Date	Kind of Meeting	Where Held	Presiding Officer
September 27, 2023	Regular Meeting	High School Career Center	Keith Adams

Members Present		Members Absent
Albert D. Marazas	Keith Adams	Michael Mistishen
Kevin Wigoda	Angela M. DeMario	
Cynthia Lubinsky	Christopher M. Bowers	
Jessica M. McGrath		
Sarah R. Newton		

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, September 27, 2023. The meeting was called to order by President, Keith Adams at 7:00 PM.

On roll call, the following responded: Keith Adams, Albert D. Marazas, Kevin Wigoda, Cynthia Lubinsky, Jessica McGrath, Angela M. DeMario, Sarah R. Newton, and Christopher Bowers via telephone.

Others present: Dr. Carl G. McBreen, Superintendent; Brittany K. Doyle, Business Manager; Michael Maley, High School Principal; Nannette Bentz, Elementary 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 Wigoda to approve the minutes of the regular meeting of August 23, 2023. Motion carried on a unanimous voice vote.

Approve Meeting Minutes of 08/23/2023

AGENDA

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

Use of Facilities

a. 09/12/2023 - Minersville Alumni - High School Cafeteria; 6:30 PM - 8:00 PM every second Tuesday of the month for 50th Anniversary of Musicals Meetings.
b. 09/19/2023 - MEPA sponsored Elementary Center Play - Elementary Center Auditorium every Tuesday and Thursday, 3:15 PM - 5:00 PM, through January 19, 2024 for production of The Wizard of Oz.
c. 01/23/2024 - 01/27/2024 - MEPA sponsored Elementary Center Play - High School Auditorium January 23, 2024 through January 26 2024, 3:30 PM - 5:30 PM for practice and January 27, 2024, 10:00 AM - 10:00 PM for 2 performances of The Wizard of Oz.
d. 09/25/2023 - Elementary Choir - Elementary Center Auditorium on Mondays beginning September 25, 2023.
e. 11/10/2023 - MEPA - High School Cafeteria - 5:00 PM - 10:00 PM, Elementary school dance.
f. 11/19/2023 - Fifth Quarter Club - High School Cafeteria - 10:00 AM - 4:00 PM for their annual football banquet.
g. 12/02/2023 - Class of 2024 - 2023 Winter Prom - High School Cafeteria - 3:30 PM - 11:00 PM.
h. 10/30/2023 through February 2024 - Minersville Area Youth Basketball - High School, Elementary and Llewellyn gymnasiums for weeknight evening practices from 4:00 PM to 9:00 PM, as available and Saturday 9:00 AM - 3:00 PM. Games begin 12/02/2023.
i. 02/22/2024 - 02/25/2024 - Minersville Area Youth Basketball 3rd/4th grade tournament - High School Gymnasium. Game schedule will be made available prior to the tournament.
j. 02/28/2024 - 03/03/2024 - Minersville Area Youth Basketball 5th/6th grade tournament - High School Gymnasium. Game schedule will be made available prior to the tournament.
k. 10/22/2023 - Trunk or Treat - Minersville High School Student Parking Lot - 4:00 PM - 7:00 PM - Community event for Halloween.

All in favor on a voice vote. Motion carried.

MOTION - by Marazas, seconded by McGrath to approve payment for credits earned to:
a. Jared Homa - 6 credits @ $100 = $600

One roll call vote, all in favor. Motion carried.

MOTION - by McGrath, seconded by Wigoda to authorize Superintendent to sign a two (2) year coordination agreement between Services Access & Management, Inc., Reading, PA and Minersville Area

Service Access & Management - 2 yr. Contract 2023-2025

School District to ensure continuity of care to eligible individuals.

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

Title IIA Agreement 2023-2024

MOTION - by DeMario, seconded by Marazas to authorize proper signatures on Title IIA - Non-Public Programs and Services Agreement between the Minersville Area School District and Schuylkill Intermediate Unit #29 for the 2023-2024 school year.

All in favor on voice vote. Motion carried.

Title III MOU 2023-2024

MOTION - by Lubinsky, seconded by McGrath to authorize proper signatures to the 2023-2024 Title III Language Instruction for English Learners and Immigrant Students Memorandum of Understanding between the Minersville Area School District and Schuylkill Intermediate Unit #29.

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

McClure 2yr HVAC Contract 2023-2025

MOTION - by DeMario, seconded by Wigoda to authorize Superintendent to sign a two-year Planned Maintenance Agreement for ongoing maintenance of HVAC equipment with McClure Company, Harrisburg, for the period of September 1, 2023 to August 31, 2025 in the annual amount of $70,276.00.

