

Port Allegany School District

BOARD OF SCHOOL DIRECTORS  
***Regular Meeting***

November 8, 2021  
High School Library  
7:00 p.m.

**Minutes**

President Carlson 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: Dr. Mark Carlson, Mr. Kerry Hawver, Mr. Justin Fillhart, Mrs. Bonna Johns, Mr. Sean Lathrop, Mr. Jason Stake, Mr. Jonathan Stehle, Mr. Donald Tanner, Mr. Adam Moate and Mr. Gary Buchsen.

Board Absent: Mrs. Erica Petruzzi

Others Present: Assistant Principal Greg Oliver, Rachel Vargeson, Matt Lawton, Eric Button, Ink Young and Christopher Ferraro.

Public Comment

There were no comments relating to Title I, Title II or the District Health and Safety Plan approved by the board on July 26, 2021.

Mr. Lawton thanked Dr. Carlson, Mr. Stehle and Mr. Hawver for their years of service and their commitment to the community. It's a thankless job, it's a volunteer job and the community really appreciates their time.

Minutes of Preceding Meetings

Approved the Minutes of the October 4, 2021 Committee of the Whole meeting with a correction in the first sentence of the second paragraph of the "Superintendent's Report" to change "upon" to "update" and the October 11, 2021 regular meeting. Motion: J. Fillhart; Second: K. Hawver. The motion was unanimously carried.

Treasurer's Report

Approved the Treasurer's Report for the period ending October 31, 2021 as presented by Mr. Tanner. Motion: J. Stake; Second: J. Fillhart. The motion was carried unanimously.

General Fund investments on October 31, 2021 were as follows: Juniata Valley Bank (JVB) Investment Savings - \$9,261,691.03 and JVB Now Account - \$19,097.24. Motion: J. Stake; Second: J. Fillhart. The motion was carried unanimously.

October 31, 2021 balance for various accounts were reported as follows: Capital Reserve Fund - \$69,204.85; Student Activities Account - \$93,064.31; Student Athletics Account - \$82,221.20; and Cafeteria Account - \$6,950.82. Motion: J. Stake; Second: J. Fillhart. The motion was carried unanimously.

### Bill Lists and Payrolls

Approved the General Fund Bill List of November 8, 2021 - \$935,001.12 and payrolls of October 14, 2021 - \$253,786.60 and October 28, 2021 - \$245,239.77. Motion: S. Lathrop; Second: J. Fillhart. The motion was carried unanimously.

### Superintendent's Report

Chop Out Hunger is a non-profit organization that will provide food to families in need in the district. It is not an income based program, it is based solely on need. They work with multiple school districts in our region. The way the program works at the elementary level, they will provide prepackaged food to the families. Food would be delivered to the school on Thursdays. There is no cost to the district. At the high school level, they will have stand alone food carts that are not available during the regular meal hours. The elementary program will start the week of Thanksgiving.

Mr. Buchsen stated there are two project bills the board will be requested to authorize payment of. These include Mazza Inc. and Duggan & Duggan. The district will need to do a transfer from the general fund this evening to cover these capital expenditures.

There is a timeline for submission for the ARP/ESSER funding (7% allotment) and we have until 2024 to use it. The state wants the schools to apply by the end of November. The district was assured that it can amend the application after submission. The January inservice day will be used to gather staff input on programming.

Mr. Buchsen stated that today we received an email from the state that local control will be put back in our hands locally on January 17, 2022. The Health and Safety Plan will need to be revisited by the board. Until then, the mask order is still in place.

There are two areas of the roof that we continue to work on and Garland is not using Escola to do any of that work. They are using their primary contractor for these projects and have been on site. We have a building project meeting on Wednesday, November 10th with Schneider and then a walkthrough to make sure those things are done.

Thank you to Dr. Carlson, Mr. Hawver, and Mr. Stehle for their years of service to the Port Allegany School District. Especially these last 20 months. Anyone that is willing to serve their community and the children in an uncompensated position is to be commended. On behalf of everyone, thank you so much for your help and we look forward to working with the new board members.

### Personnel

Approved Kyle Babcock as the head junior high basketball coach for the 2021-2022 season at a salary of \$3,969 according to Schedule B2 of the Professional Agreement. Motion: K. Hawver; Second: J. Fillhart. The motion was carried unanimously.

Approved the following volunteer basketball coach for the 2021-2022 school year - Kerry Hawver. Motion: D. Tanner; Second: J. Fillhart. The motion carried 5-0-1 with Mr. Hawver abstaining.

Approved the following volunteer wrestling coaches for the 2021-2022 school year - Adam Greenman, Brian Neal, Nick Budd, and Nate Schwab. Motion: B. Johns; Second: J. Fillhart. The motion was carried unanimously.

### Finance

Authorized a transfer from the general fund to the capital reserve in the amount of \$533,032 to cover energy project supply and equipment costs. Motion: D. Tanner; Second: J. Fillhart. Roll call vote. The motion was carried unanimously 6-0. Mr. Hawver wanted to make the comment that we set aside \$100,000 a year to build the capital reserve so that if the board needs to make future improvements, they will be in a good position to do so. Dr. Carlson seconds.

Approved payment of \$474,996 to Mazza Mechanical Services for high school HVAC supplies and equipment. Roll call vote. The motion was carried unanimously 6-0.

Approved payment of \$58,036 to Duggan & Duggan General Contractors Inc. for elementary bathroom supplies. Roll call vote. The motion was carried unanimously 6-0.

### Board

Authorized the administration to work with the Potter County Education Council to provide monthly books for all children from birth to age 5 in the district. Books to be provided through the Dolly Parton Imagination Library at a cost not to exceed \$8,000 for the 2022 calendar year. (ARP/ESSERs funding) Motion: B. Johns; Second: J. Stehle. The motion was carried unanimously.

Authorized the administration to work with Chop Out Hunger to provide nutritionally at risk students with food supports at no cost to the school district. Motion: J. Fillhart; Second: D. Tanner. The motion was carried unanimously.

Authorized the superintendent to submit the ARP/ESSERs 7% set aside grant application to PDE in the amount of \$253,681. Motion: K. Hawver; Second: B. Johns. The motion was carried unanimously.

### Executive Session

The board moved to executive session to discuss a legal matter at 7:50 p.m.

### Adjournment

Motion: S. Lathrop; Second: J. Stehle. The motion was carried unanimously. Doctor Carlson adjourned the meeting at 8:10 pm.

Respectfully submitted,

MELISSA VEILLEUX  
Secretary to the Board of School Director