

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
JUNE 11, 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	_____

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
JUNE 11, 2025**

**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**

There are currently no policies for public reading.

**VI. EXECUTIVE SESSION**

An executive session was held June 11, 2025 at 5:30 p.m. for personnel matters.

**VII. ROUTINE MATTERS**

**1. NEXT REGULAR MEETING**

The Committee of the Whole Meeting will be held **August 13, 2025**, beginning at 6:30 p.m. in the elementary school auditorium, 84 Mountain Avenue, Portage, PA with the Regular Meeting immediately following.

PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
JUNE 11, 2025

2. **APPROVING THE MINUTES**

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

The Administration recommends approving the May 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**

PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
JUNE 11, 2025

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.**

<b>General Fund Invoices</b>	<b>\$1,288,123.46</b>
<b>Cafeteria Fund Invoices</b>	<b>\$56,186.90</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>\$1,433,310.36</b>

**C.**

<b>Mrs. Molnar - Cassandra Boro –</b>	
<b>Property, Per Capita, Occupation</b>	<b>\$0.00</b>
<b>Mr. Layo - Portage Boro –</b>	
<b>Property, Per Capita, Occupation</b>	<b>\$0.00</b>
<b>Mrs. Molnar Portage Township –</b>	
<b>Property, Per Capita, Occupation</b>	<b>\$0.00</b>
<b>Berkheimer Tax Administrators</b>	
<b>PASD – EIT (Current)</b>	<b>\$80,151.63</b>
<b>Total Taxes</b>	<b>\$80,151.63</b>

PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
JUNE 11, 2025

6. **FINAL BUDGET FOR 2025-2026**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_  
(Roll Call Vote)

General Fund

The budget in the amount of **\$16,287,830.80** has been advertised according to Section 687 of the Public School Code and should now be considered for final adoption. School real estate tax will be 56.64 mills. The budget has been prepared in accordance with the mandates set forth by the PA Department of Education.

The amount of expenditures is **\$16,287,830.80**. This is an anticipated increase in spending of **\$788,486.47 over** last year's budget. The proposed budget is built on the governor's proposed budget.

Cafeteria Fund

The Cafeteria Fund Budget anticipates **\$792,231** in expenses. Budgeted revenues and fund transfers cover these expenses include Operating Revenues and Non-Operating Revenues – Federal and State Reimbursements in the amount of **\$742,231** and Fund Transfers from the General Fund of **\$50,000**. Student meal prices for the 2025-2026 school year are:

High School Lunch	\$2.90
High School Breakfast	\$2.40
Elementary Lunch	\$2.75
Elementary Breakfast	\$2.35

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
JUNE 11, 2025**

**7. ADOPTING RESOLUTION TO ACCEPT THE HOMESTEAD AND FARMSTEAD EXCLUSION**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_  
(Roll Call Vote)

The Administration recommends adopting the Resolution to accept the Homestead and Farmstead Exclusion. Adoption will result in no additional money to the school district; it will result in real estate tax exclusions to homestead owners who applied and received approval through the county. The amount to be allocated is \$548,231.89.

**8. EXONERATION OF TAX COLLECTORS**

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

Elected tax collectors should be exonerated from uncollected taxes so they may receive new duplicates and begin collecting 2025-2026 taxes on July 1, 2025. This action does not exonerate the taxables.

**9. GENERAL LIABILITY INSURANCE FOR 2025-2026; WORKMEN'S COMPENSATION COVERAGE FOR 2025-2026 AND SCHOOL ACCIDENT INSURANCE FOR 2025-2026**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_  
(Roll Call Vote)

Carl DeYulis, Agent of Record, recommends the following coverage:

PSBA Trust (Workmen's Coverage	\$33,971
Utica (Package)	\$88,461
• Property	
• Crime	
• General Liability	
• Government Crime	

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
JUNE 11, 2025**

- Automobile
  - Boiler & Machinery
  - School Leaders' Legal Liability
  - Excess Liability
  - Data Security (Attack & Extortion)
  - Network Security Liability
- Goodwin & Gruber (Student Coverage)      \$15,868

Note: The premium amount for the workers compensation is an estimate.

**10. APPROVING PAYMENT APPLICATION FOR BOILER PROJECT**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_  
(Roll Call Vote)

The Administration recommends approving Payment Application #2 in the amount of \$150,000 to the McClure Company for the boiler replacement project.

**11. REQUESTING PERMISSION TO ADVERTISE**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_  
(Roll Call Vote)

The Administration requests permission to advertise on Muni-Bids to sell outdated or replaced cafeteria equipment.

**12. APPROVING AGREEMENT WITH IMPACT COUNSELING SERVICES, LLC**

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

The Administration recommends approving the Referral, Communication and Transfer Agreement with Impact Counseling Services, LLC to provide drug

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
JUNE 11, 2025**

and alcohol services, treatment programs and case management to children, adolescents and adults who meet admission criteria. There is no fee unless the district utilizes the services.

**13. APPROVING ADDENDUM #8 WITH PESSLEY RIDGE JOHNSTOWN**

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

The Administration recommends approving Addendum #8 to the Contractual Agreement with Pressley Ridge Johnstown to extend for the 2025-2026 school year. If the district would enroll a student at the facility, the fee would be \$18,900 per semester. Extended School Year rates would be \$1,500 or \$150 per day. The district would only incur a fee if a student is enrolled.

