

# **JAMESTOWN AREA SCHOOL DISTRICT**

## **BOARD MINUTES – Board Meeting July 11, 2024**

The Jamestown Area School Board met on July 11, 2024, at 6:00 PM with President Ben McElhaney presiding.

Members Present: Becky Bercis, Bob Hutchinson, Ben McElhaney, Adam Miller ,Patrick Thomas, and David Volosin

Members Absent: Eric Dell, Kelli Mayer, Jered McElhaney

Others Present: Tracy Reiser, Superintendent; Brian Keyser, High School Principal, Kristin Hope, Elementary School Principal, Beth Boylan, Business Manager, Lisa Nuhfer, Board Secretary

### **MINUTES**

Motion by Mr. Thomas, seconded by Mr. Volosin, to approve the minutes of the meeting held June 13, 2024. Motion passed by unanimous voice vote.

### **New Business**

### **BOARD**

Second reading of the following board policies (no action required):

POLICY 218 – Student Discipline

POLICY 218.1 – Weapons

POLICY 218.2 – Terroristic Threats

POLICY 222 – Tobacco and Vaping Products

POLICY 227 – Controlled Substances/Paraphernalia

POLICY 323 – Tobacco and Vaping Products

POLICY 351 – Controlled Substance Abuse

POLICY 707 – Use of School Facilities

POLICY 801 – Public Records

POLICY 803 – School Calendar

POLICY 805 – Emergency Preparedness and Response

POLICY 805.1 – Relations With Law Enforcement Agencies

POLICY 805.2 – School Security Personnel

POLICY 806 – Child Abuse

POLICY 815.1 – Use of Generative Artificial Intelligence in Education

POLICY 904 – Public Attendance at School Events

POLICY 909 – Municipal Government Relations

Motion by Mr. Miller, seconded by Mr. Volosin, to approve the following board policy:

**POLICY 237 – Electronic Devices**

Motion passed by unanimous voice vote.

**PERSONNEL**

Motion by Mr. Miller, seconded by Mr. Thomas, to approve the resignation of Rodney Callahan from the position of High School Softball Coach effective June 14, 2024. Motion passed by a 5-1 voice vote.

Motion by Mr. Thomas, seconded by Mr. Hutchinson, to rescind the approval of tenure that was granted to Mary Uplinger at the June 13, 2024, board meeting due to a date error. Motion passed by unanimous voice vote.

Motion by Mr. Volosin, seconded by Mr. Thomas, to approve Alexandra Puleo as a Biology/Chemistry Teacher at a Step 1 Masters level of \$50,525.00. Motion passed by unanimous voice vote.

Motion by Mr. Thomas, seconded by Mr. Hutchinson, to the revised Support Staff Manual retroactively effective on July 1, 2024. Motion passed by unanimous voice vote.

**FINANCE**

Motion by Mr. Hutchinson, seconded by Mr. Miller, to approve the financial statements for June 2024. Motion passed by unanimous voice vote.

Motion by Mr. Hutchinson, seconded by Mr. Miller, to approve payment of bills for July 2024. Motion passed by unanimous voice vote.

Motion by Mr. Hutchinson, seconded by Mr. Thomas, to approve a \$5.00 increase to the substitution rate for the 2024-2025 school year from \$100.00 to \$105.00. Motion passed by unanimous voice vote.

An Executive Session was held from 6:29 pm until 7:37 pm to discuss Personnel and a Legal Matter.



Lisa Nuhfer, Board Secretary

# **JAMESTOWN AREA SCHOOL DISTRICT**

## **BOARD MINUTES – Board Meeting August 8, 2024**

The Jamestown Area School Board met on August 8, 2024, at 6:00 PM with President Ben McElhaney presiding.

Members Present: Becky Bercis, Eric Dell, Bob Hutchinson, Ben McElhaney, Jered McElhaney, Adam Miller, Patrick Thomas, and David Volosin

Members Absent: Kelli Mayer

Others Present: Tracy Reiser, Superintendent; Gary Kinnear, Director of Special Education; Brian Keyser, High School Principal; Kristin Hope, Elementary School Principal; Beth Boylan, Business Manager, Lisa Nuhfer, Board Secretary

### **MINUTES**

Motion by Mr. Volosin, seconded by Mr. Thomas, to approve the minutes of the meeting held July 11, 2024. Motion passed by unanimous voice vote.

### **New Business**

### **BOARD**

Final reading of the following board policies (no action required):

POLICY 218 – Student Discipline  
POLICY 218.1 – Weapons  
POLICY 218.2 – Terroristic Threats  
POLICY 222 – Tobacco and Vaping Products  
POLICY 227 – Controlled Substances/Paraphernalia  
POLICY 323 – Tobacco and Vaping Products  
POLICY 351 – Controlled Substance Abuse  
POLICY 707 – Use of School Facilities  
POLICY 801 – Public Records  
POLICY 803 – School Calendar  
POLICY 805 – Emergency Preparedness and Response  
POLICY 805.1 – Relations With Law Enforcement Agencies  
POLICY 805.2 – School Security Personnel  
POLICY 806 – Child Abuse  
POLICY 815.1 – Use of Generative Artificial Intelligence in Education  
POLICY 904 – Public Attendance at School Events  
POLICY 909 – Municipal Government Relations

Motion by Mr. Miller, seconded by Mr. Dell, to approve the Title IX Notice of Nondiscrimination policy as revised in accordance with the August 1, 2024, Federal Mandate. Motion passed by a 6-2 voice vote.

Motion by Mr. Hutchinson, seconded by Mr. Dell, to approve the following board policies as revised in accordance with the August 1, 2024, Federal Mandate:

POLICY 103 – Discrimination/Harassment Affecting Students

POLICY 104 – Discrimination/Harassment Affecting Staff

Motion passed by a 6-2 voice vote.

Motion by Mr. Jered McElhaney, seconded by Mr. Volosin, to approve the attached job description for the medical support services position. Motion passed by unanimous voice vote.

Motion by Mr. Hutchinson, seconded by Mr. Jered McElhaney, to approve the revised athletic manual for the 2024-2025 school year. Motion passed by unanimous voice vote.

Motion by Mr. Volosin, seconded by Mr. Dell, to approve the 2024-2025 JHS and JES student handbooks. Motion passed by a 7-1 voice vote.

Motion by Mr. Thomas, seconded by Mr. Volosin, to approve the following volunteer:

Bob Hutchinson

Motion passed by unanimous voice vote.

## **PERSONNEL**

Motion by Mr. Miller, seconded by Mr. Hutchinson, to approve the following Jamestown Police Department officers to provide SRO services for the district during the 2024-2025 school year:

Steve Ray

Edward Carter

Michael Greenaway

Paul Rocco

Danielle Downing

Motion passed by unanimous voice vote.

Motion by Mr. Hutchinson, seconded by Mr. Dell, to approve hiring Taylor Pearce as the middle school ELA teacher at a Step 1, Bachelor's level \$48,025, effective for the 2024-2025 school year. Motion passed by unanimous voice vote.

Motion by Mr. Thomas, seconded by Mr. Volosin, to approve granting tenure to the following teachers:

Danielle Cerroni  
Ashley Stubbs

Katy Kauffman  
Justin Walter

Motion passed by unanimous voice vote.

Motion by Mr. Miller, seconded by Mrs. Bercis, to approve the following mentor teachers to Alexandra Puleo and Taylor Pearce for the 2024-2025 and 2025-2026 school years in accordance with the new 2-year regulations.

Alexandra Puleo/David Frew  
Taylor Pearce/Kristy Zarecky

Motion passed by unanimous voice vote.

Motion by Mr. Dell, seconded by Mr. Volosin, to approve hiring Thomas Kauffman to fill the long-term substitute position for Danielle Cerroni's leave at a pro-rated Step 1 rate. Motion passed by unanimous voice vote.

Motion by Mr. Dell, seconded by Mr. Volosin, to approve hiring Kinsey Lowers as a paraprofessional to fill the vacancy created by the transfer of Sally McGlone at a rate of \$15.07 per hour. Motion passed by unanimous voice vote.

Motion by Mr. Dell, seconded by Mr. Volosin, to approve hiring Tom Pipp, Rhonda Pipp, Alycn Willey, Heather McEwan, and Amanda Cameron to provide medical support services for the 2024-2025 home athletic events. Motion passed by unanimous voice vote.

## **FINANCE**

Motion by Mr. Dell, seconded by Mr. Volosin, to approve the financial statements for July 2024. Motion passed by unanimous voice vote.

Motion by Mr. Dell, seconded by Mr. Volosin, to approve payment of bills for July and August 2024. Motion passed by unanimous voice vote.

Motion by Mr. Dell, seconded by Mr. Volosin, to approve the Base Bid submitted in the amount of \$219,000.00 by Penn-Ohio Electrical Contractors for a replacement elementary generator. Motion passed by unanimous voice vote.

