

MIFFLINBURG AREA SCHOOL DISTRICT
Mifflinburg, Pennsylvania 17844-0285
Regular Meeting
Board Minutes
January 10, 2023 – 7:30 p.m.
Intermediate School LGI

CALL TO ORDER – President McClintock called the meeting to order at 7:33 p.m.

OPENING PROCEDURES – President McClintock 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
	Tom Eberhart	Brandon Straub
	Francis Gillott -ABSENT	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
Cassidy McClintock, High School Student
Carl Emery, Community Member
Katrina Emery, Community Member
Elaine Norrick, Community Member
Gail Hanselman, Community Member
Kurt Fetterolf, Community Member
Others: Zoom Participants: 7

APPROVAL OF MINUTES - The minutes of December 6, 2022 are presented for approval.

Motion by Wendy McClintock and seconded by Tom Eberhart to approve the minutes of December 6, 2022 as presented. Motion #1 carried.

ITEMS TO BE ADDED TO THE AGENDA

PUBLIC PARTICIPATION ON AGENDA ITEMS

SUPERINTENDENT’S REPORT

- January is School Board Recognition Month – Certificate were presented to each School Board Member. Dr. Dady thanked the Board Members for their commitment and dedication to our district.
- Cassidy McClintock presented the High School Student Government Report.

EDUCATION COMMITTEE REPORT – Mr. Eberhart

1. Book Donation

The administration recommends accepting the donation of a book, *Memoirs of a Goldfish* from PSBA to the Elementary School Library.

Motion by Tom Eberhart and seconded by Janell Weaver to accept the donation of a book as presented. Motion #2 carried.

2. Policy – Final Reading – Attachment 6.2

The administration recommends approving the final reading of Policy 530 – Overtime.

Motion by Tom Eberhart and seconded by Janell Weaver to approve the final reading of Policy 530 as presented.

Motion by Tom Eberhart and seconded by Janell Weaver to retract the original motion. Motion #3 carried

Motion by Tom Eberhart and seconded by Janell Weaver to amend the original motion to update the policy to state “workweek begins at 12:00 a.m. each Sunday and ends at 11:59 p.m. each Saturday”. Motion #4 carried.

3. 2023-2024 High School Course Offerings – Attachment 6.3

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 by Tom Eberhart and seconded by Janell Weaver to approve the 2023-2024 high school course offering as presented. Motion #5 carried.

4. Movies – History Through Films – Attachment 6.4

The administration recommends approving the attached list of movies for the History Through Films course at the High School.

Motion by Tom Eberhart and seconded by Janell Weaver to approve the list of movies for the History Through Films course as presented. Motion #6 carried.

5. FFA Field Trip

The administration recommends approving a field trip for the members of the FFA to the Agricultural Cooperation Establishes Success (ACES) Conference in Harrisburg on Saturday, February 25, 2023 through Sunday, February 26, 2023. All costs will be covered by the FFA and/or the participants. District transportation will be used.

Motion by Tom Eberhart and seconded by Janell Weaver to approve the recommended trip for the members of the FFA as presented. Motion #7 carried.

6. Next Century Agreement – Revised – Attachment 6.6

The administration recommends approving the revised Next Century Agreement for student tutoring.

Motion by Tom Eberhart and seconded by Mindy Benfer to approve the revised Next Century Agreement as presented. Vote by roll call was: Yes – Benfer, Eberhart, Keiser, McClintock, Straub, Wagner, Weaver, Wehr. Absent – Gillott. Abstained – Weaver Results: 7 yes, 1 absent, 1 abstention. Motion #8 carried.

7. 2023-2024 School Calendar – Attachment 6.7

The administration recommends approving the 2023-2024 School Calendar as presented.

Motion by Tom Eberhart and seconded by Mindy Benfer to approve the 2023-2024 school calendar as presented. Motion #9 carried.

