

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
OCTOBER 9, 2024**

The Regular Meeting of the Portage Area Board of School Directors was called to order. Members and others present were: Jason Corte; Matthew Decort; Kathy Hough; John Jubina; Brian Shope; Christian Smith; 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; and Denise Moschgat, Recording Secretary. Absent were: Susan Berardinelli, Jacob Myers, Nancy Sherbine and Dennis McGlynn, Esquire.

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

Second Reading 104 Discrimination/Harassment Affecting Staff
Third Reading 916 Volunteers

ROUTINE MATTERS

NEXT REGULAR MEETING

The Committee of the Whole Meeting will be held **November 13, 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 Shope Second Sherbine Vote 6-0

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

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ADDITIONS, DELETIONS OR CORRECTIONS TO THE AGENDA

Motion Shope Second Sherbine Vote 6-0

The Board moves to approve the written agenda with any noted additions, deletions or corrections as discussed. *There were no additions, deletions or corrections.*

REPORTS

Vo-Tech Operating Committee representative **Mr. Jason Corte** reported that the vo tech's open house tomorrow night and he invited board members to see some of the amazing things going on there. Kathy noted she will attend the November meeting.

Superintendent **Mr. Pete Noel** recognized Dennis Link and Denise Moschgat for being awarded the Laretta Woodson Award. He also noted that they are working on filling custodian positions and will be conducting an interview tomorrow. He also noted that they will be looking into security enhancements in the buildings such as partitions and FOBs and improvements to the sliding windows in the offices and installing the Raptor System for visitors as well as other items. McClue Company will be here on Thursday for their final walk through for the proposed solar farm. Work is beginning on the strategic plan. Fifth grade will be piloting the Firefly Benchmark Assessment which closely aligns with state standards. The district is looking into revising/updating it's discipline policy regarding vaping violations to specify THC and non-THC violations and to give the students some consequences.

Director of Special Education **Mr. Troy Eppley** reported that the classes are getting a lot of good use out of the Kia vans with Community Based Instruction which gets the students to places where they can do tasks and activities of daily living, transitional trips which create opportunities for the students. He thanked the board for approving the purchase of the vans concluding that they are good for the students.

High School Principal **Mr. Jeremy Burkett** provided an update to the fall sports noting that all teams advanced beyond their regular seasons. Students will be attending Allegheny General Hospital to observe a medical procedure. Homecoming was well attended and Mr. Burkett thanked Mrs. Lutz and Mrs. Gribbin for their organization. He thanked everyone who helped with the locker room and he wished Mrs. Pisarski a happy birthday!

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Elementary School Principal **Mrs. Jennifer Pisarski** reported that the elementary students enjoyed the Forces in Motion assembly. The district is considering a new math series. Fire prevention week is coming up along with a presentation from First Energy. October 25 marks the end of the first marking period. The Halloween parade and good behavior incentives are coming up.

School Solicitor **Dennis McGlynn, Esquire** reported that it's been a busy month which was reported in executive session.

Business Administrator **Mr. Jeff Vasilko** reported on the Ready2Learn grant which funds kindergarten, Stem and the fourth second grade teacher. The locker room project came in slightly under \$1.5M. The audit went well and the AFR will be due the end of October.

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

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

A. Treasurers' Reports

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B.

General Fund Invoices	\$1,255,022.34
Cafeteria Fund Invoices	\$76,766.65
Capital Reserve Fund Invoices	\$0.00
Capital Projects Fund Invoices	\$154,340.99
Total Invoices paid	\$1,486,129.98

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C.

Mrs. Molnar - Cassandra Boro – Property, Per Capita, Occupation	\$178.80
Mr. Layo - Portage Boro – Property, Per Capita, Occupation	\$3,783.74
Mrs. Molnar Portage Township – Property, Per Capita, Occupation	\$19,676.32
Berkheimer Tax Administrators PASD – EIT (Current)	\$34,276.73
Total Taxes	\$57,915.59

APPROVING PAYMENT APPLICATIONS

Motion Shope Second Sherbine 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(Final)	Darr Construction (mechanical)	\$12,280.00

APPROVING CONTRACT FOR SERVICES WITH IU8

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

The Administration recommends approving a Contract for Services with Appalachia Intermediate Unit 8 for science curriculum development and consultation services for the 2024-2025 school year. The cost for these services is \$8,855.

