

Port Allegany School District

BOARD OF SCHOOL DIRECTORS  
*Regular Meeting*

June 17, 2024  
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. The board met in executive session from 6:30 pm until 7:00 pm for interviews.

Board Present: Mr. Nathan Burgett, Mr. Eric Button, Mr. Christopher Ernst, Mr. Jason Stake, Mrs. Elizabeth Stauffer, Mr. Nicholas Valentine, and Mr. Gary Buchsen.

Board Absent: Mrs. Erica Petruzzi, Mr. Donald Tanner and Mrs. Ink Young.

Others Present: Business Manager Mr. Adam Moate, High School Principal Marc Budd, and Assistant Principal Greg Oliver, Paula Newell, Matt Lawton, Kari Stake, and Rachel Vargeson.

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.

Minutes of the Preceding Meetings

Approved the Minutes of the May 6, 2024 Committee of the Whole Meeting, May 13, 2024 Regular Meeting. Motion: C. Ernst; Second: E. Button. The motion was carried unanimously.

Treasurer's Report

Approved the Treasurer's Report for the period ending May 31, 2024 as presented by Mr. Moate. Motion: N. Burgett; Second: E. Stauffer. The motion was carried unanimously.

Bill Lists and Payrolls

General Fund investments on May 31, 2024 were as follows: Juniata Valley Bank (JVB) Investment Savings - \$6,302,250.01 and JVB Now Account - \$71,631.38. Motion: E. Ernst; Second: E. Button. The motion was carried unanimously.

May 31, 2024 balance for various accounts were reported as follows: Capital Reserve Fund - \$1,405,653.44; Student Activities Account - \$123,632.97; Student Athletics Account - \$138,468.41; and Cafeteria Account - \$407,259.56. Motion: E. Ernst; Second: E. Button. The motion was carried unanimously.

Approved the General Fund Bill List of May 31, 2024 - \$155,171.73 and payrolls of March 14, 2024 - \$254,722.67 and March 28, 2024 - \$310,186.82. Motion: E. Ernst; Second: E. Button. The motion was carried unanimously.

### Superintendent's Report

Policy 249 Bullying/Cyberbullying. Act 44 requires a review of the district's bullying policy every three years. There have been no updates from the PSBA. Our policy is in place as is.

There was an increase in our insurance package which was 9%.

Addendum items...recommending Blaine Moses for basketball coach, Kerry Hawver for volunteer, open cafeteria position and the one and only quote from Taylor and Armstrong for the parking lot resealing which will be done in the summer time in late June or July.

### Personnel

Hiring Desiree Earle as a temporary professional employee assigned as a high school special education teacher beginning the 2024-2025 school year at a salary of \$49,353 (B, Step 2) and fringe benefits set in accordance with the professional agreement and district policy. Motion: N. Burgett; Second: N. Valentine. The motion was carried unanimously.

Filled the following supplemental position for the 2024-2025 school year with salary set in accordance with Schedule B1 of the professional agreement: Assistant Basketball Coach - Mr. Blaine Moses (\$3,219). Motion: C. Ernst; Second: E. Stauffer. The motion was carried unanimously.

Approved the following volunteer coach for the 2024-2025 school year; Mr. Kerry Hawver (basketball). Motion: E. Stauffer; Second: N. Burgett. The motion was carried unanimously.

Hired Mrs. Amanda Rudolph 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: E. Stauffer; Second: E. Button. The motion was carried unanimously.

### Finance

Adopted resolution 2024-4 establishing the 2024 homestead/ farmstead exclusion real estate tax assessment reduction in the amount of \$338.49. Motion: N. Burgett; Second: N. Valentine. The motion was carried unanimously.

Adopted Resolution 2024-5 setting taxes and the millage rates in McKean County at 16.28 and 43.20 in Potter County to support the 2024-2025 General Operating Budget. Motion: E. Button; Second: C. Ernst. The motion was carried unanimously.

Adopted the proposed 2024-2025 general fund budget PDE-2028 in the amount of \$19,369,962 which reflects a deficit of \$1,530,557. Motion: N. Valentine; Second: E. Button. The motion was carried with all 6 members voting yes.

Approved the district's insurance package as recommended by USI Insurance Services, Inc., district broker of records, for the 2024-2025 school year effective July 1, 2024 at a cost of \$100,240 which is comprised of Worker's Compensation - \$26,206; Property and General Liability Package - \$47,669; Umbrella and Auto Package - \$13,281; and Student Accident - \$13,084. Motion: E. Stauffer; Second: N. Valentine. The motion was carried unanimously.

Appointed Buffamante Whipple Buttafaro, PC as auditors for the 2023-2024 fiscal year at an estimated cost of \$26,500. Motion: N. Burgett; Second: E. Button. The motion was carried unanimously.

Adopted the 2024-2025 schedule of paydays as reviewed at the committee of the whole meeting in June. Motion: E. Stauffer; Second: E. Button. The motion was carried unanimously.

Accepted the quote of \$13,550 from Taylor & Armstrong Inc. for parking lot resealing. Motion: N. Burgett; Second: E. Stauffer. The motion was carried unanimously.

### Board

Reappointed Dr. Jason Tronetti as School Physician for the 2024-2025 school year as outlined in the proposal dated April 23, 2024. Motion: C. Ernst; Second: E. Stauffer. The motion was carried unanimously.

Authorized beginning July 1, 2024, Mrs. Paula Newell to prepare, amend, submit or complete any applications, reimbursements, quarterly and/or final expenditure reporting for the following open, anticipated, or other applicable state and federal grant funds: Title I Part A - Improving Basic Programs (2023-2024) \$415,823, Title II Part A - Supporting Effective Instruction (2023-2024) \$44,849, Title IV Part A - Student Support (2023-2024) \$30,575, Rural and Low Income (2023-2024) \$26,702, Ready to Learn (2023-2024) \$212,104, American Rescue Plan - HCY (2021-2022) \$39,482, ESSERs 7% Set Aside (2020-2021) \$253,681, American Rescue Plan (2020-2021) \$3,263,948, USDA Distance Learning & Telemedicine (2024) \$410,608, PCCD School Safety Grant (2022-2023) \$113,589, PCCD Mental Health Grant (2022-2023) \$113,589, Title I Part A - Improving Basic Programs (2024-2025) \$411,015, Title II Part A - Supporting Effective Instruction (2024-2025) \$44,354, Title IV Part A - Student Support (2024-2025) \$31,315, Rural and Low Income (2024-2025) TBD, Ready to Learn (2024-2025) TBD, USDA Distance Learning & Telemedicine (2025) TBD, PCCD School Safety Grant (2023-2024) \$30,000 and PCCD Mental Health Grant (2023-2024) \$111,009. Motion: E. Stauffer; Second: E. Button. The motion was carried unanimously.

Executive Session

None

Adjournment

Mr. Stake wanted to thank Mr. Buchsen and Mr. Kio for their years of service in the district. Motion: C. Ernst; Second: E. Stauffer. The motion was carried unanimously. Mr. Stake adjourned the meeting at 9:30 pm.

Respectfully submitted,

MELISSA VEILLEUX  
Secretary to the Board of School Directors