

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
JANUARY 8, 2025**

The Regular Meeting of the Portage Area Board of School Directors was called to order. Members and others present were: Susan Berardinelli; Jason Corte; Matthew Decort; Kathy Hough; John Jubina; Branden Miller; Jacob Myers; Nancy Sherbine; Brian Shope; Pete Noel, Superintendent of Schools; Jeff Vasilko, Business Manager; Troy Eppley, Director of Special Education; Jeremy Burkett, Junior Senior High School Principal; Jennifer Pisarski, Elementary School Principal; Dennis McGlynn, Esquire and Denise Moschgat, Recording Secretary.

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.

ROUTINE MATTERS

NEXT REGULAR MEETING

The Committee of the Whole Meeting will be held **February 12, 2025**, 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 Shope Vote 9-0

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 Shope Vote 9-0

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

REPORTS

Vo-Tech Operating Committee representative **Mr. Jason Corte** provided the board with a brief update from the last vo tech meeting.

Superintendent **Mr. Pete Noel** reported that the district will participate in a dual enrollment program with St. Francis University and PennWest. The district received an AED from the DeMar Hanlin Foundation. Devices will be coming next week for students enabling the district to confidently utilize a FID. The privacy pods have been delivered and will be assembled.

Director of Special Education **Mr. Troy Eppley** reported that special education is getting back into a routine after the holidays, which is a positive. Students will be attending a Winter Wonderland party at Forest Hills. CBI trips will be resuming.

High School Principal **Mr. Jeremy Burkett** reported that we are half way through winter sports. He provided information on team stats and some upcoming events.

Elementary School Principal **Mrs. Jennifer Pisarski** recounted to the board the fabulous holiday concerts and events. The Kindness is Key assembly and the upcoming zero demerit incentive.

School Solicitor **Dennis McGlynn, Esquire** noted that he and the administrators had held discussions on several of the listed agenda items.

Business Administrator **Mr. Jeff Vasilko** reported that the ESSER audit is being conducted and that healthcare costs will be greatly impact the budget preparations.

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

Motion Decort Second Shope Vote 9-0
 (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 | \$2,380,397.27 |
| Cafeteria Fund Invoices | \$182,505.66 |
| Capital Reserve Fund Invoices | \$0.00 |
| Capital Projects Fund Invoices | \$11,166.91 |
| Total Invoices paid | \$2,574,069.84 |

C.

| | |
|--|---------------------|
| Mrs. Molnar - Cassandra Boro – Property, Per Capita, Occupation | \$2,480.86 |
| Mr. Layo - Portage Boro – Property, Per Capita, Occupation | \$872.08 |
| Mrs. Molnar Portage Township – Property, Per Capita, Occupation | \$54,707.12 |
| Berkheimer Tax Administrators PASD – EIT (Current) | \$117,496.26 |
| Total Taxes | \$175,556.32 |

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APPROVING IDEA-B FEDERAL AWARDS

Motion Decort Second Shope Vote 9-0
(Roll Call Vote)

The Administration recommends approving IDEA-B grant awards for the period July 1, 2024 through September 30, 2025 by Appalachia Intermediate Unit 8 in the amounts of \$192,822.19 and \$2,289.

APPROVING THE SINGLE AUDIT FOR THE 2023-2024 SCHOOL YEAR

Motion Decort Second Shope Vote 9-0
(Roll Call Vote)

The Administration recommends approving the Single Audit Review of the 2023-2024 school year as presented by the auditors of Wessel & Company.

APPROVING FUND TRANSFERS

Motion Decort Second Shope Vote 9-0
(Roll Call Vote)

The Administration recommends transferring \$601,176 from the General Fund unassigned fund balance to the Capital Projects Fund. This action is required due to fund balance limitations implemented by the PDE which require that the balance can only be 10.% of expenses.

MAKING A CONTRIBUTION TO THE PORTAGE PUBLIC LIBRARY

Motion Decort Second Shope Vote 9-0
(Roll Call Vote)

The Administration recommends contributing \$1,200 to the Portage Public Library for the 2023 Annual Appeal. In previous years, the district has contributed \$1,200.

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PURCHASING ELEMENTARY MATH SERIES

Motion Decort Second Shope Vote 9-0
(Roll Call Vote)

The Administration recommends purchasing the Envision K-8 math series in the total amount of \$124,211.58.

APPROVING SOLAR SITE LEASE AGREEMENT

Motion Decort Second Shope Vote 7-2
Voting Yes: Decort, Shope, Berardinelli, Jubina, Miller, Myers, and Hough
Voting No: Corte and Sherbine

The Administration recommends approving the Solar Site Lease Agreement with the McClure Company through PASD Solar, LLC to install, maintain and operate a solar energy generating system on district property as described within the Agreement.

APPROVING SOLAR POWER PURCHASE AGREEMENT

Motion Decort Second Shope Vote 7-2
Voting Yes: Decort, Shope, Berardinelli, Jubina, Miller, Myers, and Hough
Voting No: Corte and Sherbine

The Administration recommends approving the Solar Purchase Agreement with the McClure Company through PASD Solar, LLC to purchase energy per the terms as set forth within the Agreement.

ADOPTING RESOLUTION

Motion Decort Second Shope Vote 9-0
(Roll Call Vote)

The Board moves to adopt the Resolution as prepared by Bond Counsel, authorizing the issuance of a series of general obligations bonds in the maximum aggregate principal amount of \$2,000,000 to replace boilers and to pay costs of issuance.

