

MIFFLINBURG AREA SCHOOL DISTRICT
Mifflinburg, Pennsylvania 17844-0285
Reorganizational Meeting
Board Minutes
Tuesday, December 5, 2023 – 6:30 p.m.

CALL TO ORDER – Vice President Eberhart called the meeting to order at 6:30 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:

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|-----------------------|---------------|----------------|
| <u>Board Members:</u> | Mindy Benfer | Joshua Moser |
| | Tom Eberhart | Tyler Snook |
| | Carl Emery | Brandon Straub |
| | Jodi Marshall | Melissa Wagner |
| | | Troy Zimmerman |

Administration: Kenneth Dady, Superintendent
Sandra Mattocks, Supervisor of Curriculum & Instruction
Peter Geipel, IT Director
Philip Heggenstaller, Intermediate School Principal
Daryl Hunsberger, Middle School Principal
Richard Strausburg, Assistant Middle School Principal
Jeremiah Allen, High School Principal
Duane Snayberger, Assistant High School Principal
Alison Lorson, E-Learning Coordinator
Jane Spickler, Supervisor of Special Education
George Boyer, Supervisor of Buildings & Grounds
Danielle Dressler, Director of Student Services
Kristi Long, Food Service Director
School Police Officers - 1

Others: Tammy L. Boop, Board Secretary
Austin White, Solicitor
Others: 7

NEWLY ELECTED AND RE-ELECTED BOARD MEMBERS

Below is a list of re-elected and newly elected Board Members:

Mindy Benfer
Carl Emery
Jodi Marshall - 2-year term
Joshua Moser
Tyler Snook
Troy Zimmerman

ADMINISTER THE OATH OF OFFICE – District Justice Mensch was in attendance to administer the Oath of Office to the newly elected and re-elected School Board Members.

REORGANIZATION OF THE BOARD

Motion by Melissa Wagner and seconded by Brandon Straub to turn the meeting over to Tom Eberhart for the purpose of reorganization. Motion #1 carried.

Tom Eberhart opened the floor for nominations of President:

Motion by Mindy Benfer and seconded by Brandon Straub to nominate Tom Eberhart as President. Motion #2 carried.

Motion by Jodi Marshall and seconded by Melissa Wagner to close nominations for President. Motion #3 carried.

Roll Call Vote was as follows:

Yes – Benfer, Eberhart, Emery, Marshall, Moser, Snook, Straub, Wagner, Zimmerman. Results: Unanimous. Motion #4 carried.

Tom Eberhart was appointed as School Board President for 2024.

President Eberhart opened the floor for nominations of Vice President:

Motion by Troy Zimmerman and seconded by Jodi Marshall to nominate Brandon Straub as Vice President. Motion #5 carried.

Motion by Mindy Benfer and seconded by Melissa Wagner to close nominations for Vice President. Motion #6 carried.

Roll call vote was as follows:

Yes – Eberhart, Emery, Marshall, Moser, Snook, Straub, Wagner, Zimmerman, Benfer. Results: Unanimous. Motion #7

Brandon Straub was appointed as School Board Vice President for 2024.

Committee Chairs – Interested Board Members should contact President Eberhart prior to the January 2024 Board Meeting if they are interested in being a Committee Chairperson.

President Eberhart asked for SUN Tech Representative and Alternate representative.

Carl Emery volunteered to be the SUN Tech Representative.

President Eberhart appointed Carl Emery as the SUN Tech Representative.

Mindy Benfer and Josh Moser volunteered to be the SUN Tech Alternate Representative.

Vote by roll call for SUN Tech Alternate Representative was as follows:

Mindy Benfer – Marshall, Straub, Wagner, Benfer, Eberhart.
Josh Moser – Emery, Moser, Snook, Zimmerman.

Mindy Benfer was appointed as the SUN Tech Alternate Representative. Motion #8 carried.

APPROVAL OF MINUTES – The minutes of the following meetings are presented for approval:

November 14, 2023 – Regular Meeting
November 20, 2023 - Expulsion Hearing
November 20, 2023 - Special Meeting

Motion by Tom Eberhart and seconded by Mindy Benfer to approve the minutes of November 14 and 20, 2023 as presented. Motion #9 carried.

