
MINUTES OF THE MILLVILLE SCHOOL DISTRICT BOARD MEETING

MONDAY, JUNE 10, 2024

The Millville Area School Board held their regular meeting on Monday, June 10, 2024 in the Millville Jr./Sr. High School Library beginning 7:12 pm. Prior to the meeting, the Board held an Executive Session for a number of personnel matters.

1. ROLL CALL

The following Board members answered roll call: William Berger, Matthew Deihl, Susan Farr, Michael Farrell, Greg Hemsarh, Gena Maize, 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; Dee Davis, Director of Student Services; Alexa Longacre, Director of Interventional Support; Dyson Savage, Technology Coordinator; Matthew McWilliams, Supervisor of Buildings and Grounds; and Chelsea Rosenberger, Assistant Board Secretary.

2. GUEST RECOGNITION AND COMMENTS

Guests Aaliah Dube, Klohe Faatz, Wendy Faatz, Drew Mumich, Heidi Brandt, Megan Hippenstiel, Kim Coleman, Gwen Utt, Emily Bloom, Brandon Gordner, and Jessica Gordner all signed the register but did not request to speak.

4. SUPERINTENDENT'S REPORT

- Mr. Rasmus began his report by discussing the most recent Act 80 day in-service held for teachers on June 5, 2024. He shared that the teachers participated in Trauma-Informed Schools training, held departmental meetings, reviewed the academic schedule, received a preview of the new School Info App, and had some time for classroom ecology. Mr. Rasmus was thankful for a great year and hoped that all staff would come back energized in the fall.
- Then, Mr. Rasmus shared that the administrative team is proposing a Multiple Disabilities Classroom for the forthcoming academic year. He said that the administration and Board would continue this discussion in the near future.
- Mr. Rasmus then took a moment to thank Mr. Sanders, retiring Elementary Principal, for his many years in the district. He thanked Mr. Sanders for the support and guidance he received from him throughout his tenure and that the district wishes him well in his future endeavors.
 - Mrs. Myers then expressed, on behalf of the Board, a thank you to Mr. Sanders for his time in the district and wished him well.

5. BUSINESS MANAGER'S REPORT

Mrs. Holloway had previously submitted her report for the consideration of the Board and had nothing to add at this point in the meeting.

6. APPROVAL OF BOARD MINUTES

6.1 May 20, 2024 Board Meeting Minutes

A motion by Greg Hemsarh and seconded by Gena Maize that the Millville Area School Board approve the May 20, 2024 Millville Area School District Board meeting minutes.

The motion carried by voice vote. 9 Yea; 0 Nay; 0 Absent

7. BUDGET AND FINANCE

7.2 Expenditures

A motion by Susan Farr and seconded by Gena Maize that the Millville Area School Board consider and approve the June 10, 2024 general fund expenditures in the amount of \$261,546.42, athletic expenditures in the amount of \$544.00 and cafeteria expenditures in the amount of \$293.54.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

7.3 Proposed Final 2024-2025 Millville Area School District Operating Budget

A motion by Greg Hemsarth and seconded by William Berger that the Millville Area School Board consider and approve the Millville Area School District 2024-2025 Proposed Final Budget with total expenditures of \$15,147,297 with a millage of 58.6023 mills which is an increase of 5.1% which is less than the maximum Act 1 index of 6.8%.

- Mrs. Holloway reviewed the budget for the Board. She began by explaining that since the Finance/Budget Committee met on June 5, 2024, not much had changed, and that she would be proposing an overall 5.1% tax increase. Mrs. Holloway shared that the average taxpayer would pay approximately \$80.19 more per parcel with this proposed increase. Going further, she explained that since the original proposed preliminary budget, the figures for the Homestead/Farmstead increased significantly to about \$51.12 per parcel. Therefore, the average increase for the taxpayer, when factoring in the Homestead/Farmstead figures, was about \$29.07 per parcel.
- Mrs. Myers commented that this was definitely a big improvement.
- Then, Mrs. Holloway explained that she calculated an increase in the district's income for interest because the rates are not going down. However, she did share that the Federal funding Title allocations went down across the board, which was not unique to Millville as allocation had decreased statewide. Finally, she shared that since the last meeting, a position was eliminated.
 - Mr. Hemsarth clarified that the position was not eliminated but was rather absorbed back into the general fund from a grant-funded position.
 - Mrs. Holloway concurred that this position was absorbed as was originally planned.
- Mrs. Holloway concluded by sharing that even with the increase of 5.1%, the expenditures still exceeded the revenues with a deficit for the district in the 2024-2025 year of \$51,000.
 - Ms. Maize asked if the district had ever operated with a negative budget before.
 - Mr. Berger answered that yes, we had operated that way previously and that just because expenditures are budgeted does not mean that we have to use all of those funds.
 - Ms. Maize asked how the district operated in those cases previously.
 - Mrs. Holloway answered that it is very hard to predict but that we have to be cautious with these calculations because there are so many variables.