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APPROVING LAND PURCHASE

Motion Decort Second Shope Vote 9-0
(Roll Call Vote)

The Board moves to approve the acquisition of the vacant lot below the high school auditorium on Johnson Avenue for a purchase amount not to exceed \$10,000.

APPROVING DISTRICT POLICY

Motion Decort Second Shope Vote 9-0

The Administration recommends approving District Policy 104 Discrimination/ Harassment Affecting Staff.

APPROVING ACTIVITIES CLUBS AND ADVISORS

Motion Decort Second Shope Vote 9-0

The Administration recommends approving the following activities fund club advisors for the 2024-2025 school year:

Junior-Senior High School

| | |
|--|-----------------------------------|
| Sr. High Band – Addison Holyfield | Thespian – Denise Moschgat |
| Junior High Club – Ashley Myers | Student Council – Mary Ann George |
| SADD – Dennis Link | Art - Tara Williams |
| Senior Class – Tina Lutz | Incentive – Krystal Smith |
| Junior Class – Vivian Herman/Kris Bartoletti | |
| Sophomore Class – Gayle Price | 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 – Hannah Shaffer | Library – Vivian Herman |
| The Fitness Club – Marty Slanoc | Esports – Michael Shuss |
| Golf – Scott Burda | Spanish – Kris Bartoletti |

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Elementary School

Ski Club – Wendy Zock
Primary Discipline – Vacant
Fisher

Chorus – Floyd Rousell, III
Yearbook – Heidi Washko and Kayla

Music Club – Floyd Rousell III
Student Council – Heidi Washko

Elementary Art – Tammy Rodgers

Zero Demerit – Christa Miko, Lisa Stivers, Heidi Washko and Erin Sossong

APPROVING STUDENT TEACHING ASSIGNMENT

Motion Decort Second Shope Vote 9-0

The Administration recommends approving the following student teaching assignments:

Hailey Krisko

Sally Pesta

Grand Canyon University

PERSONNEL MATTERS

HIRING LEAD COOK

Motion Decort Second Shope Vote 9-0
(Roll Call Vote)

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

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HIRING CUSTODIAN

Motion Decort Second Shope Vote 9-0
(Roll Call Vote)

The Administration recommends hiring Daniel McDowell as a full-time custodian effective January 8, 2025. Salary will be based on the current contract between the district and the custodial union, with benefits.

ACCEPTING LETTER OF RESIGNATION

Motion Decort Second Shope Vote 9-0

The Administration recommends accepting, with regret, the letter of resignation of Nicole Panick as a secondary math teacher effective January 10, 2025.

HIRING A LONG-TERM SUBSTITUTE

Motion Decort Second Shope Vote 9-0
(Roll Call Vote)

The Administration recommends hiring Robert A. Sekerak as a long-term substitute secondary math teacher in the high school for the remainder of the 2024-2025 school year. Salary will be prorated at Step 6, with benefits, based on the current contract between the district and the PAEA.

APPROVING REQUEST FOR FMLA

Motion Decort Second Shope Vote 9-0

The Administration recommends approving a staff member's request for an Intermittent Family and Medical Leave of Absence beginning November 18, 2024.

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BOARD REQUESTS / USE OF FACILITIES

Motion Decort Second Shope Vote 9-0
(Roll Call Vote)

Request for Approved Travel:

| Requester | Destination | Date(s) | Approximate Cost | Budgeted Y/N |
|---|------------------|---------------------|------------------|--------------|
| Ryan Clouse, Vivian Herman, Kristen Gribbin, Mary Kenny and Gayle Price | PET&C Conference | February 9-12, 2025 | \$1,500 | Yes |

Request for Approved Field Trip:

| Requester | Destination | Date(s) | Approximate Cost | Budgeted Y/N |
|------------------------------------|--|---------------------|------------------|--------------|
| Kaitlin Cawley and Brittany Brewer | Take students to the Forest Hills Life Skills: Winter Wonderland Party | January 16, 2025 | \$0.00 | N/A |
| Addison Holyfield | Take one student to the PMEA Jazz Festival hosted at Forest Hills HS | January 16-17, 2025 | \$290 | Yes |

Requests for Use of Facilities:

| Requester | Purpose | Facility | Date(s) | Rental Fee/ Amount |
|----------------------------------|--|--|-------------------------------------|--------------------|
| Portage Wrestling Boosters | Set up for Elementary Wrestling Tournament | Len Chappell Gymnasium & FCS Classroom | February 22, 2025 | No Charge |
| Portage Wrestling Boosters | Wrestling Tournament | Len Chappell Gymnasium & FCS Classroom | February 23, 2025 | No Charge |
| PAHS Junior Class | Prom pictures and prom promenade | HS Auditorium & Cafeteria | May 8 & 9, 2025 | No Charge |
| Denise Moschgat, Theater Advisor | Rehearsal | HS Auditorium | Tues & Thursday Feb – April | No Charge |
| Denise Moschgat, Theater Advisor | Spring Production | HS Auditorium & Café | Friday & Saturday April 25-26, 2025 | No Charge |

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MOTION TO MAKE THE AGENDA PART OF THE MINUTES

Motion Decort Second Shope Vote 9-0

MOTION SHOULD BE MADE TO ADJOURN THE MEETING

Motion Decort Second Shope Vote 9-0

Time: 7:49 p.m.

Respectfully submitted,

Matthew R. Decort, Board Secretary

Denise Moschgat, Recording Secretary