

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
MARCH 12, 2025**

<u>Mrs. Susan Berardinelli, Vice President</u>	2027_____
<u>Mr. Jason Corte</u>	2025_____
<u>Mr. Matthew Decort, Secretary</u>	2025_____
<u>Mrs. Kathy Hough, President</u>	2027_____
<u>Mr. John Jubina, Treasurer</u>	2025_____
<u>Mr. Branden Miller</u>	2025_____
<u>Mr. Jacob Myers</u>	2027_____
<u>Mrs. Nancy Sherbine</u>	2027_____
<u>Mr. Brian Shope</u>	2027_____
<u>Mr. Pete Noel</u> Superintendent of Schools	_____
<u>Mr. Troy Eppley</u> Director of Special Education	_____
<u>Mr. Jeff Vasilko</u> Business Manager	_____
<u>Mr. Jeremy Burkett</u> Junior-Senior High School Principal	_____
<u>Mrs. Jennifer Pisarski</u> Elementary School Principal	_____
<u>Law Office Dennis M. McGlynn</u> Solicitor	_____
<u>Mrs. Denise Moschgat</u> Recording Secretary	_____

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**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**

Second Reading - 815.1 Use of Generative Artificial Intelligence in Education

**VI. ROUTINE MATTERS**

**NEXT REGULAR MEETING**

The Committee of the Whole Meeting will be held **April 9, 2025**, beginning at 6:30 p.m. in the elementary school auditorium, 84 Mountain Avenue, Portage, PA with the Regular Meeting immediately following.

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**2. APPROVING THE MINUTES**

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

The Administration recommends approving the February 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**

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**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.**

<b>General Fund Invoices</b>	<b>\$1,362,341.50</b>
<b>Cafeteria Fund Invoices</b>	<b>\$84,030.06</b>
<b>Capital Reserve Fund Invoices</b>	<b>\$0.00</b>
<b>Capital Projects Fund Invoices</b>	<b>\$0.00</b>
<b>Total Invoices paid</b>	<b>\$1,446,371.56</b>

**C.**

<b>Mrs. Molnar - Cassandra Boro – Property, Per Capita, Occupation</b>	<b>\$0.00</b>
<b>Mr. Layo - Portage Boro – Property, Per Capita, Occupation</b>	<b>\$0.00</b>
<b>Mrs. Molnar Portage Township – Property, Per Capita, Occupation</b>	<b>\$0.00</b>
<b>Berkheimer Tax Administrators PASD – EIT (Current)</b>	<b>\$92,301.25</b>
<b>Total Taxes</b>	<b>\$92,301.25</b>

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**6. APPROVING APPLICATION AND CERTIFICATE FOR PAYMENT**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_ (Roll Call Vote)

The Administration recommends approving the following payment in connection with the boiler replacement project.

<u>Pay App</u>	<u>Contractor</u>	<u>Amount</u>
1	McClure Company	\$562,459

**7. APPROVING IU08 GENERAL OPERATING BUDGET**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_ (Roll Call Vote)

The Administration recommends approving the Appalachia Intermediate Unit 8 General Budget for the 2025-2026 school year in the amount of \$6,594,381.77. This district's Projected Marked Value Aid Ratio is \$1,807.98.

**8. RENEWING SAFETY CONSULTING AGREEMENT**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_ (Roll Call Vote)

The Administration recommends approving a Safety Consulting Agreement with the Fatula Group, LLC for the period March 1, 2025 to February 28, 2026. The total cost is \$15,000.

**9. APPROVING BOARD AFFIRMATION STATEMENT**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_ (Roll Call Vote)

The Administration recommends approving the district's Comprehensive Plan for the period July 1, 2025 to June 30, 2028 including review and approval of

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the Induction Plan, Professional Development Plan and Gifted Education Plan Assurances.

**10. APPROVING PROPOSAL FOR SCHOOL NURSE SOFTWARE**

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

(Roll Call Vote)

The Administration recommends approving the Proposal from PSNI for SNAP Health Center software for school nurses. The initial purchase for this software is \$3,975 and the future cost estimate is \$2,550.

**11. APPROVING INSTALLATION OF HEAT SYSTEM AT LOCKER ROOM**

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

(Roll Call Vote)

The Administration recommends approving SP McCarl's to install a heat and cooling system at the football stadium locker rooms. The cost to be \$20,721.

**12. APPROVING LETTER OF AGREEMENT**

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

The Administration recommends approving a Letter of Agreement with the Meadows Psychiatric Center for continuity of care when services are provided for eligible students. There will be no cost to the district unless a student is placed at the facility. This Agreement will be for the 2025-2026, 2026-2027 and 2027-2028 school years.

