

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

CALL TO ORDER – President McClintock called the meeting to order at 6:31 p.m.

OPENING PROCEDURES – President McClintock 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	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
Others: 5

APPROVAL OF MINUTES

Motion by Wendy McClintock and seconded by Tom Eberhart to approve the minutes of September 12, 2023 as presented. Motion #1 carried.

Motion by Wendy McClintock and seconded by Tom Eberhart to approve the minutes of the Special Meeting (Expulsion Hearings) held on September 26, 2023. Motion #2 carried.

ITEMS TO BE ADDED TO THE AGENDA

Sweet Stevens Agreement

Motion by Wendy McClintock and seconded by Amy Wehr to add an agreement with Sweet Stevens to the agenda for approval. Motion #3 carried.

PUBLIC PARTICIPATION ON AGENDA ITEMS – None

SUPERINTENDENT’S REPORT – Dr. Dady

- Lackawanna County Community College – Mr. Philip Campbell gave a presentation on their dual enrollment option.
- Board Members will be receiving the 2023-2024 Administrative Goals in Dr. Dady’s weekly summary this week.

EDUCATION COMMITTEE REPORT – Mr. Eberhart

1. Policies – First Reading – Attachment 6.1

The administration recommends approving the first reading of the following policies:

- 005 - Organization
- 006.1 - Attendance at Meetings Via Electronic Communications
- 007 - Distribution
- 008 - Administrative Organization Chart
- 011 - Principles of Governance

Motion by Tom Eberhart and seconded by Amy Wehr to approve the first reading of the recommended policies. Motion #4 carried.

2. Policies – Final Reading – Attachment 6.2

The administration recommends approving the final reading of the following policies:

- 003 - Functions
- 004 - Membership
- 006 - Meetings
- 915 - Booster Clubs

Motion by Tom Eberhart and seconded by Amy Wehr to approve the final reading of the recommended policies. Motion #5 carried.

3. Permission to Participate

The administration recommends granting permission for Mifflinburg Area School District students to participate in swimming through the Greater Susquehanna Valley YMCA, East Lycoming YMCA, and Susquehanna University. While swimming through the YMCA the students will be permitted to enter swim meets at Lewisburg and Williamsport to try to qualify for districts. This is a common practice among schools and is accepted by the PIAA.

Motion by Tom Eberhart and seconded by Amy Wehr to grant permission for Mifflinburg students to participate in swimming through the Greater Susquehanna Valley YMCA, East Lycoming YMCA, and Susquehanna University as presented. Motion #6 carried.

4. Library Book Donation

The administration recommends accepting the donation of the following books for the intermediate school library in the memory of Joslyn Flickinger.

Donations from Camp Koala

The Invisible String by Patrice Karst

Rabbityness by Jo Empson

The Memory Box A Book About Grief by Joanna Rowland

Ellie by Mike Wu

Donation from Aria Gessner

Tear Drop Soup by Pat Schwiebert and Chuck Deklyen

Motion by Tom Eberhart and seconded by Amy Wehr to accept the donation of library books for the intermediate school as presented. Motion #7 carried.

5. 2024-2025 High School Course Selections – Attachment 6.5

The administration recommends approving the 2024-2025 High School Course Selection Guides as presented.

Motion by Tom Eberhart and seconded by Amy Wehr to approve the 24-25 Course Selection Guides with recommended changes. Motion #8 carried.

PROPERTY COMMITTEE REPORT – Mr. Straub had no report.

FINANCE COMMITTEE REPORT – Mrs. Weaver

6. Financial Reports/Ratification of Expenditures – Attachment 8.1

The administration recommends approving all financial reports as presented, subject to audit, and ratification of the expenses for the month of August 2023.

Motion by Janell Weaver and seconded by Amy Wehr to approve the financial reports for the month of August 2023 as presented. Vote by roll call was: Yes – Benfer, Eberhart, Gillott, Keiser, McClintock, Straub, Wagner, Wehr. *Abstained – Weaver. Results: 8 yes, 1 abstention. Motion #9 carried.

