

**BOARD OF SCHOOL DIRECTORS
CORRY AREA SCHOOL DISTRICT
REGULAR BOARD MEETING MINUTES
January 27, 2025**

A Regular Board Meeting of the Corry Area Board of School Directors was held on Monday, January 27, 2025, in the Administration Office LGI. President Joseph A. Frisina called the meeting to order at 7:00 PM.

ROLL CALL

Present Directors: Joel A. Cook, Amanda J. Cox (via phone), Joseph A. Frisina, Doris P. Gernovich, Jason D. Halfast

Excused Directors: Amy L. Allen, Justin R. Amy, Kathryn DiVittorio, William A. Nichols

Also Present: Sheri L. Yetzer – Superintendent, Brenda L. Clabbatz – Business Manager, Kimberly Spence – Board Secretary, Dan Daum – Director of Elementary Education, Leslie Bloomgren – Director of Special Education, Mike Munsee – Director of Buildings and Grounds, Nick Krasa – CTC Supervisor, Andrew Schmidt – Technology Director

Media: Makenna Moore

Guests: Jodi Halfast

MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE

**APPROVED
AGENDA**

MOTION by Director Gernovich and seconded by Director Cook to approve the Agenda for January 27, 2025.

YEAS: Cook, Cox, Frisina, Gernovich, Halfast

NAYS: None

**APPROVED
MINUTES FROM
12/16/24**

MOTION by Director Cook and seconded by Director Halfast to approve the Minutes from the Special Meeting on December 16, 2024.

YEAS: Cook, Cox, Frisina, Gernovich, Halfast

NAYS: None

PRESENTATION

Mr. Schmidt began by giving a review of what E-Rate funding is. E-Rate funding is a federal funding program that provides discounts on telecommunications and internet access for schools and libraries. The program is administered by the Universal Service Administrative Company (USAC) and overseen by the Federal Communications Commission (FCC). Schools and libraries can apply for E-Rate funding individually or as part of a consortium. The amount of funding a school receives depends on the number of students and how many are eligible for free or reduced lunch. The discount a school receives depends on the level of poverty and whether it's located in an urban or rural area. Discounts can range from 20% to 90% of the cost of eligible services, which at CASD is 85%. He shared that this funding and updates run on a 5-year window. The focus for the next round of upgrades would be for network switch gear and wireless connectivity. The total project would cost approximately \$350,000.00. We have requested funding for approximately \$266,000.000 and the district would then be responsible for the remaining balance. The hope is that we hear back by mid-March on the funding amount granted and then begin the upgrades this summer.

**PUBLIC
COMMENT**

None

STAFF COMMENT

None

**APPROVED
CHECKS, WIRE
TRANSFERS &
DIRECT DEPOSITS**

MOTION by Director Gernovich and seconded by Director Frisina to approve checks, wire transfers, and direct deposits from December 12, 2024 to January 22, 2025, totaling \$3,701,305.91, as presented on the attached payments summaries.

YEAS: Cook, Cox, Frisina, Gernovich, Halfast

NAYS: None

MOTION by Director Gernovich and seconded by Director Cook to approve Board Check No. 49874 in the amount of \$493.38, Board Check No. 49974 in the amount of \$60.58 and Board Check No. 50011 in the amount of \$114.38, payable to J.H. Auto Parts, Inc.

YEAS: Cook, Cox, Gernovich

NAYS: None

ABSTAINED: Frisina, Halfast

**APPROVED
BUSINESS
MANAGER'S
REPORT**

MOTION by Director Halfast and seconded by Director Gernovich to approve the Business Manager's Report for December 2024.

YEAS: Cook, Cox, Frisina, Gernovich, Halfast

NAYS: None

**APPROVED TAX
COLLECTION
RESOLUTION**

MOTION by Director Cook and seconded by Director Halfast to approve the Tax Collection Resolution effective January 1, 2026 through December 31, 2029.

YEAS: Cook, Cox, Frisina, Gernovich, Halfast

NAYS: None

**APPROVED
PROPERTY TAX
EXEMPTION**

MOTION by Director Cook and seconded by Director Frisina to approve a request for exemption from real estate property taxes for Mary J Cavicchi, 20291 Route 89, Corry, PA 16407, per letter from Pennsylvania Department of Military and Veterans Affairs.

YEAS: Cook, Cox, Frisina, Gernovich, Halfast

NAYS: None

**APPROVED
INSURANCE
RENEWALS
SIGNATURE**

MOTION by Director Gernovich and seconded by Director Halfast to approve Board authorization for the Business Manager to sign insurance renewals with Rossbacher Insurance Group for the 2025/26 fiscal year, on behalf of the Corry Area School District and Board of School Directors.

