

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

BOARD OF EDUCATION
Regular Meeting
September 17, 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, September 17, 2024, in the Library of the Penn Cambria High School.

ROLL CALL WAS TAKEN:

MEMBERS PRESENT:

Mr. Anthony Dziabo
Dr. Jennifer Gmuca
Mr. Matthew Kearney
Mr. Rudy McCarthy
Mr. Guy Monica
Mr. Michael Sheehan
Mrs. Cindy Sheehan-Westrick
Mr. Jeffrey Stohon
TOTAL. 8

MEMBERS ABSENT:

Mr. Caleb Drenning
TOTAL. 1
QUORUM PRESENT.

AMONG OTHERS PRESENT:

Jaime Hartline, Superintendent	Lewis Hale, Director of Technology
Jill Francisco, Business Administrator	Katlin Little, Athletic Director
Jeanette Black, Assistant to the Superintendent	Jacquelyn Mento, Recording Secretary
Ronald Repak, School Solicitor	Justine Hrzic-Smith, Food Service Director
Benjamin Watt, High School Principal	Adam Clevenger, PCEA President
Dane Harrold, Middle School Principal	Kerry Nileski, Teacher
Joseph Smorto, Elementary Principal	Stephanie Rossman, Teacher
Justin Wheeler, Assistant Principal Grades PK-8	Brent Davison, Parent
Carrie Conrad, Special Education Director	Kristin Baudoux, Mainliner Reporter
Jane Burkholder, School Psychologist	Matt Churella, Altoona Mirror Reporter
Scott Sherry, Director of Buildings, Grounds, & Maintenance	

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

APPROVAL OF AGENDA

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

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

HEARING OF VISITORS – There were no questions, concerns, comments, related to school business.

APPROVAL OF MINUTES

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

RESOLVED: That the minutes of the regular meeting held August 20, 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. Monica, and approved unanimously by voice aye vote, to accept the following resolution:

RESOLVED: That the invoices as mailed to the 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. McCarthy, seconded by Mr. Stohon, and approved unanimously by voice aye vote, to accept the following resolution:

RESOLVED: That the Treasurer's Report for August 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. Kearney, seconded by Dr. Gmuca, and approved unanimously by voice aye vote, to accept the following resolutions:

FINANCIAL REPORTS

RESOLVED: That the 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"*)

BUDGET TRANSFERS

RESOLVED: That the Board of Directors approve budget transfers under the 2023-2024 general fund budget and that a copy be filed with the official records of the school district. (*See addendum "D"*)

FUND BALANCE TRANSFER

RESOLVED: That the Board of Directors approve a transfer of \$2,000,000 from the General Fund unassigned fund balance to the committed fund balance for future capital improvements/renovations, retroactive to June 30, 2024.

SOLICITOR'S REPORT

Attorney Ronald Repak advised parents to be vigilant in discussing social media with their children. Recently, four local school districts had threats that stemmed from social media posts that were not directed at individual schools, but were posts that were shared and reshared across school districts. Mr. Repak recommended that parents instruct their children not to share or reshare these posts.

SUPERINTENDENT'S RECOMMENDATIONS

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

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

A. Personnel Actions

1. Accept Retirement
 - a. Angela Glenn, Lilly, Intermediate School Aide, effective September 3, 2024, after 30+ years of service
2. Accept Resignations
 - a. Isabella Burkhart, Portage, High School Aide, effective August 28, 2024
 - b. Jessica Secriskey, Cresson, IU08 Substitute Teacher, effective August 26, 2024
 - c. Marissa Vinglish, Dysart, Substitute Teacher, effective August 21, 2024
 - d. Travis Walters, Cresson, Primary School Part Time Custodian, effective August 21, 2024
3. Approve Leave
 - a. Employee #017680, School Nurse, effective on or about October 16, 2024 through on or about January 22, 2025
4. Approve Appointments, effective immediately
 - a. Brent Davison, Loretto, from Assistant to Head Varsity Baseball Coach, at a stipend of \$3,562.20
 - b. Lois Smith, Cresson, Assistant Varsity Cross Country Coach, at a stipend of \$2,414.00
5. Approve Appointments, effective pending documentation

- a. Eric Gaida, Cresson, Assistant 9th Grade Football Coach, at a stipend of \$2,160.00
 - b. James Miller, Ashville, IU08 Substitute Teacher
 6. Award Tenure
 - a. Mark Mardula
 7. Approve Driver
 - a. Kimberly Gobert, daily transportation for student #300142, effective date to be determined
 8. Approve McIlwain School Bus Lines, Inc. Driver
 - a. William Smith, Tyrone, retroactive to August 29, 2024
- B. Approve Updated Novel List (*See addendum "E"*)

ROLL CALL:

Yes: Dr. Gmuca, Mr. McCarthy, Mr. Monica, Mrs. Sheehan-Westrick, Mr. Stohon, Mr. Sheehan

No: Mr. Kearney

Abstain: Mr. Dziabo

NEW BUSINESS

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

FIT OPTIMIZED SOLUTIONS

RESOLVED: That the Board of Directors approve contracts with FIT Optimized Solutions of Windber, PA as follows:

Energy Management System Service Contract for Direct Digital Control Preventative Maintenance for the Intermediate School (Boiler Room) for one year starting on September 1, 2024.

