BOARD OF SCHOOL DIRECTORS
CORRY AREA SCHOOL DISTRICT
REGULAR BOARD MEETING MINUTES
December 15, 2025

A Regular Board Meeting of the Corry Area Board of School Directors was held on Monday, December 15, 2025, in the Administration Office LGI. President Joseph A. Frisina called the meeting to order at 7:00 PM.

The Board met in Executive Session on Monday, December 15, 2025, for consultation with an attorney or other professional advisor.

ROLL CALL

Present Directors: Andrea L. Chelton, Joel A. Cook, Amanda J. Cox, Kathryn DiVittorio, Richard K. Farver, Joseph A. Frisina, Doris P. Gernovich (via phone), Jason D. Halfast

Excused Directors: Amy L. Allen

Also Present: Sheri Yetzer – Superintendent, Jennifer Cullers – Business Manager, Kimberly Spence – Board Secretary, Dan Daum – Director of Elementary Education, Mike Munsee – Director of Buildings and Grounds, Nick Krasa – Career and Technical Center Supervisor, Katie Goodwill – CAEA President

Media: None

Guests: Scott Chelton

MOMENT OF SILENCE/PLEDGE OF ALLEGIANCE

APPROVED AGENDA

MOTION by Director Halfast and seconded by Director Cook to approve the Agenda for December 15, 2025, with Heberlein & Falk, P.C. as the new name of the accounting firm for the single audit presentation.
YEAS: Chelton, Cook, Cox, DiVittorio, Farver, Gernovich, Halfast, Frisina
NAYS: None

APPROVED MINUTES FROM 12/1/25

MOTION by Director Farver and seconded by Director Chelton to approve the Minutes from the Reorganization Meeting and Special Meeting, both held on December 1, 2025. Mrs. Spence explained that an updated letter was received from the County of Erie Voter Registration Office after the December 1st meeting, which included corrected information for Joseph Frisina. He received a total of 1,600 votes, not the 1,055 stated at the previous meeting. The Certificates of Election for each member have been updated and are displayed in the Administration Conference Room.
YEAS: Chelton, Cook, Cox, DiVittorio, Farver, Gernovich, Halfast, Frisina
NAYS: None

PRESENTATION OF THE SINGLE AUDIT REPORT

Steve Falk, partner of Heberlein & Falk, P.C., presented the draft results of the 2024/25 School District Single Audit Report. The audit will be advertised for three weeks and on the agenda for consideration at the Regular Board Meeting on January 26, 2026.

PUBLIC COMMENT

None

STAFF COMMENT

None

APPROVED CHECKS, WIRE TRANSFERS & DIRECT DEPOSITS

MOTION by Director Farver and seconded by Director DiVittorio to approve checks, wire transfers, and direct deposits from November 13 to December 10, 2025, totaling $4,174,734.52, as presented on the attached payments summaries.
YEAS: Chelton, Cook, Cox, DiVittorio, Farver, Gernovich, Halfast, Frisina
NAYS: None

MOTION by Director DiVittorio and seconded by Director Cook to approve Board Check Nos. 51644 in the amount of $118.30 and 51711 in the amount of $37.78, payable to J.H. Auto Parts Inc.
YEAS: Chelton, Cook, Cox, DiVittorio, Farver, Gernovich
NAYS: None
ABSTAINED: Halfast, Frisina

APPROVED BUSINESS MANAGER'S REPORT

MOTION by Director Halfast and seconded by Director Cook to approve the Business Manager's Report for November 2025. Ms. Cullers explained there is an influx on the report due to the government reopening and funds being released. She shared that the 2022 Bond has been depleted and the remaining $3.57 will be rolled into the 2023 Bond. She also explained that she had looked into moving the Cafeteria Funds into an account that would earn better interest, but due to this being connected to federal funds we aren't able to have interest earnings greater than $500 without creating additional fund management; therefore, it is best to leave it in the current account.
YEAS: Chelton, Cook, Cox, DiVittorio, Farver, Gernovich, Halfast, Frisina
NAYS: None

APPROVED BUDGET RESOLUTION

MOTION by Director Frisina and seconded by Director Halfast to approve the 2026-2027 Budget Resolution not to exceed the State Index of 5.3% for any local tax rates.
YEAS: Chelton, Cook, Cox, DiVittorio, Farver, Gernovich, Halfast, Frisina
NAYS: None

APPROVED WORK ORDER AND EVENT MANAGEMENT SOFTWARE

MOTION by Director DiVittorio and seconded by Director Halfast to approve an agreement with OperationsHero, for a facility scheduling and reservation software program, effective May 1, 2026. Clarification was provided to explain that this new software will replace the SchoolDude system we are currently using, as it is becoming obsolete. The new system will be approximately half the cost of the current. The question was asked how this new information will be communicated to booster organizations. Mrs. Yetzer will follow-up with the Athletic Director, to ensure this is part of the communication plan upon rollout of the software.
YEAS: Chelton, Cook, Cox, DiVittorio, Farver, Gernovich, Halfast, Frisina
NAYS: None

