

**PORTAGE AREA SCHOOL DISTRICT  
BOARD OF SCHOOL DIRECTORS  
REGULAR MEETING  
NOVEMBER 13, 2019**

<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. Pete Noel</u> Elementary School Principal	_____
<u>Mr. Jeff Vasilko</u> Business Manager	_____
<u>Mrs. Denise Moschgat</u> Recording Secretary	_____
<u>McGlynn and Moore, Attorneys at Law</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. PUBLIC READING OF PROPOSED DISTRICT POLICIES – SECOND READING**

150 – Title I – Comparability of Services

702.2 – Crowdfunding

201 – Admission of Students

208 – Withdrawal from School

805.2 – School Security Personnel

**V. ROUTINE MATTERS**

**1. NEXT REGULAR MEETING**

The Reorganization meeting will be held **Wednesday, December 4, 2019**, 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 October meeting minutes. A copy of the minutes was distributed with the advance agenda.

**3. REPORTS**

IU 08 Operating Committee representative **Kathy Hough**

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

Superintendent **Eric A. Zelanko**

High School Principal **Mr. Ralph Cecere**

Elementary School Principal **Mr. Pete Noel**

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School Solicitor **McGlynn & Moore**

Business Administrator **Jeff Vasilko**

**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>\$1,219,807.81</b>
<b>Cafeteria Fund Invoices</b>	<b>\$84,068.73</b>
<b>Athletic Fund Invoices</b>	<b>\$37,008.20</b>
<b>Capital Reserve Fund Invoices</b>	<b>\$0.00</b>
<b>Capital Projects Fund Invoices</b>	<b>\$1,580.44</b>
<b>Total Invoices paid</b>	<b>\$1,342,465.18</b>

**C.**

<b>Mrs. Chappell - Cassandra Boro – Property, Per Capita, Occupation</b>	<b>\$634.89</b>
<b>Mrs. Eney - Portage Boro – Property, Per Capita, Occupation</b>	<b>\$20,363.78</b>
<b>Mrs. Chappell Portage Township – Property, Per Capita, Occupation</b>	<b>\$26,564.30</b>
<b>Berkheimer Tax Administrators PASD – EIT (Current)</b>	<b>\$45,476.04</b>
<b>Total Taxes</b>	<b>\$93,039.01</b>

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**5. APPROVING AGREEMENT WITH BLAIR THERAPIES**

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

The Administration recommends approving an agreement with Blair Therapies to hire speech-language pathologist for a long-term substitute assignment at a rate of \$65 per hour.

**6. APPOINTING A SCHOOL DENTIST**

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

The Administration recommends appointing Dr. Nicole Oravec as the school dentist at a fee of \$5 per student.

**7. APPROVING PURCHASE OF DISTRICT VEHICLE**

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

The Administration recommends purchasing a 2019 Silverado 2500 pickup from Bob Fisher Chevrolet in the amount of \$37,554, which includes a V Plow and spray bed liner, under the CoStars pricing program.

**8. ADOPTING RESOLUTION FOR REFUNDING OF BOND ISSUES**

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

The Board moves to adopt the Resolution, as presented, authorizing the issuance of general obligation bonds to refund the School District's General Obligation Bonds, Series A and B of 2014.

**9. APPROVING MEMORANDUM OF UNDERSTANDING**

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

The Administration recommends approving a Memorandum of Understanding with the University of Texas MD Anderson Cancer Center to participate in the ASPIRE Dissemination Project which is a curriculum-based tobacco prevention and cessation program for students age 13 to 18. There is no charge to the district.

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**10. APPROVING AGREEMENT WITH ACRP**

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

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The Administration recommends approving a Letter of Agreement regarding continuity of consumer care with Alternative Community Resource Program's Adolescent and Children's Partial Hospitalization Programs.

**11. APPROVING REVISED POLICY**

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

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The Administration recommends approving Policy 113.2 Behavior Support as provided with the advance agenda.

