
MINUTES OF THE MILLVILLE SCHOOL DISTRICT BOARD MEETING

MONDAY, OCTOBER 9, 2023

The Millville Area School Board held their regular meeting on Monday, October 9, 2023 in the Millville Jr./Sr. High School Library beginning 7:01 pm.

1. ROLL CALL

The following Board members answered roll call: William Berger, Michael Farrell, Greg Hemsarh, Gena Maize, Heather Mausteller, and Susan Myers.

Also present were Joseph Rasmus, Whitney Holloway, Dee Davis, Edward Sanders, Alexa Longacre, Dyson Savage and Chelsea Rosenberger.

2. GUEST RECOGNITION AND COMMENTS

Matthew Wardecker (Schneider Electric) and Wendy Faatz signed the register.

- Mrs. Wendy Faatz wished to address the Board as the Little Fishing Creek Swimming Pool Association President to ask permission to store the bench donated to the pool in honor of Millville student Layne Issett in the Elementary School lobby during the winter months. She added that the bench would go back to the Pool during the summer.
 - President Susan Myers asked the rest of the Board if any had objection to this plan.
 - Board members raised no concerns, but it was reiterated that the LFCSP would be responsible for the bench.

3. SUPERINTENDENT REPORT

District Updates

- Mr. Rasmus began his report by sharing about the recent Homecoming festivities. He explained that the High School hallways were well decorated, the Pep Rally was exciting and very spirit-filled, and that the weekend as a whole was a success. He wanted to thank all administration, faculty and staff who had a part in making Homecoming such a great event for the community.

District Website

- Mr. Rasmus asked Ms. Rosenberger to share the newly updated district website to the Board for their consideration. Ms. Rosenberger highlighted some features and functionality on the pages. At the conclusion, Mr. Rasmus thanked Ms. Rosenberger for her work on the new website.

Professional Development

- Mr. Rasmus explained to the Board that the district had participated in a districtwide Act 80 day on October 9, 2023. He shared that the Professional Staff underwent Safety Care Training and CPR/First Aid/Stop the Bleed Training. In addition to this training, Mr. Rasmus explained that the professional staff were given the opportunity to engage in activities geared towards social and emotional health. Finally, he shared that the district clerical staff, with the assistance of Mrs. Davis and Mrs. Holloway, sorted and cleaned out the files returned from File Bank on this day. They were able to clean out and mark all necessary boxes of files for destruction.

All Hazards Drill

- Mr. Rasmus shared with the Board that the All Hazards Drill would be conducted in the next two weeks of school. He explained that the Crisis Manual would also be updated to reflect current procedures. Going further, he explained that the drill would also include the reunification process. Finally, Mr. Rasmus shared that the administration had been coordinating efforts with Chief Vandine to plan the routes and drill specifications.

Technology Updates

- Mr. Rasmus updated the Board with the information about new technology servers coming in soon, being slated to arrive within that week. He also shared information about the Winslow Technology Group Agreement on the agenda for the Board's consideration that evening, explaining that the agreement would ensure that the servers would be managed and maintained from the time of installation. Finally, he shared that the Central Susquehanna Intermediate Unit was recommending this program for the management of the new servers.

4. APPROVAL OF BOARD MINUTES

A motion by Heather Mausteller and seconded by Michael Farrell that the Millville Area School Board consider and approve the Millville Area School District September 25, 2023 Board Meeting Minutes. The motion carried by voice vote. 6 Yea; 0 Nay; 2 Absent

5. BUDGET AND FINANCE

5.1 Business Manager Report

- Mrs. Holloway had previously submitted her report for the consideration of the Board and no additional questions were asked.

5.2 Expenditures

A motion by Greg Hemsarth and seconded by Heather Mausteller that the Millville Area School Board consider and approve the October 9, 2023 general expenditures in the amount of \$98,091.40, cafeteria expenditures in the amount of \$31.00, and athletic expenditures in the amount of \$574.00.

The motion carried by roll call vote. 6 Yes; 0 No; 2 Absent

6. CURRICULUM / EDUCATIONAL ITEMS

6.1 Secondary Curricular Excursions

A motion by Greg Hemsarth and seconded by Michael Farrell that the Millville Area School Board consider and approve the curricular excursions as presented.

