

Members Present: Kevin Wigoda

Members Absent

Michael Andruchek

James O'Brien, Jr.

Sarah R. Newton

Cynthia Lubinsky

Albert D. Marazas

James T. Croley, II

Timothy Sobosky

William Yourey

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, January 28, 2026. The meeting was called to order by President, Kevin Wigoda at 7:00 PM.

On roll call, the following responded: Kevin Wigoda, Michael Andruchek, Albert D. Marazas, Sarah R. Newton, James T. Croley, II, Cynthia Lubinsky(arrived at 7:02 PM), James O'Brien, Jr., William Yourey, and Timothy Sohosky.

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

MOTION - by Marazas, seconded by Newton, to approve the minutes of the regular meeting of December 3, 2025. Motion carried on a unanimous voice vote.

Approve Meeting
Minutes of 12/03/2025

AGENDA

Mr. Wigoda began the meeting with recognition of the students of the month for January, being Arianna John and Matthew Dube. Mr. Motuk explained that the students were unable to attend due to weather.

Recognition - SOTM

A moment of silence was observed in memory of Ms. Gretchen Ulmer, previous board member, board secretary and IU #29 Representative, who passed away on January 13, 2026.

Moment of Silence

Lastly, under acknowledgments, the Board Members were recognized for their service and dedication to the students of the district and Ms. Doyle handed each a certificate for Board Director Month.

Board of Director Month

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

Use of Facility

- a. 3rd Wednesday of each month - Minersville Cheerleading Booster Club - monthly meetings 6:00 PM - 7:00 PM in the high school cafeteria.
- b. 12/10/2025 - Drama Club - High School Auditorium for High School 2026 Spring Musical Auditions in the High School Auditorium from 6:00 PM - 8:00 PM.
- c. 02/03/2026 and 02/04/2026 -Branch Township Teener League -Llewellyn Early Childhood Center for baseball registrations from 5:00 pm until 7:00 PM.
- d. 03/04/2026 - High School Baseball Team - High School cafeteria for parent booster meeting in the cafeteria from 5:00 PM until 6:00 PM.
- e. 03/20/2026 - Spring Blood Drive in the high school gymnasium - 7:30 AM - 2:30 PM.
- f. 02/04/2026 - 04/08/2026 - Good News Club - Wednesdays only at the Elementary Center from 3:20 PM - 4:50 PM.
- g. 05/03/2026 - Minersville Music Department - Spring Concert in the high school auditorium and cafeteria 5:30 PM - 8:00 PM.
- h. 06/25/2026 - Summer Blood Drive in the high school cafeteria - 7:30 AM - 2:30 PM.
- i. 11/06/2026 - Fall Blood Drive in the high school gymnasium - 7:30 AM - 2:30 PM.
- j. January - April 2026 - High School gymnasium - Flight Girls' basketball practice two days per week, as available coordinated through the Athletic Office.
- k. 02/15/2026 - Llewellyn Parent Club to use the Llewellyn gymnasium for a Special Persons Dance from 12:00 PM - 2:00 PM.

All in favor on a voice vote. Motion carried.

MOTION - by Andruchek, seconded by O'Brien to Ratify the Superintendent's signature to the contract with Cybereason, Mullen Coughlin, LLC, 426 W. Lancaster Ave., Suite 200, Devon, PA 17933 for services related to the school closure in December 2025.

Cybereason Contract

In a unanimous voice vote, all in favor. Motion passed.

MOTION - by O'Brien, seconded by Marazas to authorize the Business Manager to sign the contract with Central Susquehanna Intermediate Unit (CSIU) for the Financial Information System's (FIS) Assets Inventory module for the 2025/2026 fiscal year at an annual minimum of \$1,900.00, prorated based on the effective date of January 1, 2026.

FIS - Add'l Fixed Assets
Module

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

MOTION - by O'Brien, seconded by Newton to authorize Superintendent to sign Phase 2 - Fire Alarm Contract with Quandel Construction in the amount of \$22,500.

Quandel Fire Alarm
Project - Phase 2

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

MOTION - by Newton, seconded by Croley to authorize Superintendent signature on Food Pantry Weekender contract between the Minersville Area Elementary Center and Berks Schuylkill Helping Harvest Fresh Food Bank. The program will provide needed food items to students.

Helping Harvest
Weekender - Elementary
Center

On a voice vote, all in favor.

MOTION - by Newton, seconded by Andruchek to authorize proper Board signatures on Special Education Service Agreement between the Minersville Area School District and Schuylkill Intermediate Unit #29 for the fiscal year 2025/2026 at an estimated cost of \$968,509 paid in scheduled quarterly installments of \$242,127.

