



Millersburg Area School District

Regular Monthly Meeting

Thursday, September 17, 2026 7:00 PM

Millersburg Area High School Susquehannock Center

799 Center Street

Millersburg, PA 17061

1. Call to Order

2. Moment of Silence / Pledge of Allegiance

3. Roll Call

4. Public Comments

5. Approval of Minutes

6. Board Presentations

7. Superintendent's Report

Description: Exemplary Staff Recognition:

Speaker(s): Dr. Lee

Christine Garcia

Criteria: At Millersburg ASD, outstanding service means creating a welcoming, respectful, responsive, and student-centered experience for every student, family, colleague, and community member—regardless of a person's role or position. Outstanding service is the consistent practice of listening, communicating clearly, responding promptly, following through, and treating every person with dignity and respect, while keeping student success, safety, and well-being at the center of our work. For all district staff, this means:

- **Welcoming:** We create an environment where students, families, staff, and community members feel valued, heard, and respected.
- **Student-centered:** We make decisions with the needs, success, safety, and well-being of students at the forefront.
- **Respectful:** We demonstrate professionalism, empathy, patience, and cultural responsiveness in every interaction.
- **Responsive:** We acknowledge questions and concerns promptly and make every effort to provide—or connect

people with—the right answer or resource.

- **Clear:** We communicate information in a timely, understandable, and accessible way.
- **Accountable:** We take ownership of our responsibilities, follow through on commitments.
- **Solution-oriented:** We focus on what we *can* do, identify options, and work collaboratively to resolve concerns.
- **Consistent:** We provide dependable service and apply district expectations fairly and equitably.
- **Collaborative:** We recognize that every employee contributes to the district experience, whether or not their role involves direct contact with students or families.
- **Professional:** We represent the district positively through our words, actions, appearance, communication, and reliability.

Every interaction matters. Every employee is a representative of the district. Our goal is for every student, family, staff member, and community partner to leave an interaction feeling respected, heard, informed, and supported.

Exemplary Staff: Cheryl Stone, our new custodian. Cheryl is friendly, positive, professional, and works hard to keep our school clean. Cheryl cheerfully works with a smile and pleasing attitude. She is consistent and follows through on her duties. My classroom is clean and tidy at the start of each day thanks to Cheryl!

Cheryl Stone - Cheryl works in the Elementary School as a custodian. I feel she goes above and beyond to make sure each classroom has a clean, sanitary room for the children and staff. She has compassion for the children and will take time to help them whether they a problem or just want to stop and say Hi. She tackles every mess with a positive attitude and knows accidents happen. She is also an awesome team player and will help one of her co-workers if they need help with a mess. When her duties are complete, she will check her rooms one last time to make sure nothing was missed. Cheryl takes pride in her job and our school.

7.A. Enrollment Report

8. Business Office Financial Reports

Speaker(s): Eric S. Petery

Description: The Financial Reports consisting of the Budget Status Reports and Treasurer's Reports for the General, Capital Reserve, Capital Project, Food Service, and Student Activity Funds are presented for approval.

8.A. Budget Status Reports

8.B. General Fund

Description:

Bank	Interest Rate	Balance
Mid Penn Bank	3.64%	\$10,904,456.35
PLGIT Class	3.49%	\$351.74
PLGIT Prime	3.76%	\$9,460.66
PSDLAF P-Card	3.46%	\$4,706.42
TOTAL		\$10,918,975.17

8.C. Capital Reserve Fund

Description:

Bank	Interest Rate	Balance
Mid Penn Bank	3.64%	\$3,082,154.27
PLGIT Class	3.49%	\$3.66
PLGIT Prime	3.76%	\$4,944.93
TOTAL		\$3,087,102.86

8.D. Capital Project Fund

Description:

Bank	Interest Rate	Balance
PLGIT Class G.O. Bond 2023	3.49%	\$460.33
PLGIT Prime G.O. Bond 2023	3.76%	\$33.00
PLGIT Pre-K Escrow Account	3.76%	\$355,719.18
TOTAL		\$356,212.51

