

**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 High School Library on Tuesday, November 10, 2020, at 6:30p.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, Lisa Beaver, Jeannine Gray, Marlene Lang, Cynthia Murphy, Elizabeth Murphy, Maureen Raught, Matthew Windsor

**ABSENT:** None

**ADMINISTRATION:** Matthew D. Splain, Superintendent; Kaci L. Daniels, High School Principal; Lindsay Burns, Elementary Principal Special Education; Melissa Merry, Curriculum Director; Jodi L. Flexman, Business Manager/Board Secretary

**FACULTY/STAFF:** Amy Jordan, Fawn Miller, Kristen Ramsey, Brandon Witmer

**VISITORS:** Wanda Stebbins

**REPORTERS:** None

**Minutes**

**Motion:** It was moved by Marlene Lang, seconded by Maureen Raught, to approve minutes of the regular meeting held on Tuesday, October 6, 2020, All present voted yes.

At time the board provided time for public comment. Mrs. Fawn Miller expressed her concern for all during the upcoming holiday travel in relationship to the Covid 19 pandemic. She made some suggestions in reference to changing calendar school days and adjusting cycle days if needed to potentially prevent or decrease outbreaks at school. Also, she made a recommendation to reinstate the teacher leaders or department heads to assist with the changes in administration as Mrs. Merry is leaving.

Mr. Witmer and Mrs. Ramsey presented to the board information on the progress of the Agriculture Program and the new FFA Club that has recently been formed. Mr. Witmer referenced guest speakers, class activities, donations received, club members and officers, and the future direction of the club and class. Mrs. Ramsey provide the

board with updates on the Agriculture Business course and the business venture they are working on. She displayed samples of recycled paper that the class had made and intend to use for distribution of their products.

**Treasurer's Report**

**Motion:** It was moved by Matthew Windsor, seconded by Jeannine Gray, to approve the September and October 2020, treasurer's report as presented. All present voted yes.

**Bill List**

**Motion:** It was moved by Maureen Raught, seconded by Matthew Windsor, to approve the October and November 2020 General Fund Bill Lists. All present voted yes.

**Cafeteria Report**

**Motion:** It was moved by Maureen Raught, seconded by Matthew Windsor, to approve the September and October 2020 cafeteria report, as presented. All present voted yes.

The Schedule of Accounts for September and October 2020 along with the Athletic Fund reports for September and October 2020 were presented to the Board for their information.

Mrs. Melissa Merry, initially provided some brief information on Federal Programs referencing comparability reporting and performance reporting being completed. In addition, she explained that there has been information posted to the website under Parent & Student links which guide students in accessing Microsoft Teams. Also Mrs. Merry noted that Zoom, Lexia, and ST Math are now linked with Clever.

Mrs. Burns gave a quick update on enrollment and the Chapter 14, 15, and 16 updates. She relayed that in October, the elementary students participated in bus safety, fire safety, and red ribbon week. These activities were done a slightly bit different this year due to COVID yet remained very successful. The elementary parent teacher conferences were successful. She also thanked the board for approving the addition of the district social worker. She feels that numerous students have already benefited by her services.

Mrs. Daniels spoke in reference to a very successful fall sport season, changes in course descriptions for next year, working with Mrs. Merry for Keystone test preparation, Bio Bootcamp, NHS, and finally a special thanks to Mr. Obenrader for manning the second entrance at the high school and interacting with the students.

Mr. Splain informed the board that there is additional COVID funding available in the amount of \$15,000. He provided information on some building projects that will need to be taken into consideration and provided a bit of insight on funding options. He also briefly discussed winter sports updates, and how events will be impacted if

there are COVID changes.

Policy Number 113.1, 113.2, 113.4, 122, 123,123.1,123.2 have been recommended for approval next meeting

Mr. Splain provided an overview of the updates proposed to the Otto-Eldred School District Health and Safety Plan along with the Otto-Eldred School District Athletic Health and Safety Plan. The changes were made so that the district will be prepared if local cases increase.

**Health and Safety Plan**

**Motion:** It was moved by Matthew Windsor, seconded by Lisa Beaver, to approve all changes and additions to the Otto-Eldred School District Health and Safety Plan. All present voted yes.

**Athletic Health and Safety Plan**

**Motion:** It was moved by Matthew Windsor, seconded by Lisa Beaver, to approve all changes and additions to the Otto-Eldred School District Athletic Health and Safety Plan. All present voted yes.

**Substitute Pay Increase**

**Motion:** It was moved by Maureen Raught, seconded by Jolene Schuessler, to approve the pay increase of substitute teachers to \$95.00 per day. In addition, if a substitute is in the same position for 3+ days, he or she will receive \$105 for each day of the leave. Once a substitute has worked for 20 days as a day to day sub in the district, he or she will receive \$105 per day. All present voted yes.

**Policy Review**

**Motion:** It was moved by Lisa Beaver, seconded by Marlene Lang, to approve the review of Policy #918, Title I Parent and Family Engagement. All present voted yes.

