

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
MARCH 11, 2015**

<u>Mr. JT Bandzuh</u>	2015_____
<u>Mrs. Cindy Brickley, Secretary</u>	2015_____
<u>Mr. Jason Corte</u>	2017_____
<u>Mr. Matthew Decort</u>	2017_____
<u>Mrs. Kathy Hough, Vice President</u>	2015_____
<u>Mr. John Jubina</u>	2017_____
<u>Mr. Christian Smith</u>	2017_____
<u>Mr. Dennis Squillario, Treasurer</u>	2015_____
<u>Mr. Erik Thrower, President</u>	2015_____
<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	_____

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
MARCH 11, 2015**

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 April Committee of the Whole Meeting will be held April 8, 2015 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 February board meetings 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**

School Solicitor **Dennis McGlynn, Esquire**

Business Administrator **Michael J. Kunko**

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
MARCH 11, 2015**

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)	\$870,785.54
Cafeteria Fund Invoices (Page 3B)	\$45,418.26
Elementary Activity Fund Expenditures (Page 5)	\$1,610.81
Junior/Senior High School Activity Fund Expenditures (Page 6A)	\$2,568.01
Athletic Fund Invoices (Page 9)	\$59,719.96
Capital Reserve Fund Invoices (10.1)	\$0.00
Capital Projects Fund Invoices (10.2)	\$0.00
Total Invoices paid	\$980,120.58

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
Mrs. Mandichak - Portage Area School District – EIT (Delinquent)	\$0.00
Berkheimer Tax Administrators PASD – EIT (Current)	\$52,869.44
Total Taxes	\$52,869.44

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
MARCH 11, 2015**

5. ARCHITECT APPROVALS FOR PAYMENT

Motion _____ Second _____ Vote _____
(Roll Call Vote)

The Administration recommends approving the following application for payment which has been reviewed and approved by CJL Engineering, Inc. in regard to the elementary school roofing project.

Elementary School Roofing Project (Capital Projects Funds*)

<u>Vendor</u>	<u>Amount</u>	<u>Type</u>
CJL Engineering	\$5,036.10	Architect Fees

6. APPROVING E-RATE CONTRACTS

Motion _____ Second _____ Vote _____
(Roll Call Vote)

Category 1 – Internet Access and Wireless (Cell Phone) Telecommunications

Internet Access

Bidders (None – so went with Comcast, who we contacted before the bid process)
Comcast – 15//20mbps \$232.95 per month

Wireless (Cell Phones) Telecommunications

Bidders (only one)	<u>Per phone per month</u>	
Verizon Wireless – month to month (non-contract)	\$26.94	200 minutes
Verizon Wireless - contract	\$26.94	200 minutes
AT&T	\$49.61	400 minutes

Category 2 - Internal Connections

Bidders (only one)

Link Computers

Entity Name	Equipment/Features	Cost/Month	Extension
Portage High School	60 Meraki MR 32-HW mountable Wireless Access Points	\$389.00	\$23,340.00
	1 Year Annual License Fee	\$78.00	\$4,680.00
Portage High School	1 Meraki MX 100 firewall at 1 Gb/s minimum speed port	\$2,297.00	\$2,297.00
	1 Year Annual License Fee	\$2,599.00	\$2,599.00
Portage High School	Approximately 60 Cat 6 Drops - installed (Prevailing wage)	\$20,940.00	\$20,400.00
Portage High School	ALL COMPONENTS shall include necessary cabling, installation, configuration, mounting and testing	\$3,500.00	\$3,500.00

\$57,356.00

Note: Web Hosting services that we get from School-n-Sites are no longer E Rate eligible.

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
MARCH 11, 2015**

7. APPROVING DISTRICT CREDIT CARDS

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration recommends obtaining a district credit card account through 1st Summit Bank for the superintendent, business manager, principals, district technology administrator, athletic director and maintenance. The cards will have specific limits.

8. APPROVING CONTRACTS WITH 1ST SUMMIT BANK

Motion_____Second_____Vote_____

(Roll Call Vote)

The Administration recommends approving the ACH, Business Only Banking and Remote Deposit Capture contracts with 1st Summit Bank.

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
MARCH 11, 2015**

9. APPROVING BANKING RESOLUTIONS

Motion_____Second_____Vote_____ (Roll Call Vote)

The Administration requests board approval on the following resolutions for online banking and fund account authorizations

Check Authorization/Endorsement/Deposits: The Administration recommends authorizing the following individuals to endorse checks and orders for the payment of money or otherwise withdraw or transfer funds on deposit with 1ST SUMMIT BANK on the following accounts:

Account(s):

Secret Santa Account

Authorized Signatures:

Guidance Counselor, Guidance Secretary, Junior/Senior High School Principal or Business Manager (2 of 4 signatures)

10. APPROVING FALL SPORTS BIDS

Motion_____Second_____Vote_____ (Roll Call Vote)

The Administration recommends approving the following Fall Sports Bids as indicated in bold type:

Football

Sportman's	\$11,198.72
BSN Sports	No Bid

Volleyball

Sportsman's	\$875.40
BSN Sports	No Bid

Golf

Sportsman's	\$726.42
BSN Sports	No Bid

11. APPROVING SUMMER SCHOOL PROGRAM

Motion_____Second_____Vote_____ (Roll Call Vote)

The Administration recommends approving a summer school program for the summer of 2015 at an estimated cost of \$3,300. Two three week sessions will be planned on dates to be determined.

