

MINUTES OF THE MILLVILLE SCHOOL DISTRICT BOARD MEETING

MONDAY, DECEMBER 4, 2023

The Millville Area School Board held their regular business meeting on Monday, December 4, 2023 in the Millville Jr./Sr. High School Library beginning 7:19 pm. Prior to the meeting, the Board held their annual reorganization meeting.

**1. ROLL CALL**

The following Board members answered roll call: William Berger, Matthew Deihl, Michael Farrell, Greg Hemsarth, Gena Maize, Heather Mausteller, Susan Myers and Jessica Whitmoyer.

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

**SUPERINTENDENT REPORT**

**23-24 Standardized Assessments**

- Mr. Rasmus reviewed the items in his report with the Board, sharing that there was an issue initially with the digital Keystone testing but thanked Mr. Savage for his quick work to rectify the issue.

**School Info App**

- Mr. Rasmus reviewed the proposal for use of this districtwide application. In contrast, he shared the platforms and various mechanisms used to communicate across the district previously.

**Buildings & Grounds Committee – December 13, 2023**

- Mr. Rasmus shared that the Buildings and Grounds Committee would be meeting on December 13, 2023 to review the next phase and scope of the Guaranteed Energy Savings project with Schneider Electric. He explained that the window exemplar was installed in the Elementary school, and he welcomed the Board to go in to assess the work. He shared that they no longer anticipated the need to reinforce the windows as previously thought.

**College and Career Night: December 14, 2023: HS Auditorium at 6:00 pm**

- Mr. Rasmus took the time to encourage the Board and public to come and view the upcoming College and Career Night in the High School Auditorium on December 14, 2023 at 6:00 pm. He encouraged all to help get out the word about this event. Mr. Rasmus explained that there would be presentations from the Career and Technical Education teachers, a Scholarship presentation from Commonwealth University, CMAVTS would be present, and many more.

**Districtwide Act 80 Day: Monday December 11, 2023:**

- Mr. Rasmus reviewed the items to be presented to the staff on December 11<sup>th</sup> with the Board.

**4. BUSINESS MANAGER REPORT**

*Mrs. Holloway had previously submitted her report, and no additional questions were asked.*

**5. APPROVAL OF BOARD MINUTES**

**5.1 Board Meeting Minutes 11.20.23**

Recommended Action: A motion by Greg Hemsarth and seconded by Gena Maize that the Millville Area School Board consider and approve the Millville Area School District November 20, 2023 Board meeting minutes.

The motion carried by voice vote. 8 Yea; 0 Nay; 1 Absent

## **6. BUDGET AND FINANCE**

### **6.1 Expenditures**

A motion by Heather Mausteller and seconded by Michael Farrell that the Millville Area School Board consider and approve the December 4, 2023 general fund expenditures in the amount of \$370,097.19, and athletic expenditures in the amount of \$965.00 and cafeteria expenditures in the amount of \$1.80. The motion carried by roll call vote. 8 Yes; 0 No; 1 Absent

### **6.2 Electricity Pricing**

A motion by Gena Maize and seconded by William Berger that the Millville Area School Board consider and approve Freepoint as the electric supplier at the current market rate for a term of 36 months. The motion carried by roll call vote. 8 Yes; 0 No; 1 Absent

## **7. POLICY COMMITTEE**

### **7.1 Policy 827 Review**

A motion by Greg Hemsarh and seconded by Gena Maize that the Millville Area School Board consider and approve the review of MASD Board Policy 827 Conflict of Interest in order to comply with the expectations of board policy and best practice.

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

### **7.2 Second Reading MASD Board Policies**

A motion by Greg Hemsarh and seconded by Heather Mausteller that the Millville Area School Board consider and approve the second and final readings of newly proposed MASD Board Policies as presented.

The motion carried by roll call vote. 7 Yes; 0 No; 1 Abstention (J. Whitmoyer); 1 Absent

## **8. CURRICULUM/EDUCATIONAL ITEMS**

### **8.1 SchoolInfo App Subscription**

A motion by Greg Hemsarh and seconded by Gena Maize that the Millville Area School Board consider and approve the acquisition of a SchoolInfo Branded Mobile App to be used as a districtwide digital communication suite for a grand total of \$750.00 for the one-time setup fee, with a three year subscription total of \$5,300.00 to be billed starting July 2024.

- o Ms. Maize asked for clarification on the wording of the motion. It read as a one-year subscription, but it should have been a three-year subscription.

- o The Board agreed to amend the motion to state the total for a three-year subscription.

The amended motion carried by roll call vote. 7 Yes; 1 No (G. Maize); 1 Absent

### **8.2 Donation Acceptance**

A motion by William Berger and seconded by Jessica Whitmoyer that the Millville Area School Board consider and approve the donations accepted as presented.

- o 8.2 A – The music department received a \$25.00 donation from Hope Clark.

- o 8.2 B – The FFA chapter received a donation of two boxes of evergreen tree branches from Kohl's Stony Hill Tree Farm.

-Ms. Maize asked for clarification on why these donations were still on the agenda for approval when she believed there to be discussion about placing items of this nature in an administrative report.

-Mrs. Myers agreed that this could be the practice moving forward.

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



8.3 Central Columbia CTE Student 2024-2025

A motion by Michael Farrell and seconded by Greg Hemsarth that the Millville Area School Board consider and approve the enrollment of a Millville Area School District student attending Career and Technical Education programs at the designated tuition rate(s) for the 2024-2025 school year as presented. In the event that a MASD student disenrolls from the CTE program of study or deviates from the prescribed scope and sequence of the approved program of study, their enrollment status will be reconsidered.

