

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
FEBRUARY 12, 2014**

<u>Mr. JT Bandzuh</u>	2015_____
<u>Mrs. Cindy Brickley, Secretary</u>	2015_____
<u>Mr. Jason Corte</u>	2017_____
<u>Mr. Matthew Decort</u>	2017_____
<u>Mrs. Kathy Hough, Vice President</u>	2015_____
<u>Mr. John Jubina</u>	2017_____
<u>Mr. Christian Smith</u>	2017_____
<u>Mr. Dennis Squillario, Treasurer</u>	2015_____
<u>Mr. Erik Thrower, President</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>Leana Fordick</u> Student Representative	_____
<u>Richard Wolford</u> Student Representative	_____

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
FEBRUARY 12, 2014**

**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.

**VI. BOARD RECOGNITION**

**VI. ROUTINE MATTERS**

**1. NEXT REGULAR MEETING**

The March Committee of the Whole Meeting will be held March 12, 2014 beginning at 6:30 p.m. in the elementary school auditorium with the Regular Meeting immediately following.

**2. APPROVING THE MINUTES**

The Administration recommends approving the January 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**

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

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
FEBRUARY 12, 2014**

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.**

<b>General Fund Invoices (Page 10)</b>	<b>\$795,566.71</b>
<b>Cafeteria Fund Invoices (Page 3B)</b>	<b>\$64,163.14</b>
<b>Elementary Activity Fund Expenditures (Page 5)</b>	<b>\$2,163.00</b>
<b>Athletic Fund Invoices (Page 9)</b>	<b>\$45,861.16</b>
<b>Junior/Senior High School Activity Fund Expenditures (Page 6A)</b>	<b>\$8,095.38</b>
<b>Capital Reserve Fund Invoices (10.1)</b>	<b>\$0.00</b>
<b>Capital Projects Fund Invoices (10.2)</b>	<b>\$0.00</b>
<b>Total Invoices paid</b>	<b>\$915,849.39</b>

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
FEBRUARY 12, 2014**

**C.**

<b>Mrs. Chappell - Cassandra Boro – Property, Per Capita, Occupation</b>	<b>\$824.98</b>
<b>Mrs. Redfern - Portage Boro – Property, Per Capita, Occupation</b>	<b>\$2664.79</b>
<b>Mrs. Chappell Portage Township – Property, Per Capita, Occupation</b>	<b>\$23,194.42</b>
<b>Mrs. Mandichak - Portage Area School District – EIT (Delinquent)</b>	<b>\$0.00</b>
<b>Berkheimer Tax Administrators PASD – EIT (Current)</b>	<b>\$43,865.13</b>
<b>Total Taxes</b>	<b>\$70,549.32</b>

**5. APPROVING CONTRACT FOR SERVICES WITH PRESSLEY RIDGE**

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

The administration recommend approving a contract for services with Pressley Ridge for education services at the CC Day School in Johnstown. The fee associated with this contract is \$13,000. This contract is for the second semester of the 2013-2014 school year.

**6. APPROVING RENEWAL OF SERVICE AGREEMENT WITH HIGHMARK, INC.**

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

The Administration recommends renewing its Master Service Agreement with Highmark, Inc. regarding Highmark’s Health Reimbursement Account Administration. The monthly fee for this service is \$\_\_\_\_\_ per member/per month.

**7. APPROVING STUDENT TEACHING ASSIGNMENT**

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

The Administration recommends approving Brooke Wissinger to participate in a field practicum under the supervision of Sara Duncan for the Spring 2014 semester. Ms. Wissinger is a student at IUP.

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
FEBRUARY 12, 2014**

**8. APPROVING ACTIVITIES FUND CLUB ADVISORS**

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

The Administration recommends approving the following activities fund clubs for the 2011-2012 school year:

Junior-Senior High School

Thespian – Alysia Dalesio(interim)/Michael Fox	Art – Alysia Dalesio (interim)
Varsity Track – Gary Gouse	SADD – Brian Randall
Audio Visual – Dennis Link	Student Council – Elaine Plouse
Cheerleading – Gayle Price	Incentive – Ralph Cecere
Library – Jay Shuck	Sophomore Class - Mary Kenny
Environmental –Mary Kenny	Interact – Shana Casey
Choral – Floyd Rousell	Junior Class – Nicole Panick
Senior Class – Mary Kenny	Senior High Band – Shana Casey
Majorette/Color Guard – Kelly Myers	Ski Club – Kristen Gribbin

Elementary School

Ski Club – Annette Lutz	Zero Demerit – Jennifer Pisarski
Chorus – Kelly Myers	
Student Council – Jennifer Pisarski/Lisa Civis	

\*Music, computers

**9. APPROVING SIGNATURE CHANGES ON DISTRICT ACCOUNTS**

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

The Administration recommends approving the following changes to district accounts.

