
MINUTES OF THE MILLVILLE SCHOOL DISTRICT BOARD MEETING
MONDAY, APRIL 24, 2023

The Millville Area School Board held their regular meeting on Monday, April 24, 2023 in the Millville Jr./Sr. High School Library beginning 7:01 pm.

ROLL CALL

The following Board members answered roll call: Susan Farr, Michael Farrell, Greg Hemsarh, 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, Matthew McWilliams and Chelsea Rosenberger.

GUEST RECOGNITION AND COMMENTS

Gwen Utt, Emily Bloom, Laura Koons, Officer Brad Sharrow, Megan Hippenstiel, and Tiffany Anderson signed the register.

- Mrs. Utt requested to speak, asking to comment on the recent approval by the Board to transport Millville students twice on the half days for the high school only at the end of the school year. She stated her confusion as to why the Board was willing to pay for this additional transportation cost. Mrs. Myers thanked her for her comments.
- Then, the School Resource Officer Brad Sharrow gave a report to the Board detailing his work in the district in the year. He explained that right from the beginning, he had a good start with the administration and staff. Additionally, he shared that he has been able to build a rapport with students and staff members throughout the year. Officer Sharrow sits on the district's Safety Committee, and he felt this collaboration was helpful in his role to hear and bring concerns of stakeholders. Going further, he shared that he has a good relationship with the district's Social Worker and has worked with her and the principals to make home visits and check on some truancy concerns. Over the year, he shared that he has issued six citations related to the school as well as worked with the administration on a variety of issues and concerns for students and families. In closing, he praised the school district for the safety surveillance system as it makes it easier for him to find needed information in investigations and sometimes assist the students.
 - Mrs. Mausteller thanked Officer Sharrow for coming in to share with the Board and encouraged him to keep sharing those recommendations to the Safety Committee and administration.
 - Mrs. Mausteller then asked Officer Sharrow if he had seen some positive changes in the district since his start. Officer Sharrow answered that he could not speak to how it was previously, but he did see some good things happening now. For example, he shared that there was an incident with a student driving between the buses in the morning, and after speaking with the bus drivers, they are keeping the fronts of the buses almost touching so that an incident like that could not happen again.
 - Mr. Rasmus shared that he was pleased by how Officer Sharrow came into the district and "hit the ground running" with staff and initiatives for the school.

ADMINISTRATIVE REPORTS

High School Principal – Bonnie Gregory

- Mrs. Gregory previously submitted her report but wanted to add some clarification on the status of some athletic uniforms. Over the course of the school year, Mrs. Gregory shared that she has discovered many of the athletic uniforms are seriously damaged and outdated. She had worked

with the Athletic Director to go through the uniforms, and on the agenda that evening, there were uniform disposals for the Board's consideration. Additionally, she shared that she worked with Mrs. Holloway to purchase much needed uniforms for the Jr. High Field Hockey team.

- Mrs. Mausteller asked if the district had to buy new uniforms for this team or were they up on the rotation for review and update. Mrs. Holloway answered that Jr. High Field Hockey is not on the uniform rotation and that generally, the only time that Jr. High teams receive new uniforms are when the varsity team receives new uniforms and the old ones are then handed down to the junior high team. However, she explained that because our varsity field hockey team is a shared team hosted by Benton School District, the varsity field hockey team has not received an update on the rotation for quite some time because it would be up to Benton to supply the uniforms. Therefore, the junior high team which is hosted by Millville has not received an update as an oversight. Mrs. Holloway further explained that the rotation would need to be reconsidered by the Finance Committee because junior high teams as well as Cheerleading are not on the rotation. Additionally, for the next budget year, she explained that the allotment by the district for the uniform rotation updates per budget year will not cover the multiple sports to be reviewed. To cover the cost of the junior high field hockey uniforms for this year, Mrs. Holloway explained that funds were pulled from both the Athletic Director's discretionary fund and the Principal's discretionary fund.

Elementary School – Edward Sanders

- Mr. Sanders previously submitted his report, adding that it has been a very busy month with events and initiatives.

