

|                                     |                                           |                                                |                                          |
|-------------------------------------|-------------------------------------------|------------------------------------------------|------------------------------------------|
| <i>Date</i> January 24, 2024        | <i>Regular Meeting</i><br>Kind of Meeting | <i>High School Career Center</i><br>Where Held | <i>Kevin Wigoda</i><br>Presiding Officer |
| <i>Members Present</i> Kevin Wigoda |                                           | <i>Members Absent</i>                          |                                          |
| Albert D. Marazas                   |                                           | Christopher M. Bowers                          |                                          |
| Jessica M. McGrath                  |                                           | Sarah R. Newton                                |                                          |
| Michael Andruchek                   |                                           | James O'Brien, Jr.                             |                                          |
| Cynthia Lubinsky                    |                                           | James T. Croley, II                            |                                          |

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, January 24, 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, Cynthia Lubinsky, 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; 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 Lubinsky to approve the minutes of the regular meeting of December 4, 2023. Motion carried on a unanimous voice vote.

Approve Meeting Minutes of 12/04/2023

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 Bowers, seconded by McGrath to acknowledge the December 2023 and January 2024 Students of the Month. Mr. Maley introduced each student by name and each respectively delivered their biographies. December students are Kaycee Raczk and Maximillian Moran and January students are Oumayma Tijani and Ayden Kirtok. All were congratulated and were dismissed. All members in favor. Motion carried.

Students of the Month

MOTION - by Newton, seconded by Bowers to recognize that Mrs. Joanne Murphy, coordinator of the Elementary Christmas Toy Program, wanted to acknowledge the Girls' and Boys' Basketball Team and Booster Club for providing Christmas gifts to over 160 children this holiday season. The Elementary Basketball Program also participated this year. This is the second year for the high school teams' involvement. The teams/ support is very much appreciated. All members in favor. Motion carried.

Basketball teams acknowledged for Christmas donations

MOTION - by Newton, seconded by Lubinsky to record Dr. McBreen read the PSBA school director resolution in honor of School Director Recognition Month and provided a certificate and thanked all board members for their dedication to this District. All members in favor. Motion carried.

School Director Month

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

Use of Facilities

- 01/16/2024 - Title I Reading - Llewellyn Library - Kindergarten Parent Information Night - 6:00 PM - 7:00 PM.
- 02/06/2024 and 02/07/2024 - Branch/Miners Teener Baseball - Llewellyn Building - 5:00 PM - 7:00 PM for baseball sign-ups.
- 02/16/2024 - MEPA - High School Cafeteria - 5:00 PM - 10:30 PM for an Elementary Dance.
- 03/06/2024 - Boys' Baseball - High School Cafeteria - 5:00 PM - 5:30 PM for a booster/parent meeting.
- 03/14/2024 - 03/22/2024 - Spring 2024 Book Fair - Elementary Gymnasium - 8:00 AM - 4:30 PM, inclusive of dates.
- 02/08/2024 - 5<sup>th</sup> Qtr. Club - High School Cafeteria - 6:30 PM - 7:45 PM - Reorganization Meeting for booster club.
- 08/07/2024 - PIAA Volleyball Rules Interpretation Meeting - High School Auditorium - 6:00 PM - 8:00 PM.
- 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 McGrath, seconded by Bowers to approve payment for credits earned to:

- a. Jessica Brown - 6 credits @ \$450 = \$2,700
- b. Robyn Chadwick - 3 credits @ \$516 = \$1,548
- c. Michael Maley - 3 credits @ \$1,165 = \$3,495
- d. Alyssa McDonald - 3 credits @ \$516 = \$1,548
- e. Erin Zollars - 6 credits @ \$516 = \$3,096

Credit Reimbursement

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

MOTION - by Newton, seconded by Lubinsky to ratify Superintendent signature to the Indepth Program Agreement between the Lehigh Valley Health Network and Minersville Area School District for Nicotine Dependence: Education, Prevention, Tobacco and Health program for students who face policy violations, effective December 13, 2023 for a one year period.

