

# **OCTORARA AREA SCHOOL DISTRICT**

## **Minutes of Board Meeting Held on October 15, 2018**

The regular meeting of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Multi-Purpose Room on October 15, 2018.

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

The President, Ms. Bowman, called the meeting to order at 7:05 p.m. Other members present were: Mr. Falgiatore, Mr. Fox, Mr. Ganow, Mr. Kloss, Mr. Koennecker, Mr. Norris, and Mr. Zimmerman. Mr. Hurley was absent. Also present were; Mrs. Hardy, Secretary; Dr. Orner, Superintendent; Mr. Curtis, Business Manager; members of the administrative team; Ava Zimmerman, student representative; one reporter; and 99 citizens. Eight citizens remained after the Heroes presentation.

The minutes of the Work Session of September 10, 2018 and the Regular Meeting of September 17, 2018 were approved on motion of Mr. Ganow, second by Mr. Kloss and approval of all members present.

Under presentations, Ms. Michelle Moran and Ms. Tabitha Wallace introduced the following 2018-2019 Octorara Heroes: Ryan Baggett, Valeria Barajas, Samantha Beiermerster, Robert Bright, Grant Burkhardt, Gavin Camerote, Casey Carr, Elizabeth Cassidy, Julianna Chase, Kelsey Cunningham, Alaina Davis, Kensington Denlinger, Michaela Hampton, Corey Hodorovich, Nayeli Juarez, Robert Koennecker, Alexander Lantz, Emily Lantz, Desiree Lapp, Morgan Lee, Madelynn Lonsinger, Ashleigh McKenna, Grace Meyer, McKayla Mickel, Makayla Roccia, Delanie Rogers, Abigail Stauffer, Samantha Tellez, Kimberly Trainor, Hannah Unitis, Jude Unitis, Alexandra Ward, Annabelle Ward, R. Michael Wishneski, Samantha Wood, Sydney Yarrish.

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. Ganow, second by Mr. Fox and approval of all members present. (Appendix A-10/15/18)

A list of bills for the General Fund totaling \$2,275,641.85; Cafeteria Fund totaling \$36,406.32, Capital Projects totaling \$0.00, and Capital Reserve totaling \$0.00 of which are attached to these minutes as Appendix B-10/15/18, were approved and ordered paid on motion of Mr. Ganow, second by Mr. Koennecker and approval of all members present.

Under visitors' comments for agenda items only, Ms. Toni Trainor, West Fallowfield thanked the Board and the Heroes advisors for the Heroes program.

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

The Octorara Board of School Directors approved Mr. Ronald H. Leaman as a school bus driver employed by the Linville Hill Mennonite School for the 2018-2019 school year.

The Octorara Board of School Directors approved the Agreement for student "A". (Appendix C-10/15/18)

The Octorara Board of School Directors approved the second reading of policy 115 *Career and Technical Education*. (Appendix D-10/15/18)

The Octorara Board of School Directors approved the first reading of policy 717 *Commercial Sponsorship and Advertising on School District Property*. (Appendix E-10/15/18)

The Octorara Board of School Directors accepted the resignation of Ms. Lauren Castle as an instructional assistant at the Octorara Jr/Sr High School effective September 26, 2018. (Hired August 20, 2018)

The Octorara Board of School Directors accepted the resignation of Mr. Mark Maurer as cafeteria van driver effective September 13, 2018. (Hired August 23, 2018)

The Octorara Board of School Directors accepted the resignation of Mr. Timothy Kauffman as an instructional assistant at the Octorara Jr/Sr High School effective October 9, 2018. (Hired September 19, 2016)

The Octorara Board of School Directors accepted the resignation of Ms. Barbara Wynnecrof as a lunch/playground supervisor at the Octorara Intermediate School effective August 27, 2018. (Hired August 21, 2017)

The Octorara Board of School Directors approved the transfer of Ms. Valerie Brewer from a long term substitute instructional assistant at the Octorara Elementary School to a permanent instructional assistant at the Octorara Primary Learning center effective October 1, 2018. Ms. Brewer's rate will remain at \$11.57 per hour. (Replacing Margaret Grant who resigned.)

The Octorara Board of School Directors approved Ms. JoAnn Bodnar as a long term substitute instructional assistant at the Octorara Elementary School effective October 1, 2018 through November 21, 2018. Ms. Bodnar's rate will be \$10.77 per hour for three hours per day. (Ms. Bodnar is an approved substitute and is replacing Valerie Brewer who transferred.)

The Octorara Board of School Directors approved Ms. Tara Torres as a lunch/playground supervisor at the Octorara Intermediate School effective October 9, 2018 pending completion of employee related documents required by law and the District. Ms. Torres' rate will be \$9.28 per hour for three hours per day. (Replacing Lori Smith who resigned.)

