

**OFFICIAL MINUTES OF THE REGULAR MEETING OF THE  
OTTO-ELDRED BOARD OF EDUCATION**

The regular meeting of the Otto-Eldred Board of Education was held in the Otto-Eldred Elementary Technology Center on Tuesday, June 14, 2022, at 6:30 p.m. The meeting was called to order by Board President, Cynthia Murphy.

The meeting began with everyone present saying the Pledge of Allegiance.

**PRESENT:**

**BOARD MEMBERS: Lance Baker, Robert DeLong, Jeannine Gray, Marlene Lang, Cynthia Murphy, Elizabeth Murphy, Jolene Schuessler, Matthew Windsor**

**ABSENT: Lisa Beaver**

**ADMINISTRATION: Matthew D. Splain, Superintendent; Lindsay Burns, Elementary Principal Special Education; Nicole Garthwaite, Elementary Principal; Jodi L. Flexman, Business Manager/Board Secretary**

**ABSENT: Kaci L. Daniels, High School Principal**

**FACULTY/STAFF: Katie Jo Barrett, Lauren Lawson, Brandon Witmer**

**VISITORS: Wanda Stebbins**

**REPORTERS: None**

**Minutes**

No Minutes were presented

At this time, the board provided time for public comment. No public comment was given.

**Treasurer's Report**

**Motion:** It was moved by Lance Baker, seconded by Elizabeth Murphy, to approve the May 2022 Treasurer's report as presented. All present voted yes.

**Bill List**

**Motion:** It was moved by Matthew Windsor, seconded by Jeanine Gray, to approve payment of the June 2022 General Fund bill list as presented. All present voted yes.

**Capital Bill List**

**Motion:** It was moved by Matthew Windsor, seconded by Jeanine Gray, to approve payment of

the June 2022 Capital Bill List as presented. All present voted yes.

### **July Bills**

**Motion:** It was moved by Matthew Windsor, seconded by Jeanine Gray, to approve Mrs. Flexman's request to pay the July 2022 bills on July 12<sup>th</sup>, 2022, and present the bill list at the August 2022 regular board meeting. All present voted yes.

### **Cafeteria Report**

**Motion:** It was moved by Matthew Windsor, seconded by Marlene Lang to approve the May 2022 cafeteria report as presented. All present voted yes.

The Schedule of Accounts and Athletic Fund reports for May 2022 were presented to the Board for their information.

Mrs. Burns provided updated number of student enrollment along with the number of enrollment packets that have been distributed. The information on enrollment also included the district's cyber enrollment and cyber charter enrollment. Mrs. Burns anticipates the number of cyber charter students enrolled outside of the district to reduce to 12 from 22.

Mrs. Burns relayed data on the student PSSA testing results. The Keystone data should be received in July.

Mrs. Garthwaite stated that there are 41 students enrolled in summer school for the elementary and 65 students enrolled in summer camps. The end of the year activities were a success! The planning for returning to school events has already started!

Mr. Splain gave a review of a few items Mrs. Daniels had noted on her report. This included an update on Summer PE and Summer Chemistry, FFA accomplishments and Mr. Labella will be coming in to review with Mrs. Daniels next week.

Mr. Splain relayed information about the basic ed subsidy and possible changes. The district is planning on returning to a regular free/reduced/paid lunch plan. There is potential enrollment in Agricultural courses from Smethport and Port Allegany. This will be more finalized in August. The roof project has started. There are additional building needs that may need to be reviewed shortly.

### **Board Policy Updates**

**Motion:** It was moved by Jeannine Gray, second by Marlene Lang, to approve the final reading/approval of the following policies:  
218 Student Discipline  
220 Student Expression/Dissemination of Materials  
227 Controlled Substances/Paraphernalia

237 Electronic Devices  
 808 Food Services  
 All present voted yes.

**Extra-Curricular Policy**

**Motion:** It was moved by Jolene Schuessler, seconded by Marlene Lang, to approve the 2022-2023 Extra Curricular Policy as presented. All present voted yes.

