

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
JANUARY 11, 2023**

The Committee of the Whole 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; Christian Smith; Dennis Squillario; Todd Dishong, Superintendent of Schools; Ralph J. Cecere, Jr., Junior Senior High School Principal; Jeff Vasilko, Business Manager; Dennis McGlynn, Esquire and Denise Moschgat, Recording Secretary. Absent was 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**

Third Reading - Policy 624 Taxable Fringe Benefits

First Reading - 006.1 Attendance at Meetings Via Electronic Communications

First Reading - 011 Principals for Governance and Leadership

Policies to be considered for board action are featured on the district website under the Administration Tab, Mission Statement and Legal Notices, District Policy.

**ROUTINE MATTERS**

**NEXT REGULAR MEETING**

The Reorganization Meeting will be held **Wednesday, February 8, 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 Decort Second Squillario Vote 7-0

The Administration recommends approving the December 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 Decort Second Squillario Vote 7-0

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

Routine Matters, Line Item 8, ADD Sara Richardson as Zero Demerit advisor  
Use of Facilities, revise fee for One Good Turn Dance Company to \$20 per hour

**REPORTS**

IU 08 Operating Committee representative **Mrs. Kathy Hough** reported that the committee dealt with routine business matters at the last meeting.

Vo-Tech Operating Committee representative **Mr. Jason Corte** reported that enrollment at the vo tech is up to 725 kids and that SkillsUSA competition is underway.

Superintendent **Dr. Todd Dishong** thanked the board as it is Board Recognition Month and added that they are doing a great job. He further wished everyone a Happy New Year and thanked the staff and administrators for their work and all the holiday events. He thanked Mr. Holyfield for doing an outstanding job with the holiday concerts. He reminded the board and those in attendance that District 6 Chorus will be this weekend and encouraged everyone to attend what will be a great evening. He also reported that he had just attended his third session of New Superintendent's Academy and found it very worthwhile. He is continuing work with Mrs. Pisarski, Mr. Decort and others on brining STEM coursework to the elementary school. Dr. Dishong also noted that he and the administrators are working on the next school year calendar and with the help of staff members continuing to frame out the MTSS curriculum. Finally, he noted that he and the administrators are working on the February in-service to make is a worthwhile and fulfilling day for the staff.

Director of Special Education **Pete Noel** reported that learning support staff underwent training in Verbal Behavior techniques, including Mrs. Brewer. Kindergarten transition meetings are scheduled for February. Paraprofessional positions are getting filled in the elementary school and there are currently two vacancies in the high school.

High School Principal **Mr. Jeremy Burkett** the Snowball dance went well and everyone had a good time. Course scheduling is underway for the next school year. We are very close to the end of the marking period and at the halfway mark. District chorus will be this Friday night at 6:00 p.m. All athletic teams are doing well.

Elementary School Principal **Mrs. Jennifer Pisarski** reported that the Curve assembly was awesome and Zero Demerit incentive for this marking period was a dance which was a lot of fun. Testing is upcoming and the team is working on STEM for grades 3-6.

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School Solicitor **Dennis McGlynn, Esquire** agrees that the Forest Hills Indoor Majorette club is a non-issue for the district and a nice opportunity for our students. The district will have no liability. He further noted that he and Dr. Dishong discuss matters every month and often involved HR matters.

Business Administrator **Mr. Jeff Vasilko** noted that his office is currently involved with the new school year budget.

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

Motion Decort Second Squillario Vote 7-0  
(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

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<b>B.</b>	
<b>General Fund Invoices</b>	<b>\$994,187.47</b>
<b>Cafeteria Fund Invoices</b>	<b>\$51,541.63</b>
<b>Athletic Fund Invoices</b>	<b>\$48,754.46</b>
<b>Capital Reserve Fund Invoices</b>	<b>\$0.00</b>
<b>Capital Projects Fund Invoices</b>	<b>\$0.00</b>
<b>Total Invoices paid</b>	<b>\$1,094,483.56</b>