PROPERTY COMMITTEE REPORT – Mr. Straub

8. Track Facility

The administration recommends approving Plan #7 as recommended by the Property Committee for a track facility project. Phase 1 of the project will not begin until \$3,000,000 for costs has been secured.

Motion by Brandon Straub and seconded by Janell Weaver to approve Plan #7 for a track facility project dependent upon \$3,000,000 for Phase 1 being secured. Vote by roll call was: Yes – Eberhart, Keiser, McClintock, Straub, Wagner, Weaver, Wehr, Benfer. Absent – Gillott. Results: 8 yes, 1 absent. Motion #10 carried.

9. McClure Agreement – Attachment 7.2

The administration recommends approving an agreement with McClure for repairs/updates to the district's heat exchangers.

Motion by Brandon Straub and seconded by Janell Weaver to approve the McClure Agreement as presented. Vote by roll call was: Yes – Keiser, McClintock, Straub, Wagner, Weaver, Wehr, Benfer, Eberhart. Absent – Gillott. Results: 8 yes, 1 absent. Motion #11 carried.

10. Insurance Broker of Record

The administration recommends approving EHD of Wyomissing, PA as the District's insurance broker of record for property/casualty, cyber liability, and sports accident insurance effective January 10, 2023. EHD will continue to be the brokerage firm for Workers' Compensation.

Motion by Brandon Straub and seconded by Tom Eberhart to approve EHD as the Insurance Broker of Record as presented. Vote by roll call was: Yes – McClintock, Straub, Wagner, Weaver, Wehr, Benfer, Eberhart, Keiser. Absent – Gillott. Results: 8 yes, 1 absent. Motion #12 carried.

11. Use of Facilities – Girls on the Run

The administration recommends allowing the following organization to use our facilities at the intermediate school:

Girls on the Run beginning the week of Feb. 20, 2023 and running to the week of April 20, 2023. They will use the gym, LGI, cafeteria lobby, playground area, or front covered porch all weather dependent.

Motion by Brandon Straub and seconded by Melissa Wagner to approve a use of facilities request from Girls on the Run as presented. Motion #13 carried.

12. Use of Facilities – YMCA Stride Program

The administration recommends allowing the YMCA to run their STRIDE program at the Intermediate School on Mondays and Wednesdays starting in February 2023.

Motion by Brandon Straub and seconded by Mindy Benfer to approve a use of facilities request from the YMCA Stride Program as presented. Motion #14 carried.

FINANCE COMMITTEE REPORT – Mrs. Weaver

13. Finance Update – Renee Jilinski gave a financial update.

14. 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 November 2022.

Motion by Janell Weaver and seconded Tom Eberhart to approve the financial reports for November 2022 as presented. Vote by roll call was: Yes – Straub, Wagner, Weaver, Wehr, Benfer, Eberhart, Keiser, McClintock. Absent – Gillott. Results: 8 yes, 1 absent. Motion #15 carried.

15. Budgetary Transfers – Attachment 8.3

The administration recommends approving the recommended budgetary transfers for the month of January.

Motion by Janell Weaver and seconded by Tom Eberhart to approve the recommended budgetary transfer for the month of January 2023. Vote by roll call was: Yes – Wagner, Weaver, Wehr, Benfer, Eberhart, Keiser, McClintock, Straub. Absent – Gillott. Results: 8 yes, 1 absent. Motion #16 carried.

16. 2023-2024 Preliminary Budget – Attachment 8.4

Act 1 permits a school district to elect to adopt a resolution indicating it will not raise the rate of any tax for the support of public schools for the following fiscal year by more than its index. Adoption of this resolution may be done in lieu of a preliminary budget (attachment B).

Motion by Janell Weaver and seconded by Amy Wehr to adopt a resolution indicating the District will not raise taxes more than the index to support the 2023-2024 budget. Vote by roll call was: Yes – Weaver, Wehr, Benfer, Eberhart, Keiser, McClintock, Straub, Wagner. Absent – Gillott. Results: 8 yes, 1 absent. Motion #17 carried.

