

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
OCTOBER 14, 2015**

<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. 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. FIRST READING OF PROPOSED DISTRICT POLICIES

No. 307 Student Teachers/Interns
No. 918 Title 1 Parental Involvement
No. 138 English as a Second Language/Bilingual Education Program

IV. ROUTINE MATTERS

1. NEXT REGULAR MEETING

The next Committee of the Whole Meeting will be held **Thursday November 12, 2015** beginning at 6:30 p.m. in the elementary school auditorium with the Regular Meeting immediately following. The day change is due to the Veteran's Day holiday.

2. APPROVING THE MINUTES

Motion_____Second_____Vote_____

The Administration recommends approving the September 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**

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
OCTOBER 14, 2015**

School Solicitor **Dennis McGlynn, Esquire**

Business Administrator **Michael J. Kunko**

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. Elementary School Activity Fund	Page 5
D. Junior / Senior High School Activity Fund	Page 6
E. Petty Cash (A – B – C)	Page 7
F. Payroll Financial Report	Page 8
G. Athletics	Page 9
H. General Fund	Page 10
I. Capital Reserve Fund	Page 10.1
J. Capital Projects Fund	Page 10.2
K. Investments/Pledged Collateral Report	Page 11

B.

General Fund Invoices (Page 10)	\$1,103,975.58
Cafeteria Fund Invoices (Page 3B)	\$26,449.93
Elementary Activity Fund Expenditures (Page 5)	\$500.00
Junior/Senior High School Activity Fund Expenditures (Page 6A)	\$3,143.38
Athletic Fund Invoices (Page 9)	\$68,206.59
Capital Reserve Fund Invoices (10.1)	\$0.00
Capital Projects Fund Invoices (10.2)	\$246,176.65
Total Invoices paid	\$1,448,452.10

C.

Mrs. Chappell - Cassandra Boro – Property, Per Capita, Occupation	\$3,995.54
Mrs. Redfern - Portage Boro – Property, Per Capita, Occupation	\$219,315.04
Mrs. Chappell Portage Township – Property, Per Capita, Occupation	\$469,769.88
Berkheimer Tax Administrators PASD – EIT (Current)	\$30,743.48
Total Taxes	\$723,823.94

**PORTAGE AREA SCHOOL DISTRICT
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REGULAR MEETING
OCTOBER 14, 2015**

5. APPROVING WINTER SPORTS BIDS

Motion _____ Second _____ Vote _____
(Roll Call Vote)

The Administration recommends the following winter sports bids for the 2015-2016 school year.

Boys Basketball

Sportsman's	\$1,246.54
BSN Sports/Passon's Sports	509.84 (Incomplete)

Girls Basketball

Sportsman's	\$1,093.86
BSN Sports/Passon's Sports	\$1,268.88 (Incomplete)

Wrestling

Sportsman's	\$820.29
BSN Sports/Passon's Sports	\$768.85 (Incomplete)

6. APPROVING SPRING SPORTS BIDS

Motion _____ Second _____ Vote _____
(Roll Call Vote)

The Administration recommends the following spring sports bids for the 2015-2016 school year.

Baseball

Sportsman's	\$5,270.87
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Varsity Softball

Sportsman's	\$1,228.53
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Jr. Hi. Softball

Sportsman's	\$2,189.23
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Track & Field

Sportsman's	\$1,193.15 (Incomplete)
M-F Athletics & Perform Better	\$594.35 (Incomplete)

Jr. Hi. Volleyball

Sportsman's	\$303.80
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**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
OCTOBER 14, 2015**

7. APPROVING PURCHASE OF SNOWBLOWER

Motion_____Second_____Vote_____
(Roll Call Vote)

The Administration recommends purchasing an Ariens 30" snow blower and snow cab for the total amount of \$1,784.20 from Ray's Lawnmower Sales & Service.

8. APPROVING AGREEMENT WITH APPALACHIA INTERMEDIATE UNIT 08

Motion_____Second_____Vote_____

The Administration recommends renewing its agreement with the Appalachia Intermediate Unit 08 for the 2015-2016 school year for Speech/Language services.

9. APPROVING REVISIONS TO DISTRICT POLICIES

Motion_____Second_____Vote_____

The Administration recommends approving revisions to the following policies as provided with the advance agenda:

- | | |
|---|--------------------------------------|
| No. 116 Tutoring | No. 609 Investment of District Funds |
| No. 113.3 Screening and Evaluations for Students
With Disabilities | No. 137 Home Education Programs |
| No. 127 Assessment System | No. 212 Reporting Student Progress |

10. APPROVING THE 2016-2017 BUDGET CALENDAR

Motion_____Second_____Vote_____

The Administration recommends approving the 2016-2017 budge calendar as presented with the advance agenda.

11. APPROVING LOA FOR E-RATE APPLICATIONS

Motion_____Second_____Vote_____

The Administration recommends approving a Letter of Agency and Contract Renewal with EFG, Inc. for the E-rate Funding Year 2016 for E-rate funding application(s).

VI. 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:

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
OCTOBER 14, 2015**

Amanda Helsel

Substitute Teacher (Special Education)

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
OCTOBER 14, 2015**

2. HIRING COACHING STAFF

Motion _____ Second _____ Vote _____
(Roll Call Vote)

The Administration recommends hiring the following individuals for the coaching positions as noted below. All applicants have all clearances and necessary trainings.

Lisa Dividock	Head Junior High Softball Coach
Elaine Plouse	Assistant Junior High Softball Coach
Marty Slanoc	Assistant Varsity Girls' Basketball Coach
Lance Hudak	Head Varsity Track & Field Coach

Salary will be based on the current contract between the district and the PAEA for extra-curricular activities. The district further requests permission to advertise for the position of assistant varsity track and field coach.