General Fund

Remove: Jason F. Corte	Retain: Cynthia Brickley
Replace: Erik Thrower	Dennis R. Squillario

Cafeteria Fund

Remove: Jason F. Corte	Retain: Cynthia Brickley
Replace: Erik Thrower	Dennis R. Squillario

Capital Project Checking

Remove: Jason F. Corte	Retain: Cynthia Brickley
Replace: Erik Thrower	Dennis R. Squillario

Capital Reserve Checking

Remove: Jason F. Corte	Retain: Cynthia Brickley
Replace: Erik Thrower	Dennis R. Squillario

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
FEBRUARY 12, 2014**

Payroll Fund

Remove: Jason F. Corte  
Replace: Erik Thrower

Retain: Cynthia Brickley  
Dennis R. Squillario

Wage Tax

Remove: Jason F. Corte  
Replace: Erik Thrower

Retain: Cynthia Brickley  
Dennis R. Squillario

**10. APPROVING PRELIMINARY BUDGET FOR PUBLIC INSPECTION**

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

The Administration recommends approving a Preliminary Budget for the 2014-2015 school year with a 2 Mill tax increase.\*

\*The intent is to keep open the option of approving a tax increase above the Act 1 index of 2.1%, adjusted index of 3.1% (1.4725 Mills) for the FINAL budget at the June meeting. Again, this increase does *not* have to be a part of the FINAL budget in June.

**11. APPROVING POLICY REVISION**

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

The Administration recommends making revisions to Policy 815 Acceptable Use of Internet, Computers and Network Resources as provided with the advance agenda.

**VIII. PERSONNEL MATTERS**

**1. ADDITIONS TO THE SUBSTITUTE LISTS**

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

(Roll Call Vote)

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

Jonathan Thomas	Substitute Teacher (Technology Education)
Carole Conant	Substitute Teacher (Elementary)
George Lucas	IU 08 Substitute Teacher
Suzanne Grove	IU 08 Substitute Teacher
Autumn R. Musselman	Substitute Nurse
Sylvia Eney	Substitute Cafeteria

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

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
FEBRUARY 12, 2014**

**2. HIRING SUPERVISOR OF GROUNDS AND MAINTENANCE**

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

(Roll Call Vote)

The Administration recommends hiring Tony Panick as the Supervisor of Grounds and Maintenance.

**3. HIRING A LONG-TERM READING SPECIALIST SUBSTITUTE**

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

(Roll Call Vote)

The Administration recommends hiring Christina Nolan as a long-term reading specialist substitute for the remainder of the 2013-2014 school year. Ms. Nolan will be paid the per diem substitute rate of \$85 per day.

**4. HIRING A LONG-TERM TECH EDUCATION SUBSTITUTE**

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

(Roll Call Vote)

The Administration recommends hiring Jonathan Thomas as a long-term tech education substitute for the remainder of the 2013-2014 school year. Mr. Thomas will be paid the per diem substitute rate of \$85 per day.

**5. REQUESTING PERMISSION TO ADVERTISE FOR TECHNOLOGY ADMINISTRATOR**

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

The Administration requests permission to advertise for a network administrator.

**6. ADDING VOLUNTEER TRACK COACHES**

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

The Administration recommends adding the following volunteer track coaches for the 2014 season.

Deb Black                      Brad Rousell                      Cindy Brickley                      Alysia Dalesio

These individuals have provided all necessary clearances.

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
FEBRUARY 12, 2014**

**7. ADDING VOLUNTEER BASEBALL COACHES**

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

The Administration recommends adding following volunteer baseball coaches for the 2014 season.

James Fisher – Volunteer Varsity/JV  
Dean McCabe – Volunteer Junior High

These individuals have provided all necessary clearances.

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

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

Request for Approved Travel:

Requester	Destination	Date(s)	Approximate Cost
Laura Glass and Lisa Dividock	PA Association of School Nurses and Practitioners Conference Penn Stater Conference Center Hotel	March 28 – 30, 2014	\$1,033.45
Jen Pisarski and Mary Ann George	PaTTAN Training Session for PSSA Administration IU 8 Office, Altoona	February 10, 2014 8:00 a.m. to 12:30 p.m.	\$62.50
Amanda Morningstar	Integrating Mobile Technology Tools into Evidence Based Practices IU 8 Office, Altoona	February 26, 2014 9:00 a.m. to 3:45 p.m.	\$19.49 (mileage)

Request for Approved Field Trip:

Requester	Destination	Date(s)	Approximate Cost
Floyd Rousell, III	Take 1 student to Region 3 Chorus at Greater Johnstown	February 12-15, 2014	\$288.56
Brian Randall	Take 8 students to the Juniata Math Competition	February 19, 2014	\$394.27
Ralph Cecere, Jr.	Take 10 students to the Superconference at Mount Aloysius College, Cresson	May 7, 2014	\$100.00

Requests for Use of Facilities:

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
Marty Slanoc	Youth Softball Practice	Len Chappell Gymnasium	Sundays beginning February 8, 2014 7:00 – 8:00 p.m.	No Charge
Steve Makin/Portage Wrestling Boosters	1 <sup>st</sup> Annual Golden Horseshoe Wrestling	Football Practice field	August 9 <sup>th</sup> , 2014 10:00 am – 10:00 pm	



**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
FEBRUARY 12, 2014**

	Tournament, a booster-sponsored activity			
Appalachia Intermediate Unit 08	Scholastic Quiz	Elementary School Auditorium	February 12, 2014 8:30 – 10:30 a.m.	No Charge
Portage Rotary	Pancake Breakfast	HS Cafeteria	March 2, 2014 6:00 am – 12:00 pm	No Charge
Rick Alexander	Baseball hitting and pitching	Len Chappell Gymnasium	February and March as dates are available	No Charge

**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: \_\_\_\_\_