Mrs. Susan Berardinelli, Vice President 2027\_\_\_\_\_\_\_

Mr. Jason Corte 2025\_\_\_\_\_\_\_

Mr. Matthew Decort, Secretary 2025\_\_\_\_\_\_\_

Mrs. Kathy Hough, President 2027\_\_\_\_\_\_\_

Mr. John Jubina, Treasurer 2025\_\_\_\_\_\_\_

Mr. Branden Miller 2025\_\_\_\_\_\_\_

Mr. Jacob Myers 2027\_\_\_\_\_\_\_

Mrs. Nancy Sherbine 2027\_\_\_\_\_\_\_

Mr. Brian Shope 2027\_\_\_\_\_\_\_

Mr. Pete Noel \_\_\_\_\_\_\_

Superintendent of Schools

Mr. Troy Eppley \_\_\_\_\_\_\_

Director of Special Education

Mr. Jeff Vasilko \_\_\_\_\_\_\_

Business Manager

Mr. Jeremy Burkett \_\_\_\_\_\_\_

Junior-Senior High School Principal

Mrs. Jennifer Pisarski \_\_\_\_\_\_\_

Elementary School Principal

Law Office Dennis M. McGlynn \_\_\_\_\_\_\_

Solicitor

Mrs. Denise Moschgat \_\_\_\_\_\_\_

Recording Secretary

**I. CALL TO ORDER**

The meeting of the Portage Area Board of School Directors will please come to order. Pledge of Allegiance and a moment of silence will be led by the board President.

**II. ROLL CALL**

The Recording Secretary will please call the roll.

**III. RECOGNITION OF VISITORS**

Those who wish to speak should limit their remarks to three but no longer than five minutes.

**IV. NOTICE TO PERSONNEL**

There may be reductions and/or reassignments of personnel due to fiscal circumstances.

**V.** **DISTRICT POLICIES**

**VI. ROUTINE MATTERS**

**1. NEXT REGULAR MEETING**

The Committee of the Whole Meeting will be held **February 12, 2025,** beginning at 6:30 p.m. in the elementary school auditorium, 84 Mountain Avenue, Portage, PA with the Regular Meeting immediately following.

**2. APPROVING THE MINUTES**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_

The Administration recommends approving the December meeting minutes. A copy of the minutes was distributed with the advance agenda.

**3. ADDITIONS, DELETIONS OR CORRECTIONS TO THE AGENDA**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_

The Board moves to approve the written agenda with any noted additions, deletions or corrections as discussed.

**4. REPORTS**

Vo-Tech Operating Committee representative **Mr. Jason Corte**

Superintendent **Mr. Pete Noel**

Director of Special Education **Mr. Troy Eppley**

High School Principal **Mr. Jeremy Burkett**

Elementary School Principal **Mrs. Jennifer Pisarski**

School Solicitor **Dennis McGlynn, Esquire**

Business Administrator **Mr. Jeff Vasilko**

**5. REPORTS: A. FINANCIAL, B. INVOICES (GENERAL FUND, CAFETERIA FUND AND ATHLETIC FUND), C. TAX COLLECTORS**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_

(Roll Call Vote)

**A. Treasurers’ Reports**

A. General Fund Page 2

B. Cafeteria Report Page 3

D. Elementary School Activity Fund Page 5

E. Junior / Senior High School Activity Fund Page 6

H. Athletics Page 9

I. General Fund Page 10

J. Capital Reserve Fund Page 10.1

K. Capital Projects Fund Page 10.2

L. Investments/Pledged Collateral Report Page 11

**B.**

**General Fund Invoices $2,380,397.27**

**Cafeteria Fund Invoices $182,505.66**

**Capital Reserve Fund Invoices $0.00**

**Capital Projects Fund Invoices $11,166.91**

**Total Invoices paid $2,574,069.84**

**C.**

**Mrs. Molnar - Cassandra Boro –**

**Property, Per Capita, Occupation $2,480.86**

**Mr. Layo - Portage Boro –**

**Property, Per Capita, Occupation $872.08**

**Mrs. Molnar Portage Township –**

**Property, Per Capita, Occupation $54,707.12**

**Berkheimer Tax Administrators**

**PASD – EIT (Current) $117,496.26**

**Total Taxes $175,556.32**

**6. APPROVING IDEA-B FEDERAL AWARDS**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Roll Call Vote)

The Administration recommends approving IDEA-B grant awards for the period July 1, 2024 through September 30, 2025 by Appalachia Intermediate Unit 8 in the amounts of $192,822.19 and $2,289.

**7. APPROVING THE SINGLE AUDIT FOR THE 2023-2024 SCHOOL YEAR**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Roll Call Vote)

The Administration recommends approving the Single Audit Review of the 2023-2024 school year as presented by the auditors of Wessel & Company.

**8. APPROVING FUND TRANSFERS**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Roll Call Vote)

The Administration recommends transferring $601,176 from the General Fund unassigned fund balance to the Capital Projects Fund. This action is required due to fund balance limitations implemented by the PDE which require that the balance can only be 10.% of expenses.

**9. MAKING A CONTRIBUTION TO THE PORTAGE PUBLIC LIBRARY**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Roll Call Vote)

The Administration recommends contributing $\_\_\_\_\_ to the Portage Public Library for the 2023 Annual Appeal. In previous years, the district has contributed $1,200.

**10. PURCHASING ELEMENTARY MATH SERIES**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Roll Call Vote)

The Administration recommends purchasing the Envision K-8 math series in the total amount of $124,211.58.

**11. APPROVING SOLAR SITE LEASE AGREEMENT**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Roll Call Vote)

The Administration recommends approving the Solar Site Lease Agreement with the McClure Company through PASD Solar, LLC to install, maintain and operate a solar energy generating system on district property as described within the Agreement.

