

**OIL CITY AREA SCHOOL DISTRICT
BOARD MINUTES
MONDAY, APRIL 24, 2023**

The regular monthly meeting of the Board of Directors of the Oil City Area School District was held on Monday evening, April 24, 2023, in the Board room of the Administration Building, 825 Grandview Road, Oil City, Pennsylvania. The meeting was called to order by Mr. Joseph McFadden, Board President, at 7:00 p.m.

Mr. McFadden opened the meeting with a moment of silence followed by the Pledge of Allegiance.

Roll Call: *Present:* Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely, Mr. Piercy,
Mrs. Pikna, Mr. Sterner, Mr. Weaver

Absent: None.

Administrators

Present: Dr. Weller, Mrs. Fisher, Mrs. Haupt, Mr. Kasunic, Mrs. Shuffstall

Mr. McFadden announced the following changes to the agenda:

Under Superintendent's Report, Section A, Personnel Items, Item 2a:

- Amend to read "K-12 Administrator"

Under Superintendent's Report, Section A, Personnel Items, Item 9a:

- Add "rally towels, wash-off tattoos, bleacher seat cushions, and other items"

Under Superintendent's Report, Section A, Personnel Items, Item 9:

- Add item 9b- "The OCHS National Honor Society requests approval to sell t-shirts for Brain Cancer Awareness Month to raise money for Brain Cancer Research, from April 25-May10, 2023."

Under Superintendent's Report, Section A, Personnel Items:

- Add item 11- "APPROVAL TO REMOVE THE FOLLOWING FROM THE DAY-TO-DAY SUBSTITUTE LIST"
 - a. James Speth
 - b. Brad Davis

Under Superintendent's Report, Section B, Additional Items Requiring Board Approval:

- Add item 8- "APPROVAL TO PERMIT THE VENANGO COUNTY LAND BANK TO PURCHASE 2 PROPERTIES WITHIN OIL CITY AREA SCHOOL DISTRICT AT A COST OF \$600.00 EACH."

Mr. Kerr, seconded by Ms. Neely, moved to approve the amendments to the agenda as presented.

The voice vote is recorded as follows: *Ayes* – Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely,
Mr. Piercy, Mrs. Pikna, Mr. Sterner, Mr. Weaver

Nays – None

RECOGNITION OF VISITORS/INVITED GUESTS

Mr. Greg Merkel, Solicitor, Ms. Kara O’Neil, reporter for *The Derrick*, Mrs. Robin Evans were also in attendance, as well as Mrs. Aaron and Mrs. Sterner.

PUBLIC COMMENT

None.

APPROVAL OF MINUTES

Mr. Weaver, seconded by Ms. Neely, moved to approve the minutes of the March 27, 2023, Board Meeting.

The voice vote is recorded as follows: *Ayes* – Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely, Mr. Piercy, Mrs. Pikna, Mr. Sterner, Mr. Weaver

Nays – None

APPROVAL OF FINANCIAL REPORTS

Mr. Weaver, seconded by Mr. Kelley, moved to approve the following financial reports: Payment of Bills, Treasurer’s Reports, and Activity Reports. (Copies of these reports will appear in the Minutes book.)

The voice vote is recorded as follows: *Ayes* – Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely, Mr. Piercy, Mrs. Pikna, Mr. Sterner, Mr. Weaver

Nays – None

SUPERINTENDENT’S REPORT

The following items were presented for approval by Mr. McFadden, Board President:

A. Personnel Items:

1. APPROVAL OF RETIREMENTS AND RESIGNATIONS

- a. Scott Stahl, Principal at the High School, effective June 30, 2023.
- b. Cindy Price, Paraprofessional at Hasson Heights Elementary School, effective June 7, 2023.
- c. Donna Aaron, Nurse Technician at the Middle School/High School complex, effective August 4, 2023.

Mr. Weaver, seconded by Mr. Kerr, moved to approve the retirements and resignations of staff, as presented.

The voice vote is recorded as follows: *Ayes* – Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely, Mr. Piercy, Mrs. Pikna, Mr. Sterner, Mr. Weaver

Nays – None

2. APPROVAL TO POST OPEN POSITIONS (AMENDED)

- a. K-12 Administrator
- b. Middle School Life Skills Teacher
- c. Elementary Autism Support Teacher
- d. 12-month Administrative Assistant in the Business Office

- e. 10-month Nurse Technician at the Middle School/High School complex
- f. Paraprofessional at Hasson Heights Elementary School

THIS IS AN APPROVED AMENDMENT TO THE AGENDA

Mr. Weaver, seconded by Mr. Kelley, moved to approve the postings of staff vacancies, as presented.

