

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
AUGUST 8, 2018**

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: JT Bandzuh; Susan Berardinelli; Jason Corte; Kathy Hough; John Jubina; Christian Smith; Dennis Squillario; Eric A. Zelanko, Superintendent of Schools; Ralph J. Cecere, Jr., Junior-Senior High School Principal; Christian Serenko, Elementary School Principal; Pete Noel, Supervisor of Special Education; Jeff Vasilko, Business Manager; Dennis McGlynn, Esquire, Solicitor and Denise Moschgat, Recording Secretary. Absent was Matthew Decort, Erik Thrower and Jeff Vasilko.

RECOGNITION OF VISITORS

There were no visitor who wished to speak.

PROPOSED DISTRICT POLICIES

First Reading
315 Wireless Communication Devices

Second Reading
810 Transportation
810.3 School Vehicle Drivers

ROUTINE MATTERS

NEXT REGULAR MEETING

The Committee of the Whole Meeting will be held **Wednesday, September 12, 2018**, 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 Squillario Second Bandzuh Vote 7-0

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

REPORTS

Vo-Tech Operating Committee representative **Erik Thrower** was absent. Mrs. Hough stated that there was no meeting in July.

IU 08 Operating Committee representative **Kathy Hough** reported that there was discussion on schools and the IU's special programs such as Mass Customized Learning.

Superintendent **Eric A. Zelanko** provided the board with talking points in regard to snow days and how the district should address them. After some discussion between the board members, it was decided that in the event of a school closing, the next available snow day would be used unless it is within a week of the makeup day; then the one following would be used. He also discussed the Admiral Peary Highway to Success transition program. He also updated the board on the PIAA Equity Summit and where it is moving. Zelanko also noted that Mr. Earl Sease has been providing valuable information on our football

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stadium and would like the board to consider at some point in the future naming the stadium. Also discussed was possibly having our water tested since there has been discussion at the legislative level to mandate water testing and being proactive would put staff and parents minds at ease. Mr. Zelanko also discussed the PA Schools Work advocacy training and the possibility of some board members becoming representatives. Also mentioned was the shortage of finding staff, AmeriCorps volunteers and substitutes on all levels. Mr. Zelanko concluded with discussing the issues currently happening with the elementary school chillers and what options the district has.

High School Principal **Mr. Ralph Cecere** reported that he has received positive comments and remarks on the band and has discussed expectations for the program. He also noted that scheduling is still ongoing with Mr. Noel. Virtual High School provides some good options and opportunities for students. He thanked Tina Lutz for her work with summer Keystone remediation. He thanked the custodial staff for the amount of work done at the high school this summer. Mr. Cecere concluded by noting that WJAC-TV has invited members of the football team along with Mr. Gouse to a special high school football showcase to air before the season begins.

Elementary School Principal **Mr. Christian Serenko** reported that homeroom lists have been released and will be published in *The Dispatch*. He provided dates for preschool and kindergarten orientation and elementary meet the teacher night. He noted that the elementary school is also in great shape, teachers are already in the building preparing their rooms and it seems as though we are ready to go. Mr. Serenko concluded that the summer reading program is drawing to a close but was a pretty good success.

Supervisor of Special Education **Mr. Pete Noel** had nothing to add to the agenda.

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

Business Administrator **Jeff Vasilko** was absent.

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

Motion Squillario Second Bandzuh Vote 7-0
(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

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B.	
General Fund Invoices	\$2,777,835.87
Cafeteria Fund Invoices	\$37,792.67
Athletic Fund Invoices	\$63,764.93
Capital Reserve Fund Invoices	\$0.00
Capital Projects Fund Invoices	\$178,500.00
Total Invoices paid	\$3,057,893.47

C.	
Mrs. Chappell - Cassandra Boro – Property, Per Capita, Occupation	\$3,910.31
Mrs. Redfern - Portage Boro – Property, Per Capita, Occupation	\$171,822.83
Mrs. Chappell Portage Township – Property, Per Capita, Occupation	\$266,496.94
Berkheimer Tax Administrators PASD – EIT (Current)	\$57,119.50
Total Taxes	\$499,349.58

