

Port Allegany School District

BOARD OF SCHOOL DIRECTORS  
*Regular Meeting*

January 16, 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. Mr. Moate called the roll.

Board Present: Mr. Eric Button, Mr. Nathan Burgett, Mr. Sean Lathrop, Mrs. Erica Petruzzi, Mr. Jason Stake, Mrs. Ink Young and Mr. Gary Buchsen.

Board Absent: Mr. Justin Fillhart, Mrs. Elizabeth Stauffer and Mr. Donald Tanner.

Others Present: Business Manager Adam Moate, Dr. Mark Carlson and Matthew 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.

Dr. Mark Carlson spoke to the board asking them to make sure that they read over the entirety of the contracts before they sign them regarding the GESA project.

Matthew Lawton thanked the board for their support of the music programs.

Minutes of Preceding Meetings

Approved the Minutes of the December 5, 2022 Reorganization meeting. Motion: J. Stake; Second: D. Tanner. The motion was unanimously carried.

Treasurer's Report

Approved the Treasurer's Report for the periods ending November 30, 2022 and December 31, 2022 as presented by Mr. Tanner. Motion: J. Stake; Second: N. Burgett. The motion was carried unanimously.

Bill Lists and Payrolls (gold attachments)

General Fund investments on November 30, 2022 were as follows: Juniata Valley Bank (JVB) Investment Savings - \$9,215,844.95 and JVB Now Account - \$25,849.93. Motion: J. Stake; Second: S. Lathrop. The motion was carried unanimously.

General Fund investments on December 31, 2022 were as follows: Juniata Valley Bank (JVB) Investment Savings - \$9,476,376.02 and JVB Now Account - \$12,263.70. Motion: J. Stake; Second: S. Lathrop. The motion was carried unanimously.

November 30, 2022 balance for various accounts were reported as follows: Capital Reserve Fund - \$1,323,725.49; Student Activities Account - \$99,225.28; Student Athletics Account - \$103,496.59; and Cafeteria Account - \$171,074.79. Motion: J. Stake; Second: S. Lathrop. The motion was carried unanimously.

December 31, 2022 balance for various accounts were reported as follows: Capital Reserve Fund - \$1,326,311.29; Student Activities Account - \$91,529.07; Student Athletics Account - \$102,616.45; and Cafeteria Account - \$225,004.43. Motion: J. Stake; Second: S. Lathrop. The motion was carried unanimously.

Approved the General Fund Bill List of December 12, 2022 - \$998,217.22 and payrolls of November 10, 2022 - \$258,066.56 and November 23, 2022 - \$257,712.5. Motion: J. Stake; Second: S. Lathrop. The motion was carried unanimously.

Approved the General Fund Bill List of January 16, 2023 - \$109,847.71 and payrolls of December 8, 2022 - \$298,460.09 and December 22, 2022 - \$249,185.60. Motion: J. Stake; Second: S. Lathrop. The motion was carried unanimously.

### Superintendent's Report

Investment Options. The administration received an updated offer from JVB. They are willing to match the PLGIT prime account rate on deposited district funds. They cannot match the CD rate offered by PLGIT.

Act 91 of 2020 and Act 172 of 2016. Any board member interested in serving on this committee should contact Mr. Buchsen. We would expect to meet sometime in February.

USDA Distance Learning Grant. The administration is recommending the district apply for 2023 USDA distance learning grant funds. The administration is also recommending contracting with Lonesome Prairie LLC to provide assistance in writing and submitting this competitive grant application.

### Curriculum

Approved Photography I (grade 4), Photography II (grade 5), and Acting 101 (grade 6) elementary school after school courses at a cost not to exceed \$3,150. (7% set aside funds) Motion: J. Stake; Second: I. Young. The motion was carried unanimously.

Approved an AP Human Geography course at the high school for the 2023-2024 school year. Motion: N. Burgett; Second: E. Button. The motion was carried unanimously.

Approved the articulation agreement with the University of Pittsburgh-Bradford. Motion: J. Stake; Second: N. Burgett. The motion was carried unanimously with Mrs. Young abstaining.

## Finance

Adopted the LERTA resolution with the Port Allegany Borough as reviewed at the January committee meeting. Motion: N. Burgett; Second: S. Lathrop. The motion was carried unanimously.

Approved the quote of \$2,484 from Johnson Controls to make repairs to the high school fire detection system. Motion: S. Lathrop; Second: N. Burgett. The motion was carried unanimously.

Approved the updated quote of \$23,794.04 from InShore Technologies for the high school and elementary school camera project. (Updated quote reflects the additional camera licensing costs for the project.) Motion: J. Stake; Second: E. Button. The motion was carried unanimously.

Approved the professional services agreement with Lonesome Prairie Publications, LLC in the amount of \$8,500.00 to provide grant writing services for the United States Department of Agriculture distance learning and telemedicine grant. Motion: S. Lathrop; Second: N. Burgett. The motion was carried unanimously.

Authorized the business manager and superintendent to transfer \$5,000,000.00 from the general fund to PLGIT to invest in a 12 month certificate of deposit. Motion: S. Lathrop; Second: J. Stake. Roll call vote was taken and the motion was carried unanimously with a 6-0 vote.

## Board

Approved the following policy updates: Policy 001 Principles for Governance and Leadership (Recommended by PSBA.), Policy 200 Enrollment of Students (This is a mandated policy change.), Policy 202 Eligibility of Nonresident Students (This is a mandated policy change.), Policy 203 Immunizations and Communicable Diseases (Recommended for legal liability purposes.), Policy 204 Attendance (This is a mandated policy change.), Policy 217 Graduation (Recommended for legal liability purposes.), Policy 221 Dress and Grooming (This is a mandated policy change.), Policy 251 Students Experiencing Homelessness, Foster Care and Other Educational Instability (This is a mandated policy change.) and Policy 810 Transportation (This is a mandated policy change.). Motion: J. Stake; Second: N. Burgett. The motion was carried unanimously.

Approved the 2023-2024 school calendar as presented at the committee of the whole meeting. Motion: J. Stake; Second: S. Lathrop. The motion was carried unanimously.

Approved a board resolution supporting application and submission of a USDA distance learning grant. Motion: J. Stake; Second: S. Lathrop. The motion was carried unanimously.

## Executive Session

The board met in executive session for personnel and safety and security matters at 7:39 p.m.

## Adjournment

Motion: S. Lathrop; Second: J. Stake. The motion was unanimously carried. Mrs. Petruzzi adjourned the meeting at 7:55 p.m.

Respectfully submitted,

MELISSA VEILLEUX  
Secretary to the Board of School Directors