



OIL CITY AREA SCHOOL DISTRICT
825 Grandview Road, Oil City, PA 16301

BOARD MEETING AGENDA

August 19, 2024

7:00 p.m.

Executive Session at 6:00 p.m.

Italicized items denote additions/changes since the Work Session.

All voice votes recorded as roll call votes.

Moment of Silence- Josephine Miller, former district employee

Pledge of Allegiance

Executive Session ☐ was ☐ was not held prior to this meeting.

- I. Roll call
 - Approval of amendments*
- II. Recognition of visitors/invited guests
- III. Public comment
- IV. Approval of minutes
 - A. [July 15, 2024 Work Session](#)
 - B. [July 15, 2024 Board meeting](#)
 - C. [August 12, 2024 Work Session](#)
- V. Approval of Financial Reports
 - A. [Activity report](#)
 - B. [Payment of bills](#)
 - C. [Treasurer's report](#)
- VI. Superintendent's Report
 - A. Personnel items
 - 1. Approval of retirement/resignations
 - a) Riley Hart, Title I paraprofessional, *resignation* effective August 5, 2024
 - b) Bridget Tomaszewski, Title I paraprofessional, *retirement* effective August 21, 2024
 - c) *Angela Kutchravy, 10-month administrative assistant, resignation effective August 12, 2024*
 - d) *Abby Eakin, elementary school counselor, resignation effective September 6, 2024*
 - 2. Approval to hire staff
 - a) *Tracy Lineman, 10-month Administrative Assistant, special education, effective August 20, 2024*

- b) *Stacey Umstead*, Hasson 6-hour paraprofessional, special education, beginning with the 24-25 school year
 - c) *Jackie Wice*, Southside 5-hour paraprofessional, Title I, beginning with the 24-25 school year
 - d) *Hannah Karns*, Southside 5-hour paraprofessional, Title I, beginning with the 24-25 school year
 - e) _____, HS/MS 6-hour paraprofessional, special education, beginning with the 24-25 school year
 - f) *Gavin Brinkley*, long-term substitute for the first semester of the 24-25 school year, Hasson grade 4, at step 1 of the bachelor's scale
 - g) *Cortney Payne*, long-term substitute for the first semester of the 24-25 school year, Seventh Street grade 4, at step 1 of the bachelor's scale
 - h) *Diana Whitman*, temporary elementary school counselor for the 24-25 school year, Seventh/Smedley, beginning September 3, 2024 at step 2 of the master's scale
3. Approval of tenure
 - a) Cade Cochran
 - b) Megan Hartle
 - c) Suzanne Fox
 - d) Timothy Swartzfager
 - e) Kristen Thompson
 - f) Briana Wade
 4. Approval of agreements for the 24-25 school year
 - a) Dolly McMahon, [Transition Coordinator](#), pending receipt of required documentation
 - b) Martin Aylesworth, [Provisional Psychologist](#)
 5. Approval to contract with [Gittings Protective Security](#) to provide two armed security guards beginning June 30, 2024, at a rate of \$35.84 per hour for the 24-25 school year
 6. Approval of [guest teachers and all substitutes](#) for the 24-25 school year
 7. Approval of [department heads](#) for the 24-25 school year
 8. Approval of [supplemental contracts](#) for the 24-25 school year
 9. Approval of [crossing guards and security guards](#) for the 24-25 school year
 10. Approval of [bus and van drivers](#) for the 24-25 school year
 11. Approval to set the daily rate for substitute teacher pay at \$150
 12. Memorandum of Understanding with Anne Curran regarding service as the [Federal Programs Coordinator](#) for the 24-25 school year
 13. Approval of coach
 - a) Abigail Swanson, girls' basketball volunteer