RENEWING ESL CONSORTIUM WITH APPALACHIA IU 8

Motion Squillario Second Bandzuh Vote 7-0
(Roll Call Vote)

The Administration recommends renewing its ESL Consortium agreement with Appalachia IU 8 for the 2018-2019 and 2019-2020 school years at a cost not to exceed \$3,593.30 per year for

RENEWING AGREEMENT FOR EARLY INTERVENTION PRESCHOOL PROGRAM

Motion Squillario Second Bandzuh Vote 7-0
(Roll Call Vote)

The Administration recommends renewing its agreement with Appalachia Intermediate Unit 8 for Early Intervention Preschool Program services for the 2018-2019 school year. The rate for services will be \$66 per hour.

APPROVING QUOTE FOR ADMINISTRATION OFFICE RENOVATION

Motion Bandzuh Second Squillario Vote 7-0
THIS MOTION WAS TABLED

The Administration recommends approving Glass Erectors' Quote of \$3,703 to relocate the entry door in the administration office.

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RENEWING AGREEMENT WITH A-1 VENDING

Motion Bandzuh Second Squillario Vote 7-0

The Administration recommends renewing its agreement with A-1 Vending Company to continuing having their vending machines in the high school and elementary. They will remove machines located outside both buildings and in the elementary lobby. The district will be paid a 12% commission of total sales.

RENEWING SERVICE AGREEMENT WITH EXTENDED FAMILY PROGRAMS, INC.

Motion Squillario Second Bandzuh Vote 7-0

The Administration recommends renewing its agreement with Extended Family Programs, Inc. to provide behavioral intervention support for the 2018-2019 school year. The district only pays for services which would be at a daily rate of \$83.41 per day for secondary students and \$86.43 for elementary students.

APPROVING BOND AMOUNTS

Motion Squillario Second Bandzuh Vote 7-0

The Administration recommends approving bond coverage in the following amounts:

Business Manager	\$150,000.00
Administrative Assistant to the Business Manager	\$150,000.00
Superintendent of Schools	\$50,000.00
Board Secretary	\$20,000.00
Activities Funds Custodians	\$10,000.00

APPROVING BUS ROUTES, RUNS AND STOPS AND BUS DRIVERS AND VEHICLES

Motion Squillario Second Bandzuh Vote 7-0

The Administration recommends approving bus routes, runs and stops for the 2018-2019 school year as well as bus and van drivers and vehicles for the 2018-2019 school year.

APPROVING DISTRICT POLICY REVISIONS

Motion Squillario Second Bandzuh Vote 7-0

The Administration recommends approving revisions to the following district policies as recommended by the PSBA.

301	Creating a Position
305	Employment of Substitute and Short-Term Employees
308	Employment of Contract/Board Resolution
309	Assignment and Transfer
310	Abolishing a Position
313	Evaluation of Employees

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- 314 Physical Examination
- 314.1 HIV Infection
- 316 Non-Tenured Employees
- 317 Conduct/Disciplinary Procedures
- 318 Penalties for Tardiness
- 319 Outside Activities
- 320 Freedom of Speech in Non-School Settings
- 321 Political Activities
- 322 Gifts
- 323 Tobacco Use

PARTICIPATING IN THE HIGHWAY TO SUCCESS TRANSITIONAL PROGRAM

Motion Squillario Second Bandzuh Vote 7-0
(Roll Call Vote)

In conjunction with the sending schools of the Admiral Peary Vo-Tech, the Portage Area School District will participate in the new Admiral Peary Highway to Success transitional program. The district will serve as the financial liaison between the member schools and the management company.

The estimated cost for the new APH2S program is \$77,794 for the school year. 50% of the cost will be divided by the participating school districts with the remaining 50% being billed based on each district's average daily membership in the program.