The voice vote is recorded as follows: Ayes – Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely, Mr. Piercy, Mrs. Pikna, Mr. Sterner, Mr. Weaver

Nays – None

3. APPROVAL OF CONTRACT FOR THE 2023-2024 SCHOOL YEAR

- a. Martin Aylesworth, School Psychologist

Mr. Weaver, seconded by Mr. Kerr, moved to approve the contract, as presented.

The voice vote is recorded as follows: Ayes – Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely, Mr. Piercy, Mrs. Pikna, Mr. Sterner, Mr. Weaver

Nays – None

4. APPROVAL OF SUBSTITUTE TEACHERS

- a. Kaitlyn Anderson
- b. Caleb Gardner
- c. Matthew Hutchinson

Mr. Weaver, seconded by Mr. Kelley, moved to approve the list of substitute teachers, as presented.

The voice vote is recorded as follows: Ayes – Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely, Mr. Piercy, Mrs. Pikna, Mr. Sterner, Mr. Weaver

Nays – None

5. APPROVAL OF GUEST TEACHER

- a. Conor Taylor

Mr. Weaver, seconded by Ms. Neely, moved to approve Conor Taylor as Guest Teacher, as presented.

The voice vote is recorded as follows: Ayes – Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely, Mr. Piercy, Mrs. Pikna, Mr. Sterner, Mr. Weaver

Nays – None

6. APPROVAL OF SUBSTITUTE NURSE

- a. Cynthia Richar

Mr. Weaver, seconded by Ms. Neely, moved to approve Cynthia Richar as a Substitute Nurse, as presented.

The voice vote is recorded as follows: Ayes – Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely, Mr. Piercy, Mrs. Pikna, Mr. Sterner, Mr. Weaver

Nays – None

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

Mr. Kerr, seconded by Ms. Neely, moved to approve the list of bus and van drivers, as presented.

The voice vote is recorded as follows: Ayes – Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely, Mr. Piercy, Mrs. Pikna, Mr. Sterner, Mr. Weaver

Nays – None

8. APPROVAL OF TRACK & FIELD COACH

- a. Madison Salvo, Volunteer Junior/Senior High School

Mr. Weaver, seconded by Ms. Neely, moved to approve Madison Salvo as a volunteer coach, as presented.

The voice vote is recorded as follows: Ayes – Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely, Mr. Piercy, Mrs. Pikna, Mr. Sterner, Mr. Weaver

Nays – None.

9. APPROVAL OF FUNDRAISING REQUESTS (AMENDED)

- a. The OCHS National Honor Society requests approval to sell white out t-shirts, rally towels, wash-off tattoos, bleacher seat cushions, other items, and paper chain links to raise money for the Kirtland Cancer Foundation.
- b. The OCHS National Honor Society requests approval to sell t-shirts for Brain Cancer Awareness Month to raise money for Brain Cancer Research, from April 25-May 10, 2023.

THIS IS AN APPROVED AMENDMENT TO THE AGENDA

Mr. Weaver, seconded by Mr. Kelley, moved to approve the listed fundraisers, as presented.

The voice vote is recorded as follows: Ayes – Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely, Mr. Piercy, Mrs. Pikna, Mr. Sterner, Mr. Weaver

Nays – None.

10. APPROVAL OF FIELD TRIP REQUESTS

- a. The Seventh Street Elementary School requests approval for 4 students and 1 teacher to travel to Dearborn, Michigan, to participate in the Invention Convention National competition from June 7-9, 2023.
- b. The Varsity Competitive Cheerleaders request approval to travel to PennWest-Clarion to participate in a Cheerleading Camp from August 1-3, 2023.
- c. The High School Bridges for Justice Club requests approval to travel to the Healthy Living Learning Institute in McKeesport, PA, on Sunday, May 7, 2023.

Mr. Weaver, seconded by Mr. Kelley, moved to approve the field trip requests, as presented.

The voice vote is recorded as follows: Ayes – Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely, Mr. Piercy, Mrs. Pikna, Mr. Sterner, Mr. Weaver

Nays – None

11. APPROVAL TO REMOVE THE FOLLOWING FROM THE DAY-TO-DAY SUBSTITUTE LIST
 - a. James Speth
 - b. Brad Davis

THIS IS AN APPROVED ADDITION TO THE AGENDA

Mr. Weaver, seconded by Ms. Neely, moved to remove those listed from the substitute list, as presented.

