

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
MARCH 12, 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; 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. Absent were Matthew Decort and Jacob Myers.

**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.

**DISTRICT POLICIES**

Second Reading - 815.1 Use of Generative Artificial Intelligence in Education

**ROUTINE MATTERS**

**NEXT REGULAR MEETING**

The Committee of the Whole Meeting will be held **April 9, 2025**, beginning at 6:30 p.m. in the elementary school auditorium, 84 Mountain Avenue, Portage, PA with the Regular Meeting immediately following.

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**APPROVING THE MINUTES**

Motion Shope Second Sherbine Vote 7-0

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

**ADDITIONS, DELETIONS OR CORRECTIONS TO THE AGENDA**

Motion Shope Second Sherbine Vote 7-0

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

ADD Routine Matters, Line Item 14, Memorandum of Agreement  
ADD Personnel Matters, Line Item 5, Revision to FMLA

**REPORTS**

Vo-Tech Operating Committee representative **Mr. Jason Corte** reported that the SkillsUSA competitions will begin in April. The vo tech was awarded a \$197,000 supplemental equipment grant.

Superintendent **Mr. Pete Noel** reported that DirecTec was in the district to look at the bell, clock and PA systems and provide a quote. He has a Raptor meeting next week for visitor access. Glass Erectors were here to look at some safety upgrades in the offices and the K-2 corridor. All of this will come from the School Safety Grant. Allegheny Restoration will be doing the bleacher warranty work in the next coming months. He and Mr. Vasilko will be meeting with a representative from the Rechini Group to review benefits. He will also be meeting with Mr. Holyfield and Mr. Burkett regarding a potential band trip to Florida. He met with the elementary wrestling coaches concerning the future of the program and how it can work best for our students. He noted that Matt Hill, an elementary wrestling coach, will become a volunteer at Penn Cambria. He congratulated the basketball teams for their play off runs. He thanked Craig and the athletic department for the

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hard work they put in managing the programs. Mr. Noel concluded by reading an email received by the North Gate coach complimenting the school district on the facilities, the fans and the players during the last game of the boys' run for a state title.

Director of Special Education **Mr. Troy Eppley** spoke with the board concerning learning support/autistic support community based instruction trips. He noted that this are a great opportunity for the students to do things they often aren't able to outside of their school day. He also noted that the gifted plan has been updated and will be finished by the end of the year. He thanked Sarah Blaylock for taking on this duty.

High School Principal **Mr. Jeremy Burkett** reported to the board that the winter sports teams had great seasons and that spring sports have started. The baseball team will be traveling to Philadelphia to play a scrimmage. He noted that Nathan Phillips and Issac Geer have advanced to states in band. The FCS team took first place at the Heritage Academic Competitions. The seniors will be taking a trip to the Holocaust museum. He noted that this may not be their only senior trip. National Honor Society ceremony will be March 24.

Elementary School Principal **Mrs. Jennifer Pisarski** reported to the board about events going on the elementary school including sixth grade's presidential wax museum. Since the implementation of PBIS there has been a notable decrease in discipline issues. Read Across America was a great celebration. The Title department hosted bingo night for about 80 parents. Kindergarten registration will be mid-March. At the present time, there are 34 scheduled to registered. Mrs. Plouse held Jump Rope for Hearts, the district hosted a dinner for parents to learn about the Hershey School and the Someone Special dance will be held in the next week.

School Solicitor **Dennis McGlynn, Esquire** reported that the land sale has not closed yet and added it will close in March.

Business Administrator **Mr. Jeff Vasilko** reported that the township tax collector Dotty Molnar and he will be meeting with 1<sup>st</sup> Summit Bank to looking into accepting

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credit/debit card payments for taxes. He also noted that ESSER monitoring is complete.

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

Motion Shope Second Sherbine Vote 7-0  
(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.**

<b>General Fund Invoices</b>	<b>\$1,362,341.50</b>
<b>Cafeteria Fund Invoices</b>	<b>\$84,030.06</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>\$1,446,371.56</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>	

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<b>PASD – EIT (Current)</b>	<b>\$92,301.25</b>
<b>Total Taxes</b>	<b>\$92,301.25</b>

**APPROVING APPLICATION AND CERTIFICATE FOR PAYMENT**

Motion Shope Second Sherbine Vote 7-0  
(Roll Call Vote)

The Administration recommends approving the following payment in connection with the boiler replacement project.

