

## COCALICO SCHOOL DISTRICT Denver, PA

The regular meeting of the Cocalico School Board of Directors was called to order on Monday, November 23, 2020 by Rev. Kevin Eshleman, President. He welcomed the visitors. A moment of silence was held, followed by the Pledge of Allegiance. Rev. Eshleman announced that the Cocalico School Board met for an Executive Session on November 16, 2020 and again just prior to tonight's public meeting to review confidential personnel and student matters. Dr. Snyder, Ms. Miller, and Miss Yarger shared with the Board how they are adapting their curriculum in order to provide instruction according to our District's Board-approved Health and Safety Plan.

### Board Members Present

Richard Brenner	Lin Sensenig	Desiree Wagner
Pamela Blickle	Randall Renninger	Douglas Graybill
Juanita Fox	Brett Buckwalter	Rev. Kevin Eshleman

### Administrators Present (\* indicates virtual attendance)

Dr. Ella Musser	Dr. Stephen Melnyk	Dr. Beth Haldeman
Sherri L. Stull	Chris Irvine *	Scott Bennetch*
Andrew Price*	Anthony DiMatteo*	Samantha Bensing*
Dr. Susan Snyder	Dr. Andria Weaver*	Angela Marley*
Mary Rinehart*	Brad Kafferlin*	Sherry Luttrell*

### Visitors Present (\* indicates virtual attendance)

Matt Landis	Kristin Knapp*	Abbie Enders*
Jenna Yarger	Katie Steckbeck*	Erica Covington*
Stephanie Miller	Kayla Landers*	Seth Sigman*
Nicole Cradic	Jodi Garman*	Matt Kreider*
Michelle Hohl*	Laura Sorrentino*	Allison Ohline*
Robin Boyer*	Jennifer Vigilante*	Tammy Frey*
Carter Sauder*	Melissa Pannebecker*	Linford Hurst*
Jennifer Schwambach*	Terri Vrabel*	Suelda Hurst*
Casey Quinto*	Laura Musser*	Kim Marselas*
Nicole Fritz*	Randy Hostetter*	Megan Renaud*
Andrea Tartaglia*	Matthew Bartholomew*	Wendi Miller*
Matt Eshelman*	Laura Stehr*	Rebecca Peters*
Tonyah Colatta-Rigney*	Michele Hagel*	Stephanie Noll*
Brynn Gallagher*	Kristina Heft*	Kristen Hartranft*
Stacey Copenhaver*	Lauren Kemler*	Brooke Hartranft*
Jill Carper*	Lauren Bennett*	Rebecca Culbert*
Seth Long*	Roseanne Milligan*	Robin Volley*
Ali Mumma*	Victoria Kreider*	Tamara Armstrong*
Kirstie Zwally*	Jennifer Eshelman*	Jessica Campbell*
Georgette Hackman*	Kelly Greene*	Andrew Garrett*
Samantha Hatt*	Kelly Martin*	Jamie Leshar*
Derek Sipe*	Eric Berge*	Trisha Pohronezny*
Denise Young*	John Rios*	Jeanann Hutchison*
Kristine Butz*	Angie Rios*	Erin Kregar*

AnnMarie Stauffer*	Shawn Hershey*	Katie Kaley*
Nikole Ortiz*	Alaina Smeigh*	Matthew Behney*
Ann Ginder*	Emily Jacobs*	Linda Cunningham*
Gini Landis*	Lisa Helock*	Greg Buck*
Beth Cerullo*	Amy Lettorale*	Lee Sauder*
Joseph Mitton*	Juliet Finkey Mitton*	Denise Kidwell*
Dawn Martin*	Lauren Eddy*	
Rebecca Yoon*	Courtney Hall*	

On a motion made by Mr. Renninger and seconded by Mrs. Fox, the Board approved the minutes of the School Board meetings held on October 26, 2020 and November 9, 2020. Roll call vote, all members voting yes. Motion carried 9-0. (Addenda attached)

Made to motion by Mr. Buckwalter and seconded by Ms. Wagner, the Board approved the Treasurer's Report as written. Roll call vote, all members voting yes. Motion carried 9-0.

