

**Oil City Area School District
Mid-Month Work Session Minutes
Monday, February 20, 2023
7:00 p.m.**

The Work Session of the Oil City Area School District Board of Directors held on Monday, February 20, 2023, was called to order at 7:00 p.m. by Mr. Joseph McFadden, Board President, in the Board Room at the Administrative Office, 825 Grandview Road, Oil City, PA.

Board Members Present: Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely, Mr. Piercy, Mrs. Pikna, Mr. Sterner, Mr. Weaver

Administrators Present: Dr. Weller, Mrs. Fisher

Mr. Greg Merkel, School Solicitor, Ms. Kara O’Neil, reporter for *The Derrick*, as well as Mr. Dan Aaron, Mrs. Devin Aaron, Ms. Heather Antill, Mr. Evan Basham, Mrs. Robin Evans, Mr. Joe Klapac, Mrs. Sue Klapac, Mr. Paul Stamm, Mr. Bill Whitmer, and Mrs. Tiffany Whitmer were also in attendance. Ms. Corinne Carbaugh and Ms. Deena Smith attended the meeting, representing Youth Alternatives.

An Executive Session of the Board was held prior to this meeting to discuss possible litigation and personnel.

Public Comment – Ms. Corinne Carbaugh addressed the Board with concerns regarding the bus stop for after school participants attending Youth Alternatives. Ms. Deena Smith noted her agreement with Ms. Carbaugh and did not feel the need to provide additional comment. Mr. Paul Stamm addressed the Board with concerns regarding swimming, particularly the 5th grade.

Invited Guests – None.

Co-Curricular Activities Committee – Mr. Kerr noted that ongoing work continues with the coaches pay scale, and will provide an update when applicable.

Curriculum Committee – None.

Technology Committee – Ms. Neely noted that interviews are scheduled for the Director of Technology.

Personnel Committee – None.

Operations Committee – None.

Policy Committee – Mr. Kerr noted that the 200 and 300 Policy sections are on the agenda tonight for approval at next week’s meeting.

Community Input Committee – None.

Budget and Finance – Mrs. Fisher provided a handout of the 2023-2024 Preliminary Budget for payroll estimates for the Board. It was noted that for the first time since the 2009-2010 school year, the District's share of the retirement contribution rate has dropped. Last year's contribution rate was 35.6%, and this year is 34%. It was also noted that there are only 260 work days in the upcoming fiscal year. Overall payroll and benefits are increasing by 2.45%.

Solicitor's Report – None.

Approval of the following items will be requested at the voting meeting on February 27, 2023:

A. APPROVAL OF RETIREMENT

- a. Karen Landers, Supervisor of Technology, effective July 3, 2023.
- b. Karen Watson, Administrative Assistant/Business Office, effective July 7, 2023.
- c. Patricia Yee, Paraprofessional at the South Side Schools, retroactively effective February 1, 2023.

B. APPROVAL TO HIRE PARAPROFESSIONAL STAFF

- a. _____, 5-hour Title 1 Reading/Math Paraprofessional for the South Side Schools.
- b. _____, 6.5-hour Paraprofessional for the South Side Schools.
- c. _____, 7-hour Special Education Paraprofessional for the South Side Schools.
- d. _____, 7-hour Special Education Paraprofessional for the South Side Schools,
- e. _____, 6-hour Special Education Paraprofessional for the High School and Middle School.

A list of candidates was emailed to the Board. Dr. Weller noted the names would be listed in next week's agenda.

C. RETROACTIVE APPROVAL TO HIRE A LONG TERM SUBSTITUTE TEACHER.

- a. Melissa Proper, Math Teacher at Oil City Middle School for Semester 2 of the 2022-2023 school year, effective January 23, 2023, at step 1 of the Master's scale.

D. APPROVAL OF THE EMPLOYMENT AGREEMENT RENEWAL FOR SUSAN L. FISHER AS BUSINESS MANAGER, EFFECTIVE JULY 1, 2023, AND ENDING JUNE 30, 2028.

E. APPROVAL OF THE EMPLOYMENT AGREEMENT RENEWAL FOR LYNDIA G. WELLER AS SUPERINTENDENT OF SCHOOLS, EFFECTIVE JULY 1, 2023, AND ENDING JUNE 30, 2028.

