

Port Allegany School District

BOARD OF SCHOOL DIRECTORS  
*Regular Meeting*

January 20, 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. Mrs. Veilleux called the roll.

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

Board Absent: Mrs. Erica Petruzzi

Others Present: Rachel Vargeson, Kari Stake, Chelsea Caden, Crystal Drew, Carey Herndon, Bethany Mealy, Tabatha Dart and Andrew Krellner.

Superintendent Remarks

Mrs. Newell noted that Mazza was at the high school today to work on the ongoing issues with the HVAC units.

Public Comment

We encourage and welcome public comment at planning meetings and at our regular monthly board meetings. The following guidelines will permit meetings to move smoothly and allow sufficient time for all comments to be heard: <https://www.pasdedu.org/Board-of-Directors>

Communication

None

Minutes of the Preceding Meetings

Approved the Minutes of the December 2, 2024 Reorganization Meeting with amendments. Motion: J. Stake; Second: D. Tanner. The motion was carried unanimously.

## Treasurer's Report

Approved the Treasurer's Reports for the periods ending November 30, 2024 and December 31, 2024 as presented by Mr. Tanner. Motion: J. Stake; Second: N. Burgett. The motion was carried unanimously.

## Bill Lists and Payrolls

General Fund investments on November 30, 2024 were as follows: Juniata Valley Bank (JVB) Investment Savings - \$8,160,527.13 and JVB Now Account - \$57,286.19. Motion: J. Stake; Second: N. Burgett. The motion was carried unanimously.

General Fund investments on December 31, 2024 were as follows: Juniata Valley Bank (JVB) Investment Savings - \$7,852,848.87 and JVB Now Account - \$42,229.82. Motion: J. Stake; Second: N. Burgett. The motion was carried unanimously.

November 30, 2024 balance for various accounts were reported as follows: Capital Reserve Fund - \$1,549,991.05; Student Activities Account - \$117,090.28; Student Athletics Account - \$146,785.05; and Cafeteria Account - \$237,037.83. Motion: J. Stake; Second: N. Burgett. The motion was carried unanimously.

December 31, 2024 balance for various accounts were reported as follows: Capital Reserve Fund - \$1,531,072.10; Student Activities Account - \$119,995.89; Student Athletics Account - \$137,896.92; and Cafeteria Account - \$270,467.42. Motion: J. Stake; Second: N. Burgett. The motion was carried unanimously.

## Superintendent's Report

Mrs. Newell let the board know that The Portrait of a Graduate Meetings are January 23, February 6, March 6, March 20, 2025 and they will be briefed at the board meetings after each meeting.

## Finance

None

## Personnel

Approved the Personnel Action Report (PAR). Motion: D. Tanner; Second: N. Burgett. The motion was carried with Mr. Button voting no.

## Transportation

None

## Buildings & Grounds

Mazza gave us an update on what was going on with Schneider and the HVAC systems in the high school. Ethan and Louis gave us a run down of what has been happening. Ethan explained that three compressors have been replaced and they diagnosed a box that needed to be replaced as well for Schneider Electric. They are thinking that they were not recommissioned properly. There is an ongoing issue with the compressors but they are going to finish working on the problem over spring break. Paula wanted to thank them for all of their help. A board member did ask who was paying for all of this work they have been doing and they have not been paid for any of it that is out of the contract. Mrs. Newell said we will work on that with Schneider. Mr. Ernst wanted to thank Mrs. Newell and Mr. Moate for moving forward on these issues and they are off to a great start.

## Curriculum

Approved the i-Ready Math Assessment and Personalized Instruction K-8 for the 2025-2026. Motion: J. Stake; Second: N. Valentine. The motion was carried unanimously.

Approved Amplify (Screening and Dibels 7 / 8 addition) for the remainder of the 2024-2025 school year. Motion: J. Stake; Second: N. Burgett. The motion was carried unanimously.

## Board

Mrs. Newell brought up the survey results for the board meeting days, meeting types and frequencies. Staying on Mondays, change to Tuesday instead of Monday, have them the second and fourth Monday, continue with two a month or keep it the same and do nothing this year and change it next year. The board decided to change the first meeting to Tuesday and keep the second one on Monday starting in March and then reassess it in July and amend it.

Approved Edulink Comply for tracking and managing employee fulfillment of district requisites, state mandates, and other important compliance items. Motion: J. Stake; Second: D. Tanner. The motion was carried unanimously.

Approved CSIU HR and Document System for staff onboarding and applicant tracking and hiring. Motion: J. Stake; Second: N. Burgett. The motion was carried unanimously.

Approved the Care for Children contract for speech and language services for the 2024-2025. Motion: J. Stake; Second: E. Button. The motion was carried unanimously.

Approved Brightly for maintenance inventory. Motion: J. Stake; Second: N. Burgett. The motion was carried unanimously with a vote of 7-1 with Mr. Button voting no.

Approved Mrs. Newell as the District Safety and Security Coordinator. Motion: J. Stake; Second: N. Valentine. The motion was carried unanimously.

Approved the Northern Pennsylvania Regional College Dual-Enrollment Agreement for next school year 2025-2026. Motion: J. Stake; Second: E. Button. The motion was carried unanimously.

Executive Session

The board asked to meet in executive session at 8:06 pm.

Adjournment

Motion: J. Stake; Second: N. Burgett. The motion was carried unanimously. Mrs. Young adjourned the meeting at 8:35 pm.

Respectfully submitted,

MELISSA VEILLEUX  
Secretary to the Board of School Directors