Date March 26, 2025	Regular Meeting Kind of Meeting	High School Career Center Where Held	Kevin Wigoda Presiding Officer

Members Present:		Members Absent
Kevin Wigoda	Albert D. Marazas	Sarah R. Newton
James T. Croley, II	Cynthia Lubinsky	Christopher M. Bowers
Jessica M. McGrath		
Michael Andruchek		
James O'Brien, Jr.		

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, March 26, 2025. 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, James T. Croley, II, Dr. Cynthia Lubinsky, and James O'Brien, Jr.

Others present: Michael Maley, Superintendent; Brittany K. Doyle, Business Manager; Joel Motuk, High School Principal; Nannette Bentz, Elementary Principal; Jill Atkinson, Special Education Director; Nicholas A. Quinn, District Solicitor; and Barbara Conville, Secretary to the Superintendent/Assistant to the Secretary.

Approve Meeting Minutes of 02/27/2025

MOTION - by Marazas, seconded by Andruchek, to approve the minutes of the regular meeting of February 27, 2025. Motion carried on a unanimous voice vote.

AGENDA

Acknowledgments

Students of the Month

Mr. Maley asked Mtr. Motuk to read the biographies of the students of the month for March 2025. Neither student was present due to commitments. March students of the month are Madison Eckert and Owen Fortna.

Library Donation

Further acknowledgments recorded for the board were the donation of a 1947 Eleusinia, full class graduation photograph and an additional class photograph from Mr. William Watson, Class of 1974, 2593 Halleck Drive, Whitehall, PA 18052. The items were acquired from Mr. Watson's family member that graduated in 1947.

And, finally, an email from Mrs. Rachelle Jones, on behalf of the Minersville Area Youth Basketball Association, for the custodial staff's efforts during the annual youth basketball tournament this year. They were very appreciative and grateful for all of the help.

Use of Facilities

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

a. 03/05/2025 - Red Cross Blood Drive - High School Gymnasium - 8:00 AM - 2:00 PM for the annual Blood Drive that benefits the scholarship fund.
b. 05/16/2025 - Llewellyn Auditorium - Little Beans - 5:00 PM - 7:00 PM, for their annual graduation ceremony.
c. 05/21/2025 - Minersville Elementary Parent Association - backside of softball field, track and soccer field for Fun Day for the Elementary Center students.
d. 06/26/2025 - Red Cross Blood Drive - High School Cafeteria - 8:00 AM - 3:00 PM for the Summer Community Blood Drive to benefit the scholarship fund.
e. 11/06/2025 - Red Cross Blood Drive - High School Gymnasium - 8:00 AM - 2:00 PM for the Fall Blood Drive that benefits the scholarship fund.

All in favor on a voice vote. Motion carried.

Payment for credits

MOTION - by Andruchek, seconded by O'Brien to approve payment for credits earned to:

a. Emily (Beil) Wetzel - 3 credits @ $627.44 = $1,882.32

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

ECYEH Letter of Agreement

MOTION - by McGrath, seconded by O'Brien 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).

All in favor on a voice vote. Motion carried.

The Nutrition Group, Inc. Contract renewal #1

MOTION - by Lubinsky, seconded by Andruchek to authorize the Superintendent to sign the Food Service Management Company renewal contract effective July 1, 2025 with The Nutrition, Inc., Irwin, PA. (Note: can renew 4 years after initial RFP contract award year. This is the first renewal.)

All in favor on a voice vote. Motion carried.

2025/2026 CSIU contract

MOTION - by O'Brien, seconded by Lubinsky to authorize the Business Manager to sign the renewal contract with Central Susquehanna Intermediate Unit (CSIU) for the Financial Information System's (FIS) Fund Accounting, Human Resources, and Payroll modules for the 2025/2026 fiscal year. (See attached.)

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

2025/2026 PrimeroEdge contract

MOTION - by Croley, seconded by McGrath to authorize the renewal contract with PrimeroEdge for the cafeteria point of sale software subscription in the amount of $2,385.00 for the 2025/2026 fiscal year. (See attached. No increase.)

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

2025/2026 STC Secondary Budget

MOTION - by O'Brien, seconded by Andruchek to approve and authorize proper signatures to the Schuylkill Technology Center Secondary Budget resolution for the 2025/2026 fiscal year. Copy enclosed.

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

2025/2026 Schuylkill IU General Operating Budget

MOTION - by Lubinsky, seconded by Andruchek approve and authorize proper signatures to the Schuylkill Intermediate Unit General Operating Budget resolution for the 2025/2026 fiscal year. Copy enclosed.

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

Additional Track & Field Coach - S. Melusky

MOTION - by Marazas, seconded by McGrath to ratify on recommendation of the Athletic Director, Mr. Rich Dry, the additional 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
Samantha Melusky	Assistant Coach	Volunteer

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

D. Mullaney resignation - Boys' Basketball Coach

MOTION - by Lubinsky, seconded by Marazas to accept with regret the resignation of Mr. David Mullaney as Head Boys' Basketball Coach, effective Thursday, March 13, 2025.

