

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
NOVEMBER 9, 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. Jeff Vasilko</u> Business Manager	_____
<u>Mrs. Denise Moschgat</u> Recording Secretary	_____
<u>Dennis McGlynn, Esquire</u> Solicitor	_____

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NOVEMBER 9, 2016**

**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. PUBLIC READING OF PROPOSED DISTRICT POLICY**

FIRST READING	903 Public Participation in Board Meetings
SECOND READING	906 Public Complaints

**V. ROUTINE MATTERS**

**1. NEXT REGULAR MEETING**

The Committee of the Whole Meeting will be held **Wednesday, December 7, 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 October 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 **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>\$</b>
<b>Cafeteria Fund Invoices</b>	<b>\$</b>
<b>Athletic Fund Invoices</b>	<b>\$</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>\$</b>

**C.**

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

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**5. APPROVING AMERICORPS IN-KIND CONTRIBUTIONS**

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

The Administration recommends approving Americorps In-Kind Contributions in the amount of \$3,207.50 for the high school and \$\_\_\_\_\_ for the elementary.

**6. APPROVING INCREASE TO THE DAILY SUBSTITUTE TEACHER RATE**

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

The Administration recommends increasing the substitute teacher rate from \$85 per day to \_\_\_\_\_.

**7. APPROVING ACTIVITY FUND ACCOUNT AND ADVISORS**

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

The Administration recommends approving the Elementary School Yearbook Activity Fund Account and Heidi Washko and Kayla Fisher as advisors.

**8. APPROVING POLICY REVISIONS**

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

The Administration recommends approving revisions made to Policy 006 Meetings (Sunshine Law Act) and Policy 801 Public Records (Right to Know Law) as provided with the advance agenda.

**VI. PERSONNEL MATTERS**

**1. ADDITIONS THE SUBSTITUTE LISTS**

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

The Administration recommends adding the following individuals from the substitute lists:

Tiffany A. Duman

IU 08 Substitute Teacher

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**2. APPROVING REQUEST FOR A FAMILY AND MEDICAL LEAVE**

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

The Administration recommends approving a staff member's request for a Family and Medical Leave of absence from October 17, 2016 to November 7, 2016.

**3. GRANTING TENURE**

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

The Administration recommends granting tenure to Laura Glass.

**4. ADDING VOLUNTEER COACH**

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

The Administration recommends adding Brady Ratosky as a volunteer junior high wrestling coach for the 2016-2017 season. Mr. Ratosky has provided all necessary clearances.

**VII. BOARD REQUESTS / USE OF FACILITIES**

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

**Request for Approved Travel:**

<b>Requester</b>	<b>Destination</b>	<b>Date(s)</b>	<b>Approximate Cost</b>
Jude Decort and Kristen Gribbin	Common Sense Media Workshop, WIU7, Greensburg	November 14, 2016	\$0.00
Mr. Gorba, Mr. Miller, Ms. Price and Ms. Kenny	Attend the PA Science Teachers' Convention, State College, PA	November 30 to December 2, 2016	\$2,235.00

**Request for Approved Field Trip:**

<b>Requester</b>	<b>Destination</b>	<b>Date(s)</b>	<b>Approximate Cost</b>	<b>Budgeted Y/N</b>
Floyd Rousell, III and Kyle Gossard	Take 8 students to District 6 Band Auditions at Claysburg-Kimmel HS	November 20, 2016	\$40.00	Yes
Floyd Rousell, III	Take 8 students to Cambria County Band Festival	December 1-2, 2016 7:30 a.m. – 3:45 p.m.	\$315.00	Yes
Travis Kargo	Take 10 students on a field trip to EVC in Johnstown	November 17, 2016 7:45 a.m. to 1:30 p.m.	\$93.12	Yes

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Requests for Use of Facilities:

<b>Requester</b>	<b>Purpose</b>	<b>Facility</b>	<b>Date(s)</b>	<b>Rental Fee/ Amount</b>
Vanessa Hildebrand/Spinning Sapphires	Baton practice	Len Chappell Gymnasium	Various dates as arranged with the athletic department	\$10.00/hour
Vanessa Hildebrand/Spinning Sapphires	Dance and Baton Competition	Len Chappell Gymnasium, Auditorium and locker rooms	January 22, 2017	\$10.00/hour
Vanessa Hildebrand/Spinning Sapphires	Dance and Baton Competition	Len Chappell Gymnasium, Auditorium and locker rooms	April 2, 2017	\$10.00/hour
Girls Basketball Boosters Organizations	Art Burkett Tournament	Len Chappell Gymnasium	December 9-10, 2016	No Charge
Fellowship of Christian Athletes/Kristen Gribbin and Tyler Johnson	FCA Event	Auditorium, Len Chappell Gymnasium, Cafeteria, Field/Track (if possible)	November 23, 2016 11:30 am to 7:00 pm	No Charge
Teresa Koenigsberg, Portage Community Band	Band Practice	High School Band Room	Wednesdays from 6:30 to 8:30 p.m.	No Charge
Tim Trusik	Soccer Open Gym	Elementary Gym	November – April Days and times as can be arranged	\$10.00

**VIII. 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: \_\_\_\_\_