OFFICIAL MINUTES OF THE SPECIAL 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, September 9, 2025, at 6:30 p.m. The meeting was called to order by President, Cynthia Murphy

BOARD MEMBERS: Lindsey Anderson, Lance Baker, Lisa Beaver, Robert DeLong, Jeannine Gray, Erikka Henretta, Cynthia Murphy, Nate Rodgers, Jolene Schuessler

ABSENT: None

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

FACULTY/STAFF: Chris Krott, Ashley Shanahan, Brandon Witmer

VISITORS: None

REPORTERS: None

Minutes **Motion:** It was moved by Lance Baker, seconded by Lisa Beaver, to approve the minutes of the regular scheduled meeting held on Tuesday, August 12, 2025. All present voted yes.

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

Treasurer's Report **Motion:** It was moved by Jeannine Gray, seconded by Lance Baker, to approve the August 2025 Treasurer report, as presented. All present voted yes.

Bill List **Motion:** It was moved by Erikka Henretta, seconded by Lisa Beaver, to approve Mrs. Flexman's request to pay the September 2025 bills on September 16th, 2025, and present the list at the October 2025 regular board meeting. All present voted yes.

Cafeteria Report **Motion:** It was moved by Erikka Henretta, seconded by Jeannine Gray, to approve the July and August 2025 cafeteria report as presented. All present voted yes.

The schedule of accounts for July and August 2025 with the athletic fund reports for

August 2025 were presented for informational purposes.

Mrs. Burns briefly reviewed enrollment. It has fluctuated a bit, as it does this time of year. The Indicator 14 – Post Graduate Surveys are completed. The district will have a McKinney-Vento monitoring this school year. The date is to be determined.

Mr. LaBella noted that class meetings were held last week. The theme is “Rio: Brazilian Carnivale. The parade, powder puff game, and bonfire are scheduled for Friday, September 26, 2025. Fall senior nights have been scheduled. Mrs. Jackson has been busy working with students on the dual enrollment registrations.

Mrs. Garthwaite stated that STEM is back! The K4 Full Day changes have gone smoothly so far. The UFLI data portal is up and running. Students will still participate in Character Ed with Mrs. Hendershot.

Mr. Splain relayed that there are currently no changes in the status of the budget. He received notification of a SRSA grant award. Payroll will be processed with the Hamlin Bank Smethport office. This will smooth some of the transfer processes.

Policies were posted for the first reading.

Budget/Finance

Motion: It was moved by Lisa Beaver, seconded by Robert DeLong, to approve the permission via signed letter stating that Mrs. Flexman is permitted to access OESD Hamlin Bank accounts online and make internal transfers. All present voted yes.

Tentative Calendar

Motion: It was moved by Erikka Henretta, seconded by Lisa Beaver, to approve the early dismissal on November 26, 2025, for both schools. This early dismissal is part of the CBA, as a time exchange for attendance at Open House by Professional staff. All present voted yes.

Personnel

Motion: It was moved by Lisa Beaver, seconded by Lance Baker, to approve the resignation of Robin Hartzell effective September 15, 2025. All present voted yes.

Personnel

Motion: It was moved by Jeannine Gray, seconded by Lisa Beaver, to approve Mr. Nathan Tanner as the 2nd shift high school custodian at $26,000 annually due to two certifications with a 60 day probationary period, Olivia Belser as a Paraprofessional, and Dennis Mong as a regular cafeteria monitor from a substitute cafeteria monitor, pending receipt of certifications, clearances, and any other necessary documentation. All present voted yes.

Personnel **Motion:** It was moved by Erikka Henretta, seconded by Robert DeLong, to approve the following substitute positions: Brachele Valerius–Substitute Teacher, Josh Furman–Substitute Custodian, and Kaitlyn Milne–Substitute Paraprofessional pending receipt of certifications, clearances, and any other necessary documentation. All present voted yes.

Supplemental **Motion:** It was moved by Erikka Henretta, seconded by Lisa Beaver, to approve the following for supplemental positions:
Substitute Football Announcer: JT Magro
Cross Country Event Worker: Amy Coffman, Kirsten Perry
Basketball Clock Keeper: JT Magro, Michelle Cressley
Volleyball Clock Keeper (Jr. H, JV, V): Michelle Cressley
Volleyball Score Keeper (Jr. H, JV, V): Michelle Cressley, Stef Wolfe
Cheerleading Volunteer: Jenna Kingsly
Mentor Teacher: Mary Mahar-Yoder (Makayla Stroup)
pending receipt of certifications, clearances, and any other necessary documentation. All present voted yes.

Agreements **Motion**: It was moved by Erikka Henretta, seconded by Lisa Beaver, to approve the agreement with Todd Bussing, beginning 8/1/2025 through 7/31/2030 for transportation services. All present voted yes.

Agreement **Motion**: It was moved by Lisa Beaver, seconded by Jeannine Gray, to approve the 2025-2026 Beacon Light Academy Purchase of Service Agreement. All present voted yes.

Agreement **Motion**: It was moved by Lisa Beaver, seconded by Jeannine Gray, to approve the 2025-2026 Beacon Light Behavioral Health Systems Business Associate Agreement. All present voted yes.

NHS Induction Dinner **Motion**: It was moved by Erikka Henretta, seconded by Lisa Beaver, to approve Mrs. Kayla Johnson's request to hold the NHS Induction Ceremony on November 13, 2025, at St. Bonaventure University in the Robert Jones Room. All present voted yes.

Field Trips **Motion:** It was moved by Jolene Schuessler, seconded by Lisa Beaver, to approve the attached list of field trips. All present voted yes.

PSBA Elections **Motion**: It was moved by Lance Baker, seconded by Erikka

Henretta, to approve the following selection of candidates for the positions specified:

2026 President-elect (one-year term)
Holly Arnold (Tunkhannock Area School District)
2026 Vice President (one-year term)
Matt Vannoy (Sharon City School District)
2026-2028 Central Zone Representative (three-year term)
Julie Preston (Northern Tioga School District)

PSBA Insurance Trustees (three-year term)
Kathy K. Swope and Roberta M. Marcus
All present voted yes.

Adjournment

Motion: It was moved by Lance Baker, seconded by Lisa Beaver, to adjourn the regular meeting at 7:12 and go into executive session. All present voted yes.

The executive session ended at 7:30 pm. No voting took place.

Respectfully submitted,

Jodi L. Flexman

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Business Manager/Board Secretary