3. ADDING A VOLUNTEER COACH

Motion _____ Second _____ Vote _____

The Administration recommends adding Elaine Plouse as a volunteer girls' varsity basketball coach. Ms. Plouse's clearances are on file.

4. REQUESTING PERMISSION TO ADVERTISE

Motion _____ Second _____ Vote _____

The Administration requests permission to advertise, within the district, for an elementary reading competition advisor and a co-Science Fair advisor.

5. APPROVING REQUEST FOR FMLA

Motion _____ Second _____ Vote _____

The Administration recommends approving a staff members request for FMLA with an anticipated start date of November 25, 2016 and extending for a period of 12 weeks, reserving the right to rescind or alter this leave is circumstances warrant.

VII. BOARD REQUESTS / USE OF FACILITIES

Motion _____ Second _____ Vote _____
(Roll Call Vote)

Request for Approved Travel:

Requester	Destination	Date(s)	Approximate Cost
Tara Williams	Attend Kick-off to PennDOT's Inaugural	October 27, 2015	\$42.50 (Substitute)

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
OCTOBER 14, 2015**

	Paint the Plow program, Ebensburg, PA		
Kathy Walls and Jay Shuck	Fall 2015 Access PA Training, State College, PA	October 26, 2015	\$81.19 (mileage)
Ray Trybus and the high school science teachers	Attend 2015 National Science Teachers conference in Philadelphia	November 12-14, 2015	\$1,945.00
Amanda Bailey	AS/ES Network Training at Appalachia Intermediate Unit 8	October 21, 2015 8:15 a.m. to 3:30 p.m.	\$0.00
Heidi Washko, Kayla Fisher, Tracy Borlie and Gayle Price	Introduction to the Collins Writing Program, Central Intermediate Unit #10	October 15, 2015 8:30 a.m. – 3:30 p.m.	\$805.00
Lori Gratta, Nicole Hunt, Brian Randall and Ralph Cecere	Attend the PDE SAS Institute, Hershey, PA	December 6-8, 2015	\$800.00

Request for Approved Field Trip:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Dennis Link and Bernie Gorba	Take 14 students to a forum presented by Read Admiral Cindy Jaynes on STEM careers, UPJ	September 25, 2015	\$85.00 (substitute)	Yes
Brian Randall, SADD Club Advisor	Take 7 students to the PA SADD Conference at Seven Springs	November 3, 2015	\$405.00	N/A
Brian Randall, Interact Club Advisor	Take 10 students to the Interact Club World Affairs Institute, Pittsburgh, PA	November 17, 2015	\$722.94	N/A
Floyd Rousell, III	Take 25 students to the Central Cambria HS for County Band auditions	October 21, 2015	\$91.74	Yes
Tara Williams	Take 3 students to Discover Downtown Johnstown Partnership (Window Halloween Painting Contest)	October 15, 2015 8:00 a.m. to 2:30 p.m.	\$85.00	Yes
Amanda Bailey	Take 2 students to the Hiram G. Andrews Center Career Fair	October 22, 2015 8:45 a.m. to 12:45 p.m.	\$21.00	Yes
Linda Mastaler and Kelly Swires	Take the preschool classes to see "The Good Dinosaur" at the Richland Cinemas	December 4, 2015 9:15 a.m. to 12:30 p.m.	\$0.00 (Paid by PTO)	N/A
Jen Thomas and Jen Pisarski	Take students in grades 1 through 6 to the Tomahawks Education Days game	November 12, 2015 9:15 a.m. to 2:30 p.m.	\$0.00 (Paid by PTO and Student Council)	N/A
Kristen Gribbin	Take 15 students to Accounting Career Day at Saint Francis University	October 23, 2015 8:30 a.m. – 1:00 p.m.	\$0.00 (Paid by SFU)	N/A
Kristen Gribbin	Take 7 students to an Apprenticeship Fair at the Greater Johnstown CTC	October 27, 2015 8:00 a.m. – 1:00 p.m.	\$0.00 (Paid by CareerLink)	N/A
Kristen Gribbin	Take 30 students to the Tomahawks Sports & Career Education Event	November 12, 2015	\$0.00 (Paid by CareerLink)	N/A

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
OCTOBER 14, 2015**

Ray Trybus	Take 45 students to the annual HealthQuest program at Mount Aloysius College	October 20, 2015	\$261.74	Yes
Kelly Myers	Take 13 students to County Chorus Festival at Forest Hills Middle School	November 12, 2015 7:00 a.m. to 10:00 p.m.	\$342.24	Yes
Kelly Myers	Take 8 students to PMEA District Chorus Pre-Auditions at Shanksville High School	October 18, 2015 11:00 a.m. to 7:00 p.m.	\$65.00	Yes

Requests for Use of Facilities:

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
Portage Community Band	Band Practice	High School Band Room	Tuesdays beginning October 20, 2015, as available	No Charge
Kelly Myers	Zumba-thon fundraiser to benefits the color guard and majorettes	Len Chappell Gymnasium	October 17, 2015 9:00 a.m. – 4:00 p.m.	No Charge
Dennis, Squillario, Rotary International	Pancake Breakfast	HS Cafeteria and Kitchen	November 1, 2015 6:00 am to 12:00 pm	No Charge
Valerie Bionaz, Winterfest Committee	Lunch with Santa during Winterfest	Elementary School Cafeteria	Saturday, December 12, 2015 11:30 am – 1:30 pm	No Charge
Larry McCabe and Josh Burkett	Hold baseball workouts	Haschak Field	Dates and times as available	No Charge

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: _____