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MINUTES OF THE MILLVILLE SCHOOL DISTRICT BOARD MEETING

MONDAY, MARCH 25, 2024

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The Millville Area School Board held their regular meeting on Monday, March 25, 2024 in the Millville Jr./Sr. High School Library beginning 7:07 pm. Prior to the meeting, the Board held an Executive Session for personnel concerns.

### **1. ROLL CALL**

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

Also present were Joseph Rasmus, Superintendent; Whitney Holloway, Business Manager/Board Secretary; Dee Davis, Director of Student Services; Matthew Mills, Secondary Principal; Edward Sanders, Elementary Principal; Matthew McWilliams, Supervisor of Buildings and Grounds; Dyson Savage, Technology Coordinator; and Chelsea Rosenberger, Assistant Board Secretary.

### **2. GUEST RECOGNITION AND COMMENTS**

*Guests Christopher Sassaman, Haydee Stout, Jaime Stout, Gwen Utt, and Wanda Allegar all signed the register.*

- Mrs. Wanda Allegar asked to address the Board, explaining that she gave Mr. Rasmus information to share with the Board and that she wanted to put a face with the information. She concluded by stating that she would welcome a discussion with the Board in Executive Session.
  - Mrs. Myers answered that the Board was given the information from Mr. Rasmus and that the Board would take in this information and get back with her soon if anything further was needed.

### **3. SUPERINTENDENT'S REPORT**

#### **3.1 Prom Guidelines**

- Mr. Rasmus began his report by explaining some changes being proposed in the prom guidelines up for consideration with the Board that evening. He explained that some changes were being made from previous years such as not asking the previous prom king and queen back for the crowning as well as no longer allowing parents come into the building for the crowning. Additionally, Mr. Rasmus shared that it has been a concern with the venue holding an open bar at the same time as the prom with parents coming over to the prom side having partaken in alcohol. He explained that this concern is being addressed in these proposed guidelines. Finally, Mr. Rasmus shared that if approved, the updated guidelines would be shared that week with parents.

#### **Updated 2023-2024 District Calendar**

- Mr. Rasmus then shared some information that had recently come out about an upcoming solar eclipse on April 8, 2024. He explained that the PA Department of Education has asked schools to consider dismissing early due to the concern with students looking at the sun while the eclipse is at its fullest during normal dismissal time. Mr. Rasmus concluded by stating that the day would be considered a full day by PDE.

#### **Updated Health and Safety Plan**

- Then, Mr. Rasmus shared new information from the CDC prompting an updated Health and Safety Plan. He explained that this updated plan, if approved, would be put out publically for parents that week. Mr. Rasmus gave an overview of the changes, explaining that there is no

longer a requirement for individuals to be out due to Co-Vid for 5 days of isolation but now, they should stay home until 24 hours after their symptoms have lessened and that the language states these items as encouragements instead of requirements. He concluded by stating the need to add what the district is doing for the social and emotional health in the plan.

- Mrs. Farr asked if this update was coming from the state.
- Mr. Rasmus answered that yes, it was coming straight from CDC guidance. Prior to this, the district was telling individuals to stay home for 5 days and come back with a mask while now; the guidance is more consistent with other respiratory illnesses.

#### Professional Development

- Mr. Rasmus then communicated that the district recently held a training for Elementary faculty in iReady. He explained that teachers were struggling with the pacing of the curriculum and needed some guidance on how to condense and accelerate the material as necessary to complete it.

#### CEP

- In conclusion, Mr. Rasmus shared that he and Mrs. Holloway would be applying for free lunch for the next school year, which would be good financially for the district and for the students' needs as well.
  - Mrs. Holloway added that the application needed to be completed by June 30, 2024.

## **4. ADMINISTRATIVE REPORTS**

### 4.1 Monthly Reports

*Mr. Mills, Mr. Sanders, Mr. McWilliams, and Mr. Savage had all previously submitted their reports for the consideration of the Board.*

