

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
FEBRUARY 14, 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>Patricia Moore, Esquire</u> Solicitor	_____

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FEBRUARY 14, 2018**

**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. SECOND PUBLIC READING OF PROPOSED DISTRICT POLICY**

104 Nondiscrimination in Employment Practices  
150 Title 1 – Comparability of Services

**V. ROUTINE MATTERS**

**1. NEXT REGULAR MEETING**

The Committee of the Whole Meeting will be held **Wednesday, March 14, 2018**, 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 January 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.**

<b>General Fund Invoices</b>	<b>\$1,077,823.81</b>
<b>Cafeteria Fund Invoices</b>	<b>\$84,582.62</b>
<b>Athletic Fund Invoices</b>	<b>\$35,587.34</b>
<b>Capital Reserve Fund Invoices</b>	<b>\$0.00</b>
<b>Capital Projects Fund Invoices</b>	<b>\$0.00</b>
<b>Total Invoices paid</b>	<b>\$1,197,993.77</b>

**C.**

<b>Mrs. Chappell - Cassandra Boro – Property, Per Capita, Occupation</b>	<b>\$0.00</b>
<b>Mrs. Redfern - Portage Boro – Property, Per Capita, Occupation</b>	<b>\$0.00</b>
<b>Mrs. Chappell Portage Township – Property, Per Capita, Occupation</b>	<b>\$0.00</b>
<b>Berkheimer Tax Administrators PASD – EIT (Current)</b>	<b>\$47,651.06</b>
<b>Total Taxes</b>	<b>\$47,651.06</b>

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**5. APPROVING BIDS FOR SPRING SPORTS**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_ (Roll Call Vote)

The Administration recommends approving Sportsman's bids for the following spring sports. There were no other bidders.

Baseball	\$4,179.78
Varsity Softball	\$836.54
Jr. Hi Softball	\$596.60
Track & Field	\$3,092.01

**6. APPROVING AMERICORP IN-KIND CONTRIBUTIONS**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_

The Administration recommends approving AmeriCorps In-Kind contributions in the high school of \$2,030 for the high school and \$2,595 for the elementary school.

**7. APPROVING STUDENT TEACHING ASSIGNMENT**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_

The Administration recommends approving Marshall Neff for a student teaching assignment in the high school under the supervision of Ashley James for the 2018-2019 school year. The dates of the placement are August 24 to December 4, 2018.

**8. APPROVING REVISION TO DISTRICT POLICIES**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_

The Administration recommends revising the Policy 807 Opening Exercises/Flag Displays as provided with the advance agenda.

**9. APPROVING RESOLUTION OPPOSING ESA VOUCHER PROGRAMS (SB 2)**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_

The Administration recommends approving a Resolution Opposing ESA Voucher Programs, or any effort to implement tuition vouchers or any other program that would have an effect of a tuition voucher program.

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**VI. PERSONNEL MATTERS**

**1. ADDITIONS THE SUBSTITUTE LISTS**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_  
(Roll Call Vote)

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

Brianna Wasser IU08 Substitute Teacher

**2. HIRING MATH COMPETITION ADVISORS**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_  
(Roll Call Vote)

The Administration recommends hiring the following as math competition advisors:

Brian Randall	High School
Sara Erzal	Elementary School (co-advisor)
Emily Horn	Elementary School (co-advisor)

**3. HIRING BAND DIRECTOR BEGINNING WITH THE 2018-2019 SCHOOL YEAR**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_  
(Roll Call Vote)

The Administration recommends hiring Kelly Myers as the band director beginning with the 2018-2019 school year. Salary will be based on the current contract between the PAEA and the district for extra-curricular activities.

**4. ACCEPTING LETTER OF RESIGNATION**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

The Administration accepting, with regret, the resignation of Tracie Cadwallader as a cafeteria worker.

