

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
JANUARY 13, 2021**

The regular meeting of the Portage Area Board of School Directors was called to order. Kathy Hough, board vice president, led the group in the Pledge of Allegiance and a moment of silence. Members and others present were: Susan Berardinelli; Jason Corte; Matthew Decort; Kathy Hough; John Jubina; Tina Latoche; Christian Smith; Dennis Squillario; Erik Thrower; Eric A. Zelanko, Superintendent of Schools; Ralph J. Cecere, Jr., Junior Senior High School Principal; Pete Noel, Elementary School Principal; Jeff Vasilko, Business Manager; Dennis M. McGlynn, Esquire, Solicitor and Denise Moschgat, Recording Secretary.

**RECOGNITION OF VISITORS**

There were no visitors who wished to speak.

**NOTICE TO PERSONNEL**

There may be reductions and/or reassignments of personnel due to fiscal circumstances.

**ROUTINE MATTERS**

**NEXT REGULAR MEETING**

The next Committee of the Whole Meeting will be held Wednesday, February 10, 2021, 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 Squillario Vote 9-0

The Administration recommends approving the December and January meeting minutes.

**REPORTS**

IU 08 Operating Committee representative **Mrs. Kathy Hough** had provided her report at the January special meeting. There had not been a new meeting since then.

Vo-Tech Operating Committee representative **Mr. Jason Corte** reported that the vo tech hired a new business manager. The vo tech is also looking at adding adult programs and some new student programs to the curriculum.

Superintendent **Mr. Eric A. Zelanko** recognized the board as January is Board Recognition month and thanked them for all their work throughout the year. He noted that this year has been anything but normal, and not what any board member had signed on for. On a different topic, he reported that a student in the elementary school has tested positive for Covid, contact tracing was done.

High School Principal **Mr. Ralph Cecere** thanked the board for the pleasure of working with them.

Elementary School Principal **Mr. Pete Noel** thanked the board as well and appreciates everything the board does throughout the year. He also stated that it's great to have a boards that supports the students

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and staff as they do. He further noted that he sees that the students are understanding the remote aspect of learning and they are doing their part to be successful. He added that two students have been discovered as contacts of a recent positive case. Students who are experiencing a long-term illness are able to learn remotely but those who are out one day for illness are not. They may log in, but it will be an absence. Mr. Noel concluded that Olivia Kudlawiec had her first day as the school psychiatrist/special education coordinator.

School Solicitor **Dennis McGlynn, Esquire** had nothing further to add to the agenda.

Business Administrator **Mr. Jeff Vasilko** reported that the district has spent approximately \$115,000 in COVID-related expenses that it can recoup with the latest grant.

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

Motion Hough Second Squillario Vote 9-0  
(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.**

<b>General Fund Invoices</b>	<b>\$1,833,541.39</b>
<b>Cafeteria Fund Invoices</b>	<b>\$95,957.10</b>
<b>Athletic Fund Invoices</b>	<b>\$85,446.88</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>\$2,014,945.37</b>

**C.**

<b>Mrs. Chappell - Cassandra Boro – Property, Per Capita, Occupation</b>	<b>\$1,431.60</b>
<b>Mr. Layo - Portage Boro – Property, Per Capita, Occupation</b>	<b>\$32,562.26</b>
<b>Mrs. Chappell Portage Township – Property, Per Capita, Occupation</b>	<b>\$51,700.15</b>
<b>Berkheimer Tax Administrators PASD – EIT (Current)</b>	<b>\$89,697.69</b>
<b>Total Taxes</b>	<b>\$175,391.70</b>

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**APPROVING ACCELERATED BUDGET OPT OUT RESOLUTION**

Motion Hough Second Squillario Vote 9-0  
(Roll Call Vote)

**RESOLVED**, that the Board of School Directors of Portage Area School District, makes the following unconditional certifications:

1. The school district's various tax levies and other revenue sources will be sufficient to balance the school district final budget for the next fiscal year (2021-2022) based on maintaining current tax rates or increasing tax rates by an amount less than or equal to the Act 1 index applicable to the school district as calculated by the Pennsylvania Department of Education. This conclusion is based on the school district preliminary budget or other information available to the School Board.
2. The applicable adjusted index for the next fiscal year is 4.5%, and the School Board will not for the next fiscal year increase the rate of its real estate tax, or any other tax for the support of public education, by an amount that exceeds the applicable index.
3. The School Board has to date and in the future will comply with the rules set forth in School Code §687 for adoption of the school district proposed and final budgets for the next fiscal year.
4. The School Board understands that the school district will not be eligible to use Act 1 referendum exceptions for the next fiscal year.

**APPROVING THE SINGLE AUDIT FOR THE 2019-2020 SCHOOL YEAR**

Motion Hough Second Squillario Vote 9-0  
(Roll Call Vote)

The Administration recommends approving the Single Audit Review of the 2019-2020 school year as presented by the auditors of Wessel & Company.