- Mr. Mills asked to recognize student Haydee Stout. He read a list of her many musical acknowledgements in this school year. The Board congratulated her for all of her work.
- Then, Mr. Mills highlighted the updated language in the Student Handbook up for the consideration by the Board on the agenda that evening regarding college courses. He explained that it would help get our Millville students back in the building for classes.
  - Mr. Hemsarth asked if a student had all the required credits needed except for an English course, would the student have to come back to the building to have all but one course a day be study halls.
  - Mr. Rasmus explained that these changes were being enacted after conversations with teachers and the Curriculum Committee. He shared that teachers felt that some students were taking college courses to keep from taking more rigorous courses at Millville. He explained that these changes would put in parameters to keep students from taking classes at the University at any point of the day, limiting them to only the morning. Additionally, Mr. Rasmus shared that the district was looking to remove Quaker Time, putting this time back into each period of the day as well as putting the course credit requirements back into the core classes. Overall, he shared that teachers were receptive to these changes. Some of these changes may lead to seniors needing to take more classes in their senior year. In conclusion, Mr. Rasmus explained that Bloomsburg University communicated to himself and Mr. Mills that Millville is one of the only schools who do not already have constraints like these on their students taking college courses.
  - Mrs. Mausteller commented that it was sad that these changes would limit the ability to take college courses to only 11th and 12th grade students. Additionally, she shared a concern about limiting students taking courses in both the fall and spring semesters.
  - Mr. Mills answered that there is language in these proposed changes about what happens when students do not take classes in both semesters.
  - Mrs. Mausteller stated her belief that the language was too restrictive.

- Mr. Hemsarth commented that he was concerned about these changes for high achieving students who are already limited.
- Mr. Rasmus explained that the district has a responsibility for students during school hours and needs to have better accountability over these classes.
- Mr. Hemsarth commented that he felt the flexibility in these courses was an asset to the district.
- Mr. Rasmus answered that the teachers felt the flexibility was being abused. He shared that some students do benefit from the flexibility.
- Mr. Hemsarth countered that he would rather see the students be restricted from taking a college course if Millville does not offer it.
- Mr. Rasmus answered that these proposed handbook language changes would be doing what he was describing, not allowing students to take a course at the university if it was already offered at Millville. Additionally, these changes would keep students from blocking off their time available to take Millville classes by taking college courses. The administrative team was told that there were hundreds of courses available to take during the timeframe being proposed. Ultimately, Mr. Rasmus said that the goal was to be responsive to teachers and keep students safe while also offering them a comprehensive education. He believed that this model would allow them to take a total of 24 credits while a student in high school, equivalent to an associate’s degree.
- Mrs. Davis then shared her report with the Board, highlighting the most recent Transition Conference where we took some students. She gave a spotlight on student Karissa Dunn who was runner up for the Dr. Cynthia Schloss Award and recognized at the conference for her strong personal work ethic and commitment to preparation for adult life.
- Finally, Mr. Sanders had previously submitted his report but remarked on the amazing work undertaken by students on their reading goals.

**5. REPRESENTATIVE REPORTS**

*5.1 Monthly Reports*

- Mr. William Berger & Mrs. Susan Farr – CMAVTS Representatives
  - Mr. Berger shared that the sending districts are starting to vote on the 2024-2025 CMAVTS Budget. He added that CMAVTS has received some grants for mental health and security as well as applied for another for funding towards a new generator.
- Mrs. Susan Myers – CSIU Representative
  - The written report was previously submitted for the consideration of the Board, and no additional questions were asked.

**6. APPROVAL OF BOARD MINUTES**

*6.1 Board Meeting Minutes 3.11.24*

A motion by Susan Farr and seconded by Gena Maize that the Millville Area School Board consider and approve the Millville Area School District March 11, 2024 Board meeting minutes.

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

**7. BUDGET AND FINANCE**

*7.1 Expenditures*

A motion by Gena Maize and seconded by William Berger that the Millville Area School Board consider and approve the March 25, 2024 general expenditures in the amount of \$219,309.45 and nutrition expenditures in the amount of \$35,911.00.

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

### 7.2 Monthly Reports

The monthly financial reports were submitted previously for the consideration of the Board, and no additional questions were asked.

### 7.3 Additional PTO/Booster Reports

A motion by Michael Farrell and seconded by Matthew Deihl that the Millville Area School Board consider and approve the financial reports submitted by the MASD Parent Teacher Organization (PTO), MASD Music Booster Organization, and MASD Athletic Booster Organization for they have been reviewed in a manner consistent with Board Policy 915.

- Mrs. Mausteller asked if the boosters were audited.
- Mr. Rasmus answered that it is too early in the fiscal year for their audit.
- Mrs. Holloway assured the Board that she could reach out to the Booster Organizations with any questions the Board may have.
- Ms. Maize asked if the Board could receive reports in a standard format, as they were all submitted in various different ways.
- Mrs. Holloway answered that the policy does not mention any standard format.

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

### 7.4 CSIU Agreement

A motion by Heather Mausteller and seconded by Gena Maize that the Millville Area School Board consider and approve the CSIU Computer Service Rates agreement for the 2024-2025 school year as per attached rate sheet. Each application increased \$100 from the prior year.