Preventative Maintenance Contract for the Intermediate School pneumatic automatic temperature control systems for one year starting on September 1, 2024.

Total cost \$3,800.00

JOHNSON CONTROLS FIRE PROTECTION LP

RESOLVED: That the Board of Directors approve renewal of the service agreement with Johnson Controls Fire Protection LP to provide maintenance and monitoring for fire alarm systems at the Pre-Primary, Primary, Intermediate, and High Schools for the 2024-2025 fiscal year, in the amount of \$5,633.55.

Mr. Hartline discussed quotes from multiple vendors regarding upgrades to the Intermediate School HVAC and ventilation system with the Board of Directors.

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

INTERMEDIATE SCHOOL HVAC AND VENTILATION AGREEMENT

RESOLVED: That the Board of Directors approve an agreement with Beers Plumbing, Heating, & Cooling, Inc. Altoona, PA, to upgrade the Intermediate School HVAC and ventilation system, at a cost of \$4,763.28.

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

PRE-CONSTRUCTION MANAGEMENT SERVICES

RESOLVED: That the Board of Directors approve an agreement with SitelogIQ to perform pre-construction management services, including design, bidding, and grant support for additions to the Penn Cambria High School, architectural improvements to the existing space of the Penn Cambria High School, and architectural improvements to the existing space of the Pre-Primary School, at a fee of \$89,614.00 for the preconstruction phase and \$13,685.00 for the bidding phase, pending the execution of an agreeable contract.

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

PENN CAMBRIA GIRLS BASKETBALL BOOSTERS

RESOLVED: That the Board of Directors approve a request from the Penn Cambria Girls Basketball Boosters to provide upgrades to the girls' team locker room, at no cost to the District.

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

TITLE 1 SERVICES

RESOLVED: That the Board of Directors approve entering into Interdistrict Agreements with Cambria Heights School District for the provision of Nonpublic Title 1 Services to St. Michael School and St. Benedict School.

PA STUDENT TEACHER SUPPORT PROGRAM

RESOLVED: That the Board of Directors approve participation in the PA Student Teacher Support Program with the Pennsylvania Higher Education Assistance Agency.

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

ADOPTION OF NEW, REVISED, OR BOARD POLICIES FOR REVIEW

RESOLVED: That the Board of Directors hereby approve the second reading and adoption of the following policies: (*See addendum "F"*)

- A. 103 - Discrimination/Harassment Affecting Student
- B. 103.1 - Nondiscrimination - Qualified Students with Disabilities
- C. 104 - Discrimination/Harassment Affecting Staff
- D. 234 - Pregnant/Parenting/Married Students
- E. 247 - Hazing
- F. 249 - Bullying/Cyberbullying
- G. 252 - Dating Violence
- H. 317.1 - Educator Misconduct
- I. 336 - Personal Necessity Leave
- J. 339 - Uncompensated Leave
- K. 807 - Opening Exercises/Moment of Silence/Flag Displays
- L. 824 - Maintaining Professional Adult/Student Boundaries

FIRST READING OF NEW, REVISED, OR BOARD POLICIES FOR REVIEW

- A. Policy 622 - GASB Statement 34 (*See addendum "G"*)

ADMINISTRATOR'S REPORT

Justine Hrzic-Smith, Food Service Director, informed the Board of Directors regarding fall events, new menu items, and current staffing in the Food Service Department.

From September 25th through 27th, Nutrition for Life! will be offered to PreK and Kindergarten students. This program provides them with free breakfast and lunch, encouraging them to come into the cafeterias and try the food. During that week, students will also participate in games, activities, and receive prizes.

In October, Wellness Wednesdays will feature new menu items for students to try; something different, healthy, and outside the normal choices in the cafeteria. The students will be offered items such as fruit and vegetable salads, and pumpkin and chocolate hummus. Stickers will be given to elementary students who try something new. Halloween will also be celebrated with fun desserts, including graveyard pudding cups.

In the Fall, the Food Service Department will spotlight local produce vendors and offer PC bites to students that include chocolate covered pretzels and strawberries.

New products have been added to the menu that include boba teas and lemonades, a dill pickle chicken sandwich, and blueberry overnight oats.

Cafeteria staffing currently includes four vacant positions; two at the Primary School, one at the Intermediate School, and one at the Middle School. The cafeteria employees have been shifted around to cover these shortages and have been wonderful throughout it all; always positive and willing to help where needed.

ANNOUNCEMENT

Mr. Monica thanked Jaime Hartline, Jill Francisco, Jeanette Black and Lewis Hale for their hard work on recent grant applications, stating that there is a lot of work that goes into them, which is in addition to their regular jobs and responsibilities. Through gathering all the statistics and researching various sources, they have been doing a great job in getting these grants and extra money for the District. He stated that he just wanted to single them out to thank them and let them know that their efforts are appreciated.

EXECUTIVE SESSION - The Board of Directors entered Executive Session to discuss legal matters at 7:26 P.M. on a motion by Mr. McCarthy, seconded by Mr. Stohon.

Regular meeting reconvened at 7:38 P.M. on a motion by Mr. McCarthy, seconded by Mr. Dziabo.

ADJOURNMENT

A motion was offered by Mr. Kearney, 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 7:39 P.M.