APPROVING CONTRIBUTION TO THE PORTAGE VOLUNTEER FIRE COMPANY

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

The Administration recommends approving a contribution in the amount of \$200 to the Portage Volunteer Fire Company.

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APPROVING ENERGY SERVICE COMPANY FOR INVESTMENT GRADE AUDIT

Motion Shope Second Sherbine Vote 6-0

The Administration recommends approving the McClure Company to provide an Investment Grade Audit for a Guaranteed Energy Savings Performance Contract from the Request for Proposal on Qualifications issued on September 13, 2024.

APPROVING STUDENT OBSERVERS

Motion Shope Second Sherbine Vote 6-0

The Administration recommends approving the following students to participate in observations during the 2024-2025 school year.

Mount Aloysius College

Patricia Wagner with Mrs. Pesta and Mrs. Trout
Abigail Crossman with Mrs. Pesta and Ms. Thomas

UPJ

Tanner Shirley with Tina Lutz
Hannah McKnight with Kayla Fisher
Garrett Poole with Josh Burkett and Tyler Johnson
Joseph Cutruzzula with Josh Burkett and Tyler Johnson
Ben Cotchen with Josh Burkett and Tyler Johnson

Western Governors University

Katie Ofsanko with Jennifer Thomas

PERSONNEL MATTERS

HIRING MENTOR TEACHER

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

The Administration recommends hiring Laura Glass as a mentor to Leah Montgomery for the 2024-2025 and 2025-2026 school year. Mrs. Glass will receive the annual rate per the current contract between the district and the PAEA for co-curricular activities.

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APPROVING REQUEST FOR FMLA

Motion Shope Second Sherbine Vote 6-0

The Administration recommends approving a staff member's request for a Family and Medical Leave of Absence for the period January 2, 2025 to March 26, 2025.

ADDING VOLUNTEERS

Motion Shope Second Sherbine Vote 6-0

The Administration recommends adding the following volunteers:

Jonathan Neff	Concert/Jazz Band
Dawn Fassnacht	Band
Philip Myers	Theater
Lisa Stockley	Theater
Kylee Cerwenski	Art
Robert Lutz	Rifle
John Havrilla	Rifle

ACCEPTING LETTERS OF RESIGNATION DUE TO RETIREMENT

Motion Shope Second Sherbine Vote 6-0

The Administration recommends accepting, with regret, the letter of resignation due to retirement of Deborah Burger as the head cook effective the last day of the 2024-2025 school year. The Administration requests permission to advertise for this position.

ACCEPTING LETTERS OF RESIGNATION

Motion Shope Second Sherbine Vote 6-0

The Administration recommends accepting, with regret, the following letters of resignation:

Stacy Panick's as a paraprofessional effective September 27, 2024
Kara Baumgardner as an assistant varsity softball coach effective October 9, 2024

The Administration requests permission to advertise for these positions.

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BOARD REQUESTS / USE OF FACILITIES

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

Request for Approved Travel:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Mary Boland	Food Show Pittsburgh Shrine	October 18, 2024	\$0.00	N/A
Tobi Burkett and Travis Kargo	Gifted Network Training IU8	November 21, 2024 March 19, 2025	\$480.00	Yes
Jennifer Pisarski and Krystal Smith	Attend the 2024 SAS Institute Leadership Conference	December 8-11, 2024	\$1,220.50	Yes
Kell Mignogna, Tara Williams, Ashley Shaffer and Mary Ann George	Cambria County SAP Networking Day	November 12, 2024	\$235	Yes
Lakin Phillips	IU8 AS/ES Support Networking	10/16, 12/18, 1/29 and 3/19	\$0.00	N/A
Leah Montgomery	BLS Instructor Course	October 30, 2024	\$346.20	Yes