Motion by Mr. Dell, seconded by Mr. Hutchinson, to approve Alternate Bid E-1 in the amount of \$9,700.00 by Penn-Ohio Electrical Contractors for fencing to be placed around the replacement generator. Motion passed by unanimous voice vote.

Motion by Mr. Hutchinson, seconded by Mr. Dell, to approve Alternate Bid E-2 in the amount of \$3,000.00 by Penn-Ohio Electrical Contractors for a concrete pad walkway around the replacement generator pad. Motion passed by unanimous voice vote.

Motion by Mr. Dell, seconded by Mr. Hutchinson, to approve Alternate Bid E-3 in the amount of \$4,700.00 by Penn-Ohio Electrical Contractors for Panel 'BR' replacement. Motion passed by unanimous voice vote.

Motion by Mr. Dell, seconded by Mrs. Bercis, to approve Alternate Bid E-4 in the amount of \$19,000.00 by Penn-Ohio Electrical Contractors for an air conditioning split system in the IT Network room at Jamestown Elementary School. Motion passed by unanimous voice vote.

Motion by Mr. Hutchinson, seconded by Mr. Miller, to approve setting the rate of pay for the medical support services personnel at \$120 per home event. Motion passed by unanimous voice vote.

Motion by Mr. Thomas, seconded by Mr. Volosin to approve a Disabled Veterans Real Property Tax Exemption Certification for:

James Majcher	7771 Midway Drive, Jamestown, PA 16134
Joseph Kikel	8130 Martin Drive, Jamestown, PA 16134

An Executive Session was held from 6:50 pm until 8:40 pm to discuss Personnel.



Lisa Nuhfer, Board Secretary

# **JAMESTOWN AREA SCHOOL DISTRICT**

## **BOARD MINUTES – Board Meeting September 12, 2024**

The Jamestown Area School Board met on September 12, 2024, at 6:00 PM with President Ben McElhaney presiding.

Members Present: Becky Bercis, Bob Hutchinson, Kelli Mayer, Ben McElhaney, Jered McElhaney, Adam Miller, Patrick Thomas, and David Volosin

Members Absent: Eric Dell

Guests Present: Jeremy McClain – Harvest Baptist Church

Others Present: Tracy Reiser, Superintendent; Gary Kinnear, Director of Special Education; Brian Keyser, High School Principal; Beth Boylan, Business Manager, Lisa Nuhfer, Board Secretary

### **MINUTES**

Motion by Mrs. Mayer, seconded by Mr. Thomas, to approve the minutes of the meeting held August 8, 2024. Motion passed by unanimous voice vote.

### **New Business**

### **BOARD**

Motion by Mrs. Mayer, seconded by Mr. Thomas, to approve the following board policies:

POLICY 218 – Student Discipline

POLICY 218.1 – Weapons

POLICY 218.2 – Terroristic Threats

POLICY 222 – Tobacco and Vaping Products

POLICY 227 – Controlled Substances/Paraphernalia

POLICY 323 – Tobacco and Vaping Products

POLICY 351 – Controlled Substance Abuse

POLICY 707 – Use of School Facilities

POLICY 801 – Public Records

POLICY 803 – School Calendar

POLICY 805 – Emergency Preparedness and Response

POLICY 805.1 – Relations With Law Enforcement Agencies

POLICY 805.2 – School Security Personnel

POLICY 806 – Child Abuse

POLICY 815.1 – Use of Generative Artificial Intelligence in Education

POLICY 904 – Public Attendance at School Events

## POLICY 909 – Municipal Government Relations

Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve the list of volunteers for the 2024-2025 school year. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to retroactively approve a 9<sup>th</sup> grade field trip on September 11, 2024, to the Westinghouse facility in Sharon, PA, to view the hydroponics program. All expenses are grant funded through the Buhl Regional Health Foundation.

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve the list of field trips for the 2024-2025 school year. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve the Friends of Muskie Music Boosters officers and proposed fundraisers for the 2024-2025 school year. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Miller, to approve the Jamestown Elementary PTO officers and proposed fundraisers for the 2024-2025 school year. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve the distribution of a flyer from Harvest Baptist Church to high school students. Motion failed by a 6 – 2 roll call vote.

Bercis – No, Hutchinson – Yes, Mayer – No, Ben McElhaney – No,  
Jered McElhaney – No, Miller – No, Thomas – Yes, Volosin - No

## PERSONNEL

Motion by Mr. Jered McElhaney, seconded by Mr. Miller, to approve the resignation of Luke Widger effective August 9, 2024. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mrs. Bercis, to approve hiring Megan Kosar to fill the librarian vacancy created by the transfer of Allison Aderson (replacing L. Widger) at a Step 1 level of \$48,025.00. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mrs. Bercis, to approve Jill Taylor to mentor Megan Kosar for the 2024-2025 and 2025-2026 school years. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mrs. Bercis, to approve the resignation of Jill Taylor from the position of junior class advisor. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mrs. Bercis, to approve hiring Kaitlyn Kauffman as the junior class advisor. Motion passed by unanimous voice vote.



Motion by Mrs. Mayer, seconded by Mr. Thomas, to approve the resignation of Brittany Bruce from the position of paraprofessional. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve the advertising and hiring of a paraprofessional to fill the vacancy created by the resignation of Brittany Bruce. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mrs. Bercis, to approve hiring Latisha Baca as a paraprofessional at a rate of \$15.07/hour to replace Brittany Bruce. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mrs. Bercis, to approve the resignation of Katie Britton from the position of FISH advisor. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mrs. Bercis, to approve the resignation of Katie Kauffman as Drama Assistant effective August 15, 2024. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mrs. Bercis, to approve hiring Amanda Cameron as the elementary girls basketball coach. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mrs. Bercis, to approve hiring Joanna Frew to provide medical support services for athletic contests. Motion passed by unanimous voice vote.

Motion by Mr. Thomas, seconded by Mrs. Mayer, to approve hiring Denise Devine as needed as ticket taker or concessions manager for the 2024-2025 school year, pending clearances. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mrs. Bercis, to approve the following Kelly Services substitutes for the 2024-2025 school year:

Patrick Barco  
Christina Crocker  
Mary Jane Fenton  
Janet Schildkamp

Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Jered McElhaney, to approve the following substitutes for the 2024-2025 school year:

Esther Merush – Food Services  
Steven Merush – Food Services  
Kathy Colquhoun – LPN/Paraprofessional

Motion passed by unanimous voice vote.

## **FINANCE**

Motion by Mrs. Mayer, seconded by Mrs. Bercis, to approve the financial statements for August 2024. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve payment of bills for August and September 2024. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve a change order in the amount of \$13,024.27 for additional curbing for the high school parking lot project payable to WallacePancher Group. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Miller, to approve a transfer of \$500,000.00 from the General Fund to the Capital Reserve Fund. Motion passed by unanimous voice vote.

Motion by Mr. Volosin, seconded by Mrs. Mayer, to approve a Disabled Veterans Real Property Tax Exemption Certification for:

Sharon Majcher

7771 Midway Drive, Jamestown, PA 16134

Motion passed by unanimous voice vote.

## **TRANSPORTATION**

Motion by Mrs. Mayer, seconded by Mrs. Bercis, to approve a shared transportation services agreement between Jamestown Area School District (Provider) and Greenville Area School District (Recipient) for the transportation of Amish students for the 2024-2025 school year. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mrs. Bercis, to approve the driver and equipment list for the 2024-2025 school year. Motion passed by unanimous voice vote.

Motion by Mr. Thomas, seconded by Mrs. Bercis, to adjourn the meeting at 6:42 pm. Motion passed by unanimous voice vote.



Lisa Nuhfer, Board Secretary

# **JAMESTOWN AREA SCHOOL DISTRICT**

## **BOARD MINUTES – Board Meeting October 10, 2024**

The Jamestown Area School Board met on September 12, 2024, at 6:00 PM with President Ben McElhaney presiding.

Members Present: Becky Bercis, Eric Dell, Bob Hutchinson, Kelli Mayer, Ben McElhaney, Adam Miller, and Patrick Thomas

Members Absent: Jered McElhaney, David Volosin

Others Present: Tracy Reiser, Superintendent; Gary Kinnear, Director of Special Education; Brian Keyser, High School Principal; Kristin Hope, Elementary Principal; Beth Boylan, Business Manager; Lisa Nuhfer, Board Secretary

### **MINUTES**

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the minutes of the meeting held September 12, 2024. Motion passed by unanimous voice vote.

