

Port Allegany School District

BOARD OF SCHOOL DIRECTORS  
*Regular Meeting*

October 10, 2022  
High School Library  
7:00 p.m.

**Minutes**

Vice President Jason Stake 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. Nathan Burgett, Mr. Eric Button, Mr. Sean Lathrop, Mr. Jason Stake, Mr. Donald Tanner, Mrs. Ink Young, and Mr. Gary Buchsen.

Board Absent: Mr. Justin Fillhart, Mrs. Erica Petruzzi and Mrs. Elizabeth Stauffer

Others Present: Business Manager Adam Moate, High School Principal Marc Budd, Elementary School Principal Tracy Kio, Assistant Principal Greg Oliver and Andrew Krellner.

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.

Minutes of Preceding Meetings

Approved the Minutes of the September 6, 2022 Committee of the Whole Meeting and the September 12, 2022 Regular Meeting. Motion: J. Stake; Second: E. Button. The motion was unanimously carried.

Treasurer's Report

Approved the Treasurer's Report for the period ending September 30, 2022 as presented by Mr. Tanner. Motion: S. Lathrop; Second: E. Button. The motion was carried unanimously.

General Fund investments on September 30, 2022 were as follows: Juniata Valley Bank (JVB) Investment Savings - \$8,289,066.53 and JVB Now Account - \$68,910.20. Motion: S. Lathrop; Second: E. Button. The motion was carried unanimously.

September 30, 2022 balance for various accounts were reported as follows: Capital Reserve Fund - \$1,318,651.94; Student Activities Account - \$94,304.40; Student Athletics Account - \$101,352.64; and Cafeteria Account - \$118,963.06. Motion: S. Lathrop; Second: E. Button. The motion was carried unanimously.

### Bill Lists and Payrolls (gold attachments)

Approved the General Fund Bill List of August 8, 2022 - \$432,320.93 and payrolls of August 14, 2022 - \$244,497.50, and August 28, 2022 - \$299,164.31. Motion: N. Burgett; Second: I. Young. The motion was carried unanimously.

### Superintendent's Report

Comprehensive plan. The board has received a draft copy of the district's comprehensive plan. After a 28 day public comment period, the board will need to approve a plan at the November 14 regular board meeting. A full review will be completed by the administration at the November 7 committee meeting. The plan must be submitted to PDE by November 30, 2022.

Mr. Buchsen provided an investment grade audit proposal to the board from Schneider Electric. This work would complete a review of building envelope, insulating qualities, and solar opportunities for the school district for a potential Phase III energy project. A \$20,000 fee would need to be paid to Schneider Electric should the board not proceed with a project. That fee would be waived if the board chose to move forward. The board will revisit this in November.

Mr. Buchsen stated that the meeting with the Port Allegany Borough leadership to review the SRO was canceled for today and is moved to Friday, October 14, 2022 per Mr. George Riley.

### Personnel

Accepted the letter of resignation from Mrs. Lisa VanGorden effective October 6, 2022. Motion: S. Lathrop; Second: E. Button. The motion was carried unanimously.

Approved Ms. Sheila Peters to the substitute list for paraprofessional staff. Motion: S. Lathrop; Second: D. Tanner. The motion was carried unanimously.

Approved Mrs. Mary Lashway as a day-to-day substitute for Ms. Carrie Lee at a daily rate of \$150.00 beginning August 22, 2022. Motion: D. Tanner; Second: I. Young. The motion was carried unanimously.

### Finance

Approved the purchase of four 'Stop the Bleed' kits for the school district at a cost not to exceed \$3,200. Motion: S. Lathrop; Second: E. Button. The motion was carried unanimously.

Authorized the administration to complete the P2G (Path to Graduation) grant application with the Seneca Highlands Intermediate Unit 9. Motion: N. Burgett; Second: D. Tanner. The motion was carried unanimously.

### Board

Authorized payment of \$9,300 to Rachel's Challenge to provide student presentations, programming, and mental health support to the district. Motion: S. Lathrop; Second: E. Button. The motion was carried unanimously.

Executive Session

The board met in executive session for personnel and legal matters at 7:39pm.

Adjournment

Motion: D. Tanner; Second: E. Button. The motion was unanimously carried. Mr. Stake adjourned the meeting at 8:27 p.m.

Respectfully submitted,

MELISSA VEILLEUX  
Secretary to the Board of School Directors