

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

Third Reading - 815.1 Use of Generative Artificial Intelligence in Education

VI. ROUTINE MATTERS

1. NEXT REGULAR MEETING

The Committee of the Whole Meeting will be held **May 14, 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 March 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.	
General Fund Invoices	\$1,211,333.87
Cafeteria Fund Invoices	\$82,839.18
Capital Reserve Fund Invoices	\$0.00
Capital Projects Fund Invoices	\$562,459.00
Total Invoices paid	\$1,856,632.05

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)	\$38,122.68
Total Taxes	\$38,122.68

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6. APPROVING AMBULANCE COVERAGE AGREEMENT

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration recommends approving an Agreement with Forest Hills Area Ambulance Association to cover home varsity football games at the following rates:

2025	\$400.00 per event
2026	\$425.00 per event
2027	\$450.00 per event

7. APPROVING VO-TECH BUDGET

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration recommends approving the Admiral Peary AVTS Preliminary Budget for the 2025-2026 school year in the amount of \$6,322,499, which is a 5.3% increase over last year's budget. The estimated cost per student will be \$6,315.

8. RENEWING AGREEMENT WITH IGNITE EDUCATION SOLUTIONS

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration recommends renewing its Agreement with Ignite to manage the Highway to Success classroom at GJCTC for the 2025-2026 school year. The total cost for the year is \$115,839.13 which will be billed in four installments of \$28,959.78.

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9. REQUESTING PERMISSION TO ADVERTISE FOR BIDS

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration requests permission to advertise for bids for milk for the 2025-2026 school year.

10. APPROVING ARTICLES OF AGREEMENT WITH IU8

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration recommends approving Articles of Agreement with Appalachia Intermediate Unit 8 ESL Consortium for the 2025-2026 school year at a cost of \$5,000.

11. APPROVING PROPOSAL FOR SECURITY UPGRADES

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration recommends approving the Proposal from Glass Erectors in the amount of \$51,692 for security upgrades in the high school and elementary school. This project will be funded by the school security grant.

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12. APPROVING PURCHASES FOR CAFETERIA ITEMS

Motion _____ Second _____ Vote _____
(Roll Call Vote)

The Administration recommends approving the following cafeteria items:

Portage Area Elementary School - Purchases thru KPN (Alto Hartley)			
Item	Qty	Cost	Total Cost
Pass-Thru Refrigerator	2	\$9,889.00	\$19,778.00
Reach- In Refrigerator	2	\$5,332.00	\$10,664.00
All Purpose Counter	2	\$6,889.00	\$13,778.00
Pass-Thru Mobile Heated Cabinet	4	\$6,665.00	\$26,660.00
Installation cost	1	\$6,000.00	\$6,000.00
Total Cost			\$76,880.00

Portage Area Elementary School - Purchases thru KPN (Hertz Furniture)			
Item	Qty	Cost	Total Cost
Cafeteria Tables	24	\$2,365.92	\$56,782.04
Total Cost			\$56,782.04

Portage Area Junior Senior High - Purchases thru KPN (Alto Hartley)			
Item	Qty	Cost	Total Cost
Reach-In Refrigerator	2	\$5,661.00	\$11,322.00
Installation Cost	1	\$1,495.00	\$1,495.00
Total Cost			\$11,322.00

13. PERMISSION TO ADVERTISE FOR VACANT POSITIONS

Motion _____ Second _____ Vote _____
(Roll Call Vote)

The Administration requests permission to advertise for any vacant positions which may occur for the 2025-2026 school year.

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14. APPROVING AGREEMENT FOR NETWORKING SERVICES

Motion_____Second_____Vote_____
(Roll Call Vote)

The Administration requests permission to allow the district to maintain network and wifi services for the period May 6, 2025 to May 5, 2026 at a cost of \$26,194.

15. APPROVING AGREEMENT WITH EXTENDED FAMILY PROGRAMS, INC.

Motion_____Second_____Vote_____

The Administration recommends approving the 2025-2026 Service Agreement with Extended Family Programs to provide counseling and assessment/support services for any district students enrolled in the program. The district would only incur a fee if a student is enrolled in the program.

16. APPROVING IDEA FUNDING DISTRIBUTION, COORDINATED EARLY INTERVENING SERVICES AND NOTICE OF ADOPTION OF LEA POLICIES, PROCEDURES AND USE OF FUNDS

Motion_____Second_____Vote_____

The Administration recommends approving Funding Distribution, Coordinated Early Intervening Services, and Notice of Adoption of Approved LEA Policies, Procedures and Use of Funds by School District for the 2025-2026 school year.

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17. APPROVING DUAL ENROLLMENT AGREEMENT

Motion_____Second_____Vote_____

The Administration recommends approving a Dual Enrollment Agreement with Pennsylvania Highlands Community College to provide district students with the opportunity to earn college credits.

18. APPROVING AGREEMENT FOR SCHOOL-AGE EDUCATION SERVICES

Motion_____Second_____Vote_____

The Administration recommends approving an Agreement for School-Age Services with Appalachia Intermediate Unit 8 for the 2025-2026 school year. The district would not be charged for services unless a student is placed into one of the programs.