b) *Natalie Miller, girls' basketball elementary coach*

c) _____, *Boys' basketball head coach*

B. Additional items requiring board approval

1. Approval to submit the [Targeted School Improvement Title I plan](#) for the 2024-25 school year to the PA Department of Education
2. Approval of transportation vehicles for the 24-25 school year
3. Approval of transportation routes for the 24-25 school year
4. Approval of students transported roster
5. Approval of the 24-25 handbooks
 - a) [Athletics handbook](#)
 - b) [Coaches handbook](#)
 - c) Elementary student handbooks ([Seventh/Smedley](#), [Hasson](#))
 - d) Elementary faculty handbooks ([Seventh/Smedley](#), [Hasson](#))
 - e) [MS/HS student handbook](#)
 - f) [MS/HS faculty handbook](#)
 - g) [OCASD scholastic re-ed program handbook](#)
 - h) [Paraprofessional handbook](#)
6. Approval of cafeteria [a la carte prices](#) for the 24-25 school year
7. Approval of the cooperative agreement with [Cranberry Area School District](#) regarding theatrical productions
8. Approval of the affiliation agreement for an academic experience site with Pennsylvania Western ([PennWest](#)) University
9. *Approval of policies [103](#), [Discrimination/Harassment Affecting Students with attachments](#), and [104](#) -- [Discrimination/Harassment Affecting Staff with attachments](#)*
 - a) *The Board hereby approves policies 103 and 104 and associated attachments, 2024 versions, which shall be applicable to incidents which take place from August 1, 2024 forward. The 2020 versions of policies 103 and 104 and associated attachments shall remain in effect and applicable to those incidents which take place prior to August 1, 2024 and in those schools which are subject to any pending court order or injunction enjoining implementation of the 2024 Title IX regulations*
10. Approval of revised policies and administrative regulations
 - a) [103.1](#) -- Nondiscrimination - Qualified Students With Disabilities - - attachments
 - b) [104-AR-2](#) -- Reasonable Break Time and Lactation Accommodations
 - c) [200-AR-0](#) -- Enrollment
 - d) [200-AR-1](#) -- Enrollment Form
 - e) [200-AR-2](#) -- Parental Registration Statement

- f) [200-AR-3](#) -- Student Classifications for Enrollment
- g) [200-AR-4](#) -- Sworn Statement by Resident
- h) [200-AR-5](#) -- Residency Investigation
- i) [203-AR-0](#) -- Immunization Requirements
- j) [203-AR-1](#) -- Communicable Diseases/Attendance
- k) [203.1-AR-0](#) -- Prevention Education/Exemption
- l) [203.1-AR-1](#) -- Notice/Request Form for Inspection/Exemption from Instruction
- m) [203.1-AR-2](#) -- Universal Precautions
- n) [203.1-AR-3](#) -- Body Fluid Exposure Incident Form
- o) [204-AR-0](#) -- Compulsory Attendance/Unexcused Absences
- p) [204-AR-1](#) -- Unexcused Absence Notification Letter
- q) [204-AR-3](#) -- Truant Notification Letter
- r) [204-AR-4](#) -- Habitually Truant Notice
- s) [204-AR-5](#) -- School Attendance Improvement Plan
- t) [204-AR-7](#) -- Early Dismissals
- u) [204-AR-8](#) -- Absence for Non School-Sponsored Educational Trips
- v) [204-AR-9](#) -- Educational Trip Guidelines and Form
- w) [209.1-AR-0](#) -- Food Allergy Management
- x) [209.1-AR-1](#) -- Emergency Care Plan
- y) [209.1-AR-2](#) -- Individualized Healthcare Plan
- z) [209.1-AR-3](#) -- Medical Plan of Care for School Food Service
- aa) [209.2-AR-0](#) -- Diabetes Management
- bb) [212-AR-0](#) -- Reporting Student Progress
- cc) [214-AR-1](#) -- Selection of Valedictorian and Salutatorian
- dd) [215-AR-1](#) -- Retention Procedures
- ee) [215-AR-2](#) -- Lack of Progress Letter
- ff) [215-AR-3](#) -- Student Retention Data Sheet
- gg) [215-AR-4](#) -- Light's Retention Scale
- hh) [215-AR-5](#) -- Retention Letter
- ii) [215-AR-6](#) -- Parental Response Form
- jj) [215-AR-7](#) -- Acceleration Procedures
- kk) [215-AR-8](#) -- Student Acceleration Data Sheet
- ll) [215-AR-9](#) -- Recommendation for Acceleration
- mm) [218](#) -- Student Discipline
- nn) [218.1](#) -- Weapons
- oo) [218.2](#) -- Terroristic Threats
- pp) [219-AR-0](#) -- Student Complaint Process
- qq) [219-AR-1](#) -- Student Complaint Form
- rr) [222](#) -- Tobacco and Vaping Products -- Students
- ss) [222-AR-0](#) -- Tobacco and Vaping Products