On the question, DeMario asked is the cost was comparable to prior years. Doyle responded that costs are lower this contract since the equipment and controls are now serviced by two different companies.

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

2023-2024 Addendum to Earl Renninger, Inc. Transportation contract

MOTION - by Marazas, seconded by Wigoda to authorize proper officers to sign the 2023-2024 rate addendum to the transportation contract with Earl Renninger, Inc effective August 23, 2023. See attached.

a. Daily Transportation: Regular and Special Education - not to exceed $4,419.00 per day as presented on List A. (Prior year: not to exceed $4,453.00 per day.)
b. Field Trips and Extra-Curricular Rate/Mile - $4.00 per mile and $18.00 per hour for layover time. (Prior year: $4.00 per mile and $17.00 per hour for layover time.)
c. Fuel Adjustment - If the average month's gas prices are below $2.25 or above $3.50, then both parties agree to pay the difference based on the vehicle's miles per gallon. (Same as prior year.)

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

Annual Halloween Parade participation

MOTION - by Lubinsky, seconded by McGrath to authorize Band, Band Front, and Cheerleaders to participate in the annual Minersville Halloween Parade on Sunday, October 22, 2023 at 6:30 PM with a rain date for the parade of October 29, 2023.

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

Extra Curricular appointments

MOTION - by Lubinsky, seconded by Newton to approve the following to Extra-Curricular staff positions on recommendation of the Activities/Athletic Director for the 2023-2024 school year:

Position	Name	Salary
DAY Club (prev. Aevidum)	Rachelle Jones	$956

On the question, Adams voiced his concern that changing the name from Aevidum to DAY Club takes away form the mental health focus that Aevidum was meant for. A discussion ensued around combining three groups into one due to a staffing issue. Maley's vision is to morph back into separate groups at some point when staffing allows. He could not set a time frame for that separation.

On roll call vote, Adams voted no, all remaining members in favor. Motion carried.

MOTION - by McGrath, seconded by Lubinsky to approve on recommendation of the Athletic Director, Mr. Rich Dry, the following Spring Sports coaching positions for the 2023-2024 season at the approved salaries. ** If state mandatory closures occur during the school year, payments will be prorated based on season length effective from the beginning of the PIAA' s first official practice date.

Add'l Extra-curricular staff 2023-2024

	Name	Position	Salary
a.	Shane Spotts	Head Coach, Baseball	$4,459
b.	Jamie Kuehn	Head Coach, Softball	$4,459
c.	Jason Burgess	Head Coach, Tack & Field	$4,459

On roll call, all in favor. Motion carried.

MOTION - by Marazas, seconded by Wigoda to record receipt of Private Sale from the Schuylkill County Tax Claim Bureau and authorize sales to proceed without objection by Minersville Area School District:

Private Sale

	Parcel	Address	Bidder	Sale Amount
a.	52-5-564	Lot & Improvement, 447-449 S. Third St.	Ulma Pena	$12,008.67

All in favor on a voice vote. Motion carried.

MOTION by Marazas, seconded by DeMario to ratify the tax exemption for the International Ministries Evangelical Church Ark of Refuge retroactive to 2018 on recommendation of Solicitor Quinn. Note: Taxes have not been paid, no refund is due.

Tax Exemption

On unanimous voice vote, motion carried.

MOTION - by Marazas, seconded by Lubinsky to record in minutes the following submissions received for the Request for Qualifications based Proposals, MASD 23-02, for Guaranteed Energy Savings Performance Contract:

ESCO bids

a. Ameresco
b. Quandel Energy Solutions

All in favor on a voice vote. Motion carried.

MOTION - by Marazas, seconded by DeMario to award RFP MASD 23-02 for the Guaranteed Energy Savings Performance Contract to Quandel Energy Solutions, Harrisburg, PA 17110 as recommended by administration and authorize proper signatures on Investment Grade Audit Agreement. Documented fees not to exceed $20,000 should the District not proceed with project.

ESCO contract - Quandel Energy Solutions

Solicitor Quinn noted that he was not involved and was not asked to review the contract. On a roll call vote, all in favor. Motion carried.

MOTION - by Bowers, seconded by McGrath to accept with regret the resignation of Dr. Carl G. McBreen, Superintendent of Schools, effective June 30, 2024, for the purpose of retirement. {33 years with this District}

McBreen resignation accepted

Dr. McBreen said there are some items that will need to be mapped out, including LandBank, since he sits as a committee member. Adams contacted PSBA services who are willing to assist with advertising and interviewing for a fee.