<u>Pay App</u>	<u>Contractor</u>	<u>Amount</u>
1	McClure Company	\$562,459

**APPROVING IU08 GENERAL OPERATING BUDGET**

Motion Shope Second Sherbine Vote 7-0  
(Roll Call Vote)

The Administration recommends approving the Appalachia Intermediate Unit 8 General Budget for the 2025-2026 school year in the amount of \$6,594,381.77. This district's Projected Marked Value Aid Ratio is \$1,807.98.

**RENEWING SAFETY CONSULTING AGREEMENT**

Motion Shope Second Sherbine Vote 7-0  
(Roll Call Vote)

The Administration recommends approving a Safety Consulting Agreement with the Fatula Group, LLC for the period March 1, 2025 to February 28, 2026. The total cost is \$15,000.

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**APPROVING BOARD AFFIRMATION STATEMENT**

Motion Shope Second Sherbine Vote 7-0  
(Roll Call Vote)

The Administration recommends approving the district's Comprehensive Plan for the period July 1, 2025 to June 30, 2028 including review and approval of the Induction Plan, Professional Development Plan and Gifted Education Plan Assurances.

**APPROVING PROPOSAL FOR SCHOOL NURSE SOFTWARE**

Motion Shope Second Sherbine Vote 7-0  
(Roll Call Vote)

The Administration recommends approving the Proposal from PSNI for SNAP Health Center software for school nurses. The initial purchase for this software is \$3,975 and the future cost estimate is \$2,550.

**APPROVING INSTALLATION OF HEAT SYSTEM AT LOCKER ROOM**

Motion Shope Second Sherbine Vote 7-0  
(Roll Call Vote)

The Administration recommends approving SP McCarl's to install a heat and cooling system at the football stadium locker rooms. The cost to be \$20,721.

**APPROVING LETTER OF AGREEMENT**

Motion Shope Second Sherbine Vote 7-0

The Administration recommends approving a Letter of Agreement with the Meadows Psychiatric Center for continuity of care when services are provided for eligible students. There will be no cost to the district unless a student is placed at the facility. This Agreement will be for the 2025-2026, 2026-2027 and 2027-2028 school years.

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**APPROVING DUAL ENROLLMENT AGREEMENT**

Motion Shope Second Sherbine Vote 7-0

The Administration recommends approving a Dual Enrollment Agreement with Pennsylvania Western University to provide district students with the opportunity to earn college credits. This Agreement is for one year, and thereafter will be automatically renewed up to a maximum of five years.

**APPROVING MEMORANDUM OF AGREEMENT**

Motion Shope Second Sherbine Vote 7-0

The Administration recommends approving the Memorandum of Agreement between the District and the PAEA to amend approved providers in the Portage Area Appendix B Authorized Investment Providers 403(b) TSA Plan.

**PERSONNEL MATTERS**

**HIRING ELEMENTARY SCHOOL ADMINISTRATIVE ASSISTANT**

Motion Shope Second Sherbine Vote 7-0  
(Roll Call Vote)

The Administration recommends hiring Jamie Crum as a 205-day elementary administrative assistant. Her salary will be pursuant with the current salary scale for administrative assistants.

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**HIRING ASSISTANT TRACK COACH**

Motion Shope Second Sherbine Vote 7-0  
(Roll Call Vote)

The Administration recommends hiring Charles Gouse as an assistant track and field coach beginning with the 2024-2025 school year. Salary will be based on the current contract between the district and the PAEA for extra-curricular activities.

**HIRING PART-TIME CAFETERIA STAFF MEMBER**

Motion Shope Second Sherbine Vote 7-0  
(Roll Call Vote)

The Administration recommends hiring Danelle Pannebaker as a part-time member of the cafeteria staff. Salary will be based on the current contract between the district and the cafeteria union.

**ADDING VOLUNTEER COACHES**

Motion Shope Second Sherbine Vote 7-0

The Administration recommends adding the following volunteers for the 2025 season.

