

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
NOVEMBER 14, 2018**

<u>Mr. JT Bandzuh</u>	2019_____
<u>Mrs. Susan Berardinelli</u>	2019_____
<u>Mr. Jason Corte</u>	2021_____
<u>Mr. Matthew Decort, Secretary</u>	2021_____
<u>Mrs. Kathy Hough, Vice President</u>	2019_____
<u>Mr. John Jubina</u>	2021_____
<u>Mr. Christian Smith</u>	2021_____
<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>Patricia Moore, 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. ROUTINE MATTERS

1. NEXT REGULAR MEETING

The Reorganization Meeting will be held **Wednesday, December 5, 2018**, beginning at 6:30 p.m. in the elementary school auditorium, 84 Mountain Avenue, Portage, PA 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**

IU 08 Operating Committee representative **Kathy Hough**

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.

General Fund Invoices	\$952,728.46
Cafeteria Fund Invoices	\$92,120.34
Athletic Fund Invoices	\$48,958.69
Capital Reserve Fund Invoices	\$0.00
Capital Projects Fund Invoices	\$1,580.44
Total Invoices paid	\$1,095,387.93

C.

Mrs. Chappell - Cassandra Boro – Property, Per Capita, Occupation	\$1,198.45
Mrs. Redfern - Portage Boro – Property, Per Capita, Occupation	\$45,350.89
Mrs. Chappell Portage Township – Property, Per Capita, Occupation	\$90,530.31
Berkheimer Tax Administrators PASD – EIT (Current)	\$19,488.85
Total Taxes	\$156,568.50

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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 \$2,030 in the high school and \$2,595 in the elementary school.

6. APPROVING CHANGES TO SUBSTITUTE TEACHER RATES

Motion _____ Second _____ Vote _____
(Roll Call Vote)

The Administration recommends approving the following changes to substitute teacher rates:

Long-Term: Substitutes who are certified in the subject area and remain in a position over ten days but less than 90 days will receive \$130 per day. If the substitute teacher requires emergency certification, the school district will cover the cost of the application process. In these situations, the substitute teacher will be expected to develop lesson plans, grade and maintain the classroom as a normal teacher would be expected to do. No benefits are offered or available.

Sabbatical/Extended: Substitutes who are certified in the subject area and remain in a position over 90 days will be paid at Step 1 daily rate of the current collective bargaining agreement (CBA). That amount is approximately \$190 per day. During that amount of time, the substitute is also eligible for other benefits as defined in the CBA.

7. APPROVING A GUARANTEED ENERGY SAVINGS PROGRAM FACILITATOR

Motion _____ Second _____ Vote _____
(Roll Call Vote)

The Administration recommends selecting _____ to conduct an Investment Grade Audit to evaluate cost-effective energy conservation retrofits at no cost to the district.

Schneider Electric
McClure Company

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8. ADOPTING DISTRICT POLICY

Motion_____Second_____Vote_____

The Administration recommends adopting the following policy which have been presented at three public meetings:

315 Wireless Communications

VI. PERSONNEL MATTERS

1. ADDITIONS TO/REMOVAL FROM THE SUBSTITUTE LISTS

Motion_____Second_____Vote_____

(Roll Call Vote)

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

Marcus Mihelcic	IU 08 Substitute Teacher
Katie Kegg	Substitute Cafeteria

2. ADDING VOLUNTEER COACHES

Motion_____Second_____Vote_____

The Administration recommends adding the following volunteer coaches:

Ryan Scoran	Varsity Boys Basketball
Ryan Legg	Varsity and JV Boys Basketball
John W. Havrilla	Varsity Rifle

VII. BOARD REQUESTS / USE OF FACILITIES

Motion_____Second_____Vote_____

(Roll Call Vote)

Request for Approved Travel:

Requester	Destination	Date(s)	Approximate Cost
Amanda George	SHAPE Coding System to Teach Grammar to School-Aged Children with Language Disorders	November 19, 2018	\$35.92

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Request for Approved Field Trip:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Dana Peles	Take 14 students to County Chorus at Forest Hills High School	November 15, 2018	\$359.62	Yes
Floyd Rousell	Take 6 students to County Chorus at Forest Hills High School	November 15, 2018	\$181.00	Yes
Kyle Gossard	Take 10 students to Attend County Band Festival at Richland High School	November 29-30, 2018	\$413.12	Yes
Kyle Gossard	Take 4 students to attend district and pre-auditions at Northern Cambria	November 18, 2018	\$20.00	Yes
Travis Kargo and Mary Kenny	Take 14 students to Science Day at St. Francis University	November 20, 2018	\$395.00	Yes
Kindergarten Teachers	Field Trip to Vale Wood Farms, Loretto, PA	May 13, 2019	\$0.00 (Paid by PTO)	N/A
Fourth Grade Teachers	Field Trip to Cresson Lake Playhouse and Horseshoe Curve/Museum	May 3, 2019	\$0.00 (Paid by PTO)	N/A
Phillip Miller	Take 4 students to Interact World Affairs Council	November 30, 2018	\$85.00 (Substitute)	Yes
First Grade Teachers	Field Trip to the Mishler Theatre and Chuck E. Cheese	April 10, 2019	\$0.00 (Paid by PTO)	N/A

Requests for Use of Facilities:

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
Spinning Sapphires	Twirling Competition & Dance	Len Chappell Gymnasium & Auditorium	February 17, 2019 March 24, 2019	\$20/hour
One Good Turn Dance Co.	Dress Rehearsal and Recital	HS Auditorium, Cafeteria and Band Room	April 29 – May 4, 2019	\$20/hour
One Good Turn Dance Co.	Dance Pictures & Dress Rehearsal	HS Auditorium, Cafeteria and Band Room	February 9, 2019 April 6, 2019	No Charge
Portage Community Band/Portage PTO	Public Christmas concert followed by Cookies with Santa	Elementary School Auditorium and Cafeteria	December 7, 2018	No Charge
Travis Kargo/Men's Community Basketball	Men's Community Basketball	Len Chappell Gymnasium	Saturdays, December through February 1:00 – 2:30 p.m.	No Charge
Portage Wrestling Boosters	Elementary Wrestling Tournament	Len Chappell Gymnasium and Cafeteria	January 27-28, 2019 5:00 am – 8:00 pm	No Charge
Portage Wrestling Boosters	Elementary Wrestling Sign-Ups	ES Auditorium Lobby	November 14-15, 2018 6:00 – 8:30 p.m.	No Charge
Portage Wrestling Boosters	Elementary Dual Meets	ES Gymnasium	TBD 4:30 – 10:00 p.m.	No Charge
Portage Wrestling Boosters	Wrestling Booster Meetings	ES Cafeteria	TBD 6:00 – 9:00 p.m.	No Charge

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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: _____