

MIFFLINBURG AREA SCHOOL DISTRICT
Mifflinburg, Pennsylvania 17844-0285
Regular Meeting – Intermediate School LGI
Board Minutes
February 14, 2023 – 7:30 p.m.

CALL TO ORDER – Vice President Eberhart called the meeting to order at 7:35 p.m.

OPENING PROCEDURES – Vice President Eberhart called for a moment of silent meditation after which she led the group in a pledge to the flag.

ROLL CALL found the following in attendance:

<u>Board Members:</u>	Mindy Benfer	Wendy McClintock-ABSENT
	Tom Eberhart	Brandon Straub
	Francis Gillott	Melissa Wagner
	Dennis Keiser	Janell Weaver
		Amy Wehr

Administration: Kenneth Dady, Superintendent
Renee Jilinski, Business Administrator
Peter Geipel, IT Director
School Police Officers - 1

Others: Tammy L. Boop, Board Secretary
Austin White, Solicitor
Gail Hanselman, Community Member
Andrew Landis, Community Member & Sub Teacher
Mr. and Mrs. Kurt Fetterolf, Community Members
Jim Diehl, Standard Journal

APPROVAL OF MINUTES - The minutes of January 10, 2023 are presented for approval.

Motion by Tom Eberhart and seconded by Amy Wehr to approve the minutes of January 10, 2023 as amended:

Agenda Item 6.3 – 2023-2024 High School Course Offerings

The administration recommends approving the 2023-2024 high school course offerings as presented on Attachment 5.2. Courses with less than ten (10) students will not be scheduled without justification.

Motion #1 carried.

Mr. Eberhart announced that an Executive Session was held prior to the start of the Regular Meeting for personnel matters.

ITEMS TO BE ADDED TO THE AGENDA - None

PUBLIC PARTICIPATION ON AGENDA ITEMS - None

SUPERINTENDENT'S REPORT - None

EDUCATION COMMITTEE REPORT – Mr. Eberhart

1. Elementary Library Book Donation

The administration recommends accepting the donation of the book, *"The Little Ant that Said I Can't"* to the Elementary School Library from the author, Daniel Crossgrove.

Motion by Tom Eberhart and seconded by Janell Weaver to accept the donation of the book, *"The Little Ant That Said I Can't"* to the Elementary School Library. Motion #2 carried.

2. High School Curriculum – Attachment 6.2

The administration recommends approving the recommended curriculum for the following high school courses:

American History Through Film Course #341.HS
Holocaust & Genocide Studies Course #342

Motion by Tom Eberhart and seconded by Janell Weaver to approve the recommended curriculum. Motion #3 carried.

3. Field Trip Request

The administration recommends approving a trip to the United States Holocaust Memorial Museum on Wednesday, March 1, 2023 for the students of the Holocaust and Genocide Studies Classes as the high school. Students and chaperones will cover the cost of transportation. Admission to the museum is free.

Motion by Tom Eberhart and seconded by Janell Weaver to approve a trip to United States Holocaust Museum as presented. Motion #4 carried.

PROPERTY COMMITTEE REPORT – Mr. Straub

4. Eagle Scout Project

The administration recommends granting permission for Kaleb Sauers to make the recommended improvements to the tennis court area for his Eagle Scout Project.

Motion by Brandon Straub and seconded by Francis Gillott to grant permission for Kaleb Sauers to make improvements to the tennis courts as presented. Motion #5 carried.

FINANCE COMMITTEE REPORT – Mrs. Weaver

5. Financial Update – Mrs. Jilinski

Mrs. Jilinski provided answers to questions from the work session regarding the 23-24 SUN Tech budget.

6. Financial Reports/Ratification of Expenditures – Attachment 8.2

The administration recommends approving all financial reports as presented, subject to audit and ratify the expenses for the month of December 2022.

Motion by Janell Weaver and seconded by Mindy Benfer to approve all financial reports for the month of December 2022 as presented. Vote by roll call was: Yes – Benfer, Eberhart, Gillott, Keiser, Straub, Wagner, Weaver, Wehr. Absent – McClintock. Results: 8 yes, 1 absent. Motion #6 carried.

7. Interstate Agreement – Attachment 8.3

The administration recommends approving an agreement with Interstate Studio for school and yearbook photos for the 2023-2024 school year.

Motion by Janell Weaver and seconded by Melissa Wagner to approve an agreement with Interstate Studio as presented. Vote by roll call was: Yes – Eberhart, Gillott, Keiser, Straub, Wagner, Weaver, Wehr, Benfer. Absent – McClintock. Results: 8 yes, 1 absent. Motion #7 carried.

8. Statewide Tax Recovery Agreement – Attachment 8.4

The administration recommends approving an agreement with Statewide Tax Recovery for the collection of delinquent per capita taxes.

