

**Oil City Area School District
Mid-Month Work Session Minutes
Monday, June 19, 2023
7:00 p.m.**

The Work Session of the Oil City Area School District Board of Directors held on Monday, June 19, 2023, was called to order at 7:02 p.m. by Mr. Joseph McFadden, Board President, in the Board Room of the Administration Office, 825 Grandview Road, Oil City, PA.

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

Board Member Absent: Mr. Kerr, Mr. Piercy (Mr. Merkel, Solicitor)

Administrators Present: Mrs. Susan Fisher, Dr. Lynda Weller

Ms. Kara O'Neil, reporter for *The Derrick*, Mr. Dan Aaron, Mrs. Devin Aaron, Mrs. Robin Evans, and Mrs. Martha Sterner were also in attendance.

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

Public Comment – None.

Invited Guests – None.

Co-Curricular Activities Committee – None, in Mr. Kerr's absence.

Curriculum Committee – None, in Mr. Kerr's absence.

Technology Committee – None.

Personnel Committee – Mr. McFadden announced that discussions regarding personnel took place during the executive session.

Operations Committee – None.

Policy Committee – Mr. McFadden noted Mr. Kerr's absence and that no committee update would be available, but that there are several policies still in process, some of which are on the agenda for this month.

Community Input Committee – None.

Budget and Finance – Mrs. Fisher provided the Board with copies of the prepared Tentative Budget for 2023-2024. She noted that the budget revisions are ongoing, including waiting on state subsidy values. Mrs. Fisher provided explanation for changes and variances from last year

to this year. Dr. Weller added that a further look into the remaining balance of the ARP ESSER funds would be taking place, as to utilize the funds before they expire.

Solicitor's Report – None, in Mr. Merkel's absence.

Approval of the following items will be requested at the voting meeting on June 26, 2023:

A. Personnel Items

1. APPROVAL OF RESIGNATION

- a. Angela Remmick, Certified School Nurse effective August 13, 2023.

2. APPROVAL TO HIRE STAFF

- a. ____, Speech Language Therapist, as step __ of the master's scale.
- b. ____, 12-month Administrative Assistant in the Business Office, effective July 10, 2023.
- c. ____, Nurse Technician.
- d. ____, 6-hour Title I Reading/Math Paraprofessional at Hasson Elementary.
- e. ____, 6-hour Special Education Paraprofessional at the Middle School/High School.
- f. ____, 5-hour Title I Reading/Math Paraprofessional at the South Side schools.
- g. ____, 3-hour Paraprofessional at Hasson Elementary.

Dr. Weller noted that candidate names were discussed in executive session and will be added on the agenda for next week.

3. APPROVAL TO POST OPEN POSITIONS

- a. Certified School Nurse.
- b. 10-month Administrative Assistant at the High School, effective August 15, 2023.
- c. Long-Term Substitute for the 2023-2024 school year for Special Education, Middle/High School.
- d. Long-Term Substitute Teachers for the First Semester of the 2023-2024 School Year.
 - i. Special Education, Hasson Elementary
 - ii. 1st grade, Smedley Elementary
 - iii. Special Education/Autism Support, Smedley Elementary

Dr. Weller noted that item a is to the fill vacancy from the resignation of Angela Remmick. The Long-Term Substitute positions are anticipated vacancies due to various health concerns.

4. APPROVAL OF TENURE

- a. Angella Scalise

Dr. Weller stated that the requirements have been met.

5. MOTION TO APPROVE A PREVIOUSLY ADOPTED ITEM

- a. WHEREAS, the agenda for the May 22, 2023, meeting of the Board of School Directors included a personnel item to approve the hiring of Amber Fellows as a Life Skills Teacher at the Middle School at step 2 of the bachelor's scale beginning with the 2023-2024 school year; WHEREAS the said agenda item erroneously referenced the bachelor's scale when it should have referenced the master's scale; WHEREAS, as a result of such error, the Board of School Directors erroneously adopted a resolution at its meeting on May 22, 2023, by which Amber Fellows was hired at step 2 of the bachelor's scale; NOW THEREFORE BE IT RESOLVED, that the resolution to hire Amber Fellows adopted on May 22, 2023 be amended and is hereby approved as follows: The Board of School Directors approves and authorized the hiring of Amber Fellows, as a Life Skills Teacher at Oil City Middle School beginning with the 2023-2024 school year, at step 2 of the master's scale.

