

Port Allegany School District

BOARD OF SCHOOL DIRECTORS  
*Committee of the Whole Meeting*

January 8, 2024  
High School Library  
7:00 p.m.

**Minutes**

President Erica Petruzzi called the meeting to order at 7:19 p.m. in the high school library with a moment of silence and the flag salute. Mrs. Veilleux called the roll. The board met in executive session from 6:15 pm until 7:18 pm to discuss student safety and security.

Board Present: Mr. Eric Button, Mr. Nathan Burgett, Mr. Christopher Ernst, Mrs. Erica Petruzzi, Mrs. Elizabeth Stauffer, Mr. Nicholas Valentine, Mrs. Ink Young and Mr. Gary Buchsen.

Board Absent: Mr. Jason Stake and Mr. Donald Tanner

Others Present: Business Manager Mr. Adam Moate, High School Principal Marc Budd, and Assistant Principal Greg Oliver.

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 reauthorized on August 14, 2023.

Committee Reports

Mr. Christopher Ernst, Intermediate Unit Nine Board of Directors had nothing to report as there has not been a meeting yet.

Mr. Nathan Burgett, Seneca Highlands CTC General Advisory Board had nothing to report.

Mr. Nicholas Valentine, SBA Legislative Representative had nothing to report.

Superintendent's Report

The administration will ask the board to adopt a school calendar for the 2024-2025 school year.

Mr. Buchsen stated that they met with Mazza and there is an issue at the elementary school. The Mazza quote is included in the packet. There is a communication issue with the network cards that have been failing within the rooftop units. Right now, for any of the units that have failed, we have no communication with the units and they need to be programmed physically

and not remotely. We were alerted to the issue in November by Schneider. If we were to fix the problem, what is it going to cost to fix it? Schneider Electric will be attending next week's board meeting to provide an update. The Mazza quote is \$16,881.

Mr. Moate gave an update on the elementary and high school dishwasher. He stated that we had to procure the bids and then advertised it in two different newspapers. After doing so, the prices have increased because of the new year pricing. A new quote will be provided at next week's board meeting for approval.

### Curriculum

Discussion was had in regards to reapplying for distance learning grant funds for the 2024-2025 school year. We had applied for a grant around this time last year and we were awarded roughly \$6,000. Some of the equipment will be installed in the spring. Question is...do we want to work with them again and see if we can get any more money to get new speakers and microphones in the auditorium?

Pennsylvania Department of Education - TSI (Targeted Support and Improvement) status for the subgroup 'students with disabilities' in the high school. The high school is one of over five hundred schools in Pennsylvania identified by PDE. An improvement plan will need to be approved by the board and submitted to PDE by September 1, 2024. With this, there are benchmarks that need to be met. We have to do a plan of improvement and there is no evaluation at the end. We will spend some time in January at the inservice and do the legwork in June and then approve it at the August board meeting.

### Personnel

Approved the addition of Ms. Leigha Nelson to the paraprofessional substitute list. Motion: C. Ernst; Second: I. Young. The motion was carried unanimously.

Approved the addition of Mr. Isaac Fessenden to the cafeteria substitute list. Motion: E. Button; Second: E. Stauffer. The motion was carried unanimously.

Approved Andrew Young, Noah Archer, and Jason Stake as volunteers for the district's live streaming program. Motion: N. Burgett; Second: E. Button. The motion was carried unanimously with Mrs. Young abstaining.

Approved Ms. Hannah Lathrop as a volunteer coach for junior high basketball for the 2024 season. Motion: J. Stake; Second: E. Button. The motion was carried unanimously.

Approved the addition of Mr. Jesse Lincoln to the substitute teaching list. Motion: J. Stake; Second: E. Button. The motion was carried unanimously.

Approved Conner Valentine, Jacob Causer, Mikya Stake, and Liam Hawver as volunteers for the district's live streaming program. Motion: N. Burgett; Second: I. Young. The motion was carried unanimously.

## Finance

Mr. Buchsen discussed the option to enter into contract with EPIC Communications to secure E-rate funds for the district.

Mr. Buchsen spoke in regards to the fund balance interest rates. The business manager will have a recommendation to the board for consideration at the regular January meeting.

## Board

President Petruzzi has shared the board committee appointments with the board with the exception of moving Mr. Burgett to the transportation committee and Mr. Ernst to the facilities committee.

The board will need to reauthorize the district's 2023-2024 health & safety plan at next week's meeting. This is a requirement for American Rescue Plan (ARP) funding. We will need to change the date and update it on the website

The board will be asked to approve the Pennsylvania School Boards Association Principles of Governance and Leadership resolution at next week's meeting.

First reading of the following policy updates: Policy 200 - Enrollment of Students. (Mandated to comply with state law and regulations.), Policy 202 - Eligibility of Nonresident Students. (Mandated to comply with state law and regulations.), Policy 217 - Graduation. (Recommended for legal liability purposes.), Policy 254 - Educational Opportunity for Military Children. This is a new policy. (Mandated to comply with state law.), Policy 610 - Purchases Subject to Bid/Quotation. (Recommended for audit purposes.), Policy 611 - Purchases Budgeted. (Recommended for audit purposes.), Policy 626 - Federal Fiscal Compliance. (Recommended for audit purposes.) and Policy 810 - Transportation. (Mandated to comply with state regulations.)

## Adjournment

Motion: C. Ernst; Second: E. Stauffer. The motion was carried unanimously. Mrs. Petruzzi adjourned the meeting at 8:15 pm.

Respectfully submitted,

MELISSA VEILLEUX  
Secretary to the Board of School Directors