

Port Allegany School District

BOARD OF SCHOOL DIRECTORS
Regular Meeting

January 12, 2026
High School Library
7:00 p.m.

MINUTES

Mr. Ernst called the meeting to order at 7:00 p.m. in the high school library with a moment of silence and the flag salute. Ms. Plumstead called the roll.

Board Present: Mrs. Erica Babcock, Mrs. Barbara Delacour, Mr. Christopher Ernst, Mr. Alex Johnson, Mr. Sean Lathrop, Mr. Jason Stake, Mr. Nicholas Valentine and Mrs. Ink Young and Mr. Marc Budd

Board Absent: Mrs. Erica Petruzzi

Others Present: High School Principal Tracy Kio, Business Manager Adam Moate, Katie Johnson, Amanda Priest, Bethany Mealy, Carey Herndon, Crystal Drew, Chelsea Caden, Katy Klepfer, Toncha Barber, Nancy Osani, Laura Alfieri, Melissa Veilleux, Brandon Dearborn and Renee Johnson

Public Comment

No public comment.

Minutes of Proceeding Meetings

Approved the January 6, 2026 committee of the whole meeting minutes with the addition of the need for a new outdoor play area under building and grounds. Motion: Mr. Stake; Second: Mr. Johnson. The motion was approved.

Treasurer's Report

Approved the Treasurer's Reports for the periods ending November 30, 2025 and December 31, 2025 as presented by Mr. Johnson. Motion: Mrs. Babcock; Second: Mrs. Young. The motion was carried unanimously.

Bill Lists and Payrolls

General Fund investments on November 30, 2025 were as follows: Juniata Valley Bank (JVB) Investment Savings - \$7,638,695.02 and JVB Now Account - \$58,517.31. Motion: Mr. Stake; Second: Mr. Lathrop. The motion was carried unanimously.

General Fund investments on December 31, 2025 were as follows: Juniata Valley Bank (JVB) Investment Savings - \$7,277,445.82 and JVB Now Account - \$11,893.50. Motion: Mr. Stake; Second: Mr. Lathrop. The motion was carried unanimously.

November 30, 2025 balance for various accounts were reported as follows: Capital Reserve Fund - \$1,657,249.36; Student Activities Account - \$131,669.62; Student Athletics Account - \$156,310.66; and Cafeteria Account - \$251,210.63. Motion: Mr. Stake; Second: Mr. Lathrop. The motion was carried unanimously.

December 31, 2025 balance for various accounts were reported as follows: Capital Reserve Fund - \$1,663,242.70; Student Activities Account - \$134,797.80; Student Athletics Account - \$157,305.69; and Cafeteria Account - \$300,881.84. Motion: Mr. Stake; Second: Mr. Lathrop. The motion was carried unanimously.

Approved the General Fund Bill List of December 15, 2025 - \$1,062,832.34 and payrolls of November 6, 2025 - \$295,068.36 and November 20, 2025 - \$289,044.96. Motion: Mr. Stake; Second: Mr. Lathrop. The motion was carried unanimously.

Approved the General Fund Bill List of January 12, 2026 - \$13,794.34 and payrolls of December 4, 2025 - \$332,801.45 and December 18, 2025 - \$288,200.48 and December 31, 2025 - \$440,223.54. Motion: Mr. Stake; Second: Mr. Lathrop. The motion was carried unanimously.

Superintendent's Report

Mr. Budd stated surveys were taken by the professional staff to gather percentages of those who are in favor of keeping early release days versus eliminating them. The percentage of the elementary school is not quite as in favor as the high school. Besides the survey, teachers had concerns with where they are at with their curriculum due to the early release days. Being locked into and invested in these trainings Mr. Johnson inquired how the remainder of the year would look for the staff to complete their training. Mr. Budd stated they have looked into paying a stipend to staff per unit.

Also discussed was the 2026-2027 school calendar, noting the need to really look at instructional days and possibly a later start date due to the CTC starting later.

Mr. Stake made a motion to add to the agenda under board to remove early release days starting in February, pending the ability to compile an MOU stating staff will receive a stipend of \$316.50 per unit passed. Mr. Lathrop seconded. The motion was passed.

NEW BUSINESS

Personnel

Approved tenure for Mrs. Katie Johnson as she has been employed by the Port Allegany School District for five years and has been rated satisfactory during the last four months of the fifth year; therefore, this ninth satisfactory rating made to comply with Section 1108 of the Pennsylvania School Code results in professional employee status (tenure). Motion: Mr. Stake;

Second: Mrs. Young. The motion passed; Mr. Johnson abstained.