Special Education
Service Agreement
2025/2026

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

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

- a. Stacey Faustner - 6 credits @ \$750 = \$4,500
- b. Justin Frantz - 6 credits @ \$629 = \$3,774
- c. Jodecie Hook - 6 credits @ \$615 = \$3,690
- d. Alice Huff - 3 credits @ \$615 = \$1,845
- e. Joel Motuk - 3 credits @ \$629 = \$1,887
- f. Noah Woodford - 6 credits @ \$534 = \$3,204
- g. Emily Yourey - 6 credits @ \$516 = \$3,096

Credit reimbursement

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

MOTION - by Marazas, seconded by Sohosky to authorize the request for refund by Mrs. Gail Bedford, Branch Township Tax Collector, for a Real Veteran's Real Estate Tax Exemption granted in 2025 to Shane Miller, 1451 Bunting Street, Pottsville, PA in the amount of \$2,138.01 for paid school taxes.

Refund 2025 School
tax - Veteran's
Exemption

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

MOTION - by Newton, seconded by Lubinsky to approve additional transportation runs and changes with Earl Renninger, Inc. as follows:

- a. M26 - River Rock (Mid-Day Run) - \$50.00 per day starting January 14, 2026.

Add'l transportation run

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

MOTION - by O'Brien, seconded by Lubinsky to approve retro-active to January 1, 2026 a revised travel reimbursement of 72.5 cents for business use.

Travel reimbursement
rate effective
01/01/2026

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

MOTION - by Lubinsky, seconded by Sohosky to record in minutes 2025 Real Estate Collection Report.

2025 Real Estate
Collection Report

All in favor on a unanimous voice vote. Motion carried.

MOTION - by O'Brien, seconded by Andruchek to exonerate the following tax receivers from further tax collection efforts relative to 2025 Schuylkill County Real Estate Duplicate:

Exonerate Tax
Collectors - 2025 Real
Estate Duplicate

- 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

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

MOTION - by Marazas, seconded by Newton to approve the District's participation in a Bloomboard supported special education certification pathway for Katelyn Rittenbaugh through the Central Susquehanna Intermediate Unit (CSIU) Post-Bachelor's Experience-Based Intern Program, and authorize administration to execute the required sales order and related documentation for program participation, at a cost not to exceed \$9,324, to be invoiced in alignment with the 2026/2027 fiscal year.

Bloomboard certification
pathway - K.
Rittenbaugh

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

MOTION - by Andruchek, seconded by Sohosky to approve the District's participation in a Bloomboard supported special education certification pathway for Emily Mealey through the Central Susquehanna Intermediate Unit (CSIU) Post-Bachelor's Experience-Based Intern Program, and authorize administration to execute the required sales order and related documentation for program participation, at a cost not to exceed \$9,324, to be invoiced in alignment with the 2025/2026 fiscal year.

Bloomboard
certification pathway -
E. Mealey

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

MOTION - by Newton, seconded by Lubinsky to approve participation for Jesse White in Point Park University's Bachelor's Degree Completion, Residency-Based Program through BloomBoard, and authorize administration to execute the required sales order for program participation at the Intermediate Unit (IU) discounted tuition rate of \$513 per credit for up to 60 credits. The District will be billed each semester for eligible tuition after any federal financial aid awarded to and applied for the candidate is deducted.

Bloomboard
certification pathway -
J. White

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

MOTION - by Newton, seconded by Marazas to Approve the recommendation from Mr. Rich Dry, athletic director, to rehire the following Fall Sport Head Coaches for the 2026/2027 season. Salaries will be set with the passing of the 2026/2027 budget.

Fall Coaches re-hired
2026/2027

- a. Boys Soccer - Mr. Ed Burke
- b. Cross Country - Mr. Jason Burgess
- c. Football - Mr. Justin Frantz
- d. Girls' Soccer - Mr. Nate Parent
- e. Golf - Mr. Ray Sukeena
- f. Volleyball- Mr. John Kostishak

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

MOTION - by O'Brien, seconded by Sohosky to approve the intermittent leave of absence under FMLA for employee #1745, a professional employee, to begin on January 3, 2026. Employee intends to utilize accumulated sick balance and unpaid leave during absences.

FMLA Emp #1745

All in favor on a voice vote. Motion carried

MOTION - by Lubinsky, seconded by Newton to approve the leave of absence under FMLA for employee #1632, a professional employee, to begin on or about 01/20/2026, with the intent to return May 4, 2026. This employee will utilize all available sick and personal days; any additional days will be unpaid.

FMLA Emp #1632

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

MOTION - by O'Brien, seconded by Lubinsky to approve request for reimbursement by Sarah Quinn for obtaining the yearly Certificate of Clinical Competence for Speech Language Pathology, January 1, 2026 - December 31, 2026 in the amount of \$278.

