

**PORTAGE AREA SCHOOL DISTRICT
BOARD OF SCHOOL DIRECTORS
REGULAR MEETING
OCTOBER 14, 2020**

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

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.

PUBLIC READING OF NEW POLICIES – FIRST READING

113.4 Vol VI 2020 - Confidentiality of Special Education Student Information
309.1 Vol V 2020 - Telework
907 Vol V 2020 - School Visitors

ROUTINE MATTERS

NEXT REGULAR MEETING

The next Committee of the Whole Meeting will be held **Tuesday, November 10, 2020**, 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 Squillario Second Corte Vote 7-0

The Administration recommends approving the August meetings' minutes.

REPORTS

IU 08 Operating Committee representative **Mrs. Kathy Hough** reported that one topic of discussion was the special education aspect of education during the pandemic. She noted that the rest of the meeting consisted of routine matters.

Vo-Tech Operating Committee representative **Mr. Jason Corte** noted that the board meeting is tomorrow and that there was some interviews conducted for open positions.

Superintendent **Mr. Eric A. Zelanko** referred the board to his talking points that he provided. He discussed at length with the board the proposals as laid out for bringing back grades 9 through 12 for five days. The board will consider the proposals and offer a recommendation.

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High School Principal **Mr. Ralph Cecere** advised the board that the staff, cafeteria and custodial personnel are doing a remarkable job under the circumstances. He acknowledged everyone was tired and yet they are doing what they have to do.

Elementary School Principal **Mr. Pete Noel** noted that the district faces challenges every day and they have adjusted to the situation. He pointed to some examples as to what the elementary students face when it comes to mitigation procedures, online learning and other areas that were normal last year. He noted that kindergarten students don't always know their letters to log into TEAMS for virtual learning. Drinking fountains are not available so water bottles were purchased. And the upcoming holidays and the fact that they cannot hand out treats. The district must ensure that the students are making progress and that compensatory services are provided. It's a big learning process for both the students and the staff.

School Solicitor **Dennis McGlynn, Esquire** noted that he and Mr. Zelanko have regular conversations concerning the district's handling of the pandemic as well as other personnel matters. He said that he is always impressed with the ready exchange of ideas.

Business Administrator **Mr. Jeff Vasilko** was absent.

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

Motion Squillario Second Corte 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	\$1,213,515.39
Cafeteria Fund Invoices	\$65,511.55
Athletic Fund Invoices	\$57,588.24
Capital Reserve Fund Invoices	\$0.00
Capital Projects Fund Invoices	\$0.00
Total Invoices paid	\$1,336,615.18

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C.	
Mrs. Chappell - Cassandra Boro – Property, Per Capita, Occupation	\$6,011.70
Mr. Layo - Portage Boro – Property, Per Capita, Occupation	\$237,446.24
Mrs. Chappell Portage Township – Property, Per Capita, Occupation	\$542,853.22
Berkheimer Tax Administrators PASD – EIT (Current)	\$15,800.74
Total Taxes	\$802,111.90

APPROVING AGREEMENT WITH SOUTHWOOD PSYCHIATRIC HOSPITAL

Motion Squillario Second Corte Vote 7-0

The Administration recommends approving an Agreement with Southwood Psychiatric Hospital to provide services to eligible students placed at the facility. The rate for students placed at the facility is \$90 per day.

APPROVING 2021-2022 BUDGET CALENDAR

Motion Squillario Second Corte Vote 7-0

The Administration recommends approving the 2021-2022 school year budget calendar as presented.