Beginning Balance 10/1/20

\$30,211,116.83

Receipts:

Transfer from Tax Account	7,624,080.86
PDE – Property Tax Relief	197,479.94
PDE – Basic Education	1,146,789.00
PDE – Transportation	231,784.00
PDE – Title I	23,980.27
PDE – Title IIA	5,028.07
PDE – Title III	765.67
PDE – Title IV	2,114.53
PDE – PA Smart Grant	1,944.44
PDE – CARES Act	18,079.63
PDE – Ready to Learn	400,960.00
PDE – NSL	61,125.92
County of Lancaster – Realty Transfer Taxes	64,166.88
County of Lancaster – Delinquent Taxes	16,503.88
LCTCB – Wage Tax	135,942.71
Commonwealth of PA – PURTA Tax	37,962.92
Commonwealth of PA – USTIF refund	1,024.39
Commonwealth Charter School – refund overpayment	6,115.97
21 <sup>st</sup> Century Charter School – refund overpayment	394.34
Uhrig Construction – project monitoring fee	160.79
Great American Rivalry – donation – Big 33 Fan Favorite	1,000.00
Charles Jones – Right to Know Request	51.75
HS Yearbook – reimburse for postage	134.50
Ephrata Recycling	46.40
Fuel Sharing Fees	3,128.02
Mission Inspire Student Fees	304.00
Athletic Account – Weaver Wagon	2,007.02
Insurance Receipts from Retirees	33,390.77
Insurance Receipts from Employees/Cobra	10,119.74
Miscellaneous Income	4,025.00
Interest	3,257.07

Total Receipts	\$10,033,868.48
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Total Receipts Plus Beginning Balance	\$40,244,985.31
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Expenditures:

Invoices approved for month of October	1,565,929.05
Invoices for Athletics for month of October	16,330.98
Payrolls – 10/9 & 10/23	2,018,993.40
Transfer to Capital Projects – erate	6,000.00
Health Insurance Transfer	500,000.00
Fulton Bank – Monthly Fee	2,113.17

Total Expenditures	\$4,109,366.60
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Void ck#153718 - Ken Fry – deceased - issued to company name (refund property taxes)	(6,640.07)
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Void ck#153980 - Edwards Business Systems - issued check to wrong vendor	(3,357.99)
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Void ck#153453 - PA DEP – duplicate payment	(100.00)
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Void ck#151243 – Chase Bank – check lost in mail; reissued	(1,834.99)
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Net Expenditures	\$4,097,433.55
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**Ending Balance 10/31/20****\$36,147,551.76**

Mr. Buckwalter made a motion, seconded by Mr. Sensenig, to approve invoices in the amount of \$1,733,914.62. Roll call vote, all members voting yes. Motion carried 9-0. (Addendum attached)

Ms. Nicole Cradic, a partner with Trout CPA, provided an overview of the results of the annual audit for the year ended June 30, 2020. Mr. Sensenig made a motion, seconded by Mrs. Fox, for acceptance of the local audit report. Roll call vote, all members voting yes. Motion carried 9-0 (Addendum attached)

Mr. Buckwalter made a motion, seconded by Ms. Wagner, to approve the Capital Project Fund Account Register in the amount of \$291,697.97. Roll call vote, all members voting yes. Motion carried 9-0. (Addendum attached)

Mr. Renninger made a motion, seconded by Ms. Wagner for Board approval of budgetary transfers for the 2020-2021 school year. Roll call vote, all members voting yes. Motion carried 9-0. (Addendum attached)

Mr. Sensenig made a motion, seconded by Mrs. Fox for Board approval of the following agreements/contract: The Vanguard School 2020-2021, Vanguard Food Services 2020-21, Sweet Stevens Katz Williams Fee Agreement 2021-2022, and Dutch Lanes Contract 2020-21. Roll call vote, all members voting yes. Motion carried 9-0. (Addenda attached)

Mr. Buckwalter made a motion, seconded by Mr. Sensenig for Board approval of farmland leases. Roll call vote, all members voting yes. Motion carried 9-0. (Addendum attached)

Mr. Buckwalter made a motion, seconded by Mr. Sensenig for Board approval of a MOU between the Cocalico School District and the Cocalico Education Association to address the manner in which bargaining unit members' absences from the workplace due to COVID-19 symptoms or diagnosis and/or self-quarantine orders will generally be handled during the 2020-2021 school year. Roll call vote, all members voting yes. Motion carried 9-0. (Addendum attached)

Mr. Buckwalter made a motion, seconded by Mrs. Fox for Board approval of an Amended Emergency Instructional Time Template. Roll call vote, all members voting yes. Motion carried 9-0. (Addendum attached)

Mr. Renninger made a motion, seconded by Mr. Buckwalter for Board approval of the revised 2020-2021 school calendar. Roll call vote, all members voting yes. Motion carried 9-0. (Addendum attached)

## **PERSONNEL**

Mr. Buckwalter made a motion, seconded by Ms. Wagner for Board approval of PSERS Special Sick Leave. Roll call vote, all members voting yes. Motion carried 9-0.