### **New Business**

### **BOARD**

First reading of the following board policies (no action required):

POLICY 103.1 – Nondiscrimination – Qualified Students With Disabilities

POLICY 113.1 – Discipline of Students With Disabilities

POLICY 113.2 – Behavior Support

POLICY 200 – Enrollment of Students

POLICY 202 – Eligibility of Nonresident Students

POLICY 217 – Graduation

POLICY 234 – Pregnant/Parenting/Married Students

POLICY 236.1 – Threat Assessment

POLICY 247 – Hazing

POLICY 249 – Bullying/Cyberbullying

POLICY 252 – Dating Violence

POLICY 254 – Educational Opportunity for Military Children

POLICY 317.1 – Educator Misconduct

POLICY 336 – Personal Necessity Leave

POLICY 339 – Uncompensated Leave

POLICY 607 – Tuition Income

POLICY 805.2 – School Security Personnel

POLICY 807 – Opening Exercises/Moment of Silence/Flag Display

POLICY 810 – Transportation

POLICY 824 – Maintaining Professional Adult/Student Boundaries

POLICY 903 – Public Comment in Board Meetings

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the following All-Sports Boosters officers and fundraisers:

Justin Pipp – President

Erin Day – Vice President

Christine Groover – Treasurer

Sheryl Splitstone – Secretary

Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to retroactively approve a 9<sup>th</sup> grade field trip on September 11, 2024, to the Westinghouse facility in Sharon, PA, to view the hydroponics program. All expenses are grant funded through the Buhl Regional Health Foundation.

Motion by Mrs. Mayer, seconded by Mr. Dell, to retroactively approve the following workshop/conference:

Kate Evans-Haines – PHEAA Educator Workshop, September 20, 2024, Grove City, PA  
Total Cost \$00.00

Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve the following workshop/conference:

Kate Evans-Haines – County Counseling Association Meeting, October 25, 2024, Sharon, PA  
Total Cost \$00.00

Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the following volunteers:

Sam Enterline

Rebecca Fry

Kirsten Feltenberger

Patricia Pressler

Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Thomas, to approve the revised list of PTO fundraisers for the 2024-2025 school year. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve an addendum to the District's Support

Staff Manual (Revised 08/2024) to include the position of Assistant Business Manager. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the attached Superintendent goals for the 2024-2025 school year. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve a field trip for Drama Club to visit the Acts Performing Arts Center in Sharon, PA. Costs will be split between the Jamestown and Reynolds Drama Clubs. Motion passed by unanimous voice vote.

## **ACADEMIC**

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve a dual enrollment agreement with Grove City College. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Thomas, to approve student participation in the Reynolds drama production of the Addams Family Musical. Tentative dates:

Friday, April 4<sup>th</sup> – 7:00 PM  
Saturday, April 5<sup>th</sup> – 2:00 PM  
Saturday, April 5<sup>th</sup> – 7:00 PM  
Monday, April 6<sup>th</sup> – Time TBD (Elementary Show)

Motion passed by unanimous voice vote.

## **PERSONNEL**

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve a \$500.00 increase to Jeremy Allen's yearly compensation effective January 1, 2025, through June 30, 2025, in response to the Fair Labor Standards Act changes to salary thresholds for overtime pay. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Thomas, to retroactively approve the advertising and hiring of a Girls Softball coach. Motion passed by unanimous voice vote.

Motion by Mr. Thomas, seconded by Mrs. Mayer, to approve Sam Enterline as the Girls Softball coach. Motion passed by unanimous voice vote.

Motion by Mr. Thomas, seconded by Mrs. Mayer, to approve the resignation of Justin Walter from the Elementary Wrestling head coach position. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve hiring Taylor Pearce as the Drama Club Assistant. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the following substitute nurses for toeh 2024-2025 school year:

Cindy Micsky

Alexandra Santell

Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to employ Owen Clawges in the position of Assistant Business Manager, effective October 15, 2024, at a pro-rated salary of \$65,000.00 and those fringe benefits contained in the District's Manual for Support Personnel, which is subject to change from time to time. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve the resignation of Kinsey Lowers from the position of paraprofessional effective September 20, 2024. Motion passed by unanimous voice vote.

Motion by Mr. Thomas, seconded by Mrs. Mayer, to retroactively approve the advertising and hiring of a paraprofessional to fill the vacancy created by the resignation of Kinsey Lowers. Motion passed by unanimous voice vote.

Motion by Mr. Thomas, seconded by Mrs. Mayer, to approve hiring Brook (King) Ritter as a paraprofessional at \$15.07/hr. effective October 23, 2024 (replacing Kinsey Lowers). Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mrs. Bercis, to approve hiring Joanna Frew to provide medical support services for athletic contests. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Thomas, to approve hiring Shawna Yesko to provide substitute coverage in the Food Service department at a rate of \$12.53/hour. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve an unpaid leave of absence for Erin Smith beginning November 1, 2024, through December 20, 2024. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Thomas, to approve a letter of retirement submitted by Pam Brown, effective December 21, 2024. Motion passed by unanimous voice vote.

Motion by Mr. Thomas, seconded by Mrs. Mayer, to approve the advertising and hiring of a middle or high school math teacher. Motion passed by unanimous voice vote.

## **FINANCE**

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the financial statements for September 2024. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve payment of bills for September and October 2024. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve a transition from Verizon Wireless to AT&T for cellphone service as well as the purchase of new phones with an approximate cost of \$3,700.00. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve Wilkins Company to install the safety equipment outlined in the PCCD grant application. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the purchase of electronic door hardware and two new sets of doors for secure entrances in the administrative area from Wilkins Company paid for by a PCCD grant in the amount of \$111,951.00. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the addition of \$4,852.00 to complete safety upgrades to the administrative entryway paid for out of the capital reserve funds. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve an agreement with BerkOne for Crawford County Act 1 mailings for the current fiscal year at a rate of .4204 each plus postage (3% increase). Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the attached 60-month lease agreement with Pitney Bowes for a postage machine in the administration office at a quarterly rate of \$176.85. (\$13.32 quarterly increase from prior agreement). Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the payment of premium shares for COBRA health insurance for Joanna Frew and her dependents from November 1, 2024, through January 31, 2025. Motion passed by unanimous voice vote.

An Executive Session was held from 6:36 to 7:27 pm to discuss Personnel.

Motion by Mr. Ben McElhaney seconded by Mrs. Bercis, to adjourn the meeting at 7:27 pm. Motion passed by unanimous voice vote.



Lisa Nuhfer, Board Secretary

# **JAMESTOWN AREA SCHOOL DISTRICT**

## **BOARD MINUTES – Board Meeting November 14, 2024**

The Jamestown Area School Board met on November 14, 2024, at 6:00 PM with President Ben McElhaney presiding.

Members Present: Eric Dell, Bob Hutchinson, Kelli Mayer, Ben McElhaney, Jered McElhaney Adam Miller, Patrick Thomas and David Volosin

Members Absent: Becky Bercis

Others Present: Tracy Reiser, Superintendent; Brian Keyser, High School Principal; Kristin Hope, Elementary Principal; Beth Boylan, Business Manager; Owen Clawges, Assistant Business Manager; Lisa Nuhfer, Board Secretary

Guests Present: Chase Moretti, WallacePancher  
Bruce Lawrence, McGill, Power & Bell

### **MINUTES**

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve the minutes of the meeting held October 10, 2024. Motion passed by unanimous voice vote.

### **New Business**

### **BOARD**

Second reading of the following board policies (no action required):

POLICY 103.1 – Nondiscrimination – Qualified Students With Disabilities

POLICY 113.1 – Discipline of Students With Disabilities

POLICY 113.2 – Behavior Support

POLICY 200 – Enrollment of Students

POLICY 202 – Eligibility of Nonresident Students

POLICY 217 – Graduation

POLICY 234 – Pregnant/Parenting/Married Students

POLICY 236.1 – Threat Assessment

POLICY 247 – Hazing

POLICY 249 – Bullying/Cyberbullying

POLICY 252 – Dating Violence

POLICY 254 – Educational Opportunity for Military Children

POLICY 317.1 – Educator Misconduct

POLICY 336 – Personal Necessity Leave

POLICY 339 – Uncompensated Leave



POLICY 607 – Tuition Income  
POLICY 805.2 – School Security Personnel  
POLICY 807 – Opening Exercises/Moment of Silence/Flag Display  
POLICY 810 – Transportation  
POLICY 824 – Maintaining Professional Adult/Student Boundaries  
POLICY 903 – Public Comment in Board Meetings

First reading of the following board policy (no action required):

POLICY 918 – Title I Parent and Family Engagement

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve the following volunteers:

Cheyenne Diefenderfer  
Amy Floch  
Sarah Scobbie

Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Volosin, to adopt the Board Resolution regarding Act 1 for 2025-2026. Motion passed by unanimous voice vote.

## **ACADEMIC**

Motion by Mr. Thomas, seconded by Mr. Jered McElhaney, to approve an agreement between the Jamestown Area School District and West Middlesex School District for a staff member to provide synchronous instruction for physics for the remainder of the 2024-2025 school year at a rate of \$43 per course period. Motion passed by unanimous voice vote.

## **PERSONNEL**

Motion by Mrs. Mayer, seconded by Mr. Thomas, to approve the resignation of Rhonda Williams from the position of Drama Club Advisor effective immediately. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve Taylor Pearce as the Drama Club Advisor. Motion passed by unanimous voice vote.

