

PENN CAMBRIA SCHOOL DISTRICT
201 6TH STREET
CRESSON, PENNSYLVANIA 16630

BOARD OF EDUCATION
Regular Meeting
June 18, 2024

MEMBERS: Caleb Drenning, Anthony Dziabo, Jennifer Gmuca, Matthew Kearney, Rudy McCarthy, Guy
Monica, Michael Sheehan, Cindy Sheehan-Westrick, and Jeffrey Stohon

A Regular Meeting of the Penn Cambria School District Board of Education was called to order by Michael Sheehan,
Board President, at 7:00 P.M., Tuesday, June 18, 2024, in the Cafeteria of the Penn Cambria Primary School.

ROLL CALL WAS TAKEN:

MEMBERS PRESENT:

- Mr. Caleb Drenning
- Mr. Anthony Dziabo
- Dr. Jennifer Gmuca
- Mr. Matthew Kearney (*via phone*)
- Mr. Rudy McCarthy
- Mr. Michael Sheehan
- Mrs. Cindy Sheehan-Westrick
- Mr. Jeffrey Stohon
- TOTAL. 8

MEMBERS ABSENT:

- Mr. Guy Monica
- TOTAL. 1
- QUORUM PRESENT.

AMONG OTHERS PRESENT:

- | | |
|---|--|
| William Marshall, Superintendent | Jacquelyn Mento, Recording Secretary |
| Jill Francisco, Business Administrator | Justine Hrzic-Smith, Food Service Director |
| Jeanette Black, Assistant to the Superintendent | Robin Lappi, PCESPA President |
| Jaime Hartline, Director of Pupil Services | Veronica Noll, PCESPA Secretary |
| Ronald Repak, School Solicitor | Kerry Nileski, Teacher |
| Benjamin Watt, High School Principal | Amanda Smorto, Teacher |
| Kristen Blackburn, Assistant High School Principal | Sean Davison, Teacher |
| Dane Harrold, Middle School Principal | Natalie Prosser, Employee |
| Joseph Smorto, Elementary Principal | Kristin Baudoux, Mainliner Reporter |
| Carrie Conrad, Special Education Director | Matt Churella, Altoona Mirror Reporter |
| Lewis Hale, Director of Technology | Cathy Garner, Parent |
| Scott Sherry, Director of Buildings, Grounds, & Maintenance | Jamie Luciano, Parent |

Following the Pledge of Allegiance, the following were the items of business and discussion.

APPROVE THE AGENDA AS PRESENTED

A motion was offered by Mr. Stohon, seconded by Mr. Drenning, and approved unanimously by voice aye vote, to accept the following resolution:

RESOLVED: That Board of Directors hereby approve the agenda as presented.

ANNOUNCEMENT – Michael Sheehan announced that the regular School Board meeting scheduled for July 24, 2024 has been cancelled.

HEARING OF VISITORS - Questions, concerns, comments, related to school business.

- A. Catherine Garner (Cresson) addressed the Board of Directors with her concerns on the reduction of third grade staff and the effect it will have on class sizes, teacher time with students, specifically exceptional students, and the availability of resources for students.

APPROVAL OF MINUTES

A motion was offered by Mr. McCarthy, seconded by Mrs. Sheehan-Westrick, and approved unanimously by voice aye vote, to accept the following resolution:

RESOLVED: That the minutes of the regular meeting held May 21, 2024, be approved as recorded in the copies mailed to the Board prior to this meeting.

PAYMENT OF BILLS

A motion was offered by Dr. Gmuca, seconded by Mr. Stohon, and approved unanimously by voice aye vote, to accept the following resolution:

RESOLVED: That the invoices as mailed to Board prior to the meeting, and as evaluated and reviewed, reconciled, and recommended for payment by the Business Office be hereby approved for payment. Copy to be made part of the minutes. (*See addendum "A"*)

TREASURER’S REPORT

A motion was offered by Mr. Dziabo, seconded by Mr. Drenning, and approved unanimously by voice aye vote, to accept the following resolution:

RESOLVED: That the Treasurer’s Report for May 2024, be accepted as mailed to the Board, and that a copy be filed with the official records of the School District. (*See addendum "B"*)

