

MIFFLINBURG AREA SCHOOL DISTRICT
Mifflinburg, Pennsylvania 17844-0285
Regular Meeting
Board Minutes
May 23, 2023 - 7:30 p.m.

CALL TO ORDER – President McClintock called the meeting to order at 7:35 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	Melissa Wagner
	Dennis Keiser - Remotely	Janell Weaver
		Amy Wehr

<u>Administration:</u>	Kenneth Dady, Superintendent
	Renee Jilinski, Business Administrator
	Peter Geipel, IT Director
	Rich Strausburg, High School Principal

<u>Others:</u>	Tammy L. Boop, Board Secretary
	Tammy Bollinger, IT Admin Asst
	Austin White, Solicitor
	Jim Diehl, Standard Journal
	School Police Officer - 1

APPROVAL OF MINUTES – The minutes of May 2, 2023 are presented for approval.

Motion by Wendy McClintock and seconded by Tom Eberhart to approve the minutes of May 2, 2023 as presented. Motion #1 carried.

PUBLIC PARTICIPATION ON AGENDA ITEMS

SUPERINTENDENT’S REPORT

Survey Results Moving Forward – Administrators will use this survey data as part of their improvement plan.

- Areas will be identified.
- Goals will be set.
- Action steps will be identified.
- Short and long-term goals will be set.
- 2024-2025 school year will be the next survey year.

Evaluations – Superintendent & Business Administrator – This will be included in the June work session.

2022-2023 Health & Safety Plan Review – The State requires a mid-year review of the Health & Safety Plan. The district did not review the plan in January.

Social Media Litigation – The Board is discussing whether or not to get involved with this litigation process. An update will be provided after the Board makes a decision.

Record Retention Schedule – Mrs. Jilinski presented a set of guidelines that the district will follow regarding record retention.

Update CSIU LPN Career Center MOU – Mr. Allen will provide more information at the June work session.

2023-2024 Final High School Scheduling Update – Mr. Strausburg presented a final scheduling update. Mr. Strausburg will present a mid-year update at a January 2024 meeting.

Mrs. McClintock announced that an Executive Session was held prior to the start of the regular meeting for legal and personnel matters.

EDUCATION COMMITTEE REPORT – Mr. Eberhart

1. Policy Revision – Attachment 5.1

The administration recommends approving revisions to the following policy. The only revisions are to the legalities.

800.1 - Electronic Signatures Records

Motion by Tom Eberhart and seconded by Janell Weaver to approve the revisions to Policy 800.1 as presented. Motion #2 carried.

2. Bucknell University MOU – Attachment 5.2

The administration recommends approving an agreement with Bucknell University for student teacher placements.

Motion by Tom Eberhart and seconded by Janell Weaver to approve an MOU with Bucknell University as presented. Motion #3 carried.

PROPERTY COMMITTEE REPORT – Mr. Straub

3. Administration Office Boardroom Renovation Project – Attachment 6.1

The administration recommends approving a boardroom renovation project with a material cost not to exceed \$8,700. Labor will be provided in-house.

Motion by Brandon Straub and seconded by Francis Gillott to approve the boardroom renovation project as presented. Vote by roll call was: Yes – Benfer, Eberhart, Gillott, Keiser, McClintock, Straub, Wagner, Weaver, Wehr. Results: Unanimous. Motion #4 carried.

FINANCE COMMITTEE REPORT – Mrs. Weaver

4. Finance Update – Mrs. Jilinski announced the following:

- 2023-2024 Budget – Mrs. Jilinski is in the process of making the final changes to the 23-24 budget. The final budget will be presented for approval at the June 13, 2023 Board Meeting.
- Morning Monitoring Program – Mrs. Jilinski asked the Board if they were in favor of continuing the morning monitoring program at the intermediate school. This is an added expense for the district. Mrs. Jilinski will gather more information regarding expenses and report back to the Board before a decision can be made.
- Championship Jackets – In the past, the district has covered the costs of championship jackets for our sports teams. Beginning with the 2023-2024 school year, the district's booster clubs will be expected to cover these costs.

