

MIFFLINBURG AREA SCHOOL DISTRICT
Mifflinburg, Pennsylvania 17844-0285
Regular Meeting
Board Minutes
January 9, 2024 – 6:30 p.m.
Intermediate School LGI

CALL TO ORDER – President Eberhart called the meeting to order at 6:35 p.m.

OPENING PROCEDURES – 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
Peter Geipel, IT Director
School Police Officers - 1

Others: Tammy L. Boop, Board Secretary
Austin White, Solicitor
Others: 3

President Eberhart announced that a Professional Training Session and an Executive Session to discuss legal matters was held prior to the start of the regular meeting.

APPROVAL OF MINUTES - The minutes of December 5, 2023 are presented for approval.

December 5, 2023 - Regular/Reorganizational Meeting
December 5, 2023 - Special Meeting - Expulsion Hearing

Motion by Tom Eberhart and seconded by Troy Zimmerman to approve the minutes of December 5, 2023 as presented. Motion #1 carried.

ITEMS TO BE ADDED TO THE AGENDA

PUBLIC PARTICIPATION ON AGENDA ITEMS

SUPERINTENDENT'S REPORT

- Student Council Representative – Hannah Arnold was not in attendance.
- Mind Over Matter – Space at the intermediate school will be available for WVIA to conduct their Mind Over Matter meeting.

POLICY COMMITTEE REPORT – Mr. Zimmerman

1. Policies – First Reading & Review – Attachment 6.1

The administration recommends approving the first reading of the recommended policies and acknowledge the review of Policy 208:

FIRST READING

- 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

REVIEW

- 208 - Withdraw from School

Motion by Troy Zimmerman and seconded by Jodi Marshall to approve the first reading and review of the recommended policies. Motion #2 carried.

EDUCATION COMMITTEE REPORT – Mr. Moser

2. 2023-2024 Health & Safety Plan Review – Attachment 7.1

The 2023-2024 Health and Safety Plan is presented for a 6-month review and approval. This is a requirement of ESSERS.

Motion by Josh Moser and seconded by Jodi Marshall to approve the review and revision to the 2023-2024 Health & Safety Plan. Motion #3 carried.

3. Memorials

The administration recommends approving an exception to Policy 819 - Memorials and accepting the donation of two memorials in honor of Joselyn Flickinger and Larry Hornberger. The reason for the exception is because of an extraordinary event.

Motion by Josh Moser and seconded by Melissa Wagner to approve and exception and accept the donation of two memorials as presented. Motion #4 carried.

4. French Culture Course – Attachment 7.3

The administration recommends approving the addition of a French Culture Course to the 2024-2025 High School Course Selection Catalog.

Motion by Josh Moser and seconded by Jodi Marshall to approve the addition of a French Culture Course to the 24-25 High School Course Selection Catalog. Motion #5 carried.

PROPERTY COMMITTEE REPORT – Mr. Straub

5. Farmland Bid

The administration recommends accepting the proposal and entering into agreement with Ja-Bo Farms of Mifflinburg to farm the 14 acres of farmland at \$135 per tillable acre at the intermediate school. This agreement will be in effect for four (4) years.

Motion by Brandon Straub and seconded by Melissa Wagner to accept the proposal and enter into agreement with Ja-Bo Farms for the 14-acres of farmland as presented. Vote by roll call was: Yes – Benfer, Eberhart, Emery, Marshall, Moser, Snook, Straub, Wagner, Zimmerman. Results: Unanimous. Motion #6 carried.

6. Cyber Response Plan

The administration recommends approving the Cyber Response Plan.

Motion by Brandon Straub and seconded by Melissa Wagner to approve the Cyber Response Plan. Motion #7 carried.

FINANCE COMMITTEE REPORT – Mrs. Benfer

7. Financial Reports/Ratification of Expenditures –Attachment 9.1

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

Motion by Mindy Benfer and seconded Jody Marshall to approve the financial reports for November 2023 as presented. Vote by roll call was: Yes – Eberhart, Emery, Marshall, Moser, Snook, Straub, Wagner, Zimmerman, Benfer. Results: Unanimous. Motion #8 carried.

