

Port Allegany School District  
BOARD OF SCHOOL DIRECTORS  
*Regular Board Meeting*

February 13, 2023  
High School Library  
7:00 p.m.

**Minutes**

President Erica Petruzzi 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. Justin Fillhart, Mrs. Erica Petruzzi, Mr. Jason Stake, Mrs. Elizabeth Stauffer, Mr. Donald Tanner, Mrs. Ink Young and Mr. Gary Buchsen.

Board Absent: Mr. Eric Button and Mr. Sean Lathrop

Others Present: Business Manager Adam Moate, Rachel Vargeson and Matt Lawton.

Public Comment

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 September 12, 2022.

Minutes of Preceding Meetings

Approved the Minutes of the January 9, 2023 Committee of the Whole Meeting and the January 16, 2023 Regular Meeting. Motion: D. Tanner; Second: I. Young. The motion was carried unanimously.

Treasurer's Report

Approved the Treasurer's Report for the period ending January 31, 2023 as presented by Mr. Tanner. Motion: J. Stake; Second: J. Fillhart. The motion was carried unanimously.

General Fund investments on January 31, 2023 were as follows: Juniata Valley Bank (JVB) Investment Savings - \$3,903,258.53 and JVB Now Account - \$33,750.66. Motion: J. Stake; Second: J. Fillhart. The motion was carried unanimously.

January 31, 2023 balance for various accounts were reported as follows: Capital Reserve Fund - \$1,329,491.01; Student Activities Account - \$100,640.57; Student Athletics Account - \$109,698.89; Cafeteria Account - \$186,789.83; PLGIT Class Account - \$569.74 and PLGIT Term Account - \$5,000,000.00. Motion: J. Stake; Second: J. Fillhart. The motion was carried unanimously.

### Bill Lists and Payrolls (gold attachments)

Approved the General Fund Bill List of February 13, 2023 - \$363,955.94 and payrolls of January 5, 2023 - \$250,491.09, and January 19, 2023 - \$230,291.56. Motion: J. Stake; Second: J. Fillhart. The motion was carried unanimously.

### Superintendent's Report

Mr. Buchsen stated that "The ARP Act requires LEAs to review their Health & Safety Plans at least every six months during the period of the LEA's ARP ESSER grant." The board discussed are the three paragraphs on page 6 going to be included or taken out. The board agreed to keep the current language.

Seneca Highlands Regional Insurance Trust (SHRIT) financial overview. The board will be setting health care rates in April. USI has provided an estimate for the 2023-2024 health care rates in the SHRIT. They are recommending a 7.1% increase to meet anticipated new costs. The district will receive another estimate from Conrad Siegal at the March meeting.

Mr. Buchsen just received notification that the results of the competitive safe schools grant that we had applied for were not successful. There was only one local school district whose application was approved by PDE.

### Personnel

Filled the following supplemental positions for the 2023-2024 school year with stipends set in accordance with Schedule B1 of the Professional Agreement: Girls' Varsity Soccer Coach - Matt Lawton - \$3,588 and Girls' Assistant Soccer Coach - Alexandra Strauss - \$2,084. Motion: J. Stake ; Second: I. Young. The motion was carried unanimously.

Approved the following volunteer coaches for the 2022-2023 track & field season: Allison Lathrop, Alliyah Penick, Dan Schott, Erik Lloyd, Jamie Evens, and Jen Lloyd pending submission of all required paperwork. Motion: J. Stake; Second: E. Stauffer. The motion was carried unanimously.

Approved the addition of Ms. Erynn Dickerson to the substitute teaching list, pending completion of paperwork. Motion: J. Stake; Second: N. Burgett. The motion was carried unanimously.

### Finance

Authorized the administration to secure a district procurement card through PLGIT with a credit limit of \$50,000. Motion: J. Stake; Second: I. Young. The motion was carried unanimously.

### Board

Approved the following policy update: Policy 233 Suspension and Expulsion. (Recommended for legal liability.) Motion: J. Stake; Second: D. Burgett. The motion was carried unanimously.

Reauthorized the district health and safety plan. Motion: D. Tanner; Second: N. Burgett. The motion was carried unanimously.

### Adjournment

Motion: D. Tanner; Second: E. Stauffer. The motion was unanimously carried. Mrs. Petruzzi adjourned the meeting at 7:27 p.m.

Respectfully submitted,

MELISSA VEILLEUX  
Secretary to the Board of School Directors