

OCTORARA AREA SCHOOL DISTRICT

Minutes of Board Meeting Held on September 17, 2018

The regular meeting of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Multi-Purpose Room on September 17, 2018.

A moment of silence and the Pledge of Allegiance 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, Mr. Norris, and Mr. Zimmerman. 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 one citizen.

The minutes of the Work Session of August 13, 2018 and the Regular Meeting of August 20, 2018 were approved on motion of Mr. Ganow, second by Mr. Kloss 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. Ganow, second by Mr. Hurley and approval of all members present. (Appendix A-9/17/18)

A list of bills for the General Fund totaling \$2,298,085.11; Cafeteria Fund totaling \$24,926.13, Capital Projects totaling \$0.00, and Capital Reserve totaling \$0.00 of which are attached to these minutes as Appendix B-9/17/18, were approved and ordered paid on motion of Mr. Norris, second by Mr. Koennecker and approval of all members present.

There were no visitors' comments for agenda items only.

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

The Octorara Board of School Directors approved the list of school bus drivers employed by Althouse Transportation, Inc. for the 2018-2019 school year. (Appendix C-9/17/18)

The Octorara Board of School Directors approved the list of school bus runs by Althouse Transportation, Inc. for the 2018-2019 school year. (Appendix D-9/17/18)

The Octorara Board of School Directors approved the Transportation Contract between Linville Hill Mennonite School and the Octorara Area School District for the 2018-2019 school year. (Appendix E-9/17/18)

The Octorara Board of School Directors approved the first reading of policy 115 *Career and Technical Education*. (Appendix F-9/17/18)

The Octorara Board of School Directors authorized the removal of tax liens on parcels 44070002900T and 46040002850T. (Appendix G-9/17/18)

The Octorara Board of School Directors approved the Healthcare Premium Conversion and Waiver Plan effective July 1, 2018. (Appendix H-9/17/18)

The Octorara Board of School Directors approved the CASE curriculum and textbooks for the CTE Agriculture Programs. (Appendix I-9/17/18)

The Octorara Board of School Directors approved a stipend of \$6,100 for Dr. William McWatters for coaching/organizing Octorara Students in the International Youth Physics Tournament for the 2018-2019 school year.

The Octorara Board of School Directors voted for the following PSBA officers:

President Elect – Eric Wolfgang
Vice-President – Art Levinowitz
Eastern At Large – Maura Buri
Sectional Advisors – Section 8 – Amy Goldman
PSBA Insurance Trust Trustee– William S. LaCoff
PSBA Insurance Trust Trustee – Dr. Richard Frerichs
PSBA Insurance Trust Trustee – Nathan Mains

The Octorara Board of School Directors accepted the resignation of Ms. Julie Sterner as a cafeteria employee effective August 15, 2018. (Hired September 1, 2016)

The Octorara Board of School Directors accepted the resignation of Ms. Janet Tice as a cafeteria employee effective August 10, 2018. (Hired May 16, 2016)

The Octorara Board of School Directors accepted the resignation of Ms. Angela O'Donnell as a cafeteria employee effective August 20, 2018. (Hired August 21, 2017)

The Octorara Board of School Directors accepted the resignation of Ms. Riki Jones as a testing room instructional assistant at the Octorara Jr/Sr High School effective August 20, 2018. (Hired April 20, 2015)

The Octorara Board of School Directors accepted the resignation of Ms. Margaret Grant as an instructional assistant at the Octorara Primary Learning Center effective July 16, 2018. (Hired September 21, 2015)

The Octorara Board of School Directors accepted the resignation of Ms. Nikki Irwin as a cafeteria employee effective August 27, 2018. (Hired October 19, 2015)

The Octorara Board of School Directors approved Ms. Ida Babiak as a Title I reading assistant at the Octorara Intermediate School effective August 27, 2018. Ms Babiak's rate will be \$10.77 per hour for 5.75 hours per day. (Ms. Babiak was a lunch/playground supervisor and is replacing *Nicole Brooks* who resigned.)

The Octorara Board of School Directors approved Mr. Mark Maurer as a cafeteria driver effective August 23, 2018 pending completion of employee related documents required by law and the District. Mr. Maurer's rate will be \$13.00 per hour for seven hours per day. (Replacing Mike Castor who resigned.)

The Octorara Board of School Directors approved Ms. Tina Hausman as a testing room instructional assistant at the Octorara Jr/Sr High School effective *September 11, 2018* pending completion of employee related documents required by law and the District. Ms. Hausman's rate will be \$10.77 per hour for 5.75 hours per day. (Replacing Riki Jones who resigned.)

The Octorara Board of School Directors approved Ms. Bonnie DeForest as a lunch/playground supervisor at the Octorara Intermediate School effective September 12, 2018 pending completion of employee related documents required by law and the District. Ms. DeForest's rate will be \$9.28 per hour for three hours per day. (Replacing Ida Babiak who resigned.)