17. GASB 54 Fund Balance Resolution – Track – Attachment 8.5

The administration recommends approving the GASB 54 Fund Balance Resolution for the track project. This would transfer \$500,000 to the Capital Projects account for this project.

Motion by Janell Weaver and seconded by Amy Wehr to approve the GASB 54 Fund Balance Resolution for the track project as presented. Vote by roll call was: Yes – Wehr, Benfer, Eberhart, Keiser, McClintock, Straub, Wagner, Weaver. Absent – Gillott. Results: 8 yes, 1 absent. Motion #18 carried.

18. EITC Grant Donation – Attachment 8.6

The administration recommends accepting the following EITC grant donations from the First Community Foundation Partnership of Pennsylvania:

Susquehanna Community Bank - \$2,000
Weis Markets - \$1,200

Motion by Janell Weaver and seconded by Amy Wehr to accept the EITC grant donations as presented. Vote by roll call was: Yes – Benfer, Eberhart, Keiser, McClintock, Straub, Wagner, Weaver, Wehr. Absent – Gillott. Results: 8 yes, 1 absent. Motion #19 carried.

19. Collection of 2023 Interim Real Estate Taxes

The administration recommends approving Berkheimer as collector of 2023 interim real estate taxes.

Motion by Janell Weaver and seconded by Tom Eberhart to approve Berkheimer as the collector of 2023 real estate interim tax bills. Vote by roll call was: Yes – Eberhart, Keiser, McClintock, Straub, Wagner, Weaver, Wehr, Benfer. Absent – Gillott. Results: 8 yes, 1 absent. Motion #20 carried.

PERSONNEL COMMITTEE REPORT – Mrs. Wehr

20. Retirements/Resignations

The administration recommends accepting the following retirements and resignations as presented:

Resignation - Betty Roush, food service employee retroactive to June 30, 2022

Resignation - Michael Sundberg, Play and Musical Director effective December 19, 2022

Resignation - Karen Herrold, morning monitor effective December 31, 2022

Retirement - James Southerton, ELA Teacher at the middle school effective June 2, 2023

Motion by Amy Wehr and seconded by Janell Weaver to accept the recommended resignations and retirements as presented. Motion #21 carried.

21. Performance Objectives – Attachment 9.2

The administration recommends approving Dr. Dady's 2022-2023 Performance Objectives as presented.

Motion by Amy Wehr and seconded by Mindy Benfer to approve Dr. Dady's 22-23 Performance Objectives as presented. Motion #22 carried.

22. Substitutes

The administration recommends approving the following as substitutes for the remainder of the 2022-2023 school year:

Betty Roush - Food Service - \$13.51 per hour
Karen Herrold - Morning Monitor - \$12.00 per hour
Hannah Wert, Millmont - Guest Teacher

Motion by Amy Wehr and seconded by Janell Weaver to approve the recommended substitutes for the remainder of the school year. Vote by roll call was: Yes – Keiser, McClintock, Straub, Wagner, Weaver, Wehr, Benfer, Eberhart. Absent – Gillott. Results: 8 yes, 1 absent. Motion #23 carried.

23. Coaches

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

Darryl Chappell, Assistant Boys' Track - \$3301.00
Tyler Maneval, Assistant Girls' Track - \$3156.00
Dave Kmett, Assistant Baseball - \$3156.00
Gary Heimbach, Assistant Softball - \$3312.00
Kelly Kazibwe, 7th Grade Field Hockey - \$1929.00
Emily Stauffer, 8th Grade Field Hockey - \$1929.00

Motion by Amy Wehr and seconded by Tom Eberhart to approve the recommended coaches for the 2023 Spring sports season. Vote by roll call was: Yes – McClintock, Straub, Wagner, Weaver, Wehr, Benfer, Eberhart, Keiser. Absent – Gillott. Results: 8 yes, 1 absent. Motion #24 carried.

