
MILLVILLE AREA SCHOOL DISTRICT

330 East Main Street
Millville, PA 17846

MINUTES OF THE MILLVILLE SCHOOL DISTRICT BOARD MEETING

MONDAY, JANUARY 27, 2025

The Millville Area School Board held their regular business meeting on Monday, January 27, 2025 in the Millville Jr./Sr. High School Library beginning 7:03 pm. Prior to the meeting, the Board met for an Executive Session to discuss legal and personnel matters.

1. ROLL CALL

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

Also present were Joseph Rasmus, Superintendent; Dee Davis, Director of Student Services; Brandon Gordner, Elementary Principal; Matthew Mills, Secondary Principal; Alexa Longacre, Director of Interventional Supports; Dyson Savage, Director of Technology; Matthew McWilliams, Supervisor of Buildings and Grounds; and Chelsea Rosenberger, Board Recording Secretary.

2. GUEST RECOGNITION AND COMMENTS

Guests Jennifer Bodnar, Alex Cavallini, Christopher Sassaman, Megan Hippenstiel, Gwen Utt, Wendy Faatz, Nicole Hall, Sierra Barton, Stacy Barton, Bob Barton, Kayleen Jenkins, Klohe Faatz, Lindsey Shultz, Emily Bloom, Marissa May, and Michael May all signed the register but did not request to speak.

- Mr. Mills recognized the Agriculture Teacher, Mrs. Nicole Hall, who gave a presentation about student Sierra Barton receiving her Keystone Degree, along with recent graduate Karissa Dunn. She shared the newspaper articles and recognized Sierra for this prestigious accomplishment. The Board congratulated Ms. Barton for her achievements.

3. SUPERINTENDENT'S REPORT

Board Recognition

- Mr. Rasmus began his report by taking the time to express his gratitude and appreciation for the Board for their service to the school and community. He shared certificates of recognition with the Board members as a token of thanks.

2025-2026 Professional Development Priorities

- Mr. Rasmus thanked the teachers in attendance that evening for the meeting and for their attendance at the recent Curriculum Committee meeting. He shared that administration has reviewed the data from the various assessments given to students to help inform the curriculum and professional development priorities in the 2025-2026 school year.
- Mr. Rasmus explained that there would be professional development on data driven strategies, continuing to work on small group initiatives, and a focus on text dependent analysis. He shared that, according to our data, text dependent analysis is an area where our students do not seem to be performing well. Therefore, the district would be collaborating with the CSIU 16 to provide professional development on this focus area, including utilizing the program Writing Revolution with the Elementary School to hone in on writing skills.
- Mr. Rasmus shared that the district would not be employing the Penn Literacy Network again for the next year but that administration would be picking up the development where they left off in the 2025-2026 school year.
- Then, Mr. Rasmus explained that the district would be looking at the STEELS standards for science, especially with the field-testing happening next year for grades five and eight.

- Finally, Mr. Rasmus shared that the administrative team is looking into the technology needed for students who would be taking the state assessments digitally in the 2025-2026 school year, adding that there would need to be a focus on typing and will include professional development for teachers on how to embed the Chromebook in daily instructional practice.

District Office Proposal

- Next, Mr. Rasmus reviewed the recent discussion from the Buildings and Grounds Committee regarding the potential movement of the district office. He explained that there has been discussion about moving the office and staff to the high school to the classrooms adjacent to the library. Additionally, this would mean that the district would be closing a student bathroom to create a unisex bathroom for staff.
 - Mr. McWilliams commented that the largest concern with the present location of the district office is the front entrance ramp and the porch. He explained that he had reached out to some vendors for pricing on making the ramp concrete and that it would total about \$14,000, not including the handrail.
 - Mr. McWilliams added that the pricing he received to move the wall in the high school to accommodate the proposed new office location would be about \$8,000. However, he said that the pricing to fix the kitchen and non-ADA-compliant bathroom in the current district office was considerable.
 - Mr. Rasmus commented that the total to renovate the current district office was close to \$100,000 if that is how the Board would like to proceed.

Morning Student Drop-Off Review

- Mr. Rasmus then reviewed the drop-off procedures for parents in the morning as was sent out previously. He explained that there was a concern about students being dropped off well before 7:40 am when they should be arriving, and that the district would need to remind parents of this policy for safety and personnel reasons. He encouraged families to adhere to the established times and for faculty to alert administration about students who are arriving too early.

Elementary Learning Lab Proposal

- Then, Mr. Rasmus shared with the Board that the district, along with most other districts, is having a hard time with attaining substitute teachers. He explained that at the high school, students can be supervised in large study hall spaces, but at the elementary school, this was not possible due to the needs of Elementary students. Mr. Rasmus explained that the administrative team has been discussing a potential Elementary School learning lab whereby two classrooms of students would be supervised by one substitute utilizing the district's digital resources. This may happen by the substitute working with one classroom of students while the other class is utilizing a digital curricular resource and vice versa. He explained that this was still a topic for discussion.