Koby Kargo	Varsity/JV Boys Baseball
John Girard	Track and Field
Wendy Girard	Track and Field

**REVISING FMLA**

Motion Shope Second Sherbine Vote 7-0

The Administration recommends revising a staff member's approved Family and Medical Leave of Absence to conclude on March 17, 2025.

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**BOARD REQUESTS / USE OF FACILITIES**

Motion Shope Second Sherbine Vote 7-0

**Request for Approved Travel:**

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Kim Lee and Nikki Slifko	ServSafe Test	April 7, 2025	\$379.90	Yes

**Request for Approved Field Trip:**

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Jen Szpala	Students to Cambria County Job Fair	May 6, 2025 9:30 am – 1:15 pm	\$270.80	Yes
Dennis Link	SADD Club Curve Game	May 1, 2025	\$330.00	Yes
Dennis Link	American Lung Association Day at the Capitol	May 6, 2025	\$0.00 (Paid by Tru Group)	N/A
Dennis Link	Tru trip to Pirates Game	May 23, 2025	\$0.00 (Paid by Tru Group)	N/A
Sixth Grade Teachers	Field trip to the Carnegie Science Center	May 8, 2025	\$0.00 (Paid by PTO)	N/A
Sixth Grade Teachers	Field trip – Train ride from Johnstown to Altoona	May 22, 2025	\$0.00 (Competitive Powers Ventures Grant)	N/A
Lauren Sinclair	Interscholastic Reading Team Spring Competition	April 1, 2025	\$335.00	Yes
Kristen Gribbin	Business Day at St. Francis University	April 16, 2025	\$330.92	Yes
Fourth Grade Teachers	Field trip to Fort Ligonier	May 29, 2025	\$594.00	Yes
Addison Holyfield	Marching band to participate at 2025 Curwensville Days Firemen's Parade	June 21, 2025	\$414.16*	Yes
Addison Holyfield	March band to participate at the Meyersdale Maple Festival parade	April 12, 2025	\$364.74	Yes
Addison Holyfield	Six students to participate in PMEA	April 4, 2025	\$285.00	Yes

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	Bandfest at CT High School			
Tyler Johnson	Democracy Bowl at Pitt Johnstown	April 3, 2025	\$105.00	Yes
Addison Holyfield	Two students to participate at PMEA All State Festival at Kalahari Convention Center in the Poconos and Director to attend PMEA All State Conference for Act 48	April 9-12, 2025	\$1,761.85	Yes
Kristen Gribbin	Business & Technology Careerfest at Penn Highlands	April 11, 2025	\$330.92	Yes
Makena Baumgardner	Softball team to watch Penn State vs. Ohio State softball game	April 11, 2025	\$0.00	N/A
Makena Baumgardner	Softball team to watch Pitt Greensburg vs Geneva softball game	March 21, 2025	\$0.00	N/A
Kristine Bartoletti	Gateway Clipper Spanish Dinner Cruise	May 28, 2025	\$0.00 (Paid by Spanish Club)	N/A
Mary Kenny and Gayle Price	Science Club Trip to the Mutters Museum, Reading Terminal Market and the Philadelphia Zoo	May 19, 2025	\$0.00 (Paid by Science Club)	N/A
Kaitlin Cawley and Brittany Brewer	Easter Egg Hunt	April 10, 2025	\$0.00	N/A

\*Travel expense of \$500 will be paid by the Rescue Hose and Ladder Company

**Requests for Use of Facilities:**

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
Portage Elementary Wrestling	End of season pizza party and awards	Elementary Gymnasium & Lobby	March 29, 2025 12:00 – 2:00 pm	No Charge
Jen Pisarski	Free dinner & informational session from the Milton Hershey School	Elementary cafeteria and gymnasium	March 27, 2025 5:00 – 8:00 pm	No Charge
Jared Bilchak	PAYA League practice	JH Softball Field	April – June As can be scheduled	No Charge

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

Motion Shope Second Sherbine Vote 7-0

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

Motion Shope Second Sherbine Vote 7-0

Time: 7:26 p.m.

Respectfully submitted,

Matthew R. Decort, Board Secretary

Denise Moschgat, Recording Secretary