On a voice vote, all members in favor. Motion carried. Mr. Maley publically thanked Mr. Mullaney for his efforts to the program and the students at Minersville.

Advertise Boys' Basketball opening

MOTION - by Lubinsky, seconded by McGrath to properly advertise and accept applications for the Boys' Varsity Basketball, Head Coach, for the 2025/2026 season.

All in favor on a voice vote. Motion carried.

Transportation changes

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

a. M7 Van - MKV Blue Mountain (A.M. only) for $50.00 per day effective March 3, 2025 through

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

MOTION - by Marazas, seconded by Andruchek to record in minutes receipt of the Single Audit Financial Reports from Jones & Company, Pottsville, PA for the years ending June 30, 2023, and 2024. (See attached.)

Jones & Company - 2022/2023 and 2023/2024 Single Audit Financial Reports

All in favor on a voice vote. Motion carried. President Wigoda thanked Ms. Doyle and her team for their efforts.

MOTION - by Marazas, seconded by Andruchek to record in minutes receipt of Pennsylvania Department of Education's (PDE) determination of the Single Audit Reports for the years ending June 30, 2023 and 2024, which states with respect to the federal financial assistance programs funded by PDE, the single audit reports are approved as being substantially in compliance with 2 CFR, Part 200, Subpart F regulations and other relevant federal and Commonwealth policy.

PDE - 2022/2023 and 2023/2024 Determination of Single Audit Financial Reports

All in favor on a voice vote. Motion carried.

MOTION - by Marazas, seconded by O'Brien to exonerate the following tax receivers as of March 31, 2025 from further collection of 2024 Per Capita and Occupation taxes:

a. Mrs. Gail Bedford, Branch Township
b. Mrs. Barbara Conville, Cass Township
c. Mrs. Lisa Michelcavage, Foster Township
d. Mrs. Heidi Hashin, Minersville Borough
e. Ms. Mary Ann Matukewicz, Reilly Township

2024 Exoneration of Tax Collectors

All in favor on a voice vote. Motion carried.

MOTION - by Marazas, seconded by Andruchek to authorize release to Berkheimer the 2024 list of delinquent taxpayers (Per Capita and Occupation) as listed by tax receivers.

2024 Delinquent List to Berkheimer

All in favor on a voice vote. Motion carried.

MOTION - by O'Brien, seconded by Lubinsky to accept the following resignations:

Resignations

	Name	Position	Effective Date	Service Length	Purpose
a.	Angela Hein	PT Instructional Aide	02/28/2025	7 months service	Personal reasons
b.	Amanda Moore	Occupational Therapist	03/07/2025	9.58 years' service	Personal reasons

All members in favor on a voice vote. Motion carried. Solicitor Quinn clarified that Ms. Moore position was a Certified Occupational Therapist Assistant, not OT.

MOTION - by Lubinsky, seconded by Andruchek to approve the appointment of Mr. Albert Matakonis as homebound instructor for student # 29140 from March 18, 2025 through the end of the school year at a rate of $27 per hour, not to exceed 5 hours per week.

A. Matakonis named homebound instructor

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

MOTION - by Andruchek, seconded by McGrath to approve on recommendation of the Head of Maintenance, Mr. Greg Stephen, the hire of Mr. Robert Putalavage as a part-time general custodian, subject to assignment, effective March 31, 2025, at a salary in accordance with the Collective Bargaining Agreement for up to 5.75 hours per day. {Assignment - Elementary Center}

R. Putalavage hired

All board members voted in favor on a roll call vote. Motion carried.

MOTION - by O'Brien, seconded by Lubinsky to approved the 2025/2026 school calendar as per enclosed.

2025/2026 School Calendar

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

MOTION - by Lubinsky, seconded by O'Brien to approve the updated Workman's Compensation panel. See attached. — Workman's Comp panel updated

All in favor on a voice vote. Motion carried.

STAFF REPORTS — Staff Reports

All administrators delivered their monthly reports to the Board.

FINANCIAL STATEMENTS

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

MOTION - by McGrath, seconded by O'Brien to ratify the payment of bills for March from the General Fund in the amount of $1,863,916.04; Cafeteria Account in the amount of $78,780.07; 21st CCLC - Schuylkill Achieve Account in the amount of $1,684.51; Federal Programs Account in the amount of $1,437.28; High School Athletics in the amount of $7,625.92; High School Activities Account in the amount of $5,526.00 for a total bills payable $1,958,969.82.

All in favor on a voice vote. Motion carried.

MOTION - by Marazas, seconded by O'Brien to approve Statement of Taxes for February as prepared and submitted. All in favor on a voice vote. Motion passed. — Statement of Taxes

COMMITTEE REPORTS — Committee Reports

Marazas stated that budget meetings are upcoming. Andruchek stated Building & Grounds has an upcoming meeting on April 9th.

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 Lubinsky, seconded by O'Brien at 7:27 PM.

Respectfully submitted,

Jessica McGrath

Jessica McGrath, Secretary

Barbara J. Conville

Barbara J. Conville, Assistant to the Secretary