<b>C.</b>	
<b>Mrs. Chappell - Cassandra Boro – Property, Per Capita, Occupation</b>	<b>\$256.42</b>
<b>Mr. Layo - Portage Boro – Property, Per Capita, Occupation</b>	<b>\$36,511.95</b>
<b>Mrs. Chappell Portage Township – Property, Per Capita, Occupation</b>	<b>\$37,096.24</b>
<b>Berkheimer Tax Administrators PASD – EIT (Current)</b>	<b>\$44,844.64</b>
<b>Total Taxes</b>	<b>\$118,709.25</b>

**APPROVING ACCELERATED BUDGET OPT OUT RESOLUTION**

Motion Decort Second Squillario Vote 7-0  
(Roll Call Vote)

RESOLVED, that the Board of School Directors of Portage Area School District, makes the following unconditional certifications:

1. The school district's various tax levies and other revenue sources will be sufficient to balance the school district final budget for the next fiscal year (2022-2023) based on maintaining current tax rates or increasing tax rates by an amount less than or equal to the Act 1 index applicable to the school district as calculated by the Pennsylvania Department of Education. This conclusion is based on the school district preliminary budget or other information available to the School Board.
2. The applicable adjusted index for the next fiscal year is 6.2%, and the School Board will not for the next fiscal year increase the rate of its real estate tax, or any other tax for the support of public education, by an amount that exceeds the applicable index.
3. The School Board has to date and in the future will comply with the rules set forth in School Code §687 for adoption of the school district proposed and final budgets for the next fiscal year.
4. The School Board understands that the school district will not be eligible to use Act 1 referendum exceptions for the next fiscal year.

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**APPROVING FUND TRANSFERS**

Motion Decort Second Squillario Vote 7-0  
(Roll Call Vote)

The Administration recommends transferring \$400,000 from the Unassigned Fund Balance to the Capital Projects Fund and \$444,710 into the Assigned Fund Balance. This action is required due to fund balance limitations implemented by the PDE which require that the balance can only be 10.5% of expenses.

**APPROVING ACTIVITIES CLUBS AND ADVISORS**

Motion Decort Second Squillario Vote 7-0

The Administration recommends approving the following activities fund club advisors for the 2022-2023 school year:

Junior-Senior High School

Sr. High Band – Addison Holyfield	Thespian – Denise Moschgat
Forensics – Nicole Hunt	Student Council – Mary Ann George
SADD – Dennis Link	Art - Tara Williams
Senior Class – Tina Lutz	Incentive – Jeremy Burkett
Junior Class – Vivian Herman/Kris Bartoletti	Spanish – Kris Bartoletti
Sophomore Class – Abigail Chobany	Environmental – Mary Kenny
School Publications – Kristen Gribbin	Interact –Kris Bartoletti
Science – Mary Kenny	Choral – Addison Holyfield
Color guard/Majorette – Arielle Miller	Ski Club – Wendy Zock
Cheerleading – Kristi Kargo	Library – Vivian Herman
The Fitness Club – Marty Slanoc	JH Science Olympiad – Phillip Miller
Golf – Scott Burda	

Elementary School

Ski Club – Wendy Zock	Chorus – Floyd Rousell, III
Primary Discipline – Annette Lutz	Yearbook – Heidi Washko and Kayla Fisher
Music Club – Floyd Rousell III	Elementary Art – Tammy Rodgers
Student Council – Annette Lutz	
Zero Demerit – Christa Miko, Lisa Stivers, Heidi Washko and Sara Richardson	

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**APPROVING POLICY REVISIONS**

Motion Decort Second Squillario Vote 7-0

The Administration recommends approving revisions to the policies listed below as provided by PSBA. These revisions are the result of the policy review and update approved by the board at the October 14, 2021 regular meeting

000 Board Policy/Procedure/Administrative Regulations  
002 Authority and Powers  
003 Functions  
004 Membership  
005 Organization  
011 Principals for Governance and Leadership

**RETIRING DISTRICT POLICY**

Motion Decort Second Jubina Vote 7-0

The Administration recommends retiring Policy 008 Organization Charge as it is not an essential part of the policy manual and are subject to change frequently.