On motion of Mr. Norris, second by Mr. Fox and approval of all members present except Mr. Ganow who abstained, the Octorara Board of School Directors approved the following substitute teachers for the 2018-2019 school year:

- Kerri Burroughs, Elementary
- Judy George, Elementary
- Deirdre Shappell, Elementary
- Leander Toney, Jr, Emergency

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

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

- Michael Castor, Cafeteria Van Driver
- Jane Blankenhagen, Instructional Asst, Clerical, Playground, Cafeteria

The Octorara Board of School Directors approved the following change in salary due to graduate credits earned:

Doreen Steinmacher	From B (\$53,276) to B+15 (\$55,869)	Step 15 to MAX
Fallon Manchin	From M+15 (\$63,636) to M+30 (\$65,690)	Step 14 to MAX
Tammy Anthony	B+15 (\$56,787) to M (\$58,655)	Step 14 to MAX

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

Kathleen Heller	9 <sup>th</sup> Grade Floating Advisor	2 pts @ \$620	\$1,240
Amber Lowe	OES Yearbook Advisor	1 pt @ \$620	\$ 620
Charles Graydus	Mentor Helena Martin	1 pt @ \$620	\$ 620
Tabitha Wallace	Hero Advisor	1 pt @ \$620	\$ 620
Theresa Ruddick	Hero Advisor	1 pt @ \$620	\$ 620
Danielle Carmella	Special Ed Department Head	4 pts @ \$620	\$2,480
Jennifer Watson	ELA Department Head	4 pts @ \$620	\$2,480
Bill McWatters	Science Department Head	4 pts @ \$620	\$2,480
Kim Knightly	Social Studies Department Head	4 pts @ \$620	\$2,480

On motion of Mr. Norris, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved the Agreement for student “B”. (Appendix F-10/15/18)

On motion of Mr. Fox, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved the Amendment increasing the grant from the Pennsylvania Department of Community and Economic Development for the Homeland and Protective Services Academy from \$50,000 to \$100,000. (Appendix G-10/15/18)

On motion of Mr. Ganow, second by Mr. Norris and approval of all members present the Octorara Board of School Directors approved the PSBA Professional Services Contract. (Appendix H-10/15/18)

On motion of Mr. Ganow, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved the proposal for WiFi upgrades at the Octorara Jr. High School in the amount of \$50,978.86. (Appendix I-10/15/18)

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 for purpose of retirement of Ms. Joann Gathercole as a cafeteria employee effective December 14, 2018. (Hired January 7, 2008)

On motion of Mr. Fox, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved the following student activity requests at the Octorara Jr/Sr High School:

- Karate Club
- Balanced Braves

(Appendix J-10/15/18)

On motion of Mr. Ganow, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved the application for the Pennsylvania Commission on Crime and Delinquency Safe School Grant in the amount of \$25,000 to complete the district-wide Secure Door Project. (Appendix K-10/15/18)

On motion of Mr. Fox, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved the following supplemental contract:

<i>Jennifer Hoskins</i>	<i>Math Department Head</i>	<i>4 pts @ \$620</i>	<i>\$2,480</i>
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Under the Finance Committee Report, Mr. Ganow said the Committee discussed funding for the department chairs, received an audit update, 2019-2020 budget process update, the Jr/Sr High wireless project, healthcare fund, and reviewed sources of revenue for the General Fund.

Under the I.U./C.A.T. Board Representative's report, Mr. Norris reported on the meeting that was held on September 19, 2018.

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, Ms. McNamara announced last week she attended a ceremony where Charlie Graydus, agricultural mechanics teacher, was presented the Distinguished Service to Agriculture Award by the Chester County Commissioners and the Ag Council.

Mr. Peticca talked about the Octorara Aavidum Club. The goal of Aavidum is to create a healthy community where everyone feels accepted, appreciated, acknowledged and cared for in schools. To achieve this goal, Aavidum empowers students to utilize their voice and unique talents to help create a culture of caring and advocacy within their schools.

Dr. Tachau announced the alternative test date for the PSAT is October 24, 2018. The K-6 administration will be presenting Parent and Family Engagement: Reading Intervention for Struggling Readers on October 30 from 9:30-10:30 a.m. at the Primary Learning Center.

Ms. Lease announced on Thursday and Friday the Crime Victims Center of Chester County will visit the second grade classrooms and present the "Safe Touches" program. Ms. Lease thanked the Keystone Valley, Cochranville, and Christiana Fire Companies for visiting the school on Friday as part of Fire Safety Week.

Ms. Michalowski shared a story of a student in an alternative placement who has struggled for several years. This student started TCHS this year and is excited about all they are learning in their program.

