

# **OCTORARA AREA SCHOOL DISTRICT**

## **Minutes of Board Meeting Held on December 11, 2017**

The regular meeting of the Octorara Area School Board was held in the Octorara Area Jr./Sr. High School Multi-Purpose Room on December 11, 2017.

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

The President, Ms. Bowman, called the meeting to order at 7:02 p.m. Other members present were: Mr. Falgiatore, Mr. Fox, Mr. Ganow, Mr. Hurley, Mr. Koennecker, Mr. Kloss, and Mr. Zimmerman. Mr. Norris was absent. Also present were; Mrs. Hardy, Secretary; Dr. Newcome, Superintendent; Mr. Curtis, Business Manager; Sheila Imms, student representative; members of the administrative team; one reporter; and one citizen.

The minutes of the Work Session of November 13, 2017 and the Regular Meeting of November 20, 2017 were approved on motion of Mr. Ganow, second by Mr. Falgiatore and approval of all members present.

Under presentations, Mr. Curtis gave a budget presentation including a 2016-2017 review, an outlook for 2017-2018, and preliminary figures for 2018-2019.

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. Falgiatore and approval of all members present. (Appendix A-12/11/17)

A list of bills for the General Fund totaling \$990,635.43; Cafeteria Fund totaling \$18,161.93, Capital Projects totaling \$17,259.00, and Capital Reserve totaling \$0.00 of which are attached to these minutes as Appendix B-12/11/17, were approved and ordered paid on motion of Mr. Ganow, 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. Kloss and approval of all members present:

The Octorara Board of School Directors approved policy 918 *Parent/Guardian and Family Engagement for Title I*, second reading. (Appendix C-12/11/17)

The Octorara Board of School Directors approved the Costars quote with Tanner Furniture for cafeteria tables for the Octorara Elementary School at a cost of \$16,432.80. (Appendix D-12/11/17)

The Octorara Board of School Directors resolved to accept the total of \$224,740 in monetary and in-kind services as the fulfillment of the Octorara Community Stadium Task Force (OCSTF) obligation for track renovation. In doing this the Board of Directors relieves the OCSTF of the final \$2,260 which brings the total payment by the OCSTF to \$222,480. This action increases the financial effort toward this project by the Board of Directors from \$210,000 to \$212,260. The Board of Directors extends a warm and appreciative "Thank You" to all the parents and community members that worked to support the track renovations by the giving of time, talent, and money to make this project work. It has been great to see "Octorara Back On Track".

The Octorara Board of School Directors approved the 2017-2018 Octorara Area Career Technical Education Occupational Advisory Committee members. (Appendix E-12/11/17)

The Octorara Board of School Directors approved the rate schedule for Kegal Kelin Almy & Lord, LLP for January 1, 2018 through December 31, 2018. (Appendix F-12/11/17)

The Octorara Board of School Directors accepted, with regret, the resignation of Mr. David Villa as Payroll/Accounts Payable/ Special Education Support effective December 1, 2017. (Hired April 6, 2011)

The Octorara Board of School Directors accepted, with regret, the resignation of Ms. Sara DeForest for purpose of retirement as a cafeteria worker effective June 4, 2018. (Hired August 29, 2005)

The Octorara Board of School Directors approved Mr. Douglas Lapp as a long term substitute Agriculture Education teacher at the Octorara Jr/Sr High School effective November 28, 2017 through December 11, 2017. Mr. Lapp's rate will be \$140 per day.

The Octorara Board of School Directors approved Ms. Elizabeth D'Orazio as a long term substitute Biology teacher at the Octorara Jr/Sr High School effective November 20, 2017 through December 22, 2017. Ms. D'Orazio's rate will be \$140 per day. (Ms. D'Orazio is an approved substitute and is replacing a medical leave.)

On motion of Mr. Ganow, second by Mr. Falgiatore and approval of all members present the Octorara Board of School Directors accepted the resignation of Ms. Lisa Foster as a cafeteria employee effective December 21, 2017. (Hired March 20, 2017)

On motion of Mr. Falgiatore, second by Mr. Kloss and approval of all members present the Octorara Board of School Directors approved Ms. Angela O'Donnell as a permanent cafeteria employee effective January 2, 2018. Ms. O'Donnell's rate will be \$9.25 per hour for two hours per day. (Ms. O'Donnell is currently an approved substitute cafeteria employee and is replacing a position not filled for several years.)

