

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
MAY 10, 2023**

The Regular Meeting of the Portage Area Board of School Directors was called to order. Kathy Hough, board president, led the group in the Pledge of Allegiance and a moment of silence. Members and others present were: Susan Berardinelli; Jason Corte; Matthew Decort; Kathy Hough; John Jubina; Dennis Squillario; Pete Noel, Superintendent of Schools; Troy Eppley, Director of Special Education; Jeff Vasilko, Business Manager; Jeremy Burkett, Junior Senior High School Principal; Jennifer Pisarski, Elementary School Principal; Dennis McGlynn, Esquire and Denise Moschgat, Recording Secretary. Absent were Christian Smith and Tina Latoche.

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.

PUBLIC READING OF PROPOSED POLICIES

First Reading – 137.2 Participation in Cocurricular Activities and Academic Courses by Home Education Students

First Reading – 137.3 Participation in Career and Technical Education Programs by Home Education Students

First Reading – 830.1 Data Governance – Storage/Security

First Reading – 201 Admission of Students

First Reading – 202 Eligibility of Nonresident Students

First Reading – 203.1 HIV Infection

First Reading – 205 Postgraduate Students

First Reading – 207 Confidential Communications of Students

First Reading – 208 Withdrawal from School

First Reading – 214 Class Rank

First Reading – 214 Promotion and Retention

First Reading – 235.1 Surveys

Third Reading – 104 Discrimination Title IX Sexual Harassment Affecting Staff

Third Reading – 105 Curriculum

Third Reading – 113 Special Education

Third Reading – 140 Charter Schools

Third Reading – 140.1 Extracurricular Participation by Charter/Cyber Charter Students

Third Reading – 142 Migrant Students

Third Reading – 143 Standards for Persistently Dangerous Schools

Third Reading – 144 Standards for Victims of Violent Crimes

Third Reading – 146 Student Services

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ROUTINE MATTERS

NEXT REGULAR MEETING

The next Committee of the Whole Meeting will be held **Wednesday, June 14, 2023**, 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 Squillario Second Decort Vote 6-0

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

REPORTS

IU 08 Operating Committee representative **Mrs. Kathy Hough** reported that the last regular meeting was quick and that the IU celebrated their 50th year of service with a gala.

Vo-Tech Operating Committee representative **Mr. Jason Corte** reported that the operating committee discussed the 2023-2024 budget which is on the agenda for consideration. On May 3, the vo tech held a senior ceremony that went well. Three students won gold awards at the Skills competitions including senior George Kissell.

Superintendent **Mr. Pete Noel** began his report by thanking the teachers and acknowledging that it was teacher appreciation week. He also reported that a former student asked to conduct a survey among staff as a part of his graduate studies. The teachers are not obligated to participate. He provided the board with an overview of the curriculum update performed with the IU and that it has provided some great information and insight. Mr. Noel attended the PARSS conference recently where he learned along including some eye-opening information on the funding lawsuit. He advised the board that there will be academic summer camps for students in June and extended school year for eligible students in July. These programs will be funded with ESSER money. He informed the board that they will interviewing one individual for the School Police Officer position and will be meeting with the PAEA negotiating committee regarding the teachers' contract.

High School Principal **Mr. Jeremy Burkett** reported that the regular sports seasons are finishing up and the teams will be heading into playoffs. He thanked the teachers for the hard work they do all year long saying that he is very impressed. He also acknowledged Mrs. Dividock as this is also school nurse week and thanked her for everything she does for our students. Prom will be Friday, May 12 at 5:30 p.m. at the Casino. Upcoming is the awards ceremony on Thursday, May 25, 2023 and graduation on Thursday, June 2, 2023.

Elementary School Principal **Mrs. Jennifer Pisarski** reported that the elementary school has finished up PSSA testing and thanked Mrs. Mignogna for doing a great job on organizing, distributing and collecting the tests. The elementary students have shown tremendous growth based on the Acadience and Linkit

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test results. A generous community member has donated a piano to the district and she thanked that person for doing so. Mrs. Pisarski thanked the teachers for all they do during the school year. She noted that during teacher appreciation week and school nurse week, goodies and lunches were provided. Upcoming events include track and field day, field trips, the spring concert, the carnival and kindergarten graduation.

School Solicitor **Dennis McGlynn, Esquire** advised the board that he has reviewed the attachments to the agenda and has found them in good order. He further noted that it is a pleasure to work with Pete and Jeff and the other administrators.

Business Administrator **Mr. Jeff Vasilko** had nothing further to report.

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

Motion Squillario Second Decort 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

B.

General Fund Invoices	\$1,025,482.96
Cafeteria Fund Invoices	\$148,429.01
Athletic Fund Invoices	\$32,361.83
Capital Reserve Fund Invoices	\$0.00
Capital Projects Fund Invoices	\$0.00
Total Invoices paid	\$1,211,368.88

C.