**PERSONNEL MATTERS**

**HIRING AN ATHLETIC TRAINER/ATHLETIC DIRECTOR**

Motion Squillario Second Decort Vote 7-0  
(Roll Call Vote)

The administration recommends hiring Siarra Crum as the Athletic Trainer/Athletic Director beginning with the 2022-2023 school year. Salary will be \$50,000, with benefits.

**HIRING AN ASSISTANT RIFLE COACH**

Motion Decort Second Squillario Vote 7-0  
(Roll Call Vote)

The administration recommends hiring Paul Weakland as the assistant rifle coach for the 2022-2023 season. Salary will be based on the current contract between the district and the PAEA for extra-curricular activities. Mr. Weakland has submitted all his clearances.

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**HIRING AN ASSISTANT SOFTBALL COACH**

Motion Decort Second Squillario Vote 7-0  
(Roll Call Vote)

The administration recommends hiring Kara Baumgardner as the assistant softball coach. Salary will be based on the current contract between the district and the PAEA.

**HIRING AN ASSISTANT FOOTBALL COACH**

Motion Decort Second Squillario Vote 7-0  
(Roll Call Vote)

The administration recommends hiring Craig Castel as an assistant football coach. Salary will be based on the current contract between the district and the PAEA. *Mr. Squillario asked if this was the fifth assistant coach position. Mr. Burkett replied that it was.*

**ADDING A SUBSTITUTE CUSTODIAN**

Motion Decort Second Squillario Vote 7-0  
(Roll Call Vote)

The administration recommends adding William Ronan as a substitute custodian. Mr. Ronan is in the process of providing clearances and can begin work once he has done so.

**APPROVING DAYS OFF WITHOUT PAY**

Motion Decort Second Squillario Vote 7-0

The Administration recommends approving a staff member request for December 5, 6, and 7, 2022 as days off without pay. *Mr. Squillario voiced his displeasure at having to approve this request as the days were prior to the meeting.*

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**BOARD REQUESTS / USE OF FACILITIES**

Motion Decort Second Squillario Vote 7-0  
(Roll Call Vote)

Request for Approved Travel:

<b>Requester</b>	<b>Destination</b>	<b>Date(s)</b>	<b>Approximate Cost</b>	<b>Budgeted Y/N</b>
Kelly Mignogna	PA Title I Improving School Performance Conference	January 30, 2023	\$352.50	Yes

Request for Approved Field Trip:

<b>Requester</b>	<b>Destination</b>	<b>Date(s)</b>	<b>Approximate Cost</b>	<b>Budgeted Y/N</b>
Brittany Brewer	Field Trip to Morrisons Cove	April 14, 2023 9:15 a.m. – 1:00 p.m.	\$0.00 (Paid by PTO)	N/A
Fourth Grade Teachers	Field Trip to Lincoln Caverns	May 23, 2023 8:45 a.m. – 2:30 p.m.	\$0.00 (Paid by PTO)	N/A
Addison Holyfield	Take students to participate in PMEA District Band at Meyersdale	February 8-10, 2023	\$315.00	Yes

Requests for Use of Facilities:

<b>Requester</b>	<b>Purpose</b>	<b>Facility</b>	<b>Date(s)</b>	<b>Rental Fee/ Amount</b>
Denise Moschgat, Theater Advisor	Rehearsal	HS Auditorium	Tues-Thurs Beginning January 17, 2023	No Charge
Denise Moschgat, Theater Advisor	Spring Production	HS Auditorium	April 20-21, 2023 5:00 – 10:00 p.m.	No Charge
One Good Turn Dance Company	Team Rehearsal	HS Auditorium and Cafeteria	January 28, 2023 10:00 am – 2:00 pm	\$20/hour
One Good turn Dance Company	Dancy Rehearsal and Recital	HS Auditorium and Cafeteria	May 18 & 19, 2023 4:00 – 9:00 p.m.	\$20/hour

**MOTION TO MAKE THE AGENDA PART OF THE MINUTES**

Motion Decort Second Squillario Vote 7-0

**MOTION SHOULD BE MADE TO ADJOURN THE MEETING**

Motion Decort Second Squillario Vote 7-0

Time: 7:41 p.m.

Respectfully submitted,

Matthew R. Decort, Board Secretary

Denise Moschgat, Recording Secretary