

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
MARCH 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. THIRD PUBLIC READING OF PROPOSED DISTRICT POLICY**

104 Nondiscrimination in Employment Practices  
150 Title 1 – Comparability of Services

**V. ROUTINE MATTERS**

**1. NEXT REGULAR MEETING**

The Committee of the Whole Meeting will be held **Wednesday, April 11, 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 February 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 **Patricia Moore, 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.**

<b>General Fund Invoices</b>	<b>\$954,455.19</b>
<b>Cafeteria Fund Invoices</b>	<b>\$63,916.16</b>
<b>Athletic Fund Invoices</b>	<b>\$50,486.01</b>
<b>Capital Reserve Fund Invoices</b>	<b>\$0.00</b>
<b>Capital Projects Fund Invoices</b>	<b>\$0.00</b>
<b>Total Invoices paid</b>	<b>\$1,068,857.36</b>

**C.**

<b>Mrs. Chappell - Cassandra Boro – Property, Per Capita, Occupation</b>	<b>\$0.00</b>
<b>Mrs. Redfern - Portage Boro – Property, Per Capita, Occupation</b>	<b>\$0.00</b>
<b>Mrs. Chappell Portage Township – Property, Per Capita, Occupation</b>	<b>\$0.00</b>
<b>Berkheimer Tax Administrators PASD – EIT (Current)</b>	<b>\$62,225.97</b>
<b>Total Taxes</b>	<b>\$62,225.97</b>

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**5. ADOPTING THE 2018-2019 APPALACHIA IU 08 GENERAL OPERATING BUDGET**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_  
(Roll Call Vote)

The Administration recommends adopting the 2018-2019 Appalachia Intermediate Unit 08 General Operating Budget as discussed during the Committee of the Whole meeting.

**6. APPROVING CONSULTANT FOR TRACK RENOVATION PROJECT**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_  
(Roll Call Vote)

The Administration recommends approving Stephen Parks & Associates of Hollidaysburg proposal to provide services to obtain competitive bids for the resurfacing of the track for a lump sum of \$2,400. Additional site visits as may be requested or required will be invoiced at a per diem of \$425, which includes expenses.

**7. APPROVING PARTICIPATION IN THE SEAMLESS SUMMER OPTION (SSO) AGREEMENT**

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

The Administration recommends participating in the Seamless Summer Option (SSO) Agreement for the summer of 2018. The purpose of this program is to feed children in low-income areas during the summer months. The district has participated in this program for several years.

**8. ENTERING BID PARTICIPATION AGREEMENT WITH PRFSD**

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

The Administration recommends entering into a Bid Participation Agreement with the Pittsburgh Regional Food Service Directors for the purchase of food and supplies for the 2018-2019 school year.

**9. REQUESTING PERMISSION TO ADVERTISE FOR BIDS**

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

The Administration requests permission to advertise for bids for coal, music, and cafeteria supplies for the 2018-2019 school year.

**10. APPROVING REVISIONS TO THE 2017-2018 SCHOOL YEAR CALENDAR**

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

The Administration recommends revising the 2017-2018 school year calendar to reflect the last day of school and graduation as May 31, 2018. In the event school is canceled one day prior to March 28, April 2, 2018 (Easter Monday) will be used as a make up day.

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**11. APPROVING STUDENT TEACHING ASSIGNMENT**

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

The Administration recommends approving Chelsea Bradey (Mount Aloysius College) for a student teaching assignment under the supervision of Annette Lutz.

**VI. PERSONNEL MATTERS**

**1. ADDITIONS THE SUBSTITUTE LISTS**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_  
(Roll Call Vote)

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

Becky Patterson                                  Substitute Custodian

**2. HIRING LIBRARIAN**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_  
(Roll Call Vote)

The Administration recommends hiring Vivian Kunko as the district librarian beginning with the 2018-2019 school year.

**3. HIRING A TEACHERS’ AIDE**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_  
(Roll Call Vote)

The Administration recommends hiring Katie Durica as a teachers’ aide through the Learning Lamp to provide one to one student support.

**4. APPROVING REQUEST FOR SABBATICAL REQUEST**

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

The Administration recommends approving Jude Decort’s request for an educational sabbatical for the first semester of the 2018-2019 school year. The nature of Mr. Decort’s request fills the requirements for an educational sabbatical.

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**5. ACCEPTING LETTER OF RESIGNATION**

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

The Administration accepting, with regret, the resignation of Lydia Dobrowolsky as a secondary English teacher, English language arts department chair and commencement advisor. The district requests permission to advertise this position.

**6. APPROVING REQUEST FOR DAYS OFF WITHOUT PAY**

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

The Administration recommends approving a staff members request for April 12 and April 27, 2018 as days off without pay.

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

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

Request for Approved Travel:

Requester	Destination	Date(s)	Approximate Cost
Lisa Dividock and Laura Glass	Attend PASNAP School Nurse conference, State College	April 13-15, 2018	\$1,331.34
Brittany Brewer and Katilin Cawley	Attend Functional Behavioral Assessment: Addressing the Behavior of Individual Students Workshop, Pittsburgh	April 5-6, 2018	\$636.24

Request for Approved Field Trip:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Mary Kenny	Take A&P II class to Windber HS for seminar on organ and tissue donation awareness	April 12, 2018 7:50 a.m. to 2:25 p.m.	\$298.30	Yes
Mary Kenny	Enter 3 teams in Cambria County Envirothon	April 26, 2018 8:00 a.m. to 2:45 p.m.	\$293.12	Yes
Brian Randall, Math Competition Advisor	Take 12 students to a math competition at IUP	April 16, 2018 7:35 a.m. to 3:30 p.m.	\$183.32	Yes
Brian Randall, Math Competition Advisor	Take 12 students to a math competition at PSU Altoona	May 8, 2018 8:30 a.m. to 3:00 p.m.	\$178.12	Yes
Brian Randall, Math Competition Advisor	Take 45 students to Math Day at Hershey Park	May 4, 2018 6:30 a.m. to 9:30 p.m.	\$673.66 (subs & transportation)	Yes
Kristen Gribbin and Travis Kargo	Take 18 students to Business Day at SFU	March 23, 2018 7:45 a.m. to 2:30 p.m.	\$170.00 (subs)	Yes

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Amanda Donoughe	Take 5 biology students to the Pittsburgh Zoo & Aquarium for biology topics	April 20, 2018 7:20 p.m. to 2:45 p.m.	\$0.00	N/A
Emily Steberger and Christina Franey	Take 11 students to a Reading Competition at Forest Hills	April 5, 2018 2:30 p.m. to 8:30 p.m.	\$75.00	Yes
Ralph J. Cecere, Jr.	Take students to the CCSSPA Superconference at Mount Aloysius College	May 2, 2018	\$0.00	N/A

Requests for Use of Facilities:

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
Sherry Sossong for the girls' junior high basketball team	Hold the Spring Fling dance for grades 7 and 8	Elementary gymnasium	April 7, 2018 Time TBD	No Charge
Portage FCA	3 on 3 basketball tournament	Len Chappell Gymnasium	March 23, 2018 5:00 to 11:00 p.m.	No Charge
Marty Slanoc	Bunny Dash 5K	Football Stadium	March 31, 2018 7:00 am to 12:00 pm	No Charge
Mathew Hill for the elementary wrestling program	Pizza party for end of season	Elementary gymnasium	March 25, 2018 1:00 to 3:00 p.m.	No Charge
Vanessa Hildebrand/Spinning Sapphires	Parent Performance	Len Chappell Gymnasium	April 29, 2018 5:00 – 7:30 p.m.	\$10/hour

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