

MILLVILLE AREA SCHOOL DISTRICT

Regular Meeting Minutes

May 14, 2012

The Millville Area School Board held the regular board meeting on Monday, May 14, 2012 in the Millville High School library. President Frank Suchwala called the meeting to order at 7:00 PM, followed by the Pledge of Allegiance.

ROLL CALL: The following Board members answered roll call: William Berger, Larry Breech, Erin Comly, Chris Farr, Dean Kelchner, Cheryl Kessler, Heather Mausteller, Susan Myers, and Frank Suchwala. . Also, present Kathleen Stark, Superintendent, David Bowser, Business Manager, John Fetterman, Elementary Principal, Eric Stair, Secondary Principal, Dee Davis, Supervisor of Special Education, Ronald Zimmerman, Supervisor of Buildings/Grounds and Barbara Beshore. Forty guests signed the roster.

GUEST RECOGNITION: Student Presentation –Telescope Usage: Chris Bardo showed a Power Point Presentation on using the telescope and viewing the moon, Venus and other constellations. The Board thanked Mr. Charles Hartzel for the donation and thanked Mrs. Kakaley for her time and scheduling the evening viewings.

PUBLIC COMMENT: The following guests requested to speak:

- Carey Klinger read a statement regarding Coach Fought, travel soccer team, purchase of uniforms for soccer and cheerleading.
- Jonathan Pass spoke about superintendent's renewed contract, PSSA scores and minutes on web site.
- Paula Holtzinger read a letter from Southern Columbia coach regarding Coach V.
- Lauren Erdman read letter from Southern Columbia players regarding Coach V.
- Jim Wood inquired of any problems regarding the soccer tournament in York
- Mr. Kelchner, Board member commented on opening the soccer coach position
- Michael Lester questioned why the soccer coach position was open and not all sports?
- Michelle Bower asked about opening the coaching position.
- Joseph Carnevale asked about opening all positions.
- Jen Rine inquired about the superintendent's salary and the board minutes on the website
- Kurt Ringer spoke in support of Coach V and Mr. McCaffrey
- Jeff Bower commented about distrust with the Board by taxpayers.
- Michelle Bower inquired about a "pay freeze" offer to faculty and staff.
- Kristen Wolford spoke in support of Coach V and Mr. McCaffrey

DISCUSSION ITEMS: Update to Food Service Contract: Dr. Stark reported there is no new information at this time.

BOARD COMMITTEE REPORTS:

Budget Committee Report: Mr. Bowser recapped the meeting of the committee.

Curriculum Committee Report: Dr. Stark recapped the meeting referencing the minutes.

MOTION TO MOVE FORWARD WITH 2013 CLASS TRIP: A motion by Chris Farr and seconded by Erin Comly that the Millville Area School Board permit the Senior Class advisors to move forward with the process for plans of the senior class trip for 2013. The motion carried by unanimous voice vote.

Buildings and Grounds Committee: Mr. Kelchner reported about the consideration of paving project with funds utilized from Capitol Reserve Funds.

ADMINISTRATORS' REPORTS:

Mr. Fetterman, Elementary Principal, gave a verbal report and his written report is part of the minutes.

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Mr. Stair, Secondary Principal, gave a verbal report and his written report is part of the minutes.

Mrs. Davis, Supervisor of Special Education, provided verbal report including Penn Data status, Transition Conference and hosting Life Skills picnic with 6 area schools.

Mr. Zimmerman, Supervisor of Buildings and Grounds, provided verbal report including the parking lot repaving, high school gym floor and walls, and summer cleaning.

Superintendent, Dr. Stark provided a verbal report including the changes in Comprehension Plan, Keystone Exams, and US News and World Report on assessment testing with Millville Jr. Sr. High School receiving a Bronze Award.

APPROVE BOARD MINUTES: A motion by Susan Myers and seconded by Cheryl Kessler that the Millville Area School Board approve the board minutes of April 23, 2013. The motion carried by unanimous voice vote.

