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MINUTES OF THE MILLVILLE SCHOOL DISTRICT BOARD MEETING

MONDAY, MAY 8, 2023

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The Millville Area School Board held their regular meeting on Monday, May 8, 2023 in the Millville Jr./Sr. High School Library beginning 7:00 pm.

**ROLL CALL**

The following Board members answered roll call: William Berger, Brynn Clark, Susan Farr, Michael Farrell, Gena Maize, Heather Mausteller, Susan Myers, and Jessica Whitmoyer.

Also present were Joseph Rasmus, Whitney Holloway, Dee Davis, Edward Sanders, Alexa Longacre, Bonnie Gregory, Noah Adams, and Chelsea Rosenberger.

**GUEST RECOGNITION AND COMMENTS**

*Gwen Utt, Emily Bloom, Laura Koons, and Amber DiRado signed the register but did not wish to speak.*

**SUPERINTENDENTS REPORT**

Comprehensive Planning

- Mr. Rasmus began by giving an overview of the upcoming May Comprehensive planning Steering Committee.

5th Grade Field Trip to Lake Tobias

- Mr. Rasmus explained that the Elementary 5<sup>th</sup> Grade Field trip had to be unfortunately cancelled because the nurse was not able to attend. Additionally, he apologized to the public for the late Sunday evening message with the change.
- Mr. Sanders commented that 5<sup>th</sup> Grade was able to reschedule the trip and would be going very soon.

Redirection of 7th and 8th Grade Students from the Cafeteria Today, 5/8/23

- Mr. Rasmus shared that earlier that day a student was upset and emotionally escalated. As a result, the Cafeteria had to be cleared of all students. The administrative team dealt with the situation appropriately and communicated this information with parents on Sapphire.

2023-2024 Spring Math Interventional Math Programming

- Mr. Rasmus explained that this new math intervention program would be on the board agenda for consideration at a price for three years. He explained that the district would utilize ESSER money to support the purchase of this platform to address learning loss and as a complement to the new math series. This program, he explained, would address student specific deficits and target those skills appropriately.

Educational Professionals Appreciation Week

- Mr. Rasmus took a moment to thank the educational professionals and all staff members who continue to work together collaboratively towards a greater goal every day.

**BUSINESS MANAGER'S REPORT**

- Mrs. Holloway had previously submitted her report but wanted to highlight a few of the items on it. She shared that a Finance Committee meeting was held the past week to discuss the 2023-2024 budget and a follow-up meeting would be scheduled for May 30, 2023.
- Then, Mrs. Holloway shared an overview of the proposed final 2023-2024 budget with approximately 14 million in expenditures. She further explained that the figured revenues for the district varied from no tax increase all the way to the index. Mrs. Holloway shared that at the present time, the district has not had the state subsidy approved, so a placeholder was included

for the small increase in that figure. Additionally, she explained that previously the district received a break in insurance premiums over the December holiday. However, she received word that next year, the break would only be a 50 percent less reduction.

