



Work Session – 6:45 PM

- Business Manager, Lori Bryner, discussed an overview of how the school budget is determined
- Discussion on Athletic Training to determine if full time or part time is needed
 - Board will make a decision for the May meeting
- Jen Zigler and Onalee Showers presented for Nutrition, Inc.

Regular Meeting – Call to Order – 8:02 PM

- Pledge of Allegiance

1. Roll Call

Present Members: Bryan Kauffman, Janine Brightbill, Mike Hartley, George Moore, Jim Hahn, Jenny Fuller, Ryan Hoff, Katy Sieber

Absent Members: Lyle Sarver

2. Minutes of Previous Board Meeting

Approval of the minutes from the February 14, 2024, Board Meeting.

Motion: Mr. Hartley motioned, Mr. Hoff seconded.

Result: Motion passed – unanimous.

3. Treasurer's Reports

Business Manager – Mrs. Lori Bryner

Mrs. Bryner reported the following:

The treasurer's reports for the month of January 2024 for the General Fund Checking (Checks 43280 - 43345), General Fund PLGIT Accounts, Cafeteria Checking, Cafeteria PLGIT, Reserve Fund, Activity Fund Accounts, Athletic Fund Accounts, and the General Fund Budget to Actual Report. Also presented was a listing of bills to be approved for payment checks (43416 - 43471) in the amount of \$238,250.20. Also presented was American Express Charges for February \$7,797.38, Bank of America for February \$410.00, and Budgetary Transfers in the amount of \$117,000.

- The audit report by Boyer & Ritter is finished and she will be emailing next week to coordinate a time for the finance committee to meet with the auditors to discuss the report.

Motion: Mr. Moore motioned, Mr. Hartley seconded.

Result: Motion passed – unanimous.

4. Representative Reports

- Mr. Hoff reports on CTC additional costs that will be rising
- Mr. Hartley reported on Wildcat foundation upcoming events and additional donators

5. **President's Report**

Board President – Mr. Bryan Kauffman

Mr. Kauffman reported the following:

- FFA Pie Sale
- Board Members Buildings and Grounds Walk Through

6. **Administrative Reports**

Superintendent – Dr. Mary Murphy-Kahn

Dr. Murphy-Kahn reported on the following:

- Submitted Grants

Elementary School Principal – Mrs. Michele Comp

Mrs. Comp reported on the following:

- Mrs. T. Smith received an Ecosystem Grant for \$200
- One School, One Book Started with Rumpelstiltskin
 - Millerstown Moose Donation
 - Local Author
- Incoming Parent Night for Kindergarten

Director of Special Education – Ms. Shannon Gay

Ms. Gay had nothing to report.

Director of Building and Grounds – Mr. Jonas Varner

Mr. Varner reported on the following:

- High School Patio Gate Installed
- Flooring Repaired in Elementary
- List put in Elementary and High School for Maintenance Needs

Director of Technology – Mr. Allan Rapp

Mr. Rapp reported on the following:

- Internet Down
- Bogen Project Completed
- Grants and Budgeting

Business Manager – Mrs. Lori Bryner

Mrs. Bryner had nothing to report.

7. **Public Comments on Agenda Items**

- Mr. Hoff asked about what message was sent out to the school 3/13/2024
 - Dr. Murphy-Kahn reported that it was an announcement of a shelter in place due to a medical emergency

- Mr. Hoff asked if there is Narcan in our building
 - Dr. Murphy-Kahn answered yes, the nurses have on hand in both buildings.

8. Items of Business

A. Administration

1. Student Placement – CAIU Hilltop Academy
Approval of student, Student ID # 2143151179, to be enrolled at CAIU Hilltop Academy for the remainder of the 23-24 school year.
2. Student Placement – River Rock Academy
Approval of student, Student ID # 7500420331, to be enrolled at River Rock Academy for the remainder of the 23-24 school year.
3. Foreign Exchange Student
Approval of foreign exchange student for the 2024-2025 school year.
4. Cafeteria Procurement Procedures
Approval of the updated cafeteria procurement procedures.
5. CD with Juniata Bank
Approval of establishing a \$28,000 CD with Juniata Valley Bank with Lori Bryner as authorized signer for Shull Scholarship.
6. 8th Grade Field Trip
Approval of the 8th grade field trip to Washington, DC on May 22, 2024, from 6:30 AM – 6:30 PM.

Motion: Mrs. Brightbill motioned all 6 items, Mr. Hoff seconded.

Result: Motion passed – unanimous.

B. Finance

1. Capital Area Intermediate Unit – 2024-25 Operating Budget
Approval of the CAIU 2024-25 General Operating Budget.
2. Tractor Bid
Approval of accepting bid from Smith's Farm Equipment, LLC for a Yanmar Diesel Compact Tractor for a total cost of \$48,000.00.

Motion: Mr. Moore motioned both items, Mr. Hahn seconded.

Result: Motion passed – unanimous.

C. Facilities

1. Pennsylvania Game Commission – Facilities Use Request
Approval of the Pa Game Commission's requested use of the High School Cafeteria and Ag classroom areas on June 22, 2024.
2. Millerstown Moose – Facilities Use Request
Approval of the Millerstown Moose's requested use of the Softball Field or Elementary Gym on March 29, 2024.

Motion: Mrs. Brightbill motioned both items, Mr. Hartley seconded.

Result: Motion passed – unanimous.

D. Policy

1. Policy Reading
 - a. Second and final reading 227.1 – Drug-Testing for Extracurricular Participation, Driving, and Parking Permit Privileges
 - b. Second and final Reading – 626 attachment Procurement – Federal Programs

Motion: Mr. Hahn motioned, Mrs. Seiber seconded.

Result: Motion passed – unanimous.

E. Personnel

1. Appointment – Long-Term Substitute
Approval of Karen Lloyd-Pillot as a long-term substitute for Elementary Art to start March 26, 2024, through the remainder of the 23-24 school year. Pay rate of \$277.34.
2. Appointment – Substitute Classroom Cleaner
Approval of Noah Bryner as a Substitute Classroom Cleaner.
3. Retirement – Life Skills
Approval of the retirement of High School Life Skills Teacher, Angela Ehrhart, effective July 8, 2024.
4. Mentors for Long-Term Substitutes
Approval of mentors for long-term substitutes.

Jennifer Haefner to mentor Michaela Davis in the elementary special education long-term substitute position.

Danielle Bailey to mentor Karen Lloyd-Pillot in the elementary art long-term substitute position.

Mentors will be paid for 2.25 mentor hours at a rate of \$42.85 per hour.
5. Classroom Monitors
Approval of Holly Beall and Vonnice Thomas as Classroom Monitors. Pay rate of \$125.00 per day or calculated compensatory time.

Motion: Mr. Hartley motioned on all 5 items, Mrs. Brightbill seconded.

Result: Motion passed – unanimous.

9. Public and Private Concerns

- Parents, Lea Zullinger and Cassandra Spellas, brought up issues on student bullying within 6th grade, looking for ways to alleviate and address bullying throughout the school. Board members Mr. Hoff and Mrs. Seiber added their concerns on the topic while Superintendent Dr. Murphy-Kahn and Elementary Principal Mrs. Comp addressed what is currently being done and offered possible solutions that could be put in place.

10. Adjournment

Approval to adjourn the meeting at 9:04 PM.

Motion: Mrs. Brightbill motioned to adjourn, Mr. Hartley seconded.

Result: Motion passed – unanimous.

Recording Secretary
Madelyn Ferguson