Mrs. Susan Berardinelli, Vice President 2023\_\_\_\_\_\_\_

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

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

Mrs. Kathy Hough, President 2023\_\_\_\_\_\_\_

Mr. John Jubina 2025\_\_\_\_\_\_\_

Mrs. Tina Latoche 2023\_\_\_\_\_\_\_

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

Mr. Dennis Squillario, Treasurer 2023\_\_\_\_\_\_\_

Dr. Todd Dishong \_\_\_\_\_\_\_

Superintendent of Schools

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

Business Manager

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

Director of Special Education

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. PUBLIC READING OF PROPOSED POLICIES**

Second Reading - 006.1 Attendance at Meetings Via Electronic Communications

Second 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.

**VI. ROUTINE MATTERS**

**1. NEXT REGULAR MEETING**

The next Committee of the Whole Meeting will be held **Wednesday, March 8, 2023,** 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 January 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**

IU 08 Operating Committee representative **Mrs. Kathy Hough**

Vo-Tech Operating Committee representative **Mr. Jason Corte**

Superintendent **Dr. Todd Dishong**

Director of Special Education **Pete Noel**

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 $1,493,277.43**

**Cafeteria Fund Invoices $80,903.32**

**Athletic Fund Invoices $25,734.77**

**Capital Reserve Fund Invoices $0.00**

**Capital Projects Fund Invoices $658.20**

**Total Invoices paid $1,600,563.72**

**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**

**Berkheimer Tax Administrators**

**PASD – EIT (Current) $43,139.55**

**Total Taxes $43,139.55**

**6. CANCELING AGREEMENT WITH CHAN SOON-SHIONG**

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

The Administration recommends canceling the district’s agreement with Chan Soon-Shiong Medical Center at Windber for athletic training services effective February 8, 2023.

**7. APPROVING STUDENT TEACHING ASSIGNMENTS**

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

The Administration recommends approving the following student teaching assignments:

Mackenzie Sarka Mount Aloysius Observing Mary Walls

Dylan Pessia UPJ Observing Josh Burkett

Evan Frye UPJ Observing Tyler Johnson

**8. ADOPTING DISTRICT POLICY**

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

The Board moves to adopt Policy 624 Taxable Fringe Benefits.

**9. APPROVING 2023-2024 SCHOOL YEAR CALENDAR**

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

The Administration recommends approving the 2023-2024 school year calendar.

**10. RENEWING LETTER OF AGREMEENT WITH THE MEADOWS PSYCHIATRIC CENTER**

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

The Administration recommends renewing its Letter of Agreement with The Meadows Psychiatric Center for the 2023-2024 and the 2024-2025 school year to provide eligible students services in their facility. The district will only incur costs if a student is placed.

**11. RENEWING COLLECTION AGREEMENT WITH STATEWIDE TAX RECOVERY, LLC**

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

(Roll Call Vote)

The Administration recommends renewing a Collection Agreement with Statewide Tax Recovery, LLC for the collection of per capita taxes. Statewide will receive a commission on taxes collected.

**VII. PERSONNEL MATTERS**

**1. ACCEPTING RESIGNATION OF SUPERINTENDENT**

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

The Board moves to accept, with regret, the resignation of Dr. Todd Dishong as Superintendent of Schools effective \_\_\_\_\_\_\_\_\_.

**2. ACCEPTING RESIGNATION OF DIRECTOR OF SPECIAL EDUCATION**

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

The Board moves to accept, with regret, the resignation of Patrick J. Noel as Director of Special Education effective February 8, 2023. The Administration further requests permission to advertise this position if it is deemed necessary.

**3. HIRING A SUPERINTENDENT OF SCHOOLS**

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

(Roll Call Vote)

The Board moves to hire Patrick J. Noel as the Superintendent of Schools to a five year contract beginning \_\_\_\_\_\_\_\_\_\_\_ and ending June 30, 2028. Salary will be $\_\_\_\_\_\_\_\_\_\_\_\_\_\_ per the terms of the Superintendent’s Contract.

