Date September 24, 2025	Regular Meeting Kind of Meeting	High School Career Center Where Held	Michael Andruchek Presiding Officer

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

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 24, 2025. The meeting was called to order by Vice-President, Michael Andruchek at 7:00 PM.

On roll call, the following responded: Michael Andruchek, Albert D. Marazas, Jessica M. McGrath, James T. Croley, II, Cynthia Lubinsky, James O'Brien, Jr.; Sarah Newton, and Christopher Bowers.

Others present: Michael Maley, Superintendent; Nannette Bentz, Elementary Principal; Jill Atkinson, Director of Special Education; Nicholas A. Quinn, District Solicitor; and Barbara Conville, Secretary to the Superintendent/Assistant to the Secretary.

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

Approve Meeting Minutes of 08/27/2025

MOTION - by O'Brien, seconded by Croley to approve the Building & Grounds Committee minutes of September 10, 2025. Motion carried on a unanimous voice vote.

Building & Grounds Meeting Minutes 09/10/2025

AGENDA

Mr. Maley began the agenda items with a MOTION - by Bowers, seconded by Marazas to approve the following use of facilities requests:

Use of Facility

a. 09/19/2025 - MEPA - Use of the baseball outfield for the Boosterthon Fun Run from 6:00 AM - 3:00 PM.
b. September 2025 - March 2026 - Drama Club - use of the High School Auditorium on a varied schedule as needed to prepare for the Spring Musical, including tech crew projects and dress rehearsals.
c. 09/22/2025 - Title I Informational Night to update parents on program services from 5:30 PM - 7:00 PM.
d. 10/02/2025 - Distracted Driver Simulations - rear of the High School Gymnasium, 8:00 AM - 2:30 PM.
e. 10/27/2025 through February 2026 - Minersville Area Youth Basketball - 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 12/06/2025.
f. 11/10/2025 - Student Council - Veteran's Day Breakfast 8:00 AM - 10:30 AM
g. 11/15/2025 and 11/16/2025 - 5th Quarter Club - Setup and annual football banquet. Saturday set up at 10:00 AM - Sunday - banquet 11:30 AM - 5:00 PM
h. 11/21/2025 and 11/22/2025 - Drama Club from 6:30 PM - 10:00 PM both nights for the Fall Play.
i. 12/07/2025 - Music Department - Winter Concert in the High School Auditorium 5:30 PM - 8:00 PM.
j. 02/19/2026 - 02/22/2026 - Minersville Area Youth Basketball 3rd/4th grade tournament - High School Gymnasium. Game schedule will be made available prior to the tournament.
k. 02/26/2026 - 03/01/2026 - Minersville Area Youth Basketball 5th/6th grade tournament - High School Gymnasium. Game schedule will be made available prior to the tournament.
l. 03/26/2025 - 03/28/2025 - Drama Club - High School Auditorium - Thursday and Friday 7:00 PM - 10:30 PM; Saturday 2:00 PM - 10:30 PM for the Annual Spring Musical.
m. 04/14/2026; 04/16/2026 - 04/18/2026 - Minersville to host 2026 Junior County Band according to the attached schedule.

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

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

Credit reimbursements

a. Rachel Hughes - 3 credits @ $100 = $300

On a roll call vote, all in favor.

LinkIt! Software License Agreement 2025/2026

MOTION - by McGrath, seconded by Bowers to authorize proper signatures on LinkIt! Software License Agreement for K-12 assessments for the 2025/2026 school year to include an online data warehouse, custom reports, and support in the amount of $10,785.

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

PCS linkage letter 2025/2026

MOTION - by Newton, seconded by Lubinsky to authorize Superintendent to sign a three-year agreement beginning August 25, 2025, with Pennsylvania Counseling Services, Inc. (PCS), Lebanon, PA for behavioral health services, including family and children service, initial screening and referral of clients, both outpatient and aftercare services on an as needed basis.

All in favor on a voice vote. Motion carried.