19. APPROVING DISTRICT POLICY REVISIONS

Motion_____Second_____Vote_____

The Administration recommends approving revisions to the following policies which were recommended by the PSBA Policy Review Service:

- 103 Discrimination/Harassment Affecting Students
- 103.1 Nondiscrimination – Qualified Students with Disabilities
- 104 Discrimination/Harassment Affecting Staff
- 146.1 Trauma-Informed Approach
- 218 Student Discipline
- 218.1 Weapons
- 218.2 Terroristic Threats
- 801 Public Records
- 803 School Calendar
- 805 Emergency Preparedness and Response
- 805.1 Relations With Law Enforcement Agencies

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805.2 School Security Personnel
806 Child Abuse
904 Public Attendance at School Events
909 Municipal Government Relations

20. REVISING 2024-2025 SCHOOL YEAR CALENDAR

Motion _____ Second _____ Vote _____

The Administration recommends revising the 2024-2025 school year calendar to accommodate the four snow days that occurred. The last day of school for students and graduation will be June 3, 2025.

VII. PERSONNEL MATTERS

1. ACCEPTING LETTER OF RESIGNATION

Motion _____ Second _____ Vote _____

The Administration recommends accepting, with regret, Morgan Long’s letter of resignation as an elementary school teacher. The administration further requests permission to advertise this position.

2. ACCEPTING LETTER OF RESIGNATION

Motion _____ Second _____ Vote _____

The Administration recommends accepting, with regret, Travis Kargo’s letter of resignation as the boys’ varsity basketball head coach, a position he’s held for 25 years. The administration further requests permission to advertise this position.

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3. ACCEPTING LETTER OF RESIGNATION

Motion_____Second_____Vote_____

The Administration recommends accepting, with regret, the resignation of Emma Duttry as a paraprofessional effective April 4, 2025.

4. HIRING SECONDARY MATH TEACHER

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration recommends hiring Robert Sekerak as a full time, permanent secondary math teacher beginning with the 2025-2026 school year. Salary will be Step 7, with benefits, based on the current contract between the district and the PAEA.

5. HIRING PARAPROFESSIONAL

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration recommends hiring Danielle McHenry as a paraprofessional in the autistic support classroom. Salary will be based on the current salary scale for paraprofessionals.

6. REQUEST FOR DAY OFF WITHOUT PAY

Motion_____Second_____Vote_____

In accordance with the district's procedure on employee requests for uncompensated days, the board moves to deny a staff member's request for March 13, 2025 as a half day off without pay.

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7. REQUEST FOR DAY OFF WITHOUT PAY

Motion_____Second_____Vote_____

In accordance with the district's procedure on employee requests for uncompensated days, the board moves to grant a staff member's request for March 19, March 31 and April 1, 2025 as three full days off without pay.

8. REQUEST FOR DAY OFF WITHOUT PAY

Motion_____Second_____Vote_____

In accordance with the district's procedure on employee requests for uncompensated days, the board moves to grant a staff member's request for March 26, 2025 as a full days off without pay.

9. APPROVING REQUEST FOR FAMILY MEDICAL LEAVE OF ABSENCE

Motion_____Second_____Vote_____

The Administration recommends approving a staff member request for a Family Medical Leave of Absence for the period April 21, 2025 and extending to June 3, 2025.

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VIII. BOARD REQUESTS / USE OF FACILITIES

Motion _____ Second _____ Vote _____
(Roll Call Vote)

Request for Approved Travel:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Mary Boland, Cafeteria Manager	Food Show, Riverside Lands Event Center, Pittsburgh	April 11, 2025	\$0.00	N/A

Request for Approved Field Trip:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Sara Erzal	Math 24 Competition at St. Francis University	May 16, 2025	\$250.00	Yes
Kristen Gribbin	Artistry from Scratch, Ebensburg, PA for end of year incentive for yearbook staff	May 7, 2025	\$255.92	Yes
Dennis Link	CPA Youth Summit with the Cambria County Drug Coalition, Harrisburg, PA	April 30, 2025	\$0.00 (Paid by Cambria County Drug Coalition)	N/A
Tobi Burkett	Gifted program trip to Cambria County Humane Society	May 7, 2025	\$0.00	N/A
Ashley Myers	JrHi Activity Club Fieldtrip to a Curve Game	May 14, 2025	\$0.00 (Paid by Club)	N/A
Mary Kenny	Enviro Club to Disaster's Edge for Cambria County Envirothon	May 1, 2025	\$265.92	Yes
Sara Erzal	Second Grade field trip to Living Treasures Animal Petting Zoo	May 2, 2025	\$0.00 (Paid by PTO)	N/A
Addison Holyfield	Marching band trip to Disney World, Orlando Florida to perform	March 2-8, 2026	\$420.00 (Substitutes)	Yes
Tyler Johnson	Junior Class Trip to Flight 93 Memorial and Johnstown Flood Memorial	May 12, 2025	\$410.40 (\$450 paid by a donation)	Yes

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Gayle Price	Forensic Science classes to Mount Aloysius to visit the Forensic Science program	April 15, 2025	\$330.92	Yes
Mary Kenny and Gayle Price	Field trip to Thousand Hill Dairy	May 21, 2025	\$330.92	Yes
Phillip Miller	Physics trip to Kennywood for Physics Day	May 16, 2025	\$105.00 (Students paying admission and any food)	Yes

Requests for Use of Facilities:

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
Kelly Mignogna	Title I Spring Drive-Thru	Elementary Parking Lot	April 15, 2025	No Charge
Portage Stallions Football	Youth Football Camp	Track and Field	May 16, 2025 6:00 – 8:00 pm	No Charge
Portage Boys Basketball Boosters	Seniors vs. Faculty Fundraising Game	Len Chappell Gymnasium	March 19, 2025 6:30 – 8:30 pm	No Charge
PASD Track & Field Boosters	5k fundraiser for the track & field team	Football Stadium	April 19, 2025 6:00 am- 12:00 pm	No Charge
PAYA (Jeremy Shuniak)	Pony League Baseball games and practices	Jr Hi Baseball Field	May – July TBD with Athletic Office	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: _____