APPROVING REVISIONS TO DISTRICT POLICIES
THIS MOTION WAS TABLED

Motion Squillario Second Corte Vote 7-0

The Administration recommends approving revisions to the following policies:

- 113.1 Vol VI 2020 - Discipline of Students With Disabilities
- 113.2 Vol VI 2020 - Behavior Support
- 122 Vol VI 2020 - Extracurricular Activities
- 123 Vol VI 2020 - Interscholastic Athletics
- 123.2 Vol VI 2020 - Sudden Cardiac Arrest
- 111 Vol V 2020 - Lesson Plans
- 203 Vol V 2020 - Immunizations and Communicable Diseases
- 209 Vol V 2020 - Health Examinations/Screenings
- 314 Vol V 2020 - Physical Examination
- 318 Vol V 2020 - Attendance and Tardiness
- 331 Vol V 2020 - Job Related Expenses
- 332 Vol V 2020 - Working Periods
- 334 Vol V 2020 - Sick Leave
- 340 Vol V 2020 - Responsibility for Student Welfare
- 705 Vol V 2020 - Facilities and Workplace Safety
- 803 Vol V 2020 - School Calendar
- 904 Vol V 2020 - Public Attendance at School Events

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APPROVING REVISED 2020-2021 SCHOOL CALENDAR

Motion Squillario Second Corte Vote 7-0

The administration recommends approving the revised 2020-2021 school year calendar to change the date of the Valley Network Professional Development day from May 7 to May 14, 2021.

PERSONNEL MATTERS

ADDING TO THE SUBSTITUTE LISTS

Motion Squillario Second Corte Vote 7-0
(Roll Call Vote)

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

Rayna Jones
Stephanie Partsch

IU 08 Substitute Teacher
Substitute Teacher

HIRING AN ENGLISH LANGUAGE ARTS TEACHER

Motion Squillario Second Corte Vote 7-0
(Roll Call Vote)

The administration recommends hiring Aileen Miller as a permanent English Language Arts Teacher. Salary will be Step 2, with benefits, based on the current contract between the district and the PAEA.

HIRING A LONG-TERM SUBSTITUTE TEACHER

Motion Squillario Second Corte Vote 7-0
(Roll Call Vote)

The administration recommends hiring Mary Pfeil as a long-term substitute teacher for the 2020-2021 school year. Salary will be prorated Step 1, with single benefits, based on the current contract between the district and the PAEA.

ACCEPTING LETTER OF RESIGNATION

Motion Squillario Second Corte Vote 7-0

The Administration recommends accepting, with regret, the resignation of Rebecca Kissell as an elementary school teacher and discipline chair for grade six effective October 14, 2020.

ACCEPTING LETTER OF RESIGNATION

Motion Squillario Second Corte Vote 7-0

The Administration recommends accepting, with regret, the resignation of Kelly DeMatteis as a part-time custodian effective immediately. The district further requests permission to advertise for this position.

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HIRING HOMECOMING ADVISOR

Motion Squillario Second Corte Vote 7-0
(Roll Call Vote)

The Administration recommends hiring Mary Ann George as the homecoming advisor 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 FMLA

Motion Squillario Second Corte Vote 7-0
(Roll Call Vote)

The Administration recommends approving a staff member’s request for a Family Medical Leave of Absence from October 8 through October 15, 2020.

HIRING JUNIOR HIGH WRESTLING HEAD COACH

Motion Squillario Second Corte Vote 7-0
(Roll Call Vote)

The Administration recommends hiring Cole Sossong as the junior high wrestling head 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. The administration further recommends

BOARD REQUESTS / USE OF FACILITIES

Motion Squillario Second Corte Vote 7-0
(Roll Call Vote)

Requests for Use of Facilities:

Requester	Purpose	Facility	Date(s)	Rental Fee/ Amount
Portage Rotary	Pancake and Sausage Breakfast	HS Cafeteria and Kitchen	November 1, 2020 6:00 a.m. to 1:00 p.m.	No Charge

MOTION TO MAKE THE AGENDA PART OF THE MINUTES

Motion Squillario Second Corte Vote 7-0

MOTION SHOULD BE MADE TO ADJOURN THE MEETING

Motion Squillario Second Corte Vote 7-0

Time: 7:15 p.m.