School Psychologist – Alexa Longacre

- Mrs. Longacre previously submitted her report but wanted to highlight the upcoming Kindergarten Screening process. She shared that this process is very comprehensive because they are able to check the students' speech, hearing, vision, and their individual skill levels prior to the start of Kindergarten.

Director of Student Services – Dee Davis

- Mrs. Davis shared with the board that she recently attended the Federal Programs Conference along with Mrs. Holloway and Mr. Rasmus, adding that it was eye opening and cumbersome to meet the federal requirements. Additionally, Mrs. Davis explained that an Auditor would be coming soon to review the district's use of federal dollars.

Buildings & Grounds – Matthew McWilliams

- Mr. McWilliams previously submitted his report but added that the team has been and will continue to work hard maintaining the grounds for spring sports.
- Mrs. Gregory took a moment to commend Mr. McWilliams and the staff for all of their hard work, adding that many people have commented on the fantastic state of the fields at Millville Area School District.
- Mrs. Gena Maize then shared a concern with Mr. McWilliams. While attending an athletic event, she observed that the railroad ties near the baseball field were concerning, and she was worried that spectators may get seriously injured. Mr. McWilliams assured her that the team would work to cut back the rebar causing the safety concern.

Interim Director of Technology – Noah Adams

- Mr. Adams previously submitted his report and had no additional comments to add.
- Mrs. Maize asked what the timeline would be for the conclusion of the website conversion. Mr. Adams answered that he would check on that, adding that it has already been longer than anticipated from the vendor’s former estimation.

REPRESENTATIVE REPORTS

CSIU – Susan Myers

- Mrs. Myers attended the April CSIU meeting, reviewing some of the items approved. She added that there was nothing remarkable to report.

CMAVTS – William Berger and Jessica Whitmoyer

- Mrs. Whitmoyer was not able to attend the previous CMAVTS meeting and Mr. Berger was not in attendance in the meeting, so Mr. Rasmus shared some highlights. He explained that on the agenda for the evening was the CMAVTS budget for the 2023-2024 school year. Going further, Mr. Rasmus shared that CMAVTS was previously looking for a Dean of Students, but due to enrollment, the school administration decided to remove the position, so the 2023-2024 budget was updated.
- Additionally, Mr. Rasmus shared that CMAVTS is moving full speed ahead on the building project. Finally, he explained that the administrative team and the JOC Board were involved in the search for the new Executive Director and would be conducting interviews for the Special Education Director. He was hopeful that by the end of May, they would hold and complete interviews for the new Executive Director.

FINANCIAL REPORTS

- The Financial reports were previously submitted for the Board’s consideration. No additional questions were asked.

BOARD MINUTES

April 10, 2023 Board Meeting Minutes

A motion by Greg Hemsarth and seconded by Heather Mausteller that the Millville Area School Board consider and approve the April 10, 2023 Board Meeting Minutes.

The motion carried by voice vote. 7 Yea; 0 Nay; 2 Absent

EXPENDITURES

A motion by Greg Hemsarth and seconded by Heather Mausteller that the Millville Area School Board consider and approve general fund expenditures in the amount of \$213,494.67, cafeteria expenditures in the amount of \$20,682.73 and athletic expenditures in the amount of \$1,284.00.

- Mrs. Mausteller then asked if the district was trying to get rid of the mi-fi units in the future, asking for clarification on the funding source, from ESSERS or otherwise. Mr. Adams answered that there are currently 19 actively in use and that the district has reached the amount of times they can be suspended. He explained that at this point, all that can be done is cancel them. Mr. Adams added that at the beginning of the school year, there was a concern and need for having them available. However, the district did cancel a significant number of the mi-fi units compared to the previous year. Additionally, the technology department kept a supply of them to be available should a need arise.
- Mr. Rasmus added that these units are used by some students in the Millville Virtual Academy. However, he questioned if the units were not in use, was the district still paying for them. Mrs. Holloway added that all are currently being paid for out of ESSERS funding.