Dr. Haller announced the OIS will hold a Monster Bash on Friday, October 26 from 6:00-7:30 p.m. PTO will provide pizza, snacks, and a DJ.

Mr. Dikun congratulated Mrs. Lynch who painted a mural in the hallway that says "Throw Kindness Like Confetti". It is meant to remind us we should spread kindness throughout the day. Mrs. Lynch's mural won second place in a contest sponsored by McCormick Orthodontics in Oxford. The prize is a \$100 Amazon gift card and a pizza lunch for her class. The pizza lunch will be held on Wednesday, October 17. Mr. Dikun thanked Mrs. Lynch and McCormick Orthodontics.

Ava Zimmerman, student representative, announced Family Fun Night will be held on October 25. Student Council will host a haunted house while student clubs will host other activities for attendees. Admission is a canned good for the food drive. There will be a Trunk or Treat in the parking lot for students in grades K-6 hosted by the Girl Scouts.

Dr. Rohrer announced the second round of parent conferences will be held on October 18. He announced the band won best sounding band and best drum major at the New Holland parade. They participated in the Millersville parade on Saturday, results will be out this week. The band will also participate in the Parkesburg Halloween parade on October 20.

Dr. Rohrer congratulated Adam Rudisill who was chosen to attend the National Association for Music Education's 2018 All-National Honor Ensemble to be held on November 25-28 in Orlando, Florida. Dr. Rohrer congratulated Lucas Thaler for winning the Jr. High Cross Country meet held recently.

Dr. Orner reviewed the administrative book study held last week on the book "Schools Cannot Do It Alone" by Jamie Vollmar. She said it was an intense discussion and invited Board Directors to participate in the next conversation to be held on November 12 at 5:00 p.m.

Under board comments, Mr. Koennecker said he is happy with the Lancaster Lebanon League and appreciates the press coverage of sporting events.

Mr. Zimmerman asked if there has been any follow-up to the fire hose demonstration for bolting doors in an emergency situation.

Dr. Orner said she is the leader of District Safety and Security and is participating in building walk-throughs to address safety needs. One of the things being assessed is where the fire hose will work. There will be a plan put in place moving forward for placement of the fire hose and finding an alternative for doors it cannot be used on.

Mr. Kloss thanked Mr. Curtis for separating cyber and charter school payments on the report. He said approximately one half of the cyber/charter school payments are cyber school programs.

Mr. Kloss said he feels we are seeing a trend of systemic facility issues that have been fixed with a band aid. He understands financial restraints but is concerned for the future and large repairs needing done at the same time.

Ms. Bowman announced the following upcoming meetings:

Executive Session for Personnel and Security – Monday, October 15, 2018 – Following the Regular Meeting in the District Office Conference Room

Education Committee Meeting – Monday, October 22, 2018 – 6:00 p.m. in Room 102 in the Jr. High School

Facility Committee Meeting – Monday, November 12, 2018 – 6:00 p.m. in the District Office Conference Room

Policy Committee Meeting – Monday, November 12, 2018 – 6:30 p.m. in the District Office Conference Room

Next regularly scheduled Work Session – Monday, November 12, 2018 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Finance Committee Meeting – Monday, November 19, 2018 – 6:00 p.m. in the District Office Conference Room

Next regularly scheduled Board Meeting – Monday, November 19, 2018 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

There being no further items of business the meeting adjourned at 8:09 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 September 1, 2018</u></b>		\$ 13,836,685.47
<b><u>Receipts Deposited:</u></b>		
Revenue - (Tax Receipts, State Transfers)	\$ 3,764,935.54	
Other Receipts - (Retiree Medical Payments, Misc.)	72,441.18	
Checking Account Interest	12,556.79	
Accounts Receivable	61,256.76	
Transfer in from Investments	-	
	-	3,911,190.27
Total Available		\$ 17,747,875.74
<b><u>Disbursements:</u></b>		
Net Payroll	\$ 1,058,174.91	
Accounts Payable	4,041,340.23	
Transfer to Investments	9,000,000.00	
	9,000,000.00	14,099,515.14
<b>General Fund Cash as of September 30, 2018</b>		\$ 3,648,360.60
<b><u>Investments Outstanding</u></b>		
Beginning Balance PSDLAF Investment Account		\$ 9,196,562.57
Beginning Balance Fulton Money Market		12,361,036.35
Earnings on PSDLAF Investment Account		15,639.60
Earnings on Fulton Money Market		29,532.40
Net Transfers		9,000,000.00
<b>Total General Fund Cash and Investments as of September 30, 2018</b>		\$ 34,251,131.52

For the October 15, 2018 Regular Board Meeting

Respectfully submitted,

Jill L. Hardy, Secretary  
 Octorara Board of School Directors