Indepth Vaping  
Program - LVHN

All in favor, motion carried.

MOTION - by Marazas, seconded by Croley to approve written consent to repository for unsold property with proper board signatures to proceed without objection by Minersville Area School District for parcel 5-6-0010.000 located at 9 Haze Road, Pottsville, Cass Township, for improvement on leased ground, by current bidder Neisy Ocasio Perez in the amount of \$950.

Repository for unsold  
property

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

MOTION - by Marazas, seconded by McGrath to approve retro-active to January 1, 2024 a revised travel reimbursement of 67.0 cents.

Travel Reimbursement  
rate set

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

MOTION - by Marazas, seconded by Lubinsky to record in minutes 2023 Real Estate Collection Report. See attached.

Real Estate Tax  
Collection Report -  
2023

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

MOTION - by Marazas, seconded by O'Brien to exonerate the following tax receivers from further tax collection efforts relative to 2023 Schuylkill County Real Estate Duplicate:

Exonerate Tax  
Collectors

- a. Mrs. Gail Bedford, Branch Township
- b. Mrs. Ann Marie Studlack, Cass Township
- c. Mrs. Lisa Michelcavage, Foster Township
- d. Mrs. Heidi Hashin, Minersville Borough
- e. Mrs. Mary Ann Matukowicz, Reilly Township

All in favor on a voice vote. Motion carried.

MOTION - by Marazas, seconded by Lubinsky to authorize Solicitor Quinn to file Real Estate assessment appeals for designated properties sold from July 1, 2023 through June 30, 2024 with assessed value below sales price.

Real Estate Tax  
Assessments - 2023-  
2024

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

MOTION - by Lubinsky, seconded by McGrath to approve the creation of a full-time Guidance Counselor position at the Elementary Center. This position will be entirely funded by the PCCD School Mental Health Grant for the 2023-2024 school year.

EC Guidance Counselor  
added

All in favor on a voice vote. Motion carried.

MOTION - by Marazas, seconded by Lubinsky to approve the refund request of 2023 paid per capita taxes on recommendation of Branch Township Tax Collector, Mrs. Gail Bedford, for Taylor Kelly, 1056 Maple Street, Pottsville, PA 17901, in the amount of \$205.80. 2023 per capita tax was also paid to Norwegian Township as his primary residence is 94 New Street, Pottsville, PA 17901.

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

MOTION - by Marazas, seconded by McGrath to approve the refund request of 2023 school tax on recommendation of Mary Ann Matukewicz, Reilly Township Tax Collector, in the amount of \$679.40 to Johnathan W. Felty, 526 Broad St., Hegins, PA 17981 for an approved exoneration to parcel 24-11-79, 12 S. Tremont Street, Zerbe, PA 17981.

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

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

- a. M25 - MCV Kulpmont (P.M. only) for \$77.00 per day effective December 12 -14, 2023.
- b. Revise M29 - St. Clair/MCV Pottsville (A.M. only) for \$86.00 per day effective January 17, 2024.

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

MOTION - by McGrath, seconded by Lubinsky to approve the Memorandum of Understanding between Teamsters Local Union No. 429 and Minersville Area School District effective January 24, 2024.

Doyle explained that there was a change to the document as presented at the agenda meeting which altered the probation period from 180 days to 120 days, which the District did accept.

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

MOTION - by Newton, seconded by O'Brien to approve the creation of one full-time general custodial position and eliminate three part-time custodial positions:

All in favor on a voice vote. Motion carried.

MOTION - by Bowers, seconded by McGrath to ratify the hire of Abby Schoffstall as a volunteer Assistant Coach for Girls' Basketball, effective December 17, 2023 for the 2023-2024 season.

All in favor on a voice vote. Motion carried.

MOTION - by O'Brien, seconded by Marazas to ratify the hire of Haidyn Urquiza as a volunteer Assistant Coach for Boys' Basketball, effective December 22, 2023 for the 2023-2024 season.