The motion carried by roll call vote. 7 Yes; 2 No (G. Maize and H. Mausteller); 0 Absent

7.4 Homestead/Farmstead Resolution

A motion by Heather Mausteller and seconded by Susan Farr that the Millville Area School Board consider and approve the 2024-2025 Homestead and Farmstead Exclusion Resolution.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

7.5 Commitment of Budgetary Reserves

A motion by Jessica Whitmoyer and seconded by Susan Farr that the Millville Area School Board approve the proposed commitment of budgetary reserves for OPEB funded liabilities in the amount of \$816,080; Uncompensated leave liability in the amount of \$275,482; Future extraordinary assessment from Columbia-Montour Vocational Technical School in the amount of \$100,000; Post Retirement Benefits due to PSERS rates in the amount of \$640,146, Future capital improvements in the amount of

\$1,368,292 and Technology reserve in the amount of \$350,000. All commitment amounts estimated based upon consistent application of past periods methodologies and ratios – final commitment amounts by category to be adjusted and established based upon results of fiscal year-end financial accounting close procedures and financial statement audit. (Roll Call)

- Ms. Maize asked for clarification on this motion.
- Mrs. Holloway explained that these are funds to be set aside for a future time.
- Ms. Maize asked what this move would do to our reserve funding.
- Mrs. Holloway answered that this would mean we were earmarking the funds but this was not the actual decision to move them yet. She explained that the Pennsylvania Department of Education has guidelines about how it can be moved and that we have to express that we have these obligations for auditing.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

7.6 2024-2025 Depositories

A motion by Greg Hemsarth and seconded by Michael Farrell that the Millville Area School Board approve the depositories for the 2024-2025 fiscal year as: Journey Bank, PSDLAF, Bank of New York Mellon, and RBC Capital.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

7.7 2024-2025 Insurance Coverage

A motion by Greg Hemsarth and seconded by Heather Mausteller that the Millville Area School Board approve the insurance policies for the 2024-2025 fiscal year in the amount of \$138,646 through Yoder Insurance.

- Ms. Maize asked if this was the amount calculated in our budget.
- Mrs. Holloway answered that yes, it was updated from the last Committee meeting.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

8. BUILDINGS & GROUNDS

8.1 Millville Little League Facility Use

A motion by Greg Hemsarth and seconded by Michael Farrell that the Millville Area School Board consider and retroactively approve permission for Millville Little League to use the High School Boys Baseball Field for Teener League home games on May 23, 2024 and May 28, 2024 from approximately 5:30-7:30 pm each day.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

9. DISTRICT OPERATIONS

9.1 PrimeroEdge POS Software Acquisition & Implementation

A motion by Greg Hemsarth and seconded by Heather Mausteller that the Millville Area School Board consider and approve the acquisition and implementation of PrimeroEdge Point of Sale (POS) subscription for both Millville Jr./Sr. High School and Millville Elementary School at a cost of \$3,585.00.

- Ms. Maize asked if the district already has this program.
- Mr. Rasmus answered that no, the district previously utilized a program called Nutra Kids and the state has requested and is pushing us to utilize this newer program.
- Mr. Hemsarth asked was the difference in cost was.
- Mrs. Holloway shared that it was about \$2,000 previously, so this would be about a thousand dollars difference.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

10. CURRICULUM/ EDUCATIONAL

10.1 2024-2025 KidVentures Therapy Service Provider Agreement

A motion by Jessica Whitmoyer and seconded by Gena Maize that the Millville Area School Board consider and approve the 2024-2025 Service Provider Agreement between Millville Area School District and KidVentures Therapy, Inc.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

10.2 IU 17 BLaST CAOLA Agreement 2024-2025

A motion by Heather Mausteller and seconded by Greg Hemsarth that the Millville Area School Board consider and approve the Agreement with IU 17 BLaST CAOLA to provide the Millville Area School District with eQUIP Online Learning Services for the 2024-2025 school year.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

10.3 Accounting Occupational Advisory Committee Membership

A motion by Heather Mausteller and seconded by Gena Maize that the Millville Area School Board consider and approve the membership of the following individuals to the Accounting Occupational Advisory Committee (OAC): Jeffery Arnold (Senior Executive V.P. of Finance and Risk Management at Journey Bank); Dr. Mike Shapeero (Professor of Accountancy at Commonwealth University); Chris Berleth (President of the Columbia Montour Chamber of Commerce; Derek Crayton (Underwriter at Millville Insurance Company); Chad J. Roeder, CPA (Manager at McKonly & Asbury Tax Assurance Consulting Accounting); Tonya Smith (Director at the Foundation of Columbia Montour Chamber); Christian Stackhouse (Gordner Coombs Insurance); and Jason Starr (Owner of Starr Portables, LLC).