The Octorara Board of School Directors approved Ms. Valerie Emanuel as a reading/math assistant at the Octorara Primary Learning Center effective September 5, 2018 pending completion of employee related documents required by law and the District. Ms. Emanuel's rate will be \$10.77 per hour for 5.75 hours per day. (Replacing Bill Johnson who *transferred*.)

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

- Lisamarie Czaplicki, PK-4, School Counselor K-12
- Francine Joyce-Martin, Emergency
- Hoangan Le, Emergency
- Mandy Stoltzfus, Emergency
- Mackenzie Bolduc, Emergency

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

- Jennifer Moore, Clerical, Secretarial, Instructional
- Victoria Louthian, Cafeteria
- Amanda Hamilton, Cafeteria

The Octorara Board of School Directors approved the following students as a clock timer/scorekeeper at a rate of \$45 per event:

- Lilli Kirk
- Emerson Rettew

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

John Atlee	From M+45 (\$78,212) to M+60(\$81,336)	Step 9 to MAX
Phillip Rudisill	From M (\$81,776) to M+15 (\$84,081)	MAX
Deborah Feather	From M+15 (\$84,081) to M+30 (\$86,386)	MAX
Allyson Hineman	From B+15 (\$54,951) to M (\$56,875)	Step 16 to MAX
Marcia Rapone	From B+15 (53,779) to M (\$55,371)	Step 18 to MAX

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

Alison Manetta	Mentor Melissa Melton	2 pts @ \$620	\$1,240
Josh Irons	Mentor Kendra Collins	2 pts @ \$620	\$1,240
Ashley Stern	Mentor Stefanie Nuse	2 pts @ \$620	\$1,240
Kelly Wetzell	Mentor Heather Kramer	2 pts @ \$620	\$1,240
William McWatters	Mentor Denim Kurtzhals	2 pts @ \$620	\$1,240
John Atlee	Mentor Katherine Wark	1 pt @ \$620	\$ 620
Karen Letts	Mentor Katherine Wark	1 pt @ \$620	\$ 620
Matt Worrell	Mentor Allyson Hineman	2 pts @ \$620	\$1,240
Katherine Heller	Mentor Samantha Pittman	2 pts @ \$620	\$1,240
Kelly Doughtie	Mentor Sara Soll-Rising	2 pts @ \$620	\$1,240
Mark Barto	Mentor Troy Hyman	1 pt @ \$620	\$ 620
Vanessa Peterson	Mentor Karen DeCosta	.362 pt @ \$620	\$ 224.26
David Baker	Mentor Alysyn Hoffman	1 pt @ \$620	\$ 620
Ashlee DiRocco	Mentor Kelly Holub	1 pt @ \$620	\$ 620

On motion of Mr. Fox, second by Mr. Zimmerman and approval of all members present, the Octorara Board of School Directors approved Ms. Eliza Brown as a Title I reading assistant at the Octorara Elementary School effective September 11, 2018 pending completion of employee related documents

required by law and the District. Ms. Brown's rate will be \$12.36 per hour for 5.75 hours per day. (Replacing Shari Filoromo who transferred.)

On motion of Mr. Ganow, second by Kloss and approval of all members present the Octorara Board of School Directors approved Ms. Kaci McIlmoyle as a long term substitute Title I reading assistant at the Octorara Elementary School effective September 17, 2018 through approximately November 21, 2018 pending completion of employee related documents required by Law and the District. Ms. McIlmoyle's rate will be \$12.36 per hour for 5.75 hours per day. (Replacing a medical leave.)

On motion of Mr. Hurley, second by Mr. Norris and approval of all members present the Octorara Board of School Directors approved Ms. Joanne Bodnar as a long term substitute lunch/playground supervisor at the Octorara Elementary School effective August 27, 2018 through September 28, 2018. Ms. Bodnar's rate will be \$9.28 per hour for three hours per day. (Ms. Bodnar is an approved substitute and is replacing an unpaid leave of absence.)

On motion of Mr. Ganow, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors accepted, with regret, Mr. Kevin Noon's resignation as yearbook advisor at the Octorara Elementary School effective September 5, 2018 (Hired for the 2011-2012 school year)

On motion of Mr. Ganow, second by Mr. Koennecker and approval of all members present the Octorara Board of School Directors approved a \$2,500 grant from CCRES to purchase snowshoe and archery equipment for the PE program. Upon approval, a stipend of \$125 will be awarded to Ms. Deb Bollenbach for the successful writing of the grant.

On motion of Mr. Fox, second by Mr. Hurley and approval of all members present the Octorara Board of School Directors approved a one-time waiver of facilities fee for the Chester County Boy Scouts to use the Octorara Elementary School for one hour on September 26, 2018 for a recruiting event.

Under the Finance Committee Report, Mr. Ganow said the Committee discussed the healthcare fund, equipment grants, free and reduced lunch program, food service account balances, and tax appeals.

Under the I.U./C.A.T. Board Representative's report, Mr. Norris said the meeting will be held this Wednesday.

