

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
JUNE 19, 2024**

The Regular Meeting of the Portage Area Board of School Directors was called to order. Members and others present were: Susan Berardinelli; Matthew Decort; Kathy Hough; John Jubina; Nancy Sherbine; Brian Shope; Pete Noel, Superintendent of Schools; Jeff Vasilko, Business Manager; Troy Eppley, Director of Special Education; Jeremy Burkett, Junior Senior High School Principal; Jennifer Pisarski, Elementary School Principal; Dennis McGlynn, Esquire and Denise Moschgat, Recording Secretary. Absent were Jason Corte, Jacob Myers and Christian Smith.

RECOGNITION OF VISITORS

There were no visitors who wished to speak.

NOTICE TO PERSONNEL

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

DISTRICT POLICIES

ROUTINE MATTERS

NEXT REGULAR MEETING

The Committee of the Whole Meeting will be held **August 14, 2024**, beginning at 6:30 p.m. in the elementary school auditorium, 84 Mountain Avenue, Portage, PA with the Regular Meeting immediately following.

APPROVING THE MINUTES

Motion Decort Second Shope Vote 6-0

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

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
JUNE 19, 2024**

ADDITIONS, DELETIONS OR CORRECTIONS TO THE AGENDA

Motion Decort Second Shope Vote 6-0

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

REPORTS

Vo-Tech Operating Committee representative **Mr. Jason Corte** was absent. Mrs. Hough will attend the June meeting.

Superintendent **Mr. Pete Noel** thanked the staff for how well end of year ceremonies, including graduation went and he appreciates the collaboration between all staff. It was a very good school year. In terms of graduation, there may be some procedural changes next year for efficiency and safety. The district is moving over to PowerSchool for it's student information system. There has been some trainings so far and hopefully everything will be ready for the new school year. Mr. Noel discussed the PSSA scores and will work with administrators and staff to get better. He also noted that it's a chore to get removed from the ASTI designation. Eligible prisoners from the county will be working with the custodial crews. In the past, it has worked out well. Mr. Noel reviewed with the board the first year since the paraprofessional attendance bonus has been in place and that the district has seen a 48.9% decrease in absenteeism. The districts collaboration with the Backpack program provided food for 48 students who may experience shortages over the weekend. That translates to 7,428 meals or 1,238 bags. Mr. Noel commended Mrs. Shaffer for organizing the program and stated that this is the goal of the school to provide more than education.

Director of Special Education **Mr. Troy Eppley** reported that Extended School Year will begin in July. The importance of ESY is to keep students to maintain the skills they learned during the school year. He noted that the PAES lab will be up and running for this school year, which is very exciting. A summer project this year is to install a toilet in the AS classroom. Mr. Link is doing an excellent job with this project.

High School Principal **Mr. Jeremy Burkett** noted that in athletics, baseball went to the semifinals. Cami Burkett went to States in track. The Athletic Director and the Athletic Training are working together for this new school year for student athletes. He reiterated that he and the administrators will be working together to make commencement better. He thanked the staff for their professionalism and carrying towards the students and the district. He also thanked Mr. Noel for his help and guidance throughout this school year and always having his back. He

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
JUNE 19, 2024**

further stressed the idea of “how do we get better” as the theme moving forward into the next school year.

Elementary School Principal **Mrs. Jennifer Pisarski** reported that is was a very successful school year. She thanked the custodians for their hard work and that already the building is looking great. Mrs. Pisarski also thanked the vo tech students for printing PBIS posters for her.

School Solicitor **Dennis McGlynn, Esquire** reported that he had discussed personnel matters with the administrators and the board.

Business Administrator **Mr. Jeff Vasilko** reviewed the budget line item on the agenda noting that we will start the new school year with the final budget approval. He discussed the DCED grant noting that \$432,000 of the \$1.717 million is our responsibility. One of the project would be to replace the current boilers in the high school which are running at about 3% efficiency so he is hoping that the grant comes through. Mr. Noel then added that upon talking with Mr. Thrower he learned that the numbers to change out the boilers is astronomical. He further noted that putting central air in the high school would cost around \$2.5 to \$5 million. Mr. Vasilko concluded by commended Mr. Thrower for keeping the district in good shape despite being so short staffed. The custodians are ahead in their cleaning plan in that the second floor of the high school is done and the front of the elementary is also finished. He also mentioned that using WorkLink has been good in that the district is able to vet employees before hiring them permanently.

