

Port Allegany School District

BOARD OF SCHOOL DIRECTORS
Regular Board Meeting

September 11, 2023
High School Library
7:00 p.m.

Minutes

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. Mr. Moate called the roll.

Board Present: Mr. Eric Button, Mr. Justin Fillhart, Mrs. Erica Petruzzi, Mr. Jason Stake, Mrs. Elizabeth Stauffer, Mr. Donald Tanner, Mrs. Ink Young (7:08pm) and Mr. Gary Buchsen

Board Absent: Mr. Sean Lathrop and Mr. Nathan Burgett

Others Present: Business Manager Adam Moate and Matt Lawton

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 August 14, 2023.

Minutes of Preceding Meetings

Approved the Minutes of the August 7, 2023 Committee of the Whole Meeting and the August 14, 2023 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 August 31, 2023 as presented by Mr. Tanner. Motion: J. Stake; Second: J. Fillhart. The motion was carried unanimously.

General Fund investments on August 31, 2023 were as follows: Juniata Valley Bank (JVB) Investment Savings - \$5,633,883.77 and JVB Now Account - \$5,904.08. Motion: J. Stake; Second: J. Fillhart. The motion was carried unanimously.

August 31, 2023 balance for various accounts were reported as follows: Capital Reserve Fund - \$1,365,572.87; Student Activities Account - \$93,005.17; Student Athletics Account - \$116,013.06; and Cafeteria Account - \$370,885.47. Motion: J. Stake; Second: J. Fillhart. The motion was carried unanimously.

Bill Lists and Payrolls

Approved the General Fund Bill List of September 11, 2023 - \$912,754.22 and payrolls of August 3, 2023 - \$217,280.83, August 17, 2023 - \$217,545.76 and August 31, 2023 - \$235,362.79. Motion: J. Stake; Second: D. Tanner. The motion was carried unanimously.

Superintendent's Report

Mr. Buchsen provided updated information on a recommended purchase of a police officer vehicle and recommendation for radios for the police officers.

The administration is recommending use of PCCD mental health funds to provide after school programming for students during the 2023-2024 school year.

Mr. Moate led a discussion on the various district photocopiers leases and shared potential options for the board to consider.

Mr. Buchsen updated the board on the return of Community Foundation for the Alleghenies grant funds that need to be returned to the foundation. The application was originally written and approved for a solar project in the district. An extension was already granted by the foundation and the money should be returned. The return of these grant funds were at no cost to the school district.

Finance

Authorized the business manager to make repayment to the Community Foundation for the Alleghenies for unused grant funds. Motion: J. Stake; Second: I. Young. The motion was carried unanimously.

Authorized purchase of a 2017 Ford Explorer XLT from Zook Motors to be used as a school police officer at a vehicle cost of \$16,000 plus applicable fees. (Cost to be shared with IU9.) Motion: D. Tanner; Second: E. Button. The motion was carried unanimously.

Approved the quote from K&C Communications for (3) school police officer radios at a cost of \$1,332.00. (PCCD grant funding) Motion: J. Stake; Second: J. Fillhart. The motion was carried unanimously.

Approved purchase of (16) district radios for school safety and security at a cost not to exceed \$3,200.00. (PCCD grant funding) Motion: J. Stake; Second: D. Tanner. The motion was carried unanimously.

Approved the district photocopier lease proposal from ComDoc in the amount of \$500.76 for (4) photocopiers for district use. Motion: J. Stake; Second: E. Stauffer. The motion was carried unanimously.

Buildings and Grounds

Approved the quote from Johnson Controls for fire alarm maintenance, inspection and monitoring at both the elementary school and the high school at a cost of \$5,090 for the 2023-2024 school year. Motion: J. Stake; Second: J. Fillhart. The motion was carried unanimously.

Curriculum

Approved the contract with the Warren County School District to provide distance learning options during the 2023-2024 school year. Motion: D. Tanner; Second: E. Button. The motion was carried unanimously.

Approved the after school mental health support program 'Engaging Students to Promote Personal and Academic Success' for the 2023-2024 school year. (PCCD mental health funds) Motion: J. Stake; Second: D. Tanner. The motion was carried unanimously.

Personnel

Appointed Rachael Karwowski as the Show Choir Director and Musical Director for the 2023-2024 school year at supplemental salaries of \$1,864 and \$2,511. Motion: J. Stake; Second: J. Fillhart. The motion was carried unanimously.

Approved the addition of Mrs. Lauren Jackson to the substitute teaching list pending the completion of paperwork. Motion: J. Stake; Second: E. Button. The motion was carried unanimously.

Board

Approved the exoneration in the amount of \$196.13 for parcel #210-0004D-031. Motion: J. Stake; Second: E. Button. The motion was carried unanimously.

Executive Session

None

Adjournment

Motion: J. Stake; Second: D. Tanner. The motion was unanimously carried. Mrs. Petruzzi adjourned the meeting at 7:48 p.m.

Respectfully submitted,

MELISSA VEILLEUX
Secretary to the Board of School Directors