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

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**Berkheimer Tax Administrators
PASD – EIT (Current)
Total Taxes**

**\$50,996.16
\$50,996.16**

TENTATIVE BUDGET FOR 2023-2024

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

The proposed budget should be adopted tentatively so it can be advertised according to Section 687 of the Public School Code. The amount of expenditures is **\$15,202,287.47**. This is an anticipated increase in spending of \$518,248.39 over the prior year budgeted amount of **\$14,684,039.08**. Consideration for final adoption will be at the regular meeting held on June 14, 2023.

TAX STRUCTURE FOR 2023-2024 BUDGET

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

The Administration proposes no tax increase for the 2023-2024 school year. The remaining taxes shall remain at the current levels as follows:

	<u>2022-2023</u>	<u>2023-2024</u>
School Real Estate	53.79 Mills	53.79 Mills
School Occupational Privilege	\$10.00	\$10.00
School Per Capita	\$5.00	\$5.00
School Earned Income	.5%	.5%
School Realty Transfer	.5%	.5%

PERMISSION TO APPLY FOR FEDERAL AND STATE FUNDS

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

The Administration and the Federal Program Coordinator request permission to apply for federal and state funds and submit applications to the Pennsylvania Department of Education. Estimated allocations for the 2023-2024 school year are as follows:

Title 1	\$230,350	Assisting all students
Title II, Part A	\$ 24,730	Class size reduction for primary grades
IDEA	\$169,939	Services provided to students with disabilities
State Contingency (Recurring)	Unknown	Extra-ordinary special education cost reimbursement
ACCESS	\$ 5,000	PA Medical Assistance student's cost

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Ready to Learn	\$186,456	reimbursement. Main focus is on developing and maintaining preschool and kindergarten programs (now comingled with Basic Ed funds).
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BOARD APPOINTMENTS AND REAPPOINTMENTS FOR 2023-2024

Motion Squillario Second Decort Vote 6-0

The administration recommends the following appointments for the 2023-2024 school year.

- A. Secretary. (Under authority of Section 621 of the School Code.) Matthew Decort serves as board secretary until June 30, 2025.
- B. Solicitor. Attorney Dennis McGlynn presently serves as solicitor at an annual retainer of \$8,000 plus legal charges when necessary.
- C. School Physician. Mark J. Ratchford, D.O. presently serves as school physician at an annual fee of \$2,700.
- D. Depository. 1st Summit Bank presently serves as depository.
- E. School Dentist. Dr. Nicole Oravec presently serves as school dentist at the fee of \$2.00 per student.
- F. Depositories for Investments. 1st Summit Bank; PA Local Government Investment Trust; PA School District Liquid Asset Funds.
- G. Collectors for Act 511 Per Capita Tax of \$5 and Occupational Tax of \$5. Elected tax collectors are currently collecting these taxes. Four percent (4%) commission will be paid to the tax collector on the Act 511 dollar amount remitted to the school district.

APPOINTING SCHOOL BOARD TREASURER

Motion Squillario Second Decort Vote 6-0

The Board moves to appoint John Jubina to serve a one-year term as school board treasurer beginning June 1, 2023. Dennis Squillario currently serves.

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APPROVING BIDS FOR MILK AND BREAD

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

The Administration recommends approving the following bids for the 2023-2024 school year.

Milk

Vale Wood Farms	\$58,743.64
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Bread

Pacifico	\$14,418.00
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APPLYING FOR AMERICORPS POSITIONS

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

The administration requests permission to apply for four AmeriCorps positions for the 2023-2024 school year at an approximate cost of \$11,084 each. This would be the total cost to the district with no benefits associated with the position.

APPROVING THE 2023-2024 ADMIRAL PEARY VO TECH BUDGET

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

The administration recommends approving the Admiral Peary AVTS budget for the 2023-2024 in the amount of \$5,792,779. The district's estimated cost per student is \$5,825.

APPROVING A CONTRIBUTION TO THE PORTAGE VOLUNTEER FIRE COMPANY

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

The Administration recommends approving a contribution to the Portage Volunteer Fire Company in the amount of \$200 towards its annual fund drive.

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RENEWING AGREEMENT FOR FITNESS EQUIPMENT SERVICE CONTRACT

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

The Administration recommends renewing its agreement with G&G Fitness for scheduled preventative maintenance on the district's cardio equipment. The fee for this service is \$1,470.

APPROVING PURCHASE OF MATH SERIES

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

The Administration recommends approving the purchase of enVision Math extension for 7-12 grade math in the amount of \$6,891.50.

APPROVING LEASE FOR PHOTOCOPIERS

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

The Administration recommends approving a lease agreement with DBB to lease photocopiers for the district at a cost per month of \$3,462.

