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

BOARD OF EDUCATION
Regular Meeting
September 16, 2025

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

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A Regular Meeting of the Penn Cambria School District Board of Education was called to order by Michael Sheehan, Board President, at 7:00 P.M., Tuesday, September 16, 2025, in the Library of the Penn Cambria High School.

ROLL CALL WAS TAKEN:

MEMBERS PRESENT:
Mr. Caleb Drenning
Mr. Matthew Kearney
Mr. Rudy McCarthy
Mr. Guy Monica
Mr. Michael Sheehan
Mrs. Cindy Sheehan-Westrick
TOTAL. . . . . . . . . . . . . . . . 6

MEMBERS ABSENT:
Mr. Anthony Dziabo
Dr. Jennifer Gmuca
Mr. Jeffrey Stohon
TOTAL. . . . . . . . . . . . . . . . 3
QUORUM PRESENT.

AMONG OTHERS PRESENT:

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| Jaime Hartline, Superintendent | Justine Hrzic-Smith, Food Service Director |
| Jeanette Black, Assistant to the Superintendent | Jacquelyn Mento, Recording Secretary |
| Jill Francisco, Business Administrator | Kerry Nileski, Teacher |
| Ronald Repak, School Solicitor | Lori Behe, Court Reporter |
| Carrie Conrad, Special Education Director | Melissa Maze, Sr. Managing Consultant, PFM |
| Lewis Hale, Director of Technology | Pete Szymanski, CORE Architects |
| Katlin Little, Athletic Director | Michael Pickens, Sitelogiq |
| Scott Sherry, Director of Buildings, Grounds, and Maintenance | Matt Churella, Altoona Mirror Reporter |
| Jane Burkholder, School Psychologist | Kristin Baudoux, Mainline Reporter |
| Dane Harrold, High School Principal | Joshua Byers, Tribune Democrat Reporter |
| Benjamin Watt, High School Principal | Deke Patton, SFU Student |
| Justin Wheeler, Middle School Principal | Brady Stump, SFU Student |
| Joseph Smorto, Elementary Principal | Anthony Tomaselli, Community Member |

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

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

**APPROVE THE AGENDA AS PRESENTED**
**RESOLVED:** The Board of Directors approve the agenda as presented.

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

**RESIGNATION OF SCHOOL BOARD DIRECTOR**
**RESOLVED:** That the Board of Directors accept the resignation of School Board Member *Dr. Jennifer Gmuca*, effective September 8, 2025.

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

**APPOINTMENT OF SCHOOL BOARD DIRECTOR**
**RESOLVED:** That the Board of Directors appoint *Anthony Tomaselli*, Cresson, to fill the vacancy in membership of the Board through December 2025.

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| ROLL CALL VOTE: | YES: | Mr. Drenning, Mr. Kearney, Mr. McCarthy, Mr. Monica, Mrs. Sheehan-Westrick, Mr. Sheehan |
| | NO: | 0 |

**SWEARING IN OF NEWLY APPOINTED BOARD MEMBER -** Judge Prebish administered the Oath of Office to Mr. Anthony Tomaselli, the newly appointed School Board Director.

**ANNOUNCEMENTS -** Mr. Hartline congratulated Mr. Tomaselli on his appointment to the Board of Directors and announced that Mr. Tomaselli will participate in any dialogue that may take place during the meeting. However, Mr. Tomaselli has recused himself from all voting this evening.

Mr. Hartline presented Michael Sheehan, Board President, with an honorary certificate from the Pennsylvania School Board Association (PSBA) for his ten years of service on the Penn Cambria School Board.

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

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

**MINUTES**
**RESOLVED:** That the minutes of the regular meeting held August 19, 2025, be approved as recorded in the copies mailed to the Board prior to this meeting.

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

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

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

**TREASURER'S REPORT**
**RESOLVED:** That the Treasurer's Report for August 2025, be accepted as mailed to the Board, and that a copy be filed with the official records of the School District. *(See addendum "B")*

**BUSINESS ADMINISTRATOR'S REPORT**
A motion was offered by Mr. Drenning, seconded by Mrs. Sheehan-Westrick, and approved unanimously by voice aye vote, to accept the following resolutions:

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

**BUDGET TRANSFERS**
**RESOLVED:** That the Board of Directors approve budget transfers under the 2024-2025 general fund budget and that a copy be filed with the official records of the school district. *(See addendum "D")*

**FUND BALANCE TRANSFER**
**RESOLVED:** That the Board of Directors approve a transfer of $2,000,000 from the General Fund unassigned fund balance to the committed fund balance for future capital improvements/renovations retroactive to June 30, 2025.

