

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
MARCH 17, 2021**

The regular meeting of the Portage Area Board of School Directors was called to order. Kathy Hough, board vice president, led the group in the Pledge of Allegiance and a moment of silence. Members and others present were: Susan Berardinelli; Jason Corte; Matthew Decort; Kathy Hough; John Jubina; Tina Latoche; Dennis Squillario; Erik Thrower; Eric A. Zelanko, Superintendent of Schools; Ralph J. Cecere, Jr., Junior Senior High School Principal; Pete Noel, Elementary School Principal; Jeff Vasilko, Business Manager; Dennis M. McGlynn, Esquire, Solicitor and Denise Moschgat, Recording Secretary. Absent was Christian Smith.

**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.

**ROUTINE MATTERS**

**NEXT REGULAR MEETING**

The Committee of the Whole Meeting will be held **Wednesday, April 14, 2021**, beginning at 6:30 p.m. in the elementary school auditorium, 84 Mountain Avenue, Portage, PA with the Regular Meeting immediately following.

**APPROVING THE MINUTES**

Motion Hough Second Squillario Vote 8-0

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

**REPORTS**

IU 08 Operating Committee representative **Mrs. Kathy Hough** gave a brief report on the prior month's meeting, noting the strategies used to education students, especially special needs students.

Vo-Tech Operating Committee representative **Mr. Jason Corte** noted that the adult programs will be commencing soon.

Superintendent **Mr. Eric A. Zelanko** thanked the staff for their work in preparing the full face to face instruction. He further thanked Valerie Gentile, Denise Moschgat, Mr. Cecere, Mr. Burkett, Elena Bandzuh and Renee Bednarski for organizing the vaccine distribution.

High School Principal **Mr. Ralph Cecere** reported that scheduling for the 2021-2022 school year has begun. Two district students are going to the Forensics National meet, which is to be held virtually. Devices have been distributed to 7<sup>th</sup> and 8<sup>th</sup> grade with 9<sup>th</sup> ready to go. With the devices come a lot of troubleshooting and minor repairs. He agreed with Mr. Zelanko in that a break/fix person would be a great benefit. He discussed this year's prom briefly stating that students who have opted for a fully remote schedule will be eligible to attend if they notify the school by May 3. He also thanked all the staff for their cooperation with the administering of vaccines.

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Elementary School Principal **Mr. Pete Noel** reported that all students in grades K-6 now have devices, kindergarten registration can be completed online and he anticipates about 50 students registering.

School Solicitor **Dennis McGlynn, Esquire** had nothing to add to the agenda.

Business Administrator **Mr. Jeff Vasilko** discussed with the board whether they wished to revert back to three installment payments or keep them at four which is what was required during lockdown. He reported that he is setting up a building appraisal with our insurance broker.

Athletic Director **Mr. Jeremy Burkett** had nothing to add to the agenda.

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

Motion Hough Second Squillario Vote 8-0  
(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>\$1,075,521.68</b>
<b>Cafeteria Fund Invoices</b>	<b>\$55,451.19</b>
<b>Athletic Fund Invoices</b>	<b>\$54,838.25</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>\$1,185,811.12</b>

**C.**

<b>Mrs. Chappell - Cassandra Boro – Property, Per Capita, Occupation</b>	<b>\$0.00</b>
<b>Mr. Layo - 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>\$68,034.25</b>
<b>Total Taxes</b>	<b>\$68,034.25</b>

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**APPROVING IU08 GENERAL BUDGET FOR 2021-2022**

Motion Hough Second Squillario Vote 8-0  
(Roll Call Vote)

The Administration recommends approving the Appalachia Intermediate Unit 8 General Budget for the 2021-2022 school year in the amount of \$5,486,334.29.

