

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
OCTOBER 14, 2021**

<u>Mrs. Susan Berardinelli</u>	2023_____
<u>Mr. Jason Corte</u>	2021_____
<u>Mr. Matthew Decort, Secretary</u>	2021_____
<u>Mrs. Kathy Hough, Vice President</u>	2023_____
<u>Mr. John Jubina</u>	2021_____
<u>Mrs. Tina Latoche</u>	2023_____
<u>Mr. Christian Smith</u>	2021_____
<u>Mr. Dennis Squillario, Treasurer</u>	2023_____
<u>Mr. Erik Thrower, President</u>	2023_____
<u>Mr. Eric A. Zelanko</u> Superintendent of Schools	_____
<u>Mr. Ralph J. Cecere</u> Junior-Senior High School Principal	_____
<u>Mr. Pete Noel</u> Elementary School Principal	_____
<u>Mr. Jeff Vasilko</u> Business Manager	_____
<u>Mrs. Denise Moschgat</u> Recording Secretary	_____
<u>McGlynn and Moore, Attorneys at Law</u> Solicitor	_____

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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 Vice-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. FIRST READING OF BOARD POLICIES

004-BOG-7 Oath of Office Certificate
006-BOG-0 Publish, Post and Notify – Board Meetings/Agendas
137.1 Extracurricular Participation by Home Education Students
146.1 Trauma-Informed Approach
150 Title 1 - Comparability of Services
218.3 Discipline of Student Convicted/Adjudicated of Sexual Assault
236-AR-0 Student Assistance Program
236.1-AR-0 Threat Assessment Intake Form
236.1 Threat Assessment
252 Dating Violence
800.1 Electronic Signatures/Records
805.2 School Security Personnel
810.3 School Vehicle Drivers
816 District Social Media
916 Volunteers

VI. ROUTINE MATTERS

1. NEXT REGULAR MEETING

The Committee of the Whole Meeting will be held **Wednesday, November 10, 2021**, 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 September meeting minutes. A copy of the minutes was distributed with the advance agenda.

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3 REPORTS

IU 08 Operating Committee representative **Mrs. Kathy Hough**

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

Superintendent **Mr. Eric A. Zelanko**

High School Principal **Mr. Ralph Cecere**

Elementary School Principal **Mr. Pete Noel**

School Solicitor **Dennis McGlynn, Esquire**

Business Administrator **Mr. Jeff Vasilko**

Athletic Director **Mr. Jeremy Burkett**

4. 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	\$1,076,168.60
Cafeteria Fund Invoices	\$82,885.18
Athletic Fund Invoices	\$63,947.48
Capital Reserve Fund Invoices	\$0.00
Capital Projects Fund Invoices	\$0.00
Total Invoices paid	\$1,223,001.26

C.

Mrs. Chappell - Cassandra Boro – Property, Per Capita, Occupation	\$12,377.53
Mr. Layo - Portage Boro – Property, Per Capita, Occupation	\$0.00
Mrs. Chappell Portage Township –	

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Property, Per Capita, Occupation	\$560.84
Berkheimer Tax Administrators	
PASD – EIT (Current)	\$28,589.49
Total Taxes	\$41,527.86

5. APPROVING INCREASED RATE FOR VARSITY BASKETBALL OFFICIALS

Motion _____ Second _____ Vote _____
(Roll Call Vote)

The Administration requests permission to increase the rate for varsity basketball officials to \$65.

6. APPROVING RENEWAL OF PSBA POLICY MAINTENANCE PROGRAM

Motion _____ Second _____ Vote _____

The Administration recommends approving the PSBA Policy Maintenance Program Participation Agreement for the period July 1, 2021 to June 30, 2022.

7. APPROVING PSBA POLICY REVIEW

Motion _____ Second _____ Vote _____
(Roll Call Vote)

The Administration recommends having PSBA conduct a policy review and update at a cost of \$6,800. This is a separate service from the Policy Maintenance Program.

8. APPROVING JOINT AGREEMENT TO CREATE JOINT PARKS AND RECREATION COMMISSION

Motion _____ Second _____ Vote _____
(Roll Call Vote)

The Board moves to approve a Joint Agreement with Portage Borough and Portage Township for the creation and continuation of the Portage Area Joint Parks and Recreation Commission and Proving for the Acquisition, Development and Operation of Regional Parks and Recreation Areas, Facilities. The District will appoint one member for term to expire December 31, 2023. The district further agrees to designate the Joint Commission as a “Tier 2” user of facilities, subject to the approval of the board of school directors. The district agrees to financially support the Joint Commission as funding permits.

