

PRELIMINARY BULLETIN
REGULAR MEETING OF THE OTTO-ELDRED SCHOOL BOARD
Otto-Eldred Elementary Technology Center
Tuesday, April 16, 2024 / 6:30 p.m.



****An Executive Session was held at 5:45 pm to discuss negotiations and personnel matters.**

I. Pledge of Allegiance

II. Roll Call

III. Approval of Minutes

IV. Public Comment

V. Treasurer's Report

VI. Approval of Bill List

VII. Cafeteria Report

VIII. Schedule of Accounts

IX. Athletic Fund Report

X. Administrative Reports

XI. Old Business

A. Policy Updates

1. The following policy updates have been uploaded to the April online board folder review.
 - 903 Public Comment in Board Meetings (2nd Reading)

B. 2024-2025 Budget Planning Update

1. The Board will be updated on the 2024-2025 budget planning process.
2. The 2024-2025 Tentative Staffing Plan will be shared. The board may be prepared to take action on positions based on enrollment projections.
3. The Board's compensation team met to discuss proposed 2024-2025 salaries for staff that have yet to be approved. A summary will be provided to the full board for approval.

C. Early Dismissal

1. Mr. Splain will provide a request for early dismissal in April and May to update EduPlanet with our Curriculum Maps.

XII. New Business

A. Personnel

1. Mrs. Brheana Breese, School Nurse, has submitted her resignation, effective June 1st, 2024. Mr. Splain recommends your approval.
2. Mrs. Cindy Gardner, Cafeteria Worker, has submitted her resignation, effective May 30th, 2024. Mr. Splain recommends your approval.
3. Mr. Pantuso is requesting that Mr. Chad Obenrader be hired again to fill the summer custodial staff need.

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4. Mr. Pantuso and Mr. Splain will provide a recommendation to fill the vacant custodial position. Any new hire will be on a probationary period of 45-60 days. Start date will be as soon as all pre-employment requirements are complete, and the prospective employee is available.
 5. Mr. Splain has verified that emergency-certified staff have made adequate progress toward completion of coursework for certification. All are recommended to continue in their current positions:
 - School Counselors: Erin Jackson & Kera Hendershot
 6. Compensation Plans for:
 - Act 93
 - Cafeteria Manager
 - Food Service Director
 - Maintenance Supervisor
 7. The following individuals are recommended to substitute for the remainder of the 2023-2024 School Year:
 - Sub Nurse: Jennifer Minard (Rixford, PA)
 - Sub Café: Sharon Covert (Duke Center, PA)
 - Sub Teachers: Mr. Splain will provide any additions to this list at the meeting.
 8. Mr. Splain will update the board on any other personnel recommendations that may require board attention.
- B. Supplemental
1. Attached is a list of recommended individuals for the **2024-2025** Supplemental Positions.
 2. The following individuals are recommended for the **2023-2024** Supplemental Positions:
 - Track Event Workers: Karen Farmelo, Ryan Woodruff, Kaci Daniels, Nick LaBella, Chelsea Thomas, Jessica Myers, Donya Mealy
 - Club Advisor: Kaci Daniels (Mock Trial Club)
- C. 2024-2025 Seneca Highlands IU9 Proposed General Operating Budget
1. Please place consideration on the proposed 2024-2025 Seneca Highlands IU9 General Operating Budget. Mr. Splain and Mrs. Flexman recommend your approval. Board members must vote via ballot.
- D. 2024-2025 Seneca Highlands CTC Proposed General Operating Budget
1. Please place consideration on the proposed 2024-2025 Seneca Highlands CTC General Operating Budget. Mr. Splain and Mrs. Flexman recommend your approval. Board members must vote via ballot.
- E. McKean County Tax Claim
1. The McKean County Tax Claim Bureau is requesting approval of a 2023 delinquent claim. A copy of this collection notice is in the attachments.
- F. End-of-Year Activities
1. Mr. Nick LaBella will discuss initial planning for the Class of 2024 Awards and Graduation ceremony.

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G. Field Trips/Conferences:

1. Mr. Splain recommends the approval of the following Field Trips/Conferences:

- PA State Library Conference
 - Date: 04/11/2024 – 04/12/2024
 - Location: Kalahari Resort Poconos

 - Teacher: Adrianna Woodruff
 - Total Estimated Cost: \$0 (funds paid by scholarship)

- Dream It, Do It: STEM & Manufacturing Day
 - Date: 04/26/2024
 - Location: Portville High School
 - Students: 15-20
 - Chaperones: 2 (Jackson/Mealy)
 - Transportation: Todd's Bus
 - Total Estimated Cost: \$84.63

- Challenge 24-Spring
 - Date: 05/21/2024
 - Location: IU9, Smethport
 - Students: 6
 - Chaperones: 2 (Burkhouse/Kio)
 - Transportation: District Van
 - Total Estimated Cost: \$257.75

- Senior Trip
 - Date: 05/23/2024
 - Location: Cedar Point – Sandusky, OH
 - Students: up to 53, most likely mid-30s
 - Chaperones: 4 (Jeannerette/Woodruff)
 - Transportation: Todd's Bus
 - Total Estimated Cost: \$3794, paid by the Class of 2024

H. Mandated Dental Program

1. The PA Department of Health requires schools to develop a Dental Hygiene Service Program for the 2025-2026 school year between April 1st-30th, 2024. Mr. Splain recommends Brenda Bosworth, Public Health Dental Hygiene Practitioner, to complete our mandated screenings.

I. Agreements

1. Two separate Memorandums of Understanding have been developed and submitted for school board approval.
- P/T Conference Language: This MOU will allow the administration to schedule P/T conference time outside the normal contract day.
 - Game Personnel Supplemental: This MOU will specify payment for game personnel (tickets/scoreboard operator/scorekeeper/game manager) when a complete event is not held.
2. Mr. Matthew Splain recommends the approval of the following service agreements:
- 2021-2022 School-Based ACCESS Program Billing Agreement
 - 2024-2025 IU9 Technology Pool Agreement
 - 2024-2025 UPMC Cole Athletic Training Agreement

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J. Special Education Plan

1. Mrs. Burns previously shared the Special Education Plan which has been made available to the public for the last month.