- Mrs. Holloway went further to explain that the 4.9% increase for professional staff based on their step outlined in the Collective Bargaining Agreement accounts for about a \$200,000 difference from last year. In addition, she included the figures for the CMAVTS debt for the loan taken with an increase in interest. Then, Mrs. Holloway reviewed information about taxpayers, including the proposed increases.
- Next, Mrs. Holloway reviewed the projected compensation cost in the budget, adding that the look on the budget paperwork was different because she was utilizing our Financial Information System to calculate the budget using actual figures. The information on salaries provided for the board's consideration included coaches and extracurricular stipends as well as additional hours for staff members.
  - Mrs. Mausteller then asked for clarification on the one stipend line item for \$18,000 if a coach was receiving that amount. Mrs. Holloway answered that the line item was for the Athletic Director's salary.
- Mrs. Holloway went on to explain that some of the extra hours were not all for that purpose because some items under that distinction were the summer help custodians, Extended School Year hours for staff members, curricular writing time for professional staff, and meetings related to CTE programs. She explained that at this point, the administrative team is still working and evaluating every line item. In closing, she added that ESSERS was not all included in this, but all money has been mostly expended or accounted.
  - Mrs. Clark then asked about the volume of computers for students and the accountability for students who have broken devices repeatedly. Additionally, she mentioned about the district looking at insurance on these devices or asking for a cost to be paid by families when something is broken, citing her concern for student accountability. Mr. Rasmus answered that Mr. Adams can put together a report with cost and figures on the damage incidents. Mrs. Gregory added that if the incident is deemed intentional, the students are held accountable and charged a fee.
  - Mrs. Clark then asked what is done if the device damaged by the student belonged to someone else. To this, Mrs. Gregory answered that the student who did the damage would be held responsible. Mrs. Gregory added that at times, it can be hard to determine if the damage is intentional or unintentional. However, she explained that in each instance, she was working with Mrs. Zerance to find out the information necessary.
  - Mr. Rasmus added that Mr. Adams can give the board options about insurance or having families pay a deposit. He further explained that the cost to the district is considerably less since switching to Chromebooks but there is still an expense.
  - In clarification, Mr. Adams added that the figure in the budget also included the teacher Macbooks and iPads. He further explained that the technology department has now been doing repairs in house, so this is quite a savings to the district.
  - Ms. Maize asked in conclusion that headers be included on all pages to help with following along. Mrs. Holloway answered that she would make the change.

### **BOARD MINUTES**

A motion by Susan Farr and seconded by Gena Maize that the Millville Area School Board consider and approve the Millville Area School District Board of Education April 24, 2023 meeting minutes.

The motion carried by roll call vote. 8 Yea; 0 No; 1 Absent

### **EXPENDITURES**

A motion by Jessica Whitmoyer and seconded by William Berger that the Millville Area School Board consider and approve May 8, 2023 general expenditures in the amount of \$117,036.84; and athletic expenditures in the amount \$950.

The motion carried by roll call vote. 8 Yes; 0 No; 1 Absent

### **NEW BUSINESS**

#### Proposed Final 2023-2024 Millville Area School District Operating Budget

A motion by Brynn Clark and seconded by William Berger that the Millville Area School Board consider and approve the Millville Area School District 2023-2024 Proposed Final Budget with total expenditures of \$14,777,168 with a millage of 55.7587 mills which is an increase of 5.3% consistent to the Act 1 Index.

- Mrs. Mausteller asked for clarification on the 5.3% increase. Mrs. Holloway answered that this was the index.
- Mrs. Maize then asked if the budget is still being configured, why does it need to be locked in right now. Mrs. Myers answered that this was part of the budget approval process. This is the preliminary budget, and it needed to be approved now to follow the state's process, adding that changes could be made later on before the final budget is considered.
- Mrs. Mausteller raised her concern that the burden is yet again put on the taxpayers of the district.
- Mr. Berger commented that the district unfortunately does not have many other means to meet the rising prices everywhere, including inflation.
- Mrs. Farr wanted to clarify that this approval would not lock the district in for a 5.3% increase. Mrs. Holloway ensured that this is purely the preliminary budget and was not locking in the district to any set increases at this time.

After the discussion, the motion carried by roll call vote. 7 Yes; 1 No (Heather Mausteller); 1 Absent.

#### Donation Acceptance - FFA Sponsors

A motion by Heather Mausteller and seconded by Gena Maize that the Millville Area School Board consider and approve with gratitude the following donations to the FFA's Sponsor A Table event at the upcoming Chapter Awards Banquet: Land O Lakes Foundation (\$100), Hemsarth Dairy (\$100), Steve Shannon (\$50), Robbins Farms (\$50), Columbia County Farm Bureau (\$50), Heaps Container Service (\$50) and USDA Farm Service Agency (\$50).

The motion carried by roll call vote. 8 Yes; 0 No; 1 Absent

#### Donation Acceptance - Blue Quake

A motion by Jessica Whitmoyer and seconded by Gena Maize that the Millville Area School Board consider and approve with gratitude a donation of the Millville logo placement on Jr. High Soccer corner flags by representatives of Blue Quake Soccer.

