

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
MARCH 15, 2017**

The Regular Meeting of the Portage Area Board of School Directors was called to order. Erik Thrower, board president, led the group in the Pledge of Allegiance and a moment of silence. Members and others present were: JT Bandzuh; Susan Berardinelli (6:35 p.m.); Jason Corte; Kathy Hough; John Jubina; Christian Smith; Erik Thrower; Eric 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, Solicitor and Denise Moschgat, Recording Secretary. Absent was Matthew Decort and Dennis Squillario. Also present was Attorney Patricia Moore.

RECOGNITION OF VISITORS

Those who wish to speak should limit their remarks to three but no longer than five minutes.

PUBLIC READING OF PROPOSED DISTRICT POLICY

THIRD READING	251 Homeless Students
THIRD READING	255 Educational Stability for Children in Foster Care

ROUTINE MATTERS

NEXT REGULAR MEETING

The Committee of the Whole Meeting will be held **Wednesday, April 12, 2017**, 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 Hough Second Bandzuh Vote 7-0

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

REPORTS

Vo-Tech Operating Committee representative **Erik Thrower** reported that at the last meeting, the budget was passed.

Superintendent **Eric A. Zelanko** reported that security cabinets for Norcan doses have been installed in both buildings. There is some damage at the track and Laurel Asphalt will look at it and provide an estimate. Mr. Zelanko thanked Mrs. Berardinelli for her assistance for diabetic training for staff. He concluded by reporting on the Recent Townhall Meeting attended by Mr. Zelanko, Mr. Squillario, Mrs. Hough and Mrs. Moschgat which centered on the budget crises. He provided the PSBA PowerPoint presentation for the board's review.

High School Principal **Mr. Ralph Cecere** reported that the National Honor Society's Induction will be April 10 at 7:30, the Top 20 Banquet will be April 23 at 6:00. Kudos to Mr. Gouse and the football program for hosting the weightlifting competition. Scheduling is on-going in the high school. Mr. Cecere noted that the scheduling packet has gone home to parents.

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Elementary School Principal **Mr. Christian Serenko** reported that the 3rd marking period zero demerit incentive will be a trip to Morrison’s Cove for roller skating and bowling. The elementary school yearbook is progressing nicely with Mrs. Fisher and Mrs. Washko doing a great job getting it ready for publication. Mr. Serenko also thanked Mrs. Rodgers for her work getting the student art work ready for the SAMA exhibit and securing the grant which enabled the artist in residence to come to the district at zero cost.

Supervisor of Special Education **Mr. Pete Noel** updated the board briefly on Act 86 which allows for diabetic training of staff. He discussed with the board who can be trained and why and how it will benefit the district.

School Solicitor **Dennis McGlynn, Esquire** noted that it was a busy month for contracts and insurance matters which will be evident in this agenda and the coming months as well. Mr. McGlynn introduced Attorney Patricia Moore who after being in the district attorney’s office has rejoined Mr. McGlynn’s practice. Attorney Moore will fill in if necessary when Mr. McGlynn is away.

Business Administrator **Jeff Vasilko** provided the board with preliminary budget information concerning pensions and other matters. The board reviewed graphs pertaining to expenditures and how pension has eclipsed even health care in expense.

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

Motion Hough 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

B.

General Fund Invoices	\$976,125.78
Cafeteria Fund Invoices	\$61,350.20
Athletic Fund Invoices	\$21,033.75
Capital Reserve Fund Invoices	\$0.00
Capital Projects Fund Invoices	\$0.00
Total Invoices paid	\$1,058,509.73

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C.	
Mrs. Chappell - Cassandra Boro – Property, Per Capita, Occupation	\$49.50
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)	\$63,206.22
Total Taxes	\$63,255.72

APPROVING VOLUNTARY RESIGNATION/BUY OUT PROGRAM

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

The board resolves to approve a one-time voluntary resignation buyout program for professional and non-professional staff who tender their irrevocable resignation before the close of business day on May 5, 2017 and to be effective the final school day of the 2016-2017 school year. Professional staff will receive \$500 per year for total PSERS years of service and non-professional staff will receive \$200 per year for total PSERS years of service. Payment will be deposited to the Special Payment 403b plan. Professional staff members who resign prior to April 7, 2017 will receive a \$500 bonus. Non-professional staff members who resign prior to April 7, 2017 will receive a \$250 bonus.

APPROVING IDEA-B FUNDS

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

The Administration recommends approving IDEA-B Federal funds in the amount of \$1,006 for the period July 1, 2016 through September 30, 2017

APPROVING PARTICIPATION IN THE SEAMLESS SUMMER OPTION (SSO) AGREEMENT

Motion Hough Second Bandzuh Vote 7-0

The Administration recommends participating in the Seamless Summer Option (SSO) agreement for the summer of 2017. The purpose of this option is to feed children in low-income areas during the summer months. The district has participated in this program for several years.