24. Volunteer Coaches

The administration recommends approving the following volunteer coaches:

Softball - Al Fluman, Tom Tucker, Kelcie Crabb, Scott Sampsell
Baseball - Steve Hackenberg, Andy Stahl, Jake Golomboski
Boys' Lacrosse - Nate Wohlheiter
Girls' Lacrosse - Brian Fee

Motion by Amy Wehr and seconded by Tom Eberhart to approve the recommended volunteer coaches as presented. Motion #25 carried.

25. Job Description – Maintenance Technician & Supply – Attachment 9.6

The administration recommends approving a job description for Maintenance Technician and Supply.

Motion by Amy Wehr and seconded by Tom Eberhart to approve the job description for Maintenance Technician and Supply as presented. Motion #26 carried.

26. Bus Monitors

The administration recommends approving the following as bus monitors and rates for the remainder of the 2022-2023 school year:

Stephanie Oberdorf effective August 24, 2022 - \$13.66/hour
Kathleen DeForge effective August 24, 2022 - \$13.61/hour
Danielle Kitchens effective August 24, 2022 - \$13.30/hour
Sonya Knepp effective August 24, 2022 - \$13.61/hour
Miranda Myer effective November 8, 2022 - \$12.00/hour

Bus Monitor rates for the 2023-2024 school year will be as follows:

Stephanie Oberdorf - \$13.91/hour
Kathleen DeForge - \$13.91/hour
Danielle Kitchens - \$13.51/hour
Sonya Knepp - \$13.91/hour
Miranda Myer - \$12.36/hour

Motion by Amy Wehr and seconded by Mindy Benfer to approve the bus monitors and rates as presented. Vote by roll call was: Yes – Straub, Wagner, Weaver, Wehr, Benfer, Eberhart, Keiser, McClintock. Absent – Gillott. Results: 8 yes, 1 absent. Motion #27 carried.

27. Bus Driver

The administration recommends approving Clair Moyer of Lewisburg as a bus driver for the remainder of the school year.

Motion by Amy Wehr and seconded by Janell Weaver to approve Clair Moyer as a bus driver for the remainder of the school year. Motion #28 carried.

28. Staff Transfer – Information Item Only

Tim Shaffer will transfer from an IT Technician to a Maintenance and Supply Technician.

LEGISLATION – Mrs. Benfer had no report.

SUN AREA CAREER AND TECHNOLOGY CENTER – Mr. Gillott – Attachment 11.1

In the absence of Mr. Gillott, Mr. Straub presented the SUN Tech Report.

The SUN Tech 2023-2024 proposed budget in the amount of \$7,502,748.00 is attached for your review. This will be an agenda item at the February 2023 Meeting.

CENTRAL SUSQUEHANNA INTERMEDIATE UNIT – Mr. Keiser had no report.

INSURANCE TRUST— Mrs. Jilinski had no report.

FEDERAL PROGRAMS – Dr. Mattocks had no report.

COMMUNICATIONS AND ANNOUNCEMENTS

Dr. Dady announced that over 50% of the old library books were taken by private schools and community members.

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

Kurt Fetterolf asked if break-away gates were installed as part of the fencing project at the elementary school.

OLD BUSINESS

NEW BUSINESS

29. PSBA’s Principles for Governance and Leadership – Attachment 18.1

The administration recommends adopting PSBA's Principles for Governance and Leadership as presented.

Motion by Wendy McClintock and seconded by Tom Eberhart to adopt PSBA’s Principles for Governance and Leadership as presented. Motion #29 carried.

ADJOURNMENT – With there being no further business to come before the Board, on a motion by Wendy McClintock the meeting was adjourned at 8:15 p.m.

Respectfully Submitted,

Tammy L. Boop
School Board Secretary

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