2025/2026 Add'l Extra-Curricular Staff Appointments

MOTION - by Newton, seconded by Bowers to approve the following additional Extra-Curricular staff positions on recommendation of the Activities/Athletic Director for the 2025/2026 school year:

	Position	Name	Salary
a.	Yearbook Co-Advisor	Jessica Brown	$1,275
b.	Yearbook Co-Advisor	Melissa Maness	$1,275
c.	Spelling Bee Coach	Stacey Faustner	$1,286

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

Earl Renninger, Inc Transportation rates 2025/2026

MOTION - by O'Brien, seconded by Marazas to Authorize proper officers to sign the 2025/2026 rate addendum to the transportation contract with Earl Renninger, Inc. effective August 25, 2025. See attached.

a. Daily Transportation: Regular and Special Education -as presented on List A. (Prior year: not to exceed $3,862 per day.)
b. Field Trips and Extra-Curricular Rate/Mile - $4.00 per mile and $19.00 per hour for layover time. (Prior year: $4.00 per mile and $18.00 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.

Independent Psych Eval for Special Education student #265531

MOTION - by Marazas, seconded by McGrath to approve private neuropsychological evaluation for student #265531 by agreed upon psychologist Steven P. Kachmar, M.A., Ph.D., NCSP, Fogelsville, PA, at a cost not to exceed $4,250.

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

Independent Eval for Special Education student #265531

MOTION - by Marazas, seconded by O'Brien to approve Independent Educational Evaluations (Speech-Language and Occupational Therapy) for student #265531, to be completed by mutually agreed-upon providers Karen M. Clapper, MSCCC, SLP-L, BCS-CL, and Rachel Shoener, both of Communication Associates of Harleysville, PA. The total cost of the evaluations shall not exceed Six Thousand Two Hundred Dollars ($6,200), exclusive of travel, which will be billed at approximately Eighty Dollars ($80) per hour with travel time to be determined and in addition to the not-to-exceed amount.

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

J. Motuk re-hired HS Principal 2025/2026

MOTION - by O'Brien, seconded by Lubinsky to ratify the re-hire of Mr. Joel Motuk as a 240-day administrative employee, High School Principal, beginning July 1, 2025 at a salary of $82,800 with a one-time salary increase of $2,000 once Principal Certificate is achieved and approved by the Department of Education.

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

Resignations

MOTION - by Newton, seconded by Bowers to accept with regret the following resignations:

	Name	Position	Effective Date	Service Length	Purpose
a.	Rose Pavelko	PT Instructional Aide	09/12/2025	7 years' PT service	Retirement
b.	Sara Lott	PT Instructional Aide	09/09/2025	4 years' PT service	Other Employment
c.	Yami'yah Baker	PT Instructional Aide	08/28/2025	1 year PT service	Voluntary Quit

All in favor on a voice vote. Motion carried.

New Hires

MOTION - by McGrath, seconded by O'Brien to approve the hire of the following:

Name	Position, subject to assignment	Salary	Step	Effective Date
a. Arielle Torres	PT Instructional Aide, Llewellyn	$15.63/hr	n/a	09/08/2025
b. Heather Bondura	PT Instructional Aide, Llewellyn	$15.63/hr	n/a	09/15/2025

Note: Part-time Instructional Aide positions will not exceed 29.75 hours per week

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

FMLA #1721

MOTION - by Lubinsky, seconded by O'Brien to approve the unpaid leave of absence request under FMLA for employee #1721 for the period of August 18, 2025 through September 28, 2025.

All in favor on a voice vote. Motion carried.

21st CCLC staff 2025/2026

MOTION - by McGrath, seconded by Bowers to approve the continuation of Cohort 12 of the 21st Century Schuylkill Achieve After School staff. All program funds are reimbursed from the Intermediate Unit #29 through a state grant program.