9. ADOPTING RESOLUTION OF FINANCIAL SUPORT FOR THE JOINT PARKS AND RECREATION COMMISSION

Motion _____ Second _____ Vote _____
(Roll Call Vote)

The Board moves to adopt a Resolution of Financial Support for the Portage Area Joint Parks & Recreation Commission. The district supports the formation of the partnership and will contribute as funding permits.

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10. APPROVING ADDENDUM #4 TO PRESSLEY RIDGE AGREEMENT

Motion_____Second_____Vote_____

The Administration recommends approving Addendum #4 to the Contractual Agreement with Pressley Ridge Johnstown for the 2021-2022 school year. The semester rate per student is \$15,000. Extended school year rate will be \$125 per day.

11. APPROVING MEMORANDUM OF AGREEMENT WITH CHILDREN'S BEHAVIORAL HEALTH

Motion_____Second_____Vote_____

The Administration recommends approving a Memorandum of Agreement with Children's Behavioral Health, LLC for the 2021-2022 school year to provide behavioral health and rehabilitative services and partial hospitalization services for participating students. The daily rate is \$80 for the educational component.

12. APPROVING PROPOSAL FROM CJL ENGINEERING

Motion_____Second_____Vote_____

The Administration recommends approving the Proposal from CJL Engineering to assess and review existing infrastructure related to mechanical ventilation in the high school gymnasium and well center. The cost of this proposal is \$2,000.

13. REPLACING SIGNATORY ON ELEMENTARY SCHOOL ACTIVITIES FUND

Motion_____Second_____Vote_____

The Administration recommends removing Julia Borlie as signatory on the elementary school activities fund account and replacing her with Elizabeth Sturtz.

14. APPROVING REVISIONS TO DISTRICT POLICIES

Motion_____Second_____Vote_____

The Administration recommends approving revisions to the following district policies:

- 006 – Meetings
- 103 Discrimination/Title IX Sexual Harassment Affecting Students
- 218.1 Weapons
- 218.2 Terroristic Threats
- 247 Hazing
- 249 Bullying/Cyberbullying
- 805 Emergency Preparedness and Response
- 810.1 School Bus Drivers and School Commercial Motor Vehicle Drivers
- 903 Public Participation in Board Meetings

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15. APPROVING SICK LEAVE BANK MOU

Motion_____Second_____Vote_____

The Administration recommends approving the Memorandum of Understanding between the district and the PAEA concerning the voluntary contribution of sick days to a sick leave bank.

VI. PERSONNEL MATTERS

1. HIRING A CHORUS PIANIST

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration recommends hiring Don Stoner as the chorus pianist beginning with the 2021 - 2022 school year, where he will attend rehearsals and concerts. Salary will be \$1,268 based on the current contract between the district and the PAEA for extra-curricular activities. Mr. Stoner will provide all necessary documents and clearances prior to attending rehearsals.

2. HIRING ASSISTANT MARCHING BAND DIRECTOR/DRUM LINE ADVISOR

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration recommends hiring Timothy S. George as the assistant marching band director/drum line advisor beginning with the 2021-2022 school year. Salary will be \$1,268 based on the current contract between the district and the PAEA for extra-curricular activities. Mr. George's clearances are on file in the administration office. He will also provide any additional required documents.

3. ACCEPTING LETTER OF RESIGNATION

Motion_____Second_____Vote_____

The Administration recommends accepting, with regret, Morgan Long's letter of resignation as the elementary ski club adviser. Does the board wish to advertise this position?

4. ACCEPTING LETTER OF RESIGNATION

Motion_____Second_____Vote_____

The Administration recommends accepting, with regret, Kristen Gribbin's letter of resignation as the high school ski club adviser. Does the board wish to advertise this position?

5. REQUEST FOR DAYS OFF WITHOUT PAY

Motion_____Second_____Vote_____

The Administration recommends approving a staff member's request for February 16, 17 and 18, 2022 as days off without pay.