**13. APPROVING DUAL ENROLLMENT AGREEMENT**

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

The Administration recommends approving a Dual Enrollment Agreement with Pennsylvania Western University to provide district students with the

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opportunity to earn college credits. This Agreement is for one year, and thereafter will be automatically renewed up to a maximum of five years.

**VII. PERSONNEL MATTERS**

**1. HIRING ELEMENTARY SCHOOL ADMINISTRATIVE ASSISTANT/LIBRARY AID**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_ (Roll Call Vote)

The Administration recommends hiring \_\_\_\_\_ as a 205 day elementary administrative assistant/library aid. Her salary will be pursuant with the current salary scale for administrative assistants.

**2. HIRING ASSISTANT TRACK COACH**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_ (Roll Call Vote)

The Administration recommends hiring Charles Gouse as an assistant track and field coach beginning with the 2024-2025 school year. Salary will be based on the current contract between the district and the PAEA for extra-curricular activities.

**3. HIRING PART-TIME CAFETERIA STAFF MEMBER**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_ (Roll Call Vote)

The Administration recommends hiring Danelle Pannebaker as a part-time member of the cafeteria staff. Salary will be based on the current contract between the district and the cafeteria union.

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**4. ADDING VOLUNTEER COACHES**

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

The Administration recommends adding the following volunteers for the 2025 season.

Koby Kargo	Varsity/JV Boys Baseball
John Girard	Track and Field

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

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

**Request for Approved Travel:**

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Kim Lee and Nikki Slifko	ServSafe Test	April 7, 2025	\$379.90	Yes

**Request for Approved Field Trip:**

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Jen Szpala	Students to Cambria County Job Fair	May 6, 2025 9:30 am – 1:15 pm	\$270.80	Yes
Dennis Link	SADD Club Curve Game	May 1, 2025	\$330.00	Yes
Dennis Link	American Lung Association Day at the Capitol	May 6, 2025	\$0.00 (Paid by Tru Group)	N/A
Dennis Link	Tru trip to Pirates Game	May 23, 2025	\$0.00 (Paid by Tru Group)	N/A
Sixth Grade Teachers	Field trip to the Carnegie Science Center	May 8, 2025	\$0.00 (Paid by PTO)	N/A
Sixth Grade Teachers	Field trip – Train ride from Johnstown to Altoona	May 22, 2025	\$0.00 (Competitive Powers Ventures Grant)	N/A
Lauren Sinclair	Interscholastic Reading Team Spring Competition	April 1, 2025	\$335.00	Yes



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Kristen Gribbin	Business Day at St. Francis University	April 16, 2025	\$330.92	Yes
Fourth Grade Teachers	Field trip to Fort Ligonier	May 29, 2025	\$594.00	Yes
Addison Holyfield	Marching band to participate at 2025 Curwensville Days Firemen's Parade	June 21, 2025	\$414.16*	Yes
Addison Holyfield	March band to participate at the Meyersdale Maple Festival parade	April 12, 2025	\$364.74	Yes
Addison Holyfield	Six students to participate in PMEA Bandfest at CT High School	April 4, 2025	\$285.00	Yes
Tyler Johnson	Democracy Bowl at Pitt Johnstown	April 3, 2025	\$105.00	Yes
Addison Holyfield	Two students to participate at PMEA All State Festival at Kalahari Convention Center in the Poconos and Director to attend PMEA All State Conference for Act 48	April 9-12, 2025	\$1,761.85	Yes
Kristen Gribbin	Business & Technology Careerfest at Penn Highlands	April 11, 2025	\$330.92	Yes
Makena Baumgardner	Softball team to watch Penn State vs. Ohio State softball game	April 11, 2025	\$0.00	N/A
Makena Baumgardner	Softball team to watch Pitt Greensburg vs Geneva softball game	March 21, 2025	\$0.00	N/A
Kristine Bartoletti	Gateway Clipper Spanish Dinner Cruise	May 28, 2025	\$0.00 (Paid by Spanish Club)	N/A
Mary Kenny and Gayle Price	Science Club Trip to the Muters Museum, Reading Terminal Market and the Philadelphia Zoo	May 19, 2025	\$0.00 (Paid by Science Club)	N/A

\*Travel expense of \$500 will be paid by the Rescue Hose and Ladder Company

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**Requests for Use of Facilities:**

<b>Requester</b>	<b>Purpose</b>	<b>Facility</b>	<b>Date(s)</b>	<b>Rental Fee/ Amount</b>
Portage Elementary Wrestling	End of season pizza party and awards	Elementary Gymnasium & Lobby	March 29, 2025 12:00 – 2:00 pm	No Charge
Jen Pisarski	Free dinner & informational session from the Milton Hershey School	Elementary cafeteria and gymnasium	March 27, 2025 5:00 – 8:00 pm	No Charge
Jared Bilchak	PAYA League practice	JH Softball Field	April – June As can be scheduled	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: \_\_\_\_\_