Approved wrestling volunteer Ian O'Shea for the remainder of the 2025-2026 school year. Motion: Mr. Lathrop; Second: Mr. Johnson. The motion was carried unanimously.

Approved appointing Kari Johnson as mentor for Madison Coffman pro-rated at one half of the school year in the amount of \$794.00. Motion: Mr. Stake; Second: Mr. Lathrop. The motion passed; Mr. Johnson abstained.

Approved Brachele Valerius as a full-time one-on-one paraprofessional effective January 14, 2026 with an hourly rate of \$19.76 and fringe benefits set in accordance with the Support Staff Agreement. Motion: Mrs. Babcock; Second: Mrs. Young. The motion was carried unanimously.

Finance

Approved the quote from Allegany Educational Systems, Inc. in the amount of \$2,419.00 to repair two separate engraving machines in the woodshop and STEM lab. Motion: Mr. Stake; Second: Mr. Johnson. The motion was carried unanimously.

Approved the final best quote from TriMark in the amount of \$21,159.03 to replace the natural gas convection steamer in the high school cafeteria. Motion: Mrs. Babcock; Second: Mr. Stake. The motion was carried unanimously.

Buildings & Grounds

Mr. Budd provided an update on the HVAC system issues at the high school, including ongoing repairs and the need for a new compressor in ODU 1. He also briefly discussed issues with the VRF panels as well as adding another LG unit on the roof. Control valves are set to arrive in two weeks and finned tubing baseboard will be installed February 16th. Mr. Budd stated that Mr. Moate and himself had a good conversation with EI Associates regarding multiple projects including the front of the high school, the safety access into the building and some potential changes. Concerns were raised about the parking lot space and not wanting to take away from that. Other changes would be to center the concession stand and restrooms to the middle of the football field. As well as inquiring about the playground area pricing as soon as possible to allow time to apply for grants. Mr. Budd stated a lot of design work needs to be done and mentioned the anticipated timeline for these projects to begin.

Board

Approved resolution 2026-1 related to the Act 1 index. Motion: Mr. Stake; Second: Mrs. Young. The motion passed.

Mr. Ernst provided the board members with a copy of the committee appointments. The board approved the formation of the following ad hoc committees; Academic Improvement, Boosters, Facilities and Policy. These committees took effect on 1/6/2026 with a termination date of 1/5/2027. The committee appointments were made by the Board President. Motion: Mr. Stake; Second: Mr. Johnson. The motion was approved.

Approved the formation of an ad hoc committee titled "Principal Search Committee" effective 1/12/26 with a termination date of 6/30/26. The committee appointments were made by president, Mr. Ernst and are as follows: Mr. Ernst, Mrs. Delacour, Mr. Johnson and Mrs. Petruzzi. Mr. Ernst explained the committee's purpose and the importance of a transparent and communicated process. Motion: Mr. Stake; Second: Mrs. Young. The motion passed unanimously. Mr. Ernst thanked Mr. Kio again for helping the district during this time and thanked Mr. Budd for working to pursue his superintendent certification.

Approved removing early release days starting in February 2026 for the remainder of the 2025-2026 school year, pending the ability to compile an MOU stating staff will receive a stipend of \$316.50 per unit passed. Motion: Mr. Johnson; Second: Mr. Stake. The motion was passed unanimously. Mr. Johnson expressed that the school should advertise that early release days will be going away as soon as possible.

Executive Session

The Port Allegany School Board of Directors entered into Executive Session at 8:05 pm for the purpose of legal matters and personnel issues related to employee 2025-2026-1. Motion: Mr. Stake; Second: Mrs. Young. The motion was carried unanimously.

The Port Allegany School Board of Directors exited the Executive Session at 8:50 pm. Motion: Mrs. Young; Second: Mr. Lathrop. The motion passed.

Board

Approved Personnel Agreement for employee 2025-2026-1. Motion: Mrs. Young; Second: Mrs. Babcock. The motion passed with Mr. Stake opposing.

Adjournment

The meeting adjourned at 8:55 pm. Motion: Mr. Lathrop; Second: Mr. Johnson. The motion was carried unanimously.

Respectfully submitted,

Tiffany Plumstead
Secretary to the Board of School Directors

Next Scheduled Meeting

February 2, 2026 - Committee of the Whole Meeting