The voice vote is recorded as follows: Ayes – Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely, Mr. Piercy, Mrs. Pikna, Mr. Sterner, Mr. Weaver

Nays – None

B. Additional items requiring Board approval:

1. APPROVAL OF BIDS FOR THE 2023-2024 SCHOOL YEAR
 - a. Art
 - b. Athletics
 - c. Industrial Arts
 - d. Office/Teacher
 - e. Science

Mr. Weaver, seconded by Ms. Neely, moved to approve the 2023-2024 bids, as presented.

The voice vote is recorded as follows: Ayes – Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely, Mr. Piercy, Mrs. Pikna, Mr. Sterner, Mr. Weaver

Nays – None

2. APPROVAL TO HOST DCI-GENESIS DRUM AND BUGLE CORP AT THE MIDDLE SCHOOL/HIGH SCHOOL COMPLEX AND STADIUM FROM AUGUST 5-8, 2023

Mr. Weaver, seconded by Ms. Neely, moved to approve the hosting of the Drum and Bugle Corp, as presented.

The voice vote is recorded as follows: Ayes – Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely, Mr. Piercy, Mrs. Pikna, Mr. Sterner, Mr. Weaver

Nays – None

3. APPROVAL OF NEW AND REVISED POLICIES
 - a. 311- Reduction of Staff
 - b. 314- Physical Examination
 - c. 331- Job Related Expenses
 - d. 337- Vacation
 - e. 601- Fiscal Objectives
 - f. 602- Budget Planning
 - g. 603- Budget Preparation
 - h. 604- Budget Adoption
 - i. 605- Tax Levy
 - j. 606- Tax Collection
 - k. 607- Tuition Income
 - l. 608- Bank Accounts
 - m. 612- Purchases Not Budgeted

- n. 613- Cooperative Purchasing
- o. 615- Payroll Deductions
- p. 616- Payment of Bills
- q. 617- Petty Cash
- r. 618- Student Activity Funds
- s. 619- District Audit
- t. 620- Fund Balance
- u. 621- Local Taxpayer Bill of Rights
- v. 622- GASB Statement 34
- w. 624- Taxable Fringe Benefits, *plus attachment*
- x. 625- Credit Cards
- y. 626- Federal Fiscal Compliance, *plus attachments*
- z. 626.1- Travel Reimbursement- Federal Programs
- aa. 702- Gifts, Grants, Donations
- bb. 702.1- Crowdfunding
- cc. 703- Sanitary Management
- dd. 704- Maintenance
- ee. 705- Facilities and Workplace Safety
- ff. 706- Property Records
- gg. 707- Use of School Facilities
- hh. 708- Lending of Equipment and Books
- ii. 709- Building Security
- jj. 710- Use of Facilities by Staff
- kk. 716- Integrated Pest Management
- ll. 717- Cellular Telephones
- mm. 718- Service Animals in Schools

Mr. Kerr, seconded by Ms. Neely, moved to approve the policies, as presented.

The voice vote is recorded as follows: Ayes – Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely, Mr. Piercy, Mrs. Pikna, Mr. Sterner, Mr. Weaver

Nays – None

4. APPROVAL TO RETIRE POLICIES

- a. 702- Memorials
- b. 704- Student Activity Van Management
- c. 712- Emergency Evacuation Procedure

Mr. Weaver, seconded by Mr. Kelley, moved to approve the retirement of the listed policies, as presented.

The voice vote is recorded as follows: Ayes – Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely, Mr. Piercy, Mrs. Pikna, Mr. Sterner, Mr. Weaver

Nays – None

5. APPROVAL FOR MRS. FISHER TO LOCK IN NATURAL GAS AND ELECTRIC RATES WHEN MOST ADVENTAGEOUS THROUGH 2028

Mr. Weaver, seconded by Ms. Neely, moved to allow Mrs. Fisher to lock in rates through 2028, as presented.

The voice vote is recorded as follows: Ayes – Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely, Mr. Piercy, Mrs. Pikna, Mr. Sterner, Mr. Weaver

Nays – None

6. APPROVAL TO CONTRACT WITH WARREN COUNTY SCHOOL DISTRICT VIRTUAL ACADEMY TO PROVIDE A CYBER OPTION FOR OIL CITY STUDENTS FOR THE 2023-2024 SCHOOL YEAR

Mr. Weaver, seconded by Mr. Kerr, moved to approve the request to contract with Warren County to provide a Cyber option for 2023-2024, as presented.