After the brief discussion, the motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

NEW BUSINESS

First and Final Reading of MASD Board Policy 626 – Federal Fiscal Compliance

A motion by Greg Hemsarth and seconded by Susan Farr that the Millville Area School Board consider and approve suspending MASD board policy 009 Formulation of Policies in order to approve the first and final reading of proposed MASD Board Policy 626 - Federal Fiscal Compliance.

The motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

Approval of Updated Board Policy Attachment to MASD Board Policy 626

A motion by Greg Hemsarth and seconded by Heather Mausteller that the Millville Area School Board consider and approve the following board policy attachment consistent with the PA School Board Association (PSBA) as attached: Allowability of Costs - Federal Programs Attachment to Policy 626 Federal Fiscal Compliance.

The motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

Formation of a Local Advisory Committee

A motion by Greg Hemsarth and seconded by Michael Farrell that the Millville Area School Board consider and approve the implementation of the MASD Local Advisory Committee (LAC) consistent with the PA State Board of Education and Chapter 4 regulations. The LAC is in place and charged with providing advice regarding the delivery of career and technical education that is most important to the economic development of the local area. Membership on the LAC consists of multiple stakeholders such as business and industry representatives, public sector employers, labor organizations, community organizations, postsecondary education institutions, the public, representatives authorized by the workforce investment board and civic organizations. Membership may include an Occupational Advisory Committee (OAC) member from all program areas.

- Mr. Hemsarth asked if this was something that should be added to Policy 115: Career and Technical Education. Mr. Rasmus answered that this update was needed to satisfy requirements from the Pennsylvania Department of Education, but we could look into that for the future.

The motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

Approval of LAC 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): GREG HEMSARTH (MASD School Board Member, Dairy Farmer); NATHAN BROPHY (Owner of Fran's Dairy Bar, Spring Hollow Beef Farms, Northumberland County Conservation District Manager); NATHAN AVERY (Pennsylvania College of Technology, Earth Science Center); Lance Diehl (President/CEO of First Columbia Bank & Trust, Co.); and Jeff Emanuel (Director of the Foundation of the Columbia Montour Chamber of Commerce.

- Mrs. Mausteller asked if perhaps the district should be asking and adding some female members to this Committee. Mr. Rasmus answered that some candidates did not yet answer but that they would be reaching out to some potential female members, adding that more members may be included later.

The motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

Waiver of Expulsion Hearing and Stipulation

A motion by Greg Hemsarth and seconded by Heather Mausteller that the Millville Area School Board approve the Waiver of Expulsion Hearing and Stipulation for student #27292 for the remainder of the 2022-2023 school year.

The motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

Disposal Approval

A motion by Greg Hemsarth and seconded by Susan Farr that the Millville Area School Board consider and approve disposal of obsolete Athletic uniforms in poor condition and beyond economic repair that have been replaced by upgraded uniforms.

- Mr. Farrell asked if the district could see if any community members would be interested in any of these outdated athletic uniforms. Mrs. Gregory answered that not all are acceptable for that, but she could work with Mrs. Verstraeten, the Athletic Director, to go through the uniforms and find acceptable ones to present for donations to the community. Mr. Rasmus added that the district could post this information to the public.

The motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

Secondary Curricular Excursion

A motion by Jessica Whitmoyer and seconded by Gena Maize that the Millville Area School Board consider and approve the curricular excursion for students in the Introduction to Agriculture class to the International Harvester Museum in Millville on May 1, 2023.

The motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

First Columbia Bank & Trust – RDC Agreement

A motion by Greg Hemsarth and seconded by Heather Mausteller that the Millville Area School Board consider and approve the agreement with First Columbia Bank & Trust Co. to provide Remote Deposit Capture Services to Millville Area School District.

- Ms. Maize asked what all the Remote Deposit machine would be used to capture. Mrs. Holloway answered that this will be helpful with tax collection but also keeping better digital records of checks.

The motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

CMAVTS 2023-2024 General Operating Budget

A motion by Greg Hemsarth and seconded by Jessica Whitmoyer that the Millville Area School Board is consider and approve the Columbia-Montour Area Vocational Technical School 2023-2024 General Operating Budget.

The motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

PERSONNEL

Memorandum of Agreement – Graduate Credit Professional Development

A motion by Greg Hemsarth and seconded by Gena Maize that the Millville Area School Board consider and approve the Memorandum of Agreement between the Millville Area Education Association and the Millville Area School District, to allow professional employees the opportunity to participate in additional academic work that extends beyond the contractual day in order to garner graduate level coursework credit. Professional employees who complete the additional coursework will be afforded 6 credits from American University for completing specified academic work delineated by the Millville Area School District related to LETRS professional development or 4.5 credits from the University of Pennsylvania for completing specified academic work delineated by the Millville Area School District related to PLN professional development as outlined in the agreement.

The motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

Change of Retirement - Cutchall

A motion by Greg Hemsarth and seconded by Jessica Whitmoyer that the Millville Area School Board consider and approve revising the date of retirement for GERALD CUTCHALL, from June 2, 2023 to May 1, 2023.

- Mrs. Mausteller stated her concern with this personnel item. Mrs. Myers answered that if she would like to discuss this further, the Board could do so in Executive Session following the meeting.

The motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

School Employee Driver Approval

A motion by Susan Farr and seconded by Heather Mausteller that the Millville Area School Board consider and approve employee GERARD MATTIVE, as a driver of school district vehicles.

The motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

Boys Varsity Basketball Head Coach

A motion by Greg Hemsarth and seconded by Michael Farrell that the Millville Area School Board consider and approve JAQUAN MASTELLER, as Boys Varsity Basketball Head Coach for the 2023-2024 winter sports season. Clearances on file.

The motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

CSIU Guest Teacher Substitutes

A motion by Greg Hemsarth and seconded by Gena Maize that the Millville Area School Board approve BREANNA RUPPEL and LAUREN HOFFMAN as CSIU Guest Teacher Substitutes for the 2022-2023 school year, pending receipt of clearances.

The motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

After-School Tutoring Personnel

A motion by Greg Hemsarth and seconded by Susan Farr that the Millville Area School Board consider and approve MAJESTA SELLERS as After-School Tutoring Personnel at her compensatory rate per hour to supervise students participating in the After-School Tutoring Program through the remainder of the 2022-23 school year (Funded via ESSERS Subsidy).

- Mrs. Mausteller asked if this individual would be serving as a tutor in this program. Mr. Rasmus answered that she would be serving as a paraprofessional for students necessitating the assistance as she does part of the school day daily.

The motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

Substitute Approval - Romanowski

A motion by Greg Hemsarth and seconded by Heather Mausteller that the Millville Area School Board consider and approve hiring CHAD ROMANOWSKI, as a day to day teacher substitute for the 2022-2023 school year, pending receipt of documentation outlining the completion of his degree from Commonwealth University.

The motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

Leave of Absence

A motion by Susan Myers and seconded by Michael Farrell that the Millville Area School Board postpone consideration and approval for an unpaid leave of absence for employee #669 beginning at the start of the 2023-2024 school year through September 22, 2023. 4 personal days will be used followed by 22 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 to postpone carried by voice vote. 7 Yea; 0 No; 2 Absent

Combined Action: Prioritized Motion – Paraprofessional Substitute

A motion by Greg Hemsarh and seconded by Jessica Whitmoyer that the Millville Area School Board consider and approve the combined recommended action as follows:

- **Prioritized Agenda Item #1 – Paraprofessional Substitute**
A motion is needed to 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.
- **Prioritized Agenda Item #2 – Paraprofessional Substitute**
A motion is needed to consider and approve Taylor Yeager as a Paraprofessional Substitute at the hourly rate of \$10.25 for the 2022-2023 school year.
- **Prioritized Agenda Item #3 – Paraprofessional Substitute**
A motion is needed to consider and approve amending the minutes of the April 24, 2023 board meeting to reflect the inclusion of the aforementioned prioritized agenda item.

The combined motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

ADJOURNMENT:

A motion by Heather Mausteller and seconded by Greg Hemsarh to adjourn the meeting. The meeting adjourned at 7:52 p.m. Following adjournment, the Board held an Executive Session to discuss personnel matters.

Chelsea Rosenberger
Assistant Board Secretary