**Personnel**

**Motion:** It was moved by Matt Windsor, seconded by Maureen Raught, to approve the resignation of Mrs. Melissa Merry, Director of Curriculum, Assessment and Instruction effective November 20, 2020. All present voted yes.

**Personnel**

**Motion:** It was moved by Matt Windsor, seconded by Maureen Raught, to approve Miss Jezlyn Barton as a substitute paraeducator for the remainder of the 2020-2021 school year, pending all receipt of

certifications, clearances, and all other necessary documentation. All present voted yes.

### **Supplemental Positions**

**Motion:** It was moved by Maureen Raught, seconded by Matthew Windsor, to approve the following;

Miss Amber Greeley – resignation as Jr. High Assistant Girls BB Coach

Mrs. Kristina Francis – resignation as Jr. High Assistant Boys BB Coach

Lance Eric Baker – Senior Advisor

Jennifer Waid – JV/Varsity and Jr. High Basketball Cheerleading Coach

Kristina Frances – Jr. High Girls BB Coach

Kaitlyne Freer – Jr. High Girls BB Assistant Coach

Derrick Francis – Jr. High Boys BB Coach

Mark Miller – Jr. High & JV/Varsity Volleyball Livestream

Dan Dalton – JV/Varsity Volleyball Clock Keeper

Dan Drummond – Jr. High Volleyball Score Keeper

Amy Bell – Jr. High Volleyball Score Keeper

pending all receipt of certifications, clearances, and all other necessary documentation. All present voted yes.

If the season or activity is not completed, these positions will be paid on a pro-rated basis from the first date of the student-involved activities until the end of the regularly scheduled activities. All present voted yes, with the exception of Mr. Lance Baker, who abstained.

### **Volunteers**

**Motion:** It was moved by Elizabeth Murphy, seconded by Maureen Raught, to approve the following volunteer coaches for the Trap team for the 2020-2021 school year;

Todd Barrett, Jeff Bell, Bruce Cauvel, Bill Clayson, Matthew Connors, Bob DeLong, Stacey Grimes, Wayne Houben, Dan Manning, Randy Ours, Randy Sanderson, Steve Smith, Howie VanScoter, Tim Whitney, and Kristin Zona. This is pending all receipt of certifications, clearances, and all other necessary documentation. All present voted yes

with the exception of Lisa Beaver, who abstained.

**Volunteers**

**Motion:** It was moved by Elizabeth Murphy, seconded by Maureen Raught, to approve Shawn Rounsville as a weight room volunteer for the remainder of the 2020-2021 school year. Mr. Rounsville will only be utilized as needed, per updates to the Athletic Health and Safety Plan. This pending all receipt of certifications, clearances, and all other necessary documentation. All present voted yes with the exception of Lisa Beaver, who abstained.

**Club Officers**

**Motion:** It was moved by Elizabeth Murphy, seconded by Marlene Lang, to approve the attached list of activity club officers. All present voted yes, with the exception of Lisa Beaver, Jolene Schuessler, and Maureen Raught who abstained.

**NHS**

**Motion:** It was moved by Matthew Windsor, seconded by Marlene Lang, to approve Mrs. Kayla Johnson's request to hold the NHS Induction Ceremony on Friday, November 13, 2020, in the high school auditorium. Boxed meals will be provided for each family since we are unable to organize a catered event. All present voted yes.

**Disabled Veterans Real Estate Tax Exemption**

**Motion:** It was moved by Matthew Windsor, seconded by Maureen Raught, to approve Mrs. Doris Brown, for the exemption of all real estate taxes on property located at 494 Loop Road, Eldred, PA, 16731. All present voted yes.

**KOZ Compliance**

**Motion:** It was moved by Matthew Windsor, seconded by Maureen Raught, to approve the continuation of recapturing the School tax from WMP Eldred, LLC, Parcel Number 20-011-111, Control #6-012265. All present voted yes.

**McKean County ESSERS MOU & Transportation Plan**

**Motion:** It was moved by Maureen Raught, seconded by Matthew Windsor, to approve the attached ESSERS MOU and Transportation Plan to establish a protocol for educational services for students in foster care placement in McKean County when placement crosses school district

boundaries. All present voted yes.

Mr. Splain discussed with the board the upcoming vote to have taxes be above or below the 3% index for the 2021-2022 school year and what is required in the process. Mrs. Flexman will provide further information at the next meeting.

**Service Agreement**

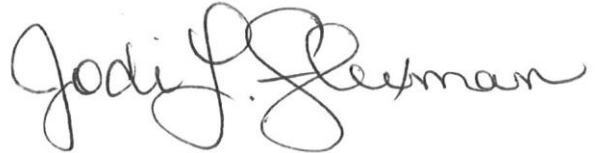
**Motion:** It was moved by Marlene Lang, seconded by Maureen Raught, to approve the service agreement with the Rural Regional College of Northern Pennsylvania for the 2020-2021 school year. All present voted yes.

**Adjournment**

**Motion:** It was moved by Maureen Raught, seconded by Lisa Beaver, to adjourn at 8:58 PM. All present voted yes.

At this time, the Board went into executive session. The executive session ended at 9:20 p.m.

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