

Port Allegany School District  
BOARD OF SCHOOL DIRECTORS  
Committee-of-the-Whole Meeting  
January 11, 2021

**MINUTES**

Call to Order

President Carlson brought 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.

Roll Call

Board Present: Dr. Mark Carlson, Mr. Justin Fillhart, Mr. Kerry Hawver, Mrs. Bonna Johns, Mrs. Erica Petruzzi, Mr. Jason Stake, Mr. Jonathan Stehle, Mr. Donald Tanner, Mr. Adam Moate and Mr. Gary Buchsen

Board Absent: Mr. Sean Lathrop

Others Present: Elementary School Principal Tracy Kio, High School Principal Marc Budd, Assistant Principal Erica Emerick, Larry Myers and Kirby Slear (via Zoom) of Schneider Electric, Ryne Wight, Joyce Stehli, Rachel Vargeson, and Trisha Kallenborn

Public Comment

There were no comments relating to agenda items or Title I and Title II.

Minutes of Preceding Meetings

Mrs. Johns reported that Mr. Wismar is retiring as the Executive Director of the Intermediate Unit Nine effective September 3, 2021.

Mr. Tanner had nothing to report from the Seneca Highlands CTC General Advisory Board.

Mr. Fillhart had nothing to report from the PSBA.

Superintendent's Report

Mr. Myers introduced Mr. Ryne Wight to present Phase II of the elementary school bathroom design options. The focus will be on pod and individual toilet upgrades. Mr. Wight spoke about "bringing them back to life". Phase 2 will be full tile from floor to ceiling and there are three options that Mr. Wight presented. Mr. Hawver was concerned about the toilets being placed at an appropriate level and sink functionality to be addressed. Mr. Buchsen asked what the cost difference between the labor from smaller tile to larger tile would be and Mr. Wight said that the room is not large enough to make a substantial difference in cost. Budget is right on point. Mr. Wight discussed whether the sinks should be automatic or manual – push button and

whether we should purchase a hand towel dispenser or electric hand dryers. Mr. Kio stated that when he spoke to Mr. Leschner that it would be better to have manual turn on turn off knobs because of the use of the water and it deters students from “playing”. Mr. Fillhart asked about possible sensory issues with electric dryers for students and Mr. Kio stated that those will be minimal compared to what we would save installing them. The board discussed the practicality of electric dryers opposed to hand towel dispensers and agreed that it makes more sense as far as efficiency and waste goes that electric dryers would be a better choice.

Mr. Buchsen stated that Phase II is in front of us for the February meeting or possibly the March meeting for this to happen during the summer to coincide with the other projects that we are doing this summer. Mr. Buchsen asked about light pricing and Mr. Myers said that we locked in pricing for the lighting for price increases to come which is to increase 5-10 percent in the near future. Mr. Myers also said that HVAC should be ok as far as any price increases. Sensors entering the restroom so lights turn on for 20 minutes and come on when someone enters the restroom. Mr. Wight asked about design and what the board preferred. The first design was smaller tiles and Mr. Carlson said that more grout would need to be used in the option one design and more grout would mean more maintenance over time than option 3 which was larger tiles.

Kickoff of Phase 1 meeting January 12th to discuss the process of how the project moves forward. We will go through the scope involved and talk about construction issues and what is needed to gain entrance into the school and clearances are taken care of. Go through expectations on our stand point along with the contractors.

Mr. Buchsen shared a copy of the Emergency Time Template Review with the board and explained that this template is to show that if the school should go through a period of closure, what our plan as a school district is and explained that it has to be on file with the state.

Mr. Buchsen discussed ways to use the Elementary and Secondary School Emergency Relief Fund (ESSER). Potentially some of the money could go towards the energy project. Mr. Buchsen stated that no application has been submitted and the question is how is the board going to approach the funding of the \$282,500. Mr. Buchsen brought up trying to offset building costs through this fund. Most recent stimulus package approved we could potentially be looking at a substantial amount of money which would be 4 times the previous amount. (\$1.1 million). The question to the board is, are you willing to use this money for budget cost and use it to save on interest costs. Dr. Carlson agrees that this would be a good use for the money. Mr. Buchsen will get started on the application to use for building costs.

### Personnel

Hired Mrs. Pam Fischer as a student monitor effective December 16, 2020 at an hourly rate of \$16.75 and fringe benefits set according to the Support Staff Agreement. Motion: K. Hawver; Second: J. Stake. The motion was carried unanimously.

Accepted the resignation of Mrs. Sheila Miller as a one to one aide effective January 4, 2021. Motion: E. Petruzzi; Second: J. Fillhart. The motion was carried unanimously.

The administration completed round one interviews for the Elementary Teacher Position opening with prospective candidates.

There are a handful of spring coaching positions open and Mr. Budd thinks that we should have candidates by next week's board meeting.

### Finance

There were no questions on the assessment changes that were recommended by the McKean County Assessment Office.

The refund for 2020 real estate taxes as recommended by the McKean County Assessment Office due to assessment changes through appeal was accepted.

Approved the Investment Grade Audit Phase II Agreement with Schneider Electric Buildings Americas, Inc. to determine the scope of work, guaranteed savings amount, energy conservation measures, and project price for a comprehensive improvement program. The district would agree to pay Schneider Electric \$30,000.00 for the audit if a phase II project is not approved by the board. Motion: J. Fillhart; Second: K. Hawver. The motion was carried unanimously.

Port Allegany Moose Lodge requested a donation to offset taxes as the District uses their fields for baseball, softball and soccer games and was tabled from the December 7<sup>th</sup> meeting. The board discussed making the donation again this year.

### Board

Mr. Buchsen gave an overview of the policy updates for the following policies:

1. Policy 103 Discrimination/Title IX Sexual Harassment Affecting Students (required policy)
2. Policy 218.3 Discipline of Student Convicted/Adjudicated of Sexual Assault (required policy)
3. Policy 252 Dating Violence (optional policy)

Mr. Buchsen stated that the language updates are centered around Title 9. Our law firm felt that these were created with colleges in mind with not as much attention to rural school districts. Allows the board to have a policy recommended by PSEA. Updated and recommended by the board of education.

Approved the PDE Instructional Time Template as presented. This document must be shared with the Pennsylvania Department of Education to meet instructional hours during the 2020-2021 school year. Motion: J. Stake; Second: B. Johns. The motion was carried unanimously.

President Carlson included his Board Committee assignments for 2021 in the board packets and the only change to assignments was changing Mr. Hawver

Doctor Carlson thanked the visitors for their attendance and interest. The Board convened to executive session at 7:50 p.m. to discuss personnel matters.

The regular meeting reconvened for adjournment at 8:53 p.m.

### Adjournment

Motion: J. Stake; Second: J. Fillhart. The motion carried unanimously. Doctor Carlson adjourned the meeting at 8:53 p.m.

Respectfully submitted,

MELISSA VEILLEUX  
Secretary to the Board of School Directors