**Staff and Student Acceptable Use Policy**

**Motion:** It was moved by Jolene Schuessler, seconded by Lance Baker, to approve the Staff and Student Acceptable Use Policy for the 2022-2023 school year. All present voted yes.

**Personnel**

**Motion:** It was moved by Matthew Windsor, seconded by Elizabeth Murphy, to approve the resignation of Brachele Valerius and Amanda Davis effective June 3, 2022. All present voted yes.

**Personnel**

**Motion:** It was moved by Matthew Windsor, seconded by Elizabeth Murphy, to approve Mrs. Tina Wilfong for the Life Skills paraprofessional position. All present voted yes.

**Personal**

**Motion:** It was moved by Matthew Windsor, seconded by Elizabeth Murphy, to approve the attached list of paraprofessionals for the 2022-2023 school year. All present voted yes.

**Personnel**

**Motion:** It was moved by Matthew Windsor, seconded by Jeannine Gray, to approve Mr. Splain's request to move Mrs. Erin Jackson to the High School Counselor position and move Mrs. Colleen Storer to the Elementary School Counselor position. All present voted yes.

**Personnel**

**Motion:** It was moved by Matthew Windsor, seconded by Jeannine Gray, to approve Mr. Splain's request to approve Mrs. Jessica Clark for the High School Life Skills teaching position. Mrs. Clark will begin on a PDE Intern certificate, which is equivalent to a Level I certification once she completes necessary Praxis requirements. Mrs. Clark will be on Step 1, Bachelor's to start the 2022-23 school year. All present voted yes.

- Personnel** **Motion:** It was moved by Matthew Windsor, seconded by Jeannine Gray, to approve Mr. Splain's request to approve Ms. Michelle McNett. Ms. McNett will be on Step 11, Master's column to start the 2022-23 school year. All present voted yes.
- Personnel** **Motion:** It was moved by Jeannine Gray, seconded by Marlene Lang, to approve the summer school opportunity in science and have Karen Farmelo as the facilitator. All present voted yes, with the exception of Jolene Schuessler and Matthew Windsor that voted no. Motion Carried.
- Personnel** **Motion:** It was moved by Elizabeth Murphy, seconded by Jeannine Gray, to approve the paraprofessional position to support the operations of the Agriculture Education program. All present voted yes.
- Personnel** **Motion:** It was moved by Matthew Windsor, seconded by Jeannine Gray, to approve Mrs. Krott's request to approve Sharon Green as the Summer Food Cook, and Melissa Gleason and Kristin Baker as the Summer Food Monitors. All present voted yes.
- Supplemental Positions** **Motion:** It was moved by Matthew Windsor, seconded by Jeannine Gray, to approve the following supplemental positions for the 2022-2023 school year:  
 Elementary Yearbook Advisor: Amanda Tanner  
 Jr Class Advisors: Adrianna Woodruff & Ricci Jeannerette  
 Assistant Baseball Coach: Chad Obenrader  
 JV Boys Basketball Coach: Lance Eric Baker  
 All present voted yes, with the exception of Lance Baker who abstained.
- Volunteers** **Motion:** It was moved by Jeannine Gray, seconded by Lance Baker, to approve the following as volunteer for the 2021-2022 season:  
 Football: Josh Rounsville  
 All present voted yes.
- Non-Resident Students** **Motion:** It was moved by Jeannine Gray, seconded by Marlene Lang, to approve the following requests

for employee's students to attend OESD for the 2022-2023 school year:

Lindsay Burns (2<sup>nd</sup> & 5<sup>th</sup>)

Ryan Woodruff (3<sup>rd</sup> & K)

Mary Mahar-Yoder (2-K, 4<sup>th</sup> & 3<sup>rd</sup>)

Kaci Daniels (2<sup>nd</sup> & 5<sup>th</sup>)

All present voted yes.

**Service Agreement**

**Motion:** It was moved by Jeannine Gray, seconded by Marlene Lang, to approve the following Service Agreements:

Alcohol and Drug Abuse Services (SAP) 22-23

Beacon Light Behavior Health Sys & Residential Services 7/1/22 – 6/30/24

Dickinson Center 22-23

NPRC Dual Enrollment Agreement 22-23

UPB Nursing Student Clinical Affiliation Agreement 22-23. All present voted yes.