All in favor on a voice vote. Motion carried.

MOTION - by Lubinsky, seconded by McGrath to approve on recommendation of the Athletic Director, Mr. Rich Dry, and the Activities/Athletic Committee to reappoint Head Coaches for the 2024-2025 school year at salaries to be determined with the adoption of the 2024-2025 budget.

- a. Football - Mr. Justin Frantz
- b. Girls' Soccer - Mr. Nathan Parent
- c. Cross Country - Dr. Jason Burgess
- d. Volleyball - Mr. John Kostishak

All in favor on a voice vote. Motion carried.

2023 tax refund - Kelly, T.

2023 tax refund - Felty, J.

Add'l transportation runs

MOU with Teamsters 429

FT custodian to replace 3 PT

A. Schoffstall - Add'l GBB Coach

H. Urquiza - Add'l BBB Coach

2024-2025 Fall Coaches

MOTION - by O'Brien, seconded by Lubinsky to approve on recommendation of the Athletic Director, Mr. Rich Dry, the following volunteer Bowling Coaches for the 2023-2024 season for independent bowlers:

- | Name               |
|--------------------|
| a. Kevin Killian   |
| b. Tamie Stabinsky |

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

MOTION - by Lubinsky, seconded by Newton to approve on recommendation of the Athletic Director, Mr. Rich Dry, the following Boys' Baseball 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.

| Name             | Position        | Salary    |
|------------------|-----------------|-----------|
| Shane Spotts     | Head Coach      | \$4,459   |
| Jonathan Marazas | Assistant Coach | \$2,785   |
| Travis Martin    | Assistant Coach | \$2,785   |
| Matthew Leiby    | Assistant Coach | \$2,785   |
| Gary Bedford     | Assistant Coach | Volunteer |
| Jeremy Hossler   | Assistant Coach | Volunteer |
| Joseph Liptok    | Assistant Coach | Volunteer |
| Joel Motuk       | Assistant Coach | Volunteer |
| Jim Kramer       | Assistant Coach | Volunteer |

On a roll call vote, Marazas abstained while all remaining members voted in favor. Motion carried.

MOTION - by McGrath, seconded by Lubinsky to approve on recommendation of the Athletic Director, Mr. Rich Dry, the following Girls' Softball 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.

| Name              | Position                   | Salary    |
|-------------------|----------------------------|-----------|
| Jamie Kuehn       | Head Coach                 | \$4,459   |
| Dave Eber         | Assistant Coach            | \$2,785   |
| Gabriella Pothier | Assistant Coach            | \$2,785   |
| Lisa Frantz       | Assistant Coach            | \$2,785   |
| Ryan Plesnarski   | Assistant Coach (Jr. High) | \$2,785   |
| Jodi Adams        | Assistant Coach            | Volunteer |
| Denise Motley     | Assistant Coach            | Volunteer |
| Robert Plesnarski | Assistant Coach            | Volunteer |

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

MOTION - by Bowers, seconded by Newton to approve on recommendation of the Athletic Director, Mr. Rich Dry, the following Track & Field 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.

| Name                       | Position        | Salary    |
|----------------------------|-----------------|-----------|
| Dr. Jason Burgess          | Head Coach      | \$4,459   |
| Dr. Jennifer Burgess       | Assistant Coach | \$2,785   |
| Bridget Dougherty          | Assistant Coach | \$2,785   |
| Brandon Oakill             | Assistant Coach | \$2,785   |
| Kevin Dougherty (Jr. High) | Assistant Coach | \$2,785   |
| Craig Lowther              | Assistant Coach | Volunteer |
| Jason Montemuro            | Assistant Coach | Volunteer |
| Pamela Ulicny              | Assistant Coach | Volunteer |
| Matthew Hirsch             | Assistant Coach | Volunteer |

Bowling Coaches  
named

Boys' Baseball Coaches  
2023-2024

Girls' Softball Coaches  
2023-2024

Track & Field 2023-  
2024

Ken Yurkonis

Assistant Coach

Volunteer

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

MOTION - by O'Brien, seconded by Andruchek to approve on the recommendation of Mrs. Nanette Bentz to retroactively compensate Mrs. Katherine Herring as the Science Fair Coordinator for the 2022-2023 school year in the amount of \$768 in the next available payroll.

