Port Allegany School District

BOARD OF SCHOOL DIRECTORS
Committee of the Whole Meeting

October 5, 2026
High School Library
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. Justin Fillhart, Mr. Alex Johnson, Mrs. Erica Petruzzi, Mr. Jason Stake and Mr. Marc Budd

Board Absent: Mr. Sean Lathrop and Dr. Ink Young

Others Present: Business Manager Adam Moate, Acting High School Principal Toncha Barber, Elementary Principal Greg Oliver, Assistant Principal Kathleen Bostjancic, Amanda Priest, Crystal Drew, Bethany Mealy and Carey Herndon

Public Comment

No public comment.

Committee Reports

Christopher Ernst, Intermediate Unit Nine Board of Directors representative, had nothing to report.

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

Ink Young, PSBA Legislative Representative, was absent from this meeting therefore there was nothing to report.

Minutes of Proceeding Meetings

Approved the minutes from the September 21, 2026 Regular Meeting. Motion: Mr. Stake; Second: Mr. Johnson. The motion passed unanimously.

Communication

Mr. Ernst provided an update regarding the proposed changes to the Pennsylvania Department of Health regulations. He stated following the feedback received, the Department

of Health has withdrawn the proposed revisions for the time being.

Superintendent's Report

Mr. Budd provided an update regarding college credits earned by 32 elementary teachers through the LETRS program and the American College of Education (ACE). Mr. Budd reported that there was an initial billing issue in which ACE contacted teachers regarding payment rather than billing the District as previously arranged. The issue was resolved after administration worked with ACE, and the District has paid the $6,300 invoice. Mr. Budd stated that the teachers' college credits have been received and the billing issue has been resolved.

Mr. Budd informed the board of a roof leak discovered in the auditorium during the recent stage curtain project. Garland was contacted and determined that screws securing a roof drain basket had loosened, allowing water to enter the building. Garland corrected the issue at no cost to the District and inspected the remaining roof drains and roof areas at both the high school and elementary school to ensure there were no additional concerns.

Mr. Budd provided an update on the auditorium curtain projects. He stated a replacement black curtain for the high school auditorium is scheduled to be installed October 12–13, along with adjustments to ensure the existing curtains are properly positioned and not dragging on the stage. The contractor will also complete curtain installation and adjustments at the elementary school during the same visit. The previously approved project costs remain $108,137 for the high school and $11,654 for the elementary school, with no additional charges anticipated for the curtain changes.

Mr. Budd provided an update on the PCCD grant, which has historically supported the District's school resource officers and related expenses. Mr. Budd reported that carryover funds from prior grant cycles are available and that the District has begun the process of requesting a budget revision to use a portion of the funds toward the secure vestibule project. Preliminary guidance from PCCD indicated that the proposed use of the funds should be allowable, as the vestibule project was not previously included in the District's general operating budget and therefore would not constitute supplanting. Mr. Budd will continue working with PCCD to finalize the revision and funding request.

Mr. Budd provided an update on the proposed auditorium sound system improvements. He stated that, after extensive review and collaboration with IU staff and District personnel, a final proposal totaling $34,606.91 has been developed. The project will include new speakers, mixers, amplifiers, additional wireless microphones, repositioned equipment, and updated controls to improve sound quality and reduce feedback issues. The existing equipment was determined to be functional but not ideally configured for the auditorium, and the upgrades are intended to provide a more effective system for future productions. The proposal is expected to be presented to the Board for approval at the next meeting, with the goal of having the sound system operational for the winter concerts.

Mr. Budd provided the board with an update regarding a replacement vehicle for the Driver Education program. Mr. Budd stated that discussions with Kightlinger Motors are ongoing, with the goal of obtaining a more cost-effective lease option and a final price. It was also confirmed that the existing vehicle's previously leased driver education brake can be

transferred to the replacement vehicle at no additional cost. Administration is also exploring the possibility of purchasing a suitable used vehicle as an alternative to leasing and will provide additional information and pricing to the Board.

Mr. Budd discussed the November meeting schedule with the board. Due to anticipated travel, Mr. Budd requested the November 2nd meeting be cancelled and conduct regular business at the second meeting on November 9th. The board was agreeable to this, with the understanding that a special meeting could be scheduled if additional business requires attention.

