

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

A brief executive session was held prior to the regular meeting.

The regular meeting of the Otto-Eldred Board of Education was held in the Otto-Eldred Elementary Tech Center on Tuesday, October 11, 2022, at 6:43 p.m. The meeting was called to order by 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, Matthew Windsor**

**ABSENT: Lisa Beaver, Jolene Schuessler**

**ADMINISTRATION: Matthew D. Splain, Superintendent; Nicholas J. LaBella, High School Principal; Lindsay Burns, Director of Student Services/Special Education; Nichole Garthwaite, Elementary Principal; Jodi L. Flexman, Business Manager/Board Secretary**

**FACULTY/STAFF: Tammy Maxson, Brandon Witmer**

**VISITORS: Susan Lewis, Wanda Stebbins**

**REPORTERS: None**

**Minutes**

**Motion:** It was moved by Jeannine Gray, seconded by Marlene Lang, to approve the minutes of the regular scheduled meeting held on Monday, September 12, 2022, with correction. All present voted yes.

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

**Treasurer's Report**

**Motion:** It was moved by Jeannine Gray, second by Matthew Windsor, to approve the September 2022 Treasurer's report as presented. All present voted yes.

**Bill List**

**Motion:** It was moved by Elizabeth Murphy, seconded by Matthew Windsor, to approve the

October 2022 General Fund as presented. All present voted yes.

### **Cafeteria Report**

**Motion:** It was moved by Jeannine Gray, second by Matthew Windsor, to approve the September 2022 Cafeteria report as presented. All present voted yes.

### **The schedule of accounts and athletic fund reports for September 2022 were presented for informational purposes.**

Mrs. Garthwaite provided a large amount of data to the board in reference to the most recent assessments. She also noted that the Elementary open house was well attended, and successful. The students were receptive to the Online Safety Assembly. She thanked the custodians for their hard work and dedication to the school.

Mrs. Burns briefly discussed enrollment numbers, Winter Keystone preparations and scheduling, SEW Team meetings and kits, and the Career Pathways for Jr. and Sr. students.

Mr. LaBella relayed to the board that Mrs. Jackson took a group of students to Manufacturing day at W.R. Case and Sons Cutlery, the Terrors Marching Band finished with the Class A High Music Award, Band Booster Award, and Class A Second Place at the Autumn Classic, Austin Cousins advanced on the 2<sup>nd</sup> day of D9 Golf districts, Volleyball is hosting the Pink Pumpkin Game against Galeton, and the NTL Championship Cross Country Meet is coming up.

Mr. Splain shared that he and Mrs. Flexman attended a PASBO training in Pittsburgh on understanding the Basic Education Funding Formula. He also noted that free breakfast for all students began on October 1, 2022. It may be possible down the road that free lunches could be included with breakfast. The district healthcare summary recently showed that the district was about \$175,000 in the BLACK, which is an improvement from previous years. Also, the roof project has a few more items to be wrapped up.

There are currently no updates for the Health and Safety Plan.

### **Policies**

**Motion:** It was moved by Jeannine Gray, second by Matthew Windsor, to approve the final reading of the following policies:

011 Board Governance Standards/Code of Conduct  
 236.1 Threat Assessment  
 805 Emergency Prep and Response  
 805.2 School Security Personnel  
 808 Food Services  
 913 Non-School Organizations/Groups Individuals  
 All present voted yes.

- Personnel**                    **Motion:** It was moved by Marlene Lang, seconded by Lance Baker, to approve Anna Schiesl from a Cafeteria Substitute to a daily Cafeteria Worker. All present voted yes.
- Personnel**                    **Motion:** It was moved by Matthew Windsor, seconded by Marlene Lang, to approve Jamie Breese's request to extend her leave through January 2023, per the OEEA-OESD CBA. All present voted yes.
- Personnel**                    **Motion:** It was moved by Jeannine Gray, seconded by Matthew Windsor, to approve the MOU with the OEEA that allows planning for parent-teacher conferences during the evening of November 3 and the morning of November 4, 2022. All present voted yes.
- Personnel**                    **Motion:** It was moved by Jeannine Gray, seconded by Matthew Windsor, to approve the request to seek additional, temporary support for the Activity Directors duties with an approved stipend. All present voted yes.
- Personnel**                    **Motion:** It was moved by Elizabeth Murphy, seconded by Matthew Windsor, to approve the following as substitute teachers and cafeteria workers:  
 Substitute Teachers: Amy Jordan, Seth Drummond, Jonathan Magro, Taylor Sutryk  
 Substitute Cafeteria: Sharon Schwab  
 This is pending receipt of certifications, clearances, and any other necessary documentation. All present voted yes
- Supplemental**                **Motion:** It was moved by Elizabeth Murphy, seconded by Jeannine Gray, to approve the following for the 2022-2023 school year:  
 Amy Jordan – Ticket Taker. All present voted yes.
- Club Officers**                **Motion:** It was moved by Elizabeth Murphy, seconded by Lance Baker, to approve the 2022-2023 Club Officers as presented. All present voted yes.

