

Port Allegany School District

BOARD OF SCHOOL DIRECTORS  
*Regular Meeting*

October 11, 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. Mrs. Veilleux called the roll.

Board Present: Dr. Mark Carlson, Mr. Justin Fillhart, Mrs. Bonna Johns, Mr. Sean Lathrop, Mrs. Erica Petruzzi, Mr. Jonathan Stehle, Mr. Donald Tanner, Mr. Adam Moate and Mr. Gary Buchsen

Board Absent: Mr. Kerry Hawver and Mr. Jason Stake

Others Present: Elementary School Principal Mr. Tracy Kio, Rachel Vargeson and Brad Stewart

Minutes of Preceding Meetings

Approved the Minutes of the September 7, 2021 Committee of the Whole meeting and the September 13, 2021 Regular Meeting with correction on page 3 under "Board" third paragraph changing 3 inches to 1 ½ inches. Motion: E. Petruzzi; Second: S. Lathrop. The motion was carried unanimously.

Treasurer's Report

Approved the Treasurer's Reports for the period ending September 30, 2021 as presented by Mr. Tanner. Motion: S. Lathrop; Second: J. Fillhart. The motion was carried unanimously.

General Fund investments on September 30, 2021 were as follows: Juniata Valley Bank (JVB) Investment Savings - \$7,735,459.94 and JVB Now Account - \$30,214.52. Motion: S. Lathrop; Second: J. Fillhart. The motion was carried unanimously.

September 30, 2021 balance for various accounts were reported as follows: Capital Reserve Fund - \$69,197.21; Student Activities Account - \$89,308.92; Student Athletics Account - \$79,168.58; and Cafeteria Account - \$2,546.11. Motion: S. Lathrop; Second: J. Fillhart. The motion was carried unanimously.

Bill Lists and Payrolls

Approved the General Fund Bill List of October 11, 2021 - \$409,709.28 and payrolls of September 2, 2021 - \$212,065.41; September 16, 2021 - \$252,543.98 and September 20, 2021 - \$251,107.62. Motion: S. Lathrop; Second: J. Fillhart. The motion was carried unanimously.

## Superintendent's Report

High school building controls have been installed by U&S Services Inc. Tonawanda, NY. This was a question from the board from last week's meeting. We will have complete control of the building and the temperature controls. That work should be finished in the next couple of weeks. Access will not be an issue and was shared by them. Mr. Tanner asked if they were providing the training? Mr. Buchsen said that they were. Dr. Carlson commented that we would have the capacity to look and see any glitches in the system and those could be fixed quickly.

Mr. Moate reached out to local school business managers and developed a comparison of substitute teacher and substitute support staff pay rates.

## Personnel

Filled the following supplemental positions for the 2021-2022 school year with salaries set in accordance with Schedule B1 of the Professional Agreement: Assistant Girls Basketball - Mrs. Beth Scanlon - \$3,969 and Assistant Boys Basketball - Mr. Tre Garzel - \$3,219. Motion: S. Lathrop; Second: J. Fillhart. The motion was carried unanimously.

Added Jennifer Guncheon to the Homebound Instruction Teacher List for the 2021-2022 school year at an hourly rate of \$31.65 in accordance with the Professional Agreement. Motion: B. Johns; Second: S. Lathrop. The motion was carried unanimously.

## Finance

Approved the maintenance agreement for building environmental systems at the high school with Mazza Mechanical Services, Inc. Motion: Motion: S. Tanner; Second: J. Fillhart. The motion was carried unanimously.

Set the substitute teacher pay daily rate at \$115.00. Motion: D. Tanner; Second: S. Lathrop. The motion was carried unanimously.

Set the hourly substitute support staff rate at \$10.00. Motion: S. Lathrop; Second: D. Tanner. The motion was carried unanimously.

## Board

Adopted the following policies: 006 Meetings. (Recommended to assist with compliance with the Sunshine Act.) and 903 Public Participation in Board Meetings. (Recommended to assist with compliance with the Sunshine Act.) Motion: J. Stehle; Second: D. Tanner. The motion was carried unanimously.

## Executive Session

The board moved to executive session for a personnel matter at 7:35 p.m.

## Adjournment

Motion: J. Fillhart; Second: E. Petruzzi. The motion was unanimously carried. Doctor Carlson adjourned the meeting at 7:44 p.m.

Respectfully submitted,

MELISSA VEILLEUX  
Secretary to the Board of School Directors