Motion by Janell Weaver and seconded by Mindy Benfer to approve an agreement with Statewide Tax Recovery as presented. Vote by roll call was: Yes – Gillott, Keiser, Straub, Wagner, Weaver, Wehr, Benfer, Eberhart. Absent – McClintock. Results: 8 yes, 1 absent. Motion #8 carried.

9. Citizen's Electric Donation – Attachment 8.5

The administration recommends accepting a \$500 monetary donation from Citizen's Electric.

Motion by Janell Weaver and seconded by Mindy Benfer to accept a \$500 monetary donation from Citizen's Electric. Vote by roll call was: Yes – Keiser, Straub, Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott. Absent – McClintock. Results: 8 yes, 1 absent. Motion #9 carried.

10. Exoneration of Local Tax Collectors – Attachment 8.6

It is recommended that the local tax collectors be exonerated, as listed on Attachment 8.6 from the collection of any additional 2022 school taxes. The exoneration should be granted in the amounts stipulated and the per capita collectibles turned over to our delinquent collection agency, Statewide Tax Recovery of Sunbury.

Motion by Janell Weaver and seconded by Francis Gillott to exonerate the tax collectors and turn over delinquent taxes to Statewide Tax Recovery for 2022 school per capita taxes. Vote by roll call was: Yes – Straub, Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott, Keiser. Absent – McClintock. Results: 8 yes, 1 absent. Motion #10 carried.

PERSONNEL COMMITTEE REPORT – Mrs. Wehr

11. Retirements

The administration recommends accepting the recommended retirements:

Karen Wagner, Second Grade Teacher at the elementary school effective September 8, 2023

Sherri Conard, ELA Teacher at the middle school effective June 2, 2023

Brenda Trutt, Food Service Employee at the elementary school effective June 10, 2023

Steve Shriver, Guidance Counselor at the middle school effective June 30, 2023

Linda Kline, Supervisor of Special Education effective June 30, 2023

Celia Hobbins, Business Teacher at the high school effective at the end of the first semester of the 2023-2024 school year

Motion by Amy Wehr and seconded by Janell Weaver to accept the recommended retirements. Motion #11 carried.

12. Substitutes

The administration recommends approving the following as a substitute for the remainder of the school year:

Jade Enders, Mifflinburg - Guest Teacher
Ernest Falgo, New Berlin - Guest Teacher
Laura Gates, Mifflinburg - Nurse

Motion by Amy Wehr and seconded by Melissa Wagner to approve the recommended substitutes for the remainder of the school year. Vote by roll call was: Yes – Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott, Keiser, Straub. Absent – McClintock. Results: 8 yes, 1 absent. Motion #12 carried.

13. FMLA Leave

The administration recommends approving the following FMLA leaves:

Employee #23-006 beginning January 24, 2023

Employee #23-007 beginning January 31, 2023

Motion by Amy Wehr and seconded by Francis Gillott to approve FMLA leave for the recommended staff. Motion #13 carried.

14. Coaches

The administration recommends approving the following coaches for the Spring 2023 sports season:

Paid Coaches

Brendan Stepp - Junior High Boys' Soccer - \$1929.00

Jeff Kay - Junior High Girls' Soccer- \$1929.00

Volunteer Coaches

Katy Baker, Bradee Ruhl, Jonathan Fetterolf - Track & Field

Dan Gehers, Tyler Bailey - Junior High Boys' Soccer

Paige Dando, Gordon DeFacis - Junior High Girls' Soccer

Motion by Amy Wehr and seconded by Francis Gillott to approve the recommended coaches as presented. Vote by roll call was: Yes – Weaver, Wehr, Benfer, Eberhart, Gillott, Keiser, Straub, Wagner. Absent – McClintock. Results: 8 yes, 1 absent. Motion #14 carried.

15. Game Managers

The administration recommends approving the following as game managers for the 2023 Spring sports season:

Dave Oberlin - Varsity/JV Softball

Jason Dressler - Varsity/JV Baseball

Heather Landis & Ann Kay - Junior High Soccer

Heather Landis & Ann Kay - Boys & Girls Lacrosse

Kathy Kuhns - Junior High Field Hockey

Tammy Bollinger, Maura McGlaughlin, Jennifer Haines - Substitutes

Motion by Amy Wehr and seconded by Francis Gillott to approve the recommended game managers for the 2022 Spring sports season. Vote by roll call was: Yes – Benfer, Eberhart, Gillott, Keiser, Straub, Wagner, Weaver. No – Wehr. Absent – McClintock. Results: 7 yes, 1 no, 1 absent. Motion #15 carried.

16. The administration recommends approving the following staff for the 2023 Spring Musical:

Megan Nardella	Kevin Zimmerman
Deb Rapson	Jonna Zimmerman
Kelly Kazibwe	Kurt Ilgen
Alicia Little	Shawn Creasy
Kaitlyn Carey	Cameron Roush
Michael Corman	Cody Mabus
Matthew Labar	Andrew Walter
Kelsey Hurst	Lori Rodichok
Jennifer Haines	Shannon Roush
Kathleen Abram	Aaron Godlewski

Motion by Amy Wehr and seconded by Francis Gillott to approve the recommended staff for the 2023 Spring Musical. Vote by roll call was: Yes – Benfer, Eberhart, Gillott, Keiser, Straub, Wagner, Weaver, Wehr. Absent – McClintock. Results: 8 yes, 1 absent. Motion #16 carried.