*Vendor – Janell Weaver

7. Live Healthy School Grant

The administration recommends accepting a monetary donation in the amount of \$2500 from the 2023 Live Healthy School Grant.

Motion by Janell Weaver and seconded by Amy Wehr to accept the monetary donation as presented from the 2023 Live Healthy School Grant. Vote by roll call was: Yes – Eberhart, Gillott, Keiser, McClintock, Straub, Wagner, Weaver, Wehr, Benfer. Results: Unanimous. Motion #10 carried.

8. Community Aid Agreement – Attachment 8.3

The administration recommends approving an agreement with Community Aid for the placement of a collection box on district property.

Motion by Janell Weaver and seconded by Amy Wehr to approve an agreement with Community Aid as presented. Vote by roll call was: Yes – Gillott, Keiser, McClintock, Straub, Wagner, Weaver, Wehr, Benfer, Eberhart. Results: Unanimous. Motion #11 carried.

9. Boiler Chips Agreement – Attachment 8.4

The administration recommends approving an agreement with A.M. Logging, LLC to purchase and deliver wood chips as presented for the 2023-2024 heating season.

Motion by Janell Weaver and seconded by Amy Wehr to approve the agreement with A.M. Logging as presented. Vote by roll call was: Yes – Keiser, McClintock, Straub, Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott. Results: Unanimous. Motion #12 carried.

10. MOU – Foster Grandparent Program – Attachment 8.5

The administration recommends approving a three-year MOU with AmeriCorps for the Foster Grandparent Program.

Motion by Janell Weaver and seconded by Tom Eberhart to approve a three-year MOU with AmeriCorps for the Foster Grandparent Program as presented. Vote by roll call was: Yes – McClintock, Straub, Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott, Keiser. Results: Unanimous. Motion #13 carried.

11. ACA Reporting Proposal – Attachment 8.6

The administration recommends accepting the proposal from Conrad Seigel for 2023 ACA Employer Reporting.

Motion by Janell Weaver and seconded by Amy Wehr to accept the proposal from Conrad Seigel for ACA reporting as presented. Vote by roll call was: Yes – Straub, Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott, Keiser, McClintock. Results: Unanimous. Motion #14 carried.

12. Enhanced Scholar Program – Attachment 8.7

The administration recommends approving an agreement with WVIA for participation in the WVIA Enhanced Scholar Program.

Motion by Janell Weaver and seconded Amy Wehr to approve the agreement with WVIA as presented for the WVIA Enhanced Scholar Program. Vote by roll call was: Yes – Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott, Keiser, McClintock, Straub. Results: Unanimous. Motion #15 carried.

PERSONNEL COMMITTEE REPORT – Mrs. Wehr

13. Resignations/Retirement

The administration recommends accepting the resignations and retirement of the following staff:

Resignation - Shawn Moore, Social Studies Teacher at the high school effective no later than 60-days from September 13, 2023

Resignation - Patricia Schrawder, Food Service Employee effective September 21, 2023

Resignation - Beth Hamilton, Category 2 Aide at the middle school effective September 26, 2023

Retirement - Darlene Klingerman, Administrative Assistant for Curriculum & Instruction effective December 31, 2023

Motion by Amy Wehr and seconded by Francis Gillott to accept the recommended resignations and retirement. Motion #16 carried.

14. Job Descriptions – Maintenance – Attachment 9.2

The administration recommends approving job descriptions for the following maintenance positions:

Lead Maintenance
Maintenance Technician - Electrician
Maintenance Technician - HVAC
Maintenance Technician – Plumber

Motion by Amy Wehr and seconded by Francis Gillott to approve the Maintenance Job Descriptions as amended to remove the stipend amount. Motion #17 carried.

15. FMLA Leave

The administration recommends approving FMLA leave for the following staff:

24-008 beginning on or around February 20, 2024

24-009 beginning October 2, 2023 (intermittent)

Motion by Amy Wehr and seconded by Francis Gillott to approve the recommended FMLA leaves as presented. Motion #18 carried.

16. Job Descriptions – Food Service – Attachment 9.4

The administration recommends approving the following food service job descriptions:

Head Cook

Cook's Helper

Motion by Amy Wehr and seconded by Francis Gillott to approve the Food Service Job Descriptions as presented. Motion #19 carried.

