

**MIFFLINBURG AREA SCHOOL DISTRICT**  
**Mifflinburg, Pennsylvania 17844-0285**  
**Regular Meeting**  
**Board Minutes**  
**September 12, 2023 – 6:30 p.m.**

CALL TO ORDER – President McClintock called the meeting to order at 7:31 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:  
Robert & Shannon Leathers  
Carl Emery  
Kurt Fetterolf  
Justin Strausser, The Daily Item

APPROVAL OF MINUTES – The Board minutes of August 8, 2023 are presented for approval.

Motion by Wendy McClintock and seconded by Tom Eberhart to approve the minutes of August 8, 2023 as presented. Motion #1 carried.

ITEMS TO BE ADDED TO THE AGENDA

PUBLIC PARTICIPATION ON AGENDA ITEMS

Mr. and Mrs. Leathers asked the Board to consider providing transportation for student athletes during the summer months.

Mr. and Mrs. Leathers also mentioned that no restroom facilities are available to midget football cheerleaders during their practices.

## SUPERINTENDENT'S REPORT

Dr. Dady expressed his sincere condolences to the Flickinger Family. He also expressed his gratitude to the community, staff and students for their support during this very difficult week.

**Army Semi Update** – An Army Semi will be visiting the high school and will be stationed in the high school parking lot for students to tour and learn about Army careers. Parents will be informed of the Army Semi visit and will have the opportunity to opt-out their child from visiting the semi.

**Mentors** – To be addressed at the October Meeting.

## EDUCATION COMMITTEE REPORT – Mr. Eberhart

### 1. Habitudes

The administration recommends approving the implementation of *Habitudes* for the second semester of the 2023-2024 school year at the middle and high schools.

Motion by Tom Eberhart and seconded by Janell Weaver to approve the implementation of Habitudes as presented. Vote by roll call was: Yes – Benfer, Eberhart, Gillott, Keiser, McClintock, Weaver, Wehr. No – Straub, Wagner. Results: 7 yes, 2 no. Motion #2 carried.

### 2. Policies – First Reading – Attachment 6.2

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

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

Motion by Amy Wehr and seconded by Tom Eberhart to amend Policy 915 to add line item #8 – Submit an annual budget. Vote by roll call was: Yes – Eberhart, Gillott, Keiser, McClintock, Wagner, Weaver, Wehr, Benfer. No – Straub. Results: 8 yes, 1 no. Motion #3 carried.

Motion by Tom Eberhart and seconded by Janell Weaver to approve the first reading of the recommended policies as presented and amended. Motion #4 carried.

### 3. Final Reading – Policy 002 – Attachment 6.3

The administration recommends approving the final reading of Policy 002 - Authority and Powers.

Motion by Tom Eberhart and seconded by Amy Wehr to approve the final reading of Policy 002 as presented. Motion #5 carried.

4. Out of State Travel

The administration recommends approving a trip to The National FFA Convention in Indianapolis, IN from October 31 - November 4, 2023, for members of the FFA. All costs will be covered by the participants or FFA. District transportation will be used.

Motion by Tom Eberhart and seconded by Janell Weaver to approve a trip to the National FFA Convention as presented. Motion #6 carried.

**PROPERTY COMMITTEE REPORT – Mr. Straub**

5. SUN Tech Roofing Project – Attachment 7.1

The administration recommends approving the SUN Tech roofing project as presented. Additional cost to our district will be \$55,600 which will be taken from the annual refund received from SUN Tech in the 2023-2024 school year.

Motion by Brandon Straub and seconded by Francis Gillott to approve the SUN Tech roofing project as presented. Vote by roll call was: Yes – Gillott, Keiser, Straub, Wagner, Weaver, Wehr, Benfer, Eberhart. No – McClintock. Results: 8 yes, 1 no. Motion #7 carried.

**FINANCE COMMITTEE REPORT – Mrs. Weaver**

6. Bill Approval

The administration recommends granting permission for the Business Administrator to approve bills for payment on a weekly and/or bi-weekly basis. All bills will be ratified by the School Board at the monthly meeting.

Motion by Janell Weaver and seconded by Tom Eberhart to grant permission for the Business Administrator to approve bills for payment as presented. Vote by roll call was: Yes – Keiser, McClintock, Straub, Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott. Results: Unanimous. Motion #8 carried.

