

MIFFLINBURG AREA SCHOOL DISTRICT  
*Mifflinburg, Pennsylvania 17844-0285*  
*Regular Meeting*  
*Board Minutes*  
*September 10, 2024 – 6:30 p.m.*

CALL TO ORDER – President Eberhart called the meeting to order at 6:42 p.m.

OPENING PROCEDURES – President Eberhart led the group in a pledge to the flag.

ROLL CALL found the following in attendance:

<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  
Renee Jilinski, Business Administrator  
Peter Geipel, IT Director  
School Police Officers - 1

Others: Tammy L. Boop, Board Secretary  
Austin White, Solicitor  
Justin Strauser, The Daily Item  
Joe Sylvester, The Standard Journal  
Margaret Neary, MAEA  
Olivia Schenck, Student  
Ava Mitchell, Student  
Kelly Kreisher, Parent  
Amy Wehr, Parent  
Mary Ann Williard, Community Member

**EXECUTIVE SESSIONS AND SPECIAL MEETING:**

Two Executive Sessions were held prior to the start of the Work Session on September 3, 2024. One was for personnel matters, and one was held for a student discipline matter.

An Executive Session was held at the end of the Work Session on September 3, 2024 for personnel matters.

An Executive Session was held prior to the start of the September 10, 2024 Board Meeting for personnel matters.

**ITEMS TO BE ADDED/CORRECTED ON THE AGENDA**

APPROVAL OF MINUTES – The Board minutes of August 13, 2024 are presented for approval.

Motion by Tom Eberhart and seconded by Jodi Marshall to approve the minutes of August 13, 2024 as presented. Motion #1 carried.

## PUBLIC PARTICIPATION ON AGENDA ITEMS

Fiber Arts Club – Mrs. Neary and her students spoke about the benefits of a Fiber Arts Club.

SUPERINTENDENT’S REPORT – No report.

## POLICY COMMITTEE REPORT – Mr. Zimmerman

### 1. Policies – First Reading – Attachment 7.1

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

226-Searches  
229-Fund Raising  
230-Public Performances by Students  
231-Social Events & Class Trips  
232-Student Involvement in Decision Making

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

### 2. Policies – Final Reading – Attachment 7.2

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

543-Paid Holidays

Motion by Troy Zimmerman and seconded by Jodi Marshall to approve the final reading of Policy 543. Motion #3 carried.

### 3. Admin Reg (Information Item Only) – Attachment 7.3

AR.123.1 - Sunday Practice was attached for the Board's review.

## EDUCATION COMMITTEE REPORT – Mr. Moser

### 4. 2024-2025 Superintendent’s Goals – Attachment 8.1

The administration recommends approving the Superintendent's 2024-2025 Goals as presented.

Motion by Josh Moser and seconded by Jodi Marshall to approve the Superintendent’s goals as presented. Motion #4 carried.

5. Out of State Travel

The administration recommends approving a trip to The National FFA Convention in Indianapolis, IN from October 22-26, 2024, for members of the FFA. All costs will be covered by the participants or FFA. District transportation will be used.

Motion by Josh Moser and seconded by Jodi Marshall to approve a trip to the National FFA Convention as presented. Motion #5 carried.

6. Stipulation Agreement

The administration recommends approving a Stipulation Agreement for Student #SA2024-2025-01.

Motion by Josh Moser and seconded by Jodi Marshall to approve Stipulation Agreement #SA2024-2025-01. Vote by roll call was: Yes – Benfer, Eberhart, Emery, Marshall, Moser, Snook, Straub, Wagner, Zimmerman. Results: Unanimous. Motion #6 carried.

7. School Plans – Attachment 8.4

The administration recommends approving the following school plans:

- Title One Building Plans for Intermediate School and Elementary School (these are annual reports that outline the goals in our schools receiving Title One Funding)
- TSI Plan for High School (presented at last board meeting; final document attached)

Motion by Josh Moser and seconded by Jodi Marshall to approve the recommended school plans. Motion #7 carried.