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

Motion Decort Second Shope Vote 6-0
(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

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
JUNE 19, 2024**

B.	
General Fund Invoices	\$1,277,642.18
Cafeteria Fund Invoices	\$55,239.41
Capital Reserve Fund Invoices	\$0.00
Capital Projects Fund Invoices	\$5,746.84
Total Invoices paid	\$1,338,629.43

C.	
Mrs. Molnar - Cassandra Boro – Property, Per Capita, Occupation	\$0.00
Mr. Layo - Portage Boro – Property, Per Capita, Occupation	\$0.00
Mrs. Molnar Portage Township – Property, Per Capita, Occupation	\$0.00
Berkheimer Tax Administrators PASD – EIT (Current)	\$85,250.81
Total Taxes	\$85,250.81

FINAL BUDGET FOR 2024-2025

Motion Decort Second Shope Vote 6-0
(Roll Call Vote)

General Fund

The budget in the amount of **\$15,449,043.58** has been advertised according to Section 687 of the Public School Code and should now be considered for final adoption. School real estate tax will be 56.64 mills. The budget has been prepared in accordance with the mandates set forth by the PA Department of Education.

The amount of expenditures is **\$15,449,043.58**. This is an anticipated increase in spending of **\$268,648.20 over** last year’s budget. The proposed budget is built on the governor’s proposed budget.

Cafeteria Fund

The Cafeteria Fund Budget anticipates **\$760,050** in expenses. Budgeted revenues and fund transfers cover these expenses include Operating Revenues and Non-Operating Revenues – Federal and State Reimbursements in the amount of **\$710,050** and Fund Transfers from the General Fund of **\$50,000**. Student meal prices for the 2024-2025 school year are:

High School Lunch	\$2.80
High School Breakfast	\$2.30
Elementary Lunch	\$2.65
Elementary Breakfast	\$2.25

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
JUNE 19, 2024**

ADOPTING RESOLUTION TO ACCEPT THE HOMESTEAD AND FARMSTEAD EXCLUSION

Motion Decort Second Shope Vote 6-0
(Roll Call Vote)

The Administration recommends adopting the Resolution to accept the Homestead and Farmstead Exclusion. Adoption will result in no additional money to the school district; it will result in real estate tax exclusions to homestead owners who applied and received approval through the county. The amount to be allocated is \$497,479.60.

EXONERATION OF TAX COLLECTORS

Motion Decort Second Shope Vote 6-0

Elected tax collectors should be exonerated from uncollected taxes so they may receive new duplicates and begin collecting 2024-2025 taxes on July 1, 2024. This action does not exonerate the taxables.

GENERAL LIABILITY INSURANCE FOR 2024-2025; WORKMEN'S COMPENSATION COVERAGE FOR 2024-2025 AND SCHOOL ACCIDENT INSURANCE FOR 2024-2025

Motion Decort Second Shope Vote 6-0
(Roll Call Vote)

Carl DeYulis, Agent of Record, recommends the following coverage:

PSBA Trust (Workmen's Coverage	\$35,649
Utica (Package)	\$74,397
• Property	
• Crime	
• General Liability	
• Government Crime	
• Automobile	
• Boiler & Machinery	
• School Leaders' Legal Liability	
• Excess Liability	
• Data Security (Attack & Extortion)	
• Network Security Liability	
Goodwin & Gruber (Student Coverage)	\$17,296

Note: The premium amount for the workers compensation is an estimate.

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
JUNE 19, 2024**

APPROVING PAYMENT APPLICATIONS

Motion Decort Second Shope Vote 6-0
(Roll Call Vote)

The Administration recommends approving the following Payment Applications in regard to the New Locker Room project:

<u>Pay Ap#:</u>	<u>Contractor</u>	<u>Amount</u>
2	Brickley Construction Inc.	\$87,541.65
3	Montgomery Bros	\$21,114.00

APPROVING CHANGE ORDER

Motion Decort Second Shope Vote 6-0
(Roll Call Vote)

The Administration recommends approving Change Order #1 from Darr Construction for an additional electrical panel which will increase the Contract in the amount of \$1,945.

APPROVING UPGRADES TO CAFETERIA EQUIPMENT

Motion Decort Second Shope Vote 6-0
(Roll Call Vote)

The Administration recommends approving replacements and upgrades to the cafeterias including milk coolers, a combi oven, pass-thru heated cabinet and a bun/sheet pan in the amount of \$115,158.

