

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
SEPTEMBER 8, 2021**

The regular meeting of the Portage Area Board of School Directors was called to order. Kathy Hough, board vice president, led the group in the Pledge of Allegiance and a moment of silence. Members and others present were: Susan Berardinelli; Jason Corte; Kathy Hough; John Jubina; Dennis Squillario; Erik Thrower; Eric A. Zelanko, Superintendent of Schools; Ralph J. Cecere, Jr., Junior Senior High School Principal; Pete Noel, Elementary School Principal; Dennis M. McGlynn, Esquire, Solicitor and Denise Moschgat, Recording Secretary. Absent were Matthew Decort and Jeff Vasilko. Absent were Matthew Decort, Tina Latoche and Christian Smith.

**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.

**REVIEW OF DISTRICT BULLYING POLICY**

**ROUTINE MATTERS**

**NEXT REGULAR MEETING**

The Committee of the Whole Meeting will be held **Wednesday, October 13, 2021**, 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 Hough Second Squillario Vote 6-0

The Administration recommends approving the August regular meeting minutes. A copy of the minutes was distributed with the advance agenda.

**REPORTS**

IU 08 Operating Committee representative **Mrs. Kathy Hough** reported that the committee took care of routine matters

Vo-Tech Operating Committee representative **Mr. Jason Corte** noted that at the special meeting, the committee approved several hirings, included a carpentry instructor.

Superintendent **Mr. Eric A. Zelanko** reported that he is working with the administrators and staff to work out and get into place remote learning. He's asked teachers to re-familiarize themselves with how to use Teams software in the event the district has to go to remote learning. He also mentions that he is unsure what the best learning approach will be for students in grade kindergarten through third as it would be difficult to have them sitting in front of a computer or laptop all day long.

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High School Principal **Mr. Ralph Cecere** noted that he and his staff are facing challenges this school year and he has asked his staff to prepare for remote learning. He also noted that the junior class would like to place buckets at the football stadium gates as a fundraiser with the money going to a cancer charity in honor of a Westmont Hilltop cheerleader who recently passed away. The board had no objection to this. He also complimented the parents in attendance at this and past board meetings for being respectful and wanting to have a dialogue with school officials. He added that no one wants school to operate under mask mandates or even go remote. He asked that everyone keep the students out of the conversation and that they just want to attend school and school activities and learn.

Elementary School Principal **Mr. Pete Noel** reported that in the elementary school, they are working to get devices to all students as well as the best approach for grouping students in classrooms and what is the best use of instructional time and teachers.

School Solicitor **Dennis McGlynn, Esquire** advised the board that this month he has been working on the proposed easement from the 911 Trails organization to use a small portion of our property for a bike/walking trail. The board will consider this easement during the meeting.

Business Administrator **Mr. Jeff Vasilko** noted that the local audit review will commence on Monday, September 13. The stage curtains and sound upgrades are on back order. There are a few issues with the installation of the combi-ovens that will hopefully be worked out shortly. Otherwise, normal operations of the business office.

Athletic Director **Mr. Jeremy Burkett** noted that fall sports have begun. He also had to increase admission prices due to an increase in officials' pay. The district will continue to live stream events as possible. He thanked Denise Moschgat and Val Gentile for doing the live streaming.

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

Motion Hough Second Squillario Vote 6-0  
(Roll Call Vote)

**A. Treasurers' Reports**

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<b>B.</b>	
General Fund Invoices	\$1,777,427.56
Cafeteria Fund Invoices	\$43,218.85
Athletic Fund Invoices	\$31,212.35
Capital Reserve Fund Invoices	\$0.00
Capital Projects Fund Invoices	\$0.00
Total Invoices paid	\$1,851,858.76

<b>C.</b>	
Mrs. Chappell - Cassandra Boro – Property, Per Capita, Occupation	\$12,377.53
Mr. Layo - Portage Boro – Property, Per Capita, Occupation	\$211,312.12
Mrs. Chappell Portage Township – Property, Per Capita, Occupation	\$352,692.15
Berkheimer Tax Administrators PASD – EIT (Current)	\$64,560.84
Total Taxes	\$640,942.64

**APPROVING PROPOSAL FOR STAGE CURTIANS**

Motion Hough Second Squillario Vote 6-0  
(Roll Call Vote)

The Administration recommends accepting the proposal of Pittsburgh Stage Inc. in the amount of \$49,999 for the purchase and installation of new curtains for the junior-senior high school auditorium. This is a CoStars purchase.

**APPROVING TRAIL EASEMENT AGREEMENT**

Motion Hough Second Squillario Vote 6-0

The Administration recommends approving a Trail Easement Agreement between the District and the September 11<sup>th</sup> National Memorial Trail Alliance for a portion of the land at the football stadium and baseball field for the purpose of constructing, installing, maintaining and repairing trail facilities as described in the Easement.

**APPROVING PROCUREMENT CODE OF CONDUCT**

Motion Hough Second Squillario Vote 6-0

The Administration recommends approving the School Food Authority Procurement Code of Conduct as written standards of conduct to cover potential personal and organizational conflicts of interest of agency employees, officers, or agents who engaged in the selection, award, and administration of contracts funded by federal awards.

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**APPROVING AGREEMENT WITH SOUTHWOOD PSYCHIATRIC HOSPITAL**

Motion Hough Second Squillario Vote 6-0

The Administration recommends approving an Agreement with Southwood Psychiatric Hospital to provide services to eligible students for the 2021-2022 school year. The district would incur costs if a student is placed in the facility.

