

Port Allegany School District

BOARD OF SCHOOL DIRECTORS *Regular Board Meeting*

September 15, 2025
High School Library
7:00 p.m.

MINUTES

President 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. Eric Button, Mr. Christopher Ernst, Mrs. EricaPetruzzi, Mr. Jason Stake (arrived at 8:11 pm), Mrs. Elizabeth Stauffer, Mr.Donald Tanner, Mrs. Ink Young and Mrs. Paula Newell.

Board Absent: Mr. Nathan Burgett, Mr.Nicholas Valentine

Others Present: High School Principal Marc Budd, Elementary Principal Gregory Oliver, Assistant Principal Kathleen Bostjancic, Business Manager Adam Moate, Crystal Drew, Andrew Krellner & Laura Alfieri

Superintendent Remarks

Mrs.Newell started the meeting off by stating today was the first professional development day for teachers and so far she has received positive feedback. She noted that the homecoming parade will be Friday October 10th at 6:00 pm and this year's theme will be A Night in Rio. Mrs.Newell gave an update on the Healthy Kids after school program. We are still currently waiting to have the Department of Health Services inspection scheduled. When following up with them, they informed us they are having a hard time right now with funding, due to the fact that the state budget has not been passed yet. Once the inspection is scheduled, the board will be notified. Mrs.Stauffer asked that we give the community an update on where we are regarding the Healthy Kids program.

Mrs.Newell stated that the Nation's Report Card came out last Monday evening and the numbers/percentages were very discouraging. However she did state she is proud of the direction we are moving with the board's commitment to the interventionists that we have and some of the assessments that we purchased.

Lastly, Mrs.Newell gave the stand to Mr.Moate to give an update after speaking with Cummins Construction. He stated that they are subcontracting their concrete workers and mentioned the possibility of capitalizing on work at the same time as the borough to save some money.

Public Comment

No public comment.

Minutes of Preceding Meetings

Approved the Minutes of the September 8, 2025 Committee-of-the-Whole Meeting, with the correction that Vice President Mr.Stake called the meeting order instead of Mrs.Young due to her absence at that meeting. Motion: E.Button; Second: D.Tanner. The motion was carried unanimously.

Treasurer's Report

Approved the Treasurer's Report for the period ending August 31, 2025 as presented by Mr. Tanner. Motion: E.Petruzzi; Second: E.Stauffer . The motion was carried unanimously.

Bill Lists and Payrolls

General Fund investments on August 31, 2025 were as follows: Juniata Valley Bank (JVB) Investment Savings - \$6,253,033.20 and JVB Now Account - \$13,071.67. Motion: E.Petruzzi; Second: E.Button. The motion was carried unanimously.

August 31, 2025 balance for various accounts were reported as follows: Capital Reserve Fund - \$1,640,831.63; Student Activities Account - \$113,330.71; Student Athletics Account - \$143,455.54; Cafeteria Account - \$330,580.59; PLGIT Class Amount: \$794.67; and PLGIT Prime Amount: \$5,664,921.02. Motion: E.Petruzzi; Second: E.Button. The motion was carried unanimously.

Approved the General Fund Bill List of September 15, 2025 - \$1,074,287.62 and payrolls of August 14, 2025 - \$238,868.58 and August 28, 2025 - \$263,816.49. Motion: E.Petruzzi; Second: E.Button. The motion was carried unanimously.

Approved the Capital Reserve Fund Bill List of September 15, 2025 - \$37,669.00. Motion: E.Petruzzi; Second: E.Button. The motion was carried unanimously.

Superintendent's Report

Mrs.Newell opened the floor for Mrs.Stauffer to lead the discussion regarding the community request for the school purchase of an AED by the tennis courts for community pickle ball members. During this conversation the board watched a video on a Save Station showing them how this could be beneficial to the community and school potentially. There was a question whether this particular Save Station/ AED required cellular service. Mr.Budd noted that the school trainer carries a portable AED with her to sporting events, however, the board mentioned possibly the need for other AEDs in additional locations where practices are held to aid in quicker response times if the trainer was unable to be there. Mrs.Stauffer is awaiting a return call to discuss quotes for the AED/Save Station and stated she would look into grant funding and possible donations for the purchase of this device.

Next, Mrs.Newell discussed offering AFLAC Supplemental insurance options for employees. This would be no cost to the employer, the employee pays the cost but with the employer

offering this, it would be at a discounted rate. Mrs.Newell offered to get a rate sheet to discuss with the board and with their approval, send it out to the employees to get their feedback.

At this time Mrs.Newell directed attention to Ms.Laura Alfieri in the crowd, thanking herself and The Nutrition Group for providing staff with breakfast and lunch today. She stated that we are very lucky to have TNG and everything they offer is always very good.

NEW BUSINESS

Finance

Approved the Drivers Education Vehicle Contract Extension. On average, the students use this vehicle 3 times a week. Motion: E.Button; Second: D.Tanner. The motion was carried unanimously. Mr.Budd spoke up and thanked the board for approving this. He stated not many schools in our area still offer this and it is a great asset to the students. The board also thanked Mr.Palmer for instructing this course.

Personnel

Approved the Personnel Action Report (PAR). Motion: E.Button; Second: E.Stauffer. The motion was carried unanimously.

Mrs.Newell stated there will be a New employee Meet & Greet Monday, October 6, 2025 at 6pm, prior to the board meeting. Mrs.Newell thanked The Nutrition Group again as they will be providing some snacks and refreshments for that event.

