

Port Allegany School District  
BOARD OF SCHOOL DIRECTORS  
*Committee of the Whole Meeting*

April 8, 2024  
High School Library  
7:00 p.m.

**Minutes**

President Erica Petruzzi called the meeting to order at 7:35 p.m. in the high school library with a moment of silence and the flag salute. Mrs. Veilleux called the roll. The board met in executive session from 6:00 pm until 7:32 pm to discuss personnel matters.

Board Present: Mr. Nathan Burgett, Mr. Eric Button, Mr. Christopher Ernst, Mrs. Erica Petruzzi, Mr. Jason Stake, Mrs. Elizabeth Stauffer, Mr. Donald Tanner, Mr. Nicholas Valentine, Mrs. Ink Young and Mr. Gary Buchsen.

Others Present: Business Manager Mr. Adam Moate, High School Principal Marc Budd, Elementary Principal Tracy Kio and 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 January 17, 2024.

Committee Reports

Mr. Christopher Ernst, Intermediate Unit Nine Board of Directors provided a handout of his meeting report.

Mr. Nathan Burgett, Seneca Highlands CTC General Advisory Board had nothing to report.

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

Superintendent's Report

Mr. Buchsen briefly explained the Seneca Highlands CTC articles of agreement and 2024-2025 budget and the Seneca Highlands IU9 General Operating Budget.

The Technology Pool Contract with Sweet, Stevens, Katz & Williams was also discussed. This is a contract through the IU9 which provides us with timely and informed legal tech advice.

Mr. Buchsen turned the floor over to Mr. Moate who explained to the board that the cafeteria

warmer at the high school is not functioning properly. It is 30 years old and the estimated quotes to repair are right around \$1,000. The total cost to replace it would be around \$5,100. We are asking the board to make a decision as to whether or not to fix it or replace it.

Mr. Buchsen discussed the power surge disruptions at the elementary school and the high school which include lighting , generator, roof top units and door fobs at the elementary school and elevator and the bell system at the high school. Mr. Moate is meeting with the insurance adjuster on Wednesday to check out all of these issues and see where we go from here. Mr. Ernst asked if this was a known power surge in the local area and Mr. Stake stated that quite a few things happened in town during that particular storm. Mr. Stake asked if it was possible to check into a surge protector on the main lines coming into both the high school and elementary schools. Mr. Ernst agreed that it might be a good idea in the future to look into it.

School police officer renewal considerations will be brought up in executive session this evening.

### Personnel

The administration will be posting the 2024-2025 school year supplementals list. Recommendations for fall and winter sports should be made available for board consideration in May.

Transferred Mr. Greg Oliver, Assistant Principal to elementary principal effective July 1, 2024. Motion: J. Stake; Second: N. Valentine. The motion was carried with 7 members voting yes, Mr. Tanner abstaining and Mr. Ernst voting no.

Hired Kendall Watts as a temporary professional employee assigned as a certified clinical competence speech language pathologist for the 2024-2025 school year at a salary of \$52,268, and fringe benefits set in accordance with the professional agreement and district policy. (transfer of entities) at a Master's Step 2. Motion: J. Stake; Second: N. Burgett. The motion was carried unanimously.

Hired Carla Gigliotti as a temporary professional employee assigned as an elementary guidance counselor for the 2024-2025 school year at a salary of \$57,566, and fringe benefits set in accordance with the professional agreement and district policy. Motion: J. Stake; Second: E. Stauffer. The motion was carried unanimously.

Approved payment for an additional 10 days to be used during the 2024-2025 fiscal year for Carla Gigliotti, elementary guidance counselor at a per diem rate of \$311.17. Motion: J. Stake; Second: I. Young. The motion was carried unanimously.

Approved Mrs. Laura Decker as a day-to-day substitute for Mrs. Crystal Kio at a daily rate of \$150.00 beginning March 22, 2024. Motion: J. Stake; Second: I. Young. The motion was carried unanimously.

### Finance

Mr. Buchsen gave a presentation of the 2024-2025 preliminary budget review in regards to anticipated revenues.

Approved the Seneca Highlands Career and Technical Center Articles of Agreement. Motion: D. Tanner; Second: N. Burgett. The motion was carried unanimously.

Adopted the resolution approving the 2024-2025 Seneca Highlands Career and Technical Center operating budget in the amount of \$2,587,699. Roll call vote. The motion was carried unanimously with a vote of 9-0.

Adopted the resolution approving the 2024-2025 Seneca Highlands Intermediate Unit Nine general operating budget in the amount of \$459,792. Port Allegany's share is \$28,487. In addition, please cast your individual paper ballots and return them to Mrs. Veilleux. Motion: J. Stake; Second: E. Button. The motion was carried unanimously with a ballot vote of 9-0.

Authorized the administration to purchase a new cafeteria warmer for the high school at a cost not to exceed \$5,500. (food service account) Motion: J. Stake; Second: N. Burgett. The motion was carried unanimously.

### Board

Approved the Act 93 agreement effective July 1, 2024 through June 30, 2029. Motion: J. Stake; Second: N. Burgett. The motion was carried unanimously.

Approved the business manager compensation plan effective July 1, 2024 through June 30, 2029. Motion: J. Stake; Second: D. Tanner. The motion was carried unanimously.

Approved the Act 93 and business manager 2024-2025 salaries as presented. Motion: N. Burgett; Second: I. Young. The motion was carried unanimously.

### Executive Session

The board met in executive session for personnel matters at 8:35pm.

### Adjournment

Motion: J. Stake; Second: N. Burgett. The motion was carried unanimously. Mr. Tanner adjourned the meeting at 9:15 pm.

Respectfully submitted,

MELISSA VEILLEUX  
Secretary to the Board of School Directors