- Mrs. Mausteller asked for clarification on this item as well as to see a picture of the flag when completed.

The motion carried by roll call vote. 8 Yes; 0 No; 1 Absent

#### Donation Acceptance - School Supplies

A motion by William Berger and seconded by Brynn Clark that the Millville Area School Board consider and approve with gratitude a donation from the family of Derl Derr of school supplies.

The motion carried by roll call vote. 8 Yes; 0 No; 1 Absent

PSBA Policy Maintenance Program Participation Agreement 2023-2024

A motion by Brynn Clark and seconded by Jessica Whitmoyer that the Millville Area School Board consider and approve the PSBA Policy Maintenance Program Participation Agreement effective July 1, 2023 through June 30, 2024 for an annual cost of 9,384.23 (Roll Call)

- Mrs. Mausteller asked if this cost was higher than other years. Mr. Rasmus answered that it was higher and that Mrs. Holloway and Ms. Rosenberger looked into removing some aspects of the purchase agreement, but it did not save the district money to pick and choose certain aspects.

The motion carried by roll call vote. 8 Yes; 0 No; 1 Absent

Summer Curriculum Writing

A motion by Jessica Whitmoyer and seconded by Brynn Clark that the Millville Area School Board consider and approve allowing professional staff to develop curriculum for prioritized new courses which will offered in the 2023-24 school year. Teachers who participate in curriculum writing will receive their contractual hourly rate.

- Mrs. Farr asked if we knew the amount of hours this would be because previously in the meeting, Mrs. Holloway shared that the number was unknown. Mr. Rasmus answered that this was still under review because of the new courses being offered as well as the descriptions for courses under the newly hired Business teacher. Additionally, he explained that the district would need to look at the enrollment numbers for each of the classes as well as the curriculum for some of the new courses and the STEM program as well.

After the discussion, the motion carried by roll call vote. 8 Yes; 0 No; 1 Absent

Disabled Veterans Real Estate Tax Exemption

A motion by William Berger and seconded by Gena Maize that the Millville Area School Board consider and approve Real Estate Tax Exemption for disabled veterans George H. Wright and Rick L. Shaner. The motion carried by roll call vote. 8 Yes; 0 No; 1 Absent

Secondary Field Trips

A motion by Jessica Whitmoyer and seconded by Brynn Clark that the Millville Area School Board consider and approve a field trip for students in the Millville Band and Chorus programs to Dorney Park on May 26, 2023 for musical adjudication and a trip to First Keystone Community Bank for the "How the Market Works Award Trip" on May 9, 2023.

The motion carried by roll call vote. 8 Yes; 0 No; 1 Absent

Approval of Additional Local Advisory Committee Members

A motion by Heather Mausteller and seconded by Michael Farrell that the Millville Area School Board consider and approve the membership of the following individuals to the Local Advisory Committee (LAC): MARK FLAUGH (Sekisui/Kydex) and CHELSEA ROSENBERGER (MASD).

The motion carried by roll call vote. 8 Yes; 0 No; 1 Absent

Class of 2023 Anticipated Potential Graduates

A motion by William Berger and seconded by Gena Maize that the Millville Area School Board consider and approve accepting the anticipated potential graduates for the Class of 2023.

The motion carried by roll call vote. 8 Yes; 0 No; 1 Absent

Action: Grant Acceptances

A motion by Jessica Whitmoyer and seconded by Michael Farrell that the Millville Area School Board consider and approve a grant from the Community Giving Foundation in the amount of \$1,500 for Youth In Philanthropy towards Opportunities and Communities Day and a grant from the Community Giving Foundation in the amount of \$1,000 for Youth In Philanthropy towards Millville High School Senior High Student Council.

