

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
OCTOBER 11, 2017**

<u>Mr. JT Bandzuh</u>	2019_____
<u>Mrs. Susan Berardinelli</u>	2019_____
<u>Mr. Jason Corte</u>	2017_____
<u>Mr. Matthew Decort, Secretary</u>	2017_____
<u>Mrs. Kathy Hough, Vice President</u>	2019_____
<u>Mr. John Jubina</u>	2017_____
<u>Mr. Christian Smith</u>	2017_____
<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>Dennis McGlynn, Esquire</u> Solicitor	_____

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
OCTOBER 11, 2017**

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. RECOGNITION OF BOARD MEMBER

V. ROUTINE MATTERS

1. NEXT REGULAR MEETING

The Committee of the Whole Meeting will be held **Wednesday, November 8, 2017**, 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 September meeting minutes. A copy of the minutes was distributed with the advance agenda.

3. REPORTS

Vo-Tech Operating Committee representative **Erik Thrower**

IU 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**

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
OCTOBER 11, 2017**

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	\$856,038.88
Cafeteria Fund Invoices	\$53,935.25
Athletic Fund Invoices	\$79,043.40
Capital Reserve Fund Invoices	\$0.00
Capital Projects Fund Invoices	\$0.00
Total Invoices paid	\$989,017.53

C.

Mrs. Chappell - Cassandra Boro – Property, Per Capita, Occupation	\$2,636.76
Mrs. Redfern - Portage Boro – Property, Per Capita, Occupation	\$118,087.71
Mrs. Chappell Portage Township – Property, Per Capita, Occupation	\$203,276.73
Berkheimer Tax Administrators PASD – EIT (Current)	\$32,285.76
Total Taxes	\$356,286.22

5. APPROVING PURCHASE OF WATER FOUNTAINS

Motion _____ Second _____ Vote _____
(Roll Call Vote)

The Administration recommends approving the purchase of two new water fountains with bottle fill devices in the amount of \$1,920.29 from Penstan. This would be a CoStars purchase.

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
OCTOBER 11, 2017**

6. APPROVING 2018-2019 BUDGET CALENDAR

Motion_____Second_____Vote_____

The Administration recommends approving the 2018-2019 school year Budget Calendar as presented with the advance agenda.

7. APPROVING NON-BINDING LETTER OF INTENT

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration recommends approving a Non-Binding Letter of Intent with Gaggle.Net, Inc., for Gaggle Safety Management for Office 365 for Students at a cost of \$2,200.

8. REVISING SCHOOL DISTRICT POLICY

Motion_____Second_____Vote_____

The Administration recommends revising Policy 904 Public Attendance at School Events as presented with the advance agenda.

9. APPROVING APPLICATION TO JOIN PIAA

Motion_____Second_____Vote_____

The Administration recommends approving application for PIAA membership for varsity cheer.

V. PERSONNEL MATTERS

1. ADDING TO THE SUBSTITUTE LISTS

Motion_____Second_____Vote_____

(Roll Call Vote)

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

Jeffrey M. Rabish	Substitute Teacher
Jessica L. Porter	Substitute Cafeteria Worker
Nathan Williams	Substitute IU 08 Teacher

2. HIRING ASSISTANT VARSITY SOFTBALL COACH

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration recommends hiring Lisa Dividock as the assistant varsity softball coach beginning with the 2017-2018 school year. Salary will be based on the current contract with the PAEA for extra-curricular activities.

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
OCTOBER 11, 2017**

3. HIRING ASSISTANT JUNIOR HIGH WRESTLING COACH

Motion_____Second_____Vote_____ (Roll Call Vote)

The Administration recommends hiring Ted Castel as the assistant junior high wrestling coach beginning with the 2017-2018 school year. Salary will be based on the current contract between the district and the PAEA for extra-curricular activities. Mr. Castel will update his clearances prior to the beginning of the season.

4. HIRING DRAMA ADVISOR

Motion_____Second_____Vote_____ (Roll Call Vote)

The Administration recommends hiring Denise Moschgat as the drama advisor beginning with the 2017-2018 school year. Salary will be based on the current contract between the district and the PAEA for extra-curricular activities.

5. HIRING JUNIOR HIGH SCIENCE OLYMPIAD ADVISOR

Motion_____Second_____Vote_____ (Roll Call Vote)

The Administration recommends hiring Phillip Miller as the junior high science Olympiad advisor beginning with the 2017-2018 school year. Salary will be based on the current contract between the district and the PAEA for extra-curricular activities.

6. REQUEST FOR UNCOMPENSATED LEAVE

Motion_____Second_____Vote_____

The Administration recommends approving a staff member's request for an uncompensated leave of absence for the 2017-2018 school year.

7. REQUEST FOR FAMILY AND MEDICAL LEAVE OF ABSENSE

Motion_____Second_____Vote_____

The Administration recommends approving a staff member's request for a Family and Medical Leave of Absence for the prior October 6, 2017 to approximately November 20, 2017.