BUSINESS ADMINISTRATOR’S REPORT

A motion was offered by Mr. Drenning, seconded by Mr. McCarthy, and approved unanimously by voice aye vote, to accept the following resolutions:

FINANCIAL REPORTS

RESOLVED: That the reports of grants, projects and federal programs and financial reports for the general fund, capital projects fund, and cafeteria fund be accepted as presented to the Board and that a copy be filed with the official records of the School District. (*See addendum "C"*)

DESIGNATION OF DEPOSITORIES

RESOLVED: That in accordance with Section 621 of the School Laws of Pennsylvania, the following be designated as depositories for school district funds for the fiscal year July 1, 2024 to June 30, 2025, collateral to be maintained in accordance with existing laws and regulations.

- 1st Summit Bank - Cresson, PA
- First National Bank - Cresson, PA
- Pennsylvania Local Government Investment Trust - Harrisburg, PA
- Pennsylvania School District Liquid Asset Fund - Lancaster, PA
- U.S. Bank Corporate Trust Services - Pittsburgh, PA

AUTHORIZATION TO INVEST FUNDS

RESOLVED: That the Superintendent or his designee be empowered to invest funds from the various school district accounts in interest bearing accounts clearly and directly backed by the full faith and credit of the U.S. government, provided these accounts have funds in excess of those required to meet current expenses and in compliance with the District Investment Policy.

2023-2024 INVOICES AND BUDGETARY TRANSFERS

RESOLVED: That the Business Office be authorized to pay invoices for the 2023-2024 fiscal year that are received after the date of the regular meeting on June 18, 2024, and to make any necessary budgetary transfers for the 2023-2024 fiscal year.

PACKAGE AND WORKER’S COMPENSATION INSURANCE

RESOLVED: That the Board of Directors approve the following insurance premiums for the 2024-25 policy year:
Utica - Package (Property, General Liability, School Leaders E & O, Automobile, Umbrella, etc.).....\$101,447.00
Eastern Alliance - Workers’ Compensation.....\$81,636.00

STUDENT ACCIDENT INSURANCE COVERAGE

RESOLVED: That the Board of Directors approve Student Accident Insurance Coverage through United States Fire Insurance Company for the 2024-2025 fiscal year with a premium of \$13,300.00 and that under the same

policy make available for parents to purchase Voluntary Student Accident Insurance Coverage at a premium of \$28.00 for school-time coverage and \$124.00 for twenty-four-hour coverage.

SET SCHOOL BREAKFAST/LUNCH PRICES FOR 2024-2025

RESOLVED: That the school breakfast/lunch/A la Carte prices for the 2024-2025 school term be set as follows:

Elementary (Pre K-4) Breakfast	\$1.30	Elementary (Pre K-4) Lunch	\$2.00
Secondary (5-12) Breakfast	\$1.30	Secondary (5-12) Lunch	\$2.10
Reduced Breakfast (Pre K-12)	\$0.30	Reduced Lunch (Pre K-12)	\$0.40
A la Carte Price List (<i>See addendum "D"</i>)			

AMENDMENT TO 403 (B) PLAN

RESOLVED: That the Board of Directors adopt a plan amendment to the Penn Cambria School District 403(b) Plan to permit in-service withdrawals of rollover funds.

SOLICITOR'S REPORT

Attorney Ronald Repak informed the Board of Directors on the upcoming public hearings at the Pre-Primary and Primary schools, where a stenographer will be provided. He also mentioned that the House of Representatives passed a bill that included changes to cyber charter school tuition rates. Finally, he introduced Matthew Gieg, one of his associates, to the Board of Directors.

Mr. Repak thanked William Marshall, who is conducting his last Board of Directors meeting this evening before his upcoming retirement. Attorney Repak stated that he had the pleasure of working with Mr. Marshall when he was a principal, and now Superintendent. He stated that he has learned many things from him over the years, and commented on what an overall wonderful individual he is.