IV Baseball Team/Coach

- Next, Mr. Rasmus explained that the district has a good problem in that we have too many students signed up to play varsity baseball for one singular team. He shared that this has resulted in the need for an additional assistant coach to manage a junior varsity team and that the district would shortly be posting for this position.

Update on Paving Project

- Mr. Rasmus then shared an update on the pavement project previously discussed by the Board. He explained that the Board was looking to repave the road from Chestnut Street in front of the high school to the speed bump, then from the end of the stadium road up to the end of the sidewalk near the Elementary School Gymnasium. He explained that initially the district was going to bid out the project differently until an individual from the state came to inspect the property and create specifications for this project.

Inclement Weather Days

- Next, Mr. Rasmus explained to the Board and community members present that the district had to recently delay and call off school due to a variety of weather related concerns. He further explained that oftentimes the conditions are different in Millville compared with neighboring districts. Previously, he shared that the Board did not want to have Flexible Instruction Days (FID) whereby students would access virtual instruction, either in an asynchronous or synchronous model. Mr. Rasmus explained that previously the Board was concerned about the toll this takes on families and was not interested in this model. However, since last discussed, he shared that there have been a variety of newer more accessible models that the district may want to consider so that we do not have lose more time off school. He concluded by stating that this may be an internet connectivity issue for some families and that if the Board wanted to reconsider this, we would have to apply for it in advance of next school year. It would not take affect if approved until the 2025-2026 school year.

2025-2026 - Calendar

- Mr. Rasmus concluded his report by sharing with the Board and community that there was a newly updated version of the proposed calendar before them for consideration that evening because the previously proposed version had an error and was inconsistent with the new professional staff collective bargaining agreement.

4. ADMINISTRATIVE REPORTS

4.1 Administrative Reports

- Members of the administration had previously submitted their reports for the consideration of the Board.

Director of Interventional Support – Mrs. Alexa Longacre

- Mrs. Longacre wanted to highlight information about the Aevium Club and a recent presentation by the club to the entire High School. She explained that she was so impressed by the students and their desire to share with their peers about creating a safer environment at school for everyone. Mrs. Longacre commented that it was profound and well received by their peers. She expressed a huge thank you to Ms. Schroy and Mrs. Uranko for their work with these students to create such a meaningful presentation.

Director of Student Services – Mrs. Dee Davis

- Mrs. Davis wanted to highlight a recent presentation she attended at the CSIU with Carole Clancy, the head of special education for the state of Pennsylvania. At the meeting, Ms. Clancy noted that Millville has always been a district with higher numbers of students receiving special education services and that the state as a whole is seeing a large increase in numbers, in tandem with the numbers for the district. She explained that this increase would affect the district fiscally with less funding coming in to support these students.
 - Mrs. Longacre added that it was noted at the meeting a concern specifically with the numbers for students with emotional disturbance increasing.

Elementary Principal – Mr. Brandon Gordner

- Mr. Gordner then highlighted a recent presentation made to faculty at the January 13th faculty meeting regarding mental health. He explained that the CSIU came and presented a video to faculty featuring our students speaking on mental health concerns in our school. He explained that it was eye opening to watch the Elementary staff hear from former students and hold discussions about behaviors that they may have been witnessed at those younger ages related to the present-day concerns. Additionally, the staff discussed some coping mechanisms that they are seeing among current students, including hiding in the bathroom to deal with anxiety and stress. He commented that the creation of a potential 5th and 6th grade lounge might be a good alternative safe place for students to go when they are experiencing feelings like this.

Secondary Principal – Mr. Matthew Mills

- Mr. Mills wanted to give a shout out to student musician, Ms. Haydee Stout for her placement as first chair for District Orchestra as well as earning the PMEA District IV scholarship. Additionally, he congratulated Ms. Keira Smith for her college acceptance and for students named as achieving County Band attendance.
- Mr. Mills then shared with those present that course selections have begun and teachers have started making their recommendations for courses.
- Finally, Mr. Mills shared that the winter sports season was ending with the girls' basketball team ranked as fourth and the boys' basketball team ranked as seventh in the Mid-Penn Conference.
 - Ms. Maize thanked the administrative team for their reports and for sharing the wonderful things happening with students, asking that the reports come in sooner to be included with the first draft of the agenda.

