

Members Present Kevin Wigoda

Albert D. Marazas

Jessica M. McGrath

Michael Andruchek

Christopher M. Bowers

Sarah R. Newton

James O'Brien, Jr.

James T. Croley, II

Members Absent

Cynthia Lubinsky

The regular monthly meeting of the Minersville Area Board of Education was held in the Career & Counseling Center of the Junior-Senior High School and Zoom on Wednesday evening, February 28, 2024. The meeting was called to order by President, Kevin Wigoda at 7:00 PM.

On roll call, the following responded: Kevin Wigoda, Albert D. Marazas, Jessica McGrath, Michael Andruchek, Christopher Bowers, James O'Brien, Jr., James T. Croley, II, and Sarah Newton.

Others present: Dr. Carl G. McBreen, Superintendent; Brittany K. Doyle, Business Manager; Michael Maley, High School Principal; Todd Rizzardi, Assistant Principal; Jill Atkinson, Special Education Director; Nicholas A. Quinn, District Solicitor; and Barbara Conville, Secretary to the Superintendent/Assistant to the Secretary.

MOTION - by Marazas, seconded by Andruchek to approve the minutes of the regular meeting of January 24, 2024. Motion carried on a unanimous voice vote.

Approve Meeting
Minutes of 01/24/2024

MOTION - by O'Brien, seconded by McGrath to approve the committee meeting minutes for both Building & Grounds and Technology. Motion carried on a unanimous voice vote.

Approve Committee
Meeting Minutes

Mr. Wigoda asked if there was any public comment. There being none, Wigoda turned the meeting over to Dr. McBreen for the agenda.

Public comment

AGENDA

MOTION - by O'Brien, seconded by Andruchek to acknowledge the February 2023 Students of the Month. Mr. Maley introduced each student by name Logan Perzel and Aya M'Nadi, and each respectively delivered their biographies. All members in favor. Motion carried.

Students of the Month

Under the same MOTION, the Board acknowledged a donation of \$257.57 to the MASD General Fund by Mr. Albert Marazas and the Class of 1966.

Class of 1966 donation

MOTION - by Marazas, seconded by McGrath to approve the following "Use of Facility" requests approved by the Superintendent under standing policy:

Use of Facilities

- a. 01/16/2024 - Title I Reading - Llewellyn Library - Kindergarten Parent Information Night - 6:00 PM - 7:00 PM.
- b. 02/06/2024 and 02/07/2024 - Branch/Miners Teener Baseball - Llewellyn Building - 5:00 PM - 7:00 PM for baseball sign-ups.
- c. 02/16/2024 - MEPA - High School Cafeteria - 5:00 PM - 10:30 PM for an Elementary Dance.
- d. 03/06/2024 - Boys' Baseball - High School Cafeteria - 5:00 PM - 5:30 PM for a booster/parent meeting.
- e. 03/14/2024 - 03/22/2024 - Spring 2024 Book Fair - Elementary Gymnasium - 8:00 AM - 4:30 PM, inclusive of dates.
- f. 02/08/2024 - 5th Qtr. Club - High School Cafeteria - 6:30 PM - 7:45 PM - Reorganization Meeting for booster club.
- g. 08/07/2024 - PIAA Volleyball Rules Interpretation Meeting - High School Auditorium - 6:00 PM - 8:00 PM.
- h. 02/03/2024 - Llewellyn Parent Club - Llewellyn gymnasium - 3:00 PM - 7:00 PM for a Llewellyn Parent Club sponsored dance.

All in favor on a voice vote. Motion carried.

MOTION - by Newton, seconded by Marazas to ratify Superintendent signature to the Notice of Adoption of Policies, Procedures and Use of Funds by School District for the Intermediate Unit #29 under the requirements of the IDEA – Part B for the 2024-2025 school year.

IDEA - Part B
adoptionn

All in favor, motion carried.

MOTION - by Bowers, seconded by O'Brien to approve proper signatures to the Intermediate Unit #29 Administrative & Program Budget resolution for the 2024-2025 fiscal year. Copy enclosed.

IU #29 Administrative
& Program Budget
2024-2025

On a roll call vote, all in favor. Motion carried.

MOTION - by Bowers, seconded by McGrath to approve signatures to the Schuylkill Technology Center Secondary Budget resolution for the 2024-2025 fiscal year. Copy enclosed.

STC Secondary Budget
2024-2025

On a roll call vote, all in favor. Motion carried.