7. Financial Reports/Ratification of Expenditures – Attachment 8.2

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

Motion by Janell Weaver and seconded by Tom Eberhart to approve the financial reports as presented for the month of July 2023. Vote by roll call was: Yes – McClintock, Straub, Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott, Keiser. Results: Unanimous. Motion #9 carried.

8. Donations

The administration recommends accepting the following monetary donations:

\$264.15 from the Mifflinburg Young Farmers Organization to the Mifflinburg FFA. This money will be used to support the FFA Jacket Program.

\$100.00 from Mifflinburg Lumber to the Varsity Boys' Soccer Team. This money will be used to stock the concession stand.

Motion by Janell Weaver and seconded by Amy Wehr to accept the recommended monetary donations. Vote by roll call was: Yes – Straub, Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott, Keiser, McClintock. Results: Unanimous. Motion #10 carried.

#### PERSONNEL COMMITTEE REPORT – Mrs. Wehr

##### 9. Retirement/Resignations

The administration recommends accepting the following retirement and resignations:

Retirement - Faith Huff, LPN/Aide at the high school effective December 31, 2023.

Resignation - Clara Kuhns, food service employee effective August 29, 2023.

Resignation - Beth Heffner, food service employee effective September 3, 2023.

Motion by Amy Wehr and seconded by Francis Gillott to accept the recommended retirement/resignations. Motion #11 carried.

##### 10. Policy 543 – Paid Holidays

The administration recommends adding the following holidays to Policy-543 - Paid Holidays for custodial and maintenance personnel:

Christmas Eve  
New Year's Eve  
Presidents' Day  
Easter Monday

Motion by Amy Wehr and seconded by Francis Gillott to approve the addition of the recommended holidays to Policy 543 – Paid Holidays. Motion #12 carried.

##### 11. Food Service Salary Increases

The administration recommends approving stipends for the following Cook's Helpers:

Marie Hubler - .90/hr  
Lisa Underhill - .90/hr

Motion by Amy Wehr and seconded by Francis Gillott to approve stipends for the recommended Cook's Helpers. Vote by roll call was: Yes – Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott, Keiser, McClintock, Straub. Results: Unanimous. Motion #13 carried.

12. Salary Matrix For Maintenance Employees – Attachment 9.4

The administration recommends approving the Maintenance Scale II salary matrix and matrix movement for maintenance employees reflected on the attached to be effective September 12, 2023.

Motion by Amy Wehr and seconded by Francis Gillott to approve the salary matrix and matrix movement for the recommended staff. Vote by roll call was: Yes – Weaver, Wehr, Benfer, Eberhart, Gillott, Keiser, McClintock, Straub, Wagner. Results: Unanimous. Motion #14 carried.

13. Lead Maintenance Stipend

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

Jason Parker - \$3.00/hr

Motion by Amy Wehr and seconded by Francis Gillott to approve a stipend for Lead Maintenance as presented.

Motion by Wendy McClintock and seconded by Tom Eberhart to table this motion until the October School Board Meeting. Motion #15 carried.

14. FMLA Leave

The administration recommends approving FMLA Leave for the following staff:

24-004 beginning August 23, 2023  
24-005 beginning September 1, 2023  
24-006 beginning November 28, 2023  
24-007 beginning September 26, 2023

Motion by Amy Wehr and seconded by Francis Gillott to approve FMLA leaves for four district employees as presented. Motion #16 carried.

15. Freshman Class Advisors

The administration recommends approving Mallery Raup and Sarah Hawksworth as Class Advisors for the Class of 2027. Salary for this position for the 2023-2024 school year is set at \$700 for each advisor.

Motion by Amy Wehr and seconded by Mindy Benfer to approve the recommended Class Advisors for the Class of 2027 as presented. Motion #17 carried.

16. Job Description – Food Service Director – Attachment 9.8

The administration recommends approving a job description for Food Service Director as presented.

Motion by Amy Wehr and seconded by Francis Gillott to approve a job description for Food Service Director as presented. Motion #18 carried.

