

MIFFLINBURG AREA SCHOOL DISTRICT
Mifflinburg, Pennsylvania 17844-0285
Regular Meeting
Board Minutes
June 13, 2023 – 7:30 p.m.

CALL TO ORDER – Vice President Eberhart called the meeting to order at 7:40 p.m.

OPENING PROCEDURES – Vice President Eberhart called for a moment of silent meditation after which he 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

<u>Administration:</u>	Kenneth Dady, Superintendent
	Renee Jilinski, Business Administrator
	Daryl Hunsbegrer, Middle School Principal
	Tanya Grenoble, Middle School Assistant Principal
	Philip Heggenstaller, Intermediate School Principal

<u>Others:</u>	Tammy L. Boop, Board Secretary
	Tammy Bollinger, IT Admin Asst
	Austin White, Solicitor
	Brian Fee, Middle School Teacher
	School Police Officer - 1

APPROVAL OF MINUTES – The minutes of the May 23, 2023 meeting are presented for approval.

Motion by Tom Eberhart and seconded by Janell Weaver to approve the minutes of May 23, 2023 as presented. Motion #1 carried.

Mr. Eberhart announced that an Executive Session was held prior to the start of the regular meeting for the Annual Safety and Security Report and legal matters.

ITEMS TO BE ADDED TO THE AGENDA

Motion by Tom Eberhart and seconded by Amy Wehr to add the following agenda item under New Business. Motion #2 carried.

The Board recommends approving a resolution for Special Education Student #22-23S1.

PUBLIC PARTICIPATION ON AGENDA ITEMS – None

SUPERINTENDENT'S REPORT

Mr. Daryl Hunsberger, Ms. Tanya Grenoble and Mr. Brian Fee presented an SEL update.

EDUCATION COMMITTEE REPORT – Mr. Eberhart

1. 2023-2026 Special Education Plan – Attachment 7.1

The administration recommends approving the 2023- 2026 Special Education Plan.

Motion by Tom Eberhart and seconded by Melissa Wagner to approve the 2023-2026 Special Education Plan. Vote by roll call was: Yes – Benfer, Eberhart, Gillott, Keiser, Straub, Wagner, Weaver, Wehr. Absent – McClintock. Results: 8 yes, 1 absent. Motion #3 carried.

2. Policies – First Reading - Attachment 6.2

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

325 - Dress Code - Administrative Employees
425 - Dress Code - Professional Employees
525 - Dress Code - Support Staff
707 - Use of Facilities

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

3. 2023-2024 Use of Facilities Fee Structure – Attachment 7.3

The administration recommends approving the 2023-2024 Use of Facilities Fee Structure.

Motion by Tom Eberhart and seconded by Amy Wehr to approve the 2023-2024 Use of Facilities Fee Structure as presented. Vote by roll call was: Yes – Eberhart, Gillott, Keiser, Weaver, Wehr, Benfer. No – Straub, Wagner. Absent – McClintock. Results: 6 yes, 2 no, 1 absent. Motion #5 carried.

PROPERTY COMMITTEE REPORT – Mr. Straub had no report.

FINANCE COMMITTEE REPORT – Mrs. Weaver

4. Financial Update – Mrs. Renee Jilinski mentioned that the Board will be asked to ratify contracts that were signed by Dr. Dady, over the summer, at the August Board Meeting.
5. Financial Reports / Ratification of Expenditures – Attachment 8.2

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

Motion by Janell Weaver and seconded by Melissa Wagner to approve the financial reports for the month of May 2023 as presented. Vote by roll call was: Yes – Gillott, Keiser, Straub, Wagner, Weaver, Wehr, Benfer, Eberhart. Absent – McClintock. Results: 8 yes, 1 absent. Motion #6 carried.

6. Administrative Compensation Plan – Attachment 8.3

The administration recommends approving the 2023-2026 Administrative Compensation Plan and supporting salary schedule as presented.

Motion by Janell Weaver and seconded by Amy Wehr to approve the 2023-2026 Administrative Compensation Plan as presented. Vote by roll call was: Yes – Keiser, Straub, Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott. Absent – McClintock. Results: 8 yes, 1 absent. Motion #7 carried.