5. Financial Report/Ratification of Expenditures – Attachment 7.2

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

Motion by Janell Weaver and seconded by Tom Eberhart to approve the financial reports for the month of April 2023 as presented. Vote by roll call was: Yes – Eberhart, Gillott, Keiser, McClintock, Straub, Wagner, Weaver, Wehr, Benfer. Results: Unanimous. Motion #5 carried.

6. Budgetary Transfers – Attachment 7.3

The administration recommends approving the recommended budgetary transfers for the month of May 2023.

Motion by Janell Weaver and seconded by Melissa Wagner to approve the recommended budgetary transfers for the month of May 2023. Vote by roll call was: Yes – Gillott, Keiser, McClintock, Straub, Wagner, Weaver, Wehr, Benfer, Eberhart. Results: Unanimous. Motion #6 carried.

7. CEP Application

The administration recommends approving the submission of the CEP application for Mifflinburg Area Intermediate and High Schools for the 2023-2024 school year.

Motion by Janell Weaver and seconded by Amy Wehr to approve the submission of the CEP application as presented. Vote by roll call was: Yes – Keiser, McClintock, Straub, Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott. Results: Unanimous. Motion #7 carried.

8. 2023 Bayada ESY Agreement – Attachment 7.5

The administration recommends approving an agreement with Bayada for the 2023 Summer ESY Program.

Motion by Janell Weaver and seconded by Mindy Benfer to approve an agreement with Bayada for the 2023 Summer ESY Program as presented. Vote by roll call was: Yes – McClintock, Straub, Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott, Keiser. Results: Unanimous. Motion #7 carried.

9. 2023-2024 School Lunch Prices

The administration recommends approving the 2023-2024 school lunch prices as outlined below.

High School Sandwich Bar - \$3.05 **.10 increase**

High School - \$2.95 **.10 increase**

Middle School - \$2.95 **.10 increase**

Intermediate School - \$2.95 **.10 increase**

Elementary School - \$2.70 **.10 increase**

Breakfast - \$1.75 **.10 increase**

Adult Breakfast - \$2.25 **.10 increase**

Adult Lunch - \$3.95 **.10 increase**

Adult Sandwich Bar - \$4.20 **.10 increase**

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

PERSONNEL COMMITTEE REPORT – Mrs. Wehr

10. Resignations/Retirements

The administration recommends accepting the following resignation/retirement:

Retirement - Linda Newcomer as a custodian at the intermediate school effective June 30, 2023

Resignation - Robert Hamm as the girls' lacrosse coach effective at the end of the 22-23 season

Motion by Amy Wehr and seconded by Francis Gillott to accept the recommended retirement and resignation. Motion #9 carried.

11. MOU – Sick Days/Retirement Benefit – Attachment 8.2

The administration recommends approving an MOU with the Mifflinburg Area Education Association regarding sick days/retirement benefit for Mr. Larry Hornberger.

Motion by Amy Wehr and seconded by Francis Gillott to approve an MOU with MAEA regarding sick days/retirement benefit for Mr. Larry Hornberger as presented. Vote by roll call was: Yes – Wagner, Weaver, Wehr, Benfer, Eberhart, Gillott, Keiser, McClintock, Straub. Results: Unanimous. Motion #10 carried.

12. Letter of Intent

The administration recommends that a reassurance letter be given to eligible nine-month employees, including part-time persons and substitutes, before the end of the school year assuring that such persons will be employed for the following year in a manner consistent with the practices of the last year.

Motion by Amy Wehr and seconded by Francis Gillott to approve the issuance of reassurance letters to the recommended staff. Motion #11 carried.

