

MIFFLINBURG AREA SCHOOL DISTRICT
Mifflinburg, Pennsylvania 17844-0285
Regular Meeting
Board Minutes
October 14, 2025 – 6:30 p.m.

OPENING PROCEDURES – President Eberhart called the meeting to order at 6:30 p.m. after which he led the group in a pledge to the flag.

ROLL CALL found the following in attendance:

<u>Board Members:</u>	Mindy Benfer	Jodi Marshall
	Tom Eberhart	Tyler Snook
	Carl Emery	Brandon Straub
	Heather Haines	Melissa Wagner
		Troy Zimmerman

Administration: Kenneth Dady, Superintendent
Renee Jilinski, Business Administrator
Peter Geipel, IT Director
Jeremiah Allen, High School Principal
Jason Dressler, Assistant to the High School Principal
Danielle Dressler, Director of Student Services
School Police Officers - 1

Others: Tammy L. Boop, Board Secretary
Austin White, Solicitor
Jeff Hackenberg, Mifflinburg Chief of Police
Mateo Zettlemoyer, Zachary Hess, Hadley Hess and their Families
Timothy Scholl
Standard Journal Reporter
Others: 0

APPROVAL OF MINUTES

Motion by Tom Eberhart and seconded by Jodi Marshall to approve the minutes of September 9, 2025, as presented. Motion #1 carried.

EXECUTIVE SESSION

An Executive Session was held prior to the start of the Work Session on October 7, 2025, for personnel matters.

An Executive Session was held prior to the start of the regular meeting for personnel and legal matters.

ITEMS TO BE ADDED TO THE AGENDA/CORRECTIONS TO THE AGENDA

Agenda Item 11.16 - Grievance 2025-2026-01- was added to the agenda on October 13, 2025.

PUBLIC PARTICIPATION ON AGENDA ITEMS

SUPERINTENDENTS REPORT

The following students were recognized by the district and the Mifflinburg Police Department for their quick actions while attending to a bus driver that was experiencing a medical emergency. The Mifflinburg Police Department presented each student with a Good Samaritan Award and Challenge Points.

Mateo Zettlemyer, Zachary Hess, Hadley Hess and Layne Foster

POLICY COMMITTEE REPORT – Mr. Zimmerman

1. Review of Policies – Attachment 7.1

The following policies are presented to the Board for review only. No changes are recommended.

103 - Discrimination/Title IX Sexual Harassment Affecting Students
103.1 - Nondiscrimination Qualified Students with Disabilities
104 - Discrimination/Title IX Sexual Harassment Affecting Employees

2. Policies – First Reading – Attachment 7.2

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

100-Comprehensive Planning
102-Academic Standards
105-Curriculum Development
105.1-Curriculum Review by Parents and/or Students
105.2-Exemption from Instruction

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

3. Policies – Final Reading – Attachment 7.3

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

913-Nonschool Organizations/Groups/Individuals
915-Booster Clubs
916-Volunteers

917-Parental & Family Involvement
918-Title 1 Parent & Family Engagement

Motion by Troy Zimmerman and seconded by Tyler Snook to approve the final reading of the recommended policies. Motion #3 carried.

EDUCATION COMMITTEE REPORT – Mrs. Haines

4. Education Committee Chairperson

The Board recommends appointing Heather Haines as the Education Committee Chairperson.

Motion by Tom Eberhart and seconded by Jodi Marshall to appoint Heather Haines as the Education Committee Chairperson. Motion #4 carried.

5. Out of State Travel

The administration recommends approving a trip to The Corning Museum of Glass in Corning, New York for third through eighth grade enrichment students. District transportation will be used. Students 17 years of age and under are admitted for free. Students will participate in a guided tour of the Art and Design and Innovation Galleries, see a glassblowing demonstration, and have the opportunity to make their own glass.

The date for this trip has not been determined but will occur during the 2025-2026 school year.

Motion by Heather Haines and seconded by Melissa Wagner to approve a trip for the third through eighth grade enrichment students to The Corning Museum of Glass as presented. Motion #5 carried.

PROPERTY COMMITTEE REPORT – Mr. Straub had no report.

FINANCE COMMITTEE REPORT – Mrs. Benfer

6. Financial Reports/Ratification of Expenditures – Attachment 10.1

The administration recommends approving all financial reports as presented, subject to audit, and ratification of the expenses for the month of September 2025.

Motion by Mindy Benfer and seconded by Jodi Marshall to approve the financial reports as presented for the month of September 2025. Vote by roll call was: Yes – Benfer, Eberhart, Emery, Haines, Marshall, Snook, Straub, Wagner, Zimmerman. Results: Unanimous. Motion #6 carried.

7. Booster Clubs – Attachment 10.2

The administration recommends approving the following Booster Clubs for the 2025-2026 school year. All clubs have submitted the required documentation:

Girls' Basketball

Motion by Mindy Benfer and seconded by Jodi Marshall to approve the Girls' Basketball Booster Club for the 2025-2026 school year. Motion #7 carried.