NEW BUSINESS

Personnel

Approved appointing Mr. Seth Lowery as Mentor for Mrs. Lauren Jackson, newly hired high school physical education teacher during the 2026-2027 school year in accordance with the District's Induction Plan at a supplemental salary of $1,588 per Schedule B of the Professional Agreement. Motion: Mr. Johnson; Second: Mr. Fillhart. The motion passed, Mrs. Delacour abstained.

Approved appointing Mrs. Loren Fergusen as Mentor for Ms. Ashley Major, newly hired Licensed Social Worker during the 2026-2027 school year in accordance with the District's Induction Plan at a supplemental salary of $1,588 per Schedule B of the Professional Agreement. Motion: Mrs. Petruzzi; Second: Mr. Fillhart. The motion passed unanimously.

Approved Ms. Judy Campbell to transfer from a 5.5 hour life skills paraprofessional to a full time 7 hour one-on-one paraprofessional effective Wednesday October 7th, 2026. Motion: Mr. Stake; Second: Mrs. Babcock. The motion passed unanimously.

Approved Francesca Cummins as a part-time 4.5 hour cafeteria worker, effective October 19, 2026, with an hourly rate of $18.70 and fringe benefits set in accordance with the Support Staff Agreement. Motion: Mr. Stake; Second: Mr. Fillhart. The motion passed unanimously.

Approved Ms. Judy Campbell to fill the 2026-2027 Head Bocce coach Supplemental position with a supplemental salary set in accordance with Schedule B of the Professional Agreement. Motion: Mr. Johnson; Second: Mrs. Babcock. The motion passed unanimously.

Approved volunteer Mrs. Carri Montgomery-Madison to assist with the 2026-2027 Bocce season. Motion: Mr. Stake; Second: Mr. Fillhart. The motion passed unanimously.

Approved the addition of Mr. Larry Seybert to the support staff substitute list retroactive to September 25, 2026. Motion: Mr. Babcock; Second: Mr. Johnson. The motion passed unanimously.

Approved volunteers Kerry Hawver, Tony Edgell and Drew Evens to assist with the 2026-2027 boys varsity basketball season, pending clearances. Motion: Mr. Stake; Second: Mrs. Delacour. The motion passed unanimously.

Approved volunteer Hannah Lathrop to assist with the 2026-2027 girls junior high basketball

season. Motion: Mr. Stake; Second: Mrs. Babcock. The motion passed unanimously.

Approved volunteers Dylan Major, Adam Greenman, Nate Schwab, Jacob Kallenborn, Nick Budd, Ethan Budd, Reese Vollmer, Dirk Cowburn, Chad Alexis, Ian O'Shea and Karl Lightner to assist with the 2026-2027 wrestling season, pending clearances. Motion: Mrs. Delacour; Second: Mrs. Babcock. The motion passed unanimously.

Buildings & Grounds

Approved the proposal from Kurtz Brothers for a new kiln for the high school Art department, in the amount of $4,720. $4,000 of this amount has been grant funded - $2,000 from the McKean County Community Grant Fund and $2,000 from the Joe DeMott Port Allegany Community Development Fund. Mr. Budd stated that Mr. Triplett was able to have the restocking fee removed, leaving a very minimal cost to the district. Mr. Ernst thanked Mr. Triplett for all of his time and effort working to improve the art department with a new kiln. Motion: Mrs. Babcock; Second: Mr. Stake. The motion passed unanimously.

Executive Session

The Port Allegany School District Board of Directors met in executive session at 7:37 pm to discuss legal and personnel matters.

The Port Allegany School District Board of Directors exited the executive session at 8:46 pm. Motion: Mr. Stake; Second: Mr. Johnson. The motion passed.

Adjournment

The PASD Board of Directors adjourned the meeting at 8:47 pm. Motion: Mr. Stake; Second: Mr. Johnson. The motion passed.

Respectfully submitted,

Tiffany Plumstead
Secretary to the Board of School Directors

Next Scheduled Meeting

October 12, 2026 - Regular Meeting