	Staff	Position	Salary
a.	Danielle Wank	Co-Coordinator	$26.00/hour
b.	Marlena Renninger	Co-Coordinator	$26.00/hour
c.	Barbara Conville	Administrative, Grades 1-4	$24.40/hour
d.	Robyn Chadwick	Teacher	$24.40/hour
e.	Maria Spotts	Teacher	$24.40/hour
f.	Sarah Sukeena	Teacher	$24.40/hour
e.	Jose Urquiza	Teacher	$24.40/hour
f.	Jose Urquiza	Co-Coordinator, Substitute	$26.00/hour
g.	Tracey Urquiza	Substitute Teacher, as needed	$24.40/hour

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

Halloween Parade parking

MOTION - by Lubinsky, seconded by Newton to approve a request by the Borough of Minersville to use the adjacent lot to Veteran's Memorial Stadium for formation of the Annual Halloween Parade on October 26, 2025 beginning at 6:30 PM. with a rain date of October 28, 2025.

All in favor on a voice vote. Motion carried.

Halloween Parade participation

MOTION - by Lubinsky, seconded by Croley to approve the participation of the Minersville Area High School Band, Band Front and Cheerleaders in the Annual Halloween Parade in the Borough on October 26, 2025 beginning at 6:30 PM, with a rain date of October 28, 2025.

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

MOTION - by McGrath, seconded by O'Brien to approve, properly sign, and forward to the Pennsylvania Department of Education for approval the CSI School Plan for the Minersville Area Elementary Center for the 2025-2026 school year. — CSI Plan approved 2025/2026 for EC

All in favor on a voice vote. Motion carried.

MOTION - by Bowers, seconded by McGrath to appoint Michael Andruchek to serve on the Schuylkill Intermediate Unit and Schuylkill Technology Center Board of Directors to fulfill the unexpired term of Christopher Bowers, effective December 3, 2025 through June 30, 2028. — M. Andruchek IU/STC Board of Directors for MASD

All in favor on a voice vote. Motion carried. Mr. Maley thanked Mr. Bowers for his service and dedication as a member of the IU/STC Boards.

MOTION - by O'Brien, seconded by Lubinsky to approve Psychology Secretary to be re-titled to Pupil Services Secretary and authorize update to job description and job postings relative to position. — Pupil Services Secretary

All in favor on a voice vote. Motion carried.

MOTION - by Newton, seconded by Bowers to approve the revised job description for Pupil Services Secretary. — Job description - Pupil Services Secretary

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

STAFF REPORTS — Staff Reports

Attorney Quinn had nothing new and his report was included in the Livebinder. Mrs. Atkinson delivered the Special Education Report.

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 O'Brien, seconded by Lubinsky to ratify the payment of bills for September 2025 from the General Fund in the amount of $1,711,117.58; Cafeteria Account in the amount of $41,409.43; 21st CCLC - Schuylkill Achieve Account in the amount of $0.00; Federal Programs Account in the amount of $945.70; High School Athletics in the amount of $54,238.62; High School Activities Account in the amount of $900.00 for a total bills payable $1,808,611.33.

All in favor on a voice vote. Motion carried.

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

COMMITTEE REPORTS

Committee Reports

Marazas said a Finance Committee meeting regarding Solar and upcoming project list is being planned. McGrath stated possible action on policy changes for the 100 section of the policy manual may be forthcoming. Bowers reported Dr. Serafini started and will be heading out to Districts to meet and discuss needs. Mr. Maley confirmed a meeting with Dr. Serafini on October 8, 2025.

CORRESPONDENCE

Correspondence

None.

OLD BUSINESS

Ms. Doyle offered the unaudited costs for 2024/2025 school year billed by Cyber/Charter schools to this district in the amount of $2,248,805.

Croley asked about the status of the RFP for banking. Doyle responded auditors are coming in all next week and then the AFR is due. Marazas suggested Spring 2026 for the RFP.

NEW BUSINESS

There being no further business to report or discuss, the meeting adjourned on MOTION by Newton, seconded by Lubinsky at 7:18 PM.

Respectfully submitted,

Jessica McGrath

Jessica McGrath, Secretary

Barbara J. Conville

Barbara J. Conville, Assistant to the Secretary