REQUESTING PERMISSION TO ADVERTISE FOR BIDS

Motion Hough Second Bandzuh Vote 7-0

The Administration requests permission to advertise for bids for coal, music, cafeteria supplies and winter sports for 2017-2018 school year.

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APPOINTING REPRESENTATIVE TO IU 08 BOARD

Motion Bandzuh Second Corte Vote 7-0

The Administration recommends appointing Kathy Hough as a representative to the Appalachia IU 08 Board for the period July 1, 2017 to June 30, 2020.

ADOPTING DISTRICT POLICY

Motion Hough Second Bandzuh Vote 7-0

The Administration recommends adopting Policy 903 Public Participation in Board Meetings.

GRANTING REQUEST FOR AFFILIATION

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

The Administration recommends granting the Portage Revolver and Pistol Club's request for affiliation for a club for the Pennsylvania High School Clay Target League. The Club will use the Portage Area name and possibly logo. Tony Scarton, Sr., is recognized at the volunteer club advisor. The Portage Revolver and Pistol Club and student participants assume all cost and liability for students participating in the clay target club. This club is not sponsored or sanctioned by the district or the PIAA. The Portage Revolver and Pistol Club will also provide a certificate of insurance naming the district as an additional named insured with respect to the league with a limit of at least \$1,000,000 bodily injury and property damage. Volunteers will provide clearances.

REVISING PROCEDURE FOR WORKERS COMPENSATION PAYMENTS

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

The Administration recommends revising its procedure for how employees on Workers' Compensation are paid. Employees receiving Workers' Compensation benefits will no longer be paid their full salaries by the district. They will receive the Workers' Compensation benefit. Paid leave and years of service will not accrue. This revision will become effective with all new Workers' Compensation claims.

ADOPTING THE 2017-2018 APPALACHIA IU 08 GENERAL FUND OPERATING BUDGET

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

The Administration recommends adopting the 2017-2018 Appalachia Intermediate Unit 08 General Fund Operating Budget as discussed during the Committee of the Whole Meeting.

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APPROVING REVISIONS TO THE 2016-2017 SCHOOL CALENDAR

Motion Hough Second Bandzuh Vote 7-0

The Administration recommends revising the 2016-2017 school calendar to adjust for snow days. Three snow days (February 9 and March 14 and 15, 2017) will be made up at the end of the school year. The school year will be extended to include May 30, 31 and June 1, 2017. Graduation and the last day for students will be June 1, 2017. The last day for teachers will be June 2, 2017. In the event there is a snow day before April 17, 2017, that day (Easter Monday) will be an Act 80 day. In the event there is a snow day between April 18, 2017 and May 12, 2017, May 12, 2017 (Prom Day) will be an Act 80 day.

PERSONNEL MATTERS

ADDITIONS THE SUBSTITUTE LISTS

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

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

Zachary Vickroy
Nicole Slifko

Substitute Cafeteria
Substitute Cafeteria

HIRING A VARSITY VOLLEYBALL HEAD COACH

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

The Administration recommends hiring Lauren Cordwell as the varsity head volleyball coach beginning with the 2017-2018 season. Salary will be based on the current contract between the district and the PAEA for extra-curricular activities.

HIRING A JUNIOR HIGH ASSISTANT BASEBALL COACH

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

The Administration recommends hiring Brad Rosemas as the junior high assistant baseball coach beginning with the 2016-2017 season. Salary will be based on the current contract between the district and the PAEA for extra-curricular activities.

HIRING VOLUNTEER TRACK COACH

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

The Administration recommends hiring Gary Gouse as a volunteer track coach beginning with the 2016-2017 school year. Salary will be based on the current contract between the district

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and the PAEA for extra-curricular activities. The position has been advertised in the district for five days.

APPROVING DAYS OFF WITHOUT PAY

Motion Hough Second Bandzuh Vote 7-0

The Administration recommends approving the following days off without pay:

Jamie Crum	February 15 and 24, 2017
Terry Crum	February 17, 20 and March 3, 2017
Tracy Engle	January 24 and February 16, 2017

ACCEPTING RESIGNATION OF COACH

Motion Hough Second Bandzuh Vote 7-0

The Administration recommends accepting, with regret, the resignation of Jade Zatek as assistant track coach. The Administration requests permission to advertise this position.

ACCEPTING RESIGNATION OF COACH

Motion Hough Second Bandzuh Vote 7-0

The Administration recommends accepting, with regret, the resignation of Michael A. Fox as assistant football coach. The Administration requests permission to advertise this position.

ADDING A VOLUNTEER YEARBOOK ADVISOR

Motion Hough Second Bandzuh Vote 7-0

The Administration recommends adding Matt Decort as a volunteer yearbook advisor. Mr. Decort will provide clearances prior to working with the students.