17. Lead Maintenance Stipend

The administration recommends approving a stipend for Lead Maintenance for the following employee:

Jason Parker - \$6,240 Stipend

Motion by Amy Wehr and seconded by Francis Gillott to approve a lead maintenance stipend as presented. Vote by roll call was: Yes – Weaver, Wehr, Benfer, Gillott, Keiser, McClintock. No – Eberhart, Straub, Wagner. Results: 6 yes, 3 no. Motion #20 carried.

18. Coaches

The administration recommends approving the following coaches for the 2024 Spring sports season:

Liam Holohan - Head Girls' Lacrosse - \$4,334.00

Mark Reitz - Head Boys' Track - \$4,418.00

Jeff Kiss - Head Girls' Track - \$4,418.00

Ron Hernandez - Head Softball - \$4,633

Tom Church - Head Baseball - \$7,284.00

Matt Wells - Head Boys' Tennis - \$2,944.00

Volunteer Coach - Winter Sports Season
Matt Wells - Swimming

Motion by Amy Wehr and seconded by Francis Gillott to approve the recommended coaches for the 2023-2024 sports season as presented. Vote by roll call was: Yes – Wehr, Benfer, Eberhart, Gillott, Keiser, McClintock, Straub, Wagner, Weaver. Results: Unanimous. Motion #21 carried.

19. Game Managers

The administration recommends approving the following staff as game managers for the 2023-2024 winter sports season:

Kara Tucker - JH/Varsity Wrestling
Ann Kay - Girls' Basketball
Wendy Warren - Boys' Basketball
Stacy Reitenbach - Junior High Girls' Basketball
Brandi Miller - Junior High Boys' Basketball
Dave Oberlin, Jennifer Haines, Ann Kay, Wendy Warren, Jason Dressler -
Substitutes

Motion by Amy Wehr and seconded by Francis Gillott to approve the recommended game managers for the 2023-2024 winter sports season. Motion #22 carried.

20. Long-Term Substitute Secretary

The administration recommends approving Shelby Gessner as a long-term substitute secretary at the elementary school beginning November 2023 through February 2024. Her salary will be set at Level 1 of the secretary pay scale, \$28,040.00, pro-rated by the amount of time worked.

Motion by Amy Wehr and seconded by Francis Gillott to approve Shelby Gessner as a long-term substitute secretary as presented. Vote by roll call was: Yes – Benfer, Eberhart, Gillott, Keiser, McClintock, Straub, Wagner, Weaver, Wehr. Results: Unanimous. Motion #23 carried.

21. Substitutes

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

Jolene Nickel, Lewisburg - Teacher
John Zangari-Ryan, Lewisburg - Teacher

Motion by Amy Wehr and seconded by Francis Gillott to approve the recommended substitute for the remainder of the school year. Motion #24 carried.

22. Bus Monitors

The administration recommends approving the following as bus monitors for the remainder of the 2023-2024 school year:

Anne Heimbach
Mary Klingerman

Motion by Amy Wehr and seconded by Francis Gillott to approve the recommended staff as bus monitors. Motion #25 carried.

23. Virtual Psychologist – Attachment 9.11

The administration recommends approving a contract with Kelly Reigle from Fredonia, NY to provide virtual School Psychologist services for the remainder of the 2023-2024 school year.

Motion by Amy Wehr and seconded by Francis Gillott to approve the virtual psychologist contract as presented. Vote by roll call was: Yes – Eberhart, Gillott, Keiser, McClintock, Straub, Wagner, Weaver, Wehr, Benfer. Results: Unanimous. Motion #26 carried.

24. Part-Time Substitute Speech and Language Services – Attachment 9.12

The administration recommends approving an agreement with Julia Hummel of Mifflinburg to provide substitute speech and language services for the remainder of the 2023-2024 school year.

Motion by Amy Wehr and seconded by Francis Gillott to approve an agreement for substitute speech and language services as presented. Vote by roll call was: Yes – Gillott, McClintock, Straub, Wagner, Weaver, Wehr, Benfer, Eberhart. Results: Unanimous. Motion #27 carried.