ITEMS TO BE ADDED TO THE AGENDA - None

PUBLIC PARTICIPATION ON AGENDA ITEMS – None

SUPERINTENDENT’S REPORT – Dr. Dady

- Mr. Jeremiah Allen announced that on February 13, 2024, the Mifflinburg FFA will be hosting FFA competitions with other area FFAs.
- 2022-2023 Student Achievement Report – Dr. Mattocks presented the annual Student Achievement Report

Executive Session – 7:04 p.m. - The Board met in executive session to discuss personnel and legal matters.

End Executive Session – 7:21 p.m. – The executive session ended and the regular meeting reconvened.

EDUCATION COMMITTEE REPORT – Mr. Eberhart presented the Education Committee Report

1. Policies - Final Reading - Attachment 6.1

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

200 - Enrollment of Students
201 - Admission of Students
202 - Eligibility of Non-Resident Students
203 - Immunizations and Communicable Diseases
203.1 - HIV Infection
918 - Title I and Family Engagement

Motion by Tom Eberhart and seconded by Melissa Wagner to approve the final reading of the recommended policies as presented.

Motion by Brandon Straub and seconded by Tyler Snook to table the motion for the final reading of the recommended policies. Motion #10 carried.

2. Policy – First Reading – Attachment 6.2

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

- 204 - Attendance
- 205 - Postgraduate Students
- 206 - Assignment Within the District
- 207 - Confidential Communications with Students
- 208 - Withdrawal from School (review)

Motion by Troy Zimmerman and seconded by Carl Emery to table the motion for the first reading of the recommended policies as presented. Motion #11 carried.

3. FFA Trips

The administration recommends approving the following trips for the members of the FFA. All costs will be covered by the FFA and/or the participants. District transportation will be used.

February 17-18, 2024 - Agricultural Cooperation Establishes Success (ACES) Conference in Harrisburg, PA

March 24-26, 2024 - SLLC Conference - State Legislative Leadership Conference - Harrisburg, PA

Motion by Tom Eberhart and seconded by Melissa Wagner to approve the recommended FFA trips as presented. Motion #12 carried.

4. Trip to Ireland – FFA

The administration recommends granting permission to begin the planning process for a trip to Ireland for members of the FFA in July 2025.

Motion by Tom Eberhart and seconded by Melissa Wagner to grant permission to begin to plan a trip to Ireland for the members of the FFA as presented. Motion #13 carried.

PROPERTY COMMITTEE REPORT – Brandon Straub presented the Property Committee Report.

5. Forsyte Guardian 365 Work Agreement – Attachment 7.1

The administration recommends approving a service of work agreement with Forsyte's Guardian 365 for Security Managed Services. This will provide the district with 24x7x365 Security Monitoring and Remediation for accounts and/or devices that may fall victim to phishing emails, credential hacking, system intrusion, etc.

Motion by Brandon Straub and seconded by Mindy Benfer to approve a work agreement with Forsyte Guardian 365 as presented. Vote by roll call was: Yes – Marshall, Moser, Snook, Straub, Wagner, Zimmerman, Benfer, Eberhart, Emery. Results: Unanimous. Motion #14 carried.

FINANCE COMMITTEE REPORT – Melissa Wagner presented the Finance Committee Report.

6. Financial Update – Because of the absence of Mrs. Jilinski, the 2022-203 AFR will be presented prior to the January Work Session beginning at 5:30 p.m.
7. 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 October 2023.

Motion by Melissa Wagner and seconded by Brandon Straub to approve the financial reports for the month of October 2023 as presented. Vote by roll call was: Yes – Moser, Snook, Straub, Wagner, Zimmerman, Benfer, Eberhart, Emery, Marshall. Results: Unanimous. Motion #15 carried.

8. Budgetary Transfers – Attachment 8.3

The administration recommends approving the recommended budgetary transfers from October 1-November 16, 2023.

Motion by Melissa Wagner and seconded by Brandon Straub to approve the recommended budgetary transfers as presented. Vote by roll call was: Yes – Snook, Straub, Wagner, Zimmerman, Benfer, Eberhart, Emery, Marshall, Moser. Results: Unanimous. Motion #16 carried.