Motion by Mr. Thomas, seconded by Mr. Volosin, to approve John Westcott as the Assistant Drama Club Advisor, pending clearances. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Miller, to an hourly wage increase to \$15.07 per hour for the remainder of the 2024-2025 school year for the 6 paraprofessionals listed.

Michelle Bish  
Douglas Davison  
Rebecca Ferguson

Kendra Horne  
Tennille McElhaney  
Kathleen Miller

Motion passed by unanimous voice vote.

Motion by Mr. Dell, seconded by Mr. Miller, to approve Hunter Goodlin as a high school mathematics and physics teacher at a Step 4 level of \$48,925.00 effective November 20, 2024.

Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve Deb Glancy as a mentor for Hunter Goodlin for the 2024-2025 and 2025-2026 school years. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve Katy Kauffman as a mentor for Alexandra Puleo for the 2024-2025 and 2025-2026 school years. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mrs. Mayer, to retroactively approve the advertising and hiring of a paraprofessional to fill the vacancy created by the resignation of Kinsey Lowers. Motion passed by unanimous voice vote.

Motion by Mr. Thomas, seconded by Mr. Volosin, to the resignation of Cindy McBroom from the position of scorekeeper. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to retroactively approve Mary Jane Fenton to serve as a long-term substitute from September 9, 2024, through November 19, 2024, at a prorated Step 1 level of the JEA contract. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve Malory Saulsbery as the elementary boys basketball coach. Motion passed by unanimous voice vote.

## **FINANCE**

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the financial statements for October 2024. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve payment of bills for October and November 2024. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to retroactively approve the purchase of a dishwasher/disposal for the JHS kitchen in the amount of \$44,971.20. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Thomas, to approve the advertising for base bids and alternate bids for Jamestown Elementary School site improvements to include parking lots, sidewalks, bollards/fencing, and tree removal. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve authorizing the payment of food service and general fund bills that are due prior to the January board meeting. Lists will be presented to the board for final approval. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the attached Audit report for the year ending June 30, 2024. Motion passed by unanimous voice vote.

Motion by Mr. Thomas, seconded by Mr. Volosin, to approve a Disabled Veterans Real Property Tax Exemption Certificate for:

Roger Bates                      2868 Bates Road, Jamestown, PA 16134

Motion passed by unanimous voice vote.

Motion by Mr. Thomas seconded by Mr. Hutchinson, to adjourn the meeting at 6:58 pm. Motion passed by unanimous voice vote.



Lisa Nuhfer, Board Secretary

## **JAMESTOWN AREA SCHOOL DISTRICT**

### **BOARD MINUTES – December 5, 2024**

The Jamestown Area School Board met on December 5, 2024, at 6:00 PM with President Ben McElhaney presiding.

Members Present: Becky Bercis (by phone), Eric Dell, Bob Hutchinson, Kelli Mayer, Ben McElhaney, Jered McElhaney, Adam Miller, Patrick Thomas, and David Volosin

Others Present: Tracy Reiser, Superintendent; Brian Keyser, High School Principal, Beth Boylan, Business Manager, Owen Clawges, Assistant Business Manager, Lisa Nuhfer, Board Secretary

### **REORGANIZATION**

#### **Appointment of Temporary Chairperson**

Mr. Ben McElhaney nominated Mr. Miller to serve as temporary chairperson to conduct nominations for the presidency and vice presidency. Motion by Mr. Jered McElhaney, seconded by Mr. Hutchinson, to close nominations. Motion passed by unanimous voice vote. Mr. Miller was appointed as temporary chairperson.

#### **Election of President**

Mr. Dell nominated Mrs. Mayer to serve as President until December 2025. Mr. Miller nominated Mr. Ben McElhaney to serve as President until December 2025. Motion by Mr. Jered McElhaney, seconded by Mrs. Mayer, to close nominations. Mr. Ben McElhaney was chosen to serve as President until December 2025 by roll call vote.

Mrs. Mayer – 3 votes

Mr. Ben McElhaney – 5 votes

#### **Election of Vice President**

Mr. Dell nominated Mrs. Mayer to serve as Vice President until December 2025. Motion by Mr. Jered McElhaney, seconded by Mr. Hutchinson, to close nominations. Motion passed for Mrs. Mayer to serve as Vice President until December 2025 by unanimous voice vote.

Mr. Ben McElhaney presided over the remainder of the meeting.

Motion by Mrs. Mayer, seconded by Mr. Dell, to set meeting dates, times, and meeting place for work sessions and board meetings for 2025 as follows and authorize advertising of same.  
Motion passed by unanimous voice vote.

**BOARD MEETING  
SCHEDULE 2024**

Meeting Place – Jamestown High School  
Meeting Time – 6:00 PM

**Combined Board Workshops & Meetings**

January 9  
February 20  
March 20  
April 10  
May 8  
June 12  
July 10  
August 14  
September 11  
October 9  
November 13  
December 4

It was noted that committees for 2025 will be set at the January meeting. If any issues arise before the committees are set, last year's committees shall step in and take action.

Motion by Mr. Miller, seconded by Mr. Ben McElhaney, to appoint Mr. Ben McElhaney as PSBA legislative representative and Mr. Hutchinson as alternate. Motion passed by unanimous voice vote.

Motion by Mr. Miller, seconded by Mr. Jered McElhaney, to appoint Mr. Volosin as the Mercer County Career Center representative and Mr. Hutchinson as an alternate. Motion passed by unanimous voice vote.

Motion by Mr. Miller, seconded by Mr. Jered McElhaney, to appoint Mrs. Mayer as the Board's representative to the Jamestown Foundation Board. Motion passed by unanimous voice vote.

**New Business**

**BOARD**

Motion by Mrs. Mayer, seconded by Mr. Jered McElhaney, to approve a Memorandum of Understanding between the district and the Vision to Learn organization. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Jered McElhaney, to approve a College Within the High School Partnership Agreement with Butler Community College for the 2024-2025 school year. Motion passed by unanimous voice vote.

Motion by Mr. Hutchinson, seconded by Mr. Jered McElhaney, to approve any Jamestown High School female student to participate in any of the following wrestling programs as directed and authorized by the D10 and PIAA Board of Directors:

Greenville Boys Wrestling  
Greenville Girls Wrestling and/or  
Independent Wrestler as authorized by D10 and PIAA

Motion passed by unanimous voice vote.

## **ACADEMIC**

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve a Student Teaching experience for Thomas Kauffman with Mark Wyant from January 14, 2025, through April 25, 2025, in the field of middle school social studies through PennWest University. Motion passed by unanimous voice vote.

## **PERSONNEL**

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve hiring Shawna Yesko for the Food Service department at an hourly rate of \$12.53 for up to 15 hours per week, effective January 3, 2025 (replacing Pam Brown). Motion passed by unanimous voice vote.

Motion by Mr. Thomas, seconded by Mr. Ben McElhaney, to approve increasing Victoria Godwin's hours, in the food service department, from 15 to 20 hours per week effective January 3, 2025. Motion passed by unanimous voice vote.

Motion by Mr. Dell, seconded by Mrs. Mayer, to approve Hunter Goodlin as the Head Boys Baseball coach. Motion passed by unanimous voice vote.

Motion by Mr. Thomas, seconded by Mrs. Mayer, to approve Justin Pipp as the Assistant Boys Baseball coach. Motion passed by unanimous voice vote.

## **FINANCE**

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve payment for a Butler Community College calculus course and textbooks for up to six (6) students in the amount of \$3,263.94. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve participation in the Midwestern Intermediate Unit IV Joint Purchasing consortium for the 2025-2026 school year. Motion passed by unanimous voice vote.

Motion by Mr. Hutchinson, seconded by Mr. Thomas, to adjourn the meeting at 6:44 pm.  
Motion passed by unanimous voice vote.



Lisa Nuhfer, Board Secretary

# JAMESTOWN AREA SCHOOL DISTRICT

## BOARD MINUTES – Board Meeting January 9, 2025

The Jamestown Area School Board met on January 9, 2025, at 6:00 PM with President Ben McElhaney presiding.

Members Present: Becky Bercis, Eric Dell, Bob Hutchinson, Kelli Mayer, Ben McElhaney, Jered McElhaney Adam Miller, and Patrick Thomas

Members Absent: David Volosin

Others Present: Tracy Reiser, Superintendent; Gary Kinnear, Director of Special Education; Brian Keyser, High School Principal; Kristin Hope, Elementary Principal; Beth Boylan, Business Manager; Owen Clawges, Assistant Business Manager; Lisa Nuhfer, Board Secretary

### MINUTES

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the minutes of the meeting held November 14, 2024, and December 5, 2024. Motion passed by unanimous voice vote.