SUPERINTENDENT'S RECOMMENDATIONS

A motion was offered by Dr. Gmuca, seconded by Mr. Stohon, and approved unanimously by voice aye vote, to accept the following resolution:

RESOLVED: That the Superintendent's recommendations be approved as follows:

A. PERSONNEL ACTIONS

1. Accept Resignations
 - a. Tamara Rakar, Ebensburg, High School Math Teacher and Junior-Senior Class Co-Advisor, effective at the close of the 2023-2024 school year
 - b. Katlin Little, Gallitzin, Head Varsity Softball Coach, effective immediately
 - c. Mary Borlie, Lilly, Middle School Special Education Aide, effective June 26, 2024
2. Remove Substitutes, effective immediately
 - a. Substitute Aide, Secretary, Cafeteria
 - i. Margo Buck, Ashville
 - b. IU08 Substitute Teachers
 - i. James Miller, Ashville
 - ii. Morgan O'Neill, Duncansville
 - iii. Angelica Shoemaker, Loretto
 - c. Substitute Teachers
 - i. Douglas Fogel, Ashville
 - ii. Brian Gibson, Ebensburg
 - d. Substitute Nurse
 - i. Joseph Zeak, Hollidaysburg
3. Remove ESY Staff
 - a. Lynn Lassak, Aide
 - b. Christina Plouse, Nurse
4. Approve ESY Independent Contractor
 - a. Adara Health, Nursing
5. Approve Appointments, effective with the start of the 2024-2025 school year
 - a. Derrik Eckenrode, Ashville, Fifth Grade Teacher, Bachelor's Step 17, \$68,738
 - b. Kristin Kargo, Portage, Junior-Senior Class Co-Advisor, at a stipend of \$1,452
 - c. Jessica Burlingame, Altoona, Junior-Senior Class Co-Advisor at a stipend of \$1,452

- d. Brittany Mogollon, Gallitzin, Majorette/Colorguard Advisor, at a stipend of \$1,995
 - e. Susan Reed, Duncansville, Substitute Teacher
 - f. Todd Niebauer, Cresson, from Assistant to Volunteer Cross Country Coach
 - g. Jason Grassi, Altoona, Assistant Varsity Football Coach, at a stipend of \$3,958
 - h. Joshua Stringent, Gallitzin, from Assistant to Head 7th and 8th Grade Football Coach, at a stipend of \$3,033
 - i. Dontae Lilly, Lilly, from Assistant to Volunteer Varsity Football Coach
 - j. Nicholas White, Gallitzin, from Volunteer to Assistant 7th and 8th Grade Football Coach, at a stipend of \$1,726.40
 - k. Christina Racz, Ashville, from Head Junior High to Varsity Cheerleading Coach, at a stipend of \$3,958
6. Approve Appointments, effective pending documentation
 - a. Lindsey Sease, Portage, Primary School Special Education Aide
 - b. Victoria Kochara, Gallitzin, Head Junior High Cheerleading Coach, at a stipend of \$2,359
 - c. Nathan Erzal, Loretto, Volunteer 7th and 8th Grade Football Coach
 - d. Mike Smith, Lilly, Volunteer Junior High Soccer Coach
 7. PCESPA Summer Cleaners
 - a. Cherri Heiss
 - b. Brenda Kalwasinski
 - c. Karen Hodgson
 - d. Leah George
 - e. Robin Lappi
 - f. Brenda Biller
- B. Retain Dr. Oravec as a school dentist at \$5.00 per exam.
- C. Dr. Scharf as school physician at \$8.00 per student physical exam to provide services as requested by the district in accordance with the School Code.
- D. Establish the daily substitute teacher rate of \$100 for the 2024-2025 school year.
- E. Establish the hourly substitute support staff rate of \$9 for the 2024-2025 school year.
- F. Authorize the Superintendent to apply for various state and federal grants, including those administered by PDE. The Superintendent is also authorized to sign and file related contracts.
- G. Approve the revised 2023-2024 School Calendar (Act 80 day) (*See addendum "E"*)

NEW BUSINESS

A motion was offered by Mr. Dziabo, seconded by Mrs. Sheehan-Westrick, and approved unanimously by voice aye vote, to accept the following resolutions:

SUPERINTENDENT OF SCHOOLS

RESOLVED: That the Board of Directors hereby approve commencement of Jaime Hartline's Superintendent role on July 1, 2024, at which time Mr. Hartline will be approved as a commissioned officer through the Commonwealth of Pennsylvania.

APPOINT SAFETY AND SECURITY COORDINATOR

RESOLVED: Act 44 of 2018 requires all school districts to appoint a school administrator as the school safety and security coordinator; Jaime Hartline is recommended for this appointment.