Mrs. Fox made a motion, seconded by Mr. Sensenig, for Board approval of the following personnel actions:

- (a) Approval of the resignation of Sarah Snyder, Special Education teacher, effective November 19, 2020
- (b) Approval of child rearing leave for Amy Steffy, Reamstown Elementary teacher, extension through the 2nd semester of the 2020-2021 school year
- (c) Approval of the following long-term substitute teachers, per diem rate based on starting teacher's salary:
  - (1) Peter Intoccia, Denver Elementary Special Education Teacher, effective November 20, 2020 through the remainder of the 2020-2021 school year
  - (2) Justine Weaver, Adamstown Elementary Special Education Teacher, effective January 4, 2021 through the remainder of the 2020-2021 school year
  - (3) Caleb Smith, Cocalico High School Art Teacher, effective the 2nd semester of the 2020-2021 school year
  - (4) Leah Ament, Reamstown Elementary teacher, effective the 2<sup>nd</sup> semester of the 2020-2021 school year

Roll call vote, all members voting yes. Motion carried 9-0.

Mr. Buckwalter made a motion, seconded by Mr. Renninger, for Board approval of the following personnel actions:

- (a) Approval of the resignation of Mai Nhia Perez, part-time Paraprofessional, effective November 27, 2020
- (b) Approval of Bernice McKenzie, part-time Library Assistant at Adamstown Elementary School, effective December 1, 2020
- (c) Approval of supplemental contracts for the 2020-2021 school year; for athletic coaches, pending the completion of PIAA mandatory coursework

- (d) Approval of academic tutors
- (e) Approval of a sport event worker
- (f) Approval of athletic program volunteers per their continued completion of district and state requirements for the 2020-2021 school year

Roll call vote, all members voting yes. Motion carried 9-0.

Mr. Buckwalter provided information about the I.U.#13 Board meeting and some of the staffing challenges that were discussed during the meeting.

Dr. Haldeman and Dr. Melnyk shared information about the Annual Report for Cocalico School District, including academic and behavioral data for all levels.

Dr. Haldeman and the building principals provided an overview of the Comprehensive Plan and the action steps that will be included in the plan.

Mr. Czerwinski provided an update on fall sports and the many athletic accomplishments of individuals and teams.

Dr. Musser shared information from the CDC, recommendations from the Governor, new requirements from the Pennsylvania Department of Education, input from WellSpan Ephrata and Penn Medicine LGH, Lancaster County and local health statistics, specific direction from the Pennsylvania Department of Health (DOH), and the new DOH travel orders. She described concern about the recent cases of COVID-19 and the high number of staff and students in quarantine and recommended that students shift to virtual learning for December 1-4, 2020. A number of Board members asked clarifying questions and then affirmed the recommendation for some virtual instruction days, with the intent that students return to their hybrid schedule at the secondary level and the 5-day in-person schedule at the elementary level for the remainder of December.

During the General Comments portion of the meeting, Mr. Matt Landis acknowledged the wisdom of having students learn remotely through December 4<sup>th</sup>; he expressed appreciation for the Board's and Administration's research on the pandemic, provided some statistics on COVID, and recommended if the county remains in "substantial", remote learning should extend through the end of the semester. Mr. John Rios, parent of four children in the district ranging in age from elementary to high school, commented that he believes it is safest for the students to be in school as they may not be wearing masks when getting together outside of school, and that he was happy that fall sports were held and hopes that sports and extra-curricular events continue through the rest of the year. His hope is that everyone takes the pandemic mitigation efforts seriously.

Rev. Eshleman announced that the Board would recess until December 7, 2020, 7:30PM, for Board Reorganization.

Sherri L. Stull  
Secretary