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

10.4 Accounting Occupational Advisory Committee Minutes

A motion by Gena Maize and seconded by Jessica Whitmoyer that the Millville Area School Board consider and approve the May 14, 2024 minutes of the Millville Accounting Occupational Advisory Committee (OAC) meeting.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

11. PERSONNEL AND ACTIVITIES

11.1 Appoint Elementary Principal

A motion by Greg Hemsarth and seconded by Heather Mausteller that the Millville Area School Board consider and approve BRANDON GORDNER, as Elementary School Principal with a salary of \$75,000 beginning July 1, 2024.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

11.2 Administrator Transition Agreement

A motion by Gena Maize and seconded by Susan Myers that the Millville Area School Board consider and approve the Administrator Transition Agreement between Millville Area School District and the newly appointed Elementary Principal Brandon Gordner for transitional days from June 10, 2024 to June 30, 2024 to acclimate himself to the district at a daily per diem rate of \$284.46.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

11.3 Appointment Administrative Assistant for Payroll and Benefits

A motion by Susan Myers and seconded by Gena Maize that the Millville Area School Board consider and approve the appointment of Dawn Seibert as Administrative Assistant for Payroll and Benefits at a salary of \$16.15 per hour.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

11.4 Resignation - Agnello

A motion by Gena Maize and seconded Jessica Whitmoyer that the Millville Area School Board consider and approve acceptance of the resignation notice from EMILY AGNELLO as Secondary Social Studies Teacher, effective August 1, 2024.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

11.5 Resignation - Bricker

A motion by Heather Mausteller and seconded by Susan Farr that the Millville Area School Board consider and approve acceptance of the resignation notice from KORRINNE BRICKER as Paraprofessional, effective June 4, 2024.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

11.6 FMLA

A motion by Jessica Whitmoyer and seconded by Gena Maize that the Millville Area School Board consider and approve FMLA for employee #832 beginning on or about August 26, 2024 for a maximum period of 12 weeks.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

11.7 Leave of Absence

A motion by Gena Maize and seconded by Susan Myers that the Millville Area School Board consider and approve a leave of absence for employee #832 beginning at the conclusion of a 12 week FMLA on or about November 21, 2024 through February 17, 2025. Approximately 24 sick 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 failed by roll call vote. 0 Yes; 9 No (W. Berger, M. Deihl, S. Farr, M. Farrell, G. Hemsarth, G. Maize, H. Mausteller, S. Myers, J. Whitmoyer); 0 Absent

11.8 Unpaid Leaves of Absence

- 11.8 A - A motion by Susan Myers and seconded by Greg Hemsarth that the Millville Area School Board consider and approve retroactively (.5) a half unpaid leave day, May 30, 2024 for employee 702.
 - The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent
- 11.8 B - A motion by Gena Maize and seconded by Heather Mausteller that the Millville Area School Board consider and approve retroactively five (5) unpaid leave days on May 17, 2024 and May 20-23, 2024 for employee 271.
 - The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent
- 11.8 C - A motion by Gena Maize and seconded by Susan Farr that the Millville Area School Board consider and approve an extension of an unpaid leave from June 3, 2024 to approximately August 1, 2024 for employee 1014.
 - The motion failed by roll call vote. 3 Yes; 6 No (W. Berger, M. Deihl, S. Farr, G. Maize, H. Mausteller, S. Myers); 0 Absent

11.9 Additional ESY Staff - Summer 2024

A motion by Greg Hemsarth and seconded by Gena Maize that the Millville Area School Board consider and approve the following additional Extended School Year (ESY) staff: MERCEDES SYLVESTER, CHERYL PARKER, KATIE KISSINGER, and KELLI MORRIS.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

11. ADJOURNMENT

A motion by Heather Mausteller and seconded by Greg Hemsarth to adjourn the meeting. The meeting adjourned at 7:42 pm. After adjournment, the Board reconvened an Executive Session for personnel matters.

Chelsea Rosenberger
Assistant Board Secretary