F. APPROVAL OF SUBSTITUTE CROSSING GUARD

- a. Theodore Bentley

G. APPROVAL OF THE UPDATED LIST OF BUS AND VAN DRIVERS

A list of names was emailed to the Board.

H. APPROVAL OF SPRING COACHES FOR THE 2022-2023 SCHOOL YEAR

A list of names was emailed to the Board. Dr. Weller noted that the names will be listed individually by each sport on next week's agenda.

I. RETROACTIVE APPROVAL OF WINTER SWIM COACH

- a. Olivia Stamm Moon, Volunteer

J. RETROACTIVE APPROVAL OF SPRING MIDDLE SCHOOL VOLLEYBALL COACHES, DUE TO SEASON STARTING ON FEBRUARY 18, 2023

- a. Deb Brink, Head Coach
- b. Savalla Yeager, Volunteer
- c. Kaity Wenner, Volunteer

Dr. Weller noted that it may seem atypical to have volleyball starting so early, but this was intentional to create less of an overlap with other sports.

K. APPROVAL TO AMEND THE SALARY SCHEDULE FOR ATHLETICS, BEGINNING WITH THE 2022-2023 SCHOOL YEAR, TO ADD ONE JUNIOR HIGH TRACK COACH WITH A STARTING SALARY OF \$2,212.00

L. APPROVAL TO AMEND THE SALARY SCHEDULE FOR ATHLETICS, BEGINNING WITH THE 2023-2024 SCHOOL YEAR, TO ADD ONE CROSS COUNTY ASSISTANT COACH WITH A STARTING SALARY OF \$2,131.00

M. APPROVAL OF THE UPDATED CAFETERIA PRICE LIST FOR A LA CARTE ITEMS

A list of prices was emailed to the Board.

N. APPROVAL OF FIELD TRIP REQUESTS

- a. The Boys' Tennis Team requests approval to travel to the Westwood Racquet Club in Erie on Sunday, March 19, and Sunday, March 26, 2023.
- b. The Middle School requests approval for the 5th grade to travel to the Cleveland Metroparks Zoo on Tuesday, May 16, 2023.

Dr. Weller noted the Tennis team utilizes this time for indoor practice.

O. RETROACTIVE APPROVAL OF FIELD TRIP REQUEST

- a. The Seventh Street School requests approval for four 4th grade students to participate in the PA Invention Convention, a state competition in the Poconos, on February 14-15, 2023.

Dr. Weller stated that following the January meeting, she was made aware that the student's had advanced to this level. Dr. Weller plans to invite the team to present their invention to the Board.

P. RETROACTIVE APPROVAL OF FUNDRAISING REQUESTS

- a. The OCHS Jr/Sr Exec requests approval to host an 80s themed dance to be held in the High School cafeteria after the last home boys' basketball game on Friday, February 17, 2023.
- b. The OCHS Science classes request approval to sell Earth Day shirts in the High School from February 17-27, 2023, to raise money for science field trips.

Dr. Weller noted that Earth Day is in late April, but orders must be in by early March.

Q. APPROVAL FOR "TOGETHER WE CAN" TO USE THE OIL CITY MIDDLE AND HIGH SCHOOL GYMS FOR A BASKETBALL TOURNAMENT SCHOLARSHIP FUNDRAISER TO BE HELD SUNDAY, MARCH 5, 2023, FROM 9 AM TO 7 PM

R. APPROVAL OF THE SCHOOL CALENDAR FOR THE 2023-2024 SCHOOL YEAR

A copy of the drafted calendar was emailed to the Board. Dr. Weller noted that this calendar preparation is based on the current school calendar. Previously, separate calendars were created in list and date form, but this calendar is a hybrid of both.

S. APPROVAL OF THE ACT 80 DAYS FOR THE 2023-2024 SCHOOL YEAR

- a. November 10, 2023
- b. February 16, 2024
- c. March 15, 2024
- d. May 10, 2024

T. APPROVAL OF THE 2023- 2024 COURSE DESCRIPTION GUIDE

A copy was emailed to the Board. Dr. Weller noted changes are highlighted in yellow. There are 2 additions this year based on student interest, and Academic course on Earth and Space science and a semester on Astronomy. Continuation will be based on student participation.