8. REQUEST FOR FAMILY AND MEDICAL LEAVE OF ABSENSE

Motion_____Second_____Vote_____

The Administration recommends approving a staff member's request for a Family and Medical Leave of Absence for the prior September 8, 2017 to approximately December 4, 2017.

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
OCTOBER 11, 2017**

9. ADDING VOLUNTEER WRESTLING COACHES

Motion_____Second_____Vote_____

The Administration recommends adding the following volunteer coaches. These individuals will have provided current clearances if they have not already done so.

Brady Ratosky Wrestling
Steven Lutz Wrestling

10. ACCEPTING LETTER OF RESIGNATION

Motion_____Second_____Vote_____

The Administration recommends accepting, with regret, the resignation of Amanda Martin as an administrative assistant in the business office effective October 20, 2017. The Administration requests permission to advertise this position.

VI. BOARD REQUESTS / USE OF FACILITIES

Motion_____Second_____Vote_____

(Roll Call Vote)

Request for Approved Travel:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Jen Pisarski, Lisa Civis, Mary Ann George, Tara Williams, Lisa Dividock and Laura Glass	Attend the Cambria County SAP Networking, St. Francis University	October 19, 2017	\$440.00	Yes

Request for Field Trips:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Jennifer Pisarski & Lisa Civis	Take the elementary student council to "School Kids" day at the Altoona Curve	May 9, 2017 8:30 a.m. to 2:00 p.m.	\$0.00 (Paid by Student Council)	N/A
Jennifer Pisarski	Morrison Cove & Delgrosso's Park for good behavior incentive	End of 3 rd Marking Period and end of 4 th Marking Period TBD	\$0.00 (Fundraiser)	N/A
Tara Williams	Take 5 art students to participate in the fall window painting contest in Johnstown	October 6, 2017 8:00 a.m. to 2:30 p.m.	\$85.00 (Sub)	Yes
Grade Two Teachers	Field trip to Jennerstown Playhouse, Coal Miners' Café and the Inclined Plane	May 7, 2017 8:30 a.m. to 2:30 p.m.	\$0.00 (Paid by PTO)	N/A
Amanda Donoughe	Take 7 students to Career Day at Penn College of Technology	October 12, 2017 7:35 a.m. to 2:30 p.m.	\$52.00	Yes

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
OCTOBER 11, 2017**

Amanda Donoughe	Take 6 students to Career Day at the Hiram G. Andrews Center	October 11, 2017 7:35 a.m. to 2:30 p.m.	\$49.00	Yes
Brian Randall, SADD Club	Take SADD Club members to the Altoona Curve Baseball Game	May 9, 2018 7:30 a.m. to 2:30 p.m.	\$956.24 (subs and transportation)	Yes

Requests for Use of Facilities:

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
SAY Soccer of Lilly/Cresson/Portage*	Youth Soccer	Elementary Gymnasium	As can be scheduled	No Charge
Vanessa Hildebrand/Spinning Sapphires	Dance and Baton Competition	Len Chappell Gymnasium, locker rooms, auditorium, restrooms	January 21, 2018 7:00 a.m. to 5:00 p.m.	\$20/hour
Vanessa Hildebrand/Spinning Sapphires	Dance and Baton Competition	Len Chappell Gymnasium, locker rooms, auditorium, restrooms	April 8, 2018 7:00 a.m. to 5:00 p.m.	\$20/hour
Sharon Hollingshead/One Good Turn Dance Company	Dance Pictures	Len Chappell Gymnasium	April 6, 2018 3:00 p.m. to 9:00 p.m.	\$20/hour
Kelli Swires/Jen Pisarski	Basket Raffle/Vendor Party to benefit staff members' family	TBD	December 1-2, 2017	No Charge
Sharon Hollingshead/One Good Turn Dance Company	Dance Pictures & Rehearsal (Competition Team)	HS Cafeteria, Auditorium and a few classrooms in the senior wing	March 3, 2018 9:00 a.m. to 3:00 p.m.	\$20/hour
Nancy Lockard/Good News Club	After school Good News Club	ES Music Room	Oct. – April Wednesdays, dismissal to 4:30 p.m.	No Charge
Valerie Bionaz	Luncheon with Santa	ES Cafeteria	December 9, 2017 11:30 am to 1:30 pm	No Charge
Phillip Miller, Science Club	Science Club Bake Sale	Football Stadium – set up two tables at a home football game	September 22, 2017 5:45 p.m.	No Charge

*Participation in this program would benefit our students who move on to soccer in the Penn Cambria Co-Op.

VII. MOTION TO MAKE THE AGENDA PART OF THE MINUTES

Motion _____ Second _____ Vote _____

VIII. MOTION SHOULD BE MADE TO ADJOURN THE MEETING

Motion _____ Second _____ Vote _____

Time: _____