

Port Allegany School District

BOARD OF SCHOOL DIRECTORS  
*Committee of the Whole Meeting*

March 4, 2024  
High School Library  
7:00 p.m.

**AGENDA**

Superintendent Gary Buchsen 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. Christopher Ernst, Mrs. Elizabeth Stauffer, Mr. Donald Tanner, Mr. Nicholas Valentine, Mrs. Ink Young and Mr. Gary Buchsen.

Board Absent: Mrs. Erica Petruzzi and Mr. Jason Stake

Others Present: Business Manager Mr. Adam Moate, High School Principal Marc Budd, Elementary Principal, Assistant Principal Greg Oliver, Rachel Vargeson, Stephanie Rankin and Matt Lawton.

Election of Temporary President

Mr. Buchsen opened the floor to receive nominations for a temporary president. Mr. Burgett nominated Mr. Tanner and Mrs. Stauffer seconded. Hearing no further nominations, Mr. Buchsen declared Mr. Tanner elected to serve as temporary president.

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, 2023.

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 stated that the district has to have an approved 2024-2025 budget in place by July 1, 2024. Tentative budget will be in place in May and the final budget will be approved in June.

Mr. Buchsen stated that the district submitted mental health, safe schools, and competitive safe schools applications last week and they should be approved by the end of this month.

Mr. Buchsen provided a handout which included Cyber Charter Information which broke down the costs for the district. Any student within the district is allowed to attend the state cyber/charter schools at a cost to the district. We wrote letters to our legislators in regards to the HB1422 Fiscal Responsibility & Funding Reform which would provide a cap for the district and the tuition rates.

Mr. Buchsen stated that the window is now open for the USDA distance learning and telemedicine grants and we are in the process of working towards the next application.

There will be a solar eclipse on April 8 which will affect our dismissal time here in the district. We are in the 97% coverage area. Some of the schools in our area are either canceling for the day or having an early dismissal. We do have a baseball and softball game that day with Bradford home and it may affect warm up time but not game time.

## Personnel

Accepted the letter of resignation from Richard Bova as a PreK Counts assistant teacher effective February 15, 2024. Motion: E. Stauffer; Second: I. Young. The motion was carried unanimously.

Approved Mr. Mark Willcox as the assistant softball coach for the 2023-2024 season. Compensation per schedule B2 of the professional agreement is \$1,833. Motion: E. Button; Second: E. Stauffer. The motion was carried unanimously.

Approved Ms. Makayla Alcorn as a softball volunteer for the 2023-2024 season. Motion: N. Burgett; Second: E. Button. The motion was carried unanimously.

Approved Mr. Jeff Barber as a baseball volunteer for the 2023-2024 season. Motion: N. Valentine; Second: I. Young. The motion was carried unanimously.

Approved the addition of Mrs. Jenna Greenman to the substitute teaching list. Motion: N. Burgett; Second: E. Stauffer. The motion was carried unanimously.

Approved Mr. Cory Thomas as a volunteer for the district's live streaming program. Motion: N. Burgett; Second: C. Ernst. The motion was carried unanimously.

Approved Mr. Daniel Morey and Mr. Jamie Evens as volunteers for the district's live streaming program. Motion: N. Burgett; Second: C. Ernst. The motion was carried unanimously.

## Finance

Seneca Highlands Regional Insurance Trust health care rates. The board will need to approve 2024-2025 health care rates next week. We will need direction at this meeting to put on next week's agenda. Mr. Buchsen gave an overview of what all of this means for the Port Allegany School District.

Copiers lease. Mr. Moate received two numbers from MARCO and COMDOC and we will be looking for approval next week.

### Transportation

Approved Mrs. Joyce Jungclaus and Mr. Benjamin Post van drivers and bus drivers, as recommended by Joseph Muccio Transportation, LLC, pupil transportation contractor. Motion: N. Burgett; Second: E. Button. The motion was carried unanimously.

### Board

The Nutrition Group has shared a renewal of management services proposal that includes a minimum revenues over expenses guarantee of \$93,644.72 for the 2024-2025 school year.

By school and past practice, we have always tried to limit activities on Sundays. Mr. Palmer is asking to tear down the spring musical 'Little Shop of Horrors' on Sunday. The costumes are rented and have to be shipped back on Monday morning and the only way that they can pack and get it ready to go is on Sunday.

Coudersport does not have a jazz band and Mr. Stewart asked if we can share the music with Coudersport and when the time comes, they can play with the students from Port Allegany. This will be at no cost to the district.

First reading of the following policy updates: 903 - Public Comment in Board Meetings. (Recommended for legal liability purposes.)

### Executive Session

The board met in executive session for personnel matters at 7:56 pm.

### Adjournment

Motion: E. Petruzzi; Second: D. Tanner. The motion was unanimously carried. Mr. Tanner adjourned the meeting at 8:44 p.m.

Respectfully submitted,

MELISSA VEILLEUX  
Secretary to the Board of School Directors