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
MARCH 11, 2015**

12. PURCHASING TICKETS FOR REMEMBERING ADAM

Motion_____Second_____Vote_____ (Roll Call Vote)

The board moves to purchase ____ tickets at a cost of \$40 per ticket to the Remembering Adam Murder Mystery benefit to be held at La Ferme Rouge, Patton, PA on Saturday, April 11, 2015.

13. APPROVING IDEA-B SECTION 611 AND SECTION 619 SUBGRANT CONTRACTS

Motion_____Second_____Vote_____ (Roll Call Vote)

The Administration recommends renewing its contracts with the Appalachia Intermediate Unit 8 for IDEA-B Section 611 and Section 619 awards. Section 611 funds are \$161,279.18 and Section 619 funds are \$1,253.

14. PARTICIPATING IN THE SEAMLESS SUMMER OPTION (SSO) AGREEMENT

Motion_____Second_____Vote_____ (Roll Call Vote)

The Administration recommends participating in the Seamless Summer Option (SSO) agreement for the summer of 2015. The purpose of this option is to feed children in low-income areas during the summer months. The district has participated in this program in the past.

15. APPROVING GENERAL FUND OPERATING BUDGET FOR THE IU

Motion_____Second_____Vote_____ (Roll Call Vote)

The Administration recommends approving the 2014-2015 Appalachia Intermediate Unit 8 General Fund Operating Budget as presented with the advance agenda.

16. APPROVING CONTRIBUTION TO THE CRICHTON MCCORMICK PARK

Motion_____Second_____Vote_____ (Roll Call Vote)

The Administration recommends making a contribution to the Crichton McCormick Park in the amount of \$_____.

17. REQUESTING PERMISSION TO ADVERTISE FOR BIDS

Motion_____Second_____Vote_____

The Administration requests permission to advertise for bids for coal, music, cafeteria supplies, and winter sports for the 2015-2016 school year.

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
MARCH 11, 2015**

2. HIRING DISTRICT WEBMASTER

Motion_____Second_____Vote_____
(Roll Call Vote)

The Administration recommends hiring Kristen Gribbin as the district webmaster beginning with the 2015-2016 school year. Salary will be based on the current contract between the district and the PAEA for extra-curricular activities.

3. APPROVING SUMMER WORKERS

Motion_____Second_____Vote_____

The Administration requests permission.

4. APPROVING A REQUEST FOR FAMILY AND MEDICAL LEAVE

Motion_____Second_____Vote_____

The Administration recommends approving a staff members request for a Family and Medical leave from March 25 to June 17, 2015.

5. APPROVING A REQUEST FOR FAMILY AND MEDICAL LEAVE

Motion_____Second_____Vote_____

The Administration recommends approving a staff members request for a Family and Medical leave from March 2 to March 13, 2015.

6. ACCEPTING RESIGNATION OF FOOTBALL COACH

Motion_____Second_____Vote_____

The Administration recommends accepting, with regret, the resignation of Larry McCabe as the assistant varsity football coach. The administration further requests permission to advertise this position.

7. ADDING A VOLUNTEER DRAMA ADVISOR

Motion_____Second_____Vote_____

The Administration recommends adding Tim Michrina as a volunteer drama advisor for the 2015 season. Mr. Michrina's clearances are on file in the administration office.

8. ADDING A VOLUNTEER TRACK COACH

Motion_____Second_____Vote_____

The Administration recommends adding Wallace Miller as a volunteer track coach for the 2015 season. Mr. Miller will provide all clearances before participating in any practices.

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
MARCH 11, 2015**

VII. BOARD REQUESTS / USE OF FACILITIES

Motion _____ Second _____ Vote _____
(Roll Call Vote)

Request for Approved Travel:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Kathleen Walls	Spring 2015 Access PA Training, State College	April 8, 2015	\$123.69	Yes
Lisa Dividock, Tara Williams and Lisa Cavis	Youth Mental Health First Aid (SAP Members) Pittsburgh	May 11-12, 2015	\$555.00	Yes
Jay Shuck	Access PA training	April 8, 2015	\$0.00	Yes

Request for Approved Field Trip:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Kelly Myers	Take one student to PMEA Region 3 chorus festival at Central Mountain SD	February 25-28, 2015	\$700.25	Yes
Kristen Gribbin	Take 6 students to HS Engineers Week at UPJ	March 26, 2015 8:15 a.m. to 2:30 p.m.	\$85.00 (sub)	Yes
3 rd Grade Teachers	Field trip to the Richland Lanes and see the movie "Home" at Richland Cinemas	April 9, 2015 8:30 a.m. – 2:30 p.m.	\$0.00 (PTO)	N/A
Kristen Gribbin	Take 19 students to St. Francis business day	March 20, 2015 8:00 a.m. to 2:30 p.m.	\$185.00	Yes
Dennis Beck, Trout Run Watershed Association	Student participation in the Great American Clean Up	April 24, 2015 12:00 to 2:30 p.m.	Transportation is donated by Tri County	Yes

Requests for Use of Facilities:

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
Our Lady of the Sacred Heart	Use the golf cart for Holy Thursday Processional	Golf Cart	April 2, 2015	N/A
Anthony Akins, supervised by Michael Fox	Chess Club	HS Library	Wednesdays, March 25 through May 29, 2016 3:30 to 9:30 p.m.	N/A

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: _____