25. MOUs – Attachment 9.13

The administration recommends approving the following MOUs with MAEA:

Mentors
School Psychologist

Motion by Amy Wehr and seconded by Tom Eberhart to approve the recommended MOUs as presented. Motion #28 carried.

26. Food Service Director

The administration recommends approving Kristi Long of Shamokin Dam as the Food Service Director. Salary for this position will be set at \$62,000, pro-rated for the remainder of the 2023-2024 school year.

Motion by Amy Wehr and seconded by Francis Gillott to approve Krist Long as the Food Service Director as presented. Vote by roll call was: Yes – Keiser, McClintock, Straub, Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott. Results: Unanimous. Motion #29 carried.

27. Middle School Guidance Counselor

The administration recommends approving Jena Bogovich of Mifflinburg as the Guidance Counselor at the middle school. Salary for the position will be set at Step 1 of the Masters' Degree pay scale, \$55,950, plus extended contract, pro-rated for the remainder of the 2023-2024 school year.

Motion by Amy Wehr and seconded by Francis Gillott to approve Jena Bogovich as the middle school guidance counselor as presented. Vote by roll call was: Yes – McClintock, Straub, Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott, Keiser. Results: Unanimous. Motion #30 carried.

28. Marching Band Staff – Attachment 9.16

The administration recommends approving the recommended band staff as presented on attachment 9.16.

Motion by Amy Wehr and seconded by Francis Gillott to approve the recommended band staff.

Motion by Amy Wehr and seconded by Francis Gillott to withdraw this motion until the conclusion of an executive session. Motion #31 carried.

29. To Be Hired

The administration recommends approving the following staff:

June Bergen, Mifflinburg - Category 2 Aide at the middle school - Level 1 of the Category 2 Aide pay scale, \$13.30 per hour.

Amber Furman, Millmont - Library Media Aide at the intermediate school - Level 1 of the General Aide pay scale, \$12.00 per hour.

Motion by Amy Wehr and seconded by Francis Gillott to approve the recommended staff as presented. Vote by roll call was: Yes – Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott, Keiser, McClintock, Straub. Results: Unanimous. Motion #32 carried.

COMMUNICATIONS AND ANNOUNCEMENTS

Dr. Dady announced that the Administration is planning to schedule a meeting with the organizers of the Outdoor Show which in the past, has been held in the intermediate school gymnasium. The district would like to partner with the show organizers to continue hosting this event.

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

OLD BUSINESS

- Janell Weaver asked why the CSIU Psychologist Agreement was removed from the agenda.

The CSIU was late in sending the agreement to the district. It will be an agenda item at the November 2023 meeting.

- Janell Weaver asked if the MOUs with the Association would go into effect immediately.

Yes, if the Association approves the MOUs.

NEW BUSINESS

30. Sweet Stevens Agreement

The administration recommends approving an agreement with Sweet Stevens to provide legal advice for special education matters.

Motion by Wendy McClintock and seconded by Amy Wehr to approve an agreement with Sweet Stevens as presented. Vote by roll call was: Yes – Weaver, Wehr, Benfer, Eberhart, Gillott, Keiser, McClintock, Straub, Wagner. Results: Unanimous. Motion #33 carried.

EXECUTIVE SESSION – Prior to adjournment, on a motion by Wendy McClintock and seconded by Francis Gillott, the Board met in executive session to discuss personnel matters. Motion #34 carried.

Motion by Wendy McClintock and seconded by Francis Gillott to end the executive session and reconvene the meeting. Motion #35 carried.

31. Marching Band Staff – Attachment 9.16

The administration recommends approving the recommended band staff as presented on attachment 9.16.

Motion by Amy Wehr and seconded by Janell Weaver to approve the recommended band staff with the MOU being amended to remove the last sentence. Vote by roll call was: No – Straub, Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott, Keiser, McClintock. Motion #36 failed.

ADJOURNMENT – With there being no further business to come before the Board, on a motion by Wendy McClintock, the meeting was adjourned. Motion #37 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.