- Mrs. Maize asked for clarification as to what the grant monies would be used towards. Mr. Rasmus answered that Millville's chapter of Youth in Philanthropy was given a budget of grant monies that as part of the club's process, they are able to go through the grant application process and award monies to local community organizations, including the school. As part of that process this year, the Youth In Philanthropy group chose to give money to the Opportunities in Communities Day here at the high school as well as to the Senior High Student Council.

The motion carried by roll call vote. 8 Yes; 0 No; 1 Absent

IU 17 BLaST CAOLA Memorandum of Understanding (MOU)

A motion by Brynn Clark and seconded by Heather Mausteller that the Millville Area School Board consider and approve the IU 17 BLaST CAOLA Memorandum of Understanding (MOU) to provide the Millville Area School District with eQUIP Online Learning Services for the 2023-2024 school year.

The motion carried by roll call vote. 8 Yes; 0 No; 1 Absent

Edinboro University Student Practicum Summer 2023

A motion by William Berger and seconded by Gena Maize that the Millville Area School Board consider and approve Edinboro University Student Practicum Placement of ANDREW WISLOCK (Master of Education in School Psychology (PK-12 School Psychologist) with co-op School Psychologist ALEXA LONGACRE during the summer 2023.

The motion carried by roll call vote. 8 Yes; 0 No; 1 Absent

Replacement of Elementary Generator Controller

A motion by Heather Mausteller and seconded by William Berger that the Millville Area School Board consider and approve HUNTER & LOMISON, INC to undertake the replacement of the generator controller at the Millville Elementary School for \$3448.09 for costs including parts, labor, mileage, and travel time.

The motion carried by roll call vote. 8 Yes; 0 No; 1 Absent

Preventative Maintenance Contract for District Generators

A motion by Heather Mausteller and seconded by Brynn Clark that the Millville Area School Board consider and approve the preventative maintenance agreement with HUNTER & LOMISON, INC to address the backup generators located at the Millville Area Jr. Sr. High School and the Millville Area Elementary School for the 2023-24 school year for an annual cost of \$1779.96.

- Mrs. Maize asked if this cost was an increase from last year. Mr. Rasmus answered that the district has not had this before, adding that there was discussion about having the new employee do some of this work. Mrs. Farr added that the district does not know if the new employee has the skills to do this type of work and would rather see the district pay for it now to give the new employee the chance to become acclimated and potentially learn some of these skills. Mrs. Myers added that she would like to see the district move forward with this for now and reassess after the new employee has his bearings in the district. Mrs. Mausteller added that the generators have not been maintained, so she believed it best to do this for the time being.

After the discussion, the motion carried by roll call vote. 8 Yes; 0 No; 1 Absent



Acquisition and Implementation of Spring Math

A motion by Heather Mausteller and seconded by Brynn Clark that the Millville Area School Board consider and approve the acquisition and implementation of Spring Math, a School wide Tier I Math Intervention System to assist all students with Math skill deficits for a comprehensive cost of \$18,625 (3 year subscription) to be paid from ESSRS to address student learning loss. (Roll Call)

- Mr. Berger asked if this cost would be per year or more. Mr. Rasmus answered that this would be the cost for the three years in total.
- Mrs. Clark asked for clarification on how the program works. Mrs. Longacre answered that every student would get 15 minutes of intervention per day as a daily intervention time in their core math schedule.
- Mr. Rasmus added that this program is not computer-based but rather paper and pencil. However, the diagnostic portion would be. Mrs. Longacre affirmed that the diagnostic is just to inform where they are and from that point on, it would all be paper and pencil.
- Mrs. Whitmoyer asked if the program would be for all grades Kindergarten through 12<sup>th</sup> grade. Mrs. Longacre answered that this program is Kindergarten through 8<sup>th</sup> grade.
- Mrs. Whitmoyer then asked if the professional staff were asked for their input on this program. Mr. Rasmus answered that the district needed to first procure the program, and then, the staff would receive training on the program.
- Mrs. Clark asked if this program would be for all students or only for those lower-performing students. Mrs. Longacre answered that there would be intervention included in this for all students regardless of skill level.