APPROVING PURCHASE OF ORBITAL SCRUBBER

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

The Administration recommends approving the purchase of a 20" Orbital Scrubber from Allegheny Supply Company at a CoStars price of \$9,200.

APPROVING PURCHASE OF STUDENT PROTECTION MONITORING SYSTEM

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

The Administration recommends purchasing of the Linewise Student Protection monitoring software for a three-year period in the amount of \$11,704.50.

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APPROVING PURCHASE OF STUDENT WELL-BEING PLATFORM

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

The Administration recommends purchasing the Pulse Well-being platform for students for one year in the amount of \$2,700.

APPROVING INSTALLATION OF AWNINGS AT ENTRYWAYS

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

The Administration recommends approving the installation of awnings outside the wellness center door and the cafeteria door by Barry Lingenfelter LLC. The costs are as follows:

Wellness Center Entrance	\$4,500
Jr/Sr High School Cafeteria	\$7,300

APPROVING SUSPENSION OF SCHOOL PER CAPITA AND OCCUPATIONAL TAX

FAILED FOR LACK OF A MOTION

The Board moves to suspend the per capita and occupational tax for an indefinite period of time.

APPROVING AGREEMENT WITH EXTENDED FAMILY PROGRAMS, INC.

Motion Squillario Second Decort Vote 6-0

The Administration recommends renewing its Agreement with Extended Family Programs, Inc., to provide counseling and assessment/support services for students enrolled in the program during the 2023-2024 school year. The district only incurs costs if a student is enrolled in the program.

APPROVING AGREEMENT WITH PENNSYLVANIA HIGHLAND COMMUNITY COLLEGE FOR DUAL CREDIT

Motion Squillario Second Decort Vote 6-0

The Administration recommends renewing its agreement with Pennsylvania Highlands Community College so that students may take courses for college credit.

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APPROVING POLICY REVISIONS

Motion Squillario Second Decort Vote 6-0

The Administration recommends approving revisions to the following policies:

006.1	Attendance at Meetings Via Electronic Communications
011	Principals for Governance and Leadership
200	Enrollment of Students
203	Immunizations and Communicable Diseases
203.1	HIV Infection
204	Attendance
206	Assignment with District
209	Health Examinations/Screenings
209.1	Food Allergy Management
201.2	Pediculosis
209.2	Diabetes Management
210	Medications
210.1	Possession/Administration of Asthma Inhalers/Epinephrine Auto-Injectors
211	Injuries and Insurance
212	Reporting Student Progress
214	Class Rank
215	Promotion and Retention
216	Student Records
217	Graduation
218	Student Discipline
219	Student Complaint Process
220	Student Expression/Dissemination of Materials
221	Dress and Grooming
222	Tobacco and Vaping Products
223	Use of Motor Vehicles
224	Care of School Property
226	Searches
227	Controlled Substances/Paraphernalia
228	Student Government
229	Student Fundraising
230	Public Performances by Students
231	Social Events and Class Trips
232	Student Involvement in Decision-Making
233	Suspension and Expulsion
234	Pregnant/Parenting/Married Students
235	Students Rights and Responsibilities
236	Student Assistance Program
236.1	Threat Assessment
237	Electronic Devices
239	Foreign Exchange Students

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246	School Wellness
247	Hazing
249	Bullying/Cyberbullying
250	Student Recruitment
251	Students Experiencing Homelessness, Foster Care and other Educational Instability
252	Dating Violence
830	Security of Computerized Personal Information/Breach Notification
830	AR Security of Computerized Personal Information/Breach Notifications (Administrative Regulation)

RETIRING DISTRICT POLICY

Motion Squillario Second Decort Vote 6-0

The Administration recommends retiring Policy 255 Educational Stability for Children in Foster Care as it has been merged into Policy 251.

PERSONNEL MATTERS

HIRING MORNING ANNOUNCEMENTS ADVISOR/VIDEO OPERATIONS AND PRODUCTION ADVISOR

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

The Administration recommends hiring Dennis Link as the high school morning announcements advisor/video operations and production advisor. Salary will be based on the current contract between the district and the PAEA for extra-curricular activities.

HIRING TEACHERS FOR THE SUMMER 2023 ACADEMIC PROGRAM

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

The Administration recommends hiring the following individuals for the summer 2023 academic program. Salary will be based on the current contract between the PAEA and the district for extra-pay for extra duties. Salaries will be paid out of ESSER moneys to address learning loss.

Kelli Swires
Janis Chobany
Christina Franey
Kaitlin Cawley
Cara Harbaugh

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HIRING A CUSTODIAN

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

The Administration recommends hiring Travis Moschgat as a full-time custodian. Salary will be based on the current contract between the district and the Portage Chapter of the Service Employees International Union, Local 32BJ, with benefits.

