

Port Allegany School District

BOARD OF SCHOOL DIRECTORS  
*Committee of the Whole Meeting*

October 2, 2023  
High School Library  
7:00 p.m.

**AGENDA**

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, Mr. Donald Tanner, Mrs. Ink Young and Mr. Gary Buchsen.

Board Absent: Mr. Sean Lathrop

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

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.

Committee Reports

Eric Button from the Intermediate Unit Nine Board of Directors had nothing to report.

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

Justin Fillhart, PSBA Legislative Representative reported the budget had been signed which carries them through November 17th.

Superintendent's Report

Mr. Buchsen shared with the board recommended procedures for students and staff who work to live stream district events. It is recommended by the administration that individuals should be approved by the board, complete a one hour live streaming course, and share plans to livestream events with the administration in advance.

Policy 805.3 School Security Personnel Use of Force is a policy that we need in place for insurance purposes and will be scheduled for board approval next week.

The USDA distance learning grant is a grant that Port Allegany School District partnered with Austin Area School District. Solutionz will be visiting the high school on Tuesday, October 3rd for a walkthrough and then will be headed to Austin to do the same. Solutionz completed the classroom distance learning designs for the grant application. It is anticipated that this work will be done in the spring and summer of 2024.

Mr. Moate shared potential options for equipment spent from the cafeteria account. The district is in need of new dishwashers.

Schneider Electric will be at the October 9th regular. Mr. Buchsen stated that they had a follow up meeting with Schneider Electric along with their architects. They are coming back to give an update on the potential high school weatherization project.

### Personnel

Hired Jami Smith as a 4.5 hour paraprofessional at an hourly rate of \$18.55 and fringe benefits in accordance with the support staff agreement and district policy with a start date of September 25, 2023. Motion: J. Stake; Second: I. Young. The motion was carried unanimously.

Hired Mary Mensch as a 4.5 hour paraprofessional at an hourly rate of \$18.55 and fringe benefits in accordance with the support staff agreement and district policy with a start date of September 25, 2023. Motion: J. Stake; Second: N. Burgett. The motion was carried unanimously.

Approved the addition of Jennifer Cradduck to the substitute teaching list. Motion: J. Stake; Second: E. Button. The motion was carried unanimously.

### Board

First reading of the following policy update: Policy 805.3 - School Security Personnel Use of Force. (Recommended for legal liability purposes.)

### Executive Session

The board met in executive session prior to the start of the meeting to discuss school safety and security concerns. This executive session began at 6:30pm and ended at 7:00pm.

### Adjournment

Motion: J. Stake; Second: D. Tanner. The motion was unanimously carried. Mrs. Petruzzi adjourned the meeting at 7:30 p.m.

Respectfully submitted,

MELISSA VEILLEUX  
Secretary to the Board of School Directors