S. Quinn reimbursement

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

MOTION - by O'Brien, seconded by Newton to accept with regret the following resignations:

Resignations

	<u>Name</u>	<u>Position/Location</u>	<u>Effective Date</u>	<u>Reason</u>
a.	Michelle Carr	PT, Instructional Aide, Llewellyn	12/12/2025	Personal
b.	Amanda Starnier	PT, Instructional Aide, Llewellyn	01/09/2026	Personal
c.	Jessica Mealey	PT, Instructional Aide, Llewellyn	02/06/2026	Personal

All in favor on a voice vote. Motion carried.

MOTION - by Andruchek, seconded by Croley to ratify the re-hire of Mrs. Jennifer Kavanaugh, as Transportation/Purchasing/Cafeteria Secretary, effective January 12, 2026, at a prorated salary of \$31,715 for the remainder of the 2025/2026 school year.

J. Kavanaugh re-hired

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

MOTION - by Lubinsky, seconded by Sohosky to review and allow for 30-day inspection the Minersville Area Junior-Senior High School Course Selection Guide for the 2026/2027 school year.

2026/2027 Course Selection Guide - First review

All in favor on a voice vote. Motion carried.

MOTION - by Newton, seconded by Andruchek to approve first reading of revisions to the following Board Policy:

Policy - First reading

a. 209.2 - Diabetes Management

All in favor on a voice vote. Motion carried.

MOTION - by Newton, seconded by Sohosky to approve the updates to the 2025/2026 school calendar:

2025/2026 calendar revisions

- a. Monday, February 16, 2026 (President's Day)
- b. Monday, March 16, 2026 (Snow Make-Up Day)
- c. Wednesday, April 1, 2026 Full Day (Previously Half Day)
- d. Friday, May 1, 2026 (Act80 to Make-Up Day)
- e. Wednesday, June 03, 2026 Full Day (Previously Half Day)
- f. Potential days to use if needed for future weather delays
 - a. Friday, March 13, 2026
 - b. Thursday, April 02, 2026
- g. Teacher In-Service Days
 - a. Friday, June 05, 2026
 - b. Monday, June 08, 2026
 - c. Tuesday, June 09, 2026 (If needed)

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

<i>Date</i>	<i>Regular Meeting</i>	<i>High School Career Center</i>	<i>Kevin Wigoda</i>
	<i>Kind of Meeting</i>	<i>Where Held</i>	<i>Presiding Officer</i>
	MOTION - by Lubinsky, seconded by O'Brien to Approve the 2026/2027 school calendar as per the included calendar.		2026/2027 School Calendar
	All in favor on a voice vote. Motion carried.		
	MOTION - by Sohosky, seconded by Croley to accept with regret the resignation of Mr. Michael Andruchek as Representative to Schuylkill Intermediate Unit #29 and Schuylkill Technology Center Board of Directors for Minersville Area School District effective January 27, 2026.		Andruchek resignation from IU/STC board
	All in favor on a voice vote. Motion carried.		
	MOTION - by Andruchek, seconded by Sohosky to appoint Dr. William Yourey to serve on the Schuylkill Intermediate Unit #29 and Schuylkill Technology Center Board of Directors to fulfill the resignation of Michael Andruchek and unexpired term of Christopher Bowers, effective January 28, 2026 through June 30, 2028.		Yourey appointment to IU/STC board
	On a voice vote, all in favor. Motion carried.		
	STAFF REPORTS		Staff Reports
	Attorney Quinn did not deliver a January report and said he would update the board on the assessment appeals at the February meeting.		
	Motuk delivered his high school report, noting the updated Senior Flag raising to February 9 th , that has been postponed several times.		
	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 Andruchek, seconded by Lubinsky to ratify the payment of bills for December and January from the General Fund in the amount of \$2,209,990.56; Cafeteria Account in the amount of \$2,299.05; 21st CCLC - Schuylkill Achieve Account in the amount of \$450.00; Federal Programs Account in the amount of \$6,905.40; High School Athletics in the amount of \$15,370.60; High School Activities Account in the amount of \$44,217.65 for a total bills payable \$2,279,232.26.		
	All in favor on a voice vote. Motion carried.		
	MOTION - by Marazas, seconded by Sohosky 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
	Andruchek stated there is an upcoming Building & Grounds meeting on February 11, 2026. Croley said there was a Technology meeting following the recent school closure. Minutes will be forthcoming as the 2026 committee listing was not available at the time of the meeting.		
	CORRESPONDENCE		Correspondence
	None.		
	OLD BUSINESS		
	None.		

NEW BUSINESS

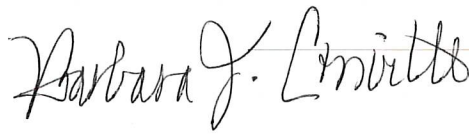
Wigoda reminded everyone that the February 2026 meeting is all one meeting night on February 25th, beginning at 6:30 PM.

There being no further business to report or discuss, the meeting adjourned on MOTION by Newton, seconded by Lubinsky at 7:26 PM.

Respectfully submitted,



Sarah R. Newton, Secretary



Barbara J. Conville, Assistant to the Secretary