YEAS: Cook, Cox, Frisina, Gernovich, Halfast

NAYS: None

**APPROVED MHS
SCIENCE LAB
RENOVATION**

MOTION by Director Gernovich and seconded by Director Halfast to approve the hiring of Chris Caughlin to design Science Lab renovations and to approve going out for bid.

YEAS: Cook, Cox, Frisina, Gernovich, Halfast

NAYS: None

**APPROVED
COSTAR
PURCHASES**

MOTION by Director Cook and seconded by Director Gernovich to approve the purchase of the following costar purchases from the construction fund:

a) CAIS PA System \$40,045.42 & Clock System \$35,052.70 = Total \$75,098.12

b) MHS Auditorium Projector \$15,803.00 & Screen \$10,921.00 = Total \$26,724.00

c) Door Monitor Systems: MHS - \$9,264.00, Admin - \$6,285.00 & CTC - \$1,248.00 = \$16,797.00

YEAS: Cook, Cox, Frisina, Gernovich, Halfast

NAYS: None

**APPROVED
SCHOLARSHIP
COMMITTEE
MEMBERS**

MOTION by Director Cook and seconded by Director Halfast to approve the following Community Members to the Scholarship Committees as follows:
a) Irene Fisher Allen Memorial Scholarship - Roger Burlingame and Marne Roche
b) Elizabeth Smiley Memorial Scholarship - Roger Burlingame
YEAS: Cook, Cox, Frisina, Gernovich, Halfast
NAYS: None

**APPROVED
UPDATES TO
2024/25 SCHOOL
CALENDAR**

MOTION by Director Halfast and seconded by Director Frisina to approve a change in the order in which Snow Make-Up Days will occur for the 2024/25 calendar: March 14, 2025; April 22, 2025; April 17, 2025; End of Year.
YEAS: Cook, Cox, Frisina, Gernovich, Halfast
NAYS: None

**APPROVED BOARD
POLICY UPDATES
& REVISIONS**

MOTION by Director Gernovich and seconded by Director Frisina to approve updates and revisions to the following policies which were presented at the Committee of the Whole and reviewed at the Special Meeting on December 16, 2024:

Policy No.	Title
005	Organization
113.1	Discipline of Students with Disabilities
113.2	Behavior Support
146.1	Trauma-Informed Approach
202	Eligibility of Nonresident Students
218	Student Discipline
218.1	Weapons
218.2	Terroristic Threats
236.1	Threat Assessment
247	Hazing
249	Bullying/Cyberbullying
254	Educational Opportunity for Military Children
308	Employment Contract/Board Resolution
317.1	Educator Misconduct
339	Uncompensated Leave
607	Tuition Income
801	Public Records
803	School Calendar
805	Emergency Preparedness
805.1	Relations with Law Enforcement Agencies
805.2	School Security Personnel
806	Child Abuse
807	Operating Exercises/Moment of Silence/Flag Displays
823	Opioid Antagonist
904	Public Attendance at School Events
909	Municipal Government Relations

YEAS: Cook, Cox, Frisina, Gernovich, Halfast
NAYS: None

**APPROVED FIELD
TRIP**

MOTION by Director Gernovich and seconded by Director Frisina to approve the following Field Trip Requests:

- a) Skills USA (11th & 12th grades, 2 students) January 14, 2025
Steam Fitters Union
Harmony, PA
Under the Supervision of: Eric Bimber
 - b) Skills USA (10th – 12th grades, 17 students) January 17, 2025
New Castle School of Trades & Lawrence County Career & Technical Center
New Castle, PA
Under the Supervision of: Brock Jaquith & Melissa Turben
 - c) PMEA District Band (10th – 12th grades, 5 students) January 23-25, 2025
St. Marys High School
St. Marys, PA
Under the Supervision of: Tristan McCray
 - d) 2nd Quarter Reward (6th grade, 130 students) February 11, 2025
2nd Quarter Reward (7th grade, 150 students) February 12, 2025
2nd Quarter Reward (8th grade, 145 student) February 13, 2025
Peek‘N Peak
Clymer, NY
Under the Supervision of: 12 chaperones
- YEAS: Cook, Cox, Frisina, Gernovich, Halfast
NAYS: None

**APPROVED
CARING
FOUNDATION
AGREEMENT**

MOTION by Director Gernovich and seconded by Director Cook to approve the 24-month agreement with the Caring Foundation to provide School-Based Peer Support for Grieving Children and Adolescents in the Corry Area School District, at no cost.
YEAS: Cook, Cox, Frisina, Gernovich, Halfast
NAYS: None

**APPROVED BOARD
VACANCY**

MOTION by Director Gernovich and seconded by Director Frisina to accept a letter of resignation from William A. Nichols from the Board of School Directors of the Corry Area School District, effective January 21, 2025, and to further declare a vacant seat on the Corry Area School District Board of School Directors.
YEAS: Cook, Cox, Frisina, Gernovich, Halfast
NAYS: None

