

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
SEPTEMBER 11, 2013**

<u>Mr. JT Bandzuh</u>	2015_____
<u>Mrs. Cindy Brickley, Secretary</u>	2015_____
<u>Mr. Jason Corte</u>	2013_____
<u>Mr. Matthew Decort</u>	2013_____
<u>Mrs. Kathy Hough</u>	2015_____
<u>Mr. John Jubina</u>	2013_____
<u>Mr. Christian Smith</u>	2013_____
<u>Mr. Dennis Squillario, Treasurer</u>	2015_____
<u>Mr. Erik Thrower</u>	2015_____
<u>Mr. Richard J. Bernazzoli</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. Eric Zelanko</u> Technology and Curriculum Director/Grant Writer	_____
<u>Mr. Michael Kunko</u> Business Manager	_____
<u>Mrs. Denise Moschgat</u> Recording Secretary	_____
<u>Dennis McGlynn, Esquire</u> Solicitor	_____
<u>Leaana Fordick</u> Student Representative	_____
<u>Richard Wolford</u> Student Representative	_____

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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. SECOND READING OF PROPOSED DISTRICT POLICIES

- 103.1 Non-Discrimination – Qualified Students with Disabilities
- 113.1 Discipline of Students with Disabilities
- 113.2 Behavior Support
- 123.2 Sudden Cardiac Arrest
- 209.1 Food Allergy Management
- 805.1 Relations with Law Enforcement Agencies

V. ROUTINE MATTERS

1. NEXT REGULAR MEETING

The Committee of the Whole Meeting will be held October 9, 2013 beginning at 6:30 p.m. in the elementary school auditorium. The Regular Meeting will be held October 9, 2013 immediately following in the elementary school auditorium.

2. APPROVING THE MINUTES

Motion _____ Second _____ Vote _____

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

3. REPORTS

Appalachia Intermediate Unit 08 Board Director **Kathy Hough**

Vo-Tech Operating Committee representative **JT Bandzuh**

Superintendent **Richard J. Bernazzoli**

High School Principal **Mr. Ralph Cecere**

Elementary School Principal **Mr. Christian Serenko**

Supervisor of Special Education **Mr. Pete Noel**

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Director of Technology and Curriculum / Grant Writer **Mr. Eric Zelanko**

School Solicitor **Dennis McGlynn, Esquire**

Business Administrator **Michael J. Kunko**

Student Representatives:

Points of Discussion by Board Members:

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.

General Fund Invoices (Page 10)	\$1,360,762.96
Cafeteria Fund Invoices (Page 3B)	\$1,040.00
Elementary Activity Fund Expenditures (Page 5)	\$12,882.51
Athletic Fund Invoices (Page 9)	\$50,398.91
Junior/Senior High School Activity Fund Expenditures (Page 6A)	\$9,463.21
Capital Reserve Fund Invoices (10.1)	\$0.00
Capital Projects Fund Invoices (10.2)	\$0.00
Total Invoices paid	\$1,434,547.59

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C.

Mrs. Chappell - Cassandra Boro – Property, Per Capita, Occupation	\$3,685.86
Mrs. Redfern - Portage Boro – Property, Per Capita, Occupation	\$145,397.27
Mrs. Chappell Portage Township – Property, Per Capita, Occupation	\$319,223.50
Mrs. Mandichak - Portage Area School District – EIT (Delinquent)	\$0.00
Berkheimer Tax Administrators PASD – EIT (Current)	\$30,495.86
Total Taxes	\$498,802.49

5. APPROVING CONTRACT WITH THE LEARNING LAMP, INC.

Motion _____ Second _____ Vote _____
(Roll Call Vote)

The Administration recommends renewing its contract with the Learning Lamp, Inc., for alternative education services for disruptive youth services at the Admiral Peary Vo Tech for the 2013-2014 school year at a cost of \$9,012.82 per seat. The district has two seats.

6. APPROVING AGREEMENT FOR CHEMICAL WASTE MANAGEMENT

Motion _____ Second _____ Vote _____
(Roll Call Vote)

The Administration recommends approving the quote of Clean Harbors Environmental Services, Inc., in the amount of \$6,347 for laboratory chemical removal services.

7. APPROVING LETTER OF AGREEMENT WITH THE MEADOWS

Motion _____ Second _____ Vote _____
(Roll Call Vote)

The Administration recommends approving a Letter of Agreement with The Meadows Psychiatric Center/UCBH for the 2013-2014 school year. The District will pay \$30 per hour for educational services only when a student is in the facility.