8. 2024-2025 Preliminary Budget – Attachment 9.2

Act 1 permits a school district to elect to adopt a resolution indicating it will not raise the rate of any tax for the support of public schools for the following fiscal year by more than

its index. Adoption of this resolution may be done in lieu of a preliminary budget (attachment B).

Motion by Mindy Benfer and seconded by Melissa Wagner to adopt a resolution indicating the District will not raise taxes more than the index to support the 2024-2025 budget. Vote by roll call was: Yes – Emery, Marshall, Moser, Snook, Straub, Wagner, Zimmerman, Benfer, Eberhart. Results: Unanimous. Motion #9 carried.

9. Collection of 2024 Interim Real Estate Taxes

The administration recommends approving Berkheimer as collector of 2024 interim real estate taxes.

Motion by Mindy Benfer and seconded by Jodi Marshall to approve Berkheimer as the collector of 2024 real estate interim tax bills. Vote by roll call was: Yes – Marshall, Moser, Snook, Straub, Wagner, Zimmerman, Benfer, Eberhart, Emery. Results: Unanimous. Motion #10 carried.

10. David Cooney Photography – Attachment 9.4

The administration recommends approving a 3-year agreement with David Cooney Photography for sports and band photos.

Motion by Mindy Benfer and seconded by Jodi Marshall to approve a 3-year agreement with David Cooney Photography as presented. Vote by roll call was: Yes – Moser, Snook, Straub, Wagner, Zimmerman, Benfer, Eberhart, Emery, Marshall. Results: Unanimous. Motion #11 carried.

11. Inter-State Studio Agreement – Attachment 9.5

The administration recommends approving an agreement with Inter-State Studio for school and yearbook photos. This Agreement commences with the 2024 - 2025 school year and expires at the conclusion of the 2026 - 2027 school year.

Motion by Mindy Benfer and seconded by Melissa Wagner to approve a 3-year agreement with Inter-State Studio as presented. Vote by roll call was: Yes – Snook, Straub, Wagner, Zimmerman, Benfer, Eberhart, Emery, Marshall, Moser. Results: Unanimous. Motion #12 carried.

12. PrimeroEdge Contract – Attachment 9.6

The administration recommends approving a contract with PrimeroEdge for food service inventory management. The initial cost is \$4,755.00, which includes a one-time implementation fee of \$1,995 payable at time of implementation. The annual software subscription cost of \$2,760 will be invoiced July 1, 2024.

Motion by Mindy Benfer and seconded by Jodi Marshall to approve a contract with PrimeroEdge as presented. Vote by roll call was: Yes – Straub, Wagner, Zimmerman, Benfer, Eberhart, Emery, Marshall, Moser, Snook. Results: Unanimous. Motion #13 carried.

13. Monetary Donation Alumni & Friends – Attachment 9.7

The administration recommends accepting a monetary donation from Alumni & Friends in the amount of \$13,683.54 as presented on attachment 9.7.

Motion by Mindy Benfer and seconded by Jodi Marshall to accept a monetary donation from Alumni & Friends as presented. Vote by roll call was: Yes – Wagner, Zimmerman, Benfer, Eberhart, Emery, Marshall, Moser, Snook, Straub. Results: Unanimous. Motion #14 carried.

14. Tax Collectors’ Stipulation Agreement

The Administration recommends approving the Stipulation and Settlement for Curry v. Mifflinburg Area School District CV 21-0684.

Motion by Mindy Benfer and seconded by Jodi Marshall to approve the Stipulation and Settlement for Curry v. Mifflinburg Area School District CV 21-0684. Vote by roll call was: Yes – Zimmerman, Benfer, Eberhart, Emery, Marshall, Moser, Snook, Straub, Wagner. Results: Unanimous. Motion #15 carried.