8.E. Food Service

Description:

Bank	Interest Rate	Balance
Mid Penn Bank	3.64%	\$31,146.84
TOTAL		\$31,146.84

8.F. Student Activity Report

Description:

Account	Balance
Elementary	\$7,130.82
Middle	\$17,337.35
High	\$87,237.46
TOTAL	\$111,705.63

9. Approval of Bills and Disbursements

10. Roll Call Action Items

10.A. Personnel

10.A.1. Retirement

Description: It is recommended to approve the retirement of Holly Caprio, special education teacher, effective March 5, 2027. Holly has been with the district for over 30 years. We wish her well in her retirement.

10.A.2. Resignation of Paraprofessional

Description: It is recommended to accept the resignation of Felicia Wade, paraprofessional, effective August 24, 2026.

10.A.3. Approval of Substitute Teacher

Description: It is recommended to approve Robert Steiner as a substitute teacher for the 2026-2027 school year.

10.A.4. Approval of Substitute

Paraprofessionals

Description: It is recommended to approve Karen Koppenhaver and Treasa Perrier as substitute paraprofessionals for the 2026-2027 school year.

10.A.5. Approval of Mentor Teacher

Description: It is recommended to approve Keri Morgan as a mentor teacher for Izzy Fondalier effective September 17, 2026. The stipend for this position is \$400. Kelly Eure was previously approved as her mentor.

10.A.6. Athletic Event Workers

Description: It is recommended to approved the following as Athletic Event Workers for the 2026-227 school year:

1. Chad Grassmyer
2. Lynn Mangle

10.A.7. Volunteer Boys Soccer Coaches

Description: It is recommended to approve the following as volunteer boys' soccer coach:

1. Colin Martz
2. Ryan Shoop

10.A.8. 7th and 8th Grade Girls Basketball Coach

Description: It is recommended to approve Lauren Deibert as the 7th and 8th Grade Girls Basketball Coach for the 2026-2027 school year.

10.B. Agreement with Next Century, Inc. for School Psychology

Description: It is recommended to approve the

attached agreement with Next Century, Inc. in the amount of \$58,050.42 for school psychology services for the 2026-2027 school year.

10.C. Agreement with Occupational Therapist

Description: It is recommended to contract with Jaime Lyter, Certified Occupational Therapist, for 138 days of Occupational Therapy at \$515 per day.

10.D. Approval for Early Graduation

Description: It is recommended to waive applicable language in Policy 217 and approve early graduation for a student as discussed.

10.E. Approval of Professional Services Proposal with RLPS

Description: Due to the lack of a viable alternative use, purpose, or outside interest, and considering the continued deterioration of the building, it is recommended to approve the attached proposal for professional services with RLPS Architects to prepare bidding documents and specifications for the demolition of Lenkerville Elementary School. The cost of the proposal will be Time and Material, not to exceed \$79,000.

10.F. Approval of MOU with Millersburg Area Education Association

Description: It is recommended to approve the attached MOU with the Millersburg Area Education Association to permit the short-term hiring of Exploratory Specials Facilitators, paid at the regular substitute rate.

10.G. Approval of Exploratory Specials Facilitator

Description: It is recommended to approve Jaime Lyter as an Exploratory Special Facilitator for a total of 21 days at \$150 per day. She will facilitate activities related to cooking and other life tasks during 6 half-day sessions per marking period. She will also receive 1 day per month for planning.

10.H. Approval of ESS Employees

Description: It is recommended to approve the following ESS employees to staff the Johnson Library during the school day, and provide support to the gifted program. They will be paid \$150 per day.

Johnson Library Staffing

- Bonnie Schadel
- Lynn Mangle
- Nancy Stanford

Gifted/STEAM Support

- Arlene Dyba
- Nancy Stanford

10.I. Approval of Mural

Description: Mr. Book's Art Class is seeking approval to paint a mural on the east wall of the cafeteria.

11. Board Member Sharing

12. President's Report

Speaker(s): Jason M. Minnich

13. Adjournment