2012-2013 PROPOSED FINAL GF OPERATING BUDGET: A motion by Dean Kelchner and seconded by Susan Myers that the Millville Area School Board approve the 2012-2013 Proposed Final General Fund Operating Budget in the amount of \$11,981,669. In support of the budget the following taxes will be enacted: 1.2% Earned Income Tax, and 46.75 mill Real Estate Tax. The motion carried by roll call vote. 9 YES; 0 NO

CLASS OF 2012 GRADUATES: A motion by Larry Breech and seconded by Heather Mausteller that the Millville Area School Board approve the list of potential graduates for the Class of 2012. The list of graduates is part of the minutes. The motion carried by roll call vote. 9 YES; 0 NO

AGREEMENT WITH GEISINGER CLINIC – SCHOOL PHYSICALS: A motion by Heather Mausteller and seconded by Erin Comly that the Millville Area School Board approve the Student Services Agreement with Geisinger Clinic to perform physicals for kindergarten, sixth and eleventh grades, athletic physicals and IEP examination forms at a rate of \$92.03 per hour. The motion carried by roll call vote. 9 YES; 0 NO

SCHOOL DENTIST: A motion by Susan Myers and seconded by Dean Kelchner that the Millville Area School Board approve Dr. Jean Johnson, as school dentist for the 2012-2013 school year, with her rate of pay being \$4.00 per examination. The motion carried by roll call vote. 9 YES; 0 NO

SCHOOL BOARD SOLICITOR: A motion by William Berger and seconded by Larry Breech that the Millville Area School Board approve the law firm of Harding and Hill, LLP as school board solicitor for the 2012-2013 fiscal year, with rate of pay being \$125 per hour. The motion carried by roll call vote. 9 YES; 0 NO

SCHOOL BOARD TREASURER: A motion by William Berger and seconded by Heather Mausteller that the Millville Area School approve Wayne T. Wright, to serve as board treasurer for the 2012-2013 fiscal year. The motion carried by roll call vote. 9 YES; 0 NO

APPROVE SUMMER LIBRARY HOURS: A motion by Dean Kelchner and seconded by Heather Mausteller that the Millville Area School Board approve the summer library hours as follows:
Elementary – Tuesdays – July 10, 17, 24 from 9:00 AM through 1:00 PM
High School – Wednesdays – beginning June 6 through August 15 (except July 4) from Noon until 8:00 PM. The motion carried by roll call vote. 8 YES; 1 NO

APPROVE DONATED LIBRARY BOOKS: A motion by Cheryl Kessler and seconded by Erin Comly that the Millville Area School Board approve the books donated the high school library. The motion carried by roll call vote. 9 YES; 0 NO

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AWARD REFUSE REMOVAL BID: A motion by Susan Myers and seconded by William Berger that the Millville Area School Board award the 2012-2013 refuse removal bid to Dave Evans Disposal at a cost of \$600 per month. The motion carried by roll call vote. 7 YES; 2 NO

AWARD COPY MACHINE BID: A motion by Erin Comly and seconded by William Berger that the Millville Area School Board award the five (5) year copy machine contract to North Central Digital at a cost of \$1,813.10 per month. The motion carried by roll call vote. 9 YES; 0 No

LEAD COOK JOB DESCRIPTION: A motion by Cheryl Kessler and seconded by Susan Myers that the Millville Area School Board approve the 1200.27 Lead Cook job description. The motion carried by roll call vote. 9 YES; 0 No

PAY MAY 2012 EXPENDITURES: A motion by Dean Kelchner and seconded by Larry Breech that the Millville Area School Board permit the Business Manager to pay the May 2012 expenditures with final approval at the next regular board meeting. The motion carried by roll call vote. 9 YES; 0 NO

APPROVE EXTENDED SCHOOL YEAR STAFF: A motion by Dean Kelchner and seconded by Heather Mausteller that the Millville Area School Board approve the 2011-12 Extended School Year staff as follows:

FACULTY: Gwen Utt, Donna Kramer, Kerri Peterman, Erin Butler, Megan Hippenstiel, with pay rate being their per diem rate;

PARAPROFESSIONALS: Tom Heffner, Kathy Johnson, Heidi Ipher and

VAN DRIVER: Wendy Faatz (all summer), with rate of pay being their hourly rate.

