

Port Allegany School District  
BOARD OF SCHOOL DIRECTORS  
Committee-of-the-Whole Meeting  
February 3, 2020

**MINUTES**

Call to Order

President Carlson brought the meeting to order at 7 o'clock p.m. in the high school library with a moment of silence and the flag salute. Mr. Moate called the roll.

Roll Call

Board Present: Dr. Mark Carlson, Mr. Justin Fillhart, Mr. Kerry Hawver, Mr. Sean Lathrop Mr. Jason Stake, Mr. Jonathan Stehle, Mr. Adam Moate, and Mr. Gary Buchsen.

Board Absent: Mrs. Bonna Johns, Mrs. Erica Petruzzi, and Mr. Donald Tanner.

Others Present: High School Principal Marc Budd, Elementary Principal Tracy Kio, Assistant Principal Erika Emerick, Joyce Stehle, Lisa VanGorden, Barbara Bockoras, Debbie Kio, Kristi Freeman, Becky Anjeski, Barbara Haggard, and student Hannah Hartman.

Public Comment

There were no comments relating to agenda items or federal programs.

Mrs. Joyce Stehle, President of the Educational Support Personnel Union addressed the Board asking where the student debt is listed in the budget, and who is responsible for collection of the debt. She also asked how the district reaches out to parents to help sign up for the free and reduced price lunch since situations change throughout the year. Mr. Moate responded that letters are sent to parents bi-weekly, the applications are sent out at the beginning of the year and it is also online. He reported that \$8,000 of student lunch debt was written off last year. Brief discussion was held.

Committee Reports

Mr. Fillhart reported that Charter Schools are again at the top of the legislative agenda. The PA School Boards Association is recommending adoption of a resolution relating to this which he handed out for members to review.

Communications

None.

Superintendent's Report

Mr. Buchsen announced we have received two letters of intent to retire – Mrs. Debbie Cox and Mrs. Kim Bowser.

Mr. Buchsen reported that parent letters have been sent home inviting them to attend a meeting relating to the Flexible Instruction Days (FID). The meeting scheduled for Thursday at 6:00 p.m. will gather parent input and review regulations and what a FID day would look like.

Mr. Buchsen updated the Board noting a tentative agreement has been reached with the professional staff. A copy will be provided for review in executive session later this evening. Depending on the union's voting meeting, the agreement could be placed before the Board in March for consideration.

Mr. Buchsen provided an update relating to the Career and Technical Center Articles of Agreement. He noted that three districts have requested a reduction in their quota including Port Allegany. Our quota has been 75, but over the past several years the average student attendance has been 59. In the Articles, Port Allegany's quota will be reduced to 60 seats. This does not limit the number of students who can attend, the district would simply pay for extra seats should it go over 60. This change should reflect about a \$40,000-\$60,000 reduction in the district's CTC costs. He cautioned the Board that since quotas are being reduced, the cost per seat will go up. Lengthy discussion was held and Mr. Buchsen said there is an agreement among the school districts that they are comfortable with the changes. This item will be placed on next week's agenda for a vote.

### Personnel

Accepted the resignation for retirement purposes of Mr. Robert Rankin as high school head custodian effective February 7, 2020. Motion: K. Hawver; Second: S. Lathrop. The motion carried unanimously.

Mr. Buchsen updated the Board on finding a candidate to fill Mrs. Bickford's temporary vacancy beginning about mid-March. Ms. Tori Transue, a registered nurse has applied. Administration and Mrs. Bickford have conferenced with her and find this to be a good fit. Additional discussion will be held in executive session later tonight.

Administration has received a request and recommendation for spring volunteer coaches. Mr. Will Daniels, Head Softball Coach is requesting the continuation of Mr. Merle Morey and Mr. Randy Garzel, and the addition of Mrs. Kera Hendershot as volunteer softball coaches during the 2019-2020 school year. Mr. Budd supports the request. There will be a recommendation at Monday night's meeting.

### Finance

The lease agreement for staff copiers is up March 1. Mr. Moate said these are for teacher use with one copier in each building. He has quotes from ComDoc and Ricoh, and is waiting for one from KOS. The current contract covers all repairs and consumables except staples, but includes a click fee which Mr. Moate said he would like to eliminate. Brief discussion was held.

Administration is requesting reauthorization to apply to the Department of Education for proposal of food services. In February, 2019 the board authorized the Port Allegany School District Administration to complete a Pennsylvania Department of Education request for proposal for food service operations including management, direct labor and all related activities for the 2019-2020 school year which ends this school year. If the Board wants to consider this for next year, the process begins now. Mr. Buchsen provided a brief overview of the current proposal that is in place. Discussion was held and Doctor Carlson recommended placing the item on next week's agenda.

### Curriculum and Instruction

The district's Go Guardian software monitoring service needs to be renewed. This service allows teachers to monitor student Chromebook activity during class time. It was not set up to monitor outside school hours. Mr. Buchsen reported another possible solution, Netsupport, was piloted by staff and they felt it did not stand up to Go Guardian. During discussion principals said staff response has been positive and they support renewal. The item will be considered for approval next week.

Mr. Stewart and Mr. Ramsey have requested to add Guitar I, Guitar II, and Percussion Ensemble course offerings beginning the 2020-2021 school year. Brief discussion was held with Doctor Carlson making positive comments about adding courses.

Board

Doctor Carlson announced the Board would convene to executive session at 7:39 p.m. to discuss negotiations and thanked visitors for attending the meeting.

The regular meeting reconvened at 8:32 p.m.

Adjournment

Motion: S. Lathrop; Second: J. Stake. The motion carried unanimously. Doctor Carlson adjourned the meeting at 8:32 p.m.

Respectfully submitted,

ADAM C. MOATE  
Secretary to the Board of School Directors