

Port Allegany School District

BOARD OF SCHOOL DIRECTORS  
*Committee of the Whole Meeting*

January 6, 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, Mrs. Erica Petruzzi, Mr. Jason Stake, Mr. Nicholas Valentine and Mrs. Ink Young and Mr. Marc Budd

**Board Absent:**

**Others Present:** High School Principal Tracy Kio, Elementary Principal Greg Oliver, Assistant Principal Kathleen Bostjancic, Business Manager Adam Moate, Kristi Freeman, Amanda Priest, Andrew Krellner, Toncha Barber, Katy Klepfer, Chelsea Caden, Crystal Drew, Tabatha Dart, Valerie Seybert, Renee Johnson, Carey Herndon, Nancy Osani and Bethany Mealy

Public Comment

Katy Klepfer took the podium and discussed the need for a transition plan for the elementary school field trips due to dwindling booster volunteers. She highlighted the success of the annual santa shop event and thanked multiple students for volunteering their time.

Committee Reports

Christopher Ernst, Intermediate Unit Nine Board of Directors representative, provided the board with a handout and provided a recap of the IU9 meeting held on December 15th, including the approval of a consortium agreement with Vector Solutions. As well as the technology service agreement between Seneca Highlands IU9 and the Port Allegany School District for \$92,800. He also mentioned the selection of the IU9 for a Google grant for AI high level training through the University of Pennsylvania.

Ink Young, Seneca Highlands CTC General Advisory Board representative, had nothing to report.

Nicholas Valentine, PSBA Legislative representative, had nothing to report.

Minutes of Proceeding Meetings

Approved the minutes from the reorganization meeting on December 8, 2025 and the special

board meeting on December 19, 2025. Motion: Mr. Stake; Second: Mr. Lathrop. The motion was passed unanimously.

### Communication

Mr. Ernst acknowledged the Thank you card that was received from the Redmond family and provided condolences to their family for their tragic loss.

### Superintendent's Report

Mr. Budd discussed the current school year calendar, noting two early release days every month. The elementary school is undergoing training on the LETRS program while the high school is focusing on the Bowman Group and Core training during these days. Concerns were raised about the impact of working families on early release days as well as the impact on students' instructional time, particularly in core content areas like science and math. The board discussed the possibility of removing early release days and the need for a plan B for teacher training, such as the possibility of summer training. The union would be involved in developing this plan.

For the 2026-2027 school year calendar discussion, Mr. Budd provided the board with a copy of the 2026-2027 CTC calendar and explained how important it is to follow the CTC calendar due to the amount of students who attend CTC. The board agreed.

Mr. Budd proposed hiring a full-time Board Certified Behavioral Analyst (BCBA) to support students with emotional and behavioral needs. The board discussed the benefits of having a full-time BCBA and the potential long-term goals of reducing out-of-district placements as well as out-of-district costs. Mr. Lathrop made a motion to add advertising for a full-time BCBA to the agenda for approval. Mrs. Young seconded. The motion was passed unanimously.

Mr. Moate briefly discussed the Act 1 Resolution that outlines the election to not increase the tax rate above the 5.4% index for the 2026-2027 fiscal year.

### NEW BUSINESS

#### Personnel

Approved hiring Valerie Seybert as a full-time Pre-K Counts Assistant beginning on January 7, 2026 with an hourly rate of \$19.76 and fringe benefits set in accordance with the Support Staff Agreement. Motion: Mr. Stake; Second: Mrs. Young. The motion was passed unanimously.

Approved tenure for Mr. Andrew Krellner as he has been employed by the Port Allegany School District for three years and has been rated satisfactory during the last four months of the third year; therefore, this sixth rating made to comply with Section 1108 of the Pennsylvania School Code results in professional employee status (tenure). Motion: Mr. Stake; Second: Mr. Lathrop. The motion was passed unanimously.

Approved volunteer Cliff Fillhart to monitor/open the weight room during the remainder of the 2025-2026 school year. Motion: Mrs. Petruzzi; Second: Mrs. Young. The motion passed.

Approved Ms. Fran Reilly to be paid in accordance with schedule A-4, Step 20 Masters +30 with a salary of \$77,835.00 which will be pro-rated to the number of days left in the 2025-2026 school year to serve as a long term substitute teacher for the secondary Spanish position. Motion: Mr. Stake; Second: Mrs. Babcock. The motion was passed unanimously.

Approved advertising for a full time Board Certified Behavioral Analyst (BCBA) for the Port Allegany School District. Motion: Mr. Stake; Second: Mrs. Young. The motion passed.

### Finance

Mr. Budd briefly discussed the two broken epilog laser engraving machines in the wood shop and STEM lab, explaining that one is fifteen years old and the other is 4 years old. He stated Mr. Berrettini has fixed them multiple times but at this point there is nothing more he can do and parts must be replaced. Mr. Budd provided the board with a quote of \$2,419.00 from Allegany Educational Systems, Inc. that he stated will cover both machines repair costs. The board was in agreement that these machines get used by the students very frequently and are supportive to getting both machines repaired.

Mr. Moate discussed the high school cafeteria steamer and stated that it is no longer operating and is unfortunately beyond repair. He provided the board with multiple quotes for review and stated that TriMark came in with the lowest quotation. He also stated that this replacement would be supported by cafeteria funding, if board approved. This item will be brought back to the January 12th meeting for approval.

### Transportation

None

### Buildings & Grounds

Mr. Ernst provided an update on the conceptual designs from EI Associates for various school improvements, including a new field house, restrooms, athletic additions, security improvements and a new outdoor play area. The board discussed the need for a new concession stand and working restrooms for athletic events as well as a new outdoor play area at the elementary school. Mr. Budd spoke on the lack of security during sporting events that has led to people entering the school to use those restrooms and how that has resulted in vandalism. Mr. Ernst also spoke of having more security at the main entrance of the high school. The board also discussed the possibility of pursuing grant funding for these projects and the need for detailed design proposals.

### Curriculum

None

### Board

Approved appointing Mr. Adam Moate to be the Primary Delegate and the Borough Manager as First Alternate Delegate to serve as district representative to the Tax Collection Committee (TCC) in accordance with Act 32. Motion: Mr. Lathrop; Second: Mrs. Young. The motion was passed unanimously.

Mr. Ernst discussed committee assignments, ensuring each board member has a chair for a committee. He also discussed the need for a representative for the Port Allegany Recreation Authority and encouraged volunteers. Mrs. Delacour graciously volunteered for that role.

#### Executive Session

Mrs. Babcock made a motion to enter into executive session. Mr. Lathrop seconded. The motion was carried unanimously. Executive session entered at 8:25 pm.

Mr. Lathrop made a motion to exit the executive session. Mrs. Petruzzi seconded. The motion was carried unanimously. The executive session exited at 9:25 pm.

#### Adjournment

The PASD Board of Directors adjourned the meeting at 9:25 pm. Motion: Mr. Lathrop; Second: Mrs. Petruzzi. The motion passed.

Respectfully submitted,

Tiffany Plumstead  
Secretary to the Board of School Directors

#### Next Scheduled Meeting

*January 12, 2026 - Regular Meeting*