### New Business

### BOARD

Appointment of Board Committees (no action required)

**Athletics** – B. Bercis-chairperson, Dell, J. McElhaney, Hutchinson

**Buildings & Grounds** – B. Hutchinson-chairperson, Full Board

**Budget & Finance** – A. Miller-chairperson, Hutchinson, Bercis, Volosin

**Personnel/Negotiations** – K. Mayer-chairperson, J. McElhaney, Miller,  
B. McElhaney

**Superintendent Evaluation** – B. McElhaney-chairperson, Full Board

**Technology** – P. Thomas-chairperson, B. McElhaney, Volosin, Dell

**Transportation** – K. Mayer-chairperson, J. McElhaney, Miller, B. McElhaney

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the following board policy:

POLICY 918 – Title I Parent and Family Engagement

Motion passed by unanimous voice vote.



Final reading of the following board policies (no action required):

POLICY 103.1 – Nondiscrimination – Qualified Students With Disabilities  
POLICY 113.1 – Discipline of Students With Disabilities  
POLICY 113.2 – Behavior Support  
POLICY 200 – Enrollment of Students  
POLICY 202 – Eligibility of Nonresident Students  
POLICY 217 – Graduation  
POLICY 234 – Pregnant/Parenting/Married Students  
POLICY 236.1 – Threat Assessment  
POLICY 247 – Hazing  
POLICY 249 – Bullying/Cyberbullying  
POLICY 252 – Dating Violence  
POLICY 254 – Educational Opportunity for Military Children  
POLICY 317.1 – Educator Misconduct  
POLICY 336 – Personal Necessity Leave  
POLICY 339 – Uncompensated Leave  
POLICY 607 – Tuition Income  
POLICY 805.2 – School Security Personnel  
POLICY 807 – Opening Exercises/Moment of Silence/Flag Display  
POLICY 810 – Transportation  
POLICY 824 – Maintaining Professional Adult/Student Boundaries  
POLICY 903 – Public Comment in Board Meetings

First reading of the following board policies (no action required):

POLICY 005 – Organization  
POLICY 308 – Employment Contract/Board Resolution

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve an addendum to the existing wrestling cooperative agreement with Greenville Area School District for girls wrestling. Motion passed by unanimous voice vote.

Motion by Mr. Thomas, seconded by Mr. Jered McElhaney, to approve participation in the Girls On The Run program for the 2024-2025 school year. Motion passed by a 7 – 1 voice vote.

Motion by Mrs. Mayer, seconded by Mr. Thomas, to approve a Memorandum of Understanding with Buhl Regional Health Foundation to administer the Youth Health Survey to students in grades 6-12. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the 2025-2026 school calendar. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve the following volunteers:

Edward Carter, Jr.	Brad Solderich	Renda Sum
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Motion passed by unanimous voice vote.

## **ACADEMIC**

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the registration fee of \$70.00 and 2 meals (\$40 total) for a selected JHS student to participate in the Susquehanna University 32<sup>nd</sup> Annual Honors Band Festival in Selinsgrove, PA, February 14 through February 16, 2025. Motion passed by unanimous voice vote.

## **PERSONNEL**

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve Joshua Rausch and Sarah Peters to serve as the Girls On The Run coaches, with Kristen McClure serving as substitute coach, for the 2024-2025 school year. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve Anthony Rubin as a substitute SRO for the 2024-2025 school year. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve an unpaid day for Kathy King on February 13, 2025. Motion passed by unanimous voice vote.

## **FINANCE**

Motion by Mr. Dell, seconded by Mrs. Mayer, to approve the financial statements for November and December 2024. Motion passed by unanimous voice vote.

Motion by Mr. Dell, seconded by Mrs. Mayer, to approve payment of bills for November and December 2024 and January 2025. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve a Disabled Veterans Real Property Tax Exemption Certificate for:

Gary Rhin	437 North Summit Road, Jamestown, PA 16134
Paul Mussi	440 North Summit Road, Jamestown, PA 16134

Motion passed by unanimous voice vote.

An Executive Session to discuss Personnel was held from 6:35 until 7:20 pm.



Lisa Nuhfer, Board Secretary

# **JAMESTOWN AREA SCHOOL DISTRICT**

## **BOARD MINUTES – Board Meeting February 20, 2025**

The Jamestown Area School Board met on February 20, 2025, at 6:00 PM with President Ben McElhaney presiding.

Members Present: Becky Bercis, Eric Dell, Bob Hutchinson, Kelli Mayer, Ben McElhaney, Jered McElhaney Adam Miller, Patrick Thomas and David Volosin

Others Present: Tracy Reiser, Superintendent; Gary Kinnear, Director of Special Education; Brian Keyser, High School Principal; Kristin Hope, Elementary Principal; Lisa Nuhfer, Board Secretary

Others Absent: Beth Boylan, Business Manager

### **MINUTES**

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the minutes of the meeting held January 9, 2025. Motion passed by unanimous voice vote.

### **New Business**

### **BOARD**

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the following board policie:

POLICY 103.1 – Nondiscrimination – Qualified Students With Disabilities

POLICY 113.1 – Discipline of Students With Disabilities

POLICY 113.2 – Behavior Support

POLICY 200 – Enrollment of Students

POLICY 202 – Eligibility of Nonresident Students

POLICY 217 – Graduation

POLICY 234 – Pregnant/Parenting/Married Students

POLICY 236.1 – Threat Assessment

POLICY 247 – Hazing

POLICY 249 – Bullying/Cyberbullying

POLICY 252 – Dating Violence

POLICY 254 – Educational Opportunity for Military Children

POLICY 317.1 – Educator Misconduct

POLICY 336 – Personal Necessity Leave

POLICY 339 – Uncompensated Leave

POLICY 607 – Tuition Income

POLICY 805.2 – School Security Personnel

POLICY 807 – Opening Exercises/Moment of Silence/Flag Display

POLICY 810 – Transportation

POLICY 824 – Maintaining Professional Adult/Student Boundaries  
POLICY 903 – Public Comment in Board Meetings

Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the following board policy:

POLICY 800 – Records Management

Motion passed by unanimous voice vote.

Second reading of the following board policies (no action required):

POLICY 005 – Organization

POLICY 308 – Employment Contract/Board Resolution

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the following volunteers:

Megan Mayer

Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve Julie DeMarco, Athletic Director, to attend the Pennsylvania State Athletic Director's Conference March 18-21, 2025, in Hershey PA, with an approximate cost of \$1,467.20. Motion passed by a 8 – 1 voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to retroactively approve the following workshop/conference:

Hunter Goodlin – Math Bootcamp, Midwestern Intermediate Unit IV  
January 28, 2025, Grove City, PA  
Total Cost: \$180.00

Motion passed by unanimous voice vote.

Motion by Mr. Thomas, seconded by Mr. Dell, to approve the following workshop/conference:

Shannon Kearney – Math Bootcamp, Midwestern Intermediate Unit IV  
March 6, 2025, Grove City, PA  
Total Cost: \$184.00

Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve Kristin Hope to take a course through the PA Principal's Association titled, "Creating a Learning Focused Curriculum" in the amount of \$360.00. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve the Midwestern Intermediate Unit IV General Operating Budget for the 2025-2026 school year. Motion passed by a 9 – 0 roll call vote.

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve an In Lieu of Expulsion Agreement for a district student dated 01/28/2025. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Thomas, to rescind Policy 103 – Discrimination/Title IX Sexual Harassment Affecting Students from the 2024 version to the adoption of the 2020 version. Motion passed by unanimous voice vote.

## **ACADEMIC**

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve Kaitlyn Kauffman to provide homebound instruction to a student for up to 7 hours per week until May 5, 2025. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Miller, to approve a 150-hour field placement for Ann Weimert with Shannon Kearney and Deb Glancy from February 10, 2025, through May 2, 2025. Motion passed by unanimous voice vote.

## **PERSONNEL**

Motion by Mrs. Mayer, seconded by Mr. Thomas to approve the resignation of Owen Clawges effective January 22, 2025. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Miller, to approve the advertising and hiring of an Assistant Business Manager to replace Owen Clawges. Motion passed by unanimous voice vote.

Motion by Mr. Thomas, seconded by Mr. Volosin, to approve hiring Cheri Baldesberger as the Assistant Business Manager effective March 3, 2025, at a pro-rated salary of \$85,000.00. Motion passed by unanimous voice vote.

Motion by Mr. Thomas, seconded by Mrs. Mayer, to approve Amy Good to assist with athletic events (game manager, scorekeeper, ticket taker, etc.). Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Thomas, to approve 5 days of unpaid leave for Rebecca Ferguson. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve an unpaid sick day for Erin Smith on February 5, 2025. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the resignation of Kendra Horne from her paraprofessional position effective February 20, 2025. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve the advertising and hiring of a paraprofessional to replace Kendra Horne. Motion passed by unanimous voice vote.

## **FINANCE**

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the financial statements for January 2025. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve payment of bills for January and February 2025. Motion passed by unanimous voice vote.

An Executive Session was held from 6:27 until 6:31 pm to discuss a Legal issue.