9. NEA Foundation Student Success Grant

The administration recommends accepting the NEA Foundation Student Success Grant in the amount of \$1,611.00 for the Fall 2023 round of Grants to Educators. This grant will be used for the start-up of a beverage cart at the Intermediate School.

Motion by Melissa Wagner and seconded by Brandon Straub to accept the NEA Foundation Grant as presented. Vote by roll call was: Yes – Straub, Wagner, Zimmerman, Benfer, Eberhart, Emery, Marshall, Moser, Snook. Results: Unanimous. Motion #17 carried.

10. First Community Foundation Partnership Grant

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

Susquehanna Community Bank - \$2,000

Motion by Melissa Wagner and seconded by Brandon Straub to accept the EITC grant donation as presented. Vote by roll call was: Yes – Wagner, Zimmerman, Benfer, Eberhart, Emery, Marshall, Moser, Snook, Straub. Results: Unanimous. Motion #18 carried.

11. Monetary Donation – Prom

The administration recommends accepting a monetary donation in the amount of \$2000 from Fairfield Chevrolet/Cadillac in Lewisburg for the 2024 Prom.

Motion by Melissa Wagner and seconded by Brandon Straub to accept the monetary donation from Fairfield Chevrolet/Cadillac as presented. Vote by roll call was: Yes – Zimmerman, Benfer, Eberhart, Emery, Marshall, Moser, Snook, Straub, Wagner. Results: Unanimous. Motion #19 carried.

PERSONNEL COMMITTEE REPORT – Mindy Benfer presented the Personnel Committee Report.

12. Retirements

The administration recommends accepting the following retirements:

Wendy Zechman, Administrative Assistant at the intermediate school effective June 30, 2024.

Sandra Mattocks, Director of Curriculum and Instruction effective June 30, 2024.

Motion by Mindy Benfer and seconded by Melissa Wagner to accept the recommended retirements. Motion #20 carried.

13. Substitutes

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

Astacia Earnest, State College - Aide
Ellie Hackenberg, Winfield - Aide
Anna Harter, Mifflinburg - Aide
Catri Barba, Lewisburg - Teacher

Motion by Mindy Benfer and seconded by Brandon Straub to approve the recommended substitutes for the remainder of the school year. Motion #21 carried.

14. 2023-2024 Mentors

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

Stacy Reitenbach - New Teacher Mentor for Rachel Hackenberg - \$500 stipend

Lauren Purdy-Transition Mentor - \$250 stipend and Alyssa Coakley and Astin Midkiff as the New Teacher Mentors - \$500 stipend split between the two for Jena Bogovich.

Motion by Mindy Benfer and seconded by Brandon Straub to approve the recommended mentors as presented. Vote by roll call was: Yes – Benfer, Eberhart, Emery, Marshall Moser, Snook, Straub, Wagner, Zimmerman. Results: Unanimous. Motion #22 carried.

15. 2023 Fall Play Staff – Attachment 9.5

The administration recommends approving the recommended changes to the 2023 Fall Play Staff as presented.

Michael Corman redact play stipend previously approved September 14, 2023
Carl Clemens redact play stipend previously approved September 14, 2023
Cody Mabus revised play stipend \$440 (previously approved \$340)
Cameron Roush revised play stipend \$340 (previously approved \$215)
Shannon Roush revised play stipend \$300 (previously approved \$215)
Lori Rodichok revised play stipend \$269 (previously approved \$140)

Motion by Mindy Benfer and seconded by Brandon Straub to approve the recommended salary changes for the 2023 Fall Play Staff. Vote by roll call was: Yes – Eberhart, Emery, Marshall, Moser, Snook, Straub, Wagner, Zimmerman, Benfer. Results: Unanimous. Motion #23 carried.