MOTION - by O'Brien, seconded by Bowers to ratify Superintendent signature to a five-year Affiliation Agreement with Delaware Valley University for the placement of program participants in the district

Affiliation agreement
with Delaware Valley

All members in favor on a voice vote. Motion carried.

MOTION - by McGrath, seconded by Bowers to authorize execution of a three-year successor Educational Assistance Agreement with Commonwealth Environmental Systems, L.P. landfill.

CES Educational
Assistance Agreement -
3 year extension

All in favor on a voice vote. Motion carried.

MOTION - by Newton, seconded by Bowers to authorize Superintendent to sign a Letter of Agreement in collaboration with Region 2 - Berks County Intermediate Unit of Pennsylvania's Education for Children and Youth Experiencing Homelessness (ECYEH).

ECYEH agreement

On a voice vote, all members in favor. Motion carried.

MOTION - by Bowers, seconded by McGrath to authorize Superintendent signature on Food Pantry contract between the Minersville Area Jr Sr High School and Berks Schuylkill Helping Harvest Fresh Food Bank. The program will provide needed pantry food items to students in need.

Helping Harvest Fresh
Food Bank

All in favor on a voice vote. Motion carried.

MOTION - by Bowers, seconded by O'Brien to authorize and post a new position for an Elementary Special Education Supervisor position in the 2024-2025 school year.

Create EC Guidance
Counselor position

On a roll call vote, all members voted in favor. Motion carried.

MOTION - by Croley, seconded by Marazas to authorize Superintendent to sign a five-year contract between Active Internet Technologies, dba Finalsité, and Minersville Area School District for new website platform. The payment schedule for five-year term is as follows:

5 yr. Finalsité internet
technology contract

- a. July 1, 2024 \$ 9,069
- b. July 1, 2025 \$ 9,392
- c. July 1, 2026 \$ 9,728
- d. July 1, 2027 \$10,077
- e. July 1, 2028 \$10,440

On roll call, all members voted in favor. Motion carried.

MOTION - by O'Brien, seconded by Newton to authorize the Business Manager to sign the proposal with Transfinder in the amount of \$10,145.00 to upgrade from Routefinder Pro to Routefinder Plus along with a one-time conversion of accessible map data. Annual renewals will cost \$5,200.00. See attached.

Routefinder upgrade for
transportation

On a roll call vote, all in favor. Motion carried.

MOTION - by Bowers, seconded by McGrath to approve the following additional volunteer coaches to the Girls' Softball coaching staff:

- a. Jennifer Laudeman
- b. Carmine Caccavale
- c. Michael Mistishen
- d. Laura Bosack

Additional volunteer coaches - Girls Softball

On a voice vote, all in favor. Motion carried.

MOTION - by Marazas, seconded by Andruchek to approve additional transportation run and changes with Earl Renninger, Inc. as follows:

- a. M22 - MCV Gilberton (A.M. only) for \$55.00 per day effective February 12, 2024.
- b. Revise M25 - North Schuylkill (Remove Shenandoah stop) for \$66.00 per day effective January 2, 2024. (Prior \$170.00)
- c. M25 - MCV Econo Lodge (P.M. only) for \$39.00 per day effective January 29, 2024.
- d. M15 - River Rock at Cressona for \$69.00 per day effective January 29, 2024.

Add'l transportation runs

On a roll call vote, all in favor. Motion carried.

MOTION - by Marazas, seconded by McGrath to accept grant funds that have been awarded to the Minersville Area Jr./Sr. High School for the USDA School Breakfast Expansion Grant in the amount of \$9,863.27 with a project timeframe of February 26, 2024 through December 31, 2024.

School Breakfast Expansion Grant received

All in favor on a voice vote. Motion carried.

MOTION - by Andruchek, seconded by O'Brien to record receipt of Notice of Repository Sale and ratify proper Board signatures to proceed without objection by Minersville Area School District for parcel 52-5-221 and 52-5-222 located at 28-30 South Street, Minersville in the amount of \$1 each as they are to be demolished.

Repository Sales

All in favor on a voice vote. Motion carried.

MOTION - by O'Brien, seconded by Newton to approve the approve the salary step placement for Mrs. Robyn Chadwick, a professional employee, to M004 at a salary of \$45,400.

R. Chadwick Salary Step

All in favor on a roll call vote. Motion carried.

MOTION - by O'Brien, seconded by Newton to accept with regret the following resignations from the following employees:

Resignations

Name	Position	Effective Date	Years of Service
a. Emilie Martin	Instructional Aide, PT	02/09/2024	1 year
b. Patricia Donlin	Instructional Aide, PT	02/14/2024	4 months
c. Sha'Kyrah Bethea	Instructional Aide, PT, Title I	03/01/2024	6 months

All in favor on a voice vote. Motion carried.