Motion by Mrs. Mayer, seconded by Mr. Thomas, to approve a \$500.00 payment to Pennsylvania Leadership Charter School. Motion passed by unanimous voice vote.

Motion by Mr. Dell, seconded by Mr. Volosin, to award the elementary school parking lot and sidewalk project plus alternate bids to Wright Asphalt and Concrete in the amount of \$289,682.45 (total is inclusive of a 5% contingency). Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve a 3-year agreement with BCM One for phone services with a monthly cost of \$647.47 (\$50 monthly increase). Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Miller, to approve an additional expansion board and electronic door lockset (FOB) to be added to the administrative office area in the amount of \$3,133.64. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Miller, to approve the purchase of 10 staff and 25 student laptops and cases (replacement cycle) for the 2025-26 school year with an approximate cost of \$31,260.00. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Thomas, to approve a Disabled Veterans Real Property Tax Exemption Certificate for:

David Santell                      251 West Marley Road, Jamestown, PA 16134

Motion passed by unanimous voice vote.

An Executive Session was held on February 5, 2025, from 8:09 until 8:35 pm to discuss Personnel.



Lisa Nuhfer, Board Secretary

# **JAMESTOWN AREA SCHOOL DISTRICT**

## **BOARD MINUTES – Board Meeting March 20, 2025**

The Jamestown Area School Board met on February 20, 2025, at 6:00 PM with President Ben McElhaney presiding.

Members Present: Becky Bercis, Eric Dell, Bob Hutchinson, Kelli Mayer, Ben McElhaney, Jered McElhaney Adam Miller, Patrick Thomas and David Volosin

Others Present: Tracy Reiser, Superintendent; Gary Kinnear, Director of Special Education; Brian Keyser, High School Principal; Kristin Hope, Elementary Principal; Beth Boylan, Business Manager; Cheri Baldesberger, Assistant Business Manager; Lisa Nuhfer, Board Secretary

### **MINUTES**

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the minutes of the meeting held February 20, 2025. Motion passed by unanimous voice vote.

An Executive Session was held on Tuesday, March 18, 2025, at 5:00 pm to discuss Personnel.  
An Executive Session was held on Tuesday, March 18, 2025, at 5:30 pm to discuss a Legal Matter.

### **New Business**

### **BOARD**

Final reading of the following board policies (no action required):

POLICY 005 – Organization

POLICY 308 – Employment Contract/Board Resolution

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the following volunteers:

Megan Mayer

Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the Special Education Plan in effect for the 2025-26, 2026-27, and 2027-28 school years. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the Smile Pennsylvania mobile dentist program to provide free dental work to students with parental permission. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve Shawna Yesko and her family to attend the Title I PDE State Parent Conference at Seven Springs Resort in Champion, PA on June 30-July 2, 2025, in the amount of \$1,019.00. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the proposed Mercer County Career Center budget for the 2025-2026. Motion passed by unanimous roll call vote.

Motion by Mrs. Mayer, seconded by Mr. Thomas, to approve the Mercer County Food Bank School Pantry program agreement beginning with the 2025-2026 school year. Motion passed by a 7 – 1 voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the agreement between the county/lead agency and local recipient agency responsible for the distribution of USDA foods through TEFAP (The Emergency Food Assistance Program). Motion passed by unanimous voice vote.

Motion by Mr. Dell, seconded by Mrs. Mayer, to approve the Intergovernmental Agreement with Midwestern Intermediate Unit IV. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the 2025-2026 Federal Program Consortium Agreement with Midwestern Intermediate Unit IV. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the following volunteers:

Kendra Horne

Kami Pashakarnis

Aidan Woyt

Motion passed by unanimous voice vote.

## **ACADEMIC**

Motion by Mrs. Mayer, seconded by Mr. Thomas, to approve the following student teachers from Grove City College from March 10, 2025, to April 30, 2025:

Emily Ivory with Melissa Potase  
Victoria Henry with Sylvia Webb  
Ashley Ewing with Leann McClimans

Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve a field experience through Western Governor's University for Alexis Schmidhamer with Ashley Lentz from March to May 2025. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to implement district assessments in Alegria, Biology, and English as a graduation requirement, beginning with the Class of 2027. Students who are proficient on one, two, or all three of the Keystone Exams will be exempt from the



requirement in the subject area they showed proficiency in. Motion passed by unanimous roll call vote.

## **PERSONNEL**

Motion by Mrs. Mayer, seconded by Mr. Dell to approve hiring Jennifer Miller as a full-time paraprofessional at a rate of \$15.07 per hour (replacing Kendra Horne). Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve Belinda Boozer to assist in the Technology Department for up to 225 hours. Motion passed by unanimous voice vote.

Motion by Mr. Dell, seconded by Mrs. Mayer, to approve the resignation of Heather Stanley from the food service department effective March 27, 2025. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the advertising and hiring of a part-time food service employee (replacing Heather Stanley). Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the resignation of Malissa Rhoades from the positions of Camp Fitch Advisor and Environmental Club Advisor effective June 6, 2025. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve Tracy Laidlaw to serve as Environmental Club Advisor beginning with the 2025-2026 school year. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve Crystal Nicols as the Camp Fitch Advisor beginning with the 2025-2026 school year. Motion passed by unanimous voice vote.

## **FINANCE**

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve the financial statements for February 2025. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve payment of bills for February and March 2025. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to approve a two-year agreement with PSEA Health & Welfare fund for district vision benefits and a separate agreement for a Voluntary buy-up plan, both agreements effective 7/1/2025 through 6/30/2027 (no increase from last agreement). Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Dell, to award to approve a quote from Renaissance in the amount of \$11,811.00 (replaces Zern, Reading Eggs, Study Island, and Math Seeds with approximate savings of \$448.00). Motion passed by unanimous voice vote.

Motion by Mr. Hutchinson, seconded by Mr. Thomas, to adjourn the meeting at 6:43 pm.  
Motion passed by unanimous voice vote.



Lisa Nuhfer, Board Secretary

# **JAMESTOWN AREA SCHOOL DISTRICT**

## **BOARD MINUTES – Board Meeting April 10, 2025**

The Jamestown Area School Board met on April 10, 2025, at 6:00 PM with President Ben McElhaney presiding.

Members Present: Becky Bercis, Bob Hutchinson, Kelli Mayer, Ben McElhaney, Adam Miller, Patrick Thomas and David Volosin

Members Absent: Eric Dell, Jered McElhaney

Others Present: Tracy Reiser, Superintendent; Brian Keyser, High School Principal; Kristin Hope, Elementary Principal; Beth Boylan, Business Manager; Cheri Baldesberger, Assistant Business Manager; Lisa Nuhfer, Board Secretary

Others Absent: Gary Kinnear, Director of Special Education;

### **MINUTES**

Motion by Mr. Thomas, seconded by Mrs. Mayer, to approve the minutes of the meeting held March 20, 2025. Motion passed by unanimous voice vote.

### **New Business**

### **BOARD**

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve the following board policies:

POLICY 005 – Organization

POLICY 308 – Employment Contract/Board Resolution

Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve Kristin Hope to enroll in the Midwestern Intermediate Unit IV True Speak course in the amount of \$495.00. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Thomas, to approve Megan Baldesberger as a volunteer (pending clearances). Motion passed by unanimous voice vote.

Motion by Mr. Thomas, seconded by Mr. Volosin, to approve Jarrod Britton as a volunteer (pending clearances). Motion passed by unanimous voice vote.

## PERSONNEL

Motion by Mrs. Mayer, seconded by Mr. Volosin to approve the employment of Beth Boylan as the District's Assistant Business Manager for a period of 15 days, beginning July 1, 2025, at a per diem rate based on the 2024-2025 Business Manager contract and pursuant to the letter to Ms. Boylan dated March 24, 2025. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve hiring David Piper to serve as a mentor for Cheri Baldesberger at a rate of \$70 per hour beginning July 1, 2025. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve Aidan Woyt as a game worker for athletics (pending employment clearances). Motion passed by unanimous voice vote.

Motion by Mr. Thomas, seconded by Mrs. Mayer, to approve Susan (Nicki) Biles as a game worker for athletics (pending employment clearances). Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve Amber Carter as a substitute for the food service department. Motion passed by unanimous voice vote.

## FINANCE

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve the financial statements for March 2025. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve payment of bills for March and April 2025. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve the GASB 75 Valuation and Related Services Agreement with Pennsylvania Trust & Conrad Siegel, effective July 1, 2025 – June 30m 2027 (\$350 increase in fees since last agreement). Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve the following budget transfers:

\$34,000.00	From	10-1390-564-000 Tuition
	To	10-1242-562-000 Tuition

An Executive Session was held from 6:24 pm until 6:50 pm to discuss Personnel.



Lisa Nuhfer, Board Secretary

# **JAMESTOWN AREA SCHOOL DISTRICT**

## **BOARD MINUTES – Board Meeting May 8, 2025**

The Jamestown Area School Board met on May 8, 2025, at 6:00 PM with Vice President Kelli Mayer presiding.