All in favor on a voice vote. Motion carried.

MOTION - by DeMario, seconded by Newton to authorize advertisement for Superintendent opening.

Superintendent advertisement

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

MOTION - by Newton, seconded by McGrath to approve $4,000 salary increase to $69,920 for Mr. Todd Rizzardi, Assistant Principal, retroactive to the start of the 2023-2024 school year, July 1, 2023. — Rizzardi salary adjustment 2023-2024

On roll call, Bowers voted no, all others voted in favor. Motion carried.

MOTION - by Newton, seconded by DeMario to appoint Michael Maley, High School Principal, as the School Safety and Security Coordinator for the Minersville Area School District in accordance with Act 44 effective immediately. — School Safety & Security Officer

All in favor on a voice vote. Motion carried.

MOTION - by Newton, seconded by McGrath to approve additional staff to the 21st Century Schuylkill Achieve After School staff beginning September 28, 2023 through June 30, 2024. All program funds are reimbursed from the Intermediate Unit #29 through a state grant program. — Additional 21st CCLC staff

	Staff	Position	Salary
a.	Kay Carvajal	Teacher	$24.40/hour

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

MOTION - by Newton, seconded by Lubinsky to authorize additional positions to be added at the District: — Positions added

a. Itinerant Learning Support Teacher — Llewellyn Early Childhood Center
b. CNA, part-time — Llewellyn Early Childhood Center

All in favor on a voice vote. Motion carried.

MOTION - by Newton, seconded by Wigoda to accept with regret the following resignations: — LIEP Plan 2023-2024

	Name	Position	Effective Date	Service Length	Purpose
a.	Danielle Raczka	Transportation Secretary	09/29/2023	8 years, 1 month	Other employment
b.	Joselyn Skeen	PT, Instructional Aide	09/15/2023	3 weeks	Relocation
c.	Lauren Klevis*	Teacher, Elementary Center	08/27/2023	4 months	Other employment
d.	Natalie Masinick*	Teacher, Jr/Sr High School	09/18/2023	6 months	Other employment

* denotes professional employees that will be held for up to 60 days or until a suitable candidate is hired.

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

MOTION - by Newton, seconded by McGrath to approve hire of the following: — New hires

	Name	Position	Salary	Step	Effective Date
a.	Alicia Lauresevage	PT Instructional Aide	$14.73/hr	n/a	08/25/2023
b.	Mary Bolich	PT Crossing Guard	$12.66/hr	n/a	08/28/2023
c.	Alexis Jones	Teacher, Elementary Center, Grade 2	$40,000	B001	08/31/2023
d.	Tracey Urquiza	Guidance Secretary	$29,750	n/a	09/18/2023
e.	Ashley Nelson	Teacher, Llewellyn Early Childhood Center	$51,275	M005	09/25/2023
f.	Shawna Killian	PT Cafeteria Aide, Elementary Center	$12.62/hr	n/a	09/25/2023
g.	Ashley Swiezak	School Social Worker, Jr/Sr High School	$45,000	n/a	09/25/2023
h.	Ashley Thompson	Teacher, Special Education Teacher, Grade 4	$40,000	B001	10/09/2023
i.	Kelsey Stephen	CNA, Llewellyn Early Childhood Center	$16.73/hr	n/a	TBD

Note: Part-time Instructional Aide positions and CNA will not exceed 29 hours per week

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

MOTION - DeMario, seconded by Wigoda to ratify the additional appointment of Mrs. Sara Lott as a permanent bus aide beginning September 11, 2023 and compensated at the Board approved tiered salary schedule. — Bus aide approved

All in favor on a voice vote. Motion carried.

Reilly Twp Tax Collector named

MOTION - by Marazas, seconded by Wigoda to acknowledge the appointment of Ms. Mary Ann Matukewicz, as Reilly Township Tax Collector, effective August 26, 2023 through December 31, 2023.

All in favor on a voice vote. Motion carried.

J. Jansson maternity leave

MOTION - by Lubinsky, seconded by McGrath to approve the leave of absence for the purpose of maternity leave under FMLA for Ms. Jessica Jansson to begin on or about October 8, 2023 with the intent to return on November 28, 2023. Ms. Jansson intends to utilize accumulated sick and personal time during this absence.

All in favor on a voice vote. Motion carried.