**4. HIRING A MENTOR TEACHER**

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

(Roll Call Vote)

The administration recommends hiring Tina Lutz as a mentor teacher for Emily Facci for the remainder of the 2022-2023 school year and the first semester of the 2023-2024 school year. Salary will be based on the current contract between the district and the PAEA.

**5. APPROVING DAYS OFF WITHOUT PAY**

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

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

Staff member request for February 20, 2023 (one day)

Staff member request for May 16 and 17, 2023 (two days)

Staff member request for January 24, 2023 (one day)

Staff member request for February 1, 2 & 3, 2023 (three days)

Staff member request for March 7, 2023 (one day)

Staff member request for December 15, 2022 and January 6, 2023 (two days)

**6. ACCEPTING LETTER OF RESIGNATION**

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

The Administration recommends accepting, with regret, the resignation of Jeremy Burkett, as a paid assistant varsity football coach. He will remain on staff as a volunteer when time permits.

**7. ADDING A VOLUNTEER COACH**

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

The Administration recommends adding Matthew Bilchak as a volunteer football coach for the 2023-2024 school year. Mr. Bilchak will provide clearances prior to attending any practices.

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

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

(Roll Call Vote)

Request for Approved Travel:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Requester** | **Destination** | **Date(s)** | **Approximate Cost** | **Budgeted**  **Y/N** |
| Jeremy Burkett, Jennifer Pisarski, Krystal Smith and Kelly Mignogna | Attend IU8 2023 Principals Forum Conference, Bedford, PA | June 20-21, 2023 | $1,196.00 | Yes |

Request for Approved Field Trip:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Requester** | **Destination** | **Date(s)** | **Approximate Cost** | **Budgeted**  **Y/N** |
| Addison Holyfield | Take the marching band to participate in the Meyersdale Maple Festival | April 29, 2023 | $287.87 | Yes |
| Nicole Hunt | Take students to Forensics Regional at St. Francis University | March 13-14, 2023 | $210.00 | Yes |
| Addison Holyfield | Senior band trip to see Dear Evan Hansen at the Benedum Center in Pittsburgh | May 5, 2023 | $0.00  (Use of Vehicle) | N/A |
| Addison Holyfield | Jazz band to play at Germantown Winery\* | May 6, 2023  2:00 p.m. | $0.00  (Use of Vehicle) | N/A |
| Addison Holyfield | Jazz band to play at Holy Family Church, Portage | May 7, 2023  12:00 p.m. | $0.00  (Use of Vehicle) | N/A |
| Addison Holyfield | Jazz band to play at Crichton McCormick Park for Jazz in the Park | May 21, 2023  1:00 p.m. | $0.00  (Use of Vehicle) | N/A |
| Kristine Bartoletti | Spanish Club Field Trip – Spanish Dinner Cruise on the Gateway Clipper | May 23, 2022 | $0.00  (Paid by club and students) | N/A |
| Kristen Gribbin | Field trip to Saint Francis for Business Day | March 31, 2023  8:00 a.m. – 2:30 p.m. | $319.80 | Yes |
| Addison Holyfield | Attend PMEA Band Fest at Central Cambria | March 31, 2023  7:50 a.m. to ? | $180 | Yes |

\*No alcohol to be served during the performance.

Requests for Use of Facilities:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Requester** | **Purpose** | **Facility** | **Date(s)** | **Rental Fee/ Amount** |
| Mary Ann George | Career Fair | Len Chappell Gymnasium | March 8, 2023  7:30 – 11:30 a.m. | No Charge |
| PTO | Mother/Son Event | Elementary café, auditorium and gym | March 18, 2023 | No Charge |
| Addison Holyfield | Music Banquet | HS Cafeteria | May 26, 2023  6:00 – 8:00 p.m. | No Charge |
| Portage Area Regional Planning Commission | Roundtable discussion | HS Cafeteria | May 6, 2023  9:00 am to 12:00 pm | No Charge |
| Hannah Shaffer – Cheer Coach | Junior Cheer Clinic | Elementary Gym | February 11, 2023 | No Charge |
| John Morgan – PAYA | Summer Baseball League | JV Baseball Field | Various dates | No Charge |

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