Members Present: Becky Bercis, Bob Hutchinson, Kelli Mayer, Adam Miller, and David Volosin

Members Absent: Eric Dell, Ben McElhaney, Jered McElhaney and Patrick Thomas

Others Present: Tracy Reiser, Superintendent; Brian Keyser, High School Principal; Kristin Hope, Elementary Principal; Gary Kinnear, Director of Special Education; Cheri Baldesberger, Assistant Business Manager; Lisa Nuhfer, Board Secretary

Others Absent: Beth Boylan, Business Manager

### **MINUTES**

Motion by Mr. Miller, seconded by Mr. Hutchinson, to approve the minutes of the meeting held April 10, 2025. Motion passed by unanimous voice vote.

It was noted that an Executive Session was held on May 1, 2025 from 5:15-5:25pm to discuss Transportation.

### **New Business**

### **BOARD**

First reading of the following board policies (no action required):

POLICY 317 – Conduct/Disciplinary Procedures  
POLICY 317.1 – Educator Misconduct  
POLICY 320 – Freedom of Speech by Employees  
POLICY 718 – Service Animals in Schools

Motion by Mr. Miller, seconded by Mr. Volosin, to approve a Special Activities Agreement with the Department of Conservation and Natural Resources Bureau of State Parks. Motion passed by unanimous voice vote.

Motion by Mr. Miller, seconded by Mr. Hutchinson, to approve recycling old, outdated, and/or broken electronic equipment with Upcycle. Motion passed by unanimous voice vote.

Motion by Mr. Hutchinson, seconded by Mr. Volosin, to approve an In Lieu of Expulsion Agreement for an incident that occurred on April 8, 2025. Motion passed by unanimous voice vote.

## **ACADEMIC**

Motion by Mr. Miller, seconded by Mr. Hutchinson, to approve the list of graduating seniors of the Class of 2025 pending completion of all requirements. Motion passed by unanimous voice vote.

## **PERSONNEL**

Motion by Mr. Miller, seconded by Mr. Volosin to retroactively approve Lisa Nuhfer as the Jamestown Area School District Board Secretary from July 1, 2024, through June 30, 2028. Motion passed by unanimous voice vote.

Motion by Mr. Miller, seconded by Mr. Hutchinson, to approve the resignation of Debbie White from the position of Elementary Assistant Cross Country Coach effective immediately. Motion passed by unanimous voice vote.

Motion by Mr. Miller, seconded by Mr. Volosin, to advertise and hire an Elementary Assistant Cross Country Coach. Motion passed by unanimous voice vote.

Motion by Mr. Miller, seconded by Mr. Hutchinson, to approve Christina Pander as a substitute through Kelly Services for the 2024-2025 and 2025-2026 school years. Motion passed by unanimous voice vote.

Motion by Mr. Miller, seconded by Mr. Volosin, to approve Ann Weimert as a substitute paraprofessional for the 2024-2025 and 2025-2026 school years. Motion passed by unanimous voice vote.

Motion by Mr. Miller, seconded by Mr. Hutchinson, to approve a Family Medical Leave for Krystal Howcroft from May 12, 2025, through June 6, 2025. Motion passed by unanimous voice vote.

Motion by Mr. Miller, seconded by Mr. Volosin, to approve a 3-year employment agreement with Cheri Baldesberger as Business Manager beginning July 1, 2025. Motion passed by unanimous voice vote.

## **FINANCE**

Motion by Mr. Miller, seconded by Mr. Volosin, to approve the financial statements for April 2025. Motion passed by unanimous voice vote.

Motion by Mr. Miller, seconded by Mr. Volosin, to approve payment of bills for April and May 2025. Motion passed by unanimous voice vote.

Motion by Mr. Miller, seconded by Mr. Volosin, to appoint First National Bank of PA as depository for the Jamestown Area School District for the period of July 1, 2025, through June 30, 2026. Funds to be insured with FDIC per school code, Section 623. Motion passed by unanimous voice vote.

Motion by Mr. Miller, seconded by Mr. Volosin, to grant permission to the following organizations to apply for gaming licenses for the 2025-2026 school year:

Jamestown All-Sports Boosters  
Jamestown Parent Teacher Organization  
Jamestown Band Booster Club

Motion passed by unanimous voice vote.

Motion by Mr. Miller, seconded by Mr. Hutchinson, to make the Proposed General Fund Budget for the Fiscal Year 2025-2026 available for public inspection. The budget contains total Revenues of \$10,409,014, total Expenses of \$10,909,014, and the following proposed tax levies for rebalancing:

71.68 mills on real estate in Mercer County (1.56 mill increase)  
46.41 mills on real estate in Crawford County (0.81 mill increase)  
\$5.00 per capita under Section 679  
\$5.00 per capita under Act 511  
One-half percent (.5%) earned income tax under Act 511 (wage tax)  
One percent (1%) real estate transfer tax

Motion passed by unanimous voice vote.

Motion by Mr. Miller, seconded by Mr. Volosin, to approve membership dues (\$5,981.81), payable to PSBA, for the 2025-2026 school year (increase of \$635.98 from 2024-2025).

Motion by Mr. Miller, seconded by Mr. Hutchinson, to approve the Central Susquehanna Intermediate Unit Computer Services Rates for the Financial Information System and the Student Information System for 2025-2026 (an approximate increase of \$322.12 from 2024-2025).

Motion passed by unanimous voice vote.

Motion by Mr. Miller, seconded by Mrs. Bercis, to approve renewal rates for dental insurance coverage for the 2025-2026 school year with Core Source – Oasis Trust. (Class I & II coverage is provided by the district. Employees electing Class III & IV coverage are responsible for the difference in premium.).

Class I & II Coverage	Individual - \$24.28 (\$0.50 increase)	Family - \$55.80
Class III & IV Coverage (no increase)	Individual - \$50.74	Family - \$121.03

Motion passed by unanimous voice vote.

Motion by Mr. Miller, seconded by Mrs. Bercis, to approve the purchase of 20 iPads in the amount of \$8,679.00 to be paid out of Capital Reserve Funds (Kindergarten replacement rotation). Motion passed by unanimous voice vote.

Motion by Mr. Miller, seconded by Mr. Volosin, to approve the purchase of 23 computers in the amount of \$17,226.31 (8 paid out of Medical Access Funds / 15 paid out of Capital Reserve Funds). Motion passed by unanimous voice vote.

Motion by Mr. Miller, seconded by Mr. Hutchinson, to approve changes to the Jamestown Area School District General Fund Account signatories as of July 1, 2025. Changes are as follows:

Delete: Beth Boylan and David Volosin  
Add: Ben McElhaney and Cheri Baldesberger, T.B. Cheri Gregg  
Keep: Tracy L. Reiser

Motion passed by unanimous voice vote.

Motion by Mr. Miller, seconded by Mr. Hutchinson, to approve changes to the Jamestown Area School District Cafeteria Account signatories as of July 1, 2025. Changes are as follows:

Delete: Austin Stofferahn and Beth Boylan  
Add: Patti Jo Uplinger and Cheri Baldesberger, T.B. Cheri Gregg  
Keep: Tracy L. Reiser

Motion passed by unanimous voice vote.

Motion by Mr. Miller, seconded by Mr. Volosin, to approve changes to the Jamestown Area School District High School Activities Account signatories as of July 1, 2025. Changes are as follows:

Delete: Beth Boylan  
Add: Cheri Baldesberger, T.B. Cheri Gregg  
Keep: Brian J. Keyser and Tracy L. Reiser

Motion passed by unanimous voice vote.

Motion by Mr. Miller, seconded by Mr. Hutchinson, to approve changes to the Jamestown Area School District Athletic Account signatories as of July 1, 2025. Changes are as follows:

Delete: Beth Boylan  
Add: Cheri Baldesberger, T.B. Cheri Gregg  
Keep: Brian J. Keyser and Tracy L. Reiser

Motion passed by unanimous voice vote.



Motion by Mr. Miller, seconded by Mr. Hutchinson, to approve changes to the Jamestown Area School District Elementary School Activities Account signatories as of July 1, 2025. Changes are as follows:

Delete: Beth Boylan  
Add: Cheri Baldesberger, T.B. Cheri Gregg  
Keep: Kristin Hope and Tracy L. Reiser

Motion by Mr. Miller, seconded by Mr. Hutchinson, to approve changes to the Jamestown Area School District Capital Account signatories as of July 1, 2025. Changes are as follows:

Delete: Beth Boylan and David Volosin  
Add: Ben McElhaney  
Add: Cheri Baldesberger, T.B. Cheri Gregg  
Keep: Tracy L. Reiser

Motion passed by unanimous voice vote

An Executive Session was held from 6:26 pm until 6:54 pm to discuss a Legal issue.



Lisa Nuhfer, Board Secretary

# **JAMESTOWN AREA SCHOOL DISTRICT**

## **BOARD MINUTES – Board Meeting June 12, 2025**

The Jamestown Area School Board met on June 12, 2025, at 6:00 PM with President Ben McElhaney presiding.