**14. SUSPENDING TRADITIONAL COMPETITION CHEER PROGRAM**

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

The Administration recommends suspending the traditional competition cheer program beginning with the 2025-2026 school year due to low student participation.

**VIII. PERSONNEL MATTERS**

**1. ACCEPTING LETTER OF RESIGNATION**

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

The Administration recommends accepting, with regret, Jade Zatek's letter of resignation as the junior high boys' basketball head coach effective June 12, 2025. The administration further requests permission to advertise this position.



**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
JUNE 11, 2025**

**2. ACCEPTING LETTER OF RESIGNATION**

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

The Administration recommends accepting, with regret, Ned Moore's letter of resignation as the rifle team head coach effective June 11, 2025. Mr. Moore held this position since the program was created 18 years ago. The administration further requests permission to advertise this position.

**3. ACCEPTING LETTER OF RESIGNATION**

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

The Administration recommends accepting, with regret, Janis M. Chobany's letter of resignation as Kindergarten Media Program advisor effective June 11, 2025. The administration further requests permission to advertise this position.

**4. ACCEPTING LETTER OF RESIGNATION**

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

The Administration recommends accepting, with regret, Joseph Dziabo's letter of resignation as the assistant varsity boys basketball coach effective May 22, 2025. The administration further requests permission to advertise this position.

**5. ACCEPTING LETTER OF RESIGNATION**

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

The Administration recommends accepting, with regret, Janis M. Chobany's letter of resignation as Kindergarten Media Program advisor effective June 11, 2025. The administration further requests permission to advertise this position.

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
JUNE 11, 2025**

**6. HIRING CUSTODIAN**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_  
(Roll Call Vote)

The Administration recommends hiring Edward Miller as a full-time member of the custodial staff, with benefits beginning July 1, 2025.

**7. HIRING SUBSTITUTE/SUMMER EMPLOYMENT CUSTODIANS**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_  
(Roll Call Vote)

The Administration recommends hiring the following individuals as substitute/summer employment custodians. Salary will be based on the current contract between the district and the custodial union.

Peyton Swope  
Christian Smith

**8. REQUEST FOR DAYS 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 May 13 and 14, 2025 as two full days off without pay.

**9. REQUEST FOR DAYS 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 May 30, June 3 and June 9, 2025 as three full days off without pay.

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
JUNE 11, 2025**

**10. REQUEST FOR DAYS 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 May 21, 2025 as one full day off without pay.

**11. APPROVING REQUEST FOR A FAMILY AND MEDICAL LEAVE OF ABSENCE**

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

The Administration recommends approving a revision to a staff member's request for a Family Medical Leave of Absence to adjust the period to May 27, 2025 and extending to July 8, 2025.

**12. ADDING VOLUNTEER COACH/ADVISOR**

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

The Administration recommends adding the following volunteers. These individuals will provide all necessary documentation and have updated clearances prior to attending any trainings, practices or games.

Matthew Hill	Varisty Football
Louis Kordish	Junior High Football
Braedan Oravec	Varsity Football
Dayton Maul	Varsity Football
Todd Hershberger	Varsity Football

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
JUNE 11, 2025**

**13. GRANTING OF TENURE**

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

The Administration recommends granting the tenure of the following professional staff members:

Jade Zatek

Carrie Garlesky

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

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

(Roll Call Vote)

**Request for Approved Field Trip:**

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Addison Holyfield	Marching band to participate in the Portage Summerfest	August 9, 2025	\$0.00	N/A
Addison Holyfield	Marching band to participate at Kennywood Fall Fantasy Parade	August 13, 2025	\$439.06	Yes
Addison Holyfield	Marching band to participate at 2025 Curesville Days Fireman's Parade	June 21, 2025	\$414.16	Yes
Addison Holyfield	Two students to participate at IUP Drum Major Academy	June 22-26, 2025	\$0.00 (Paid by FOB)	N/A

**Requests for Use of Facilities:**

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
St. Michael Legion Baseball	Regional 7 Championships	Baseball Field	July 19-20, 2025	\$30/hour
Denise Moschgat	Theater Club rehearsals	HS Auditorium	Tuesday and Thursday 5:30 – 7:30 p.m.	No Charge

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
JUNE 11, 2025**

Denise Moschgat	Fall Production	HS Auditorium	November 21-22, 2025	No Charge
Addison Holyfield	Practice/Performance for Meet the Band	Football Stadium	August 8 & 21, 2025	No Charge
Addison Holyfield	Marching band practice/lunch	HS Cafeteria	July 28-August 1, 2025 9:00 am – 3:00 pm	No Charge
Addison Holyfield	Marching band practice	HS Auditorium	June 11, 18, 25 July 2, 9, 15, 23, 30 Every Wednesday during football season	No Charge
Addison Holyfield	Marching band practice	HS Auditorium	July 28 – Aug. 1 August 4-8 Every Wednesday during football season	No Charge
Stallions Cheerleaders	Practices	ES Gymnasium	Dates to be coordinated with the Athletic Department	No Charge
Portage Wrestling Boosters	Summer wrestling practice & work outs	ES Lobby & Wrestling Room	Sundays 3:00 – 5:30 p.m.	No Charge
Crystal Fetsko – 6 <sup>th</sup> grade boys basketball	Practices	ES Gymnasium	Thursdays June through March	No Charge
Portage Area Historical Society	Goodwill pickup for Portage Yard Sale	HS Parking Lot	June 14, 2025 2:00 – 5:00 pm	No Charge

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

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

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

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

Time: \_\_\_\_\_