- tt) [223-AR-0](#) -- Use of Motor Vehicles
- uu) [223-AR-1](#) -- Student Driving Registration Form
- vv) [224-AR-0](#) -- Loss/Damage/Replacement of District Materials
- ww) [224-AR-1](#) -- Letter for NonPayment of Financial Obligation

- xx) [224-AR-2](#) -- Vandalism to District Property
- yy) [227](#) -- Controlled Substances/Paraphernalia
- zz) [227-AR-4](#) -- Reasonable Suspicion - Drug Testing of Individual Students

- aaa) [228-AR-0](#) -- Student Government
- bbb) [229](#) -- Student Fundraising
- ccc) [229-AR-0](#) -- Student Fundraising
- ddd) [229-AR-1](#) -- Student Fundraising Application Form
- eee) [229-AR-2](#) -- Student Fundraising Financial Report
- fff) [230-AR-0](#) -- Public Performances by Students
- ggg) [231-AR-0](#) -- Social Events
- hhh) [231-AR-1](#) -- Class Trips
- iii) [233-AR-0](#) -- Suspension and Expulsion
- jjj) [234](#) -- Pregnant/Parenting/Married Students
- kkk) [234-AR-0](#) -- Pregnant/Parenting/Married Students
- lll) [234-AR-1](#) -- Student Health Report
- mmm) [235.1-AR-0](#) -- Student Surveys
- nnn) [237-AR-0](#) -- Electronic Devices
- ooo) [239-AR-1](#) -- Foreign Exchange Student Application Form
- ppp) [246-AR-0](#) -- Nutrition Education and Promotion
- qqq) [246-AR-1](#) -- Physical Activity
- rrr) [246-AR-2](#) -- Physical Education
- sss) [246-AR-3](#) -- Fundraisers
- ttt) [246-AR-9](#) -- Vending Machines
- uuu) [247](#) -- Hazing
- vvv) [249](#) -- Bullying/Cyberbullying
- www) [249-AR-0](#) -- Bullying/Cyberbullying
- xxx) [249-AR-2](#) -- Notice to Complainant and/or Parents/Guardians of Complainant
- yyy) [249-AR-3](#) -- Investigative Fact Sheet
- zzz) [252](#) --- Dating Violence
- aaaa) [317.1](#) -- Educator Misconduct
- bbbb) [323](#) -- Tobacco and Vaping Products -- Employees
- cccc) [336](#) -- Personal Necessity Leave
- dddd) [339](#) -- Uncompensated Leave
- eeee) [351](#) -- Controlled Substance Abuse

- ffff) [707](#) -- Use of School Facilities
- gggg) [801](#) -- Public Records
- hhhh) [803](#) -- School Calendar
- iiii) [805](#) -- Emergency Preparedness and Response
- jjjj) [805.1](#) -- Relations with Law Enforcement Agencies
- kkkk) [805.2](#) -- School Security Personnel
- llll) [806](#) -- Child Abuse
- mmmm) [807](#) -- Opening Exercises/Moment of Silence/Flag Displays
- nnnn) [824](#) -- Maintaining Professional Adult/Student Boundaries
- oooo) [904](#) -- Public Attendance at School Events

11. Approval of field trip

- a) The cross country team requests approval to travel to Rochester, NY, to participate in the McQuaid Invitational from September 27-28, 2024

12. Approval of the revised [24-25 school calendar](#)

13. Approval to reappoint auditor Mark C. Turnley, CPA, for the 2025-26 and 2026-27 school years

14. *Approval to contract with Sunbelt Staffing LLC to provide school psychology services from 8/27/2024-6/5/2025 at a rate of \$112 per hour*

15. *Approval of the Memorandum of Understanding with Riverview Intermediate Unit 6 to provide special education services for students placed at Pathways Adolescent Center for the 24-25 school year*

VII. Informational

A. Administration building renovation project discussion

VIII. Federal Programs

IX. Old business of the Board

X. Administrators' reports

XI. Venango Technology Center report

XII. Riverview IU 6 report

XIII. PSBA Liaison report

XIV. Secretary's report

XV. New business of the Board

Executive Session ☐ will ☐ will not be held after this meeting.

XVI. Adjournment