8. Job Descriptions – Attachment 8.5

The administration recommends approving revisions to the following job descriptions:

Director of Curriculum & Instruction  
Director of Facilities  
Non-Traditional Education Principal

Motion by Josh Moser and seconded by Jodi Marshall to approve revisions to the recommended job descriptions. Motion #8 carried.

9. Creation of Clubs

The administration recommends approving the creation of the following clubs at the high school. There will be no cost to the district for club advisors.

Fiber Arts Club  
ESports Club

Motion by Josh Moser and seconded by Mindy Benfer to approve the creation of the recommended clubs. Motion #9 carried.

10. Student Adjudication 2024-2025-02

The administration recommends approving an adjudication for student #2024-2025-02.

Motion by Josh Moser and seconded by Jodi Marshall to approve adjudication #2024-2025-02. Vote by roll call was: Yes – Eberhart, Emery, Marshall, Moser, Snook, Straub, Wagner, Zimmerman, Benfer. Results: Unanimous. Motion #10 carried.

11. Ag Education Student

The administration recommends accepting the enrollment of Brynlee Jordan into the district's agricultural education program pending approval from Lewisburg School District. Lewisburg Area School District will cover the cost of tuition.

Motion by Josh Moser and seconded by Jodi Marshall to approve the enrollment of Brynlee Jordan as an ag education student as presented. Motion #11 carried.

PROPERTY COMMITTEE REPORT – Mr. Straub

12. Architect of Record

The administration recommends approving Alloy 5 of Bethlehem as the Architect of Record for the district.

Motion by Brandon Straub and seconded by Jodi Marshall to approve Alloy 5 as the Architect of Record for the district. Vote by roll call was: Yes – Emery, Marshall, Moser, Snook, Straub, Wagner, Zimmerman, Benfer, Eberhart. Results: Unanimous. Motion #12 carried.

FINANCE COMMITTEE REPORT – Mrs. Benfer

13. Financial Reports/Ratification of Expenditures – Attachment 8.2

The administration recommends approving all financial reports as presented, subject to audit, and ratification of the expenses for the month of August 2024.

Motion by Mindy Benfer and seconded by Jodi Marshall to approve the financial reports as presented for the month of August 2024. Vote by roll call was: Yes – Marshall, Moser, Snook, Straub, Wagner, Zimmerman, Benfer, Eberhart, Emery. Results: Unanimous. Motion #13 carried.

14. Agreements – Attachment 10.2

The administration recommends approving the following agreements:

Sponsor to Sponsor Agreement with Summit Early Learning - Renewal  
New Story Services Agreement - Renewal  
CSIU-Special Education Services Agreement - Renewal  
CSIU - DTAC Agreement - Renewal  
PHEAA Participation Agreement - New

Motion by Mindy Benfer and seconded by Jodi Marshall to approve the recommended agreements. Vote by roll call was: Yes – Moser, Snook, Straub, Wagner, Zimmerman, Benfer, Eberhart, Emery, Marshall. Results: Unanimous. Motion #14 carried.

#### 15. New Story Student Contract Approval

With Board approval of the annual New Story Service Agreement, the administration recommends granting permission for the Superintendent or designee to sign individual student contracts with New Story.

Motion by Mindy Benfer and seconded by Jodi Marshall to grant permission for the Superintendent or designee to sign individual student contracts with New Story. Motion #15 carried.

#### 16. Donations – Attachment 10.4

The administration recommends accepting the following donations:

District-Wide - Hygiene bags (toothbrushes, toothpaste, soap, etc.) from Central Susquehanna Opportunities in partnership with UPMC.

District-Wide - School supplies from Wal-Mart in Lewisburg.

Monetary donation in the amount of \$20,890.40 from CMSU for the purchase of HALO Vape Detectors.

Monetary donation in the amount of \$3,555.67 from the Band Booster for the purchase of color guard equipment for field shows.

