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MINUTES OF THE MILLVILLE SCHOOL DISTRICT BOARD MEETING

MONDAY, MAY 20, 2024

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The Millville Area School Board held their regular meeting on Monday, May 20, 2024 in the Millville Jr./Sr. High School Library beginning 7:12 pm. Prior to the meeting, the Board held an Executive Session for personnel matters.

### **1. ROLL CALL**

The following Board members answered roll call: Matthew Deihl, Susan Farr, Michael Farrell, Greg Hemsarh, Gena Maize (via ZOOM), Heather Mausteller, Susan Myers, and Jessica Whitmoyer.

Also present were Joseph Rasmus, Superintendent; Whitney Holloway, Business Manager; Matthew Mills, Secondary Principal; Edward Sanders, Elementary Principal; Alexa Longacre, Director of Interventional Support; Dyson Savage, Technology Coordinator; and Chelsea Rosenberger, Assistant Board Secretary.

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

Guests Christopher Sassaman, Gwen Utt, Wendy Faatz, Emily Bloom, and Megan Hippenstiel all signed the register but did not request to speak.

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

- Mr. Rasmus did not share a report.

### **4. ADMINISTRATIVE REPORTS**

*Mr. Mills, Mr. Sanders, Mrs. Davis, Mrs. Longacre, and Mr. Savage previously submitted their administrative reports for the consideration of the Board.*

- Mr. Mills wanted to thank the Fire Company, Karns Salvage, and the SADD team for their work with the recent mock car crash simulation. Additionally, he wanted to thank the Guidance Department for their diligent work with Opportunities in Communities day, adding that he was impressed by the number of vendors with information for the students. Continuing on, Mr. Mills shared that PSSA testing was completed but that Keystone testing was still ongoing. He congratulated the Baseball team for making the PIAA District IV Championship game. Finally, Mr. Mills congratulated the Track and Field team for their recent championship match.
- Mr. Sanders wanted to showcase two students, Makenna Jones and Liam Lewis for their work in the stock exchange program. Additionally, he shared about an upcoming exciting music presentation where two renowned musicians would be coming to visit the Elementary School.
  - Mr. Hemsarh also gave a congratulatory message to Makenna Jones for a fantastic solo in the most recent Elementary music concert.

### **5. REPRESENTATIVE REPORTS**

CMAVTS Representatives: Mr. Berger & Mrs. Farr

- Mrs. Farr explained that she did not have a report as the monthly meeting would be the next day.

CSIU Representative: Mrs. Myers

- Mrs. Myers shared that at the most recent meeting, they held an art reception where two Millville students were featured. She explained that the display was well done and encouraged those in attendance to see the gallery if ever they got the chance. Finally, she explained that the

meeting was typical and that the Board of Directors completed the Evaluation for the Executive Director to be presented the following week.

## **6. APPROVAL OF BOARD MINUTES**

### **6.1 Board Meeting Minutes 5.6.24**

A motion by Greg Hemsarh and seconded by Susan Farr that the Millville Area School Board consider and approve the Millville Area School District May 6, 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 Greg Hemsarh and seconded by Heather Mausteller that the Millville Area School Board consider and approve the May 20, 2024 general expenditures in the amount of \$149,360.85, athletic expenditures in the amount of \$1,075.00 and nutrition expenditures in the amount of \$28,494.41.

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

### **7.2 Monthly Reports**

*The monthly financial reports were submitted for the consideration of the Board.*

- Mrs. Holloway commented that the district is seeing a nice return in the new interest rates for the district accounts.
  - Mrs. Myers thanked her for sharing.

### **Combined Consent (7.3 – 7.5)**

A motion by Greg Hemsarh and seconded by Michael Farrell that the Millville Area School Board consider and approve the following recommended actions as presented.