PERSONNEL MATTERS

ADDITIONS TO/REMOVAL FROM THE SUBSTITUTE LISTS

Motion Squillario Second Bandzuh Vote 7-0
(Roll Call Vote)

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

Natalie Bukowski

Substitute Teacher

HIRING ENGLISH LANGUAGE ARTS TEACHER

Motion Bandzuh Second Squillario Vote 7-0
(Roll Call Vote)

The Administration recommends hiring Mary Walls as a full time English language arts teacher beginning with the 2018-2019 school year. Salary will step 1, with benefits based on the current contract between the district and the PAEA. The candidates are:

Mary Walls
Heather Erdley
Lori Layo

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HIRING A MUSIC TEACHER

Motion Bandzuh Second Squillario Vote 7-0
(Roll Call Vote)

The Administration recommends hiring Dana Peles as a half-time music teacher beginning with the 2018-2019 school year. Salary will step 1, with benefits, based on the current contract between the district and the PAEA. The candidates are:

Dana Peles
Bradley Scherden
Anita Bynum

APPROVING REQUEST FOR FAMILY AND MEDICAL LEAVE OF ABSENCE

Motion Squillario Second Bandzuh Vote 7-0

The Administration recommends approving a staff members request for a Family and Medical Leave of Absence for a five week period August 20 to October 1, 2018.

APPROVING REQUEST FOR FAMILY AND MEDICAL LEAVE OF ABSENCE

Motion Squillario Second Bandzuh Vote 7-0

The Administration recommends approving a staff members request for a Family and Medical Leave of Absence for a twelve week period September 17, to December 10, 2018.

HIRING LONG-TERM SUBSTITUTE

Motion Squillario Second Bandzuh Vote 7-0
(Roll Call Vote)

The Administration recommends hiring Christa Miko as a long term science substitute teacher for the first semester of the 2018-2019 school year. Salary will be step one, with benefits, based on the current contract between the district and PAEA.

HIRING EXTRA-CURRICULAR ACTIVITY ADVISORS

Motion Squillario Second Bandzuh Vote 7-0
(Roll Call Vote)

The Administration recommends hiring the following individuals as extra-curricular activity advisors beginning with the 2018-2019 school year. Salary will be based on the current contract between the district and PAEA for extra-curricular activities.

Nicole Hunt
Molly Harrington

Forensics
Elementary Science Fair

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Tammy Rodgers

Elementary Art Fair

ACCEPTING LETTERS OF RESIGNATION

Motion Squillario Second Bandzuh Vote 7-0

The Administration recommends accepting, with regret, the resignations of Georgeann Spade and Barbara Panick as a teachers aides effective immediately.

APPROVING REQUEST FOR UNPAID LEAVE OF ABSENCE

Motion Squillario Second Bandzuh Vote 7-0

The Administration recommends approving a staff members request for an unpaid leave of absence from May 13 to May 20, 2019, returning to their position on May 21, 2019.

BOARD REQUESTS / USE OF FACILITIES

Motion Squillario Second Bandzuh Vote 7-0
(Roll Call Vote)

Request for Approved Field Trip:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Jen Pisarski/Discipline Committee	Take Grades 3 through 6 to Delgrosso's for 4 th marking period incentive	TBD	No Cost (Discipline Committee)	N/A

Requests for Use of Facilities:

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
Portage Cheerleaders	UCA Cheer Camp	Len Chappell Gymnasium	July 16-17, 2018	No Charge
Jen Pisarski/Discipline Committee	Dance	Elementary Gymnasium	September 28, 2018	No Charge
Tara Williams and Kristen Gribbin	Homecoming Dance	Len Chappell Gymnasium	September 15, 2018 4:00 to 10:00 p.m.	No Charge
Portage Rotary	Pancake Breakfast	HS Cafeteria (Kitchen Only)	August 12, 2018	No Charge

MOTION TO MAKE THE AGENDA PART OF THE MINUTES

Motion Squillario Second Bandzuh Vote 7-0

MOTION SHOULD BE MADE TO ADJOURN THE MEETING

Motion Squillario Second Bandzuh Vote 7-0

Time: 7:52 p.m.