

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
APRIL 13, 2016**

<u>Mr. JT Bandzuh</u>	2019_____
<u>Mrs. Susan Berardinelli</u>	2019_____
<u>Mr. Jason Corte</u>	2017_____
<u>Mr. Matthew Decort, Secretary</u>	2017_____
<u>Mrs. Kathy Hough, Vice President</u>	2019_____
<u>Mr. John Jubina</u>	2017_____
<u>Mr. Christian Smith</u>	2017_____
<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. Michael Kunko</u> Business Manager	_____
<u>Mrs. Denise Moschgat</u> Recording Secretary	_____
<u>Dennis McGlynn, Esquire</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. THIRD READING OF PROPOSED DISTRICT POLICY

916 – Volunteers

V. ROUTINE MATTERS

1. NEXT REGULAR MEETING

The Committee of the Whole Meeting will be held **Wednesday, May 18, 2016** beginning at 6:30 p.m. in the elementary school auditorium with the Regular Meeting immediately following.

2. APPROVING THE MINUTES

Motion_____Second_____Vote_____

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

3. REPORTS

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

Superintendent **Eric A. Zelanko**

High School Principal **Mr. Ralph Cecere**

Elementary School Principal **Mr. Christian Serenko**

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

School Solicitor **Dennis McGlynn, Esquire**

Business Administrator **Michael J. Kunko**

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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.

General Fund Invoices (Page 10)	\$1,266,356.22
Cafeteria Fund Invoices (Page 3B)	\$128,699.45
Elementary Activity Fund Expenditures (Page 5)	\$1,341.59
Junior/Senior High School Activity Fund Expenditures (Page 6A)	\$8,634.57
Athletic Fund Invoices (Page 9)	\$96,612.99
Capital Reserve Fund Invoices (10.1)	\$0.00
Capital Projects Fund Invoices (10.2)	\$0.00
Total Invoices paid	\$1,501,644.82

C.

Mrs. Chappell - Cassandra Boro – Property, Per Capita, Occupation	\$0.00
Mrs. Redfern - Portage Boro – Property, Per Capita, Occupation	\$0.00
Mrs. Chappell Portage Township – Property, Per Capita, Occupation	\$0.00
Berkheimer Tax Administrators PASD – EIT (Current)	\$26,402.85
Total Taxes	\$26,402.85

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5. APPROVING E-RATE CONTRACTS

Motion_____Second_____Vote_____ (Roll Call Vote)

Category 1 – Internet Access and Wireless (Cell Phone) Telecommunications

Internet Access

Bidders (None – so went with Comcast, who we contacted before the bid process)

Comcast – 15//20mbps \$232.95 per month

Wireless (Cell Phones) Telecommunications

Bidders (only one)

	Per phone <u>per month</u>	
Verizon Wireless – month to month (non-contract)	\$26.94	200 minutes
Verizon Wireless - contract	\$26.94	200 minutes
AT&T	\$49.61	400 minutes

Category 2 - Internal Connections

Bidders (only one)

Link Computers

Entity Name	Equipment/Features	Cost/Month	Extension

Note: Web Hosting services that we get from School-n-Sites are no longer E Rate eligible.

6. APPROVING APPALACHIA INTERMEDIATE UNIT 8 GENERAL FUND OPERATING BUDGET FOR THE 2016-2017 SCHOOL YEAR

Motion_____Second_____Vote_____ (Roll Call Vote)

The Administration recommends approving the Appalachia Intermediate Unit 8 General Fund Operating Budget for the 2016-2017 school year. The district's contribution will be \$1,759.13.

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All individuals added to the substitute lists will provide all necessary clearances and certifications prior to having any contact with the students.

2. APPROVING REQUEST FOR FAMILY AND MEDICAL LEAVE

Motion _____ Second _____ Vote _____

The Administration requests approving a staff request for a Family and Medical Leave from March 30, 2016 to June 2, 2016.

3. PERMISSION TO ADVERTISE FOR READING SPECIALIST/LEARNING SUPPORT TEACHER

Motion _____ Second _____ Vote _____

The Administration requests permission to advertise for a reading specialist/learning support teacher to begin with the 2016-2017 school year.

