

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
JUNE 11, 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	_____

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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 NEW DISTRICT POLICY

Policy 209.2 - Pediculosis

IV. ROUTINE MATTERS

1. NEXT REGULAR MEETING

The next Committee of the Whole Meeting will be held July 9, 2014 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 May 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)	\$791,174.36
Cafeteria Fund Invoices (Page 3B)	\$80,828.57
Elementary Activity Fund Expenditures (Page 5)	\$2,401.88
Junior/Senior High School Activity Fund Expenditures (Page 6A)	\$11,006.40
Athletic Fund Invoices (Page 9)	\$36,352.06
Capital Reserve Fund Invoices (10.1)	\$0.00
Capital Projects Fund Invoices (10.2)	\$0.00
Total Invoices paid	\$921,763.27

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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
Mrs. Mandichak - Portage Area School District – EIT (Delinquent)	\$0.00
Berkheimer Tax Administrators PASD – EIT (Current)	\$32,452.69
Total Taxes	\$32,452.69

5. FINAL BUDGET FOR 2013-2014

Motion _____ Second _____ Vote _____
(Roll Call Vote)

General Fund

The budget in the amount of **\$11,841,699** has been advertised according to Section 687 of the Public School Code and should now be considered for final adoption. School real estate tax will be 48.5 mills. The budget has been prepared in accordance with the mandates set forth the PA Department of Education.

The amount of expenditures is **\$11,841,699**. This is an anticipated increase in spending of **\$166,459** or **1.41%** over last year's budget. The proposed budget is built on the governor's proposed budget.

Cafeteria Fund

The Cafeteria Fund Budget anticipates **\$640,707** in expenses. Budgeted revenues and fund transfers to cover these expenses include Operating Revenues and Non-Operating Revenues – Federal and State Reimbursements in the amount of **\$484,502** and Fund Transfers from the General Fund **\$156,205**. This budget includes a \$.15 increase in breakfast and lunch meal prices for paid students and adults.

Athletic Fund

The Athletic Fund is a separate fund. Its budgeted expenses are **\$458,113**. Revenues include admissions and ticket sales of **\$26,000** and Fund Transfers from the General Fund of **\$432,113**.

6. EXONERATION OF TAX COLLECTORS

Motion _____ Second _____ Vote _____

Elected tax collectors should be exonerated from uncollected taxes so they may receive new duplicates and begin collecting 2014-2015 taxes on July 1, 2014. This action does not exonerate the taxables.

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7. GENERAL LIABILITY INSURANCE FOR 2013-2014; WORKMEN'S COMPENSATION COVERAGE FOR 2013-2014 AND SCHOOL ACCIDENT INSURANCE FOR 2013-2014

Motion_____Second_____Vote_____ (Roll Call Vote)

Sandy Squillario, Agent of Record, recommends the following coverages:

PSBA Trust (Workmen's Coverage)	\$33,400
PSBA Trust (Property Liability)(\$25,000 deductible)	\$24,271
PSBA Umbrella Liability	\$<7,905
Goodwin & Gruber (Student Coverage)	\$
PSBA School Board Errors and Omission	\$10,368
General Liability	\$11,070
Automobile	\$6,168
Crime & Fidelity	\$333
Boiler & Machinery	\$2,982

Note: The premium amount for the workers compensation is an estimate.

9. MAKING A CONTRIBUTION TO THE PORTAGE VOLUNTEER FIRE COMPANY

Motion_____Second_____Vote_____ (Roll Call Vote)

The Administration recommends contributing \$_____ to the Portage Volunteer Fire Company for the annual fund drive.

10. RENEWING AGREEMENT WITH CSIU

Motion_____Second_____Vote_____ (Roll Call Vote)

The Administration recommends renewing its agreement with CSIU for software services from July 1, 2014 to June 30, 2015 for eSchoolBook, Achievement/Discipline, Attendance, Grading, Scheduling and Transportation. The total amount for the services is approximatel \$22,000.

11. RENEWING AGREEMENT WITH THE LEARNING LAMP FOR SEATS AT ITS ADMIRAL PEARY FACILITY

Motion_____Second_____Vote_____ (Roll Call Vote)

The Administration recommends renewing its agreement with The Learning Lamp for two (2) seats at the Admiral Peary Area Vo Tech facility. The cost of for two seats is \$7,356.47 per seat.

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12. RENEWING AGREEMENT FOR DENTAL BENEFITS

Motion_____Second_____Vote_____
(Roll Call Vote)

The Administration recommends renewing its agreement with Delta Dental for a one year period (July 1, 2012 through June 30, 2013). The administration fee will remain unchanged at 18.9% of claims.

13. TRANSFER OF MONEY TO COMMITTED FUND BALANCE

Motion_____Second_____Vote_____
(Roll Call Vote)

The Administration recommends approving the transfer of \$869,757 from the Unassigned to the Committed Fund Balance for future PSERS payments.

14. ADOPTING RESOLUTION TO ACCEPT THE HOMESTEAD AND FARMSTEAD EXCLUSION

Motion_____Second_____Vote_____

The Administration recommends adopting the Resolution to accept the Homestead and Farmstead Exclusion. Adoption will result in no additional money to the school district; it will result in real estate tax exclusions to homestead and farmstead owners who applied and received approval through the county. The amount to be allocated is \$335,500.51.