**APPROVING E-RATE CATEGORY 2 BIDS**

Motion Hough Second Squillario Vote 8-0  
(Roll Call Vote)

The Administration recommends approving the bid of Link Computer Corp. for E-Rate Category 2 items. The bidders are listed below:

Link Computer Corp	\$163,422.00	(Met all specifications)
Gator Networking Services	\$194,822.74	(Met all specifications)
Tamarak Networks	\$147,214.34	(Did not meet all specifications, Equipment not equivalent to equipment Specified in bid)
Integra One	\$104,522.03	(Did not meet all specifications, Equipment not equivalent to equipment Specified in bid)

**APPROVING LETTER OF AGREEMENT WITH THE MEADOWS**

Motion Hough Second Squillario Vote 8-0

The Administration recommends approving a Letter of Agreement with The Meadows Psychiatric Center for the 2021-2022 and 2022-2023 school year in the event a student in our district is placed at that facility. The daily fee for educational services is \$67 and would only be charged in the event a student is placed there.

**APPROVING DISTRICT POLICY REVISIONS**

Motion Hough Second Squillario Vote 8-0

The Administration recommends approving the following policy revisions which were provided with the advance agenda.

- 137.1 – Extracurricular Participation by Home Education Students
- 150 – Title 1 Comparability of Services
- 810.1 – School Bus Drivers and School Commercial Motor Vehicle Drivers

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**APPROVING SEAMLESS SUMMER OPTION AGREEMENT**

Motion Hough Second Squillario Vote 8-0

The Administration recommends participating in the Seamless Summer Option (SSO) Agreement for the summer of 2021. The purpose of this program is to feed children in low-income areas during the summer months. The district has participated in the program for several years.

**PERMISSION TO ADVERTISE FOR BIDS**

Motion Hough Second Squillario Vote 8-0

The Administration requests permission to advertise for coal, milk and bread bids as well as bids for a freezer and high school auditorium curtain bids.

**PERSONNEL MATTERS**

**ADDITIONS TO THE SUBSTITUTE LIST**

Motion Hough Second Squillario Vote 8-0  
(Roll Call Vote)

The Administration recommends the following additions to the substitute lists:

Nicole Crum                          Substitute Teacher

**EXTENDING STAFF MEMBER'S REQUEST FOR LEAVE OF ABSENCE**

Motion Hough Second Squillario Vote 8-0

The Administration recommends approving a staff member's request to extend medical leave until March 14, 2021. The staff member would then be returning to work March 15, 2021. Medical documentation has been provided.

**HIRING ASSISTANT TRACK COACH**

Motion Hough Second Squillario Vote 8-0  
(Roll Call Vote)

The Administration recommends hiring Robert Newlin as an assistant track coach beginning with the 2020-2021 school year. Salary will be based on the current contract between the district and the PAEA for extra-curricular activities.

**ADDING VOLUNTEER COACHES**

Motion Hough Second Squillario Vote 8-0

The Administration recommends adding Susan Berardinelli as a volunteer track coach for the 2020-2021 school year.

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**ACCEPTING RESIGNATION OF STAFF MEMBER**

Motion Hough Second Squillario Vote 8-0

The Administration recommends accepting, with regret, the resignation of Bethany Breshears as a teachers' aide effective March 26, 2021.

**BOARD REQUESTS / USE OF FACILITIES**

Motion Hough Second Squillario Vote 8-0  
(Roll Call Vote)

Request for Approved Field Trip:

<b>Requester</b>	<b>Destination</b>	<b>Date(s)</b>	<b>Approximate Cost</b>	<b>Budgeted Y/N</b>
Heidi Washko, Good Behavior Committee	Incentives for good behavior	March 25, 29, 30 and 31, 2021 9:30 am – 12:30 pm	\$0.00 (Paid by Committee Fundraiser)	N/A

Requests for Use of Facilities:

<b>Requester</b>	<b>Purpose</b>	<b>Facility</b>	<b>Date(s)</b>	<b>Rental Fee/ Amount</b>
Brian Randall, Softball Boosters	Softball Tournament	Varsity Softball Field	April 17 & 24, 2021 7:00 am – 6 pm	No Charge

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

Motion Hough Second Squillario Vote 8-0

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

Motion Hough Second Squillario Vote 8-0

Time: 8:05 p.m.

Respectfully submitted,

Matthew Decort, Board Secretary

Denise Moschgat, Recording Secretary