- **7.3 2024-2025 School Real Estate Tax Collection Due Dates**

A motion is needed to consider and approve due dates for the 2024-2025 school real estate tax collection period:

1. Real Estate Taxes paid in full on or before August 31, 2024 shall be eligible for a 2% discount of the Real Estate Tax face value amount.
2. Real Estate Taxes paid between September 1 and October 31, 2024 shall be collected at the Real Estate Tax face value amount. Installment payments may be made, without penalty, provided the Real Estate Tax face value amount is paid by the following due dates: August 15, 2024, October 15, 2024 and December 15, 2024. 10% penalty will be applied if the payment is not made by the due dates established above for the 2nd and 3rd installments.
3. Real Estate Taxes paid in full on or after November 1, 2024 shall be subject to a 10% penalty.
4. No personal checks will be accepted after December 15, 2024.
5. Collection dates in this motion may be adjusted to comply with any changes in Pennsylvania state laws enacted after this motion adoption.

- **7.4 School Tax Certifications and School Tax Duplicate Requests**

A motion is needed to consider and approve charging \$15 (up from \$10) per parcel payable to The Millville Area School District for each school tax certification or school tax duplicate bill request for each parcel requested effective July 1, 2024.

- Ms. Maize asked what the basis was for changing the amount charged per parcel for this year.
- Mrs. Holloway shared that she completed a survey among several local school districts to determine their rate charged per parcel and that our district was on the lower end of the scale compared to other districts.

- 7.5 Returned Check Fees

A motion is needed to consider and approve charging a \$35 fee payable to The Millville Area School District for each check that is returned from the bank.

- Mrs. Mausteller asked if the district had given any more consideration to accepting credit cards for payment.
- Mrs. Holloway answered that she had not looked into that, but if the Board was interested in pursuing that option, she would be happy to do so. She did share that the district did not currently have the capabilities to accept payments that way.
- Mr. Hemsarth asked if we could look into this option for next year.
- Mrs. Holloway answered that she would.

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

7.6 Services Bid

A motion by Greg Hemsarth and seconded by Matthew Deihl that the Millville Area School Board bid the following service contracts beginning with the 2024-2025 school year.

7.6 (A) Propane

7.6 (B) Waste

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

7.7 Pay Remainder of May/June Expenditures

A motion by Heather Mausteller and seconded by Greg Hemsarth that the Millville Area School Board consider and approve allowing the Business Manager to pay the remaining May/June expenditures with the final approval at the next board meeting.

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

**8. CURRICULUM / EDUCATIONAL**

8.1 Class of 2024 Anticipated Potential Graduates

A motion by Jessica Whitmoyer and seconded by Heather Mausteller that the Millville Area School Board consider and approve accepting the anticipated potential graduates for the Class of 2024.

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

**9. BUILDINGS & GROUNDS**

Combined Consent (9.1 – 9.3)

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

- 9.1 Hemlock Acres Property Owners' Association Facility Use

A motion is needed to consider and approve allowing the Hemlock Acres Property Owners' Association to use the High School Cafeteria for their Annual Association Meeting on Saturday, June 1, 2024 from 11:00 am to 1:00 pm. Pending receipt of refundable deposit, per Administrative Regulation AR-707-1.

- 9.2 Fire Company Carnival Facility Use

A motion is needed to consider and approve the request to use the walk-in freezers to store ice cream for the Millville Fire Company carnival from June 26 through July 6, 2024 and the use of MASD parking lots for carnival parking from June 28 through July 6, 2024. Certificate of liability insurance and refundable deposit received as per Administrative Regulation AR-707-1.

- 9.3 DCED Resolution

A motion is needed to consider and approve the resolution with the PA Department of Community and Economic Development whereby the Millville Area School District will appoint

Schneider Electric as our designee to execute all documentation between the MASD and the Commonwealth Financing Authority to assist in obtaining the public school facility improvement grant, made available through the PA Department of Community and Economic Development.

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

## **10. PERSONNEL & ACTIVITIES**

### **10.1 Tax Collector Resolution**

A motion by Heather Mausteller and seconded by Susan Farr that the Millville Area School Board consider and approve appointing Whitney Holloway, Millville Area's School District's Business Manager, as the Tax Collector for the 2024 School Real Estate taxes per the attached resolution for the following municipalities: Greenwood Township, Madison Township, Millville Borough, and Pine Township.

