

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
JUNE 12, 2019**

<u>Mr. JT Bandzuh</u>	2019_____
<u>Mrs. Susan Berardinelli</u>	2019_____
<u>Mr. Jason Corte</u>	2021_____
<u>Mr. Matthew Decort, Secretary</u>	2021_____
<u>Mrs. Kathy Hough, Vice President</u>	2019_____
<u>Mr. John Jubina</u>	2021_____
<u>Mr. Christian Smith</u>	2021_____
<u>Mr. Dennis Squillario, Treasurer</u>	2019_____
<u>Mr. Erik Thrower, President</u>	2019_____
<u>Mr. Eric A. Zelanko</u> Superintendent of Schools	_____
<u>Mr. Ralph J. Cecere</u> Junior-Senior High School Principal	_____
<u>Mr. Christian Serenko</u> Elementary School Principal	_____
<u>Mr. Pete Noel</u> Supervisor of Special Education	_____
<u>Mr. Jeff Vasilko</u> Business Manager	_____
<u>Mrs. Denise Moschgat</u> Recording Secretary	_____
<u>McGlynn and Moore, Attorneys at Law</u> Solicitor	_____

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**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 Vice-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. ROUTINE MATTERS**

**1. NEXT REGULAR MEETING**

The Committee of the Whole Meeting will be held **Wednesday, August 14, 2019**, 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 May meetings minutes. A copy of the minutes was distributed with the advance agenda.

**3. REPORTS**

IU 08 Operating Committee representative **Kathy Hough**

Vo-Tech Operating Committee representative **Erik Thrower**

Superintendent **Eric A. Zelanko**

High School Principal **Mr. Ralph Cecere**

Elementary School Principal **Mr. Pete Noel**

School Solicitor **McGlynn & Moore**

Business Administrator **Jeff Vasilko**

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**4. 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
C. School Wage Tax Financial Report	Page 4
D. Elementary School Activity Fund	Page 5
E. Junior / Senior High School Activity Fund	Page 6
F. Petty Cash (A – B – C)	Page 7
G. Payroll Financial Report	Page 8
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>\$1,185,885.34</b>
<b>Cafeteria Fund Invoices</b>	<b>\$74,622.44</b>
<b>Athletic Fund Invoices</b>	<b>\$53,117.89</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>\$1,313,625.67</b>

**C.**

<b>Mrs. Chappell - Cassandra Boro – Property, Per Capita, Occupation</b>	<b>\$0.00</b>
<b>Mrs. Redfern - Portage Boro – Property, Per Capita, Occupation</b>	<b>\$0.00</b>
<b>Mrs. Chappell Portage Township – Property, Per Capita, Occupation</b>	<b>\$0.00</b>
<b>Berkheimer Tax Administrators PASD – EIT (Current)</b>	<b>\$73,466.30</b>
<b>Total Taxes</b>	<b>\$73,466.30</b>

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

Motion\_\_\_\_\_Second\_\_\_\_\_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 and farmstead owners who applied and received approval through the county. The amount to be allocated is \$.

**6. FINAL BUDGET FOR 2019-2020**

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

(Roll Call Vote)

General Fund

The budget should in the amount of \$\_\_\_\_\_ 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 50.2 mills. The budget has been prepared in accordance with the mandates set forth by the PA Department of Education.

The amount of expenditures is \$\_\_\_\_\_. This is an anticipated increase in spending of \$\_\_\_\_\_ or \_\_\_\_\_% over last year's budget. The proposed budget is built on the governor's proposed budget.

Cafeteria Fund

The Cafeteria Fund Budget anticipates \$\_\_\_\_\_ 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 \$\_\_\_\_\_ and Fund Transfers from the General Fund \$\_\_\_\_\_. This budget includes a \$.15 increase in breakfast and lunch meal prices for students and adults.

Athletic Fund

The Athletic Fund is a separate fund. Its budgeted expenses are \$\_\_\_\_\_. Revenues include admissions and ticket sales of **\$30,000** and Fund Transfers from the General Fund of \$\_\_\_\_\_.

**7. 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 2019-2020 taxes on July 1, 2019. This action does not exonerate the taxable.

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**8. GENERAL LIABILITY INSURANCE FRO 2019-2020; WORKMEN'S COMPENSATION COVERAGE FOR 2019-2020 AND SCHOOL ACCIDENT INSURANCE FOR 2019-2020**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_  
(Roll Call Vote)

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

PSBA Trust (Workmen's Coverage)	\$43,067
Liberty Mutual (Package)	
• Property	\$27,571
• Crime	Included
• General Liability	\$10,264
• Government Crime	\$2,457
• Automobile	\$8,524
• Boiler & Machinery	Included
• School Leaders' Legal Liability	Included
• Excess Liability	\$2,794
• Data Security (Attack & Extortion)	Included
• Network Security Liability	Included
Goodwin & Gruber (Student Coverage)	\$18,196

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

**9. ADOPTING BOARD POLICY**

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

The Administration recommends adopting Policy 104 – Nondiscrimination/Discriminatory Harassment – Employment Practices as it has gone through three public meetings.

**10. APPROVING APPROVING AGREEMENT WITH THE MEADOWS PSYCHIATRIC CENTER**

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

The Administration recommends approving a Letter of Agreement with The Meadows Psychiatric Center for continuity of care for the school years 2019-2020 and 2020-2021.

**11. APPROVING SUMMER LIBRARY HOURS**

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

The Administration recommends approving summer hours for the high school library. The library will be open on Wednesday from 10:00 a.m. to 2:00 p.m. beginning June 12, 2019.

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

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

The Administration recommends approving a Letter of Agreement with Impact Counseling Services, LLC to provide drug and alcohol services to students for the period June 12, 2019 through September 1, 2020.

**V. PERSONNEL MATTERS**

**1. ACCEPTING RESIGNATION OF CAFETERIA PERSONNEL**

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

The administration recommends accepting, with regret, the resignation of Dione Feeney as a cafeteria worker. The Administration requests permission to advertise for this position.

**2. ACCEPTING COACHING RESIGNATIONS**

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

The Administration recommends accepting, with regret, the following coaching resignations. The administration requests permission to advertise for this position.

Martin S. Slanoc	Varsity Girls Basketball Assistant Coach
Tim Lucko	Varsity Assistant Football Coach

**3. HIRING COACHES**

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

The Administration recommends hiring the following coaches. Salary will be based on the current contract between the district and the PAEA for extra-curricular activities. These individuals have or will have provided all clearances prior to having any contact with the students.

Brandon Vocco	Varsity Assistant Football Coach
Kirk Dividock	Varsity Assistant Girls' Basketball Coach

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**4. ADDING COACHING VOLUNTEERS**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_  
(Roll Call Vote)

The Administration recommends adding the following volunteer coaches. These individuals have or will have provided all clearances prior to having any contact with the students.

Brady Ratosky	Football
Louis Kordish	Football
Ryan Williams	Football

**VI. 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

Requests for Use of Facilities:

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
St. Francis University Men's and Women's Basketball Teams	Basketball Practice	Len Chappell Gymnasium	July 15-19, 2019 July 22-26, 2019 12:00 – 3:00 p.m.	No Charge
AAABA Tournament	AAABA Tournament Games	Haschak Field	August 5, 6 & 7, 2019 10:00 am – 2:00 pm	No Charge
Portage Wrestling Boosters	Jr. High Wrestling Team Duals Tournament	Len Chappell Gymnasium, Locker Rooms, Cafeteria, Room 111/113	January 25, 2020	No Charge

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

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

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

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

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