

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

November 6, 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. Mrs. Veilleux called the roll.

Board Present: Mr. Eric Button, Mr. Nathan Burgett, Mr. Justin Fillhart, Mrs. Erica Petruzzi, Mr. Jason Stake, Mrs. Elizabeth Stauffer, Mrs. Ink Young and Mr. Gary Buchsen.

Board Absent: Mr. Sean Lathrop and Mr. Donald Tanner

Others Present: Business Manager Mr. Adam Moate, High School Principal Marc Budd, Assistant Principal Greg Oliver, Brad Stewart, Barb Bockoras, Chris Ernst, David Bartlett, Joyce Stehle, Sharon Horvath, Dotty Anderson, Jason Okerlund, Nicholas Valentine and Valerie Seybert

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.

Sharon Horvath from the Port Allegany Woman's Club addressed the board regarding a new community program called PA Heart & Soul that Port Allegany was accepted into which is funded federally. They would like to interview students in the district.

Committee Reports

Eric Button from the Intermediate Unit Nine Board of Directors stated that the meeting was moved to a different date and there will be new faces for next year's IU9 board.

Nathan Burgett from the Seneca Highlands CTC General Advisory Board had nothing to report.

Justin Fillhart, PSBA Legislative Representative reported that there is a cyber security agency webinar on the 28th of November at noon...one hour webinar and suggests that all administration should attend the webinar.

## Communication

Ms. Beth McElwee provided her intent to retire letter to the school board.

## Superintendent's Report

Seneca Highlands Intermediate Unit 9 / Northern PA Regional College paraprofessional associate's degree grant program. Mr. Buchsen reviewed the IU9 / Northern Pennsylvania Regional College paraprofessional associate's degree grant program. The IU was awarded \$50,000 in state funding to assist in tuition payments for paraprofessionals who would like to earn an associate's degree. Three paraprofessionals in the district have indicated interest. The administration is recommending participation in this program.

Officer Jones and Officer Pascuzzi have an ALICE training opportunity. They would be certified to provide the training to the district once they have completed it. Mr. Buchsen also wanted to inform the board about the progress of our police powers. The district's school police officers have full arrest authority in Potter County. We are waiting on Judge Pavlock's decision to permit arrest authority in McKean County. The district and the Seneca Highlands Intermediate Unit 9 have the support from the 10 school districts attending the CTC.

Mr. Moate has requested use of cafeteria fund balance to purchase new dishwashers for the elementary and high school cafeterias. Our current dishwashers are over 30 years old. We will have quotes from Singer, Hubert and TriMark next week.

Mr. Buchsen shared the information that was gathered for the Volunteer Firefighters and Emergency Medical Services Tax Credit Program. He provided a working summary of the possible resolution. There is some work that still needs to be done before we can move forward.

## Personnel

Approved the addition of Ms. Mikya Stake to the substitute cafeteria list. Motion: N. Burgett; Second: I. Young. The motion was carried unanimously with Mr. Stake abstaining.

Approved the addition of Ms. Jennifer McLaughlin and Ms. Linda Nelson to both the substitute paraprofessional and cafeteria list pending the completion of paperwork. Motion: J. Stake; Second: J. Fillhart. The motion was carried unanimously.

Approved the addition of Ms. Jenna Freer to the substitute paraprofessional list. Motion: J. Stake; Second: E. Button. The motion was carried unanimously.

Approved Mr. Ethan Budd and Mr. Adam Greenman as volunteer assistants for wrestling and Mrs. Lisa Daniels as a volunteer assistant for volleyball pending completion of paperwork. Motion: J. Stake; Second: I. Young. The motion was carried unanimously.

Approved Mr. Kerry Hawver, Mr. Doug Archer, Mr. David Bartlett, Mr. Jeremy Morey and Mr. Dan Funk as volunteers for the district's live streaming program. Motion: J. Stake; Second: E. Button. The motion was carried unanimously.

Approved Mr. Aaron Clark as the National Honor Society advisor for the 2023-2024 school year. Compensation per schedule B2 of the professional agreement is \$721. Motion: J. Stake; Second: N. Burgett. The motion was carried unanimously.

Approved Mr. Benjamin Palmer as the Musical Dramatic Director for the 2023-2024 school year. Compensation per schedule B2 of the professional agreement is \$1,984. Motion: J. Stake; Second: E. Button. The motion was carried unanimously.

Approved Mr. Greg Gustin as the head junior high basketball coach for the 2023-2024 season at a salary of \$3,219 according to Schedule B2 of the Professional Agreement pending the completion of paperwork. Motion: J. Stake; Second: N. Burgett. The motion was carried unanimously.

Approved Ms. Evin Stauffer as a volunteer girls basketball coach for the 2023-2024 basketball season pending completion of paperwork. Motion: J. Stake; Second: E. Button. The motion was carried unanimously with Mrs. Stauffer abstaining.

### Finance

The McKean County Tax Claim Bureau has received bids for two properties within the school district for repository sale. The Board will need to review bids and subsequently approve or reject bids at the next board meeting.

The administration will seek board approval at next week's meeting to have the USDA distance learning grant budget approved should the USDA contract arrive before the December meeting.

The administration will be requesting approval of an individual student transportation agreement at next week's meeting.

### Transportation

Approved Mrs. Karen Viozzi as a bus/van driver as recommended by Joseph Muccio, LLC, pupil transportation contractor. Motion: J. Stake; Second: J. Fillhart. The motion was carried unanimously.

### Board

Review of 2024 draft board meeting calendar. The new board will need to adopt a meeting schedule at the December reorganization meeting.

First reading of the following policy updates: Policy 815 - Acceptable Use of Internet, Computers and Network Resources. (Policy 815 is mandated by state and federal Child/Children's Internet Protection Act and required for E-rate.) and Policy 819 - Suicide Awareness, Prevention and Response. (Policy 819 is mandated by PA School Code 24 P.S. Sec. 15-1526.)

### Executive Session

The board met in executive session for student and personnel matters at 7:52pm.

### Adjournment

Motion: J. Stake; Second: J. Fillhart. The motion was unanimously carried. Mrs. Petruzzi adjourned the meeting at 8:55 p.m.

Respectfully submitted,

MELISSA VEILLEUX  
Secretary to the Board of School Directors