7. Property/Casualty, Cyber Liability and Sports Accident Insurance

The administration recommends accepting the following insurance quotes for the 2023-2024 school year:

Premium Quotes 2023-24 (\$229,983)

Utica National – Property/Casualty - \$117,148

CRC/Chubb – Cyber Liability: \$9,958.00

A-G Administrators – Sports Accident - \$15,495

Key Risk - Workers' Compensation - \$87,382

Expiring Premiums 2022-23 (\$214,283) - Expiring

Utica National – Property/Casualty - \$106,085

CRC/Chubb – Cyber Liability: \$9,983

RPS/Bollinger – Sports Accident - \$17,383

Key Risk - Workers' Compensation - \$80,832

Motion by Janell Weaver and seconded by Amy Wehr to approve the recommended insurance quotes for the 2023-2024 school year. Vote by roll call was: Yes – Straub, Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott, Keiser. Absent – McClintock. Results: 8 yes, 1 absent. Motion #8 carried.

8. End-Of-Year Budget Transfers

The administration requests permission to make end-of-year budget transfers for unanticipated funds that may be received and/or not to have any over-expenditures in a particular category. The state auditors have recommended this procedure.

Motion by Janell Weaver and seconded by Francis Gillott to grant permission to make end-of-year budget transfers as recommended. Vote by roll call was: Yes – Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott, Keiser, Straub. Absent – McClintock. Results: 8 yes, 1 absent. Motion #9 carried.

9. Establish the 2023-2024 Tax Rate

The administration recommends setting the following tax rate to support the properly advertised 2023-2024 school district budget:

	2022-2023	2023-2024
511 Taxes		
Per Capita	\$10.00	\$10.00
Earned Income Tax	1.55% of 2.05%	1.55% of 2.05%
Real Estate Transfer Tax	1%	1%
School Code of 1949		
Real Estate Millage	14.43	15.0790
Per Capita	\$5.00	\$5.00

Motion by Janell Weaver and seconded by Amy Wehr to approve the 2023-2024 tax rate as presented. Vote by roll call was: Yes – Weaver, Wehr, Benfer, Eberhart, Keiser, Gillott. No – Straub, Wagner, Absent – McClintock. Results: 6 yes, 2 no, 1 absent. Motion #10 carried.

10. 2023 Homestead Farmstead Exclusion Resolution – Attachment 8.7

The administration recommends authorizing a homestead and farmstead exclusion real estate tax assessment reduction beginning July 1, 2023, under the provisions of the Homestead Property Exclusion Program Act and the Taxpayer Relief Act.

Motion by Janell Weaver and seconded by Francis Gillott to approve the 2023 homestead and farmstead exclusion resolution as presented. Vote by roll call was: Yes – Wehr, Benfer, Eberhart, Gillott, Keiser, Straub, Wagner, Weaver. Absent – McClintock. Results: 8 yes, 1 absent. Motion #11 carried.

11. 2023-2024 Budget Adoption – Attachment 8.8

The administration recommends that the proposed budget for the 2023-2024 school year be given final approval.

Revenue \$38,263,600
Expenses \$38,470,099

Motion by Janell Weaver and seconded by Amy Wehr to approve the 2023-2024 budget as presented. Vote by roll call was: Yes – Benfer, Eberhart, Gillott, Keiser, Straub, Wagner, Weaver, Wehr. Absent – McClintock. Results: 8 yes, 1 absent. Motion #12 carried.

12. 2023-2024 District Recognized Groups – Attachment 8.9

The administration recommends approving the list of district recognized groups for the 2023-2024 school year.

Motion by Janell Weaver and seconded by Mindy Benfer to approve the list of district recognized groups as presented. Motion #13 carried.

13. 2023-2024 Adult Lunch Prices

The administration recommends approving the revised adult lunch prices for the 2023-2024 school year:

\$2.40 Breakfast

\$4.75 Lunch

Motion by Janell Weaver and seconded by Amy Wehr to approve the 2023-2024 adult lunch prices as presented. Vote by roll call was: Yes – Eberhart, Gillott, Keiser, Straub, Wagner, Weaver, Wehr, Benfer. Absent – McClintock. Results: 8 yes, 1 absent. Motion #14 carried.