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

### **10.2 Elementary Teacher 2024-2025**

A motion by Michael Farrell and seconded by Heather Mausteller that the Millville Area School Board consider and approve the employment of SAMANTHA STARR, as an Elementary Teacher, at Bachelor's Step 1 to start the 2024-2025 school year.

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

### **10.3 Resignation - Lingafelt**

A motion by Greg Hemsarh and seconded by Michael Farrell that the Millville Area School Board consider and approve acceptance of the resignation notice from FELICIA LINGAFELT as Secondary Math Teacher, effective the end of the 2023-2024 school year.

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

### **10.4 2024 Summer Student Custodians**

A motion by Heather Mausteller and seconded by Matthew Deihl that the Millville Area School Board consider and approve TOBIAS SAVIDGE, LAUREN KARL, and SADIE WHISPELL, as Summer Student Custodians, at a rate of \$10.25 per hour beginning June 10, 2024.

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

### **10.5 ESY Staff - Summer 2024**

A motion by Michael Farrell and seconded by Heather Mausteller that the Millville Area School Board consider and approve the following Extended School Year (ESY) staff: GWEN UTT, EMILY BLOOM, CHRISTINE BRAUN, KELLY MYERS, KLOHE FAATZ, MEGAN HIPPENSTIEL, ERIN BUTLER, and THOMAS HEFFNER.

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

### **10.6 Unpaid Leave**

A motion by Greg Hemsarh and seconded by Jessica Whitmoyer that the Millville Area School Board consider and approve (1.5) one and a half unpaid leave days, May 14, 2024 (1/2) and May 15, 2024 for employee 591.

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

Combined Amended Consent (10.7 – 10.8)

A motion by Heather Mausteller and seconded by Susan Farr that the Millville Area School Board consider and approve the amended recommended action.

- 10.7 Vacation Day Rollover - Monroe

A motion is needed to consider and approve the request of WAYNE MONROE to roll fourteen (14) vacation days from the 2023-2024 school year into the 2024-2025 school year.

- 10.8 Vacation Day Rollover - Allbeck

A motion is needed to consider and approve the request of BUCK ALLBECK to roll ten (10) vacation days from the 2023-2024 school year into the 2024-2025 school year.

Mr. Hemsarth made a motion to amend the recommended actions as follows:

A motion to consider and approve allowing BUCK ALLBECK and WAYNE MONROE to roll 10 (ten) vacation days from the 2023-2024 school year into the 2024-2025 school year, to be used no later than December 31, 2024 and not to be used consecutively with days received as of July 1, 2024. All of this is pending approval of a Memorandum of Understanding agreed on by all parties.

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

10.9 Bloomsburg University Student Practicum/Internship Placement

A motion by Heather Mausteller and seconded by Greg Hemsarth that the Millville Area School Board consider and approve Bloomsburg University Student Practicum/Internship Placement of GIANNA PUCCIO (Undergraduate Psychology Intern) with co-op Guidance Counselor AMBER URANKO, in the 2024-2025 school year.

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

10.10 Co-Curricular Personnel 2024-2025

A motion is needed to consider and approve the Co-Curricular Personnel recommendations for the 2024-2025 school year as presented. (Roll Call)

**Fall 2024 Coaching Staff**

- **10.10 A** - Approve appointing RICK RIERA-GOMEZ, as Varsity Girls Soccer Head Coach, for the 2024 Fall sports season.
- **10.10 B** - Approve appointing MICHAEL MIGUELEZ and DAVID KOLK, as Varsity Girls Soccer Volunteer Assistant Coaches, for the 2024 Fall sports season.
- **10.10 C** - Approve appointing PETER MORISCO, as Varsity Boys Soccer Head Coach, for the 2024 Fall sports season.
- **10.10 D** - Approve appointing CONNER MUSSER, as Varsity Boys Soccer Assistant Coaches, for the 2024 Fall sports season.
- **10.10 E** - Approve appointing MIRANDA PELL and DANA SARNOSKI, as Junior High Softball Co-Coaches, for the 2024 Fall sports season.
- **10.10 F** - Approve appointing JENNIFER ROGERS as Junior High Softball Volunteer Assistant Coaches, for the 2024 Fall sports season.
- **10.10 G** - Approve appointing Ben Clark as Junior High Girls Basketball Head Coach, for the 2024 fall sports season.