On motion of Mr. Ganow, second by Mr. Fox and opposed by all members present the Octorara Board of School Directors denied accepting the Opt Out Resolution for the 2018-2019 budget process.

On motion of Mr. Ganow, second by Mr. Kloss and approval of all members present the Octorara Board of School Directors approved the agreement for student "A". (Appendix G-12/11/17)

On motion of Mr. Ganow, second by Mr. Fox and approval of all members present the Octorara Board of School Directors approved the Resolution Authorizing the Proposed Preliminary Budget Display and Advertising and Authorizing Referendum Exception. (Appendix H-12/11/17)

Under the Finance Committee Report, Mr. Ganow said the Committee reviewed the 2016-2017 audit report. The report was favorable with no findings. The Committee also discussed whether they will pass the Opt Out Act 1 exceptions or pass a preliminary budget for 2018-2019.

There was no I.U./C.A.T. Board Representative's report.

There were no items of old business, new business, or other items and announcements.

Under visitors' comments for items in general, Jackie Hamilton, Sadsbury Township, asked how far along the search for a superintendent is.

Under administrator comments and announcements, Dr. Haller announced the OIS Winter Chorus Concert will be held on Tuesday, December 19 at 6:30 p.m. The Winter Band Concert will be held on January 10.

Mr. Dikun announced the OES Winter Chorus Concert will be held on Thursday, December 21 at 6:30 p.m.

Dr. Rohrer announced Makayla Roccia and Kennedy Zduniak won 1<sup>st</sup> place in Graphic Design at the FBLA Regional Competition and Consiglio Roselli won 1<sup>st</sup> place for Spreadsheet Applications. These students will compete in the FBLA State Competition in April. He announced the Jr. High Band and Chorus Winter Concert will be held on Tuesday, December 12 at 6:30 p.m. and the Sr. High Band and Chorus Winter Concert will be held on Thursday, December 14 at 6:30 p.m.

Ms. Lease announced the 2<sup>nd</sup> grade music and art show will be held on Wednesday, December 13 at 6:30 p.m. She said last week's Family Literacy Night was attended by over 350 people with parents giving positive feedback on the events of the evening.

Under Board comments, Ms. Bowman said the information on the Superintendent search will be kept up to date on the District website. The search is being facilitated by the Chester County Intermediate Unit. Focus groups will be planned for January – anyone interested in attending a focus group, contact Mrs. Hardy in the District Office.

Mr. Fox thanked Dr. Newcome for the information about what is going on between the administration and Althouse Transportation to address the situation on bus 20.

Ms. Bowman announced the following upcoming meetings:

Executive Session for personnel - Monday, December 11, 2017 - following the Regular Meeting the District Office Conference Room

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

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

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

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

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

There being no further items of business the meeting adjourned at 8:16 p.m. on motion of Mr. Ganow, second by Mr. Zimmerman and approval of all members present.

This Board meeting can be viewed in its entirety on The Cube.com or You Tube.com.

TREASURER'S REPORT  
 OCTORARA AREA SCHOOL DISTRICT  
 STATEMENT OF CASH RECEIPTS AND DISBURSEMENTS  
 GENERAL FUND  
 2017-2018

<b><u>Cash Balance as of November 1, 2017</u></b>		\$	3,335,782.37
<b><u>Receipts Deposited:</u></b>			
Revenue - (Tax Receipts, State Transfers)	\$	1,398,548.55	
Other Receipts - (Retiree Medical Payments, Misc.)		2,711.64	
Checking Account Interest		1,780.47	
Accounts Receivable		4,827.92	
Transfer in from Investments		1,000,700.00	
		2,408,568.58	
Total Available	\$		5,744,350.95
<b><u>Disbursements:</u></b>			
Net Payroll	\$	1,076,272.46	
Accounts Payable		2,363,126.21	
Transfer to Investments		-	
		3,439,398.67	
<b>General Fund Cash as of November 30, 2017</b>		\$	2,304,952.28
<b><u>Investments Outstanding</u></b>			
Beginning Balance PSDLAF Investment Account	\$	9,079,176.66	
Beginning Balance Fulton Money Market		23,049,481.70	
Earnings on PSDLAF Investment Account		7,927.65	
Earnings on Fulton Money Market		22,963.15	
Net Transfers		(1,000,700.00)	
<b>Total General Fund Cash and Investments as of November 30, 2017</b>		\$	<b>33,463,801.44</b>

For the December 11, 2017 Regular Board Meeting

Respectfully submitted,

Jill L. Hardy, Secretary  
 Octorara Board of School Directors