

Port Allegany School District  
BOARD OF SCHOOL DIRECTORS  
Committee-of-the-Whole Meeting  
March 2, 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, Mrs. Bonna Johns, Mr. Sean Lathrop, Mrs. Erica Petruzzi, Mr. Jason Stake, Mr. Jonathan Stehle, Mr. Donald Tanner, Mr. Adam Moate, and Mr. Gary Buchsen.

Others Present: High School Principal Marc Budd, Elementary Principal Tracy Kio, Assistant Principal Erika Emerick, Lisa VanGorden, Trisha Kallenborn, Michele Wooten, and David Wooten.

Public Comment

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

Committee Reports

Mrs. Johns offered to field questions relating to the draft minutes of the Intermediate Unit Nine Board meeting. There were none.

Mr. Tanner reported that three students from the Career and Technical Center participated in a securities network competition, did well, and are eligible for a \$1,500 grant for admission to Gannon University. He noted this speaks well of Mr. Bryant and the job he is doing in that class.

Mr. Fillhart announced that PSBA has been trying to get 50 district liaisons together to pool ideas and gather information as to where districts are. The March meeting has been cancelled and will be rescheduled.

Communications

None.

Superintendent's Report

Mr. Buchsen announced that the district's orange team has won the regional bocce championship. He highlighted details of the program which is fully funded by United Sports and said this has been great for the kids and a wonderful experience. Now they have a chance to go to Hershey to compete for a state championship at the Giant Center. He noted that Muccio has donated transportation for the program and the bus to Hershey. Administration is requesting Board support to fund the cost of the bus driver and hotel/meals for the district's team black members to attend at an approximate cost of \$700. Brief discussion was held and Mr. Lathrop moved to approve funding the costs for a bus driver, a hotel room and meals for the district's team black members to attend the state bocce championships. Mr. Tanner provided a second. The motion was passed unanimously.

Mr. Buchsen reported that he received a call from School Webmasters indicating that the district's website template will no longer be supported after July 1 due to security concerns. He stated that administration will research and seek quotes for this service noting that we will not be running this internally. It is critical to have a dedicated overseer of the sites which he

believes the district cannot provide. During discussion, Mr. Buchsen indicated that In-Shore Technologies does not offer this type of service. Further discussion will be needed in the near future.

Mr. Buchsen announced that kindergarten registration is tomorrow and Wednesday. Mr. Kio reported there are currently 66 students registered. Mr. Buchsen said that late registrations have been lower over the last few years. It is expected the incoming kindergarten class will be around 70-75 students which will impact staffing.

Mr. Buchsen reported that Mr. Larry Myers of Schneider Electric was in the district today to gather some old blue prints and one of their engineers will be here Thursday to inspect both buildings for a couple of hours. From that point they will bring a Business Plan to the Board for potential consideration. There is no cost or obligation to the district for Schneider Electric to complete this business plan.

### Personnel

Accepted Mrs. Sharon Daniels' letter of resignation for retirement purposes effective May 30, 2020. Motion: J. Stake; Second: B. Johns. The motion was passed unanimously.

Transferred Mr. Steve Woodruff to the High School Head Custodian position effective March 3, 2020 with compensation and benefits in accordance with the Support Staff Agreement and district policy. Motion: K. Hawver; Second: J. Fillhart. Brief discussion was held. The motion carried unanimously.

Approved 2019-2020 volunteer coaches as follows: Mr. Eric Button, pending completion of paperwork and Mr. Seth Lowery for track, and Ms. Tori Transue for softball. Motion: E. Petruzzi; Second: K. Hawver. The motion was unanimously carried.

Mrs. Samantha Wight is requesting medical leave beginning approximately May 23 through the remainder of the school year. The item will be placed on next week's agenda.

### Finance

Discussion of the Seneca Highlands Regional Insurance Trust (SHRIT) relating to health care rates was held. Mr. Buchsen provided a detailed history of the trust. The district is now responsible for its own claims. He reviewed the 2020-2021 Projected Costs-Entity Specific report highlighting Port Allegany's claims data noting the district is in a good position as of December 31. Lengthy discussion was held. The Board will need to set the district's rates for the 2020-2021 school year. Mr. Tanner suggested 3% and the board agreed.

Mr. Buchsen said the Administration is looking at a potential special education add-on to our Power School software which would replace our current IEP Writer software. This would tie our special education data to our student information system (PowerSchool) which would be advantageous for PIMS reporting. Some discussion was held with Ms. Emerick explaining some of the benefits of this transition.

Seneca Highlands Intermediate Unit Nine is once again requesting the use of two classrooms at the elementary school for the 2020-2021 school year. Their cost would be \$4,000 per classroom for the year. Mr. Buchsen reviewed the handout provided. Mrs. Vicini is aware that the district's priority is student classrooms so it could change depending on kindergarten enrollment and a possible second Pre-K Counts classroom. Brief discussion was held.

### Transportation

Mr. Anthony Muccio, Pupil Transportation Contractor is requesting approval of bus/van drivers for the remainder of the 2019-2020 school year as follows: Ms. Bambi Barber, Mr. Adrian Schroll, and Mrs. Ruth Webb. A recommendation to approve will be on Monday's agenda.

### Curriculum and Instruction

The draft of the 2020-2021 school calendar was reviewed and discussed. Mr. Buchsen provided detailed information relating to Flexible Instruction Days (FID). Mr. Buchsen noted that the calendar sinks with the Career and Technical Center. He said the public meeting had mixed reviews for the flexible instruction days. Extensive discussion was held and the Board recommended building three snow days in the calendar, one in February and two in April. There will be a separate motion on next week's agenda to apply to PDE for FID days.

Mansfield University is requesting a renewal of the Affiliation Agreement for student teacher placement. Mr. Buchsen provided an overview of the program. The item will be placed on next Monday's agenda.

### Board

The following policy updates were presented for a first reading and discussion. 1) 202 – Eligibility of Non-Resident Students (updated language relating to truant, disruptive, etc. students); 2) 222 - Tobacco and Vaping Products – Students (mandated by law); 323 – Tobacco and Vaping Products – Employees (mandated by law); 707 – Use of School Facilities (recommended for legal liability purposes); and 904 – Public Attendance at School Events (recommended for legal liability purposes). Policies 222, 323, 707 and 904 relate to vaping products being identified as tobacco products at the state level. Discussion was held.

A resolution relating to Charter School Reform prepared by the Pennsylvania School Boards Association (PSBA) was reviewed. PSBA is recommending that all school boards adopt the resolution calling for Charter School Funding Reform. The Board agreed to place the resolution on next week's agenda.

Doctor Carlson announced the Board would convene an executive session at 8:18 p.m. to discuss negotiations and personnel matters.

The regular meeting reconvened at 8:55 p.m. for adjournment.

### Adjournment

Motion: S. Lathrop; Second: J. Stake. The motion carried unanimously. Doctor Carlson adjourned the meeting at 8:55 p.m.

Respectfully submitted,

ADAM C. MOATE  
Secretary to the Board of School Directors