

Port Allegany School District

BOARD OF SCHOOL DIRECTORS
Reorganization Meeting

December 4, 2023
High School Library
7:00 o'clock p.m.

Minutes

Superintendent Buchsen called the meeting to order at 7:00 p.m. in the high school library with a moment of silence and the flag salute. Mrs. Veilleux called the roll.

Board Present: Mr. Nathan Burgett, Mr. Eric Button, Mr. Christopher Ernst, Mr. Jason Stake, Mr. Elizabeth Stauffer, Mr. Donald Tanner, Mr. Nicholas Valentine, Mrs. Ink Young and Mr. Gary Buchsen.

Board Absent: Mrs. Erica Petruzzi

Others Present: Business Manager Mr. Adam Moate, High School Principal Marc Budd, Elementary School Principal Tracy Kio, Assistant, Principal Greg Oliver, Mary Grace Collier-Kisler, Kerry Hawver, Dave Bartlett, Justin Osani and Brad Stewart.

Election of Temporary President

Mr. Buchsen opened the floor to receive nominations for a temporary president. Mr. Stake nominated Mr. Burgett and Mrs. Young seconded. Hearing no further nominations, Mr. Buchsen declared Mr. Burgett elected to serve as temporary president.

Election of President

Mr. Burgett then opened the floor to receive nominations for President of the Board. Mr. Stake nominated Mrs. Erica Petruzzi and Mr. Button seconded. Mr. Stake moved to close nominations and Mr. Button seconded. The motion was carried unanimously. Mr. Burgett declared Mrs. Erica Petruzzi duly elected President and she assumed the Chair.

Election of Vice President

Mr. Burgett opened the floor to receive nominations for Vice President. Mr. Button nominated Jason Stake to be reelected and Mrs. Young seconded. Mr. Burgett asked if there were any other nominations, there were none. Mr. Burgett moved to close nominations and Mrs. Young seconded. The vote was then brought forward to the board with 7 votes for Mr. Stake with Mr. Stake abstaining. Mr. Burgett declared Jason Stake duly elected Vice President of the Board of School Directors.

There were no comments related to agenda items, no comments relating to Title I and Title II and no comments relating to the District Health and Safety Plan approved by the board on July 26, 2021 and most recently amended on August 14, 2023..

Superintendent's Report

Mrs. Grace Collier-Kisler from the S.W. Smith Library presented the National Endowment for the Arts 'Big Read' application.

Mr. Dave Bartlett and Mr. Kerry Hawver provided a review to the board about the district's live streaming activities. Current live streaming equipment and supplies were funded through a C&N Bank educational improvement tax credit (EITC) grant. They are requesting additional funds of \$8,500 to provide additional capacity and to improve the viewer experience. Mr. Buchsen indicated that the district does have Burgart / Franzen Foundation funds available for potential use.

Mr. David DiTanna of Buffamante, Whipple, Buttafaro, PC presented the 2022-2023 independent auditor's report. Mr. DiTanna provided individual paper copies for the board for review while he presented the report.

Mr. Buchsen stated that the board will need to determine if it intends to stay within the taxing limitations of Act I. Tax limitations are set by the state. Mr. Moate stated that this upcoming year's cap is 8.2% which is an increase from last year's 6.3%. The administration recommends staying within the Act I limits for the 2024-2025 budget.

Minutes of the Preceding Meetings for November 6, 2023 Committee of the Whole Meeting and November 13, 2023 Regular Meeting will be discussed and approved later on in the board meeting.

Discussion regarding committee appointments - current listing attached. President Petruzzi will appoint these positions in January. Mr. Stake did state that if anyone would like to be removed from a particular committee or added to one, to please reach out to Erica via email.

Mr. Eric Button's term as representative to the Seneca Highlands Intermediate Unit Nine Board of Directors concludes June, 2024. He asked if there was anyone else interested in taking over this term. The board discussed this and will come up with a new representative in January.

Personnel

Approved the following volunteer coaches for wrestling for the 2023-2024 season effective November 17: Brian Neal, Nathan Schwab, Nick Budd, Eric Rees and Jacob Kallenborn. Motion: D. Tanner; Second: I. Young. The motion was carried unanimously.

Approved Ms. Cailey Barnett as the assistant softball coach for the 2023-2024 season. Compensation per schedule B2 of the professional agreement is \$1,833. Motion: N. Burgett; Second: D. Tanner. The motion was carried unanimously.

Accepting the letter of resignation from Cristal Hepfner as an elementary paraprofessional

effective December 31, 2023. Motion: C. Ernst; Second: E. Stauffer. The motion was carried unanimously.

Approved Mr. Rick Veilleux as the head baseball coach for the 2023-2024 season at a salary of \$2,839 according to Schedule B2 of the Professional Agreement. Motion: N. Burgett; Second: I. Young. The motion was carried unanimously.

Finance

Accepted the independent Auditor's Report for the fiscal year ended June 30, 2023 as prepared by Buffamante, Whipple, Buttafaro, PC. Motion: D. Tanner; Second: J. Stake. The motion was carried unanimously.

Adopted Resolution 2024-1 electing not to increase the tax rate above the index of 8.2% to support the 2024-2025 budget. Motion: D. Tanner; Second: C. Ernst. The motion was carried unanimously.

Appointed G.H. Harris Associates, Inc. as the 2023 delinquent per capita tax collector at no cost to the district. Motion: D. Tanner; Second: E. Stauffer. The motion was carried unanimously.

Approved funding up to \$2,500 to the S.W. Smith Public Library. Funds to be used toward the \$5,000 match should the library be successful with its National Endowment for the Arts Big Read grant application. (Burgart-Franzen Foundation funds) Motion: N. Burgett; Second: I. Young. The motion was carried unanimously.

Approved funding up to \$8,500 to support purchase of software and supplies to provide additional capacity and improved viewer experience for district live streamed events. (Burgart-Franzen Foundation funds) Motion: E. Stauffer; Second: N. Burgett. The motion was carried unanimously.

Board

Adopted the 2024 board meeting calendar. Motion: I. Young; Second: E. Stauffer. The motion was carried unanimously.

Approved the minutes of the November 7, 2023 Committee of the Whole Meeting and the November 14, 2023 Regular Meeting. Motion: N. Burgett; Second: D. Tanner. The motion was carried unanimously.

Designated The Bradford Era as the newspaper of general circulation in accordance with Policy 005. Motion: N. Burgett; Second: I. Young. The motion was carried unanimously.

Appointed Mr. Adam Moate Primary Delegate and the Borough Manager as First Alternate Delegate to serve as district representatives to the Tax Collection Committee (TCC) in accordance with Act 32. Motion: N. Burgett; Second: I. Young. The motion was carried unanimously.

Executive Session

The board met in executive session at 8:36 pm regarding personnel matters.

Adjournment

Motion: D. Tanner; Second: C. Ernst. The motion was carried unanimously. Mr. Stake adjourned the meeting at 9:28 pm.

Respectfully submitted,

MELISSA VEILLEUX
Secretary to the Board of School Directors