**Winter 2024-2025 Coaching Staff**

- **10.10 H** - Approve appointing RICK DAVIS, as Varsity Girls Basketball Head Coach, for the 2024-2025 winter sports season.
- **10.10 I** - Approve appointing DONNA DAVIS, as Varsity Girls Basketball Assistant Coach, for the 2024-2025 winter sports season.
- **10.10 J** - Approve appointing SHERRY KAKALEY, as Varsity Girls Basketball Volunteer Assistant Coach, for the 2024-2025 winter sports season.

- **10.10 K** - Approve appointing JAQUAN MASTELLAR, as Varsity Boys Basketball Head Coaches, for the 2024-2025 winter sports season.
- **10.10 L** - Approve appointing TYREE FITZPATRICK, as Varsity Boys Basketball Assistant Coach, for the 2024-2025 winter sports season.
- **10.10 M** - Approve appointing JARROD NOSS as Varsity Boys Basketball Volunteer Assistant Coach, for the 2024-2025 winter sports season.

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

#### 10.11 Volunteer Personnel

A motion by Heather Mausteller and seconded by Susan Farr that the Millville Area School Board consider and approve the list of Volunteer Personnel for the 2023-2024 school year as presented. Current clearances and Volunteer Forms on file.

- LINDSEY BREHM, DENNIS HORNBERGER, BECKY JACOBS, KELLY STINER

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

#### Prioritized Motion #1A – Unpaid Leave – Employee 991

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 Yea; 0 Nay; 1 Absent

#### Prioritized Motion #1B – Unpaid Leave – Employee 991

A motion by Greg Hemsarth and seconded by Michael Farrell that the Millville Area School Board consider and approve (1.5) one and a half unpaid leave days, May 24, 2024 (.5) and May 28, 2024 for employee 991.

The motion failed by roll call vote. 1 Yes; 7 No (M. Deihl, S. Farr, M. Farrell, G. Maize, H. Mausteller, S. Myers, J. Whitmoyer); 1 Absent

#### Prioritized Motion #1C – Unpaid Leave – Employee 991

A motion by Heather Mausteller and seconded by Michael Farrell that the Millville Area School Board consider and approve amending the minutes of the May 20, 2024 board meeting to reflect the inclusion of the aforementioned prioritized agenda item.

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

### CLOSING DISCUSSION

- Mr. Deihl brought up a discussion on potential food trucks for athletic events. He shared that this topic was originally broached for Junior High games where the Athletic Association did not have a concession stand. Mr. Deihl explained that the goal was not to pull business away from the Athletic Association but rather to offer an alternative. He shared that the goal was to help draw a crowd and get people to watch more games. The plan would be to create a schedule and have a good regular variety of trucks. Part of this discussion, he explained, was that the parents wanted to look at what the Association makes per game and see if they would be willing to give up a percentage of that profit. At this point, the interested parents had reached out to 15-20 vendors for interest with a variety of food types.
  - Mrs. Myers asked the Board if they were willing to move forward with this idea.
  - The Board answered that they were open to moving forward on this topic.
  - Mrs. Whitmoyer commented that this would be helpful because it is hard to get parents to volunteer in the concession stand.
  - Mr. Deihl agreed that it seems to be the same parents always volunteering.

- Mr. Rasmus asked what involvement the Board wanted from administration and whether they wanted to share a proposed percentage loss with the Association.
- Mr. Deihl answered that he would rather engage the Association in a discussion about this at the current point in time.
- Mrs. Mausteller added that it would be helpful for the parents to come and present a whole package to the Board for consideration.
- Ms. Maize shared her concern that this may replace the Association.
- Mrs. Myers answered that she felt it would be simply enhancing what the Association does and that it was still in the preliminary stages.

#### **11. ADJOURNMENT**

A motion by Heather Mausteller and seconded by Greg Hemsarth to adjourn the meeting. The meeting adjourned at 8:11 pm.

Chelsea Rosenberger  
Assistant Board Secretary