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BOARD REQUESTS / USE OF FACILITIES

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

Request for Approved Travel:

Requester	Destination	Date(s)	Approximate Cost
Jeff Vasilko, Valerie Gentile and Amanda Martin	PASBO Conference Harrisburg, PA	March 21-24, 2017	\$1,250.00
Amanda George	Comprehensive Assessment videoconference (held at IU 08/Johnstown)	April 4, 2017 9:00 a.m. to 3:30 p.m.	\$29.44
Amanda George	Monitoring Progress of Narrative Language videoconference (held at IU 08/Duncansville)	March 13, 2017 9:00 to 3:30 p.m.	\$31.60
Laura Glass and Lisa Dividock	Attend 2027 PASNAP Annual Conference	March 31 to April 2, 2017	\$1,322.69

Request for Approved Field Trip:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Travis Kargo	Take 5 students to the Gifted Co-Op conference at PSU, State College, PA	March 22, 2017	\$85.00	Yes
Kristen Gribbin	Take 9 students to Saint Francis University for Business Day	March 24, 2017 8:00 a.m. to 2:30 p.m.	\$85.00	Yes
Mary Kenny	Take 18 students to participate in Envirothon at Disaster's Edge, St. Michael, PA	April 26, 2017	\$170.00	Yes
Mary Kenny	Take approx. 20 students to Thousand Hill Dairy to observe dairy farming, star gazing and land use	Weather dependent, to be determined. (Will be done on a Saturday).	No Charge	N/A
Fourth Grade Teachers	Field trip to Cresson Lake Playhouse to see Mulan and visit the Horseshoe Curve	May 5, 2017 8:45 a.m. to 2:30 p.m.	\$90.00 (Nurses)	N/A
Lydia Dobrowolsky and Tyler Johnson	Take 35 students to Saint Francis University to attend a Holocaust/Genocide related event	April 6, 2017 6:00 p.m. to 9:00 p.m.	\$116.14	Yes
Floyd Rousell, III	Take one student to PMEA Region III Band Festival at Richland HS	March 22 – 24, 2017	\$281.72	Yes
Bernie Gorba	Take 14 students to Kennywood for Education Day	May 17, 2017	\$554.00	Yes
Travis Kargo	Take 4 students to Business Day at Saint Francis University	March 24, 2017	\$85.00	Yes

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Tara Williams	Take 4 students to the US Postal Office to paint a mural	April 7, 2017 8:00 a.m. to 2:30 p.m.	\$85.00	Yes
Kyle Gossard	Take 4 students to District 6 Bandfest in Hollidaysburg	March 31, 2017 7:30 a.m. to 10:00 p.m.	\$165.00	Yes
Fifth Grade Teachers	Field trip to visit the Lemon House in Cresson	April 21, 2017 10:15 to 2:00 p.m.	No Charge (Paid by PTO)	N/A

Requests for Use of Facilities:

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
Vanessa Hildebrand/Spinning Sapphires	Parents Performance of routine	Len Chappell Gymnasium and locker rooms	April 30, 2017 6:00 – 8:00 p.m.	\$20/ hour
Portage Wrestling Boosters	Wrestling Banquet	HS Cafeteria	March 16, 2017 5:00 – 9:00 p.m.	N/C
Portage FCA*	3 on 3 Tournament	Len Chappell Gymnasium and cafeteria	March 17, 2017	N/C
Portage Area Hockey	Hockey Camp	ES Gymnasium	March 18, 2017	N/C
Marty Slanoc	Host the 2017 Bunny Dash 5K	Football Stadium	April 15, 2017 6:00 a.m. to ?	N/C
Jessica Gouse, PAYA Hockey	Hockey Team Photos	ES Gymnasium	April 8, 2017 12:00 p.m. to ?	N/C
Travis Kargo	Annual Faculty v Seniors Basketball Game	Len Chappell Gymnasium	March 21, 2017 7:00 pm – 10:00 pm	N/C
Andrew Roles and Charles Gathers	Youth Wrestling Club**	ES Gymnasium and Wrestling Room	Dates as available	N/C
Portage Rotary	Pancake Breakfast	HS Cafeteria and Kitchen	April 2, 2017 5:00 a.m. to 1:00 p.m.	N/C

*Information only. Events were pre-approved at a prior meeting.

**Mats will be sanitized and cleaned regularly. If not done by renters, they will be charged for supplies and time used for district personnel who do it.

MOTION TO MAKE THE AGENDA PART OF THE MINUTES

Motion Hough Second Bandzuh Vote 7-0

MOTION SHOULD BE MADE TO ADJOURN THE MEETING

Motion Hough Second Bandzuh Vote 7-0

Time: 7:54 p.m.