K. Schleicher maternity leave

MOTION - by Marazas, seconded by DeMario to approve the leave of absence for the purpose of maternity leave under FMLA for Mrs. Kelsey Schleicher which will begin on or about November 28, 2023 with the intent to return on February 1, 2024. Mrs. Schleicher intends to utilize accumulated sick time during this absence.

All in favor on a voice vote. Motion carried.

After School Tutoring grant

MOTION - by Lubinsky, seconded by Wigoda to approve the After-School Tutoring program and $30 per tutoring session payment to each faculty member funded with federal monies. The program will continue as long as the grant funds are available.

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

M. McGovern PT to FT

MOTION - by McGrath, seconded by DeMario to approve the change of assignment for Mrs. Marissa McGovern from part-time Cafeteria Secretary to full-time Transportation Secretary beginning October 2, 2023 at a prorated yearly salary of $29,750.

On roll call, Newton abstained; all other members in favor. Motion carried.

School Safety & Security Plan 2022-2023

MOTION - by Lubinsky, seconded by DeMario to acknowledge the submission of the Minersville Area School District Act 44: School Safety and Security Plan to the PDE for the 2022-2023 school year.

All in favor on a voice vote. Motion carried.

Cheer Booster Club inception

MOTION - by McGrath, seconded by Wigoda to acknowledge the Minersville Cheer Booster Club as an active booster club effective immediately. Yearly financials will be submitted and audited by the Business Manager for annual approval.

All in favor on a voice vote. Motion carried.

CNA job description

MOTION - by Lubinsky, seconded by Wigoda to approve the Certified Nursing Assistant, CNA, job description as enclosed.

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

PSBA Officer Elections

MOTION - by Marazas, seconded by Wigoda to Acknowledge and cast vote for PSBA 2024 Officer elections. All votes are tallied and electronically filed and submitted by the Assistant Board Secretary.

a. 2024 President-Elect?(one-year term)
   Allison Mathis*, North Hills School District
b. President?(one-year term)
   Sabrina Backer, Franklin Area School District
c. 2024-2026 Treasurer (three-year term)
   Karen Beck Pooley*, Bethlehem Area School District
d. 2024-2026 Wester Zone Representative (three-year term)

Marsha Pleta, Washington School District

e. 2024-2025 Section W3 Advisor (two-year term)
Erik Meredith, East Allegheny School District

f. Trustee (term ends Dec. 31, 2026) - Includes two candidates (three-year term)
Choose up to two candidates for a three-year term
Marianne Neel
Michael Faccinetto

On a voice vote, all in favor of all nominees. Motion carried for a-f.

g. School Board Secretaries Forum
~School Board Secretary vote only~
Forum Steering Committee (term ends Dec. 31, 2025) - (two-year term)
Choose up to three individuals for a two-year term
Bethanne Zeigler, Shikellamy School District
Betsy Gates, Dauphin County Technical School
JaimeLynn Zimerofsky, Schuylkill IU 29
Jennifer Davidson, Manheim Township School District

On a voice vote, Secretary Wigoda voted in favor of Gates, Zimerofsky and Davidson for item g.

Any slated candidate that demonstrates exceptional leadership at the local and state level shall be considered for "endorsement" by the Nominating Committee and the determination shall be noted on the slate of candidates. (PSBA Bylaws, Section 300 - Policy 303)

STAFF REPORTS

Staff Reports

All staff reports were delivered as enclosed.

FINANCIAL STATEMENTS

Treasurer's Report

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

Pay bills

MOTION - by DeMario, seconded by Lubinsky to ratify the payment of bills for May from the General Fund in the amount of $1,804,688.29; Cafeteria Account in the amount of $48,082.34; 21st CCLC - Schuylkill Achieve Account in the amount of $0.00; Federal Programs Account in the amount of $11,079.21; High School Athletics in the amount of $38,542.18; High School Activities Account in the amount of $5,090.99 for a total bills payable $1,907,483.01.

All in favor on a voice vote. Motion carried.

Statement of Taxes

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

COMMITTEE REPORTS

Committee Reports

Wigoda reported that a Building & Grounds meeting is set for October 2, 2023. Newton distributed copies of the action plans that were discussed at the Personnel Meeting. Bowers reported he will have updated in formation on the Schuylkill IU Superintendent following the October meeting.

CORRESPONDENCE

Correspondence

None.

OLD BUSINESS

Old Business

None.

NEW BUSINESS

New Business

None.

There being no further business to report or discuss, the meeting adjourned on MOTION by Wigoda seconded by Lubinsky at 7:53 PM.

Respectfully submitted,

Kevin Wigoda, Secretary

Barbara J. Conville, Assistant to the Secretary