The motion carried by roll call vote. 8 Yes; 0 No; 1 Absent

MOU - Therapy Dogs International (TDI)

A motion by Jessica Whitmoyer and seconded by Brynn Clark that the Millville Area School Board consider and approve a Memorandum of Understanding (MOU) between Millville Area School District and Therapy Dogs International (TDI) to provide therapy dogs for the Millville Jr./Sr. High School Opportunities in Communities day on May 19, 2023 as outlined in the agreement.

The motion carried by roll call vote. 8 Yes; 0 No; 1 Absent

Hemlock Acres Property Owners' Association Facility Use

A motion by Michael Farrell and seconded by Brynn Clark that the Millville Area School Board consider and approve allowing the Hemlock Acres Property Owners' Association to use Room 103 of the High School for their Annual Association Meeting on Saturday, June 3, 2023 from 11:00 am to 1:00 pm, at the scheduled usage fee consistent with Administrative Regulation 707 AR-3 District Facilities Fee Schedule.

The motion carried by roll call vote. 8 Yes; 0 No; 1 Absent

Prioritized Motion #1: PPEEC Membership

A motion by William Berger and seconded by Gena Maize that the Millville Area School Board consider and approve the inclusion of a prioritized motion that was not included within the board meeting agenda that has been posted and accessible to district stakeholders.

- Mr. Berger asked why they had this additional motion. Mr. Rasmus answered that the school district's contract for electric was up at the end of May, so by entering into this membership, the district would have some more options to utilize.
- Mrs. Myers asked if there would be any cost to the district for joining this membership. Mr. Rasmus answered that there would not be any cost.

The motion carried by voice vote. 8 Yea; 0 No; 1 Absent

Prioritized Motion #2: PPEEC Membership

A motion by Brynn Clark and seconded by Michael Farrell that the Millville Area School Board consider and approve a resolution authorizing membership for Millville Area School District in the Pennsylvania Public Entity Energy Consortium (“PPEEC”) and participation in its consortium energy services for the coordinated purchase and/or management of natural gas, electricity, transportation fuel services, and any goods or services necessary and useful for its operation or administration. The adoption of this resolution does not limit MASD from seeking and accessing energy providers outside the consortium. The motion carried by voice vote. 8 Yea; 0 No; 1 Absent

Prioritized Motion #3: PPEEC Membership

A motion by William Berger and seconded by Michael Farrell that the Millville Area School Board consider and approve amending the minutes of the May 8, 2023 board meeting to reflect the inclusion of the aforementioned prioritized agenda item. The motion carried by voice vote. 8 Yea; 0 No; 1 Absent

**PERSONNEL**

Leave of Absence

A motion by Jessica Whitmoyer and seconded by Brynn Clark that the Millville Area School Board consider and approve an unpaid leave of absence for employee #669 beginning at the start of the 2023-2024 school year through September 22, 2023. Two personal days will be used followed by 24 unpaid days. The employee will be responsible for the employer and the employee contributions for medical, dental and vision benefits while utilizing unpaid time off. The motion carried by roll call vote. 7 Yes; 1 No (Susan Myers); 1 Absent

CSIU Guest Teacher Substitute

A motion by Susan Myers and seconded by Jessica Whitmoyer that the Millville Area School Board consider and approve RACHEL YODER, as a CSIU Guest Teacher Substitute for the 2022-2023 school year, pending receipt of clearances. The motion carried by roll call vote. 8 Yes; 0 No; 1 Absent

Resignation - Owens

A motion by Susan Farr and seconded by Jessica Whitmoyer that the Millville Area School Board consider and approve acceptance of the resignation notice from AUSTAN OWENS, as Junior High Girls Soccer Assistant Coach, effective April 20, 2023. The motion carried by roll call vote. 8 Yes; 0 No; 1 Absent

**ADJOURNMENT:**

A motion by Gena Maize and seconded by Brynn Clark to adjourn the meeting. The meeting adjourned at 8:11 p.m.

Chelsea Rosenberger  
Assistant Board Secretary