U. APPROVAL OF THE OIL CITY AREA SCHOOL DISTRICT
COMPREHENSIVE SCHOOL COUNSELING PLAN, GRADES K-12

Dr. Weller noted this is an annual approval, and required yearly.

V. RETROACTIVE APPROVAL OF CURRICULA TO APRIL 18, 2022

- a. "We Care Elementary" (Grades 3-6)
- b. "Sexual Abuse Free Environment for Teens" (Grade 7-8)

Dr. Weller announced the reason for this addition. In April of 2022, a combination Work Session and Voting meeting was held with open discussion of these 2 programs, which are listed as approved programs for Title 9 considerations by PDE. In talking with Solicitor Merkel, it was advised to add this to the agenda due to support expressed last April. Mr. Johnson recommended tabling this agenda item until the Education/Curriculum Committee can review. Verbal agreement was made by Mr. Weaver. Mr. McFadden noted that nothing needs done at this meeting, as it is not a voting meeting.

W. APPROVAL OF THE CONTRACT WITH CCL TECHNOLOGIES FOR THE
WIRELESS INFRASTRUCTURE UPGRADE FOR THE 2023-2024 SCHOOL
YEAR WHICH WILL BE REIMBURSABLE THROUGH E-RATE

Dr. Weller, confirmed by Mrs. Fisher, noted that the total cost to the district will be 15%.

X. APPROVAL OF RESOLUTION NO. 1- SUBMISSION OF PLANCON PART I

- a. BE IT RESOLVED, the Board of Directors for the Oil City Area School District approves and authorizes the submission of Plancon Part I, "Interim Reporting" for Change Order GC-6 and PC-3 for the Hasson Heights Elementary School (PDE #3872) to the Pennsylvania Department of Education for review and approval.

Y. APPROVAL OF NEW AND REVISED POLICIES

- a. Policy 200- Enrollment of Students
- b. Policy 201- Admission of Students
- c. Policy 202- Eligibility of Nonresident Students
- d. Policy 203- Immunizations and Communicable Diseases
- e. Policy 203.1- HIV Infection
- f. Policy 204- Attendance
- g. Policy 205- Post graduate Students
- h. Policy 206- Assignment within District
- i. Policy 207- Confidential Communication of Students
- j. Policy 208- Withdrawal from School
- k. Policy 209- Health Examinations/Screenings
- l. Policy 209.1- Food Allergy Management
- m. Policy 209.2- Diabetes Management

- n. Policy 210- Medications
- o. Policy 210.1- Possession/Administration of Asthma Inhalers/
Epinephrine Auto-Injectors
- p. Policy 212- Reporting Student Progress
- q. Policy 214- Class Rank
- r. Policy 215- Promotion and Retention
- s. Policy 216- Student Records
- t. Policy 217- Graduation
- u. Policy 218- Student Discipline
- v. Policy 218.1- Weapons
- w. Policy 218.2- Terroristic Threats
- x. Policy 218.3- Discipline of Students
- y. Policy 219- Student Complaint Process
- z. Policy 220- Student Expression (with attachment)
- aa. Policy 221- Dress and Grooming
- bb. Policy 222- Tobacco and Vaping Products
- cc. Policy 223- Use of Bicycles and Motor Vehicles
- dd. Policy 224- Care of School Property
- ee. Policy 226- Searches
- ff. Policy 227- Controlled Substances/Paraphernalia
- gg. Policy 228- Student Government (with absorbed language from Pol. 232)
- hh. Policy 229- Student Fundraising
- ii. Policy 230- Public Performances
- jj. Policy 231- Social Events and Class Trips
- kk. Policy 233- Suspension and Expulsion
- ll. Policy 234- Pregnant/Parenting/Married Students
- mm. Policy 235- Student Rights and Responsibilities
- nn. Policy 235.1- Surveys
- oo. Policy 236- Student Assistance Program
- pp. Policy 236.1- Threat Assessment
- qq. Policy 237- Electronic Devices
- rr. Policy 239- Foreign Exchange Students
- ss. Policy 246- School Wellness
- tt. Policy 247- Hazing
- uu. Policy 249- Bullying/Cyberbullying
- vv. Policy 250- Student Recruitment
- ww. Policy 251- Homeless Students
- xx. Policy 252- Dating Violence
- yy. Policy 301- Creating a Position
- zz. Policy 302- Employment of Superintendent
- aaa. Policy 304- Employment of District Staff
- bbb. Policy 305- Employment of Substitutes
- ccc. Policy 306- Employment of Summer School Staff
- ddd. Policy 307- Student Teachers/Interns
- eee. Policy 308- Employment Contract/Board Resolution
- fff. Policy 309- Assignment and Transfer