- o Mrs. Myers asked if the district was still receiving report cards for these students.
- o Mr. Rasmus answered that we are receiving their report cards and were working to get the most up-to-date information on these students.

The motion carried by roll call vote. 7 Yes; 0 No; 1 Abstention (M. Deihl); 1 Absent

8.4 A - Prioritized Motion #1 - JH Girls Basketball Trip

A motion by Greg Hemsarth and seconded by Michael Farrell 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.

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

8.4 B - Prioritized Motion #2 - JH Girls Basketball Trip

A motion by Gena Maize and seconded by Heather Mausteller that the Millville Area School Board consider and approve a field trip to Bucknell University on December 17, 2023 for the Jr. High Girls Basketball.

The motion carried by roll call vote. 7 Yes; 1 No (G. Hemsarth); 1 Absent

8.4 C - Prioritized Motion #2 - JH Girls Basketball Trip

A motion by Greg Hemsarth and seconded by Heather Mausteller that the Millville Area School Board consider and approve amending the minutes of the December 4, 2023 board meeting to reflect the inclusion of the aforementioned prioritized agenda item.

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

**9. BUILDINGS & GROUNDS ITEMS**

9.1 "Once On This Island" Performances

A motion by Heather Mausteller and seconded by William Berger that the Millville Area School Board approve the "Once On This Island" musical performance dates and times as Friday, March 22, 2024 and Saturday, March 23, 2024 at 7:00 p.m. and Sunday, March 24, 2024, at 2:00 p.m.

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

**10. PERSONNEL AND ACTIVITIES**

10.1 Appoint Board Secretary

A motion by Greg Hemsarth and seconded by Heather Mausteller that the Millville Area School Board appoint WHITNEY HOLLOWAY, as Board Secretary, for a four-year term through November 30, 2027.

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

10.2 Appoint Assistant to the Board Secretary

A motion by Susan Myers and seconded by Greg Hemsarth that the Millville Area School Board appoint CHELSEA ROSENBERGER as assistant to the Board secretary for a four-year term through November 30, 2027, at a stipend of \$50.00 per meeting attended.

The motion carried by roll call vote. 7 Yes; 1 No (G. Maize); 1 Absent

### 10.3 Resignation

A motion by Heather Mausteller and seconded by Susan Myers that the Millville Area School Board accept the notice of resignation from CHRISTINE RIDER as Elementary Teacher, as per the agreement of separation, effective November 20, 2023.

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

### 10.4 Appointment Administrative Assistant for Payroll, Benefits, and Substitute Caller

A motion by Susan Myers and seconded by Gena Maize that the Millville Area School Board consider and approve the appointment of MAJESTA SELLERS as Administrative Assistant for Payroll, Benefits, and Substitute Caller at a salary of \$16.15.

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

### 10.5 Substitute Personnel 2023-2024

A motion by Susan Myers and seconded by Heather Mausteller that the Millville Area School Board consider and approve the slate of substitute personnel for the 2023-2024 school year as presented.

#### Long Term Substitute

- **10.5 A** - Consider and approve the appointment of SAMANTHA STARR as a long-term substitute teacher for the remainder of the 2023-2024 school year, retroactive to November 20, 2023 at Bachelor's Step 1, with a prorated salary of \$55,627.

#### Professional Substitutes

- **10.5 B** - Consider and approve the appointment of YAMILETTE PACHECO as a day-to-day substitute teacher Yamilette Pacheco for the 2023-2024 school year. Clearances on file.

#### CSIU Guest Teacher Substitutes

- **10.5 C** - Consider and approved CAROLYNNE MORI as a CSIU Guest Teacher for the 2023-2024 school year, clearances on file.

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

### 10.6 Board Treasurer

A motion by Greg Hemsarh and seconded by Michael Farrell that the Millville Area School Board approve BRYNN CLARK, as Board Treasurer through November 30, 2024.

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

### 10.7 Interim School Psychology Services

A motion by Heather Mausteller and seconded by Susan Myers that the Millville Area School Board consider and approve Mr. Brian Linaburg to provide interim school psychology services in a manner consistent with the terms and conditions outlined with in the service delivery agreement with the Central Susquehanna Intermediate Unit (CSIU 16) for the 2023-24 school year.

## 11. ADJOURNMENT

A motion by Heather Mausteller and seconded by Matthew Deihl to adjourn the meeting. The reorganizational meeting adjourned at 7:47 p.m.

Chelsea Rosenberger  
Assistant Board Secretary

MILLVILLE AREA SCHOOL BOARD OF EDUCATION

Conflict of Interest  
Abstention Memorandum

To: Board Secretary, Millville Area School District

From: Jessica R. Whitmayer, Board Member

Date: 12.04.2023

Pursuant to Pennsylvania's "Public Official and Employee Ethics Law", I hereby declare that I am required to abstain regarding the following issue/motion:

8.2 A - Policy 350 Time Clock  
8.2 B - Policy 815.1 Devices

My conflict/reason for abstaining is as follows:

I was not on the board to do  
the 1st reading of these policies.

Jessica R. Whitmayer  
Signature of Board Member



MILLVILLE AREA SCHOOL BOARD OF EDUCATION

Conflict of Interest  
Abstention Memorandum

To: Board Secretary, Millville Area School District

From: , Board Member

Date: 12/4/2023

Pursuant to Pennsylvania's "Public Official and Employee Ethics Law", I hereby declare that I am required to abstain regarding the following issue/motion:

Central Columbia CTE  
\_\_\_\_\_  
\_\_\_\_\_

My conflict/reason for abstaining is as follows:

Do not Agree!  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Signature of Board Member