

Port Allegany School District

BOARD OF SCHOOL DIRECTORS
Regular Meeting

October 13, 2025
High School Library
7:00 p.m.

MINUTES

President Mrs. 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. Ms. Plumstead called the roll.

Board Present: Mr. Nathan Burgett, Mr. Christopher Ernst, Mr. Jason Stake, Mrs. Elizabeth Stauffer (arrived at 7:12 pm), Mr. Donald Tanner, Mr. Nicholas Valentine, Mrs. Ink Young and Mrs. Paula Newell.

Board Absent: Mr. Eric Button and Mrs. Erica Petruzzi

Others Present: Business Manager Adam Moate, Barb Bockoras, Alex Johnson, Brie Daniels, Crystal Drew, Jennifer Funk, E. Tingley, Amber Funk, Bethany Mealy, Andrew Krellner and Stacey Kinney

Superintendent Remarks

Mrs. Newell started off by discussing homecoming weekend, congratulating the king and queen. She stated that there was a pretty brutal Jr. High football game that included many injured students, one even being life flighted, thankfully he was able to come home the previous day. Mrs. Newell also stated that in front of the board members was more information regarding an AED that Mrs. Stauffer had received from some people she had reached out to, however since Mrs. Stauffer was not present at this time, this topic was tabled until the next meeting.

Public Comment

Alex Johnson took the podium and started off by stating he was here again this week to discuss the concerns he has regarding his son's first grade class. Mr. Johnson stated after speaking with Mr. Oliver, he decided to set up a meeting with his son's current teacher, Ms. Coffman. After having this meeting, Mr. Johnson voiced his concerns regarding Ms. Coffman having an instructional coach from the IU versus being partnered with a mentor within the district. The board is aware of all of Mr. Johnson's concerns.

Minutes of Proceeding Meetings

Approved the Minutes of the October 6, 2025 Committee-of-the-Whole Meeting. Motion:

J.Stake; Second: N.Burgett. The motion was carried unanimously.

Treasurer's Report

Approved the Treasurer's Report for the period ending September 30, 2025 as presented by Mr. Tanner. Motion: N.Burgett; Second: J.Stake . The motion was carried unanimously.

Bill Lists and Payrolls

General Fund investments on September 30, 2025 were as follows: Juniata Valley Bank (JVB) Investment Savings - \$4,983,780.31 and JVB Now Account - \$20,778.55.

September 30, 2025 balance for various accounts were reported as follows: Capital Reserve Fund - \$1,646,585.78; Student Activities Account - \$115,197.20; Student Athletics Account - \$152,362.20; Cafeteria Account - \$269,689.50; PLGIT Class Amount: \$797.32; and PLGIT Prime Amount: \$5,685,034.36.

Approved the General Fund Bill List of October 13, 2025 - \$438,839.65 and payrolls of September 11, 2025 - \$295,595.28 and September 25, 2025 - \$287,759.24.

For all accounts and totals; Motion: J.Stake; Second: N.Valentine. Motion was passed with Mr.Ernst abstaining due to check number 0000034135 - E. & M. Engineers and Surveyors, P.C. on the October 13th Bill List.

Communication

Thank you card from The Saltsman's.

Committee Reports

Mr. Christopher Ernst, Intermediate Unit Nine Board of Directors stated he had nothing to report, his meeting would be next week.

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

Mr.Nicholas Valentine, PSBA Legislative Representative had nothing to report.

Superintendent's Report

After last week's Aflac presentation and the review of their rates, the board approved the motion to offer Aflac as optional additional insurance to employees. Motion: J.Stake; Second: D.Tanner. The motion was carried unanimously.

Approved the LETRS/ACE Partnership for \$7,800.00/ per year waiving the indenture policy 10-2.12-D. Motion: D.Tanner; Second:E.Stauffer. The motion was passed with Mr.Valentine abstaining.

Personnel

There were no staff to be approved on the Personal Action Report (PAR). However, Mrs.Newell announced the recent departure of one of our Custodial/Maintenance employees and stated that herself and Mrs.Young have spoken and compiled some different strategies to work towards filling this position quickly during this time. After the board discussed the situation, they encouraged the administration to move forward with interviews as soon as possible and then with communication to board officers the decision can be made retroactively.

Board

The first item under Board discussion was the recommendation of some new cafeteria equipment. Mr.Moate briefly discussed the quotes and Mr.Ernst stated that the board was given numbers last week that these quotes were not to exceed and he states that they are all spot on. Mrs.Stauffer asked about the warranty regarding these pieces of equipment. The motion to approve all three pieces of equipment was passed. Pizza Oven, Trimark - \$13,940.00. Convection Oven, Trimark - \$11,100.00. Ice Machine, Carnegie - \$3,327.23. Motion: J.Stake; Second: N.Valentine. The motion was carried unanimously.

Under board policies, Mrs.Young stated as a reminder they need to set a timeline for a recommendation, mainly for item C, Student Employment and Work-Based Learning, then discussed this with the board. Mrs.Newell clarified with the board how they would like to receive policies for the agenda.

Prior to the executive session, Mrs.Stauffer briefly discussed quotes she received for an AED and how there is funding and grants available out there. Mrs.Stauffer states that she will reach out to try and gather more information and discuss funding opportunities and bring this back to next month's meeting.

Executive Session

Port Allegany School Board of Directors entered into Executive Session at 7:44 pm. Motion: J.Stake; Second: N.Burgett. The motion was carried unanimously.

Adjournment

The meeting adjourned at 8:12 pm. Motion:D.Tanner; Second: E.Stauffer. The motion was carried unanimously.

Respectfully submitted,

Tiffany Plumstead
Secretary to the Board of School Directors

Next Scheduled Meeting

November 3, 2025 - Committee of the Whole Meeting