16. Coaches

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

Volunteer Coach

Korey Zimmerman - Junior High Wrestling

Assistant Coaches

David Kmett - Varsity Baseball - \$3,314
Gary Heimbach - Varsity Softball - \$3,478
Daryl Chappell - Boys' Track - \$3,476
Tyler Maneval - Girls' Track - \$3,314

Junior High Coaches

Emily Stauffer - Field Hockey - \$2,025
Kelly Kazibwe - Field Hockey - \$2,025
Jeff Kay - Girls' Soccer - \$2,025
Dan Gehers - Boys' Soccer - \$1,987

Motion by Mindy Benfer and seconded by Brandon Straub to approve the recommended coaches as presented. Vote by roll call was: Yes – Emery, Marshall, Moser, Snook, Straub, Wagner, Benfer, Eberhart. *Abstained – Zimmerman. Results: 8 yes, 1 abstention. Motion #23 carried.

*Mr. Zimmerman is related to one of the recommended coaches.

17. Winter Sports Workers

The administration recommends approving the following as winter sports workers:

Gregg Rokavec - Wrestling - Score Clock/Announcer - \$35 per match

Steve Libby - Wrestling - Timer - \$32 per match

Aric Gramly - Wrestling - Away Score Book - \$35 per match

Shawn Ritter - Wrestling - Home Score Book - \$35 per match

Lisa Wagner - Junior High Girls' Basketball - \$32 per game

Chris Gemberling - 7th Grade Boys' Basketball - \$25 per game

Carley Marr - 8th Grade Boys' Basketball - \$25 per game

Motion by Mindy Benfer and seconded by Brandon Straub to approve the recommended winter sports workers as presented. Motion #24 carried.

18. Revised Salary

The administration recommends approving Shannon DiGiorgis as a Category 2 Aide. Salary for this position will be set at Level 7 of the Category 2 salary scale, \$15.63 per hour. The incorrect salary was approved at the November School Board Meeting.

Motion by and seconded by Brandon Straub to approve the recommended salary change for Shannon DiGiorgis as presented. Vote by roll call was: Yes – Marshall, Moser, Snook, Straub, Wagner, Zimmerman, Benfer, Eberhart, Emery. Results: Unanimous. Motion #25 carried.

19. To Be Hired

The administration recommends approving the following staff:

Tiffany Carr of Northumberland as the building LPN at the intermediate school. Her salary will be set at Level 16 of the LPN/Aide salary scale, \$21.40 per hour for the 2023-2024 and 2024-2025 school years.

Motion by Mindy Benfer and seconded by Brandon Straub to approve Tiffany Carr the building LPN at the intermediate school as presented. Vote by roll call was: Yes – Moser, Snook, Straub, Wagner, Zimmerman, Benfer, Eberhart, Emery, Marshall. Results: Unanimous. Motion #26 carried.

20. Staff Transfer – Information Item Only

Victoria Creasy will transfer from a learning support teacher at the high school to a social studies teacher at the high school effective at the start of the second semester of the 2023-2024 school year.

LEGISLATION – Mrs. Benfer had no report.

SUN AREA CAREER AND TECHNOLOGY CENTER – No report.

CENTRAL SUSQUEHANNA INTERMEDIATE UNIT – No report.

INSURANCE TRUST— Mrs. Jilinski was not present.

FEDERAL PROGRAMS – Dr. Mattocks had no report.

COMMUNICATIONS AND ANNOUNCEMENTS

Facilities Tour – Senator Yaw and/or assistants from his office plan to visit the district and tour our athletic facilities and ag department. The purpose of this visit will be to discuss possible renovation/funding options.

Degenstein Foundation – Mrs. Dressler has applied to the Degenstein Foundation for matching grants for the 1000 for \$1000 athletic facilities project.

Pennsylvania Secretary of Education, Khalid Mumin, plans to visit the district to meet with Troy Dressler to learn more about his mentoring program.

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

OLD BUSINESS

Mr. Emery asked about the SUN Tech selection process.

Mr. Allen has scheduled a meeting for 4:00 p.m. on Monday, December 11, 2023 to discuss and review the student selection process for next year's senior class.

This will be further discussed at the January Work Session.

NEW BUSINESS

Block Voting – Dr. Dady asked the Board to consider block voting at Board Meeting.

ADJOURNMENT – With there being no further business to come before the Board, on a motion by Tom Eberhart and seconded by Brandon Straub, the meeting was adjourned at 8:09 p.m. Motion #27 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.