The voice vote is recorded as follows: Ayes – Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely, Mr. Piercy, Mrs. Pikna, Mr. Sterner, Mr. Weaver

Nays – None

7. APPROVAL OF DISCIPLINE WAIVER AND STIPULATION FOR STUDENT “C” FOR THE 2022-2023 SCHOOL YEAR

- a. RESOLVED, that the Oil City Area School Board of School Directors approves the Waiver and Stipulation Agreement for Student “C” for the 2022-2023 school year. The Oil City School Board of Directors authorizes the Superintendent to sign the Waiver and Stipulation on behalf of the District.

Mr. Weaver, seconded by Mr. Kelley, moved to the discipline Waiver and Stipulation, as presented.

The voice vote is recorded as follows: Ayes – Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely, Mr. Piercy, Mrs. Pikna, Mr. Sterner, Mr. Weaver

Nays – None

8. APPROVAL TO PERMIT THE VENANGO COUNTY LAND BANK TO PURCHASE 2 PROPERTIES WITHIN OIL CITY AREA SCHOOL DISTRICT AT A COST OF \$600.00 EACH.

THIS IS AN APPROVED ADDITION TO THE AGENDA.

Mr. Kerr, seconded by Mr. Weaver, moved to permit the Land Bank to purchase the properties, as presented.

The voice vote is recorded as follows: Ayes – Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely, Mr. Piercy, Mrs. Pikna, Mr. Sterner, Mr. Weaver

Nays – None

INFORMATIONAL

Dr. Weller mentioned that student recognition was the focus at the Work Session, but staff recognition is the focus at this meeting. Mr. Dan Cartwright was inducted into the Phi Beta Mu International Bandmasters Fraternity at this year’s PMEA State Conference. Mr. Steve Luxbacher was awarded the District 3 PMEA Citation of Excellence Award at this year’s PMEA State Conference.

FEDERAL PROGRAMS

None.

OLD BUSINESS OF THE BOARD

A. Pay scale for Melissa Proper

Mrs. Lehnortt offered an explanation, stating that at the February Board meeting, the Board originally approved Mrs. Proper's pay scale as step 1 of the Master's scale. After Mrs. Lehnortt stating an error was made, the Board amended their approval to state Mrs. Proper was on step 1 of the Bachelor's scale. When in fact, Mrs. Proper was correctly approved at the February meeting as step 1 of the Master's scale.

With Mr. Merkel's advice, a motion was brought to the table by Mr. Weaver, seconded by Ms. Neely, to reapprove the original motion with Melissa Proper at step 1 of the Master's scale.

The voice vote is recorded as follows: Ayes – Mr. Johnson, Mr. Kelley, Mr. Kerr, Mr. McFadden, Ms. Neely, Mr. Piercy, Mrs. Pikna, Mr. Sterner, Mr. Weaver

Nays – None

ADMINISTRATORS' REPORTS

Mr. Kasunic addressed the Board with an update from the Middle School, providing a copy of the events calendar for reference with many field trips, student presentations, and the 8th grade field trip to Washington, DC.

Mrs. Haupt addressed the Board with an update from the High School, highlighting Mike Crocker and Katie Purvis for their Envirothon work, along with the students. Also mentioned was the upcoming trip to Nashville, TN, VTC banquet, prom, and graduation details.

Mrs. Shuffstall addressed the Board with an update regarding the IU Behavioral consultant, High School incentives, and the High School ES student's participation in Earth Day clean up. Also noted was the Middle School enjoying their new sensory corner.

VENANGO TECHNOLOGY CENTER REPORT

Mr. Johnson offered more congratulations for the strong performance of Oil City students at the Skills USA competition. Also noted was the upcoming VTC co-op banquet.

RIVERVIEW INTERMEDIATE UNIT 6 REPORT

None.

PSBA LIAISON REPORT

None.

SECRETARY'S REPORT

Mrs. Lehnortt was pleased to report all Statement of Financial Interest forms have been received.

NEW BUSINESS OF THE BOARD

None.

ADJOURNMENT

The motion to adjourn was made by Mr. Weaver and seconded by Ms. Neely. The motion carried. The meeting adjourned at 7:26 p.m.

Respectfully submitted,



Anna Lehnortt
Board Secretary