- Mr. Hemsarth asked how many students we have using these systems.
- Mrs. Holloway answered that these are used as our primary payroll and financial systems.
- Mr. Hemsarth then asked who audits the systems to determine for how many students we are being billed, assuming we are below the annual minimum.
- Mrs. Holloway answered that we have the lowest number.

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

### 7.5 Journey Bank Agreements

A motion by Michael Farrell and seconded by William Berger that the Millville Area School Board consider and approve the Journey Bank Treasury Management Services as presented with no fees to the Millville Area School District.

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

## **8. POLICY COMMITTEE**

### 8.1 Second Reading New MASD Policy 214.1

A motion by Susan Farr and seconded by Heather Mausteller that the Millville Area School Board consider and approve the second and final reading of the new Millville Area School District Board Policy 214.1 - Selection of Valedictorian and Salutatorian.

- Mr. Hemsarth said that he spoke with Mr. Rasmus about some proposed language changes.
- Mr. Rasmus answered that he agreed with Mr. Hemsarth about the language needing to be more specific about the four semesters considered for selection needing to be the most recent.
- Mr. Hemsarth added that there is language in the proposed new policy that the students must be in good standing when selected but nothing about remaining in good standing after selected until the time of graduation.
- Mr. Rasmus agreed, adding that it may be incumbent upon the Board to approve this policy due to time constraints and come back to modify it with this clarifying language.

- Mrs. Myers agreed that perhaps the Board could approve this policy with updates forthcoming at the April 8<sup>th</sup> meeting.
- Both Mrs. Farr and Mrs. Mausteller as the first and second on the motion were okay with this provision to the action.

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

8.2 Second Reading Updated Policy 121

A motion by Gena Maize and seconded by Michael Farrell that the Millville Area School Board consider and approve the second and final reading of the updated MASD Policy 121: Field Trips. The updated policy expands the timelines for submission of volunteer credentials to ensure comprehensive and board approval of district volunteers.

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

8.3 Updated Health and Safety Plan

A motion by William Berger and seconded by Heather Mausteller that the Millville Area School Board consider and approve the updated Millville Areas School District Health and Safety Plan to reflect the most recent guidance from the Centers of Disease Control and Prevention (CDC).

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

**9. CURRICULUM / EDUCATIONAL ITEMS**

9.1 Revised 2023-2024 MASD School Calendar

A motion by Heather Mausteller and seconded by William Berger that the Millville Area School Board consider and approve the following revision to the 2023-2024 District Calendar: April 8, 2024 which was formally denoted as a full school day will be recognized as an Early Dismissal for all students as a result of a weather exception as per the Pennsylvania Department of Education.

The motion carried by roll call vote. 6 Yes; 2 No (S. Farr and G. Maize); 1 Absent

9.2 2023-2024 Updated Student Handbook

A motion by Susan Farr and seconded by William Berger that the Millville Area School Board consider and approve the Updated 2023-2024 Student Handbook.

- Ms. Maize asked why we were proposing to update the 2023-2024 handbook now.
- Mr. Mills answered that these changes were being proposed for course selection in the next school year; however, they needed to be able to make course selections now.
- Mr. Rasmus agreed that if the changes did not happen now, it would be too late for these to be in effect for next school year.

The motion carried by roll call vote. 6 Yes; 2 No (G. Hemsarth and H. Mausteller); 1 Absent

9.3 Secondary Curricular Excursions & Field Trips

A motion by Heather Mausteller and seconded by Susan Farr that the Millville Area School Board consider and approve the Secondary curricular excursions and trips as presented.

- 9.3 A - March 27, 2024 - Mental Health Summit - Mrs. Davis
- 9.3 B - April 11, 2024 - Drone Building for TSA - Mrs. Myers
- 9.3 C - May 7, 2024 - Eels In The Classroom Day - Ms. Guise

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

9.4 2nd Grade Field Trip

A motion by Gena Maize and seconded by Susan Farr that the Millville Area School Board consider and approve a field trip for the 2nd Grade to the Coal Mine and Red Deer Farm on May 29, 2024.

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

9.5 Western Governors University Department of Nursing Agreement

A motion by Heather Mausteller and seconded by Gena Maize that the Millville Area School Board consider and approve the agreement with the Western Governors University School of Nursing to collaborate and provide nursing students a school health clinical educational experience.

- Ms. Maize how many schools we have agreements for nursing like this.
- Mr. Rasmus answered that this would be our third agreement and that he had spoken with the school nurse about how many students she is comfortable supervising.