Motion by Mindy Benfer and seconded by Jodi Marshall to accept the recommended donations. Vote by roll call was: Yes – Snook, Straub, Wagner, Zimmerman, Benfer, Eberhart, Emery, Marshall, Moser. Results: Unanimous. Motion #16 carried.

#### PERSONNEL COMMITTEE REPORT – Mrs. Marshall

##### 17. Resignations

The administration recommends accepting the following resignations:

Ashtin Midkiff, FCS Teacher at the middle school effective no later than October 14, 2024

Melody Aikey, Speech Language Pathologist effective no later than October 26, 2024

James Case, Elementary Principal effective October 4, 2024

Motion by Jodi Marshall and seconded by Mindy Benfer to accept the recommended resignations. Motion #17 carried.

18. Remove From Approved List

The administration recommends removing Annya Welch from the approved list of bus drivers for the 2024-2025 school year.

Motion by Jodi Marshall and seconded by Mindy Benfer to remove Annya Welch from the approved list of bus drivers for the district. Motion #18 carried.

19. Uncompensated Leaves

The administration recommends approving uncompensated leaves for the following:

25-003 - beginning on or around September 9, 2024

25-004 - beginning on or around September 23, 2024

Motion by Jodi Marshall and seconded by Mindy Benfer to approve the recommended uncompensated leaves as presented. Motion #19 carried.

20. Mentor

The administration recommends approving Jessica Engleman as a transitional mentor for Gretchen Powell.

Motion by Jodi Marshall and seconded by Mindy Benfer to approve Jessica Engleman as a transitional mentor as presented. Motion #20 carried.

21. Substitutes

The administration recommends approving the following as substitutes for the remainder of the 2024-2025 school year:

Ty Stroup, Mifflinburg - Aide

Jennifer Brubaker, Lewisburg - Teacher

Lindsey Benfer, New Berlin - Bus Monitor

Bronwen Anderson-Sanders - Guest Teacher

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

22. Coaches

The administration recommends approving the following coaches for the 2024-2025 sports season:

Riley Griffith - Head Girls Basketball - \$5207

Brian Marr - Assistant Boys Basketball - \$3793

Aric Gramly - Assistant Varsity Boys Wrestling - \$3720

Laura Ulrich - Assistant Varsity Girls Wrestling - \$3720

Frank Reber - Assistant Junior High Wrestling - \$2126

Delaney Kraus - Assistant Winter Cheer - \$1209

VOLUNTEER COACHES

Brittany Huffman - Fall Cheer

Scott Griffith, Glenn Fogel - Boys Basketball

Jake Kerstetter, Nazar Mironenko, Justin Smith - Boys Varsity Wrestling

Dan Kenamond, Kevin Shuck, Chad Gessner, Rusty Walls - Junior High Boys Wrestling

Scott Zimmerman, Kiersten Kissinger - Bocce

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

23. Athletic Workers

The administration recommends approving the following as workers for the fall athletic season:

Sadie Griswold - Junior High Football Ticket Taker

Mallery Raup - Varsity Football Ticket Taker

Quinn Erdley - Substitute Ticket Taker

Eric Klinefelter - Varsity Football Statistician

Jonathan Moyer - Varsity Football Videographer

Motion by Jodi Marshall and seconded by Mindy Benfer to approve the fall athletic workers as presented. Vote by roll call was: Yes – Wagner, Zimmerman, Benfer, Eberhart, Emery, Marshall, Moser, Snook, Straub. Results: Unanimous. Motion #23 carried.

24. Fall Play Personnel– Attachment 11.8

The administration recommends approving the attached list of personnel for the 2024 Fall Play.

Motion by Jodi Marshall and seconded by Mindy Benfer to approve the 2024 Fall Play staff as presented. Vote by roll call was: Yes – Zimmerman, Benfer, Eberhart, Emery, Marshall, Moser, Snook, Straub, Wagner. Results: Unanimous. Motion #24 carried.