#### 17. Substitutes

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

Alison Appleton, Mifflinburg - Teacher  
Ryli Amabile, Mifflinburg - Teacher  
Jade Enders, Mifflinburg - Guest Teacher  
Jessica Gallegos, Lewisburg - Guest Teacher  
Alexander Moore, Selinsgrove - Guest Teacher  
Shannon Leathers, Mifflinburg - Nurse  
Brett Swineford, Middleburg - Bus Monitor

Motion by Amy Wehr and seconded by Francis Gillott to approve the recommended substitutes for the remainder of the school year. Motion #19 carried.

#### 18. Volunteer Coaches

The administration recommends approving the following volunteer coaches:

Jeff Kay - Girls' Varsity Soccer  
David Sheesley, Corey Balliet, Aric Gramly, Nazar Mironenko, Justin Smith - Varsity Wrestling  
Kevin Shuck, Dan Kenamond, Brady Struble, Chad Gessner - Junior High Wrestling  
Glenn Fogel, Scott Griffith, Riley Griffith, Andre Roupp - Boys' Varsity Basketball  
Dustin Botts - Boys' and Girls' Bowling  
Scott Zimmerman, Chloe Gemberling - Unified Bocce  
Emma Myer - Winter Cheer

Motion by Amy Wehr and seconded by Francis Gillott to approve the volunteer coaches as presented. Motion #20 carried.

#### 19. Fall Play Staff – Attachment 9.11

The administration recommends approving the attached list of personnel for the 2023 Fall Play.

Motion by Amy Wehr and seconded by Francis Gillott to approve the 2023 Fall Play staff as presented. Vote by roll call was: Yes – Wehr, Benfer, Eberhart, Gillott, Keiser, McClintock, Straub, Wagner, Weaver. Results: Unanimous. Motion #21 carried.

#### 20. To Be Hired

The administration recommends approving the following staff:

Patricia Schrawder, Mifflinburg - Food Service Employee, Level 1 of the Food Service Salary Scale, \$12.00/hour

Gwenda Cohick, Mifflinburg - Food Service Employee, Level 1 of the Food Service Salary Schedule, \$12.00/hour

Karen Smith, Mifflinburg - Second Shift Custodian at the elementary and intermediate schools, Level 1 of the Custodian Salary Scale, \$28,880.00, pro-rated for the remainder of the 2023-2024 school year

Wayne Bierly, Mifflinburg - Score Clock Operator for Football Games. The salary for this position will be set at \$32.00 per game.

Motion by Amy Wehr and seconded by Francis Gillott to approve the recommended staff as presented. Vote by roll call was: Yes – Benfer, Eberhart, Gillott, Keiser, McClintock, Straub, Wagner, Weaver, Wehr. Results: Unanimous. Motion #22 carried.

## COMMUNICATIONS AND ANNOUNCEMENTS

### PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

Carl Emery mentioned that the group “Moms for Liberty” has provided pocket constitutions for all 8<sup>th</sup> grade students.

### OLD BUSINESS

### NEW BUSINESS

#### 21. Exoneration of 2023 Per Capita Taxes – Attachment 13.1

The attached list of per capita taxables have applied to have their individual tax collectors exonerated of collecting their per capita school taxes for 2023. The individuals have met the requirements for exoneration of per capita taxes per district policy. The administration recommends granting exoneration.

Motion by Wendy McClintock and seconded by Tom Eberhart to grant exoneration for the attached list of individuals from the 2023 school per capita tax. Motion #23 carried.

#### 22. Election of PSBA Officers – Attachment 13.2

PSBA requires all school entities to vote in the PSBA Leadership Election. Below is the slate of candidates.

Bios are attached.

**2024 President-Elect (one-year term)** Allison Mathis\*, North Hills School District

**2024 Vice President (one-year term)** Sabrina Backer\*, Franklin Area School District

**2024-2026 PSBA Treasurer (three-year term)** Karen Beck Pooley\*, Bethlehem Area School District

**2024-2026 Western Zone Representative (three-year term) Marsha Pleta\*, Washington School District**

**Trustee (term ends Dec. 31, 2026) – Includes two candidates (three-year term)**

*Choose up to two candidates for a three-year term.*

Marianne Neal - no bio included.

Michael Faccinetto

Motion by Tom Eberhart and seconded by Amy Wehr to approve the entire slate of candidates as presented. Motion #24 carried.

ADJOURNMENT – With there being no further business to come before the Board, President McClintock adjourned the regular meeting at 8:23 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.