8. RENEWING CONTRACT FOR SERVICES WITH PRESSLEY RIDGE

Motion _____ Second _____ Vote _____
(Roll Call Vote)

The Administration recommends renewing its Contract for Services with Pressley Ridge for educational services for the 2013-2014 school year. The cost for the services is \$13,000 per semester.

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9. APPROVING BUSINESS ASSOCIATE AGREEMENT WITH THE RESCHINI AGENCY, INC.

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration recommends renewing its Agreement with the Reschini Agency, Inc. for management of the district's group health plan to meet HIPAA regulations regarding the security of Protected Health Information.

10. APPROVING REQUEST FOR PURCHASE OF DISTRICT VEHICLE

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration requests permission to obtain CoStars pricing or seek bids for the purchase of a district vehicle. This vehicle will replace the district van.

11. APPROVING ESTABLISHMENT OF SECRET SANTA ACCOUNT

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration recommends establishing a checking account at S&T Bank, our depository of record, for the Secret Santa project which benefits families of students in the district who are in need of assistance during the holidays.

12. APPROVING ENERGY MANAGEMENT AGREEMENT WITH ENERNOC

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration recommends entering an Energy Management Agreement with Enernoc for energy management applications. This agreement will termination upon written notification by either of the parties. There is no cost to the district.

13. APPROVING AGREEMENTS WITH ACRP

Motion_____Second_____Vote_____

The Administration recommends renewing its Agreements with ACRP for the Northern Cambria County Alternative School in Hastings and the Children and Adolescent Partial Hospitalization Program in Johnstown. The District will only be charged for authorized student placements.

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VI. PERSONNEL MATTERS

1. HIRING A MAJORETTE/COLOR GUARD ADVISOR

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration recommends hiring Kelly Myers as the color guard/majorette advisor beginning with the 2013-2014 school year. Salary will be prorated based on the current contract between the district and the PAEA for extra-curricular activities.

2. HIRING A GIRLS JUNIOR HIGH ASSISTANT BASKETBALL COACH

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration recommends hiring Kirk Dividock as the assistant girls' junior high basketball coach beginning with the 2013-2014 school year. Salary will be based on the current contract between the district and the PAEA for extra-curricular activities.

3. ADJUSTING ATHLETIC DIRECTORS SALARY

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration recommends adjusting the salary of the athletic directors from \$5,069 to \$6,550.

4. ADJUSTING SECRETARIAL SALARY

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration recommends adjusting the special education secretary's salary from Level One to Level Two.

5. RE-ESTABLISHING THIRD LEVEL SECRETARY SALARY SCALE

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration recommends re-establishing the third level secretarial salary scale for confidential secretaries, moving the administrative assistant to the business manager and the executive secretary to the superintendent of schools to Level Three.

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IX. BOARD REQUESTS / USE OF FACILITIES

Motion _____ Second _____ Vote _____
(Roll Call Vote)

Request for Approved Travel:

Requester	Destination	Date(s)	Approximate Cost
Kathleen Walls	Access PA/Power Library Fall Training Session PATTAN Pittsburgh	September 18, 2013	\$143.47
Ray Trybus	Calming An Overactive Brain Seminar, Ramada Inn, Altoona	October 28, 2013	\$184.00

Request for Approved Field Trip:

Requester	Destination	Date(s)	Approximate Cost
Mary Ann George	Take 65 students to the College Fair Pasquerilla Conference Center	September 17, 2013	\$192.84
Floyd Rousell, III	Take 20 students to the JSO Opera Festival Student Workshop Richland High School	September 18, 2013	\$77.72
Jennifer Pisarski	Take Grades 3-6 students with zero demerits on two incentive field trips in the 3 rd and 4 th marking periods. Planet Ice – 3 rd MP Lakemont – 4 th MP	Exact dates to be determined	\$0.00 (Paid through the Zero Demerit Account)

Requests for Use of Facilities:

Requester	Purpose	Facility	Date(s)
Peter Skoner, St. Francis University	SFU Club Baseball games	Baseball field	Sept. 21 and 22, 2013 Apr. 5 and 6, 2014 12:00 – 5:00 p.m.
Christian Serenko and Jennifer Pisarski	Fundraiser Dance for the Discipline Committee	Elementary School Gym	September 27, 2013 (pending no home football game)

X. MOTION TO MAKE THE AGENDA PART OF THE MINUTES

Motion _____ Second _____ Vote _____

XI. MOTION SHOULD BE MADE TO ADJOURN THE MEETING

Motion _____ Second _____ Vote _____

Time: _____