara Board of School Directors approved Dr. Elena Tachau's request to work remotely beginning September 9, 2019 through November 1, 2019 pursuant to the job duties and expectations as established by the Superintendent of Schools, with the understanding the arrangement will be evaluated weekly and expectations modified as needed to ensure the arrangement is meeting the needs of the Octorara Area School District.

On motion of Mr. Ganow, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors approved settlement of a tax assessment appeal by Glenville Real Estate Holding of tax parcel number 44-7-23 for a 2018-2019 assessment of \$1,250,000 for the existing structures. From November 1, 2018 – the date of additional assessment for new structure – the assessment will be \$1,500,000 for existing structures and new barn.

On motion of Mr. Zimmerman, second by Mr. Fox and approval of all members present the Octorara Board of School Directors approved the changes to student handbooks for the 2019-2020 school year for the Octorara Primary Learning Center, Octorara Elementary School, Octorara Intermediate School, and the Octorara Jr/Sr High School. (Appendix G-7/15/19)

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 accepted, with regret, the resignation of Mr. Phil Rudisill as Octorara Jr. High Cross Country Coach effective June 18, 2019 (Hired for the 2013-2014 school year.)

The Octorara Board of School Directors accepted, with regret, the resignation of Ms. Diane Bucklin as an instructional assistant at the Octorara Intermediate School effective July 18, 2019. Ms. Bucklin will be added to the substitute list for the 2019-2020 school year. (Hired August 25, 2008.)

The Octorara Board of School Directors accepted the resignation of Ms. Amber Lowe as an instructional assistant at the Octorara Elementary School effective July 8, 2019. (Hired August 20, 2018)

On motion of Mr. Ganow, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved Ms. Beth D'Orazio as a substitute teacher in the Extended School Year Program at a rate of \$30 per hour.

On motion of Mr. Kloss, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved the list of salaries for food service employees for the 2019-2020 school year. (Appendix H-7/15/19)

On motion of Mr. Ganow, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors accepted the resignation of Mr. Richard Durkin as an emotional support teacher at the Octorara Jr./Sr. High School effective July 12, 2019. (Hired September 21, 2015)

On motion of Mr. Ganow, second by Mr. Zimmerman and approval of all members present the Octorara Board of School Directors accepted, with regret, the resignation of Ms. Amber Karpathios

as a business education teacher at the Octorara Jr./Sr. High School effective July 15, 2019. (Hired August 26, 2002)

On motion of Mr. Zimmerman, second by Mr. Ganow and approval of all members present the Octorara Board of School Directors approved Mr. John Matz as a math teacher at the Octorara Jr./Sr. High School effective August 19, 2019 pending completion of employee related documents required by law and the District. Mr. Matz's salary will be \$52,017 which is step 18 to MAX of the Bachelor's scale. (Replacing Diane Haney who retired.)

Under the Policy Committee Report, Mr. Fox said the Committee discussed Policy 915 *Booster Organizations*. The follow-up second reading will be on the agenda in August.

Under the Facility Committee Report, Mr. Norris said the Committee discussed the water supply issue that occurred on July 2 and the lead testing results.

Under the Finance Committee Report, Mr. Ganow said the Committee discussed the tax assessment appeal, food service salary approval, lunch account balances, and adding pollution to the insurance policy.

Under the I.U./C.A.T. Board Representative's report, Mr. Norris said there was no meeting in July.

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, Dr. Tachau thanked the Board for the opportunity and their trust for her to work remotely where she can continue to work for the District while supporting her family.

Dr. Orner thanked the Chester County Public Safety Campus for hosting the Administrative Retreat last week. She reported the retreat was a success and administration spent time planning and discussing the District Communication Plan, Food Service, Technology, HR, Safety and Security as well as an informative session on School Law with Ben Pratt.

Dr. Orner congratulated the IYPT team in their competition in Warsaw. She thanked Dr. McWatters for the daily updates. It was the first time we had a student score a perfect ten in defense. There will be a Board presentation in the future.

Dr. Orner thanked TTI for their work in updating the wireless network on campus. They have used the latest technology and there is a noticeable difference in speed. The company sent her a thank you and mentioned Mr. Curtis and Mr. Czetli and all their work to get this project completed. They said we are one of the first globally to adopt this technology and it will sustain us for many years to come.

Under Board comments, Mr. Fox announced Mr. Cullen and former student, Rachel Anderson, are performing in "How to Succeed in Business Without Really Trying" playing at the YMCA in Jennersville on July 18-21 and 25-28. He also announced former student, Erin Murphy, will be performing in Millburn Stone's "Anything Goes" held on August 2, 3, 4, 9, 10, 11.

Mr. Norris thanked Mr. Curtis for addressing his request to trim the weeds away from the sign along Rt. 41.

Mr. Norris announced an executive session for legal matters was held prior to tonight's meeting in the District Office Conference Room.

Mr. Norris announced the following upcoming meetings:

Executive Session for Legal and Security – Monday, July 15, 2019 – Following the Regular Meeting in the District Office Conference Room

Policy Committee Meeting – Monday, August 12, 2019 – 6:00 p.m. in the District Office Conference Room

Facility Committee Meeting – Monday, August 12, 2019 – 6:30 p.m. in the District Office Conference Room

Next regularly scheduled Work Session – Monday, August 12, 2019 in the Jr. High School Multi-Purpose Room

Finance Committee Meeting – Monday, August 19, 2019 – 6:00 p.m. in the District Office Conference Room

Next regularly scheduled Board Meeting – Monday, August 19, 2019, 2019 – 7:00 p.m in the Jr. High School Multi-Purpose Room

There being no further items of business the meeting adjourned at 7:26 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](http://www.youtube.com/user/OctoraraAreaSD).

**TREASURER'S REPORT**  
**OCTORARA AREA SCHOOL DISTRICT**  
**STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS**  
**GENERAL FUND**  
**2018-2019**

<b><u>Cash Balance as of June 1, 2019</u></b>		\$	5,821,545.58
<b><u>Receipts Deposited:</u></b>			
Revenue - (Tax Receipts, State Transfers)	\$	1,797,824.81	
Other Receipts - (Retiree Medical Payments, Misc.)		34,665.25	
Checking Account Interest		4,238.21	
Accounts Receivable		24,392.64	
Transfer in from Investments		3,000,000.00	
		<u>3,000,000.00</u>	<u>4,861,120.91</u>
Total Available			\$ 10,682,666.49
<b><u>Disbursements:</u></b>			
Net Payroll	\$	1,545,143.90	
Accounts Payable		6,800,911.00	
Transfer to Investments		-	
		<u>-</u>	<u>8,346,054.90</u>
<b>General Fund Cash as of June 30, 2019</b>		\$	2,336,611.59
<b><u>Investments Outstanding</u></b>			
Beginning Balance PSDLAF Investment Account		\$	9,351,981.91
Beginning Balance Fulton Money Market			4,159,810.15
Earnings on PSDLAF Investment Account			18,371.75
Earnings on Fulton Money Market			4,857.17
Net Transfers			(3,067,655.37)
<b>Total General Fund Cash and Investments as of June 30 2019</b>		\$	<u><u>12,803,977.20</u></u>

For the July 15, 2019 Regular Board Meeting

Respectfully submitted,

Jeff Curtis, Business Manager/Jill L. Hardy, Secretary  
Octorara Board of School Directors