PERSONNEL COMMITTEE REPORT – Mrs. Wehr

14. Resignations/Retirement

The administration recommends accepting the following resignations/retirement:

Resignation - Jordan Wise, assistant varsity boys' basketball coach effective immediately

Resignation - Amber Mowery, ELA teacher at the high school effective at the end of the 2022-2023 school year

Resignation - P Jesslyn Corman, ELA teacher at the high school effective at the end of the 2022-2023 school year

Resignation - Tanya Grenoble, assistant principal at the middle school effective June 30, 2023

Retirement - Evelyn Martin, food service employee effective June 9, 2023

Motion by Amy Wehr and seconded by Janell Weaver to accept the recommended resignations/retirement. Motion #15 carried.

15. Termination of Employment

The administration recommends approving the termination of employment of Brendan Stepp as an office aide at the high school effective May 23, 2023.

Motion by Amy Wehr and seconded by Melissa Wagner to approve the termination of Brendan Stepp as presented. Motion #16 carried.

16. 2023-2024 Stipend Positions

The administration recommends approving the following stipend positions for the 2023-2024 school year:

Middle School

Yearbook Advisor – Nicole Bailey - \$905.82

Director of Intramurals - Crystal Nylund - \$1,631.97

High School

Class Advisor – Freshman Class of 2027

TBD - \$700

TBD - \$700

Class Advisor – Sophomore Class of 2026

Laura Zimmerman – \$950

Joshua Hetrick - \$950

Class Advisor – Junior Class of 2025

Jeffrey Kiss - \$2,000

Matthew Wells - \$2,000

Class Advisor – Senior Class of 2024

Jason Dressler - \$3,700

Daniel Langford - \$3,700

Yearbook Advisor – David Sunderland - \$3,752

Student Government Advisors

Theresa Kirchner-Koch - \$884.75

TBD - \$884.75

Mid-State Coordinator – Suzanne Morris DiPasquale - \$3,722

Weight Room – Joshua Hetrick - \$1,632.42

Mentors - TBD

Department Leads

ELA - Beth Faunce \$4,026

Math - Chad Bailey \$1,860.60

Math - Jason Dressler \$1,860.60

Phys Ed - Crystal Nylund \$4,206

Technology - Emil Stenger Jr. \$4,026

Fine Arts - Debra Rapson \$3,760

Science - Erica Underhill \$3,760

Social Studies - Stacy Reitenbach \$3,760

Motion by Amy Wehr and seconded by Francis Gillott to approve the 2023-2024 stipend positions as presented. Vote by roll call was: Yes – Gillott, Keiser, Straub, Wagner, Weaver, Wehr, Benfer, Eberhart. Absent – McClintock. Results: 8 yes, 1 absent. Motion #17 carried.

17. Coaches

The administration recommends approving the following coaches for the 2023-2024 Winter sports season:

Nicole Rutledge - Assistant Varsity Girls' Basketball - \$3682
Brian Marr - Assistant Varsity Boys' Basketball - \$3612
Jake Kerstetter - Assistant Varsity Wrestling - \$3682
Jed Loss - Assistant Junior High Boys' Basketball - \$2025
Zac Kurtz - Assistant Junior High Boys' Basketball - \$2025
Jeremy Tucker - Assistant Junior High Wrestling - \$2025
Frank Reber - Assistant Junior High Wrestling - \$2025
Lacey Delosier - Assistant Winter Cheerleading - \$1196

Motion by Amy Wehr and seconded by Francis Gillott to approve the recommended coaches for the 2023-2024 Winter sport season. Vote by roll call was: Yes – Keiser, Straub, Weaver, Wehr, Benfer, Eberhart, Gillott. No – Wagner. Absent – McClintock. Results: 7 yes, 1 no, 1 absent. Motion #18 carried.

18. Game Managers

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

Dave Oberlin - Varsity Football & JH Softball
Jonathan Fetterolf - JV/JH Football
Ann Kay - Girls' Soccer
Tammy Bollinger - Field Hockey

Motion by Amy Wehr and seconded by Francis Gillott to approve the recommended game managers for the 2023 Fall Sports season. Vote by roll call was: Yes – Straub, Wagner, Weaver, Benfer, Eberhart, Gillott. No – Wehr. Absent – McClintock. Results: 7 yes, 1 no, 1 absent. Motion #19 carried.

