

Port Allegany School District
BOARD OF SCHOOL DIRECTORS
Committee of the Whole Meeting

April 6, 2026
High School Library

The Port Allegany School District Board of Directors met in executive session for personnel matters at 6:30 p.m.

Committee of the Whole meeting - 7:00 p.m.

MINUTES

Mr. Ernst called the meeting to order at 7:00 p.m. in the high school library with a moment of silence and the flag salute. Ms. Plumstead called the roll.

Board Present: Mrs. Erica Babcock, Mrs. Barbara Delacour, Mr. Christopher Ernst, Mr. Chris Fillhart, Mr. Alex Johnson, Mr. Sean Lathrop, Mrs. Erica Petruzzi, Mr. Jason Stake, and Mr. Marc Budd

Board Absent: Mrs. Ink Young

Others Present: High School Principal Tracy Kio, Elementary Principal Greg Oliver, Assistant Principal Kathleen Bostjancic, Business Manager Adam Moate, Andrew Krellner, Crystal Drew, Chelsea Caden, Amanda Priest, Cheryl Nasto and Tabatha Dart

Public Comment

Mr. Sean Lathrop mentioned that during wrestling camp, there will be a free women's self defense class for all past and present employees of the district on June 22nd and June 23rd from 5:15 until 6:30 pm.

Committee Reports

Christopher Ernst, Intermediate Unit Nine Board of Directors representative, provided the board with an informational packet. Mr. Ernst reported on the IU9 Board of Directors meeting held on March 16, including the approval of audit reports and budgets for 2026-2028. He also stated a motion was passed to approve the 2026-2028 Paraeducator Advancement Grant that will be used to continue the education of the paraeducators that had received an associates degree, previously obtained by the IU9.

Alex Johnson, Seneca Highlands CTC General Advisory Board representative, had nothing to report.

Due to the PSBA Legislative Representative position being vacant, there was nothing to report.

Minutes of Proceeding Meetings

Approved the minutes from the March 9, 2026 regular meeting. Motion: Mrs. Babcock; Second: Mr. Johnson. The motion passed.

Communication

Mr. Ernst spoke on behalf of the Port Allegany Borough regarding the expansion of school zones and the relocation of speed limit signs. The borough will place speed limit signs on Arnold Avenue and Broad Street, and the end school zone will be marked accordingly. He stated the signs will be active from 7:30 AM to 8:30 AM and 2:30 PM to 3:30 PM on weekdays.

Superintendent's Report

Mr. Budd reported on the bi-weekly meeting with Schneider Electric stating concerns were addressed regarding exposed copper tubing. He stated the LG drawings are on track to be approved prior to the June 1st start date, and all copper pipes will be insulated and covered. He stated the roof repair is being managed by Dan Becker from Garland, ensuring compliance with Garland's specifications.

Mr. Budd discussed with the board offering PC Federal Credit Union membership to the employees as an additional banking option. He stated the previous board approved the membership however, the paperwork was not completed. The board was agreeable with Mr. Budd reaching out to PC Federal Credit Union to get this process in motion.

Mr. Budd notified the board that there will be an upcoming Federal Programs Audit. He stated this audit was triggered by the change in Superintendency and late reports. He is working to gather documentation to address the audit's requirements.

Mr. Budd reported on the Auditorium Grant that was awarded to the district and stated this would mainly be used for the sound system and distance learning. The grant was updated, but the USDA will not cover labor costs, which are estimated at \$53,000. The grant awarded is approximately \$110,000.00, but the equipment costs may have increased significantly since the initial grant was written. The board is considering whether to proceed with the grant or seek additional funding.

Mr. Budd presented the completed comprehensive plan to the board, which he said was extended due to incomplete sections. He stated the plan is now ready for submission to the state and will be posted on the district's website for a 28-day review period. The board was agreeable to getting this posted as soon as possible to make sure we stay in compliance.

Mr. Budd introduced a new ticketing system from the IU9 for our IT department which will improve efficiency in addressing technical issues. He stated we currently only use emails. This quote is prorated for a 2 month period at an amount of \$1,300.90, with a one-time upfront fee of \$995. Mr. Johnson stated that when the CTC started using this ticket system it made a world of difference. Mrs. Delacour stated that she had received some complaints from some teachers having issues with their smart boards and the issues were not being addressed appropriately.

Mr. Budd responded stating if there are any IT issues that are not being taken care of to have the teachers reach out to their building principals. The board noted this new ticketing system will be able to track tickets when they are entered into the system, so this will hopefully resolve any of these issues.

Mr. Budd discussed the need for stage and auditorium upgrade, including replacing the curtains and mechanical parts. The total cost for the upgrades are estimated at \$108,137.00 with quotes provided for various components. The board was agreeable to prioritizing these upgrades to the high school auditorium. During this discussion this board also requested a quote for the elementary stage which is also in need of repairs.

Mr. Budd asked Mr. Oliver if he could elaborate a bit on K Readiness and Kindergarten camp. Mr. Oliver stated K Readiness is a 12 day program in July for students that are at risk of not being on grade level. This is invite only and transportation is provided. Mr. Oliver also discussed Kindergarten camp, stating this is open to all students. It is a 3 day camp in August before school starts and is a great introduction period for all the students allowing them to meet teachers, rotate through schedules and go on a bus ride tour through town. Transportation is not provided for this program.

