Mrs. Susan Berardinelli, Vice President 2027\_\_\_\_\_\_\_

Mr. Jason Corte 2025\_\_\_\_\_\_\_

Mr. Matthew Decort, Secretary 2025\_\_\_\_\_\_\_

Mrs. Kathy Hough, President 2027\_\_\_\_\_\_\_

Mr. John Jubina, Treasurer 2025\_\_\_\_\_\_\_

Mr. Jacob Myers 2027\_\_\_\_\_\_\_

Mrs. Nancy Sherbine 2027\_\_\_\_\_\_\_

Mr. Brian Shope 2027\_\_\_\_\_\_\_

Mr. Christian Smith 2025\_\_\_\_\_\_\_

Mr. Pete Noel \_\_\_\_\_\_\_

Superintendent of Schools

Mr. Troy Eppley \_\_\_\_\_\_\_

Director of Special Education

Mr. Jeff Vasilko \_\_\_\_\_\_\_

Business Manager

Mr. Jeremy Burkett \_\_\_\_\_\_\_

Junior-Senior High School Principal

Mrs. Jennifer Pisarski \_\_\_\_\_\_\_

Elementary School Principal

Law Office Dennis M. McGlynn \_\_\_\_\_\_\_

Solicitor

Mrs. Denise Moschgat \_\_\_\_\_\_\_

Recording Secretary

**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 104 Discrimination/Harassment Affecting Staff

**VI. ROUTINE MATTERS**

**1. NEXT REGULAR MEETING**

The Reorganization Meeting will be held **December 4, 2024,** 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 October 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**

**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 $1,541,128.69**

**Cafeteria Fund Invoices $146,776.91**

**Capital Reserve Fund Invoices $0.00**

**Capital Projects Fund Invoices $17,267.60**

**Total Invoices paid $1,705,173.20**

**C.**

**Mrs. Molnar - Cassandra Boro –**

**Property, Per Capita, Occupation $1,659.20**

**Mr. Layo - Portage Boro –**

**Property, Per Capita, Occupation $32,138.47**

**Mrs. Molnar Portage Township –**

**Property, Per Capita, Occupation $66,155.72**

**Berkheimer Tax Administrators**

**PASD – EIT (Current) $45,579.02**

**Total Taxes $145,532.41**

**6. APPROVING QUOTE FOR PTAC REPLACEMENT**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_

(Roll Call Vote)

The Administration recommends accepting the quote of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ to replace and install three PTAC units (HVAC) in the administration offices. The quotes are as follows:

S.P. McCarl & Company $20,974.00

Huckestein Mechanical $21,750.00

Renol Bros Inc $21,893.00

**7. RENEWING AGREEMENT WITH PRESSLEY RIDGE JOHNSTOWN**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The Administration recommends renewing its Contractual Agreement with Pressley Ridge Johnstown for the 2024-2025 school year. If a student is placed, the district would be charged a semester rate (per student) of $17,600. For extended school year, the district would be invoiced $140 per day or $1,400 for the session. The district will not incur any cost unless a student is enrolled.

**8. APPROVING DISTRICT POLICY**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The Administration recommends approving District Policy 916 Volunteers after having had three public readings.

**9. APPROVING HEALTH AND SAFETY PLAN**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The Administration recommends approving revisions to the Health and Safety Plan as presented.

**VII. PERSONNEL MATTERS**

**1. HIRING LEAD COOK**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

(Roll Call Vote)

The Administration recommends hiring Kimberly Lee as the lead cook in the high school beginning with the 2025-2026 school year. Salary will be based on the current contract between the district and the cafeteria union.

**2. APPROVING REQUEST FOR FMLA**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The Administration recommends approving a staff member’s request for a Family and Medical Leave of Absence for the period October 21, 2024 to November 6, 2024.