MOA WITH PENN CAMBRIA EDUCATIONAL SUPPORT PROFESSIONALS ASSOCIATION

RESOLVED: That Board of Directors hereby approve a Memorandum of Agreement between Penn Cambria School District and the Penn Cambria Educational Support Professionals Association pursuant to a Collective Bargaining Agreement covering the period of July 1, 2021 through June 30, 2025; the Association wishes to assist the District with cleaning throughout the summer and to work cooperatively to address the summer cleaning positions. (*See addendum "F"*)

UPMC WESTERN BEHAVIORAL HEALTH OF THE ALLEGHENIES

RESOLVED: That the Board of Directors hereby approve an agreement with UPMC Western Behavioral Health of the Alleghenies to provide mental health, drug and alcohol treatment, or rehabilitation services.

FEDERAL PROGRAMS PARENT AND FAMILY ENGAGEMENT

RESOLVED: That the Board of Directors hereby approve the Federal Programs Parent and Family Engagement Policy Statements for Penn Cambria School District, Penn Cambria Pre-Primary School, Penn Cambria Primary School, and Penn Cambria Intermediate School. (*See addendum "G"*)

A motion was offered by Mr. McCarthy, seconded by Mrs. Sheehan-Westrick, and approved unanimously by voice aye vote, to accept the following resolutions:

ENGLISH LEARNER PROGRAM PLAN

RESOLVED: That the Board of Education hereby approve the revised English Learner (EL) Program Plan.

HOME-SCHOOL COMPACT

RESOLVED: That the Board of Directors hereby approve the Home-School Compact for Penn Cambria School District. (*See addendum "H"*)

ELECT PROGRAM

RESOLVED: That the Board of Directors hereby authorize Altoona Area School District's ELECT Program to apply for and expend funds on behalf of the Penn Cambria School District through the AASD ELECT Consortium, to operate the ELECT program and activities for eligible students through 2024.

IMAGINE LEARNING

RESOLVED: That the Board of Directors hereby approve entering into an agreement with Imagine Learning to provide curricular and instructional services for grades K-12 PC Cyber Academy.

EXTENDED CAMPUS

RESOLVED: That the Board of Directors hereby approve entering into an agreement with Extended Campus to provide curricular and instructional services for the grades K-5 PC Cyber Academy.

EDUCERE

RESOLVED: That the Board of Directors hereby approve entering into an agreement with Educere to provide curricular and instructional services for the grades 6-12 PC Cyber Academy.

HEALTH AND SAFETY PLAN

RESOLVED: That the Board of Directors hereby approve the revised Penn Cambria School District Health and Safety Plan. (*See addendum "I"*)

A motion was offered by Dr. Gmuca, seconded by Mr. Drenning, and approved by roll call vote, to accept the following resolution:

ADOPTION OF FINAL BUDGET FOR 2024-2025

RESOLVED: That the budget of the Penn Cambria School District of Cambria County, Pennsylvania, in the amount of \$28,181,349 is hereby adopted for the fiscal year beginning July 1, 2024 and ending June 30, 2025. The necessary revenue shall be provided from local revenue, including tax resolutions already enacted, and from Federal and State subsidies. Copy of GENERAL FUND BUDGET (PDE-2028) for fiscal year ending June 30, 2025, shall be made part of the minutes. (*See addendum "J"*)

ROLL CALL VOTE:

YES: Mr. Dziabo, Dr. Gmuca, Mr. Kearney, Mr. McCarthy, Mrs. Sheehan-Westrick, Mr. Stohon, Mr. Drenning, Mr. Sheehan

NO: 0

A motion was offered by Mr. Dziabo, seconded by Dr. Gmuca, and approved unanimously by voice aye vote, to accept the following resolution:

EXTENDED PIPELINE

RESOLVED: That the Board of Directors hereby approve an agreement with Peoples Gas Co., LLC to extend or have extended its main pipeline facilities to accommodate the Penn Cambria Middle School Project.

A motion was offered by Mr. Kearney, seconded by Mr. Stohon, and approved unanimously by voice aye vote, to accept the following resolution:

SCHOOL RECONFIGURATION

RESOLVED: That the Board of Directors hereby approve the reconfiguration of Penn Cambria Intermediate School to include grades 3 through 5 and approve reconfiguration of Penn Cambria Middle School to include grades 6 through 8 effective July 1, 2024. This change is necessary due to the current status of the A-wing portion of Penn Cambria Middle School.