**12. APPROVING SOLAR POWER PURCHASE AGREEMENT**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Roll Call Vote)

The Administration recommends approving the Solar Purchase Agreement with the McClure Company through PASD Solar, LLC to purchase energy per the terms as set forth within the Agreement.

**13. ADOPTING RESOLUTION**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Roll Call Vote)

The Board moves to adopt the Resolution as prepared by Bond Counsel, authorizing the issuance of a series of general obligations bonds in the maximum aggregate principal amount of $2,000,000 to replace boilers and to pay costs of issuance.

**14. APPROVING LAND PURCHASE**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Roll Call Vote)

The Board moves to approve the acquisition of the vacant lot below the high school auditorium on Johnson Avenue for a purchase amount not to exceed $10,000.

**15. APPROVING DISTRICT POLICY**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The Administration recommends approving District Policy 104 Dis- crimination/Harassment Affecting Staff.

**16. APPROVING ACTIVITIES CLUBS AND ADVISORS**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The Administration recommends approving the following activities fund club advisors for the 2024-2025 school year:

Junior-Senior High School

Sr. High Band – Addison Holyfield Thespian – Denise Moschgat

Junior High Club – Ashley Myers Student Council – Mary Ann George

SADD – Dennis Link Art - Tara Williams

Senior Class – Tina Lutz Incentive – Krystal Smith

Junior Class – Vivian Herman/Kris Bartoletti

Sophomore Class – Gayle Price Environmental – Mary Kenny

School Publications – Kristen Gribbin Interact –Kris Bartoletti

Science – Mary Kenny Choral – Addison Holyfield

Color guard/Majorette – Arielle Miller Ski Club – Wendy Zock

Cheerleading – Hannah Shaffer Library – Vivian Herman

The Fitness Club – Marty Slanoc Esports – Michael Shuss

Golf – Scott Burda Spanish – Kris Bartoletti

Elementary School

Ski Club – Wendy Zock Chorus – Floyd Rousell, III

Primary Discipline – Vacant Yearbook – Heidi Washko and Kayla Fisher

Music Club – Floyd Rousell III Elementary Art – Tammy Rodgers

Student Council – Heidi Washko

Zero Demerit – Christa Miko, Lisa Stivers, Heidi Washko and Erin Sossong

**17. APPROVING STUDENT TEACHING ASSIGNMENT**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The Administration recommends approving the following student teaching assignments:

Hailey Krisko Sally Pesta Grand Canyon University

**VII. PERSONNEL MATTERS**

**1. HIRING LEAD COOK**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Roll Call Vote)

The Administration recommends hiring Nicole Slifko as the lead cook in the elementary school beginning with the 2025-2026 school year. Salary will be based on the current contract between the district and the cafeteria union.

**2. HIRING CUSTODIAN**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Roll Call Vote)

The Administration recommends hiring Daniel McDowell as a full-time custodian effective January 8, 2025. Salary will be based on the current contract between the district and the custodial union, with benefits.

**3. ACCEPTING LETTERS OF RESIGNATION**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The Administration recommends accepting, with regret, the letter of resignation of Nicole Panick as a secondary math teacher effective January 10, 2025.

**4. HIRING A LONG-TERM SUBSTITUTE**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Roll Call Vote)

The Administration recommends hiring Robert A. Sekerak as a long-term substitute secondary math teacher in the high school for the remainder of the 2025-2026 school year. Salary will be prorated at Step 6, with benefits, based on the current contract between the district and the PAEA.

**5. APPROVING REQUEST FOR FMLA**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The Administration recommends approving a staff member’s request for an Intermittent Family and Medical Leave of Absence beginning November 18, 2024.

**VIII. BOARD REQUESTS / USE OF FACILITIES**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Request for Approved Travel:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Requester** | **Destination** | **Date(s)** | **Approximate Cost** | **Budgeted**  **Y/N** |
| Ryan Clouse, Vivian Herman, Kristen Gribbin, Mary Kenny and Gayle Price | PET&C Conference | February 9-12, 2025 | $1,500 | Yes |

**Request for Approved Field Trip:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Requester** | **Destination** | **Date(s)** | **Approximate Cost** | **Budgeted**  **Y/N** |
| Kaitlin Cawley and Brittany Brewer | Take students to the Forest Hills Life Skills: Winter Wonderland Party | January 16, 2025 | $0.00 | N/A |
| Addison Holyfield | Take one student to the PMEA Jazz Festival hosted at Forest Hills HS | January 16-17, 2025 | $290 | Yes |

**Requests for Use of Facilities:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Requester** | **Purpose** | **Facility** | **Date(s)** | **Rental Fee/ Amount** |
| Portage Wrestling Boosters | Set up for Elementary Wrestling Tournament | Len Chappell Gymnasium & FCS Classroom | February 22, 2025 | No Charge |
| Portage Wrestling Boosters | Wrestling Tournament | Len Chappell Gymnasium & FCS Classroom | February 23, 2025 | No Charge |
| PAHS Junior Class | Prom pictures and prom promenade | HS Auditorium & Cafeteria | May 8 & 9, 2025 | No Charge |
| Denise Moschgat, Theater Advisor | Rehearsal | HS Auditorium | Tues & Thursday  Feb – April | No Charge |
| Denise Moschgat, Theater Advisor | Spring Production | HS Auditorium & Café | Friday & Saturday  April 25-26, 2025 | No Charge |

IX. MOTION TO MAKE THE AGENDA PART OF THE MINUTES

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

X. MOTION SHOULD BE MADE TO ADJOURN THE MEETING

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Time: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_