APPROVED CAFTERIA EQUIPMENT

MOTION by Director Frisina and seconded by Director Halfast to approve the purchase of serving lines for the Middle-High School at a cost of $179,842.35 from TriMark SS Kemp, to be paid from the Cafeteria Fund and pre-approved by PDE. Clarification was provided to explain that this equipment will replace the current outdated equipment.
YEAS: Chelton, Cook, Cox, DiVittorio, Farver, Gernovich, Halfast, Frisina
NAYS: None

APPROVED PROPERTY TAX EXEMPTION

MOTION by Director Chelton and seconded by Director Farver to approve a request for exemption from real estate property taxes for Leon Poston, 129 Wright Street, Corry, PA 16407, per letter from Pennsylvania Department of Military and Veterans Affairs.
YEAS: Chelton, Cook, Cox, DiVittorio, Farver, Gernovich, Halfast, Frisina
NAYS: None

APPROVED FIELD TRIP REQUEST

MOTION by Director Farver and seconded by Director Cox to approve the following field trip request:

a.) PMEA District 2 Chorus (10th - 12th grades, 5 students) January 7-9, 2026
Allegheny College - Meadville, PA
Under the Supervision of: Kim Smrcka

b.) Skills USA (11th & 12th grades, 3 students) January 9, 2026
Steam Fitters Union - Harmony, PA
Under the Supervision of: Eric Bimber

c.) Skills USA (10th – 12th grades, 25 students) January 16, 2026
New Castle School of Trades & Lawrence County Career & Technical Center - New Castle, PA
Under the Supervision of: Tiffany Lindsey, Julie McCray, Eric McCray, Melissa Turben, & Mark Chludzinski

YEAS: Chelton, Cook, Cox, DiVittorio, Farver, Gernovich, Halfast, Frisina
NAYS: None

APPROVED LECOM SPORTS MEDICINE SERVICE AGREEMENT

MOTION by Director DiVittorio and seconded by Director Cook to approve the agreement between LECOM Health and Corry Area School District for the purpose of providing sports medicine services for sports programs, effective December 15, 2025 and renewing yearly. Mrs Yetzer shared there is no cost to the district for this service. Director Cox requested that this renewal appear on the Board Agenda yearly, to ensure an opportunity to review the service. Director Chelton asked how it is determined which events the team physician(s) will be present at. Mrs. Yetzer will inquire and provide the findings. Director DiVittorio asked if the district had to comply with a non-compete disclosure LECOM has within this area? Mrs. Yetzer will inquire and provide the findings.

YEAS: Cook, Cox, DiVittorio, Farver, Gernovich, Halfast, Frisina
NAYS: Chelton

APPROVED PERSONNEL

MOTION by Director Farver and seconded by Director Cox to approve personnel items 1-8:

1. The resignation of Jennifer Uplinger, Elementary Special Education Teacher, effective January 15, 2026.
2. The resignation of Calan Vance, Assistant Baseball Coach, effective for the 2025/26 school year.
3. The resignation of Mya Grubbs, Varsity Football Cheerleader Sponsor, effective for the 2026/27 school year.

APPROVED PERSONNEL

4. The appointment of Jamie Lee, Special Education Teacher, effective December 2, 2025 at a Master's +30, Step 15 salary of $77,034.00 pro-rated.
5. The appointment of Daniel Hastings, Assistant Swimming Coach, for the 2025/26 school year at a supplemental salary of $3,412.62.
6. The appointment of Ashley VanEarden, Assistant Girls Track Coach, for the 2025/26 school year at a supplemental salary of $3,412.62.
7. The appointment of Mark Chludzinski, as the mentor for Jamie Lee, at supplemental salary of $260.00 for the 2025/26 school year.
8. Josh Donoghue, as a Boys Basketball Volunteer, for the 2025/26 school year.

YEAS: Chelton, Cook, Cox, DiVittorio, Farver, Gernovich, Halfast, Frisina
NAYS: None

OTHER MATTERS BY BOARD MEMBERS

Director Frisina commended CAIS on an excellent performance at the Winter Concert.

OTHER MATTERS BY BUSINESS MANAGER None

OTHER MATTERS BY SUPERINTENDENT Mrs. Yetzer requested to schedule a Committee of the Whole Meeting prior to the next Regular Board Meeting on January 26th at 5:30 PM. The purpose of this meeting would be to review policy updates, summer projects, and future building renovation plans.

Mrs. Yetzer also asked Mrs. Spence to share the Required School Director Training information with the Board Members. Per request from Director Frisina, Mrs. Yetzer will inquire with the IU to see if a local training opportunity may be available.

ADJOURNMENT Motion by Director DiVittorio and seconded by Director Cook to adjourn the Regular Board Meeting at 7:40 PM.
YEAS: Chelton, Cook, Cox, DiVittorio, Farver, Gernovich, Halfast, Frisina
NAYS: None

Kimberly Spence
Kimberly Spence, Board Secretary