**Field Trips**

**Motion:** It was moved by Matthew Windsor, seconded by Lance Baker, to approve the following field trips:

10/06/22	FALL QUIZBOWL - IU9
10/14/22	PA LUMBER MUSEUM (3RD GR FIELD TRIP)
10/19/22	TOM RIDGE ENVIRONMENTAL CENTER-ERIE, PA
10/24/22	PUMPKINVILLE-2ND GRADE
10/26/22	FALL QUIZBOWL-IU9
11/01/22	UPB STORYTELLING PERFORMANCE-BRADFORD, PA
11/01/22	ALFRED STATE COLLEGE VISIT
11/04/22	ALFRED UNIVERSITY NEVINS MATH COMPETITION
11/06/22	PENN STATE DUBOIS-WILDLIFE PROJECT
11/09/22	CAREER INVESTIGATION DAY-ST. MARY'S HS
11/21/22	WORLD CULTURE DAY - IU9
12/06/22	HS STEM DESIGN CHALLENGE-IU9
12/14/22	GEOGRAPHY FAIR - IU9
01/19/23	TECH DAY-IU9
03/14/23	SPRING QUIZ BOWL-IU9
JAN/FEB TBD	CORNELL UNIV & VET HOSPITAL TOURS-ITHICA, NY
FEB/MARCH TBD	NICK OF TIME ESCAPES-SWAIN, NY
MARCH TBD	STEM DESIGN CHALLENGE - IU9
MARCH TBD	HS MEDIA DESIGN CHALLENGE - IU9
DEC/FEB/MAR TBD	24 CHALLENGE-IU9
04/05/23	SHERLOCK HOLMES PUZZLE CHALLENGE DAY-IU9
04/13/23	SPRING QUIZ BOWL-IU9
APRIL TBD	BUFFALO SCIENCE CENTER-BUFFALO, NY
APRIL TBD	PENN'S CAVE-CENTRE HALL, PA
APRIL/MAY TBD	MAID OF MIST-NIAGARA FALLS, NY
05/18/22	1ST GR FIELD TRIP-ERIE ZOO
MAY TBD	KINDERGARTEN FIELD TRIP-CHAUTAQUA SAFETY VILLAGES

**Field Trips**

**Motion:** It was moved by Jeannine Gray, seconded by Matthew Windsor, to approve the NHS Induction ceremony to be held at the Old Library Restaurant on November 16, 2022. All present voted yes.

**Purchase Planning**

**Motion:** It was moved by Matthew Windsor, seconded by Jeannine Gray, to approve the quote received from Premier Communications to update the high school gym sound system. The total estimate is \$9,900. All present voted yes.

**Purchase Planning**

**Motion:** It was moved by Jeannine Gray, seconded

by Matthew Windsor, to approve the proposal from K&C Communications to provide both buildings radio access to the McKean County 911 Center. This will be paid for with the PCCD Safety Equipment Grant. The total amount is \$67,724.79. All present voted yes.

**Add Item to Agenda**

**Motion:** It was moved by Matthew Windsor, seconded by Jeannine Gray, to make an amendment to the agenda for Rachel's Challenge presentation. All present voted yes.

**Rachel's Challenge**

**Motion:** It was moved by Matthew Windsor, seconded by Jeannine Gray, to approve the Rachel's Challenge Presentation to be held at the schools on November 7<sup>th</sup> and 8<sup>th</sup>. The presentation will be paid for with the PDE Set Aside funds. All present voted yes.

**Add Item to Agenda**

**Motion:** It was moved by Matthew Windsor, seconded by Jeannine Gray, to make an amendment to the agenda for the changing of the Board Meeting Date. All present voted yes.

**Date Change**

**Motion:** It was moved by Matthew Windsor, seconded by Jeannine Gray, to approve the change of the board meeting date from November 8<sup>th</sup>, 2022, to November 15, 2022. All present voted yes.

**Adjournment**

**Motion:** It was moved by Jeannine Gray, seconded by Lance Baker to adjourn at 7:33 PM into executive session. All present voted yes.

**At this time, the board went into executive session. The executive session closed at 8:03 p.m.**

Respectfully submitted,



Jodi L. Flexman

Business Manager/Board Secretary