ggg.	Policy 312- Performance Assessment of Superintendent
hhh.	Policy 313- Evaluation of Employees
iii.	Policy 314.1- HIV Infection
jjj.	Policy 317- Conduct/Disciplinary Procedures
kkk.	Policy 317.1- Educator Misconduct
lll.	Policy 318- Attendance and Tardiness
mmm.	Policy 319- Outside Activities
nnn.	Policy 320- Freedom of Speech in Nonschool Settings
ooo.	Policy 321- Political Activities
ppp.	Policy 322- Gifts
qqq.	Policy 323- Tobacco and Vaping Products
rrr.	Policy 324- Personnel Files
sss.	Policy 325- Dress and Grooming
ttt.	Policy 326- Complaint Process
uuu.	Policy 328- Compensation Plans/Salary Schedules
vvv.	Policy 330- Overtime
www.	Policy 332- Working Periods
xxx.	Policy 333- Professional Development
yyy.	Policy 334- Sick Leave
zzz.	Policy 335- Family and Medical Leaves
aaaa.	Policy 336- Personal Necessity Leave
bbbb.	Policy 338- Sabbatical Leave
cccc.	Policy 339- Uncompensated Leaves
dddd.	Policy 340- Responsibility for Student Welfare
eeee.	Policy 341- Benefits for Part-Time Employees
ffff.	Policy 342- Jury Duty
gggg.	Policy 343- Paid Holidays
hhhh.	Policy 347- Workers' Compensation Transitional Return-to-Work Program
iiii.	Policy 351- Drug and Substance Abuse

Dr. Weller announced the policies would not be read individually for conservation of time. Policy 347 was sent to the labor attorney, Mr. Zaruta, and the recommendation is to not approve this policy, as there is no benefit to the District to maintain this policy. Mr. Zaruta's recommendation is to strike this policy.

Z. APPROVAL TO RETIRE POLICIES

- a. Policy 211- Student Accident Insurance
- b. Policy 213- Assessment of Student Progress (language moved to Pol. 127 & 212)
- c. Policy 216.1- Confidentiality of Student Records
- d. Policy 246.1- School Health Advisory Council
- e. Policy 248- Unlawful Harassment/Discrimination
- f. Policy 310- Abolishing a Position
- g. Policy 315- Disqualification by Reason of Health
- h. Policy 316- Non-Tenured Employees/Staff Members
- i. Policy 327- Management Team

- j. Policy 348- Unlawful Harassment/Discrimination
- k. Policy 504.1- School Bus Driver Hiring

Dr. Weller announced the policies are as presented.

INFORMATIONAL

Student Recognition- Dr. Weller had several students to recognize during the meeting. Aubrie Witmer, a 6th grade student at the Middle School, was the 3rd place winner in the American Legion Essay Contest. Kade Morrison, a 12th grade student at the High School, placed 1st and was undefeated at the Equations Competition at Slippery Rock University. This qualifies him for the AGLOA Nationals this spring. Kade also had the overall high score for the Current Events competition. Jackson Dilks, a 10th grade student at the High School, was also undefeated at the Current Events competition at Slippery Rock University. Ethen Knox, an 11th grade student at the High School, was named to the 2022-2023 All-USA Today High School Sports Awards Offensive Football Team. Dr. Weller expressed her pride in all these students.

An Executive Session for the discussion of possible litigation and personnel matters was called following the Work Session.

The Work Session concluded at 7:24 p.m.

Respectfully submitted,

Anna Lehnortt
Board Secretary