8. Settlement Stipulation – Attachment 10.3

The administration recommends approving a Settlement Stipulation with Weis Markets for a real estate tax assessment appeal as presented.

Motion by Mindy Benfer and seconded by Jodi Marshall to approve the Settlement Stipulation with Weis Markets as presented. Vote by roll call was: Yes – Eberhart, Emery, Haines, Snook, Straub, Wagner, Benfer. No – Marshall, Zimmerman. Results: 7 yes, 2 no. Motion #8 carried.

9. Monetary Donations

The administration recommends accepting the following monetary donations:

Boys' Soccer

Rusty Rail - \$150

Intermediate School PBIS Program

Weis Rewards - \$771.67

Motion by Mindy Benfer and seconded by Jodi Marshall to accept the recommended monetary donations as presented. Vote by roll call was: Yes – Emery, Haines, Marshall, Snook, Straub, Wagner, Zimmerman, Benfer, Eberhart. Results: Unanimous. Motion #9 carried.

10. Agreement – Attachment 10.5

The administration recommends approving an agreement with Conrad-Seigel in the amount of \$6,200 for the 2025 ACA Employer Reporting.

Motion by Mindy Benfer and seconded by Jodi Marshall to approve an agreement with Conrad-Seigel for the 2025 ACA Employer Reporting as presented. Vote by roll call was: Yes – Haines, Marshall, Snook, Straub, Wagner, Zimmerman, Benfer, Eberhart, Emery. Results: Unanimous. Motion #10 carried.

PERSONNEL COMMITTEE REPORT – Mrs. Marshall

11. Superintendent's 2025-2026 Goals – Attachment 11.1

The administration recommends approving Dr. Dady's 2025-2026 goals as presented.

Motion by Jodi Marshall and seconded by Melissa Wagner to approve Dr Dady's 2025-2026 goals as presented. Motion #11 carried.

12. Job Descriptions – Final Review – Attachment 11.2

The administration recommends approving the final review of the following job descriptions:

ESL Aide-English as a Second Language
Elementary Department Lead
Secondary Department Lead

Motion by Jodi Marshall and seconded by Mindy Benfer to approve the final review of the recommended job descriptions. Motion #12 carried.

13. Job Descriptions-Retire – Attachment 11.3

The administration recommends retiring the following job descriptions:

Elementary Lead Teacher
Department Lead

Motion by Jodi Marshall and seconded by Mindy Benfer to retire the recommended job descriptions as presented. Motion #13 carried.

14. Department Leads

The administration recommends approving the following as Department Leads. These teachers will be paid retroactively to the start of the school year.

ELEMENTARY

Casey Snook -- Science
Brett Derr -- ELA
Kelly Snayberger -- Math
Katie Mitchell - Social Studies
Kaitlyn Carey - Extended Academics
Stacy Mast - Special Education

SECONDARY

Kara Tucker-Special Education

Motion by Jodi Marshall and seconded by Melissa Wagner to approve the recommended department leads as presented. Motion #14 carried.

15. Class Advisors

The administration recommends approving Rachel Hackenberg and Victoria Creasy as Class Advisors for the Class of 2029.

Motion by Jodi Marshall and seconded by Mindy Benfer to approve Rachel Hackenberg and Victoria Creasy as Class Advisors for the Class of 2029. Motion #15 carried.

16. FMLA Leave

The administration recommends approving FMLA leave for the following staff:

Employee #26-008 beginning Sept 8, 2025

Employee #26-010 beginning on or around February 17, 2026

Motion by Jodi Marshall and seconded by Mindy Benfer to approve the recommended FMLAs as presented. Motion #16 carried.

17. Uncompensated Leave

The administration recommends approving uncompensated leaves for the following employees:

Employee #26-007 beginning August 21, 2025

Employee #26-009 beginning on or around December 1, 2025

Motion by Jodi Marshall and seconded by Mindy Benfer to approve an uncompensated leave for the recommended employees as presented. Motion #17 carried.

18. Substitutes

The administration recommends approving the following substitutes for the remainder of the school year:

Seth Rohrbach, Northumberland - Guest Teacher

Kyle Bryan, Mill Hall - Guest Teacher

Laura Solomon, Mifflinburg - Guest Teacher

Jessica Gallegos, Lewisburg - Guest Teacher

Motion by Jodi Marshall and seconded by Mindy Benfer to approve the recommended substitutes as presented for the remainder of the school year. Motion #18 carried.