Members Present: Eric Dell, Bob Hutchinson, Kelli Mayer, Ben McElhaney, Jered McElhaney, Patrick Thomas, and David Volosin

Members Absent: Becky Bercis and Adam Miller

Others Present: Tracy Reiser, Superintendent; Brian Keyser, High School Principal; Kristin Hope, Elementary Principal; Gary Kinnear, Director of Special Education; Beth Boylan, Business Manager; Cheri Gregg, Assistant Business Manager; Lisa Nuhfer, Board Secretary

### **MINUTES**

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve the minutes of the meeting held May 8, 2025. Motion passed by unanimous voice vote.

It was noted that an Executive Session was held on June 12, 2025, from 5:00-5:45pm to discuss Athletics.

### **New Business**

### **BOARD**

Second reading of the following board policies (no action required):

POLICY 317 – Conduct/Disciplinary Procedures

POLICY 317.1 – Educator Misconduct

POLICY 320 – Freedom of Speech by Employees

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve participation in the 2025-2026 Pennsylvania School-Based ACCESS Program. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve a Memorandum of Understanding between Mercer County Head Start and the district for a period of July 1, 2025, through June 30, 2026. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve an Agreement to Share Services of the Director of Food Services with Greenville Area School District from July 1, 2025, through June 30, 2029, with the following increases:

2025-2026	\$53,000 (\$5,000 increase)
2026-2027	\$55,000 (\$2,000 increase)
2027-2028	\$57,000 (\$2,000 increase)
2028-2029	\$59,000 (\$2,000 increase)

Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve Wesley Barnes to volunteer for the 2025-2026 school year. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve Rusty Laidlaw to volunteer for the 2025-2026 school year. Motion passed by unanimous voice vote.

## **ACADEMIC**

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve a dual credit “College Now” program agreement with Butler County Community College (BC3) for a term of July 1, 2025, through June 30, 2029. Motion passed by unanimous voice vote.

Motion by Mr. Thomas, seconded by Mr. Volosin, to approve a 1/2-day job shadow experience for Kellen Foore on October 14, 2025, with Rhonda Williams. Motion passed by unanimous voice vote.

## **PERSONNEL**

Motion by Mrs. Mayer, seconded by Mr. Thomas to approve the resignation of Megan Boozer from the position of special education teacher, effective June 6, 2025. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve the advertising and hiring of a teacher to replace Megan Boozer. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve hiring Natalie Vanderella as a special education teacher beginning with the 2025-2026 school year on a Step 1 Masters level of \$51,125. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve the resignation of Brook Ritter from the position of paraprofessional effective June 6, 2025. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Thomas, to approve the advertising and hiring of two paraprofessionals. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve hiring Melanie Ball as a paraprofessional beginning with the 2025-2026 school year at a rate of \$15.49/hour. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Volosin, to unpaid days for the following staff members.

Brook Ritter – May 16, 2025, and May 30, 2025

Erin Smith – May 27, 2025, and June 4, 2025

Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve increasing daily hours in the food service department for Melissa Genovesi from 3 hours per day to 5.5 hours per day effective August 18, 2025. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Thomas, to approve hiring Amber Carter for a 3.5 hour per day position in the food service department effective August 18, 2025. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve Sarah Peters to provide Extended School Year (ESY) services for a Special Education student for approximately 20 hours. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Thomas, to approve granting tenure to Mary Uplinger. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve Kamryn White as a substitute paraprofessional for the 2025-2026 school year. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve an extension of a family medical leave for Krystal Howcroft from June 9 through June 20, 2025. Motion passed by unanimous voice vote.

## **FINANCE**

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve the financial statements for May 2025. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve payment of bills for May and June 2025. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve an increase to the substitution pay rates for food service and paraprofessionals to \$14.00 per hour beginning with the 2025-2026 school year. Motion passed by unanimous voice vote.

Motion by Mr. Mayer, seconded by Mr. Hutchinson, to approve levying the following taxes to support the 2025-2026 General Fund Operating Budget:

71.68 mills on real estate in Mercer County (1.56 mill increase)  
46.41 mills on real estate in Crawford County (0.81 mill increase)  
\$5.00 per capita under Section 679  
\$5.00 per capita under Act 511  
One-half percent (.5%) earned income tax under Act 511 (wage tax)  
One percent (1%) real estate transfer tax

Motion passed by unanimous voice vote.

Motion by Mr. Hutchinson, seconded by Mrs. Mayer, to adopt the Final General Fund Budget for the fiscal year 2025-1016. The budget contains total Revenues of \$10,409,014, and total Expenses of \$10,909,014. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve payment of any remaining obligations for the 2024-2025 fiscal year. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Volosin, to authorize budget transfers, as necessary, for auditor's adjustments to close out the 2024-2025 fiscal year. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve payment of utility bills, insurance premiums, registration fees, loan payments, lease payments and discounted invoices with due dates falling between regularly scheduled board meetings. All payments will be included in the manual payment list presented at the subsequent board meeting. Motion passed by unanimous voice vote.

Motion by Mr. Dell, seconded by Mrs. Mayer, to renew the following appointments and appropriate bonds for the 2025-2026 school year:

Brian Keyser	Custodian of High School Athletics Account Custodian of High School Student Activities Account
Kristin Hope	Custodian of Elementary Athletics Account Custodian of Elementary Student Activities Account
Cheri Gregg	Custodian of General Fund, Health Care, and Capital Reserve Accounts Custodian of Cafeteria Account

Motion passed by unanimous voice vote.

Motion by Mr. Dell, seconded by Mr. Volosin, to approve the board of directors and administrators to travel within the state from July 1, 2025 through June 30, 2026, to participate in various conferences and workshops sponsored by such organizations as PDE, PARSS, PSBA, PASBO, Intermediate Units and other professional organizations. Motion passed by unanimous voice vote.

Motion by Mr. Dell, seconded by Mrs. Mayer, to appoint Knox, McLaughlin, Gornall & Sennett as the solicitor for the Jamestown Area School District for the 2025-2026 school year. General Solicitor fees - \$205/hour (\$10.00/hour increase). Special Education fees - \$245/hour (\$10.00/hour increase). Motion passed by unanimous voice vote.

Motion by Mr. Dell, seconded by Mr. Volosin, to approve insurance coverage through Reinhardt's Insurance Agency for the 2025-2026 school year for automobile, worker's compensation, property/liability, school leader's liability and umbrella coverage for a total annual premium of \$69,332.00 (increase of \$7,654.00). Motion passed by unanimous voice vote.

Motion by Mr. Dell, seconded by Mr. Volosin, adopt the Homestead and Farmstead Exclusion Resolution for 2025-2026. Motion passed by unanimous voice vote.

Motion by Mr. Dell, seconded by Mr. Hutchinson, to approve a letter of engagement with McGill, Power, Bell and Associates, LLP to perform the local audit for the fiscal year 2024-2025. Motion passed by unanimous voice vote.

Motion by Mr. Dell, seconded by Mr. Volosin, to approve a Proposal of Insurance through Gallagher Insurance, Risk Management and Consulting in the amount of \$4,927 for the period of July 1, 2025, through June 30, 2026 (decrease of \$243). Motion passed by unanimous voice vote.

Motion by Mr. Dell, seconded by Mr. Volosin, to approve the following school cafeteria prices for the 2025-2026 school year:

Adult Breakfast:	\$2.50 (no increase)
Adult Lunch:	\$4.85 (\$0.10 increase)

Motion passed by unanimous voice vote.

An Executive Session was held from 6:26 pm until 7:16 pm to discuss the annual School Safety and Security Report and a Legal issue.



Lisa Nuhfer, Board Secretary

# **JAMESTOWN AREA SCHOOL DISTRICT**

## **BOARD MINUTES – Special Board Meeting June 20, 2025**

The Jamestown Area School Board met on June 20, 2025, at 4:30 PM with President Ben McElhaney presiding.

Members Present: Bob Hutchinson, Kelli Mayer, Ben McElhaney, Jered McElhaney, Patrick Thomas, and David Volosin

Members Absent: Becky Bercis, Eric Dell, and Adam Miller

Others Present: Tracy Reiser, Superintendent; Lisa Nuhfer, Board Secretary

### **New Business**

### **BOARD**

Motion by Mrs. Mayer, seconded by Mr. Volosin, to approve to rescind the authorization for Wright Construction to complete the elementary school parking lot project and alternate bids. Motion passed by unanimous voice vote.

Motion by Mrs. Mayer, seconded by Mr. Hutchinson, to approve ProTech Asphalt Maintenance, Inc. to complete the elementary school parking lot project including the alternate bids and the 5% contingency in the amount of \$388,594.45 with a 30-day extension (September 14, 2025). Motion passed by unanimous voice vote.



Lisa Nuhfer, Board Secretary