

Port Allegany School District
BOARD OF SCHOOL DIRECTORS
Committee of the Whole Meeting

January 9, 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 (arrived at 8:15pm), Mr. Nathan Burgett, Mr. Justin Fillhart, Mrs. Erica Petruzzi, Mr. Jason Stake, Mrs. Elizabeth Stauffer, Mr. Donald Tanner, and Mr. Gary Buchsen.

Board Absent: Mr. Sean Lathrop and Mrs. Ink Young

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

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.

Mr. Benjamin Palmer spoke in regards to the 2022-2023 school calendar. He wanted to offer perspective on a teacher's standpoint on the last day of school which is the one day that the students come back from Memorial Day. It is very hard for teacher's to provide an enriched environment for students.

Committee Reports

Mr. Eric Button, Intermediate Unit Nine Board of Directors was not present during this section of the meeting.

Mr. Nathan Burgett from the CTC General Advisory Board sent an email to the Advisory board and is waiting on a return email and when he does receive it, he will forward it onto the board.

Mr. Justin Fillhart, the PSBA Legislative Representative had nothing to report this month.

Communication

None

Superintendent's Report

Mr. Buchsen stated that Mrs. Valentine's after school photography I/II after school classes have been completed that started in the fall. Mr. Kio stated that there have been a total of 54 students that have taken the classes and the results are amazing. The administration is recommending offering additional after school activities for students; Photography II (Grade 5), Photography I (Grade 4), and Acting 101 (Grade 6).

We are currently looking at Fund Balance Investment Options. Mr. Moate has contacted JVB and PLGIT and is researching investment options for board consideration. A recommendation will be available for board consideration next week.

The school district was the only bidder on the 570 East Mill Street property. The board will need to accept the proposal by the district to purchase the property. There were no other bidders.

Zitomeia proposal to provide internet services to the district. Seneca Highlands Intermediate Unit 9 is recommending accepting the proposal by ZitoMedia to provide internet services for the next five years to the IU. Yearly costs should decrease approximately 15%.

Hillendale Associates Inc. Affordable Care Act reporting. Mr. Moate stated that we are required to furnish reports to employees and the IRS for health insurance requirements. The CSIU is no longer offering this service. We have looked at a couple different vendors that offer this service and other schools in the IU did the same. Mr. Moate is recommending Hillendale Associates and their annual rate of \$1,500.00. They offer a full audit guarantee and will issue all of the 1095s. The district will be able to proof them before distribution. Hillendale will also complete all of the e-filing with the IRS.

Quote from Johnson Controls repairs recommended after recent inspection and testing that was complete in the fall. The quote was for \$2,484.60.

In August, when the board originally approved the camera project, the amount that was to InShore to complete the District camera project and related costs has increased. The licensing cost has increased since approval to \$23,794.04. This work is to be completed by the end of the month.

Futures Rehabilitation Center Inc. request to provide onsite job experience for one of their clients. They asked if it would be ok to come in after school hours and they would have a supervisor with them to do basic cleaning and teach them work related skills. This would be a total of maybe 3-4 times through the month of February. The board asked if they would need to provide clearances and Mr. Buchsen will ask about that.

We have worked with the University of Pittsburgh-Bradford for a very long time with dual enrollment classes and the state is requiring a copy of the articulation agreement to be shared with them.

2023-2024 School Calendar draft. Mr. Buchsen did thank Mr. Palmer for his comments regarding the new school calendar. The recommended district calendar is developed around the CTC's calendar. There is a typo on Easter break make-up days. We would have April 2nd be the third snow day and April 3rd would be the second snow day. We would have two instructional days after the Memorial Day weekend.

Mr. Buchsen thanked the board as January is PSBA's board recognition month. We have a new document that the board will need to sign. We thank all of you for your time and sacrifice for the school and community.

Curriculum

The administration is recommending adding an AP Human Geography course for the 2023-2024 school year.

Articulation agreement for dual enrollment classes with the University of Pittsburgh-Bradford will be approved at next week's regular meeting.

Houghton Mifflin Harcourt 'Into Reading and Waggle ELA K-6, 7 years + 6 months' would be our Reading program recommendation from Houghton Mifflin Harcourt. Earlier this summer, the board approved Houghton Mifflin Harcourt for our Mathematics program and this is the Reading program they provide. Mr. Kio stated that we have been piloting this program in the primary grades at the start of the school year. We got the most feedback from HMHC Into Reading. It was a unanimous decision among all teachers.

Personnel

Approved the addition of Ms. Lisa Redmond to the Substitute List for cafeteria staff retroactive to December 13, 2022. Motion: J. Stake; Second: J. Fillhart. The motion was carried unanimously.

Approved Mrs. Nicole Line as the prom advisor. Compensation per schedule B2 of the professional agreement is \$974. Motion: J. Stake; Second: J. Fillhart. The motion was carried unanimously.

Hired Ms. Erin Stauffer as a 4.5 hour life skills aide at the elementary school, at an hourly rate of \$18.10 and fringe benefits in accordance with the support staff agreement and district policy. Motion: D. Tanner; Second: N. Burgett. The motion was carried unanimously with Mrs. Stauffer abstaining.

Approved the addition of Ms. Sarah Babcock, Ms. Tammy Brown, Ms. Denise Welshhas and Ms. Danielle Anthony to the substitute list for paraprofessional staff. Motion: D. Tanner; Second: E. Stauffer. The motion was carried unanimously.

Approved the addition of Mr. Matthew Causer to the substitute teaching list. Motion: J. Stake; Second: N. Burgett. The motion was carried unanimously.

Accepted the resignation of Mr. Bryan Phillips as an elementary 1:1 paraprofessional effective January 21, 2023. Motion: N. Burgett; Second: J. Fillhart. The motion was carried unanimously.

Finance

The Port Allegany Borough is encouraging the school board to approve the LERTA tax resolution. The Borough manager reached out to us and this would be on the agenda next week.

Mr. Burgett shared this with the superintendents in the area. Act 91 of 2020 and Act 172 of 2016 are programs that offer EIT credits and property tax rebates for EMS volunteers. This will be on next week's agenda for further discussion.

Accepted the proposal of \$1,500 from Hillendale Associates Inc. for ACA reporting. Motion: J. Stake; Second: J. Fillhart. The motion was carried unanimously.

Approved the agreement with the Seneca Highlands Intermediate Unit to serve as consortium lead for

internet services beginning July 1, 2023 through June 30, 2028. Motion: D. Tanner; Second: J. Stake. The motion was carried unanimously.

Approved the repository sale of Port Allegany Borough parcel 14.004.-126-00, 570 East Mill Street (.33 acre) to the Port Allegany School District for a bid of \$3,500. Motion: D. Tanner; Second: E. Stauffer. The motion was carried unanimously.

Board

First reading of the following policy updates: Policy 011 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.)

Board Committee Appointments. Mrs. Petruzzi will have a final list of board committee appointments available at next week's meeting.

Authorized the superintendent to prepare and submit a McKean County Act 152 blight demolition grant application on behalf of the school district. Motion: S. Lathrop; Second: J. Fillhart. The motion was carried unanimously.

Executive Session

The board met in executive session for personnel and safety and security matters at 8:20 p.m.

Adjournment

Motion: J. Stake; Second: D. Tanner. The motion was unanimously carried. Mrs. Petruzzi adjourned the meeting at 9:21 p.m.

Respectfully submitted,

MELISSA VEILLEUX
Secretary to the Board of School Directors