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 Senator Dinniman increased the amount of the Pennsylvania Department of Economic Development grant from \$50,000 to \$100,000 for the Homeland and Protective Services Academy. The grant money will help pay for the facility rental, transportation, instructional materials, field trips, and equipment.

Dr. Tachau announced the Education Committee meeting will be held on Monday, September 24. There will be a K-6 parent meeting for Standards Based Grading and Character Education held on Thursday, September 27 at 6:30 in the Jr. High MPR. She said the certified mailing for current cyber and charter school students went out last week. She will update the Board with statistics in the future. She thanked Ms. Tabitha Wallace for her work in creating the onboarding for the iPads and helping troubleshoot problems students were having with the iPads.

Ms. Lease thanked Cochranville Methodist Church, Null's Towing, and Gateway Medical Associates for providing backpacks and school supplies for students who needed them. She announced the first Kindness Club for second grade students will meet before school starting next week under the

direction of Ms. Schwien and Mr. Lynch. PTO will be paying for the supplies. Students applied to be in the club.

Ms. Michalowski announced Human Services, Inc. will provide mental health services to the District funded through insurance. There will be a survey given to students, parents, and teachers to establish the need and design the program to fit the District.

Dr. Haller announced the OIS Mileage Club started this past Thursday. The club is run by Ms. Feathers and Mr. Slusher and will be held Thursday mornings before school through the fall. Students who signed up may come and run, walk, jog, and socialize with their friends in the club. There are approximately 90 students participating. The club will be held again in the spring.

Mr. Dikun announced Ms. Sallurday who teaches the CCIU Lifeskills classroom will be working on a project with her students to help spread kindness throughout the school. Her students will design the front side of kindness postcards which they will distribute to the OES students. Each OES student will have the opportunity to complete the back side of the postcard and send it to someone else by addressing it to another student and writing three positive things about him/her that makes the sender happy about that person.

Dr. Rohrer announced the band will be participating in the Solanco Parade this Wednesday, September 19. The Battle of the Braves with Pequea will be held this week. He announced Homecoming will be held next weekend, September 28 and 29. Dr. Rohrer thanked Kacie's Cause for their help with the upcoming discussions students will be having with the hazards of vaping.

Dr. Orner said she had a great opportunity to get to know the community by participating with Dr. Rohrer in the dunk tank at Atglen's Community Day. She suggested with all the younger students who attended, Ms. Lease and Mr. Dikun might like the opportunity of being in the dunk tank next year. She announced the District will be restarting the Octorara Health Council in conjunction with Board policies centered on staff and student wellness. The committee will be made up of teachers, students, parents, and any Board members who are interested.

Under board comments, Ms. Bowman said with activities such as the Kindness Club, Wellness Committee, Kacie's Cause, etc. there is much more that districts are required to do in addition to teaching reading, writing, and arithmetic. The day does not end at 3:00 and she thanked the staff for their participation.

Ms. Bownman announced an Executive Session for Personnel was held at 6:45 p.m. tonight prior to this meeting.

Ms. Bowman announced the following upcoming meetings:

Education Committee Meeting – Monday, September 24, 2018 – 6:00 p.m. in Room 102 in the Jr. High School

Policy Committee Meeting – Monday, October 8, 2018 – 6:00 p.m. in the District Office Conference Room

Facility Committee Meeting – Monday, October 8, 2018 – 6:30 p.m. in the District Office Conference Room

Next regularly scheduled Work Session – Monday, October 8, 2018 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

Finance Committee Meeting – Monday, October 15, 2018 – 6:00 p.m. in the District Office Conference Room

Next regularly scheduled Board Meeting – Monday, October 15, 2018 – 7:00 p.m. in the Jr. High School Multi-Purpose Room

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

There being no further items of business the meeting adjourned at 7:30 p.m. on motion of Mr. Ganow, second by Mr. Norris 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 August 1, 2018</u>		\$	2,542,096.39
<u>Receipts Deposited:</u>			
Revenue - (Tax Receipts, State Transfers)	\$ 25,850,670.46		
Other Receipts - (Retiree Medical Payments, Misc.)	15.00		
Checking Account Interest	8,786.95		
Accounts Receivable	0.00		
Transfer in from Investments	-		
			25,859,472.41
Total Available		\$	28,401,568.80
<u>Disbursements:</u>			
Net Payroll	\$ 885,032.64		
Accounts Payable	3,679,850.69		
Transfer to Investments	10,000,000.00		
			14,564,883.33
General Fund Cash as of August 31, 2018		\$	13,836,685.47
<u>Investments Outstanding</u>			
Beginning Balance PSDLAF Investment Account		\$	9,176,932.42
Beginning Balance Fulton Money Market			2,351,265.55
Earnings on PSDLAF Investment Account			17,630.15
Earnings on Fulton Money Market			9,770.80
Net Transfers			10,000,000.00
Total General Fund Cash and Investments as of August 31, 2018		\$	<u>35,394,284.39</u>

For the September 17, 2018 Regular Board Meeting

Respectfully submitted,

Jill L. Hardy, Secretary
Octorara Board of School Directors