**APPROVED
PERSONNEL
ITEMS**

MOTION by Director Cook and seconded by Director Halfast to approve personnel items 1-11:

- 1. Amanda Knepp as having satisfactorily completed tenure (three years of service) with the Corry Area School District effective January 3, 2025.
- 2. The resignation of Karen Shaffer, Grade I Cafeteria, effective January 4, 2025.
- 3. The resignation of Samantha Huffman, Grade I Cafeteria, effective January 18, 2025.
- 4. The resignation of Wanda Steadman, Custodian, effective June 30, 2025 for the purpose of retirement.
- 5. The appointment of Dustin LaRoe, Robotics Advisor, for the 2024/25 school year at a supplemental salary of \$2,252.19.
- 6. The appointment of Kaitlyn Haestier, Long Term Substitute Paraprofessional, effective January 2, 2025, at a Grade II hourly rate of \$15.87.
- 7. The appointment of Danielle Audet, Secondary School Counselor, effective January 27, 2025, at Master’s Step 15 salary of \$72,715.00, pro-rated.
- 8. The appointment of Allison Griffis, Cafeteria, effective January 27, 2025, at a Grade I hourly rate of \$14.53.

**APPROVED
PERSONNEL
ITEMS
(cont.)**

9. The following list of mentors for the 2024/25 school year:

Participant	Mentor
Autumn Sproveri	Julie Brundage
Cassidy Sposato	Stacie Smith

10. The following list of teachers for after school tutoring/learning loss remediation, effective February 3, 2025:

Elizabeth Anderson
Sherry Eastman
Anna Landers
Heather Morris
Carmen Wetherbee
Alexa Yoder

11. The following list of Volunteers for the 2024/25 school year:

Cheerleading	Morgan Willis
Boys Basketball	Tyler Jackson
Wrestling	Larry Harrington
Wrestling	Lewis Hellyer
Wrestling	Joey Perry
Softball	Haleigh Burlew

YEAS: Cook, Cox, Frisina, Gernovich, Halfast

NAYS: None

**OTHER MATTERS
BY BOARD
MEMBERS**

Mr. Frisina explained the next steps in filling the Board Vacancy due to Mr. Nichols' resignation. There are three options to fill the opening. Option one is that the Board would appoint someone to the opening. Option two is that the vacancy would be advertised and applications would be collected, followed by interviews and selection taking place at a public meeting. Option three is that we do nothing and after 30 days, the Election Office would appoint someone to fill the vacancy. In the past, CASD has used Option two, therefore we will follow the same process. A Legal Ad will be placed in the Corry Journal to run January 30 and February 1, 2025. The deadline for applications will be noon on February 7, 2025. The Regular Board Meeting scheduled for February 24, will be rescheduled and advertised for February 17, 2025. Interviews for the vacancy will be conducted at the February 17, 2025 Regular Board Meeting.

**OTHER MATTERS
BY BUSINESS
MANAGER**

Mrs. Clabatz shared that threshold amounts in policies 610 – Purchases Subject to Bid/Quotation, 611 – Purchases Budgeted and 626 – Federal Fiscal Compliance (Procurement Attachment) have been updated. Each year, the Pennsylvania Department of Labor and Industry is required by law to publish changes to the base amounts triggering the requirement for public, telephonic bids or separate bids for certain contracts. Only the dollar amounts and the revised dates have been changed in the policies. Because these changes were legally effective January 1, 2025, the policy revisions have been made and no board review is needed.

She also provided an update on the Country Fair Cares program. The program ended on December 31, 2024 and raised \$9,807.30. They also notified us that they will be sending an additional check, increasing the total donation to \$10,000.00. This funding will go towards the purchase of new equipment for the band.

OTHER MATTERS
BY
SUPERINTENDENT

Mrs. Yetzer shared that Nick Krasa applied for a Competitive Equipment Grant. On January 13, 2025, the district was notified that the CTC had been awarded the grant in the amount of \$83,000.00. The funding will be used to purchase equipment for three of the CTC programs:

- Automotive Technology - a tire rotator and balancing machine
- Welding Technology - six TIG welders
- Machine Tool Technology - two vertical mills.

She also recognized the Board of Directors in honor of School Board recognition month. She presented each Director with a personalized notebook and a one-of-a-kind, handcrafted mug from the students in Mrs. Turk's art class.

ADJOURNMENT

Motion by Director Cook and seconded by Director Gernovich to adjourn the Regular Board Meeting at 7:39 PM.

YEAS: Cook, Cox, Frisina, Gernovich, Halfast

NAYS: None


Kimberly Spence, Board Secretary