17. Support Staff Appreciation Dinner

The administration recommends approving a Support Staff Appreciation Dinner on March 30, 2023.

Motion by Amy Wehr and seconded by Francis Gillott to approve a Support Staff Appreciation Dinner as presented. Motion #17 carried.

18. To Be Hired

Shannon Heil, Mifflinburg as a Category 2 Aide at the intermediate school. Her salary for this position will be set at Level 1 of the Category 2 Aide pay scale, \$13.30 per hour.

Motion by Amy Wehr and seconded by Janell Weaver to approve the recommended staff as presented. Vote by roll call was: Yes – Eberhart, Gillott, Keiser, Straub, Wagner, Weaver, Wehr, Benfer. Absent – McClintock. Results: 8 yes, 1 absent. Motion #18 carried.

19. Job Descriptions/Job Titles – Attachment 9.9

The administration recommends amending the following:

The job title of Administrative Assistant to the Superintendent to Executive Assistant and approve the job description as attached.

The job title of Administrative Assistant to the Business Administrator to Staff Accountant and approve the job description as attached.

Motion by Amy Wehr and seconded by Janell Weaver to amend the recommended job descriptions and job titles. Motion #19 carried.

20. Support Staff Rates – Attachment 9.10

The administration recommends approving the proposed support staff rates as presented on Attachment 9.10.

Motion by Amy Wehr and seconded by Janell Weaver to approve the proposed support staff rates. Vote by roll call was: Yes – Gillott, Keiser, Straub, Wagner, Weaver, Wehr, Benfer, Eberhart. Absent – McClintock. Results: 8 yes, 1 absent. Motion #20 carried.

21. Salary Adjustment

The administration recommends approving the following salary adjustment and job title:

Tammy Boop, from an Administrative Assistant to the Superintendent to an Executive Assistant. Her salary for this position will be set at \$54,000, effective February 15, 2023, pro-rated for the remainder of the 2022-2023 school year and her salary will remain at \$54,000 for the 2023-2024 school year. She will no longer receive a stipend to be the Board Secretary since it is embedded in the salary adjustment.

Motion by Amy Wehr and seconded by Francis Gillott to approve a salary adjustment and job title for Tammy Boop as presented. Vote by roll call was: Yes – Keiser, Straub, Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott. Absent – McClintock. Results: 8 yes, 1 absent. Motion #21 carried.

22. Staff Accountant

The administration recommends approving Danielle Kratzer of Selinsgrove as the Staff Accountant. Her salary for this position will be set at \$50,000, pro-rated for the remainder of the 2022-2023 school year, with a start date of March 21, 2023. Her salary will remain at \$50,000 for the 2023-2024 school year.

Motion by Amy Wehr and seconded by Francis Gillott to approve Danielle Kratzer as the Staff Accountant as presented. Vote by roll call was: Yes – Straub, Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott, Keiser. Absent – McClintock. Results: 8 yes, 1 absent. Motion #22 carried.

LEGISLATION – Mrs. Benfer had no report.

SUN AREA CAREER AND TECHNOLOGY CENTER – Mr. Gillott

23. 2023-2024 SUN Tech General Operating Budget – Attachment 10.1

The administration recommends approving the 2023-2024 SUN Tech General Operating Budget in the amount of \$7,502,748.

Motion by Francis Gillott and seconded by Janell Weaver to approve the 2023-2024 SUN Tech Budget as presented. Vote by roll call was: Yes - Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott, Keiser, Straub. Absent – McClintock. Results: 8 yes, 1 absent. Motion #23 carried.

CENTRAL SUSQUEHANNA INTERMEDIATE UNIT – Mr. Keiser announced that the CSIU purchases student artwork for display in their buildings from the participating school districts.

INSURANCE TRUST— Mrs. Jilinski had no report.

FEDERAL PROGRAMS – Dr. Mattocks had no report.

COMMUNICATIONS AND ANNOUNCEMENTS - None

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS - None

OLD BUSINESS

NEW BUSINESS

Dr. Dady, Mrs. Jilinski, and Mr. Boyer met with members of Mifflinburg Borough to discuss the district's solar project.

Dr. Dady will meet with the Borough Council on Tuesday, March 7, 2023 to present the district's project to the entire council.

ADJOURNMENT - With there being no further business to come before the Board, on a motion by Tom Eberhart the meeting was adjourned at 7:57 p.m. Motion #24 carried.

Respectfully Submitted,

Tammy L. Boop
School Board Secretary

All supporting documents not contained herein are maintained in a separate file at the Administration Office.