**SOLICITOR'S REPORT -** Attorney Repak informed the Board of the Directors on several topics, including the impasse of Pennsylvania's state budget, with expectations of the budget to be approved by the end of October. In addition, due to the

Act 34 Hearing that took place earlier this evening, the Board will be able to pass a resolution of project approval at the October 21, 2025 meeting, after the required thirty day period for public comment which ends on October 16, 2025. Mr. Repak also stated that the petition for court approval for sale of the Primary School building has been filed with the Court of Common Pleas and the hearing is scheduled for October 22, 2025 at the Cambria County Courthouse.

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

**SUPERINTENDENT'S RECOMMENDATIONS**

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

A. Personnel Actions
   1. Accept Retirement
      a. Linda Beiswenger, 7.5 hours per day, High School Head Cook, effective September 17, 2025, after 21+ years of service
   2. Accept Resignations
      a. Jenny Damin, Ebensburg, High School Nurse and Junior High Student Council Advisor, effective date to be determined
      b. Wendi Rardin, 4.75 hours per day, High School Food Service Worker, effective August 29, 2025
   3. Approve Appointment
      a. Blake Zeiders, Lilly, High School, 4 hours per day, Food Service Worker, retroactive to September 16, 2025
   4. Approve Appointments, effective pending documentation
      a. Catherine Barlick-Nadolsky, Cresson, Substitute Nurse/Aide
      b. Alexander Cherico, Loretto, Volunteer Golf Coach
      c. Emily Mihelic, Cresson, High School, 4.5 hours per day, Food Service Worker
      d. Meghin Pettenati, Cresson, IU08 Substitute Teacher
      e. Keith Saleme, Cresson, from Volunteer to Junior High Assistant Boys Basketball Coach, at a stipend of $2,158
   5. Correction to 2025-2026 McIlwain School Bus Lines, Inc. Driver List, effective August 19, 2025
      a. Additional Driver - Nick Perry

**NEW BUSINESS**

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

**FIT OPTIMIZED SOLUTIONS**

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

Energy Management System Service Contract for Direct Digital Control Preventative Maintenance for the Intermediate School (Boiler Room) for one year starting on September 1, 2025.

Preventative Maintenance Contract for the Intermediate School pneumatic automatic temperature control systems for one year starting on September 1, 2025.

Total cost $4,388.20.

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

**SECOND READING AND ADOPTION OF NEW, REVISED, OR BOARD POLICIES FOR REVIEW:**

A. 237 - Electronic Devices
B. 819 - Suicide Awareness, Prevention, and Response *(See addendum "E")*

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

A. 815 - Acceptable Use of Computer Networks
B. 815.3 - Artificial Intelligence
C. 626 - Federal Fiscal Compliance Attachment – Procurement *(See addendum "F")*

**ADMINISTRATOR'S REPORT -** Justine Hrzic-Smith, Food Service Director, shared exciting plans for the Fall in the Food Service Department that include:

- In October, Nutrition for Life will encourage Pre-K and Kindergarten students to come to the cafeteria for breakfast and lunch, where meals will be paid for by the Nutrition Group.
- For National Dairy Month, Molly the Cow, a costumed cow, will visit schools and share why dairy is important to the daily diet.
- Freaky Foods – High School students will be provided unique foods, which allows student to try something new and different.
- Farm to Fork – promoting local foods, especially dairy, produce and fresh meat from State College.
- Nutrition Expedition & Take Nutrition Global – Includes a big menu with new additions, which takes students on a global journey, expanding their palate and mind.
- Buy American Provision – Starting in the 25-26 school year, to comply with the Federal Buy American Provision, no more than 10% of total foods purchased for NSL and NSB programs may be from non-domestic sources. This provision requires us to find out if local vendors use all American domestic products, places limitations on fruits that are not grown domestically, and limitations on produce that is not available in the U.S. due to growing season.
- The Food Service staff have done an excellent job with the building changes and filling in when and where there are vacancies. Many applications have been received, and interviews are taking place to fill the open positions.

Mr. Hartline informed the Board of Directors that Mrs. Hrzic-Smith, though extremely busy, has also been stepping in when there are shortages and thanked her for her hard work.

**EXECUTIVE SESSION -** The Board of Directors entered Executive Session to discuss litigation at 7:17 P.M. on a motion by Mrs. Sheehan-Westrick, seconded by Mr. Kearney.

Regular meeting reconvened at 8:16 P.M. on a motion by Mrs. Sheehan-Westrick, seconded by Mr. Kearney.

**ADJOURNMENT**

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

**RESOLVED:** That there being no further business, this meeting is adjourned at 8:17 P.M.