13. Coaches

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

Kelly Griffith, Varsity Boys' Basketball - \$5055
Kris Shuck, Varsity Girls' Basketball - \$5668
Curtis Camp, Varsity Bowling - \$2980
Derek Reber, Varsity Wrestling - \$5573
Melanie Ulmer, Winter Varsity Cheerleading - \$1806
Kami Bickel, Unified Bocce - \$1000
Matt Wells, Swimming - \$0 (volunteer position)

Motion by Amy Wehr and seconded by Francis Gillott to approve the recommended coaches for the 2023-2024 Winter sports season. Vote by roll call was: Yes – Weaver, Wehr, Benfer, Eberhart, Gillott, Keiser, McClintock, Straub, Wagner. Results: Unanimous. Motion #12 carried.

14. ESY Staff

The administration recommends approving Rhonda Hornberger as a paraprofessional for the Summer ESY Program.

Motion by Amy Wehr and seconded by Francis Gillott to approve Rhonda Hornberger as a paraprofessional for the Summer ESY Program. Motion #13 carried.

15. ESY Bus Monitors

The administration recommends approving the following as bus monitors for the Summer ESY Program:

Miranda Myer
Elisha Steffen
Beth Hamilton

Motion by Amy Wehr and seconded by Francis Gillott to approve the recommended staff as bus monitors for the Summer ESY Program. Motion #14 carried.

16. Staff Transfer

The administration recommends approving the transfer of Stephanie Maletta from a part-time classroom aide at the elementary school to a full-time Title 1 Aide at the elementary school. Her salary will be set at Level 1 of the Title 1 Aide salary scale, \$13.50 per hour, for the 2023-2024 school year.

Motion by Amy Wehr and seconded by Francis Gillott to approve the transfer of Stephanie Maletta as presented. Vote by roll call was: Yes – Wehr, Benfer, Eberhart, Gillott, Keiser, McClintock, Straub, Wagner, Weaver. Results: Unanimous. Motion #15 carried.

17. To Be Hired

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

Riley Griffith of Mifflinburg as a 3rd Grade Teacher at the intermediate school. Her salary for this position will be set at the 2nd Step of the Bachelors' Degree pay scale, \$55,025.

Kayla Zeigler of Northumberland as a 2nd Grade Teacher at the elementary school. Her salary for this position will be set at the 1st Step of the Bachelors' Degree pay scale, \$54,000.

Duane Snayberger as the Assistant High School Principal. Salary for this position will be set at \$78,000. Effective July 1, 2023

Taylor Montesinos as the K-5 Dean of Students. Salary for this position will be set at Step 9 of the Masters' Degree pay scale, \$64,550 with up to a 10-day extended contract. Effective July 1, 2023.

Benjamin Dunkelberger of Middleburg as a Technology Support Specialist. Salary for this position will be set at Level 1 of the IT Support Specialist salary scale, \$36,941.81. Start date may be before July 1, 2023. Days worked prior to July 1 will be paid at the 23-24 per diem rate.

Motion by Amy Wehr and seconded by Francis Gillott to approve the recommended staff for the 2023-2024 school year. Vote by roll call was: Yes – Benfer, Eberhart, Gillott, Keiser, McClintock, Straub, Wagner, Weaver, Wehr. Results: Unanimous. Motion #16 carried.

LEGISLATION – Mrs. Benfer had no report.

SUN AREA CAREER AND TECHNOLOGY CENTER - Mr. Gillott reminded the Board of SUN's Certificate Ceremony scheduled on Wednesday, May 24, 2023 at 6:30 p.m.

CENTRAL SUSQUEHANNA INTERMEDIATE UNIT – Mr. Keiser

Mr. Keiser announced that the annual Arts Meeting was recently held.

Contract Negotiations – The CSIU and the teachers' union are still in negotiation talks.

INSURANCE TRUST – Mrs. Jilinski had no report.

FEDERAL PROGRAMS – Dr. Mattocks had no report.

COMMUNICATIONS AND ANNOUNCEMENTS

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

OLD BUSINESS

NEW BUSINESS

ADJOURNMENT – With there being no further business to come before the Board, Wendy McClintock adjourned the meeting at 8:57 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.