Science Fair  
Coordinator 2022-2023

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

MOTION - by McGrath, seconded by Croley to previously approved recommendation by Mrs. Nannette Bentz that the named Science Fair Coordinator for the 2023-2024 school year, Katherine Herring, at a salary of \$783, now be divided into equal compensation of \$391.50 to both Mrs. Herring and Kelly Boyer, as the new 6th grade science teacher.

Science Fair  
Cocoordinators 2023-  
2024

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

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

Resignations

|    | Name           | Position             | Effective Date | Service Length | Purpose          |
|----|----------------|----------------------|----------------|----------------|------------------|
| a. | Joann Griffin  | FT General Custodian | 12/29/2023     | 9 years        | Retirement       |
| b. | Kelsey Stephen | PT, CNA              | 11/10/2023     | 3 weeks        | Other employment |

All in favor on a voice vote. Motion carried.

MOTION - by Newton, seconded by Lubinsky to accept the resignation of Miss Emily Yakobosky, temporary professional employee, effective January 12, 2024. {Assignment - Gr. 2, Special Education with 2 years' service to this District}

E. Yakobosky  
resignation

All in favor on a voice vote. Motion carried.

MOTION - by O'Brien, seconded by McGrath to ratify job posting for a full-time general custodian on December 13, 2023 due to a department retirement

FT Custodial job posting

All in favor on a voice vote. Motion carried.

MOTION - by Lubinsky, seconded by O'Brien to approve the paid leave of absence for employee #331 from February 8, 2024 and approximately 4 to 6 weeks for medical leave.

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

MOTION - by Bowers, seconded by McGrath to approve the hire of the following:

Hires

|    | Name            | Position, subject to assignment              | Effective Date | Step | Salary              |
|----|-----------------|----------------------------------------------|----------------|------|---------------------|
| a. | Amanda Martinez | PT, Cafeteria Aide                           | 12/11/2023     |      | \$12.62/hr.         |
| b. | Sarah McKeown   | Temp. Professional, Guidance Counselor, EC01 | 02/2024        | M011 | \$55,725 (prorated) |
| c. | Jodecie Hook    | PT, Instructional Aide                       | 01/16/2024     |      | \$14.73/hr.         |
| d. | Joann Griffin   | PT, Substitute Custodian (as needed)         | 01/25/2024     |      | \$13.85/hr.         |

On roll call, all in favor. Motion carried.

MOTION - by Newton, seconded by O'Brien to approve, on recommendation of the Head of Maintenance, Greg Stephen, the reclassification of the following custodial staff, subject to assignment, from part-time general custodian to full-time general custodian effective Monday, January 29, 2024.

Assignment changes -  
PT to FT

- Jessica Leonard
- Andrew Conville

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

MOTION - by Bowers, seconded by McGrath to approve and sign contract, on recommendation of the Personnel Committee, to appoint Mr. Michael Maley as Acting Superintendent, Minersville Area School District, for a three (3) year term to commence July 1, 2024 at a salary of \$108,000 in addition to a one-time increase of \$5,000 at the successful completion of superintendent certificate.

M. Maley hired as  
Acting Superintendent  
2024-2025 school year

On roll call, all members voted in favor. Motion carried. Marazas thanked the other committee members and Ms. Doyle for their time and attention throughout the selection process. Maley stated he appreciates the confidence of the Board and is looking forward to working with everyone, and mentioned (Carl) Dr. McBreen is his mentor for a class for his superintendent certification.

MOTION - by Lubinsky, seconded by O'Brien to approve the Minersville Area Junior-Senior High School Course Selection Guide for the 2024-2025 school year. See attached.