The program will be held on July 10, 12, 17, 18, 19, 24, 25, 26, 2012 from 8:30 AM through 1:30 PM. The motion carried by roll call vote. 9 YES; 0 NO

JOB CLASSIFICATION CHANGE BEGINNING JULY 1: A motion by Susan Myers and seconded by Heather Mausteller that the Millville Area School Board approve the recommended job classification changes effective July 1, 2012 as follows: KATHY MUSSELMAN from elementary principal's secretary to Superintendent's secretary, with her rate of pay being \$15.00 (includes July 1 pay raise)

TAWNY HONS from building secretary to guidance secretary, with her rate of pay being \$10.00 per hour (includes July 1 pay raise). The motion carried by roll call vote. 9 YES; 0 NO

EMPLOY PRINCIPAL'S SECRETARY: A motion by Frank Suchwala and seconded by Cheryl Kessler that the Millville Area School Board employ KELLI TROWBRIDGE as the principal's secretary, with her rate of pay being \$10.00 per hour (includes July 1 pay increase) pending receipt of Act 151 clearances. The motion carried by roll call vote. 8 YES; 1 NO

EMPLOY ATHLETIC DIRECTOR: A motion by Larry Breech and seconded by Cheryl Kessler that the Millville Area School Board approve employing David Outt as Athletic Director beginning July 1, 2012 for the 2012-2013 fiscal year. The motion carried by roll call vote. 8 YES; 1 NO

RICHARD DONALD RETIRES: A motion by Frank Suchwala and seconded by Cheryl Kessler that the Millville Area School Board accept Richard W. Donald's letter of retirement effective April 30, 2012. The motion carried by roll call vote. 8 YES; 1 NO

MEMORANDUM OF AGREEMENT WITH RICHARD DONALD: A motion by Larry Breech and seconded by Susan Myers that the Millville Area School Board approve the Memorandum of Agreement with Richard W. Donald pending receipt of a signed agreement. The motion carried by roll call vote. 7 YES; 2 NO

DEBORAH HEMSARTH FMLA REQUEST: A motion by Heather Mausteller and seconded by Cheryl Kessler that the Millville Area School Board approve Deborah Hemsarth's request for leave according to FMLA guidelines effective April 24, 2012 through the remainder of the 2011-12 school year. The motion carried by roll call vote. 9 YES; 0 NO

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EMPLOY SUMMER CUSTODIAL AIDES: A motion by Susan Myers and seconded by Cheryl Kessler that the Millville Area School Board approve employing summer custodial aides, with the rate of pay being \$8.00 per hour: Bruce Dewald, Whitney Rosenberger, Tiffany Craig, Frank R. Suchwala, Ryan Zimmerman. The motion carried by roll call vote. 8 YES; 0 NO; 1 ABSTENTION

JIM FIEDLER RESIGNS: A motion by Chris Farr and seconded by Heather Mausteller that the Millville Area School Board accept James Fiedler's resignation letter as the assistant girls' soccer coach. The motion carried by affirmative voice vote. 8 Aye; 1 Nay

PROFESSIONAL SUBSTITUTES: A motion by Larry Breech and seconded Heather Mausteller that the Millville Area School Board approve adding the following to the district's professional substitute list:

PROFESSIONAL: Francis Kisner – Math (pending receipt of clearances)

The motion carried by unanimous voice vote.

RECESS TO EXECUTIVE SESSION: A motion by Heather Mausteller and seconded by Susan Myers that the Millville Area School Board recess to executive session to discuss personnel and negotiations. The meeting recessed at 9:02 PM.

MEETING RECONVENED: A motion by Heather Mausteller and seconded by Chris Farr that the Millville Area School Board meeting reconvene. The meeting reconvened at 9:32 PM.