Mrs. Lehnortt explained that Ms. Fellows has been filling temporary vacancies during the year, but received her master's degree in December (2022). Due to the nature of the temporary status, and when the degree was earned, this was overlooked when the agenda was prepared last month.

6. APPROVAL OF THE CONTRACT FOR THE ATHLETIC DIRECTOR BEGINNING JULY 1, 2023- JUNE 30, 2024
7. APPROVAL OF ALL NON-BARGAINING UNIT SALARIES FOR THE 2023-2024 SCHOOL YEAR
8. RETROACTIVE APPROVAL OF OC SUMMER CAMP STAFF, EFFECTIVE JUNE 19, 2023
 - a. Erin Bomboy
 - b. Christa Collins
 - c. Karla Daman
 - d. Kate Donovan
 - e. Brianne Gorman
 - f. Martha Heise
 - g. Payton Hostetler
 - h. Nicole Mawhinney
 - i. EffieJo Shiffer
 - j. Sarah Seaton
 - k. Melissa Singleton
 - l. Shelly Stahl

Dr. Weller added that 73 students have attended the first day of Summer Camp. The staff listed does not work each day, but at some point, during the camp, and not all are teaching.

9. RETROACTIVE APPROVAL OF ESY STAFF, EFFECTIVE JUNE 19, 2023
 - a. Larissa Bailey, Paraprofessional
 - b. Meghan Fulmer, Teacher

Dr. Weller stated that ESY typically occurs in July, however autism support classes begin in June.

10. APPROVAL OF THE EXTENDED SCHOOL YEAR TRANSPORTATION AGREEMENTS

- a. Nicole Denny
- b. Heather Eddy

11. APPROVAL OF THE 2023-2024 FALL COACHES

A list of the coach's names was emailed to the Board.

12. APPROVAL OF FIELD TRIP REQUEST

- a. The Cross-Country team requests approval to travel to Rochester, NY, to participate in the McQuaid Cross Country Invitational from September 29-30, 2023.

13. APPROVAL OF FUNDRAISING REQUEST

- a. The OCHS National Honor Society requests approval to collect monetary donations/votes for dunk tank participants at the 2023 White Out game with Franklin from August-September 2023 to raise money for the Kirtland Cancer Foundation.

Dr. Weller added that this is a creative way to fundraise, and only adults "will be dunked."

14. APPROVAL OF MEMORANDUM OF UNDERSTANDING REGARDING OCASD CYBER INSTRUCTIONAL SERVICES

B. Additional Items Requiring Board Approval

1. APPROVAL OF THE 2023-2024 BUDGET, AS PRESENTED

2. APPROVAL TO SET THE TAX RATE AT 16.61 MILLS

Mrs. Fisher clarified that there has been no change to this rate since 2001.

3. APPROVAL OF THE RESOLUTION TO SET THE 2023-2024 HOMESTEAD/ FARMSTEAD EXCLUSION RATE AT \$404.48

4. APPROVAL OF THE 2023-2024 TUITION RATE ESTABLISHED BY THE PENNSYLVANIA DEPARTMENT OF EDUCATION

- a. \$9,037.84 for Elementary
- b. \$11,448.54 for Secondary

5. APPROVAL OF THE INSURANCE PACKAGE AS PROPOSED BY UTICA NATIONAL IN THE AMOUNT OF \$99,954.00
 - a. This includes coverage for property (including equipment breakdown, flood, and earthquake), inland marine, crime, general liability (including cyber suite and law enforcement liability), school leader legal liability, employment practices liability, business automobile, and excess liability.
6. APPROVAL OF THE WORKERS' COMPENSATION INSURANCE POLICY AS PROPOSED BY UPMC WORK PARTNERS IN THE AMOUNT OF \$42,785.00
7. APPROVAL OF THE OIL CITY AREA SCHOOL DISTRICT HEALTH AND SAFETY PLAN, VERSION 5

Dr. Weller explained that the Board must consider this plan every 6 months as long as ARP ESSER funds are still being received, and there have been no changes since January when it was last reviewed.

8. APPROVAL TO CANCEL THE DISTRICT VISA CREDIT CARD ISSUED TO BILL O'BRIEN AND REISSUE TO MEGAN KISTLER, WITH THE CREDIT LIMIT REMAINING THE SAME AT \$12,000.00

Dr. Weller offered a reminder that Megan Kistler is the new Director of Technology.

