Date	Kind of Meeting	Where Held	Presiding Officer
December 3, 2024	Regular Meeting	High School Career Center	Michael Andruchek

Members Present		Members Absent
Michael Andruchek	Cynthia Lubinsky	Kevin Wigoda
Albert D. Marazas	James T. Croley, II via phone	Jessica M. McGrath
James O'Brien, Jr.		Christopher M. Bowers
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, December 3, 2024. The meeting was called to order by Vice President, Michael Andruchek at 6:41 PM, immediately following the Reorganization Meeting.

On roll call, the following responded: Michael Andruchek, Albert D. Marazas, Cynthia Lubinsky, Sarah R. Newton, James O'Brien, Jr., and James T. Croley, II via phone.

Others present: Brittany K. Doyle, Business Manager; Nicholas A. Quinn, District Solicitor, and Barbara Conville, Secretary to the Superintendent/Assistant to the Secretary.

MOTION - by Newton, seconded by Marazas to approve the minutes of the regular meeting of November 25, 2024. Motion carried on a unanimous voice vote.

Approve Meeting Minutes of 11/25/2024

AGENDA

In the absence of Mr. Maley due to an emergency fire alarm in the High School, Andruchek began the Agenda.

MOTION - by Marazas, seconded by Newton to approve termination of payroll services with Encompass Employee Management, Schuylkill Haven, PA, effective January 1, 2025 with the exception of the preparation and processing of 2024 W-2 and payroll quarterlies. Note: MASD reserves the right to terminate this agreement for any reason at any time.

Terminate payroll services with Encompass Employee Management

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

MOTION - by O'Brien, seconded by Marazas to authorize proper signatures on contract between Central Susquehanna Intermediate Unit 16, CSIU, and the Minersville Area School District to add the payroll module to the current servicing agreement effective January 1, 2025 at a flat fee of $500 plus a per student fee of $5.22 for the 2024/2025 school year. Note: Annual minimum fee of $2,200.

Contract CSIU 16 for payroll services beginning 01/01/2025

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

MOTION - by Lubinsky, seconded by O'Brien to authorize payment of bills with ratification at the January meeting.

Pay bills

All in favor on a voice vote. Motion carried.

MOTION - by Newton, seconded by O'Brien to approve on recommendation by the Athletic Director, Mr. Rich Dry, the following additional positions for the 2024/2025 Boys' Basketball season.

Addl Boys Basketball staff

Name	Position	Salary
Haidyn Urquiza	Assistant Coach	Volunteer
Patrick Schenk	Assistant Coach	Volunteer

All in favor on a voice vote. Motion carried.

MOTION - by Newton, seconded by O'Brien to approve on recommendation of the Athletic Director, Mr. Rich Dry, the following Boys' Baseball coaching positions for the 2024/2025 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.

2024/2025 Boys' Baseball Staff

Name	Position	Salary
Shane Spotts	Head Coach	$4,548
Jonathan Marazas	Assistant Coach	$2,840
Travis Martin	Assistant Coach	$2,840
Matthew Leiby	Assistant Coach	$2,840
Gary Bedford	Assistant Coach	Volunteer
Jeremy Hossler	Assistant Coach	Volunteer
Joel Motuk	Assistant Coach	Volunteer
Jim Kramer	Assistant Coach	Volunteer

On roll call, Marazas abstained, all others in favor. Motion carried.

2024/2025 Girls' Softball Staff

MOTION - by Newton, seconded by Marazas to approve on recommendation of the Athletic Director, Mr. Rich Dry, the following Girls' Softball coaching positions for the 2024/2025 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
Katelyn Rittenbaugh	Head Coach	$4,548
Marc Rittenbaugh	Assistant Coach	$2,840
Lisa Frantz	Assistant Coach	$2,840
Ryan Plesnarski	Assistant Coach (Jr. High)	$2,840
Katie Carr	Assistant Coach	$2,840
Michael Mistishen	Assistant Coach	Volunteer

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

2024/2025 Track & Field Staff

MOTION - by Newton, seconded by O'Brien to approve on recommendation of the Athletic Director, Mr. Rich Dry, the following Track & Field coaching positions for the 2024/2025 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	$5,000
Dr. Jennifer Burgess	Assistant Coach	$2,840
Bridget Dougherty	Assistant Coach	$2,840
Brandon Oakill	Assistant Coach	$2,840
Kevin Dougherty (Jr. High)	Assistant Coach	$2,840
Jason Montemuro	Assistant Coach	Volunteer
Pamela Ulicny	Assistant Coach	Volunteer
Matthew Hirsch	Assistant Coach	Volunteer

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

21st CCLC Schuylkill Achieve Staff hired

MOTION - by Newton, seconded by O'Brien to approve the hire of the following 21st Century Schuylkill Achieve After School staff beginning January 1, 2025. All program funds are fully reimbursed from the Intermediate Unit #29 through a state grant program. Note: Additional staff will be ratified at an upcoming meeting.

	Staff	Position	Salary
a.	Danielle Wank	Co-Coordinator, Grades 1-4	$26.30/hour
b.	Marlena Flynn	Co-Coordinator, Grades 1-4	$26.30/hour
c.	Barbara Conville	Administrative, Grades 1-4	$24.70/hour
d.	Jose Urquiza	Teacher	$24.70/hour

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

Table item #9

MOTION - by Newton, seconded by O'Brien to table item #9 until the solicitor provides a

recommendation to approve the termination of full-time employee #1482 for abandonment of duties effective November 27, 2024.

All in favor on a voice vote. Motion carried.

There were no STAFF REPORTS, FINANCIAL STATEMENTS, COMMITTEE REPORTS, CORRESPONDENCE, OLD BUSINESS, OR NEW BUSINESS.

And, there being no further business to report or discuss, the meeting adjourned on MOTION by Lubinsky seconded by Newton at 6:48 PM.

Respectfully submitted,

Jessica McGrath

Jessica M. McGrath, Secretary

Barbara J. Conville

Barbara J. Conville, Assistant to the Secretary