Request for Approved Field Trip:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Kristen Gribbin and Tyler Johnson	Field trip to Saint Vincent College for Leadership Day	November 8, 2024	\$384.46	Yes
Kindergarten Teachers	Field trip to Vale Wood Farms	May 2, 2025	\$0.00 Paid by PTO	N/A
Third Grade Teachers	Field trip to Everett Railroad	May 13, 2025	\$0.00 Paid by PTO	N/A
Addison Holyfield	Marching band to participate in the Johnstown Halloween Parade	October 29, 2024	\$244.09	Yes
Addison Holyfield	Auditions for Cambria County Band at Central Cambria HS	October 23, 2024	\$165.00	Yes
Addison Holyfield	Cambria County Chorus	November 25-26, 2024	\$906.80	Yes
Addison Holyfield	Auditions for PMEA District Chorus	October 20, 2024	\$20.00	Yes
Addison Holyfield	Auditions for PMEA District Jazz (virtual)	November 25 & 27, 2024	\$40.00	Yes

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Addison Holyfield	Audition for PMEA District Band	November 17, 2024	\$80.00	Yes
Kristine Bartoletti	Field trip to Fusion Flemeneo Art & Dance Show, Pittsburgh	November 6, 2024	\$210.00	Yes
Addison Holyfield	Marching band to participate in the Portage Halloween Parade	October 27, 2024	\$0.00	N/A
Dennis Link, SADD Club	SADD Club members to the Annual Youth Professional Development	October 22, 2204	\$413.20	Yes
Kristen Gribbin	Take students to PICPA Careers in Accounting at Penn State	October 22, 2024	\$311.36	Yes
Jennifer Pisarski	Grades 3-6 Incentives for each marking period	TBD	\$0.00 Paid through Discipline Committee	N/A
Jennifer Thomas	Field trip to Johnstown Symphony Young People's Concert	November 19, 2024	\$0.00 Free Concert	N/A
Josh Burkett	Field trip to the Cambria County Prison and Courthouse for sophomores	November 7, 2024	\$661.84	Yes
Addison Holyfield	Jazz band to play at Germantown Winery*	May 4, 2024	\$0.00	N/A
Mary Kenny and Gayle Price	Field trip to St. Francis University Health Science Center virtual lab	October 28, 2024	\$330.92	Yes
Mary Kenny and Gayle Price	Field trip for 10 th grade students to Mount Aloysius College HealthQuest	October 24, 2024	\$330.92	Yes
Jen Szpala	Take senior students to tour Commonwealth Technical Institute	October 16, 2024	\$210.00	Yes
Jen Szpala	Take junior students to tour Commonwealth Technical Institute	October 17, 2024	\$210.00	Yes
Jen Szpala	Take junior and senior students to Cambria County Transition Fair at Forest Hills	November 6, 2024	\$52.50	Yes

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Jen Szpala	Take transition juniors and seniors to Alternatives to College Expo	November 20, 2024	\$370.32	Yes
Addison Holyfield	Jazz Band to hold Jazz in the Park performance at Crichton McCormick Park	May 18, 2025	\$0.00	N/A
Lauren Sinclair	Attend Reading Competition at Bellwood Antis SD	November 19, 2024	\$618.96	Yes
Denise Moschgat	Field Trip for Theater students to SFU Theatre Matinees	November 7, 2024 April 24 or 26, 2025	\$0.00 (Trans paid by Theater)	N/A

*No alcohol is served during the performance.

Requests for Use of Facilities:

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
Portage Stallions	Stallions Playoff Game	Stadium	October 6, 2024	No Charge
Hannah Shaffer, Cheer Coach	Powder Puff Game	Stadium	November 2, 2024	No Charge
One Good Turn Dance Co.	Dance Recital	HS Auditorium & Cafeteria	December 19, 2024	\$20/hour
One Good Turn Dance Co.	Dance Rehearsal	HS Auditorium & Cafeteria	February 1, 2025	No Charge
One Good Turn Dance Co.	Dance Recital	HS Auditorium & Cafeteria	May 15 & 19, 2025	\$20/hour

MOTION TO MAKE THE AGENDA PART OF THE MINUTES

Motion Shope Second Sherbine Vote 6-0

MOTION SHOULD BE MADE TO ADJOURN THE MEETING

Motion Shope Second Sherbine Vote 6-0

Time: 7:29 p.m.

Respectfully submitted,

Matthew R. Decort, Board Secretary

Denise Moschgat, Recording Secretary