1. October 22, 2023 – District Chorus Auditions - Mrs. Sweeney
2. November 6, 2023 – County Chorus Festival – Mrs. Sweeney

- Ms. Maize asked for clarification on why there were two teachers going on the trip with only three students attending.
 - Ms. Rosenberger answered that Mrs. Sweeney would be judging the auditions and therefore, not be with students.
- Mr. Hemsarth asked how Mr. Sweeney is compensated for her time on trips/after school activities like this.
 - Mrs. Holloway answered that Mrs. Sweeney receives a stipend for the year as part of the Co-Curricular Matrix.

The motion carried by roll call vote. 6 Yes; 0 No; 2 Absent

7. BUILDINGS AND GROUNDS

7.1 Resolution to Enter into Design Development Phase of Investment Grade Audit

A motion by William Berger and seconded by Michael Farrell that the Millville Area School Board adopt a resolution to enter into Design Development Phase of the Investment Grade Audit with Schneider Electric as follows:

- Whereas, the Millville Area School District Board of Directors ("Board") entered into an Investment Grade Audit Agreement on March 27, 2023 with Schneider Electric Buildings Americas, Inc. ("Schneider Electric") to assess the energy usage and potential efficiency improvements in the District's facilities; and Whereas, Schneider Electric has presented the results of the Conceptual Design of the Investment Grade Audit to the Buildings and Grounds Committee on June 21, 2023, which outlined potential energy-saving measures and associated costs; and Whereas, the Board has reviewed and considered the findings and recommendations of Schneider Electric's Investment Grade Audit, and Resolves to proceed with the Design Development phase of the Investment Grade Audit at a not to exceed cost of \$207,000 if a resulting project is not implemented at the completion of the Design Development.
- Ms. Maize asked for clarification on the funding for this action.
 - Mr. Rasmus answered that at the moment, the district does not have the pricing as we are not yet in the design phase. If the Board decided to move forward on this resolution, Mr. Rasmus explained that the district would put the items out to bid and actual pricing would be gleaned.
 - Going further, Mr. Rasmus clarified that the funding could come possibly from Capital Reserve money and that items in this action would be unbudgeted capital improvements. He added that the district would need to look at all avenues for funding. At the moment, the money is not earmarked due to not having actual price information for the items.
- Mr. Hemsarth added that he believed the Multi-stack to be its own issue and his concern about moving forward with the solar project based on child labor laws and issues with manufacturers. Additionally, he shared his concern with utilizing Schneider Electric for the Multi-stack upgrade, explaining that he would rather the district deal with manufacturers directly.
 - Mr. Matthew Wardecker of Schneider Electric answered that the benefit of using his company is that the district would have the ability to bundle several improvements together and have the process vetted out with suppliers and contractors.
 - Mr. Rasmus added the district has previously entered into several different energy savings projects for a variety of reasons.
 - Mr. Wardecker clarified that by using Schneider Electric, the district would have more management over the project as well as full control.
 - Mr. Rasmus explained that Schneider Electric would provide the district a variety of options and that our current system would require much more work than simply replacing it with a new model.
 - Mr. Wardecker answered that the current Multi-stack system in the district was looked at by Schneider Electric's engineers and determined to be out of compliance. He further explained that Schneider could not ensure that the district will not receive change orders to the proposal because it is already out of compliance and do not fully know the scope of the work needed.
- Ms. Maize then asked if the Buildings and Grounds Committee was okay with moving forward on this action.

- Mrs. Mausteller answered that yes, the Committee reviewed this project with Schneider Electric a few times and confirmed that the district has undergone projects of this nature before, with the exception of the solar project.
- Mr. Berger added that if the action carried to move forward with Schneider, the Committee would be presenting further recommendations to the entire Board for consideration.
- Mr. Wardecker added that the district would be at a good spot to move forward presently, however, he shared his concern if the district waits that the pricing would be going up.

After the discussion, the motion carried by roll call vote. 6 Yes; 0 No; 2 Absent

8. ADMINISTRATIVE ITEMS

8.1 Updated MASD Board Policy 121: Field Trips

A motion by Greg Hemsarth and seconded by William Berger that the Millville Area School Board consider and approve first and final reading of revised MASD Board Policy: 121 Field Trips.

- Mr. Rasmus clarified that the only change to this policy was the number of days in advance volunteers must submit their clearances.
- Ms. Maize asked if the requesters would be giving the Board an itinerary as it states in the policy.
 - Mr. Rasmus answered that requesters are already providing that information.

The motion carried by roll call vote. 6 Yes; 0 No; 2 Absent

8.2 Approve District Auditor

A motion by Greg Hemsarth and seconded by Heather Mausteller that the Millville Area School Board approve RICHARD B SNODGRASS & CO, as the district's local auditor to complete the Fiscal Year End Audit and Single Audit of 2022-2023 school year at a cost of \$16,000.

