

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
JULY 13, 2016**

<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. Michael Kunko</u> Business Manager	_____
<u>Mrs. Denise Moschgat</u> Recording Secretary	_____
<u>Dennis McGlynn, 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. FIRST READING OF PROPOSED DISTRICT POLICY

810.2 Transportation – Video/Audio Recording

V. THIRD READING OF PROPOSED DISTRICT POLICY

823 Naloxone
626 Federal Fiscal Compliance
626.1 Travel Reimbursement – Federal Programs
827 Conflict of Interest

VI. ROUTINE MATTERS

1. NEXT REGULAR MEETING

The Committee of the Whole Meeting will be held **Wednesday, August 10, 2016** beginning at 6:30 p.m. in the elementary school auditorium with the Regular Meeting immediately following.

2. APPROVING THE MINUTES

Motion_____Second_____Vote_____

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

3. REPORTS

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

Superintendent **Eric A. Zelanko**

High School Principal **Mr. Ralph Cecere**

Elementary School Principal **Mr. Christian Serenko**

Supervisor of Special Education **Mr. Pete Noel**

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School Solicitor **Dennis McGlynn, Esquire**

Business Administrator **Michael J. Kunko**

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 (Page 10)	\$1,058,293.37
Cafeteria Fund Invoices (Page 3B)	\$122,386.70
Elementary Activity Fund Expenditures (Page 5)	\$1,083.62
Junior/Senior High School Activity Fund Expenditures (Page 6A)	\$2,003.80
Athletic Fund Invoices (Page 9)	\$55,855.54
Capital Reserve Fund Invoices (10.1)	\$0.00
Capital Projects Fund Invoices (10.2)	\$0.00
Total Invoices paid	\$1,239,623.03

C.

Mrs. Chappell - Cassandra Boro – Property, Per Capita, Occupation	\$0.00
Mrs. Redfern - Portage Boro – Property, Per Capita, Occupation	\$0.00
Mrs. Chappell Portage Township – Property, Per Capita, Occupation	\$0.00
Berkheimer Tax Administrators PASD – EIT (Current)	\$25,856.27
Total Taxes	\$25,856.27

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5. PURCHASING REAL ESTATE TAX SOFTWARE

Motion_____Second_____Vote_____
(Roll Call Vote)

The Administration recommends purchasing Tax Management System (TMS) software from RAK Computer Associates for tax collections purposes. The annual fee for the system installation, on-line and telephone technical support and program enhancements is \$300.

6. RENEWING AGREEMENT FOR DENTAL BENEFITS

Motion_____Second_____Vote_____
(Roll Call Vote)

The Administration recommends renewing its agreement with Delta Dental for a one year period July 1, 2016 to June 30, 2017 for employee dental benefits. The fee will remain the same at 18.90% of claims.

7. RENEWING AGREEMENTS WITH APPLACHIA INTERMEDIATE UNIT 8

Motion_____Second_____Vote_____

The Administration recommends renewing its Letter of Agreement and Business Associate Agreement with Appalachia IU8 for the 2016-2017 school year.

8. APPROVING FIRST PAYMENT FOR PARKING LOT REPAIRS

Motion_____Second_____Vote_____
(Roll Call Vote)

The Administration recommends approving the first payment in the amount of \$24,000 to M&M Asphalt Maintenance for parking lot crack filling, seal coating and line painting.

VII. PERSONNEL MATTERS

1. HIRING A LEARNING SUPPORT/TITLE I TEACHER

Motion_____Second_____Vote_____
(Roll Call Vote)

The Administration recommends hiring Kaitlin Cawley as a permanent full time learning support/Title I teacher beginning with the 2016-2017 school year. Salary will be Step 2, with benefits.

2. HIRING A SECONDARY SCIENCE TEACHER

Motion_____Second_____Vote_____
(Roll Call Vote)

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The Administration recommends accepting, with regret, the resignation of Michael J. Kunko, effective October 1, 2016 as the business manager. The district further requests permission to advertise this position.

VIII. BOARD REQUESTS / USE OF FACILITIES

Motion _____ Second _____ Vote _____
(Roll Call Vote)

Requests for Use of Facilities:

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
Portage Area Summerfest	Fireworks during Summerfest	Football Stadium	August 13, 2016 12:00 – 10:30 p.m.	No Charge
Portage Area Summerfest	Concert if weather is inclement	HS Auditorium	August 13-14, 2016 12:00 – 10:30 p.m.	No Charge

IX. MOTION TO MAKE THE AGENDA PART OF THE MINUTES

Motion _____ Second _____ Vote _____

X. MOTION SHOULD BE MADE TO ADJOURN THE MEETING

Motion _____ Second _____ Vote _____

Time: _____