VII. BOARD REQUESTS / USE OF FACILITIES

Motion _____ Second _____ Vote _____
(Roll Call Vote)

Request for Approved Travel:

Requester	Destination	Date(s)	Approximate Cost
Lydia Dobrowolsky	The Challenge of Reading IU 08 Richland	May 5, 2016 9:00 a.m. – 3:00 p.m.	\$160.00
Pete Noel, Scott Burda, Sara Richardson, Emily Steberger and Brittany Brewer	Wilson Reading System Training, Pittsburgh	June 8-10, 2016	\$4,395.00
Denise Moschgat & Valerie Gentile	PASBO Workshop “How to Navigate Employee Leaves” Pittsburgh/Cranberry Twp	April 28, 2016 7:30 a.m. – 4:30 p.m	
John Smithmyer	Primero Software Update Pittsburgh	April 12, 2016 6:00 a.m. – 6:00 p.m.	\$132.21
Amanda George	How SLP’s Can Best Serve Students with Specific Reading Disorders Video Conference	May 17, 2016	\$0.00
Sara Richardson and Michele Coukart	LETRS – Module 1, The Challenge of Learning to Read	May 5, 2016	\$160.00

Request for Approved Field Trip:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Mary Kenny	Take 4 teams to 2016 Envirothon at Disaster’s Edge Environmental Education Center	April 28, 2016 8:15 a.m. – 2:45 p.m.	\$302.77	Yes
Grade 6 Teachers	Field trip to Penn Highlands CC for the “One Book, One	May 10, 2016 9:00 a.m. – 2:30 p.m.	\$211.94 (Paid by PTO)	N/A

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	Community" Middle School Reading Program			
Grade 3 Teachers	Field trip to the Richland Lanes and to see "Ratche and Crank" at the cinema	April 29, 2016 8:30 a.m. – 2:30 p.m.	\$212.38 (Paid by PTO)	N/A
Ray Trybus	Take 38 A&P students to SFU to tour the human cadaver lab and take a scuba diving class	April 26, 2016 8:30 a.m. – 2:00 p.m.	\$261.74	Yes
Ray Trybus	Take 400 students to conduct annual community service projects in conjunction with Ear Week	April 22, 2016 11:45 a.m. – 2:30 p.m.	\$458.70	Yes
Ray Trybus	Take the 8 th graders to Mount Aloysius College Health career day.*	May 11, 2016 8:30 a.m. – 2:00 p.m.	\$354.00	Yes
Fifth Grade Teachers	Field trip to the Lemon House, Cresson	April 28, 2016	\$0.00 (Paid by PTO)	N/A
Kyle Gossard	PMEA District 6 Bandfest Northern Cambria Middle School	April 8, 2016 7:30 a.m. – 8:00 p.m.	\$165.00	Yes
Kyle Gossard	PMEA District 6 Songfest Berlin Brothersvalley HS	May 6, 2016 7:30 a.m. – 8:00 p.m.	\$165.00	Yes
Lauren Crisafulli	Take Spanish Club students to Spanish Luncheon on the Gateway Clipper, Pittsburgh	May 12, 2016 9:00 a.m. – 4:00 p.m.	\$170.00 (Substitutes)	Yes
Travis Kargo	Take 4 students to math competition at GJCTC	May 18, 2016	\$105.00	Yes

*Mount Aloysius will reimburse transportation and one (1) substitute up to \$400.

Requests for Use of Facilities:

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
Laura Trusik/St. Bartholomew Youth Group	Walk-a-thon for St. Judes	Track and Field	April 17, 2016 10:00 – 11:30 a.m.	No Charge
PTO	Hold a Color-A-Thon event to support the PTO	Football Stadium	May 21, 2016 8:00 am – 2:00 pm Rain date: 6/18/16	No Charge
Olivia McCabe	Basketball practice/skills	Len Chappell Gymnasium	June through August Dates and times as arranged AD	\$10/hour
Michael Fox	Drama Production Rehearsals and Play	HS Auditorium	April 16-24, 2016 7:00 pm – 9:00 pm	No Charge
Brandy Miller and Demetrius Myers (Floyd Rousell Advisor)	Senior Project	Len Chappell Gymnasium	May 21, 2016 9:00 am – 4:00 pm	No Charge
Portage Borough	Public Meeting	Elementary Auditorium	April 14, 2016 6:30 p.m. - ?	No Charge
Vanessa Hildebrand, Spinning Sapphires	Recital	Len Chappell Gymnasium	May 22, 2016 6:00 am – 8:00 pm	No Charge
Jude Decort, PAYA Softball	Practice for Summer League	Softball field	May through August Dates and times as arranged through AD	No Charge
Denny Squillario	Pancake Breakfast	HS Café & Kitchen	April 10, 2016 6:00 am – 12:00 pm	No Charge
Tara Williams	Art Show	HS Cafeteria	April 22-23, 2016 6:00 – 8:00 p.m.	No Charge

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Sean Simler, Portage Pony League	Team Meeting	Len Chappell Gymnasium	April 9, 2016 12:00 p.m.	No Charge
Jessica Gouse	Youth Hockey Association Photos	Len Chappell Gymnasium	April 9, 2016 10:00 am – 12:00 pm	\$10/hour

VII. MOTION TO MAKE THE AGENDA PART OF THE MINUTES

Motion _____ Second _____ Vote _____

IX. MOTION SHOULD BE MADE TO ADJOURN THE MEETING

Motion _____ Second _____ Vote _____

Time: _____