**12. RESCINDING MOTION FOR PURCHASE OF VEHICLE**

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

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The Board moves to rescind its September 11, 2019 Motion to Purchase a 2019 Silverado 2500 pickup from Portage Chevrolet in the amount of \$30,812.85 under the CoStars pricing program.

**13. APPROVING FACILITY USE AGREEMENT**

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

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The Administration recommends approving a Facility Use Agreement with the American Red Cross.

**VI. PERSONNEL MATTERS**

**1. ADDITIONS AND REMOVALS TO/FROM THE SUBSTITUTE LISTS**

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

(Roll Call Vote)

The administration recommends adding the following personnel to the substitute lists:

Tracy Teno	IU 08 Substitute Teacher
Lorin Sell	Substitute Teacher
Morgan Cronauer	Substitute Teacher
Kelly DeMatteis	Substitute Custodian
Jessica Porter	Substitute Custodian

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The Administration recommends removing the following personnel to the substitute lists:

Linda Guiffre

Substitute Teacher

**2. HIRING ASSISTANT JUNIOR HIGH WRESTLING COACH**

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

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The Administration recommends hiring Cole Sossong as an assistant junior high wrestling coach beginning with the 2019-2020 season. Mr. Sossong has provided all necessary clearances. Salary will be based on the current contract between the district and the PAEA for extracurricular activities.

**3. REQUESTS FOR DAYS OFF WITHOUT PAY**

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

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

Staff Member	November 4, 2019
Staff Member	October 25, 2019

**4. APPROVING REQUEST FOR FMLA**

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

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The Administration recommends approving a staff members request for a Family and Medical Leave of Absence for the period January 13, 2020 to April 6, 2020.

**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
Brittany Brewer	Autistic Support/Emotional Support Networking Day 2020 Johnstown	January 29, 2020 9:00 a.m. to 3:00 p.m.	\$85.00	Yes

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Request for Approved Field Trip:

<b>Requester</b>	<b>Destination</b>	<b>Date(s)</b>	<b>Approximate Cost</b>	<b>Budgeted Y/N</b>
Travis Kargo	Take 16 students to St. Francis University for STEAM day	November 26, 2019 7:45 a.m. to 2:00 p.m.	\$170.00	Yes
Travis Kargo	Take 4 students to Mount Aloysius for Cyber-security Day	November 13, 2019 8:20 a.m. to 1:30 p.m.	\$85.00	Yes
Travis Kargo	Take 5 students to Enterprise Ventures Corp in Richland	November 20, 2019 8:30 a.m. to 12:30 p.m.	\$85.00	Yes
Vivian Herman	Portage Public Library Visit	As can be arranged	\$0.00	N/A
Grade 4 Teachers	Field Trip to Fort Roberdeau Historical Site Altoona, PA	May 18, 2020	\$0.00 (Paid by PTO)	N/A
Gayle Price	Competition Cheer Meets	10/27, 11/3, 11/9, 11/23 and 12/9/19 and January, 2020	\$100.00 (Plus Use of District Vehicles)	Yes
Dana Peles	Take 8 <sup>th</sup> grade students caroling at the Portage Senior Center and Maple Winds	December 17, 2019 7:50 a.m. to 10:50 p.m.	\$0.00	N/A

Requests for Use of Facilities:

<b>Requester</b>	<b>Purpose</b>	<b>Facility</b>	<b>Date(s)</b>	<b>Rental Fee/ Amount</b>
Kyle Gossard	PMEA District Band pre-auditions	HS Auditorium, cafeteria and 10-12 classrooms	November 17, 2019 10:00 am-5:00 pm	No Charge
Travis Kargo	Men's Community Basketball	Len Chappell Gymnasium	Saturdays, December 6 through February 1:00 to 2:30 p.m.	\$10/hour
Elaine Plouse	K-6 Grade girls' elementary basketball	Elementary Gym	Saturdays, January 11 through Feb. 29 9:00 am – 12:00 pm	No Charge
PA Girls Basketball Boosters	Art Burkett Tournament	Len Chappell Gymnasium	December 6-7, 2019	No Charge

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