

Port Allegany School District

BOARD OF SCHOOL DIRECTORS  
*Committee of the Whole Meeting*

September 5, 2023  
High School Library  
7:00 p.m.

**Minutes**

Vice President Jason Stake 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 (7:04), 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 and Brad Stewart.

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.

Committee Reports

Eric Button from the Intermediate Unit Nine Board of Directors reported that they approved the school police officers and the next meeting is October 20, 2023.

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

Justin Fillhart, PSBA Legislative Representative reported that Fall Advocacy Week is in October and the Board Secretary meeting is also in October.

Superintendent's Report

Mr. Burgett spoke to the board regarding the Act 172 Volunteer Tax Credit resolution. This is an incentive for volunteer emergency medical services and fire companies.

Mr. Moate stated that the district photocopier leases are coming up for renewal and received a couple of quotes from both KOS and ComDoc and they will be available for board review at the next meeting.

Radio communication for school police officers and district administrators. A discussion was regarding radios for the district's school police officers, administration, and other district employees.

Request to reauthorize after school tutoring services for students at the elementary school and high school. The administration is recommending the board approve funding for the current school year.

Mr. Buchsen would like to schedule a time to meet with the transportation committee to review the proposed contract with Muccio's.

### Finance

Mr. Buchsen explained that the Community Foundation for the Alleghenies grant was monies (\$50,000) that we received to apply to a Phase III project which we did not end up doing in time and the timeline to use it has expired. Mr. Buchsen will reach out to them to see if we can extend it but more than likely we will have to give the money back.

### Personnel

Appointed the following professional mentors for the 2023-2024 school year at a supplemental salary of \$1,588. (Schedule B2 of the professional agreement): Brad Stewart for Rachael Karwowski; Kelly Foltz for Gina Decker; Beth McElwee for Elizabeth Valentine; Loren Ferguson for Rebecca Schwab and Chad Saltsman for Alyssa Osani. Motion: J. Stake; Second: J. Fillhart. The motion was carried unanimously.

Appointed Mrs. Lexi Reed as Assistant Cheerleading Coach for the 2023-2024 season at a supplemental salary of \$1,880. Motion: J. Stake; Second: E. Stauffer. The motion was carried unanimously.

Accepted the resignation of Alicia Davis as a high school life skills teacher effective August 22, 2023. Motion: D. Tanner; Second: I. Young. The motion was carried unanimously.

Approved the addition of Mrs. Sharon Rosenswie to the substitute secretarial list. Motion: J. Stake; Second: E. Stauffer. The motion was carried unanimously.

Approved the addition of Ms. Katie Watson to both the substitute teacher and paraprofessional list. Motion: J. Stake; Second: E. Button. The motion was carried unanimously.

Approved Deserae Caldwell for the one to one aide position at the high school. Motion: D. Tanner; Second: J. Stake. The motion was carried unanimously.

Hired Mrs. Karen Viozzi as a 4.5-hour cook/server/attendant at an hourly rate of \$17.30 and

fringe benefits in accordance with the Support Staff Agreement and district policy. Motion: J. Stake; Second: E. Button. The motion was carried unanimously.

Hired Kathryn Sanchez as a 4.5 hour elementary library paraprofessional at an hourly rate of \$18.55 and fringe benefits in accordance with the support staff agreement and district policy. Motion: D. Tanner; Second: J. Fillhart. The motion was carried unanimously.

Approved Shawn Nance as a volunteer soccer coach. Motion: D. Tanner; Second: J. Fillhart. 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 8:07 p.m.

Respectfully submitted,

MELISSA VEILLEUX  
Secretary to the Board of School Directors