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6. REQUEST FOR FMLA

Motion _____ Second _____ Vote _____

The Administration recommends approving a staff member's request for a Family and Medical Leave of Absence beginning November 2, 2021 and extending for a period of four to six weeks. The staff member will provide medical documents.

VII. BOARD REQUESTS / USE OF FACILITIES

Motion _____ Second _____ Vote _____
(Roll Call Vote)

Request for Approved Travel:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Erin Paul and Christina Franey	IU8 MTSS Training	October 22, 2021 8:30 am – 2:30 pm	\$0.00	N/A
Lisa Dividock, Ashley Shaffer, Mary Ann George and Jen Pisarski	SAP Networking Day	October 21, 2021 7:15 am – 3:30 pm	\$178.20	Y

Request for Approved Field Trip:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
First Grade Teachers	Jaffa Shrine Circus	October 14, 2021	\$0.00 (Paid by PTO)	N/A
Addison Holyfield	Take 15 students to County Band Auditions Richland HS	October 27, 2021 (evening)	\$93.12	Yes
Mary Kenny	Take 45 students to HealthQuest at Mount Aloysius College	October 28, 2021 8:00 am – 2:38 pm	\$273.68	Yes
Brian Randall	Take 11 students to Youth Summit at Greater Johnstown CTC	October 28, 2021 7:30 am – 3:00 pm	\$170.00 (substitutes)	Yes
Brian Randall	Take 9 students to the SADD Conference at Seven Springs	November 1, 2021 7:00 am – 3:00 pm	\$485.00 (\$400 could be covered by grant)	Yes
Addison Holyfield	Four students participate in virtual district chorus auditions	October 8 and October 15, 2021 (submitted virtually)	\$28.00	Yes
Addison Holyfield	Six students to participate in virtual district band auditions	November 12-19, 2021 (submitted virtually)	\$42.00	Yes
Addison Holyfield	Eight students to participate in virtual jazz band auditions	December 3-10, 2021 (submitted virtually)	\$56.00	Yes
Addison Holyfield	Take eligible students to County Band at Westmont High School	December 2-3, 2021	\$356.24	Yes
Mary Kenny	Take students to the PA Farm Show in Harrisburg	January 12, 2022	\$671.40	Yes

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Kindergarten Teachers	Field trip to Vale Wood Farms, Loretto	May 9, 2022	\$0.00 (Paid by PTO)	N/A
Jennifer Thomas, PTO	Field trip/fundraising incentive to Urban Air, Altoona	October 27, 2022	\$0.00 (Paid by PTO/Cherrydale)	N/A
Brittany Brewer	Take the Autistic Support students on a field trip to Vale Wood Farms	May 16, 2022 10:00 am – 1:45 pm	\$0.00 (Paid by PTO)	N/A
Jennifer Pisarski	Zero Demerit Incentives for Grades 3-6	At the end of each marking period	\$0.00 (Paid by Zero Demerit Committee)	N/A

Requests for Use of Facilities:

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
Denise Moschgat, Drama Adviser	Rehearsals	HS Auditorium	Tuesdays, Thursdays and Saturdays 5:00 – 7:00 p.m. 11:00 – 2:00 p.m.	No Charge
Denise Moschgat, Drama Adviser	Play Production	HS Auditorium	December 8-9, 2021 5:00 to 10:00 p.m.	No Charge
Fellowship of Christian Athletes	Student meetings	HS Auditorium	Fridays October – May 7:30 – 8:00 am	No Charge
Elaine Plouse	3 rd & 4 th grade practice for girls elementary basketball	Elementary Gymnasium	Dates and times as in request and arranged with Athletic Office	No Charge
Vivian Herman, Junior Class Adviser	Halloween/Fall Dance Fundraiser	Elementary Gymnasium	October 30, 2021 7:00 – 10:00 p.m.	No Charge
Michael Nagy	3 rd & 4 th grade practice for boys elementary basketball	Elementary Gymnasium	Dates and times as in request and arranged with Athletic Office	No Charge

VIII. MOTION TO MAKE THE AGENDA PART OF THE MINUTES

Motion _____ Second _____ Vote _____

IX. MOTION SHOULD BE MADE TO ADJOURN THE MEETING

Motion _____ Second _____ Vote _____

Time: _____