

Port Allegany School District

BOARD OF SCHOOL DIRECTORS  
*Committee of the Whole Meeting*

June 9, 2025  
High School Library  
7:00 p.m.

**Minutes**

President Ink Young called the meeting to order at 7:00 p.m. in the high school library with a moment of silence and the flag salute. Mrs. Veilleux called the roll.

Board Present: Mr. Nathan Burgett, Mr. Christopher Ernst, Mrs. Elizabeth Stauffer, Mr. Nicholas Valentine, Mrs. Ink Young and Mrs. Paula Newell.

Board Absent: Mr. Eric Button, Mrs. Erica Petruzzi and Mr. Jason Stake

Others Present: High School Principal Marc Budd, Elementary Principal Gregory Oliver, Assistant Principal Kathleen Bostjancic, Business Manager Adam Moate, Andrew Krellner, Carey Herndon, Chelsea Caden, Karen and Mike Kallenborn, Baylee Reed, Crystal Drew, Toncha Barber, Tabatha Dart, Katie Johnson, Kristi Freeman, Christy Lineman, Abbey Johnson-Ernst, Billy Howard, Nancy Osani and Emilee Zimmerman

Superintendent Remarks

Mrs. Newell stated that the summer meal program was going well and we were receiving positive feedback from the community.

Public Comment

We encourage and welcome public comment at planning meetings and at our regular monthly board meetings. The following guidelines will permit meetings to move smoothly and allow sufficient time for all comments to be heard:

<https://www.pasdedu.org/Board-of-Directors>

Committee Reports

Christopher Ernst, Intermediate Unit Nine Board of Directors provided the board with a handout.

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

Nicholas Valentine, PSBA Legislative Representative had nothing to report.

## Communication

We received a thank you from both the Budd Family and The Nutrition Group.

Mrs. Guncheon introduced four - 6th graders who presented their required 6th grade service project. This project included researching a historical event that interested them and provided the board with information regarding their topic.

## Superintendent's Report

Mrs. Newell gave the floor to the district's principals and they all discussed what is currently happening and what has happened in their buildings during the 2024-2025 school year which included streamlining staff/policy adherence/academic improvement/facility issues/mental health and behavior issues.

Tuition coverage for non-job related degree seekers was discussed by the board with reimbursement options as a main topic. It was suggested that after the initial internal hiring process, teachers could individually take classes and get reimbursed after the class was completed. The board also discussed setting a budget rate, stating money would be there until it not vs. waiting until the end and distributing the money evenly. There were questions whether or not these teachers would have up to a certain amount of money and would they receive discounts from their specific universities. The terms principal certificate, behavior specialist, reading specialist and counselors were mentioned. Mrs. Newell stated she would work on other options to bring to the August meeting for discussion. She also reminded the board that we value our staff and would like to provide as much opportunity to grow and advance to our employees as possible.

Mrs. Newell stated that the No Kids Hungry Grant awarded \$12,000.00 to the district. It was discussed who would cover the costs of this program/ what would happen with the leftover money? The CHOP Program, part of Potter County and do not have donations to provide.

Mrs. Newell will be speaking with the solicitor regarding the Gator Network about them starting their own boosters. She did ask the board if they had any questions she would pass them along to the solicitor.

A discussion was had regarding the Administrative contract change for vacation days, updated from vote earlier this year. "unused vacation days will be compensated through a salary adjustment based on the number of days worked. This adjustment shall be considered a one-time payment and will not be factored into calculations for annual salary increases or merit-based adjustments to the employee's base pay." There is updated language and it will be recommended for vote at next week's meeting.

## Finance

The District's Insurance Package will be recommended by USI Insurance for the 2025-2026 school year effective July 1, 2025 for Workman's Compensation, General Property and Liability Package, Umbrella Policy, Educators Legal Liability Policy and Student Accident. Mr. Moate stated that there will be a \$11,000.00 increase.

The board will need to adopt the 2025-2026 Schedule of Paydays at next week's meeting. There are no changes as there are 26 pays contractually.

Adoption of resolution 2025-4 establishing the 2025 homestead/ farmstead exclusion real estate tax assessment reduction at next week's meeting.

Adoption of resolution 2025-5 setting taxes and the millage rates in McKean County and in Potter County to support the 2025-2026 General Operating Budget at next week's meeting. Based on the budget, taxes will not be increasing.

At this time, we are waiting on the engagement letter from Buffamante Whipple Buttafaro, PC as auditors for the 2025-2026 fiscal year in order to move forward on appointment.

### Personnel

Approved the Personnel Action Report (PAR). Motion: N. Burgett; Second: C. Ernst. The motion was carried unanimously. Mr. Ernst wanted to congratulate and thank Mr. Clark on his years of service coaching and stated he is sad to see him go.

Support Professional Staff Negotiations final update next week.

The renewal of the Interventionist MOU for the 2025-2026 school year was discussed.

The renewal of the Pre-K Counts Agreement for the 2025-2026 school year was discussed.

### Transportation

A discussion was had regarding the renewal of the Amish transportation agreement for Diane and James Green. Renewing Diane & James Green. There were no issues this past year and it qualifies for state reimbursement.

### Buildings & Grounds

The board discussed repairing pot holes at the elementary school and the speed bumps at the high school. We currently have one quote and are awaiting more next week. It was discussed that the board do a cost would not exceed and this would be paid out of the capital reserve.

The board had a discussion about adding additional parking spaces at the elementary school to accommodate for special events. Parking lot sealing at both PAHS and PAES was also discussed. Regular sealing is done annually. We currently have 2 quotes at this time. One from Taylor Armstrong and one from Carter Blacktop. Discussed the consideration of a parking lot in the lower area at the elementary school where the white house was torn down.

Mrs. Newell gave an update on Schneider Electric. A third party review update was discussed. An independent consultant and Mazza did a walk through of the high school but the specifics are still being looked at. Both parties are working well together.

EI Associates will be on-site June 24th and 25th for conceptual planning to look at the building and drawings were discussed.

### Curriculum

None

### Board

There will be an August PSBA Board Training that all board members should attend.

First reading for the following board policies with the exception of policy 816 - District Social Media which will be tabled until the August board meeting: 335 - Family Medical Leave Act, 336 - Personal Necessity Leave, 339 - Uncompensated Leave, 607 - Tuition Income, 718 - Service Animals in School, 805.2 - School Security Personnel and 807 - Opening Exercises/Moment of Silence/Flag Displays.

Approved the second reading of the following board policies with the exception of policy 320 - Freedom of Speech by Employees which will be tabled until the August board meeting: 210 - Medications, 236.1 - Threat Assessment, 247 - Hazing, 823 - Opioid Antagonist and 824 - Maintaining Professional Adult/Student Boundaries. Motion: C. Ernsi; Second: D. Tanner. The motion was carried unanimously.

### Executive Session

None

### Adjournment

Motion: N. Burgett; Second: C. Ernst. The motion was carried unanimously. Mrs. Young adjourned the meeting at 9:19pm.

Respectfully submitted,

MELISSA VEILLEUX  
Secretary to the Board of School Directors