**5. HIRING CAFETERIA WORKER**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_  
(Roll Call Vote)

The Administration recommends hiring April Lee as a cafeteria worker. Salary will be based on the current contract between the district and the cafeteria union.

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**6. ACCEPTING LETTER OF RESIGNATION**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_

The Administration recommends accepting, with regret, the resignation of Kelly Myers as reading competition advisor. The Administration requests permission to advertise this position.

**7. APPROVING REQUEST FOR FMLA**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_

The Administration recommends approving a staff members request for an intermittent Family and Medical Leave of Absence for 2018.

**8. ADDING VOLUNTEERS FOR SPRING SPORTS**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_

The Administration recommends adding the following volunteers for spring sports for the 2018-2019 school year:

Brandon Ickes	Softball
Rebecca Benton	Softball
Kirk Dividock	Softball
James Fisher	Baseball
Scott Burda	Baseball

All coaches will submit the necessary clearances prior to having any contact with the students.

**9. GRANTING TENURE**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_

The Administration recommends granting tenure to the following professional staff:

Ashley James  
Kyle Gossard

**10. GRANTING REQUEST FOR DAYS OFF WITHOUT PAY**

Motion\_\_\_\_\_Second\_\_\_\_\_Vote\_\_\_\_\_

The Administration recommends approving a staff member's request for days off without pay for the week of February 12 through 16, 2018 and tentatively February 19 through 23, 2018.

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**11. OPENING COACHING POSITION**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_

The Administration recommends opening the position of junior high head wrestling coach for the 2018-2019 school year. The Administration requests permission to advertise this position.

**VII. BOARD REQUESTS / USE OF FACILITIES**

Motion \_\_\_\_\_ Second \_\_\_\_\_ Vote \_\_\_\_\_  
(Roll Call Vote)

Request for Approved Travel:

Requester	Destination	Date(s)	Approximate Cost
Mary Ann George and Jen Pisarski	Attend a workshop on mental health issues, Altoona, PA	March 5, 2018	\$291.56
Jude Decort	K-12 SAP Training, St. Vincent College, Latrobe	March 13-15, 2018	\$440.00

Request for Approved Field Trip:

Requester	Destination	Date(s)	Approximate Cost	Budgeted Y/N
Sara Gdula	Take 8 students to D6 Student Council Conference, Altoona, PA	March 2, 2018	\$310.00	Yes
Tyler Johnson	Senior Trip to Washington DC to visit Holocaust Museum and other sights	February 25, 2018	\$510.00 (Subs only)	Yes
First Grade Teachers	Field Trip to the Mishler Theater & Hoss's in Altoona	March 28, 2018	\$0.00 (Paid by the PTO)	N/A
Kristine Bartoletti, Spanish Teacher	Take the Spanish Club to the Spanish Embassy, Cultural Institute of Mexico and the Smithsonian American Art Museum in Washington DC	March 14, 2018	\$255 (Subs)	Yes
Sixth Grade Teachers	Field Trip to Penn Highlands CC for the "One Book, One Community" MS Reading Program	May 15, 2018	\$0.00 (Paid by PTO)	N/A
Third Grade Teachers	Field Trip to Disaster's Edge Environmental Center	May 8, 2018 (May 9 – rain date)	\$0.00 (Paid by PTO)	N/A

Requests for Use of Facilities:

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
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Aaron Offman, Portage Hockey	Hockey clinic	Elementary gymnasium	March 17, 2018 9:00 am – 2:00 pm	N/C
Denise Moschgat, Drama Advisor	Walter Mitty Show	HS auditorium and cafeteria	March 22, 2018 5:00- 10:00 pm	N/C
Denise Moschgat, Drama Advisor	Drama Club play practice	HS auditorium	To coordinate with other events	N/C
Denise Moschgat	Drama Club Production	HS auditorium and cafeteria	March 18-19, 2018 5:00 – 10:00 pm 1:00 – 5 pm	N/C

**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: \_\_\_\_\_