19. Coaches

The administration recommends approving the following coaches for the 2025-2026 sports seasons:

Laura Valle-Torres-Head Winter Cheer-\$1900
Lily Martin-Girls' Junior High Wrestling-\$2100
Colin Devanney-Assistant Junior High Boys' Basketball-\$2100
Jonathan Fetterolf-Head Boys' Track & Field-\$4600
Jeff Kiss-Head Girls' Track & Field-\$4778
Tom Church-Head Varsity Baseball-\$7877
Ron Hernandez-Head Varsity Softball-\$5011
Liam Holohan-Head Girls' Lacrosse-\$4688
Nate Wolheiter-Head Boys' Lacrosse-\$4600
Emily Stauffer-Head Junior High Field Hockey-\$2500
Jeff Kay-Head Junior High Girls' Soccer-\$2500

VOLUNTEER COACHES

Kelly Griffith & Scott Griffith-Girls' Varsity Basketball
Landon Corbin-Swimming

Motion by Jodi Marshall and seconded by Mindy Benfer to approve the recommended coaches as presented. Vote by roll call was: Yes – Marshall, Snook, Straub, Wagner, Zimmerman, Benfer, Eberhart, Emery, Haines. Results: Unanimous. Motion #19 carried.

20. Winter Sports Workers – Attachment 11.10

The administration recommends approving the list of 25-26 winter sports workers as presented.

Motion by Jodi Marshall and seconded by Mindy Benfer to approve the list of winter sports workers as presented. Motion #20 carried.

21. Event Personnel

The administration recommends approving the following as Event Personnel for the remainder of the 2025-2026 school year:

Harry Hubbert
Ben Haines

Motion by Jodi Marshall and seconded by Mindy Benfer to approve Harry Hubbert and Ben Haines as event personnel for the remainder of the 2025-2026 school year. Motion #21 carried.

22. Bus/Van Drivers

The administration recommends approving the following bus/van drivers for the remainder of the school year:

Amanda Hunselman, Mifflinburg
Marco Herrera, Millmont

Motion by Jodi Marshall and seconded by Mindy Benfer to approve Amanda Hunselman and Marco Herrera as bus drivers for the remainder of the school year. Motion #22 carried.

23. To Be Hired

The administration recommends approving the following staff:

Corrie Post, New Berlin, as the Library Media Specialist at the middle and high schools, pending emergency certification - Step 1 - Bachelors' Degree pay scale, \$56,100, pro-rated for the remainder of the 2025-2026 school year

Kayla Walter, New Berlin, food service employee - Level 1 - Food Service Salary Scale, \$12.00 per hour

Ernest Falgo, New Berlin - Category 2 Aide at the intermediate school - Level 2 - Category 2 Aide Salary Scale. \$13.66 per hour

Morgan Mattern, New Berlin - Classroom aide at the elementary - Level 1 - General Aide Salary Scale - \$12.00 per hour

Motion by Jodi Marshall and seconded by Mindy Benfer to approve the following staff. Vote by roll call was: Yes – Snook, Straub, Wagner, Zimmerman, Benfer, Eberhart, Emery, Haines, Marshall. Results: Unanimous. Motion #23 carried.

24. Staff Transfer

The administration recommends approving the transfer of Linda Williamson from a Category 1 Aide at the intermediate school to a Category 2 Aide at the high school. Her salary will change from Level 10 of the Category 1 Aide pay scale, \$16.16 per hour to Level 10 of the Category 2 Aide pay scale, \$16.96 per hour.

Motion by Jodi Marshall and seconded by Mindy Benfer to approve the transfer of Linda Williamson as presented. Vote by roll call was: Yes – Straub, Wagner, Zimmerman, Benfer, Eberhart, Emery, Haines, Marshall, Snook. Results: Unanimous. Motion # 24 carried.

25. Mentor

The administration recommends approving Jennifer Buraczkeski as a mentor for Corrie Post.

Motion by Jodi Marshall and seconded by Mindy Benfer to approve Jennifer Buraczkeski as a mentor for Corrie Post. Motion #25 carried.

26. Grievance 2025-2026-01

Disposition of the Board for the relief sought for Grievance 2025-2026-01:

Accepted 0
Denied 9

Denied – Wagner, Zimmerman, Benfer, Eberhart, Emery, Haines, Marshall, Snook, Straub

Results: 9 denied, 0 accepted. Grievance #2025-2026-01 was denied.

COMMUNICATIONS AND ANNOUNCEMENTS

Athletic Director, Danielle Dressler announced the following:

Three of our high school golfers have qualified for PIAA State Play-Offs:

Cub Dietrich, Wilson Abram, Kamdon Eicher

The Varsity Football Team is expected to be the #1 seed in DIV playoffs. We will host the first-round game on Friday, October 31, 2025.

The Varsity Boys' Soccer Team and the Varsity Field Hockey Team have also qualified for play-offs. Game time will be announced at a later date.

PUBLIC PARTICIPATION ON NON-AGENDA ITEMS - None

OLD BUSINESS

Mindy Benfer asked for a status update on the two full-time paraprofessional positions that have not been filled.

Mrs. Jilinski commented that the positions are still open and Mrs. Spickler is looking for qualified candidates to fill these positions.

NEW BUSINESS - none

ADJOURNMENT – With there being no further business to come before the Board, on a motion by Mindy Benfer and seconded by Jodi Marshall, the meeting was adjourned at 6:55 p.m. Motion #26 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.