**APPROVING AGREEMENT WITH ACRP**

Motion Hough Second Squillario Vote 6-0  
(Roll Call Vote)

The Administration recommends approving the following Agreements with Alternative Community Resource Program for the 2021-2022 school year. The district will only incur costs of a student is placed in the program.

Adolescent Partial Hospitalization Program  
Autism Spectrum Disorders Classroom  
Mental Health Therapist Agreement

**REQUESTING PERMISSION TO PARTICIPATE IN COVID-19 TESTING PROGRAM**

Motion Hough Second Squillario Vote 6-0

The Administration requests permission to participate in the PA Department of Health's voluntary K-12 school COVID-19 testing program at no cost to schools or families.

**APPROVING REVISIONS TO THE HEALTH AND SAFETY PLAN**

Motion Hough Second Squillario Vote 6-0

The Administration recommends approving revisions to the District's Health and Safety Plan v3.1 as discussed at the Committee of the Whole Meeting.

**PERSONNEL MATTERS**

**APPROVING PROFESSIONAL MIDDLE MANAGEMENT AGREEMENT COMPENSATION PLAN**

Motion Hough Second Squillario Vote 6-0  
(Roll Call Vote)

The Administration recommends approving Professional Middle Management Compensation Plans for the positions of licensed social worker and speech language pathologist.

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**APPROVING JOB DESCRIPTION FOR SPEECH AND LANGUAGE PATHOLOGIST**

Motion Hough Second Squillario Vote 6-0

The Administration recommends approving the Speech and Language Pathologist Job Description as reviewed at the Committee of the Whole Meeting.

**HIRING SPEECH AND LANGUAGE PATHOLOGIST**

Motion Hough Second Squillario Vote 6-0  
(Roll Call Vote)

The Administration recommends hiring Hannah Shaffer as full-time permanent speech and language pathologist beginning with the second semester of the 2021-2022 school year. Salary is \$42,270 based on the Professional Middle Management Compensation Plan.

**HIRING MENTOR TEACHERS**

Motion Hough Second Squillario Vote 6-0  
(Roll Call Vote)

The Administration recommends the following mentor teachers for the 2021-2022 school year. Salary will be based on the current contract between the district and the PAEA for extra-curricular activities.

Music  
Secondary English  
Secondary Science  
Elementary Learning Support  
Elementary Reading Specialist  
Grade 5  
Grade 1  
Kindergarten

**HIRING ASSISTANT COMPETITION CHEER COACH**

Motion Hough Second Squillario Vote 6-0  
(Roll Call Vote)

The Administration recommends hiring \_\_\_\_\_ as the assistant competition cheer coach beginning with the 2021-2022 school year. Salary will be based on the current contract between the district and the PAEA for extra-curricular

**APPROVING REQUEST FOR TIME OFF WITHOUT PAY**

Motion Hough Second Squillario Vote 6-0

The Administration recommends approving a staff member's request for time off without pay. The dates requested are September 3-10, 2021

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**ADDING VOLUNTEER BASKETBALL COACHES**

Motion Hough Second Squillario Vote 6-0

The Administration recommends adding Koby Kargo and Preston Rainey as a volunteer junior high basketball coaches for the 2021-2022 school year pending submission of clearances. *Mr. Squillario questioned why students who have just graduated last year are now coaching? He asked if there was a policy against that. Mr. Cecere stated that there is a four year gap between these coaches and the students they will be coaching and that is a guideline that has been followed.*

**BOARD REQUESTS / USE OF FACILITIES**

Motion Hough Second Squillario Vote 6-0  
(Roll Call Vote)

Request for Approved Field Trip:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Mary Ann George	Take seniors to the Cambria County College Fair at the Pasquerilla Conference Center, Johnstown, PA	September 21, 2021	\$232.28	Yes
Jennifer Thomas, PTO	Fourth grade field trip to the Flight 93 Memorial	September 29, 2021	\$0.00 (Paid by a Grant)	N/A
Jennifer Thomas, PTO	Fifth grade field trip to the Flight 93 Memorial	September 30, 2021	\$0.00 (Paid by a Grant)	N/A
Kristine Bartoletti and Phillip Miller, Interact Club	Take six students to the Interact District Conference in Greensburg, PA	October 14, 2021	\$85.00 (Substitute)	Yes

Requests for Use of Facilities:

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
Sara Richardson	K-2 Basketball Practice	Elementary Gymnasium	September-October Mondays, 6-8 p.m.	No Charge
Mary Ann George	FAFSA presentation for parents/students	Room 207, High School	October 2, 2021 8:30 am – 12:00 pm	No Charge
Vivian Herman, Junior Class Advisor	Hold a Halloween/Fall Dance (Fundraiser)	HS or Elementary School Gymnasium	October 30, 2021 6:00 – 10:00 p.m.	No Charge

\*These events could be canceled if there a surge in COVID cases forces a school closure.

**EXECUTIVE SESSION** – Executive session was held after the regular meeting was adjourned.

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

Motion Hough Second Squillario Vote 6-0

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

Motion Hough Second Squillario Vote 6-0

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Respectfully submitted,

Matthew R. Decort, Board Secretary

Denise Moschgat, Recording Secretary

Time: 7:08 p.m.