9. APPROVAL FOR A 5-YEAR LEASE WITH MACRO LEASE FOR PHYSICAL EDUCATION EQUIPMENT IN THE AMOUNT OF \$6,350.00 PER YEAR BEGINNING JULY 1, 2023
 - a. Includes 8 new cardio stations (1-Precor TRM631 treadmill, 2-Precor EFX 635 total body ellipticals, 4-Precor UBK635 upright bikes, 1-Assult Air dyne Elite total body bike).

Dr. Weller added that this equipment will be in the cardio room at the High School.

10. APPROVAL OF THE SERVICE AGREEMENT WITH TITUSVILLE AREA SCHOOL DISTRICT FOR THE SPECIAL EDUCATION AND TRANSITION PROGRAM FOR THE 2023-2024 SCHOOL YEAR

Dr. Weller clarified that this will only be utilized if needed.

11. APPROVAL OF THE DAY STUDENT EDUCATION AGREEMENT WITH GLADE RUN LUTHER SERVICES (DBA ST. STEPHEN'S LUTHERAN ACADEMY AND ST. STEPHEN'S ACADEMY UTICA) FOR THE 2023-2024 SCHOOL YEAR
12. APPROVAL OF THE SERVICE AGREEMENT WITH COMMUNITY AMBULANCE SERVICE, INC. AUTHORITY TO PROVIDE AMBULANCE SERVICES, BEGINNING SEPTEMBER 1, 2023-AUGUST 31, 2024, IN THE

AMOUNT OF \$1,600.00 WITH AN ADDITIONAL CHARGE OF \$75.00 PER HOUR FOR FOOTBALL OR ANY STANDBY REQUEST

Dr. Weller and Mrs. Fisher explained that last year, this contract included a price increase but there is no change or increase this year.

13. APPROVAL FOR YOUTH ALTERNATIVES OF VENANGO COUNTY TO UTILIZE THE HIGH SCHOOL PARKING LOT ON SUNDAY, JULY 30, AND SATURDAY, AUGUST 5, 2023, FOR THEIR CAMP REGISTRATION, DEPARTURE, AND RETURN

14. APPROVAL FOR THE ELEMENTARY GIRLS' BASKETBALL PROGRAM TO HOST OPEN GYM AT THE HIGH SCHOOL ON TUESDAYS AND SUNDAYS FROM 6-7:30 PM FROM JULY 9-30, 2023.

15. APPROVAL OF NEW AND REVISED POLICIES

- a. 137- Home Education Programs
- b. 137.1- Extracurricular Participation by Home Education Students
- c. 137.2- Participation in Cocurricular Activities and Academic Courses by Home Education Students
- d. 137.3- Participation in Career and Technical Education Programs by Home Education Students

Dr. Weller mentioned these are newly revised with minor revisions.

16. APPROVAL TO AWARD 2022-2023 SCHOLARSHIPS

- a. OCHS Math & Physics Club Scholarship- \$500, 1 recipient
- b. Cole McMahon Scholarship- \$500, 1 recipient
- c. C. Frank Puleo Music Scholarship- no recipient
- d. Jene and Milton Rosen Charitable Fund Scholarship- \$40,000, 9 recipients
- e. Jim Self Instrumental Music Scholarship- no recipient

Dr. Weller noted that per policy 913, scholarships distributed through the District are to be approved by the Board. Specifically, item c and e had specifications that did not apply to any graduating student. Also, item d was intended for 8 recipients, and when 9 applied, the District was granted permission to disperse the total award amongst all 9, rather than 8.

Informational- Dr. Weller highlighted an array of accomplishments from students within the District, both academic and athletic. Also, as required by Policy 217, a list of graduates was provided for all Board members. A program from commencement was provided, and Dr. Weller noted that along with the list of graduates, all scholarship recipients are listed.

Mr. Sterner asked a question regarding curriculum, inquiring if any of the proposed Title IX programs did not have a teacher, how would that situation be handled, especially if a teacher within the District assumed those responsibilities. Dr. Weller responded, stating the duty would be a scheduled portion of the day and not merit any additional compensation. Mr. Sterner asked

if someone from outside the District were to teach the program, how would that be handled, and would they be paid? Dr. Weller responded, stating only if that was approved by the Board. It was noted that the previous presenter was not compensated. Mr. McFadden added that Mr. Kerr has not provided the update to the Board following the last curriculum committee meeting, but more information would come at the Board meeting next week.

An Executive Session was called following the Work Session to discuss personnel, with no action to follow.

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

Respectfully submitted,

A handwritten signature in blue ink, reading "Anna Lehnortt", is positioned above a horizontal line.

Anna Lehnortt
Board Secretary