

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
DECEMBER 5, 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>McGlynn & Moore, Attorneys at Law</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 _____, beginning at _____ 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 November 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	\$
Cafeteria Fund Invoices	\$
Athletic Fund Invoices	\$
Capital Reserve Fund Invoices	\$0.00
Capital Projects Fund Invoices	\$
Total Invoices paid	\$

C.

Mrs. Chappell - Cassandra Boro – Property, Per Capita, Occupation	\$
Mrs. Redfern - Portage Boro – Property, Per Capita, Occupation	\$
Mrs. Chappell Portage Township – Property, Per Capita, Occupation	\$
Berkheimer Tax Administrators PASD – EIT (Current)	\$
Total Taxes	\$

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5. APPROVING THE SINGLE AUDIT FOR THE 2017-2018 SCHOOL YEAR

Motion_____Second_____Vote_____
(Roll Call Vote)

The Administration recommends approving the Single Audit Review of the 2017-2018 school year as presented by the auditors of Wessel & Company.

6. EXPULSION OF STUDENT

Motion_____ Second_____ Vote_____
(Roll Call Vote)

The Administration recommends approving the Waiver of Formal Hearing and Agreement between the District and Student 140110 as submitted.

7. ADOPTING DISTRICT POLICY REVISIONS

Motion_____Second_____Vote_____

The Administration recommends adopting the following policy revisions.

- 334 Sick Leave
- 335 Family Medical Leaves
- 336 Personal Necessity Leave
- 338 Sabbatical Leave
- 338.1 Compensated Professional Leaves
- 339 Uncompensated Leave
- 340 Responsibility for Student Welfare
- 341 Benefits for Part-Time Employees
- 342 Jury Duty
- 343 Paid Holidays
- 347 Workers' Compensation Transitional Return-to-Work Program
- 348 Unlawful Harassment
- 351 Drug and Substance Abuse

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:

Larri Hampton

Substitute Custodian

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Request for Approved Field Trip:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Dana Peles	Take chorus students to Maple Winds	December 18, 2018 9:45 a.m. to 10:40 a.m.	\$0.00	N/A
Dana Peles	Take chorus students to sing at Stagers as part of Winterfest/Ring bell for Salvation Army	December 8, 2018 10:00 a.m. to 5:00 p.m.	\$0.00	N/A
Dana Peles	Take the a cappella ensemble to the Chatterbox and tree lighting	December 7, 2018 5:30 p.m.	\$0.00	N/A
Mary Ann George	Take 10 th grade students to Admiral Peary Vo Tech for educational visit	January 11, 2019	\$186.24	Yes
Mary Kenny	Take Envirothon participants Disaster's Edge, Sidman, PA	May 7, 2019	\$304.00	Yes

Requests for Use of Facilities:

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
Elaine Plouse	K-4 th Elementary Basketball	Elementary Gym	Saturdays January – March 8:00 am – 12:00 pm	N/C
Football Boosters	Football Awards Banquet	HS Auditorium and Café	January 6, 2019 10:30 am – 3:00 pm	N/C
Football Boosters	Powerlifting Contest	Len Chappell Gymnasium	March 2, 2019 6:00 am – 5:00 pm	N/C
Motorcycle Safety Program	Motorcycle Safety Training & Education	HS Classroom and Parking Lot	Dates as Provided	MSP Pays a fee to the district per student

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: _____