15. APPROVING STUDENT HANDBOOKS FOR THE 2014-2015 SCHOOL YEAR

Motion_____Second_____Vote_____

The Administration recommends approving the 2014-2015 elementary and junior-senior high school student handbooks as presented at the Committee of the Whole Meeting.

16. ADVERTISING FOR SUBSTITUTES/VACANT POSITIONS

Motion_____Second_____Vote_____

The Administration requests permission to advertise for cafeteria, custodial, school nurse, teacher and paraprofessional substitutes and vacant positions. The Administration further requests permission to advertise and interview candidates for any vacant positions and present qualified candidates to the Board for action during the regular meeting to be held August 8, 2012.

17. APPROVING RESOLUTION AUTHORIZING ELECTRONIC SIGNATURE

Motion_____Second_____Vote_____

The Administration recommends approving a Resolution to authorize the Superintendent of Schools to electronically sign contracts, agreements, grants and/or licenses with the PA Department of Education.

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18. APPROVING AFFILIATION AGREEMENT WITH SAINT FRANCIS UNIVERSITY

Motion_____Second_____Vote_____

The Administration recommends approving an Affiliation Agreement between the district and Saint Francis University Department of Nursing to allow their students to conduct practicums with the school nurse. This Agreement is for a three (3) year period May 30, 2014 to May 30, 2017.

19. APPROVING PRIVATE PROVIDER CONTRACT WITH ACRP

Motion_____Second_____Vote_____

The Administration recommends approving a Private Provider Contract with ACRP for participation in its Alternative Education Programs in Johnstown and Hastings for the 2014-2015 school year. There is no cost to the district unless it utilizes the program.

20. APPROVING LETTER OF AGREEMENT FOR TITLE I SERVICES

Motion_____Second_____Vote_____

The Administration recommends approving a Letter of Agreement between the district and Central Cambria School District for Title I services at Holy Name Elementary School for the 2014-2015 school year. The cost to the district will be approximately \$260,806 per pupil allocation.

21. APPROVING RESOLUTION REGARDING REIMBURSEMENT FOR CAPITAL EXPENDITURES

Motion_____Second_____Vote_____

The Administration recommends approving a Resolution regarding reimbursement from the proceeds of tax-exempt bonds for previous capital expenditures for the high school roof replacement project. This Resolution is being adopted pursuant to the "Official Intent" requirement of the U.S. Treasury Regulation, Section 1.150-2.

22. ENTERING AGREEMENT FOR BEHAVIORAL SUPPORT AND EDUCATIONAL SERVICES

Motion_____Second_____Vote_____

The Administration recommends entering into a Letter of Agreement with Extended Family Programs, Inc., for behavioral support and education services for the 2014-2015 school year. If the district chooses to utilize this program, the daily rate will be \$80.98 for high school students and \$83.91 for elementary school students plus the cost for educational services provided by the IU. The district will only incur these expenses if it places students in this program.

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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:

Kaitlyn Carpenter	Substitute Teacher (Spec. Ed/PK-4/Driver's Ed)
Stephanie Litzenberger	Substitute Teacher (Elementary)

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

2. HIRING A BOYS' JUNIOR HIGH ASSISTANT BASKETBALL COACH

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration recommends Troy Scoran as the assistant junior high boys's basketball coach beginning with the 2014-2015 season. Salary will be based on the current contract between the district and the PAEA for extra-curricular activities.

3. HIRING A HIGH SCHOOL STUDENT COUNCIL ADVISOR

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration recommends hiring Sara Duncan as the high school student council advisor beginning with the 2014-2015 school year. Salary will be based on the current contract between the district and the PAEA for extra-curricular activities.

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4. HIRING A READING SPECIALIST

Motion _____ Second _____ Vote _____
(Roll Call Vote)

The Administration recommends hiring _____ as a full time reading specialist beginning with the 2014-2015 school year. Salary will be Step ____, Year ____, with benefits based on the current contract between the district and the PAEA. The candidates are listed below in order of interview:

Megan Lloyd
Carole Conant
Laura Zubal
Jennifer Soltzfus
Tylisha Bowser

IX. BOARD REQUESTS / USE OF FACILITIES

Motion _____ Second _____ Vote _____
(Roll Call Vote)

Request for Approved Field Trip:

Requester	Destination	Date(s)	Approximate Cost
Ray Trybus	Take 38 students in the Science Club to Baltimore, MD to tour the National Aquarium and Inner Harbor	May 30, 2014 6:45 a.m. – 9:00 p.m.	\$150.00 (substitutes)

*Information about this event can be found at www.kennywood.com/educationdays

Requests for Use of Facilities:

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
Brian Randall	Mustang Basketball Camp*	Len Chappell Gymnasium	June 16 – 18, 2014 8:30 am – 3:00 pm	No Charge
Ed Richardson, Jr.	Charity Co-Ed Softball Tournament	Pony League Baseball Field	June 28, 2014 8:00 am – 6:00 pm	No Charge
Thomas R. Schettig, Rotary Club Race Director	Portage Summerfest 2014 5K	Stadium	August 9, 2014 8:00 a.m. - ?	No Charge
Janine Sease	Girls 5 th and 6 th grade basketball practice.	District gymnasiums as available	Dates and times as available	No Charge

*This camp will be open to district students only and all money raised will go to pay for the boys' varsity basketball camp at Navy.

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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: _____