MOTION TO OPEN COACHING POSITIONS: A motion by Larry Breech and seconded by Heather Mausteller that the Millville Area School Board open and advertise for all coaching positions for the 2012-2013 school term. The motion carried by affirmative voice vote. 8 Aye; 1 Nay

ADJOURNMENT: A motion by Cheryl Kessler and seconded by Heather Mausteller to adjourn the regular board meeting. The meeting adjourned at 9:35 PM.

David B. Bowser
Board Secretary

Board Write-Up for the Elementary

May 14, 2012

- Teachers continue to spend time preparing for their instruction and working diligently with our children and their academics
- We had a high wind drill and our monthly fire drill earlier this month
- Fourth Grade completed the Science PSSAs at the end of April
- On May 8th, a representative from each of the grade levels attended a meeting to discuss how the Common Core Standards will affect the Math Curriculum and a meeting will be held tomorrow to discuss the English, Language Arts Common Core Curriculum
- Kindergarten through sixth grade completed GRADE and G-MADE Testing to help determine their strengths and weakness in reading and math. They also completed DIBELS testing to help determine their reading fluency.
- The Fourth Marking Period will draw to a close at the end of the month and the report cards will be going home with the children on May 31st
- Several Walk Throughs have been conducted since the last board meeting report
- Child Study Meetings were held on May 2nd and another one is scheduled for the 16th to discuss the children's academics and any social and emotional concerns that may exist
- Lunch Groups and individual student meetings are continuing to take place with Erin Redding, the blended worker, to discuss any social and emotional concerns that the children may have
- Events that have taken place at the elementary since the last board report include:
 - Officer Phil came in to speak with Grades K – 4 on Wednesday, April 25th
 - Fourth Grade took a trip to the Greenwood Environmental Center for a Watershed Tour on Wednesday, May 2nd
 - The Arts Festival, Concert and Art Show took place on Thursday, May 3rd and I again wanted to thank Robin Beck and Bess Lowry for all the time and effort they put into this event for our children
 - A RIF book distribution took place on Thursday, May 10th Thank you to all the parent volunteers that made this available to our children
 - First Grade went to the Montour Preserve on Thursday, May 10th
 - Kindergarten went to Reptiland on Friday, May 11th
 - A BTE Assembly took place today
 - Thank you to PTO for their donation to cover the cost of these events
- Upcoming events at the elementary include:
 - The Quaker Band and Quaker Choir will have their concert on Tuesday, May 15th. Thank you again to Robin Beck for the time she has put into our children throughout the year.
 - Sixth Grade will be displaying and presenting their Hobby Projects on Wednesday, May 16th
 - Second Grade will be going to the Coal Mine and Red Deer Farm and Fourth Grade will be going to the Capitol in Harrisburg on Thursday, May 17th
 - The Sixth Grade students will be visiting the high school on Thursday, May 17th
 - The Kindergarten Experience for next year's kindergarten students will take place the evening of Thursday, May 17th. Thank you to Kim Coleman, Aimee Diehl, Wendy Fetterman and the other teachers for their time in providing this opportunity for our new children.
 - Fifth Grade will be going to Lake Tobias on Monday, May 21st
 - Field Day will take place on Wednesday, May 23rd with a rain date of Thursday, May 24th
 - 3rd Grade will be going to the Community Arts Center in Williamsport and 6th Grade will be going to the Franklin Institute in Philadelphia on Friday, May 25th
 - The Kindergarten celebration will be held on Wednesday, May 30th
 - The Sixth Grade Graduation will be held on Thursday, May 31st