PERSONNEL COMMITTEE REPORT – Mrs. Marshall

15. Retirements/Resignations

The administration recommends accepting the following retirements and resignations as presented:

Retirement - George Mesher, science teacher at the middle school effective June 3, 2024.

Retirement - Lori Hoy, fifth grade teacher at the intermediate school effective at the end of the 2023-2024 school year.

Retirement - Diane Wright, fifth grade teacher at the intermediate school effective at the end of the 2023-2024 school year.

Resignation - Jason Dressler as the head football coach effective immediately.

Motion by Jodi Marshall and seconded by Melissa Wagner to accept the recommended retirements and resignations. Motion #16 carried.

16. Substitutes

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

Kylee Carey, Middleburg - Teacher
Sarah Willits, Lewisburg - Teacher
Ernest Falgo, New Berlin - Guest Teacher
Amber Davis, New Berlin - Bus Monitor

Motion by Jodi Marshall and seconded by Mindy Benfer to approve the recommended substitutes for the remainder of the school year. Motion #17 carried.

17. FMLA Leave

The administration recommends approving FMLA leave for the following employee:

24-016 beginning January 24, 2024

Motion by Jodi Marshall and seconded by Mindy Benfer to approve FMLA leave for Employee #24-016 as presented. Motion #18 carried.

18. Musical/Drama Club – Attachment 10.4

The administration recommends approving the balance of funds in the Drama Club account to be transferred to the General Fund (Fund 10) and the Drama Club account operating under Fund 21 to be closed. The additional expenditures for the Drama Club will be budgeted in the General Fund budget beginning with the 2024-2025 school year.

Motion by Jodi Marshall and seconded by Mindy Benfer to approve the balance of funds in the Drama Club account to be transferred to the General Fund (Fund 10) and the Drama Club account operating under Fund 21 to be closed. Vote by roll call was: Yes – Benfer, Eberhart, Emery, Marshall, Moser, Snook, Straub, Wagner, Zimmerman. Results: Unanimous. Motion #19 carried.

19. Two-Step Salary Movement

The administration recommends approving a two-step salary movement for the IT Administrative Assistant based on the completion of Associates Degree.

Motion by Jodi Marshall and seconded by Mindy Benfer to approve a two-step salary movement for the IT Administrative Assistant as presented. Vote by roll call was: Yes – Eberhart, Emery, Marshall, Moser, Snook, Straub, Wagner, Zimmerman, Benfer. Results: Unanimous. Motion #20 carried.

20. Volunteer Coaches

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

Softball: Al Fluman, Tom Tucker, Scott Sampsell, and Vanessa Martin
Baseball: Steve Hackenburg and Jake Golomboski
Boys Lacrosse: Nate Wohlheiter
Girls Lacrosse: Steve Niles
Girls Track: Katy Baker
Boys Track: Jonathan Fetterolf
Boys Tennis: Edward Kirick
Girls JH Soccer: Paige Dando and Gordon DeFacies

Motion by Jodi Marshall and seconded by Mindy Benfer to approve the recommended volunteer coaches as presented. Motion #21 carried.

21. To Be Hired

The administration recommends approving the following staff:

Amber Davis, New Berlin as a Category 2 Aide at the high school. Her salary will be set at Level 1 of the Category 2 Aide Salary Scale, \$13.30 per hour.

Dorothy Holton, Mifflinburg as a food service employee. Her salary for this position will be set at Level 1 of the Food Service Salary Scale, \$12.00 per hour.

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

COMMUNICATIONS AND ANNOUNCEMENTS

The 2021-2022 Single Audit has been approved by PDE.

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS

OLD BUSINESS

Block Voting – The Board wishes to continue to vote on individual agenda items and not do block voting.

NEW BUSINESS

ADJOURNMENT – With there being no further business to come before the Board, on a motion by Jodi Marshall and seconded by Troy Zimmerman the meeting was adjourned at 6:58 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.