A motion was offered by Mr. Dziabo, seconded by Mr. Stohon, and approved unanimously by voice aye vote, to accept the following resolution:

PRE-PRIMARY SCHOOL PUBLIC HEARING

RESOLVED: That the Board of Directors hereby approve to hold a public hearing of the Board to consider the permanent closure and/or reconfiguration of the Pre-Primary School Building. (*See addendum "K"*)

A motion was offered by Mr. Drenning, seconded by Mrs. Sheehan-Westrick, and approved unanimously by voice aye vote, to accept the following resolution:

PRIMARY SCHOOL PUBLIC HEARING

RESOLVED: That the Board of Directors hereby approve to hold a public hearing of the Board to consider the permanent closure and/or reconfiguration of the Primary School Building. (*See addendum "L"*)

A motion was offered by Dr. Gmuca, seconded by Mrs. Sheehan-Westrick, and approved unanimously by voice aye vote, to accept the following resolutions:

SCHOOL PSYCHOLOGIST SERVICES

RESOLVED: That the Board of Directors hereby approve a contract with Courtney Hirsch, Johnstown, for School Psychologist services, at a rate of \$500 per day, effective July 1, 2024 through August 22, 2024.

SERVICE AGREEMENT FOR NON-HAZARDOUS WASTE SERVICES

RESOLVED: That the Board of Directors hereby approve a one-year service agreement for non-hazardous waste services with M & M Roll-Off Service of Lilly, PA for the Intermediate School and Primary School effective July 1, 2024 through June 30, 2025 at a yearly rate of \$7,290.

A motion was offered by Mr. Drenning, seconded by Mr. McCarthy, and approved unanimously by voice aye vote, to accept the following resolution:

GESA CONTRACT - BOILER

RESOLVED: The Board of Directors hereby approve a Guaranteed Energy Savings Act (GESA) contract with SitelogIQ for boiler removal and replacement at the High School. The total value of the GESA is \$2,186,838.

INFORMATION ITEMS

A. FIRST READING OF NEW, REVISED, OR BOARD POLICIES FOR REVIEW:

1. 123-AR-2 – Athletic Coaches
2. 204 AR Attachment – Educational Trip Request
(*See addendum "M"*)

ADMINISTRATOR'S REPORT

Carrie Conrad, Special Education Director, updated the Board of Directors on the past school year, including challenges and advancements, and discussed Special Education projects for 2024-2025.

Mrs. Conrad began with the challenges of filling support staff vacancies; beginning the year understaffed, ending the year understaffed, and the efforts to fill those vacancies using posters, advertisements, job fairs, and registrations. She also stated that there are still jobs available and that anyone interested should visit the pcam.org website and apply.

Regarding advancements, the Special Education Department added an ADA class at the middle school and additional academic and behavior support at the Pre-Primary, that were both very successful. Mr. Lawhead, Special Education Teacher, moved to the Pre-Primary School and happily embraced this challenging role.

The MTSS team, now implemented district wide, helps to identify students that are struggling both academically and/or emotionally. The team meets on a monthly basis to review students, their progress, accommodations provided, and to determine if there is a need for additional services.

After attending a mental health conference in Pittsburgh, Mrs. Galebach, School Social Worker, and Mrs. Conrad decided to implement a peer mentor program for ninth graders going to high school in the 2024-2025 year. From lists that will be provided from the high school and middle school guidance counselors, ninth graders that would benefit from this program will be paired with eleventh grade students who possess good qualities and are compassionate students. These peer mentors and ninth graders will be involved in different activities throughout the year. Mrs. Conrad stated that she is excited to watch this new program evolve.

ACKNOWLEDGMENT

Michael Sheehan congratulated William Marshall on his retirement, reflecting back on the past nine years that he has worked with him and his many accomplishments, and expressed that he will truly be missed here at Penn Cambria.

ADJOURNMENT

A motion was offered by Mr. Dziabo, seconded by Mr. Stohon, and approved unanimously by voice aye vote, to accept the following resolution:

RESOLVED: That there being no further business, this meeting is adjourned at 7:35 P.M.