- Mr. Hemsarth asked if the district was looking into utilizing any other auditors.
 - Mrs. Holloway answered that there is a shortage of auditors currently, so it was not her recommendation to change the auditor. She added that there had been no change in price from the previous year.

The motion carried by roll call vote. 6 Yes; 0 No; 2 Absent

8.3 MASD Organizational Chart 2023-2024

A motion by Greg Hemsarth and seconded by Gena Maize that the Millville Area School Board consider and approve the 2023-2024 Organizational Chart for Millville Area School District.

- Ms. Maize asked what update was made to the organizational chart.
 - Mr. Rasmus answered that this was not previously brought to the Board approval but should have been.
- Mrs. Mausteller shared her concern with how the Athletic Director position seemed to be in line with the Principal.
 - Mr. Rasmus clarified the structure of the chart and that the chart is not meant to read that way nor is that correct for the organization of the district.

The motion carried by roll call vote. 6 Yes; 0 No; 2 Absent

8.4 Server Management

A motion by Michael Farrell and seconded by Heather Mausteller that the Millville Area School Board consider and approve the agreement with Winslow Technology Group to provide server management for the MASD for a fee of \$16,020.00 per year.

- Ms. Maize asked for clarification on this agenda item.
 - Mr. Rasmus explained that the contact currently listed Mr. Noah Adams, but they would be changing that to Mr. Dyson Savage with the company if the Board wished to move

forward with this item. Additionally, Mr. Rasmus shared that this program came highly recommended from the CSIU who are leaders in technology services.

- Mr. Hemsarh asked if it was common for servers to be managed by a third party.
 - Mr. Rasmus answered that it varies from school to school, however, this may only be a temporary solution as Mr. Savage becomes more acclimated to the district.
- Ms. Maize asked if this purchase was budgeted.
 - Mr. Rasmus answered that this item was discussed at the previous meeting and that there was some money earmarked towards server updates.
 - Ms. Maize asked for clarification about the funding.
 - Mrs. Holloway answered that the expense would be covered.
- Mrs. Mausteller then asked about the service bank hours and if there was a cap to the number of hours available to call as well as the notice time to terminate the agreement if needed.
 - Mr. Rasmus answered that he needed to get clarity about this information and that it would be important to know the lead time to terminate the agreement. He said that he would endeavor to find out this information for the Board and work with the CSIU.
- Mr. Berger asked that Mr. Rasmus send out an email to the Board to garner questions.

After the discussion, a motion was made by Heather Mausteller and seconded by Greg Hemsarh that the Millville Area School Board postpone the action on this agenda item until the next board meeting on October 23, 2023.

- The motion to postpone carried by voice vote. 6 Yea; 0 Nay; 2 Absent

9. PERSONNEL AND ACTIVITIES

9.1 Director of Interventional Supports Job Description

A motion by Susan Myers and seconded by Heather Mausteller that the Millville Area School Board approve the job description for the Director of Interventional Supports (1200.30.3).

- Ms. Maize asked if some of the items covered in this position would now be billed to Medical Access.
 - Mrs. Davis answered that the system for submitting claims changed and that she was undergoing training on the new system.
 - Ms. Maize asked if the Board could be updated about this in the future.

The motion carried by roll call vote. 6 Yes; 0 No; 2 Absent

9.2 – 9.3 Combined Consent

A motion by Michael Farrell and seconded by Heather Mausteller that the Millville Area School Board consider and approve the professional personnel recommendations as presented. (9.2 – 9.3)

- **9.2 A – Act 93 Staff**
 - Appoint ALEXA LONGACRE as Director of Interventional Support at an annual salary of \$84,758.
- **9.2 B – Professional Staff**
 - Accept the notice of resignation from CHRISTY PASSARETTI, effective October 5, 2023.
- **9.3 – Resignation – K. Romania**
 - Accept the notice of resignation from KAY ROMANIA as Second Shift Custodian, effective September 26, 2023.

The combined motion carried by roll call vote. 6 Yes; 0 No; 2 Absent

10. ADJOURNMENT:

A motion by Heather Mausteller and seconded by Greg Hemsarh to adjourn the meeting. The meeting adjourned at 8:09 p.m.

MINUTES OF THE MILLVILLE SCHOOL DISTRICT BOARD MEETING
MONDAY, OCTOBER 9, 2023

Chelsea Rosenberger
Assistant Board Secretary