2024-2025 Course  
Selection Guide

All in favor on a voice vote. Motion carried.

MOTION - by McGrath, seconded by Bowers to approve board signatures to readopt the resolution of Principles for Governance and Leadership, a framework designed to increase board effectiveness, as recommended by the PSBA. See attached.

Principles for  
Governance &  
Leadership adopted

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

MOTION - by Bowers, seconded by Lubinsky to approve the MASD Confidential Cyber Incident Response Plan as required by our cyber insurance through Travelers Insurance.

Cyber Incident Response  
Plan

All in favor on a voice vote. Motion carried.

MOTION - by Bowers, seconded by Croley to approve all monthly board meetings to be moved from the High School Career & Counseling Center to the High School Cafeteria effective with the February 28, 2024 meeting

Board meeting relocation

On roll call, Croley, Andruchek, and Bowers voted in favor, while all remaining members were not in favor. Motion denied on a vote of 3 - 6.

MOTION - by Newton, seconded by McGrath to approve Findings of Fact and Conclusions of Law relative to the expulsion hearing held November 30, 2023 for student #285759 (Vote: Lubinsky, McGrath, Marazas, Newton, Bowers, and Wigoda)

Expulsion

On roll call, Lubinsky, McGrath, Marazas, Newton, Bowers, and Wigoda voted in favor. Motion carried.

MOTION - by Newton, seconded by Lubinsky to approve the disposal of 60 Biology - The Web of Life, hardcover books, copyright 2000, Strauss and Lisowski, published by Scott Foresman, that are no longer in use and outdated.

Obsolete equipment

All in favor on a voice vote. Motion carried.

## STAFF REPORTS

Staff Reports

Reports were included in the Livebinder for review.

Wigoda questioned the FID day attendance at the high school level. Maley responded that 30% - 40% of students attended virtually, while 30% more handed in paper assignments, concluding that the FID day was attended by close to 75% of high school students.

Newton shared that the elementary center students are performing The Wizard of Oz on Saturday, January 27, 2024, sponsored by MEPA and the Majestic Theater. There will be four showings, two by 3<sup>rd</sup> and 4<sup>th</sup> grade students and two shows by 5<sup>th</sup> and 6<sup>th</sup> grade students. She encouraged all members to attend.

Solicitor Quinn updated the members on PHRC complaints and explained what the real estate tax assessments were that were voted on this evening and that we will continue through the countywide reassessment.

## 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 Lubinsky, seconded by McGrath to ratify the payment of bills for December 2023 and January 2024 from the General Fund in the amount of \$4,123,343.58; Cafeteria Account in the amount of \$60,950.94; 21st CCLC - Schuylkill Achieve Account in the amount of \$2,080.00; Federal Programs Account in the amount of 14,304.55; High School Athletics in the amount of \$31,711.54; High School Activities Account in the amount of \$5,791.25 for a total bills payable \$4,238,181.86.

Pay bills

All in favor on a voice vote. Motion carried.

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

Statement of Taxes

## COMMITTEE REPORTS

A Buildings & Grounds Committee meeting is scheduled for January 31<sup>st</sup> at 6 PM in the Career & Counseling Center, minutes will follow. O'Brien thanked the committee for their participation in the superintendent search and congratulated Mike Maley on his selection as the upcoming superintendent. Bowers reported the IU #29 is still interviewing candidates for the vacant director position. Croley reported there was a Technology Committee meeting on January 17<sup>th</sup> where many topics were discussed, including internet connectivity, streaming sports, budget, new website, and social media accounts. Minutes are forthcoming.

Committee Reports

## CORRESPONDENCE

None.

Correspondence

## OLD BUSINESS

None.

Old Business

There being no further business to report or discuss, the meeting adjourned on MOTION by Lubinsky seconded by Bowers at 7:41 PM.

Respectfully submitted,

Jessica McGrath

Jessica McGrath, Secretary

Barbara J. Conville

Barbara J. Conville, Assistant to the Secretary