**3. ADDING VOLUNTEERS**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

The Administration recommends adding the following volunteers:

Lacey Haney Ski Club

Donald G. Gouse Girls Basketball

**4. ACCEPTING LETTERS OF RESIGNATION DUE TO RETIREMENT**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

**VIII. BOARD REQUESTS / USE OF FACILITIES**

Motion\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Second\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_Vote\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Request for Approved Travel:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Requester** | **Destination** | **Date(s)** | **Approximate Cost** | **Budgeted**  **Y/N** |
| Mary Boland | Food Show, Blair County Convention Center | November 15, 2024 | $0.00 | N/A |
| Brittany Brewer and Kaitlin Cawley | Expanding Language Skills for Intermediate and Advanced Learners, PaTTAN West, Pittsburgh | January 30-31, 2025 | $649.12 | Yes |
| Kelly Mignogna | 2025 PAFPC Improving School Performance Conference, Pittsburgh | January 28, 2025 | $0.00  (Paid through Title funds) | N/A |

**Request for Approved Field Trip:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Requester** | **Destination** | **Date(s)** | **Approximate Cost** | **Budgeted**  **Y/N** |
| Sara Erzal | Portage Tour with Irene Huschak, Portage Historical Society | November 26, 2024  9:00 am – 11:00 am | $0.00  (Paid by Rotary) | N/A |
| Phillip Miller | Physics class field trip to Kennywood Amusement Park | May 9, 2025  10:00 am to 10:30 pm | $405.00 | Yes |
| Phillip Miller | Science class trip to Carnegie Museum of Natural History | May 16, 2025  8:00 am to 2:30 pm | $655.28 | Yes |
| Dennis Link and Bill Bearer | Take 14 students to the Youth Leadership Conference at Butler Community College | November 21, 2024  8:00 am to 3:00 pm | $0.00  (Paid by TRU) | N/A |
| Travis Kargo | STEAM Day at St. Francis University (gifted students and Mrs. Kenny’s class) | November 26, 2024  8:00 am to 2:30 pm | $780.92 | Yes |
| Gayle Price and Mary Kenny | Take the Science Club to the PA Farm Show | January 7, 2025  6:00 am to 3:30 pm | $610.00 | Yes |
| Addison Holyfield | Take students to play at Maple Winds/John Paul Retirement Home | December 19, 2024  9:15 am to 2:30 pm | $285.76 | Yes |
| Addison Holyfield | Jazz Band to play at fundraiser Event at Crimson Room | December 27, 2024 | $0.00 | N/A |
| Addison Holyfield | Marching band to play at the Ebensburg Christmas Parade | December 7, 2024  9:00 am | $331.60 | Yes |
| Addison Holyfield | Take two students to participate at PMEA District Chorus, Berlin High School | December 5-7, 2024 | $360.00 | Yes |
| Addison Holyfield | Take 11 students to participate in Cambria County Band at Bishop McCort | December 5-6, 2024 | $635.84 | Yes |
| Addison Holyfield | Take students to play at Portage Winterfest tree lighting | December 13, 2024 | $0.00 | N/A |
| Addison Holyfield | Marching band to play at the Portage Winterfest Parade | December 14, 2024 | $0.00 | N/A |

\*No alcohol is served during the performance.

**Requests for Use of Facilities:**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Requester** | **Purpose** | **Facility** | **Date(s)** | **Rental Fee/ Amount** |
| Amanda Helsel | 3rd-4th grade boys basketball practice (YPCC Rec League) | Elementary Gymnasium | Wednesday/Thursday evenings as available November through March | No Charge |
| Crystal Fetsko | 5th grade boys basketball team practice | Elementary Gymnasium | Wednesdays November through February  6:00-7:30 | No Charge |
| Alicia Smith | Art Burkett Tournament | Len Chappell Gymnasium | November 28-30, 2024  3:00 pm – 11:00 pm | No Charge |
| Portage Winterfest Committee/Lorraine Shedlock | Winterfest Activities | Elementary Gymnasium | December 14, 2024  12:00 – 5:00 pm | No Charge |
| Denise Moschgat, Mustang Family Christmas | Provide dinner for district families | HS Cafeteria and auditorium lobby | December 15, 2024  11:00 am to 5:00 pm | No Charge |
| Kelly Mignogna | Title 1 Family Night | Elementary classroom as available | December 10, 2024  6:00 pm to 7:30 pm | No Charge |
| Travis Kargo | Meet the Mustangs JH and Varsity Boys & Girls | Len Chappell | November 21, 2024  6:30 – 8:00 p.m. | No Charge |

\*Gym times will be arranged through the athletics office.

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: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_