**School Board Updates**

**Motion:** It was moved by Jeannine Gray, seconded by Marlene Lang, to approve the following individuals: Treasurer – Lance Baker 2022-2023, Board Secretary – Jodi Flexman 2022-2026. The board secretary will receive a compensation of \$3,000 annually. All present voted yes.

**School Board Update**

**Motion:** It was moved by Jeannine Gray, seconded by Lance Baker, to approve the Special Education Plan Draft (2021-2024) as a component of the Comprehensive Plan. All present voted yes.

**PSBA 2022 Delegate  
Assembly**

**Motion:** It was moved by Jeannine Gray, seconded by Jolene Schuessler, to approve Ms. Cindy Murphy as our PSBA Delegate for the 2022-2023 school year. All present voted yes.

**Field Trip**

**Motion:** It was moved by Jolene Schuessler, seconded by Marlene Lang, to approve the Ag Progress Day field trip to Rock Springs, PA, on August 10, 2022, for 8 students and 1 adult. All present voted yes.

**Cafeteria**

**Motion:** It was moved by Jeannine Gray, seconded by Elizabeth Murphy, to approve the following cafeteria items:

Bids from Peterson Refrigeration to upgrade

remaining refrigeration/freezer condensers on each building for \$11,049.09 for HS cooler, \$12,144.09 for HS Freezer, and \$11,544 for ES Freezer.

Breakfast and Lunch prices for the 2022-2023 school year:

Elementary Breakfast \$1.20, Lunch \$2.20

High School Breakfast \$1.45, Lunch \$2.45

Adult Breakfast \$2.75, Lunch \$4.50

Vendors recommended to supply food for the 2022-2023 school year: Brigottas Produce, Dean Dairy Bimbo Bakery.

All present voted yes.

**Amendment to Agenda**

**Motion:** It was moved by Matthew Windsor, second by Jeannine Gray, to make an amendment to the agenda. All present voted yes, with the exception of Elizabeth Murphy who voted no.

**Real Estate Tax Millage**

**Motion:** It was moved by Matthew Windsor, second by Jeannine Gray, to increase the 2022-2023 tax rates by 3% to 19.38 mils. Roll call vote. All present voted yes, with the exception of Lance Baker and Elizabeth Murphy who voted No.

**Final Budget**

**Motion:** It was moved by Jeannine Gray, seconded by Marlene Lang, to approve the final budget for 2022-2023. This presents the final budget amount of \$12,454,720. All present voted yes, with the exception of Elizabeth Murphy who voted No.

**Homestead Farmstead  
Resolution**

**Motion:** It was moved by Jeannine Gray, seconded by Matthew Windsor, to approve the revenue through the state's property tax exclusion program for the 2022-2023 school year. All present voted yes.

**Paving and Sealing**

**Motion:** It was moved by Jeannine Gray, seconded by Matthew Windsor, to approve the bids received from Taylor and Armstrong for paving and sealing of the school parking lots in the necessary areas for \$7,320. All present voted yes.

**Act 80 Day**

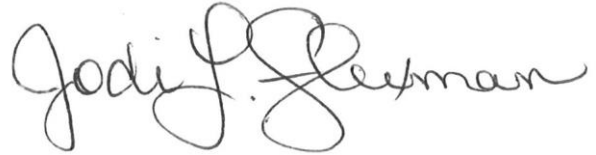
**Motion:** It was moved by Matthew Windsor, seconded by Jeannine Gray, to approve May 24,

2022, as an Act 80 Day due to the elementary being closed for no water. The staff reported to the High School. All present voted yes.

**Adjournment**

**Motion:** It was moved by Lance Baker, seconded by Jeannine Gray to adjourn at 8:19 PM. All present voted yes.

Respectfully submitted,

A handwritten signature in cursive script that reads "Jodi L. Flexman". The signature is written in black ink and is positioned above the printed name and title.

Jodi L. Flexman  
Business Manager/Board Secretary