Mr. Budd asked Mrs. Bostjancic to discuss extended school year. Mrs. Bostjancic stated extended school year is also a 12 day program in July. Eligibility is based on the six criteria for students with IEPs. They have to meet two of the six criteria to qualify for this program, demonstrating regression in their skills and the inability to recoup those skills during the summer break. If they qualify, they are eligible and parents can choose to have them attend or not.

Mr. Budd made the board aware of the Special Olympics that will be held at the Bradford High School on April 29, 2026. He stated Mr. Bienkowski has already signed up to take the football team to this event to volunteer that day. Mr. Ernst stated from personal experience, they do a fantastic job.

NEW BUSINESS

Personnel

Approved the letter for purposes of retirement from Mrs. Kristi Freeman (Elementary 4.5 hour regular education aide) effective May 29, 2026. Motion: Mr. Stake; Second: Mrs. Petruzzi. The motion passed. Mr. Budd stated Kristi has 22 years of service within the district. Mr. Ernst thanked Mrs. Freeman for her time and dedication during her time of employment.

Approved volunteer Camrin Stuckey to help with the 2025-2026 baseball season. Motion: Mrs. Babcock; Second: Mr. Stake. The motion passed.

Approved Steven Work as a full time Custodian/ Maintenance within the Port Allegany High School beginning on March 16, 2026 with an hourly rate of \$24.34 and fringe benefits set in accordance with the Support Staff Agreement. Motion: Mrs. Petruzzi; Second: Mr. Johnson. The motion was passed unanimously.

Mr. Ernst stated there was an addendum to the agenda. Approved Mr. Andrew Krellner as a

professional employee, assigned as a full time High School Guidance Counselor and teacher, effective August 18, 2026 with a salary of \$ 61,458.15 (Masters Step 5) prorated for 195 days and fringe benefits set in accordance with the Professional Agreement and district policy. Motion: Mr. Stake; Second: Mr. Johnson. The motion was passed unanimously. Mr. Ernst congratulated Mr. Krellner.

Finance

Mr. Budd discussed the Conrad Siegel recommended 3% increase in medical insurance rates for the 2026-2027 school year, recommending a 3% increase annually for the next four years. The board was agreeable to this increase and discussed the financial implications for not increasing rates.

Mr. Ernst discussed the 2026-2027 Proposed IU9 General Operating Budget & Program Services. Port Allegany School District's share is \$28,053.00.

The board discussed the 2026-2027 Career & Technical Center Operating Budget in the amount of \$2,779,068.00. Each district pays a portion and this amount is based on the quota. Mr. Budd stated we currently have 77 students attending the CTC this year. The board discussed the number of seats available, students first and second picks for their careers and the application process.

The board discussed 2026-2027 Agreement for IU9 Technical Services at a cost of \$191,100.00. This agreement covers various technical services, including chromebook repairs and camera installation which the prior agreement did not include.

Board

The board discussed the Tech Pool Annual Agreement in the amount \$920.00 which is an increase of \$500. However, this agreement now includes Special Education services. The board was agreeable.

The board discussed the Athletic Trainer Agreement with UPMC Cole. UPMC is proposing a three year agreement with costs of \$38,500.00 for the 2026-2027 school year. \$40,000.00 for the 2027-2028 school year and \$40,000.00 for the 2028-2029 school year. Mr. Budd stated this is a great service, it is utilized significantly and they do a great job covering us even during our extended sporting events. The board is requesting a five year agreement at the outlined estimated costs.

Mr. Ernst introduced a letter from Old Forge District that outlines supporting House Bill and Senate Bill regarding public-private playoff legislation. The board discussed the potential impact of legislation on public school sports and the importance of maintaining fair competition. The board was in favor to support the legislation and express their opinion through a letter to the PIAA.

Approved the request from the Port Allegany pickleball group to donate \$1,977.00 to the Port Allegany Recreation Authority from the Burgart Foundation to assist with funding court improvements. Motion: Mr. Stake; Second: Mrs. Petruzzi. The motion passed unanimously.

Approved the use of the remaining \$3,176.00 from the Burgart Foundation to go towards weight room updates, including possibly epoxy floor paint. Mrs. Babcock asked what updates were going to take place and stated she has concerns with rust and the safety of the equipment. Mr. Budd stated mainly barbells were going to be getting updated and possibly epoxy floors if there is enough left over. The board discussed how they try to update something in the weight room each year with the money received from the Burgart Foundation. Motion: Mr. Stake; Second: Mrs. Petruzzi. The motion passed unanimously.

Executive Session

The PASD Board of Directors entered into executive session at 8:40 pm for a discussion of personnel matters. Motion: Mr. Stake; Second: Mrs. Petruzzi. The motion passed unanimously.

Mrs. Petruzzi made a motion to exit the executive session. Mr. Johnson seconded. The motion was carried unanimously. The executive session exited at 9:50 pm.

Adjournment

The PASD Board of Directors adjourned the meeting at 9:51 pm. Motion: Mr. Johnson; Second: Mr. Stake. The motion passed.

Respectfully submitted,

Tiffany Plumstead
Secretary to the Board of School Directors

Next Scheduled Meeting

April 13, 2026 - Regular Meeting