**APPROVING ACTIVITIES CLUBS**

Motion Hough Second Squillario Vote 9-0

The Administration recommends approving the following activities clubs for the 2020-2021 school year:

Junior-Senior High School

Sr. High Band	Thespian	Audio Visual
Student Council	SADD	Art
Senior Class	Incentive	Junior Class
Spanish	Sophomore Class	Environmental
School Publications	Interact	Science
Choral	Color guard/Majorette	Ski Club
Cheerleading	Library	The Fitness Club
Golf Club	Junior High Science Olympiad	Forensics

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Elementary School

Ski Club	Zero Demerit	Primary Elementary Discipline
Chorus	Student Council	
Music Club	Yearbook	Elementary Art

**APPROVING ACTIVITIES CLUB ADVISORS**

Motion Hough Second Squillario Vote 9-0

The Administration recommends approving the following activities fund club advisors for the 2020-2021 school year:

Junior-Senior High School

Sr. High Band – Dana Peles	Thespian – Denise Moschgat
Audio Visual – Dennis Link	Student Council – Sara Gdula
SADD – Brian Randall	Art - Tara Williams
Senior Class – Tina Lutz	Incentive – Ralph Cecere
Junior Class – Nicole Panick	Spanish – Kris Bartoletti
Sophomore Class – Tara Williams	Environmental – Mary Kenny
School Publications – Kristen Gribbin	Interact – Phillip Miller & Kris Bartoletti
Science – Mary Kenny	Choral – Dana Peles
Color guard/Majorette – Arielle Miller	Ski Club – Kristen Gribbin
Cheerleading – Gayle Price	Library – Vivian Herman
The Fitness Club – Marty Slanoc	JH Science Olympiad – Phillip Miller
Golf – Scott Burda	Forensics – Nicole Hunt

Elementary School

Ski Club – Morgan Cronauer	Chorus – Floyd Rousell, III
Primary Discipline – Annette Lutz	Yearbook – Heidi Washko and Kayla Fisher
Music Club – Floyd Rousell III	Elementary Art – Tammy Rodgers
Student Council – Lisa Civis	
Zero Demerit – Sally Pesta, Lisa Stivers, Lisa Civis, Heidi Washko	

**APPROVING DISTRICT POLICIES**

Motion Hough Second Squillario Vote 9-0

The Administration recommends adopting the following polices after having three public readings:

113.4 - Confidentiality of Special Education Student Information  
907 - School Visitors

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**PERSONNEL MATTERS**

**HIRING JUNIOR HIGH ASSISTANT BOYS BASKETBALL COACH**

Motion Hough Second Squillario Vote 9-0  
(Roll Call Vote)

The Administration recommends hiring Phillip Miller as a junior high assistant boys basketball coach beginning with the 2020-2021 school year. Salary will be based on the current contract between the district and the PAEA for extra-curricular activities.

**APPROVING REQUEST FOR FAMILY AND MEDICAL LEAVE OF ABSENCE**

Motion Hough Second Squillario Vote 9-0

The Administration recommends accepting a staff members request for a Family and Medical Leave of Absence from January 4 to February 26, 2021.

**APPROVING DAYS OFF WITHOUT PAY**

Motion Hough Second Squillario Vote 9-0

The Administration recommends approving the following staff members request for days off without pay:

Staff member	December 16, 2020
Staff member	December 15, 2020
Staff member	December 3 & 4, 2020

**ACCEPTING LETTER OF RESIGNATION**

Motion Hough Second Squillario Vote 9-0

The Administration recommends accepting, with regret, the resignation of Gary Gouse as an assistant track coach effective immediately. The district requests permission to advertise this position.

**BOARD REQUESTS / USE OF FACILITIES**

Motion Hough Second Squillario Vote 9-0  
(Roll Call Vote)

Request for Approved Field Trip:

<b>Requester</b>	<b>Destination</b>	<b>Date(s)</b>	<b>Approximate Cost</b>	<b>Budgeted Y/N</b>
Dana Peles	Virtual D6 Jazz Festival	January 22, 2021 1:00 p.m. to 5:00 p.m.	\$20.00	Yes
Dana Peles	Virtual D6 Band Festival	January 14-15, 2021 1:00 p.m. to 5:00 p.m.	\$60.00	Yes

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**MOTION TO MAKE THE AGENDA PART OF THE MINUTES**

Motion Hough Second Squillario Vote 9-0

**MOTION SHOULD BE MADE TO ADJOURN THE MEETING**

Motion Hough Second Squillario Vote 9-0

Time: 7:30 p.m.

Respectfully submitted,

Matthew R Decort, Board Secretary

Denise Moschgat, Recording Secretary