MOTION - by O'Brien, seconded by McGrath to approve the hire of the following:

Hires

Name	Position, subject to assignment	Effective Date	Step	Salary
a. Emily Purcell	Substitute Nurse, as needed	02/29/2024	n/a	\$18.23/hour
b. Tracey Ashman	Substitute Nurse, as needed	02/29/2024	n/a	\$18.23/hour

All in favor on a roll call vote. Motion carried.

MOTION - by Andruchek, seconded by O'Brien to approve the leave of absence for the purpose of maternity leave under FMLA for Ms. Jessica Faust which will begin on or about April 28, 2024 with the intent to return on August 5, 2024. Ms. Faust intends to utilize accumulated personal, sick, and vacation time during this absence.

J. Faust maternity leave

All members in favor on a voice vote. Motion carried.

MOTION - by O'Brien, seconded by McGrath to approve the 21st Century Schuylkill Achieve After School staff beginning February 29, 2024 through June 30, 2024. All program funds are reimbursed from the Intermediate Unit #29 through a state grant program.

21st CCLC staff added

Staff	Position	Salary
a. Joanne Murphy	Teacher	\$24.70/hour
b. Nannette Bentz	Teacher	\$24.70/hour

On a roll call vote, all members voted in favor. Motion carried.

MOTION - by Newton, seconded by Bowers to approve the 2023-2024 school calendar weather related changes as per enclosed.

2023-2024 School
Calendar changes

On a voice vote, all in favor. Motion carried.

MOTION - by McGrath, seconded by Bowers to approve the 2024-2025 school calendar as per enclosed.

2024-2025 School
Calendar

On a voice vote, all in favor. Motion carried.

MOTION - by Croley, to add an item to the agenda related to a feasibility study on the current football stadium, the motion was seconded by Bowers

Add'l item added to
agenda

Roll call vote, O'Brien and Andruchek voted no, all others in favor. Motion carried and item was added.

MOTION - by Bowers, seconded by Croley to allow a comp. study for field reparations with EA Sports whereas costs are not to exceed \$5,000.

Football field upgrade
feasibility study

On a roll call vote, O'Brien and Andruchek voted no, while all others voted in favor. Motion carried.

STAFF REPORTS

Staff Reports

Reports were included in the Livebinder for review.

No additional information was discussed.

FINANCIAL STATEMENTS

MOTION - by Marazas, seconded by Newton to approve the Treasurer's Report as prepared and submitted. On a voice vote - all in favor; Motion passed.

Treasurer's Report

MOTION - by Andruchek, seconded by McGrath to ratify the payment of bills for February 2024 from the General Fund in the amount of \$2,144,623.26; Cafeteria Account in the amount of \$71,242.95; 21st CCLC - Schuylkill Achieve Account in the amount of \$1,120.00; Federal Programs Account in the amount of \$6,185.18; High School Athletics in the amount of \$15,359.74; High School Activities Account in the amount of \$8,951.50 for a total bills payable \$2,247,482.63.

Pay bills

All in favor on a voice vote. Motion carried.

MOTION - by Marazas, seconded by Andruchek to approve Statement of Taxes as prepared and submitted. All in favor on a voice vote. Motion passed.

Statement of Taxes

COMMITTEE REPORTS

Activities/Athletic minutes are forthcoming per Newton. Andruchek stated Building & Grounds minutes were included in the monthly packet/livebinder from the January 31, 2024 meeting. O'Brien has been in contact with Mike Maley in setting up high school principal interviews, tentatively March 14th. Bowers reported that the IU Director search continues, as the IU Board has increased the salary and reposted the position seeking additional applicants. Croley reported minutes from January 17th technology committee meeting were included in the packet.

Committee Reports

CORRESPONDENCE

None.

Correspondence

OLD BUSINESS

None.

Old Business

NEW BUSINESS

O'Brien began a discussion regarding a fire company being on school property in Branch Twp. The fire company wishes to remove a clause regarding the school district regaining ownership if the fire company dissolves. McGrath would like the size of the property in question.

Doyle reported that the RFP was completed and advertised. Proposals are due April 10, 2024.

There being no further business to report or discuss, the meeting adjourned on MOTION by Bowers, seconded by McGrath at 7:34 PM.

Respectfully submitted,

Jessica McGrath

Jessica McGrath, Secretary

Barbara J. Conville

Barbara J. Conville, Assistant to the Secretary