APPROVING BIDS FOR MILK

Motion Decort Second Shope Vote 6-0
(Roll Call Vote)

The Administration recommends approving the bid from Valewood Farms in the amount of \$61,213.76 for milk for the 2024-2025 school year. The bidders are as follows:

Vale Wood Farms	\$61,213.76
Gallikers	\$63,410.42

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
JUNE 19, 2024**

APPROVING REPLACEMENT OF HIGH INTERIOR DOOR LOCKS

Motion Decort Second Shope Vote 6-0
(Roll Call Vote)

The Administration recommends approving the quote from Fink Brothers Supply to replace the interior door locks in the high school in the amount of \$19,443.75. This will be paid from the PCCD Safety Grant.

ADOPTING AUTHORIZED OFFICIAL RESOLUTION

Motion Decort Second Shope Vote 6-0

The Board moves to adopt the following resolution:

Be it **RESOLVED**, that the Portage Area School District of Cambria County hereby requests a Public School Facility Improvement grant of \$1,717,249 from the Commonwealth Financing Authority to be used for upgrading existing equipment.

Be it **FURTHER RESOLVED**, that the Applicant does hereby designate Patrick Noel, Superintendent and Jeff Vasilko, Business Administrator as the officials to execute all documents and agreements between the Portage Area School District and the Commonwealth Financing Authority to facilitate and assist in obtaining the requested grant.

ADOPTING RESOLUTION FOR HEALTHCARE CONSORTIUM

Motion Decort Second Shope Vote 6-0

The Board moves to adopt the following Resolution:

RESOLVED, that the Board of School Directors were presented with the Second Amended Agreement, which had been previously approved by the Greater Johnstown Schools Healthcare Consortium on May 10, 2024. The Board of School Directors hereby approve and agree to execute all documents necessary to effectuate the modification and implementation of the Second Amended Agreement and Bylaws of the Greater Johnstown Schools Healthcare Consortium, Cambria County, as have been enumerated and attached herein.

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
JUNE 19, 2024**

APPROVING AGREEMENT WITH IU8

Motion Decort Second Shope Vote 6-0

The Administration recommends approving the Agreement for School-Age Education Services with Appalachia Intermediate Unit 8 for the period August 1, 2024 to July 31, 2025 and will automatically renew each year after unless the district chooses not to renew. The District will only incur costs if it uses services.

APPROVING MEMORANDUM OF UNDERSTANDING

Motion Decort Second Shope Vote 6-0

The Administration recommends approving a Memorandum of Understanding with the Cambria County Backpack Project to provide healthy and sustainable food options on the weekends to students for the 2024-2025 school year.

APPROVING MEMORANDUM OF UNDERSTANDING

Motion Decort Second Shope Vote 6-0

The Administration recommends approving a Memorandum of Understanding with Appalachian Youth Service (AYS) for the 2024-2025 school year. The district would only incur costs if it utilizes the facility.

APPROVING STUDENT TEACHING ASSIGNMENT

Motion Decort Second Shope Vote 6-0

The Administration recommends approving Brittanie Kiel, a student at St. Francis University, to participate in a student teaching assignment under the supervision of Heidi Washko.

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
JUNE 19, 2024**

PERSONNEL MATTERS

HIRING ELEMENTARY SCHOOL TEACHER

Motion Decort Second Shope Vote 6-0
(Roll Call Vote)

The Administration recommends hiring Dan Crain as a permanent, full time elementary school teacher beginning with the 2024-2025 school year. Salary will be Step 10 with benefits based on the current contract between the district and the PAEA.

HIRING ELEMENTARY SCHOOL TEACHER

Motion Decort Second Shope Vote 6-0
(Roll Call Vote)

The Administration recommends hiring Kristen Trout as a permanent, full time elementary school teacher beginning with the 2024-2025 school year. Salary will be Step 8 with benefits based on the current contract between the district and the PAEA.

HIRING ELEMENTARY SCHOOL TEACHER

Motion Decort Second Shope Vote 6-0
(Roll Call Vote)

The Administration recommends hiring Kara Jarvie as a full time elementary school teacher for the 2024-2025 school year. Salary will be Step 2 with benefits based on the current contract between the district and the PAEA.

HIRING A PARAPROFESSIONAL

Motion Decort Second Shope Vote 6-0
(Roll Call Vote)

The Administration recommends hiring the following paraprofessionals beginning with the 2024-2025 school year. Salary will be based on the current salary scale for paraprofessionals.