APPROVING REQUESTS FOR FAMILY AND MEDICAL LEAVES OF ABSENCE

Motion Squillario Second Decort Vote 6-0

The Administration recommends approving the following requests for a Family and Medical Leave of Absence:

Staff member – April 17, 2023 to June 1, 2023
Staff member – April 24, 2023 to June 1, 2023

APPROVING DAYS OFF WITHOUT PAY

Motion Squillario Second Decort Vote 6-0

The Administration recommends approving the following staff members requests for days off without pay:

Staff member request for April 18-19, 2023 (two days)
Staff member request for April 19, 2023 (one-half days)
Staff member request for April 20, 21, 27 & 28, 2023 (four days)
Staff member request for April 21, 2023 (one day)
Staff member request for May 5 and 8-11, 2023 (five days)
Staff member request for April 28 May 1-5 and May 8-10, 2023 (nine days)

ACCEPTING LETTER OF RESIGNATION

Motion Squillario Second Decort Vote 6-0

The Administration recommends accepting, with regret, the resignation of Abigail Chobany as a high school science teacher. The Administration further requests permission to advertise this position.

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ACCEPTING LETTER OF RESIGNATION

Motion Squillario Second Decort Vote 6-0

The Administration recommends accepting, with regret, the resignation of Lucas Jubina as the technology support specialist. The Administration further requests permission to advertise this position.

REQUESTING PERMISSION TO ADVERTISE FOR SPECIAL EDUCATION POSITION

Motion Squillario Second Decort Vote 6-0

The Administration requests permission to advertise for an elementary special education position.

BOARD REQUESTS / USE OF FACILITIES

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

Request for Approved Travel:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Brittany Brewer	Intensive Skills Training in Evidence-Based Practices: Principals of ABA and Effective Instruction	June 27-29, 2023	\$172.50	Yes

Request for Approved Field Trip:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Tyler Johnson	Take Seniors to Flight 93 and The Flood Memorials	May 15, 2023	\$861.16	Yes
Ashley Shaffer	Take one student to the NAACP Diversity Equity and Inclusion Summit at St. Francis U	May 18, 2023 8:30 – 1:30 p.m.	\$0.00 (Use of District Vehicle)	N/A
Nicole Hunt	Forensics National Tournament, Louisville, KY	May 26-29, 2023	\$765.00	Yes

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Krystal Smith	6 th , 7 th & 8 th grade 4 th marking period incentive to the park	May 26, 2023	\$150.00 (transportation)	N/A
Addison Holyfield	Marching band to participate in the 2023 Portage Summerfest parade	August 12, 2023 12:00 p.m. - ?	\$0.00	N/A
Addison Holyfield	Marching band to perform at Kennywood Park	August 14, 2023 8:00 a.m. - ?	\$760.00	Yes
Addison Holyfield	Marching band to host a side by side marching band event with St. Francis University and Homer Center at the home football game versus Homer Center	October 6, 2023	\$0.00	N/A
Addison Holyfield	Host County Band	November 30 to December 1, 2023	\$0.00	N/A

Requests for Use of Facilities:

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
Title 1 and the PTO	Host Family engagement and movie night	Elementary Auditorium	May 11, 2023 6:00 – 8:00 p.m.	No Charge
Hannah Shaffer, Varsity Cheer Coach	Host Junior Cheer Camp	Elementary Gymnasium	May 20, 2023 9:00 – 11:00 a.m.	No Charge
Dennis Link, SADD Club Advisor	SADD Club Picnic	Track and Field	May 24, 2023 12:00 – 2:30 p.m.	No Charge
Irene Huschak, President Portage Historical Society	Park Goodwill truck(s) in the HS parking lot for residents to donate items	High School Parking Lot	June 10, 2023 1:00-6:00 p.m.	No Charge
Kristine Bartoletti, Portage Euro Club	Hold a yard sale to raise funds for students traveling abroad next year	High School Parking Lot	June 10, 2023 6:00 a.m. – 3:00 p.m.	No Charge
John Bednarski/Portage Stallions Football	Practice and Games	Football stadium, track and field and lawns in front of high school	July 24, 2023	No Charge (Stallions to pay security)
Denise Moschgat, PAHS Theater	Hold Rehearsals	High School Auditorium	September – November Tues & Thurs 5:00 – 7:00 p.m.	No Charge
Denise Moschgat, PAHS Theater	Show Week and Performances	High School Auditorium	November 20 & 21, 2023 5:00 p.m. - ?	No Charge

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MOTION TO MAKE THE AGENDA PART OF THE MINUTES

Motion Squillario Second Decort Vote 6-0

MOTION SHOULD BE MADE TO ADJOURN THE MEETING

Motion Squillario Second Decort Vote 6-0

Time: 7:42 p.m.

Respectfully submitted,

Matthew R. Decort, Board Secretary

Denise Moschgat, Recording Secretary