Items to Report
May 14th
Eric T. Stair

- May Fire Drill was held on May 3rd along with the annual tornado drill
- Career Day took place on May 2ⁿ
- Congratulations goes out to our band and choruses for their outstanding achievement at the Hershey Adjudication on Friday May 3rd. Both Jr. and Sr. High Bands received "Good" ratings, and both Jr. and Sr. High Choruses received "Excellent" ratings. Whitney Rosenberger was announced best overall solo vocalist. Our students were recognized for their behavior OFF the stage, and received the Esprit de Corps award. A special thanks to Mr. McCaffery and Mrs. Sweeney for working with these students
- Progress reports were sent home on Friday, May 3rd Certified letters were mailed home to parents of students that were endanger of failing a course for the year, currently we have two-three seniors endanger of failing
- Congratulations to Aaron Ovelman for being selected to the Elite Baseball Scout Team as a short stop. The team is made up of players from 4 states and only carry a 11 position player roster and 6 pitchers
- CDT testing for 9th grade students took place May 8th and 9th
- On May 8th Mr. Johnson took a group of Pa Local students to the Quaker Meeting house to meet with Mr. Mosteller to speak to the students about the Millville Quakers a special thanks to Mr. Johnson for taking that initiative with the students
- On May 8th Ms. Bennett took a group of Sr. High students to the Environthon at Shikellamy State Park, a special thanks to Ms. Bennett for planning and organizing the event for the students
- May 14th the 9th grade students traveled to Pennsylvania College of Technology for Open House
- May 16th Mrs. Kakaley will be taking a group of students to the Jr. High Environthon at Montour Preserve
- Keeyan Zimmerman and Alexis Seiger will be representing Millville High School at the First Columbia Teen Star Finalists competition on Sunday May 20th at Haas Center at Bloomsburg University, congratulations to both of them, a special thanks to Mr. Lance Deihl for supporting the community with the event
- Advanced Placement Testing took place May 9th AP Calculus, May 10th AP English, May 14th Physics,
- May 24th Scheduled to have AP European History Testing, May 25th AP English Testing
- Prom is scheduled for May 18th
- Athletic Banquet May 21st
- 3rd Annual Millville Vs. Benton Faculty Soccer game is scheduled for May 24th
- Senior Finals will take place on May 24th and 25th, May 25th is the last day for Seniors
- Senior Graduation Practice starts May 29th & 30th at 12:45
- Finals for Students in Grades 7-11 will be taking place May 29th, 30th and 31st.
- May 31st is the last day for Students
- Graduation is at 7:00 on May 31st
- Baccalaureate and Senior Awards is schedule for May 29th

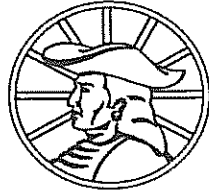
MILLVILLE AREA SCHOOL DISTRICT

MILLVILLE, PENNSYLVANIA 17846

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CURRICULUM COMMITTEE MEETING Minutes of May 8, 2012

PRESENT: Larry Breech, Heather Mausteller, Susan Myers, Frank Suchwala, Kathee Stark

The meeting began at 7:20 pm with a discussion of the possible usage of the recent scholarship donation. It is the recommendation that the funds be used for a 2nd year scholarship with the first award being presented in the spring of 2013. An eligible student would need to be a Millville Jr/Sr High School graduate who is able to prove that he/she is a student in good standing and returning to higher education. The committee will gather more information, including options for a foundation, develop specific requirements and the amount of the annual award before bringing this to the Board for action.

The committee was given a brief update on the Comprehensive Plan process. It was indicated that there is great interest in continuing to move forward with the utilization of technology to facilitate student learning and achievement. A faculty member has volunteered to pilot an online textbook for the coming year, and the response of the students to the 1:1 computing initiative was very positive. The committee discussed continuing the pilot in the same format for another year, continuing the pilot but using iPads with the juniors, or expanding the program to all juniors and seniors. It is recommended that the program be expanded to all juniors and seniors, and the committee recommends the continued use of laptops such as the ones presently being used. To be part of the program, students and parents will be required to attend a meeting, as they did this year.

The committee was updated on the search for a math/physics teacher. At the time of the meeting, only one math teacher with a physics certification had been interviewed, and three math teachers had been given second interviews. Earlier that evening, there had been a contact with another potential candidate who will be interviewed Monday.