25. Ukrainian Refugee Grant Program Staff

The administration recommends approving additional staff to support our current Ukrainian students. The additional time will be paid using funds from the Ukrainian Refugee Grant.

Miranda Myer, ELL Aide - up to an additional three hours per week, current hourly rate

Olesya Siewers, Title 1 Aide - up to an additional three hours per week, current hourly rate

Casey Snook, Teacher - contractual rate when working with children

Kaitlyn Carey, Teacher - contractual rate when working with children

Amy Kresley, Teacher - contractual rate when working with children

Motion by Jodi Marshall and seconded by Mindy Benfer to approve the recommended staff for the Ukrainian Refugee Grant Program. Vote by roll call was: Yes – Benfer, Eberhart, Emery, Marshall, Moser, Snook, Straub, Wagner, Zimmerman. Results: Unanimous. Motion #25 carried.

#### 26. Bus Driver

The administration recommends approving Susan Ritter of Sunbury as a bus driver for the remainder of the 2024-2025 school year.

Motion by Jodi Marshall and seconded by Mindy Benfer to approve Susan Ritter as a bus driver for the remainder of the school year. Motion #26 carried.

#### 27. To Be Hired

The administration recommends approving the following staff:

Stephanie McCullough, Lewisburg - Category 2 Aide at the elementary school - Level 1, Category 2 Aide - \$13.30/hour

Lindsey Benfer, New Berlin - Category 2 Aide at the elementary school - Level 1, Category 2 Aide - \$13.30/hour

Jasmine Tucker, Mifflinburg - Category 2 Aide at the elementary school - Level 1, Category 1 Aide - \$13.30/hour

Julia Hummel, Mifflinburg - Speech Therapist - Step 8 of the Masters' Degree pay scale, \$64,875, pro-rated for the remainder of the school year

Motion by Jodi Marshall and seconded by Mindy Benfer to approve the recommended staff as presented. Vote by roll call was: Yes – Eberhart, Emery, Marshall, Moser, Snook, Straub, Wagner, Zimmerman. \*Abstained – Benfer. Results: 8 yes, 1 abstention. Motion #27 carried.

\*One new hire is a family member to Mrs. Benfer.

#### 28. Staff Transfer – Information Item Only

Sarah Gemberling will transfer from a 3<sup>rd</sup> grade teacher to the K-8 gifted support teacher.

#### 29. Extending an Offer of Employment

The administration recommends authorizing the Superintendent to extend an offer of employment pending official Board approval to fill the vacant position created by the transfer of Sarah Gemberling.

Motion by Jodi Marshall and seconded by Mindy Benfer to authorize the Superintendent to extend an offer of employment pending Board approval to fill the vacant position created by the transfer of Sarah Gemberling. Motion #28 carried.

COMMUNICATIONS AND ANNOUNCEMENTS - None

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS - None

OLD BUSINESS - None

NEW BUSINESS

30. Election of PSBA Officers – Attachment 15.1

PSBA requires all school entities to vote in the PSBA Leadership Election. Below is the slate of candidates.

Bios are attached.

**2024 President-Elect (one-year term)** Sabrina Backer, Franklin Area School District

**2024 Vice President (one-year term)** Matt Vannoy, Sharon City School District

**Trustee (term ends Dec. 31, 2027) – Includes three candidates (three-year term)**

*Choose up to three candidates for a three-year term.*

Nathan G Mains - No Bio Included

Richard Frerichs - No Bio Included

William S LaCoff - No Bio Included

Motion by Tom Eberhart and seconded by Jodi Marshall to approve the entire slate of candidates as presented. Motion #29 carried.

31. Mrs. Benfer asked that the Aide Pay Scale be added to the October Work Session for the Board's review.

ADJOURNMENT – With there being no further business to come before the Board, President Eberhart adjourned the regular meeting at 7:05 p.m. and entered into Executive Session for personnel matters. Motion #30 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.