Next for discussion, Mrs.Newell recommended the board vote to partner with Moreland University for their Teach Now Program to offer teacher certification. Within nine months, if you have a bachelor's degree, you will become fully certified. The only areas they are not able to certify in are Art and Music. In Pennsylvania, specifically, they're unable to certify without additional coursework in Special Ed or Health and Physical Education. Our current contact with the professional staff right now states PASD will pay \$600.00 per credit, up to 12 credits per year, which equals \$7,200.00. The Teach Now program is 24 credits in a nine month period, but the total cost is the same at \$7,200.00. Those who chose to go through Moreland University would be assigned an advisor they can communicate with and who will be with them throughout this pathway. Mrs.Newell asked that the board approve the Teach Now program to be a part of the tuition reimbursement we already offer even though the credits are more, the money stays the same. This would be for teachers we hire that are not already certified. Mrs.Ink Young made a motion to recommend that Mrs.Newell will work on getting an MOU established with the solicitor to bring back to the board. Motion: D.Tanner; Second: E.Stauffer. The motion was carried unanimously.

After last week's substitute pay rate discussion, Mrs.Newell recommended that the substitute pay rate be raised to \$15.00 per hour. Motion: D.Tanner; Second: E.Button. The motion was carried unanimously.

Ms.Andrea Brem was approved for Tenure. President Ink Young stated Congratulations to Andrea. Motion: C.Ernst; Second: E.Petruzzi. The motion was carried unanimously.

Transportation

Mr.Ernst advised the board that there was no shuttle for today's cross country meet.

Buildings & 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 \$5,331.00 for the 2025-2026 school year. Motion: E.Button; Second: C.Ernst. The motion was carried unanimously.

Approved the PA System upgrade quote from Seneca Highlands Intermediate Unit 9. This new system will be computerized and will be able to sync with the schedules. Motion: C.Ernst; Second: E.Petruzzi. The motion was approved with one abstention, Mrs.Stauffer .

Approved the land survey quote from E & M Engineers & Surveyors, P.C for a piece of land at the Elementary School. Motion:D.Tanner; Second: E.Stauffer. The motion passed with Mr.Chris Ernst abstaining.

Approved the EMS Tax Resolution Renewal. Ink thanked those board members who worked on this. Motion: D.Tanner; Second: E.Button. The motion was carried unanimously.

Mrs.Newell advised the board that Mr.Steve Woodruff installed a fan in the concession stand to help with the fryer and grill ventilation. Mrs.Ink Young noted that she would like to see that the Music Boosters are involved in discussions for construction of the new concession stand as they are the main group to use this facility.

Curriculum

Approved mClass, which is the Dibels Replacement. This is funded through the Rural and Low Income Grant. Motion: D.Tanner; Second: E.Button. The motion was carried unanimously.

Approved HMH Writable, which is Writing Curriculum for upper elementary education. This is also funded through the Rural and Low Income Grant. Motion: E.Button; Second: E.Stauffer. The motion was carried unanimously.

Approved the Warren County School District Virtual Learning Option Renewal of \$3,200.00 per year. PASD has over 30 students enrolled in Virtual Academy. This program allows students to still participate in extra curricular activities. Motion: C.Ernst; Second: E.Petruzzi. The motion was carried unanimously.

Approved the Core Project Student Leadership: Part 2 of 2 from approval in October 2024. This is funded through the Ready to Learn Grant. Motion: D.Tanner; Second: E.Button. The motion was carried unanimously.

Approved the purchase of 9 replacement iPads at the cost of \$329.00/each equaling \$2,961.00 total for intervention, assessments and evaluations. This is funded through the Title I Grant.

Motion: C.Ernst; Second: E.Stauffer. The motion was approved.

Board

Discussed voting for the new PSBA Board Members. A paper ballot for voting was provided. Board members were asked to please return ballots to Ms.Plumstead before October 14, 2025.

Mrs.Newell opened the floor to Mr.Stake and Mr.Ernst to discuss what they learned from the group call with Schneider Electric. Mr.Stake stated something needs to be done sooner rather than later with winter coming. They discussed radiant heating panels, finn tubing and adding insulation so the heat is directed down, into the classroom.

Approved the PASD Support Association MOU renewal for Leave Without Pay. Motion: J.Stake; Second: E.Petruzzi. The motion passed with C.Ernst, E.Stauffer and E.Button abstaining.

Approved the Pre-K Counts agreement with PASD Professional Association. This agreement moves the Pre-K Counts Assistant Teacher position to support staff, per the PASD Professional Association request. Motion: J.Stake; Second: E.Button. The motion was carried unanimously.

Approved the Personnel Action Report (PAR) addendum. Motion: E.Button; Second: E.Petruzzi. The motion was carried unanimously.

Approved the following PASD Board Policy Updates from the ad-hoc committee: Board Policy 816 District Social Media and Board Policy 320: Freedom of Speech by Employee. Mrs.Ink Young thanked this committee for their help. Motion: J.Stake; Second: E.Button. The motion was approved.

Executive Session

Port Allegany School Board of Directors entered into Executive Session at 8:40 pm to discuss matters pertaining to personnel. Specifically in relation to employee 2025-2026: B, in reference to professional requirements, preparedness, and certification and employee 2025-2026: 1, in reference to a personnel matter. Motion: J.Stake; Second: E.Stauffer. The motion was carried unanimously.

Adjournment

The meeting adjourned at _____

Respectfully Submitted,

Tiffany Plumstead
Secretary to the Board of School Directors

Next Scheduled Meeting

October 6, 2025 - 6:00 pm: New PASD Staff Meet and Greet
7:00 pm: Committee of the Whole Meeting

DRAFT