19. To Be Hired

The administration recommends approving the following staff for the 2023-2024 school year:

Brian Valentine, Middleburg as a third-grade teacher. Salary for this position will be set at Step 8 of the Masters' Degree pay scale, \$63,475.

Alicia Hertzler, New Berlin as a classroom aide at the elementary school. Salary for this position will be set at Level 2 of the General Aide salary scale, \$12.36 per hour.

Motion by Amy Wehr and seconded by Francis Gillott to approve the recommended staff for the 2023-2024 school year as presented. Vote by roll call was: Yes – Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott, Keiser, Straub. Absent – McClintock. Results: 8 yes, 1 absent. Motion #20 carried.

20. 2023-2024 Salary Increase

The administration recommends approving the following salary increases for the 2023-2024 school year:

3.5% - \$109,710 - Renee Jilinski, Business Administrator

3.5% - \$134,550 - Dr. Ken Dady, Superintendent

Motion by Amy Wehr and seconded by Francis Gillott to approve the recommended salary increases for the Business Administrator and Superintendent. Vote by roll call was: Yes – Weaver, Wehr, Benfer, Eberhart, Gillott, Straub, Wagner. No – Keiser. Absent – McClintock. Results: 7 yes, 1 no, 1 absent. Motion #21 carried.

21. Requested Transfer

The administration recommends approving the requested transfer of Rich Strausburg from the High School Principal to the Middle School Assistant Principal effective July 1, 2023. His salary for this position will be set at \$85,500 for the 2023-2024 school year.

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

22. Staff Transfer

The administration recommends approving the transfer of Jeremiah Allen as the Non-Traditional Education Coordinator to the High School Principal effective July 1, 2023. His salary for this position will be set at \$88,000 for the 2023-2024 school year.

Motion by Amy Wehr and seconded by Francis Gillott to approve the transfer of Jeremiah Allen as presented. Vote by roll call was: Yes – Benfer, Eberhart, Gillott, Keiser, Straub, Wagner, Weaver, Wehr. Absent – McClintock. Results: 8 yes, 1 absent. Motion #23 carried.

23. Extending an Offer of Employment

The administration recommends authorizing the Superintendent to extend an offer of employment pending official Board approval to potential candidates for unfilled vacancies.

Motion by Amy Wehr and seconded by Francis Gillott to authorize the Superintendent to extend an offer of employment pending Board approval to potential candidates for unfilled vacancies. Motion #24 carried.

24. Support Staff Salary Level Movement

The administration recommends approving one salary level movement for support staff members for the 2023-2024 school year.

Motion by Amy Wehr and seconded by Francis Gillott to approve a one salary level movement for support staff members for the 2023-2024 school year. Vote by roll call was: Yes – Eberhart, Gillott, Keiser, Straub, Wagner, Wehr, Benfer. Absent – McClintock, Weaver. Results: 7 yes, 2 absent. Motion #25 carried.

25. Tenure – (Information Item Only)

The Tenure Act of 1996, requires all professional staff hired after June 1, 1996 to serve three years of satisfactory teaching experience prior to the granting of tenure. The following staff members have been granted tenure at the end of the 2022-2023 school year:

Mackenzie Bilger
Jenna Clark
Jonathan Fetterolf
Melanie Kerstetter
Tyler Maneval

LEGISLATION – Mrs. Benfer had no report.

SUN AREA CAREER AND TECHNOLOGY CENTER – Mr. Gillott had no report.

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

Mrs. Jilinski announced that by Thursday, June 15, 2023, the following contracts and salary schedules will be posted to the district's website:

Superintendent's Contract, Business Administrator's Contract, The Negotiated Teachers' Contract and the Support Staff Salary Scale

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS - None

OLD BUSINESS

NEW BUSINESS

26. Special Education Resolution

The Board recommends approving a resolution for Special Education Student #22-23S1 in the amount of \$30,000 and \$10,000 for legal fees.

Roll Call Vote: Yes – Gillott, Keiser, Wagner, Wehr, Benfer, Eberhart. No – Straub. Absent – McClintock, Weaver. Results: 6 yes, 1 no, 2 absent. Motion #26 carried.

ADJOURNMENT – With there being no further business to come before the Board, Vice President Eberhart motioned to adjourn the meeting into Executive Session for personnel matters at 8:45 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.