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

9.6 Prom Guidelines & Form

A motion by Gena Maize and seconded by William Berger that the Millville Area School Board consider and approve the Prom Guidelines and Guest Form for the 2024 Junior/Senior Prom.

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

9.7 Agriculture Occupational Advisory Committee Member

A motion by Greg Hemsarth and seconded by Heather Mausteller that the Millville Area School Board consider and approve the membership of PAT PORTER (PSU Extension - Master Gardener) to the Agriculture Occupational Advisory Committee (OAC).

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

**10. BUILDINGS & GROUNDS**

10.1 Fishing Derby Facility Use - 5.11.24

A motion by Matthew Deihl and seconded by Gena Maize that the Millville Area School Board consider and approve allowing the Sons of the American Legion to host a Fishing Derby at the pond on May 11, 2024. Pending receipt of \$100 refundable deposit as per Administrative Regulation 707-AR-3.

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

**11. PERSONNEL AND ACTIVITIES**

11.1 MOU Edward Sanders

A motion by Susan Myers and seconded by Heather Mausteller that the Millville Area School Board consider and approve the Memorandum of Understanding (MOU) between the MASD and EDWARD SANDERS which outlines terms for an Early Retirement Incentive contingent upon his irrevocable retirement from the MASD on June 30, 2024.

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

11.2 Retirement - Sanders

A motion by Heather Mausteller and seconded by Susan Myers that the Millville Area School Board consider and approve accepting with gratitude the notice of retirement from EDWARD SANDERS as Elementary Principal, effective June 30, 2024.

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

11.3 Support Personnel

A motion by Susan Myers and seconded by Greg Hemsarth that the Millville Area School Board consider and approve the support personnel recommendations as presented.

**Unpaid Leave**

- **11.3 A** - A motion is needed to consider and approve an unpaid leave of absence for employee #1014 beginning March 25, 2024 for approximately 10 weeks. The employee will be responsible for the employer and the employee contributions for medical, dental and vision benefits while utilizing unpaid time off.

**Resignation**

- **11.3 B - Majesta Sellers** - Accept the resignation notice as Administrative Assistant for Payroll/Benefits, effective March 25, 2024.

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

**Combined Consent (11.4 - 11.9)**

A motion by Greg Hemsarh and seconded by Heather Mausteller that the Millville Area School Board consider and approve the following recommended action as presented.

- **11.4 Substitute Personnel**

- A motion is needed to consider and approve the substitute personnel recommendations as presented.

**Support Staff Substitutes**

- **11.4 A** - Approve MAJESTA SELLERS as Confidential Secretary Substitute at the hourly rate of \$16.15.
- **11.4 B** - Approve MAJESTA SELLERS as Substitute Paraprofessional/Building Secretary at the hourly rate of \$10.25.

**Resignation**

- **11.4 C - Emily Milheim** - Accept the resignation notice as Paraprofessional Substitute, effective March 28, 2024.

- **11.5 FMLA**

- A motion is needed to consider and approve FMLA for employee #969 beginning on April 23, 2024 for a maximum period of 12 weeks.

- **11.6 Western Governors University Nursing Student Practicum Placement**

- A motion is needed to consider and approve the Western Governors University Nursing Student Practicum Placement of ELIZABETH BRADLEY with co-op School Nurse KARA FERRO, dates to be determined. Clearances on file.

- **11.7 Resignation - K. Smith**

- A motion is needed to consider and approve acceptance of the resignation notice from KOLTEN SMITH as Assistant Boys Basketball Coach, effective March 18, 2024.

- **11.8 Game/Event Staff - Pell**

- A motion is needed to consider and approve MIRANDA PELL, as game/event staff for the 2023-2024 school year. Clearances on file.

- **11.9 Transportation Driver Approval**

- A motion is needed to consider and approve Rhinard Transportation driver, MOLLIE FAUS, pending receipt of all clearances and necessary documentation.

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

**CLOSING DISCUSSION**

- Mr. Berger took a moment to recognize the students and faculty involved in the most recent musical performances the past weekend for their hard work and congratulated them on a great performance.
- Mr. Rasmus added that the version of the prom guidelines given to the Board was not the correct one and did not reflect the changes he mentioned. He assured the Board that they would receive the correct version.

**12. ADJOURNMENT**

A motion by Heather Mausteller and seconded by Michael Farrell to adjourn the meeting. The meeting adjourned at 8:05 pm.

Chelsea Rosenberger  
Assistant Board Secretary