Rebecca Will	Elementary School Autistic Support Classroom
Tom McConnell	High School Autistic Support Classroom

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
JUNE 19, 2024**

HIRING COACHES

Motion Decort Second Shope Vote 6-0
(Roll Call Vote)

The Administration recommends hiring the following coaches 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. The Administration further requests permission to advertise for the respective assistant coaching positions left open by these hires.

Hannah Shaffer as the varsity cheerleading/varsity competition cheer coach
Mary Walls as the varsity volleyball coach

TERMINATION OF EMPLOYMENT

Motion Decort Second Shope Vote 6-0

The Administration recommends terminating, for cause, the employment of Thomas Myers effective immediately.

ACCEPTING LETTER OF RESIGNATION

Motion Decort Second Shope Vote 6-0

The Administration recommends accepting, with regret, the resignation of Cara Seminsky as an elementary school teacher effective June 19, 2024. The district further requests permission to advertise this position.

ACCEPTING LETTER OF RESIGNATION

Motion Decort Second Shope Vote 6-0

The Administration recommends accepting, with regret, the resignation of Brandi Kephart as a paraprofessional effective May 29, 2024.

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
JUNE 19, 2024**

ACCEPTING LETTER OF RESIGNATION

Motion Decort Second Shope Vote 6-0

The Administration recommends accepting, with regret, the resignation of Molly Harrington as the elementary morning announcements co-advisor. Lisa Stivers will continue as the singular advisor.

APPROVING DAYS OFF WITHOUT PAY

Motion Decort Second Shope Vote 6-0

The Administration recommends approving a staff member request for days off without pay for medical reasons and has provided medical excuses. The dates are as follows:

May 14, 2024	full day
May 23, 2024	half day
May 24, 2024	half day

ADDING VOLUNTEER COACH/ADVISOR

Motion Decort Second Shope Vote 6-0

The Administration recommends adding the following volunteers:

Kelsey Baumgardner	Band/Majorette
Trenton Gentile	Band/Percussion Instructor
Kaden Claar	Boys Basketball
Mason Kargo	Boys Basketball
Matthew Hill	Football
Louis Kordish	Football
Gavin Gouse	Football
John M. Bilchak	Football
Todd Hershberger	Football
Jenna Burkett	Girls Basketball

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
JUNE 19, 2024**

GRANTING OF TENURE

Motion Decort Second Shope Vote 6-0

The Administration recommends granting the tenure of the following professional staff members:

Aileen Miller
Emily Weakland
Michael Shuss

Morgan Long
Beth Eckenrod
Addison Holyfield

BOARD REQUESTS / USE OF FACILITIES

Motion Decort Second Shope Vote 6-0
(Roll Call Vote)

Request for Approved Travel:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Pete Noel	Annual Superintendents' Retreat, The Hershey Hotel	September 18-20, 2024	\$975	Yes

Request for Approved Field Trip:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Travis Kargo	Take gifted and A&P students to Allegheny General Hospital to observe a heart surgery	September 10, 2024	\$210	Yes
Addison Holyfield	Marching band to participate in the Kennywood Fall Fantasy Parade	August 14, 2024	\$595.58	Yes
Addison Holyfield	Two students to participate in the IUP Drum Major and Leadership Acadamp	June 24-28, 2024	\$0.00 (Paid by Friends of the Band)	N/A

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
JUNE 19, 2024**

Requests for Use of Facilities:

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
Portage Area Historical Society	Park a Goodwill truck for the Great Portage Yardsale	Elementary school parking lot	June 8, 2024	No Charge
Johnstown Oldtimers	Host National AAABA Tournament	Haschak Field	July 29-31, 2024 9:00 a.m. to 2:00 p.m.	No Charge
Jennifer Pisarski	Host Mustang Family Fun Night	Room 111-113 High School	June 3, 5, 10, 12, 17, 19 & 24, 2024	No Charge
Joseph Stancovich	5 th & 6 th Grade Boys Basketball Practice	Elementary Gymnasium	June-December 2024 As available	No Charge
Brienne Irvin, Stallion Cheerleaders	Cheer Practice	Gymnasiums as available	June-November 2024 As available	No Charge

MOTION TO MAKE THE AGENDA PART OF THE MINUTES

Motion Decort Second Shope Vote 6-0

MOTION SHOULD BE MADE TO ADJOURN THE MEETING

Motion Decort Second Shope Vote 6-0

Time: 7:40 p.m.

Respectfully submitted,

Matthew R. Decort, Board Secretary

Denise Moschgat, Recording Secretary