The senior trip for 2013 was discussed. The advisors are concerned about the cost of present trip, given the small numbers of students in the class. They will probably not have sufficient numbers to get group discounts on many of the activities. When presented with alternative trips to Washington, DC or Baltimore/Hershey, the students overwhelmingly indicated that they were in favor of the Baltimore/Hershey trip. Kathee will get some estimates of the cost from Mr. Johnson. NOTE: This year is about \$470 with next year about \$350.

When parents fail to pay lunch bills, it has been past practice to hold report cards. However, the advent of online access has resulted in the nullification of this as an effective strategy. Kathee indicated that she advocates denying access to grades for those with substantial bills. The committee approved this action.

In other business, there was a request for credit to be given to students who tutor in special education classes. The committee does not recommend this. The committee was updated on the status of furloughs. There will be no Board action until approval is obtained from the state, and the person responsible is out of the office until May 17. The meeting adjourned at 8:50 pm.

Respectfully submitted,
Kathee Stark

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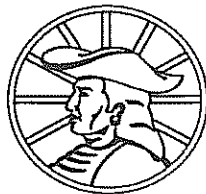
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BUDGET COMMITTEE MEETING

April 23, 2012

PRESENT: Erin Comly, Cheryl Kessler, Heather Mausteller, Frank Suchwala, David Bowser, Kathee Stark

The meeting began at 6:00 pm. Dave reported that the copier bids had gone out and are due back on Friday, May 4. There was discussion of a payment for debt service which is due the end of May. It is estimated to be about \$468,000, with about \$100,000 due to debt service for the energy project. After discussion, it was decided that the payment should be made from the general fund, rather than the debt service fund.

The committee reviewed the proposals for food service for the 2012-2013 school year. The committee recommends Plan C which includes a shared Food Service Director and the implementation of a Lead Cook position which would be part of the collective bargaining unit and be eligible for half of the health care benefits.

Information was provided on the new Healthy Food laws. We are required to continue to increase food prices to reduce the gap between present pricing and reimbursements. The committee recommends that breakfast prices increase by \$.10 to \$1.10, while lunches will increase by \$.10 and \$.15 at the elementary and secondary levels, respectively. The new prices will be \$1.75 and \$2.00, respectively.

The committee discussed compensation for the two open positions of Secretary to the Superintendent and Secondary Guidance Secretary. If the internal candidates are selected, the recommendation would be, in addition to the regular contractual increase, an increase of \$1 per hour to the guidance position, and an increase to \$15 per hour (about \$.67) for the Superintendent's secretary. Both positions are subject to a six-month review for a possible increase of \$.50 per hour.

The meeting adjourned at 6:40 pm.

Respectfully submitted,
Kathee Stark

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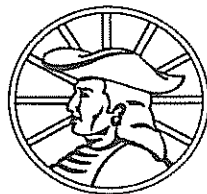
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BUDGET COMMITTEE MEETING Minutes of May 8, 2012

PRESENT: Larry Breech, Erin Comly, Heather Mausteller, Frank Suchwala, David Bowser, Kathee Stark

The meeting began at 6:00 pm with a status report on the 2012-2013 budget, as well as proposed changes in the budget from Harrisburg. The deficit has been reduced to around \$230,000 - \$330,000, depending on changes in the tax rate. The committee also discussed the impact that furloughs would have on the budget.

The committee reviewed the bids for copiers. Based on the content and quality of the bid, as well as their service record, it is the recommendation of the committee that the Board select North Central Digital as the supplier of the copiers.

There was discussion about the need for students as summer workers. Generally, we hire four students. However, with the changes in the custodial/maintenance staff, it is recommended that five be hired this summer, if needed. The committee is concerned that the openings need to be advertised on the website and students informed that such positions are available.

The committee was updated on the hiring process for building secretarial positions, and discussions ensued about possible salaries for these positions, depending on the expertise of the potential employee. It is suggested that the building secretary and principal's secretary be given starting salaries of 8.50 and \$10 per hour, respectively, with reviews and possible \$.50 increases in six months.

The committee reviewed new job descriptions for food service personnel and discussed the payment for summer band director.

The meeting adjourned at 7:15 pm.

Respectfully submitted,

Kathee Stark