5. REPRESENTATIVE REPORTS

CMAVTS – Mrs. Susan Farr & Mr. Greg Hemsarh

- Mrs. Farr shared that the principal at CMAVTS had recently resigned and that now the school was looking for an Interim Principal and would be beginning the hiring process once again for that position. She shared that CMAVTS is working on a greenhouse project and that the floors were recently completed in the field house. She explained that in the next few years, a new sewer line would be needed and that the school was looking into a new generator for when the power goes out. Next, Mrs. Farr shared that CMAVTS is looking to start a new adventure club, which will be all about the outdoors for students. Finally, she explained that the Joint Operating Committee was reviewing the first draft of the CMAVTS 2025-2026 budget and that once approved by the JOC; they would be making presentations at the sending school district meetings.

CSIU – Mrs. Susan Myers

- Mrs. Myers shared that the CSIU Board of Directors held a normal meeting, highlighting the coasters created by students from the work foundations program for each director. Additionally, she explained that the Board would need to nominate another member to take her position on the CSIU Board.

6. APPROVAL OF BOARD MINUTES

6.1 January 13, 2025 - Board Meeting Minutes

A motion by Susan Farr and seconded by Gena Maize that the Millville Area School Board approve the January 13, 2025 Millville Area School District Board meeting minutes.

The motion carried by voice vote. 7 Yea; 0 Nay; 2 Absent

7. BUDGET AND FINANCE

Combined Consent 7.1 & 7.3

A motion by Greg Hemsarh and seconded by Gena Maize that the Millville Area School Board consider and approve the combined recommended action as presented.

- 7.1 Expenditures
 - A motion to consider and approve January 27, 2025 general fund expenditures in the amount of \$404,672.67, cafeteria expenditures in the amount of \$19,191.68 and athletic expenditures in the amount of \$2,108.00.
- 7.3 PFM Financial Advisors, LLC Engagement
 - A motion for consideration and approval of an agreement of engagement with PFM Financial Advisors, LLC to serve as financial advisor to the Millville Area School District, to include services such as financial planning, budget and strategic advice and planning

as well as policy development and services related to debt issuance, as applicable and outlined in the agreement.

The combined motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

8. POLICY / GOVERNANCE

Combined Consent 8.1 – 8.2

A motion by Greg Hemsarh and seconded by Jessica Whitmoyer that the Millville Area School Board consider and approve the combined recommended action as presented.

- 8.1 Development of a Safety Committee
 - A motion to consider and approve development of a Safety Committee to review Millville Area School District safety concerns.
- 8.2 First Reading Updated Policy 115
 - A motion to consider and approve the first reading of the updated MASD Policy 115: Career and Technical Education.

The combined motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

9. ADMINISTRATIVE ITEMS

Combined Consent 9.1 – 9.2

A motion by Heather Mausteller and seconded by Gena Maize that the Millville Area School Board consider and approve the combined recommended action as presented.

- 9.1 - 2024-25 PCCD School Safety and Security Grant Approval
 - A motion to consider and approve the acquisition of all items and services outlined in the 2024-25 PCCD School Safety and Security Grant Application including the installation of seven proximity access points for indoor classroom access and upgraded technology for HS library doors for a total cost not to exceed \$48,154.24 from the PEPPM Cooperative Purchasing Program (Subsidized with PCCD Grant Subsidy).
- 9.2 - Center of Safe Schools Subscription Services
 - A motion to consider and approve subscription services to the Center of Safe Schools for the Advanced School Security Solutions Bundle (80 hours of professional services) for a cost of \$10,000. The Center of Safe Schools will provide services that include, but are not limited to: Virtual and onsite professional development; Review and update of mandated school safety documents; All Hazards Planning; and Ongoing support and guidance to implement safety measures, conduct drills and refine emergency response protocols and strategies. (Funded with PCCD Grant Subsidy).

-Mr. Hemsarh asked how much of the PCCD grant projects would be covered by the grant subsidy.

-Mr. Rasmus answered that this is only part of the total list of projects to be presented but that all of the projects presented to the Board under this grant were fully funded by the subsidy.

The combined motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

10. CURRICULUM / EDUCATIONAL

Combined Consent 10.1 – 10.6

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

- 10.1 - 2025-2026 MASD School Calendar
 - A motion to consider and approve the proposed 2025-2026 Millville Area School District Calendar.
 - Ms. Maize asked for clarification on the number of Act 80 days.
 - Mr. Rasmus answered that the intent was to lessen the amount of Act 80 days, but under the new professional staff collective bargaining agreement, the days

allotted for teacher in-service is limited, thus resulting in the need for more Act 80 days for prioritized professional development.

- 10.2 - 2025-2026 Millville Jr/Sr High School Course Booklet
 - A motion to consider and approve the 2025-2026 Millville Jr/Sr High School Course Booklet.
 - Ms. Maize asked if there were any notable changes to the course booklet.
 - Mr. Mills answered that there were some changes, noting the removal of a redundant computer course and subsequent graduation credit requirement; the addition of a course for a French elective; changes related to the re-alignment of CTE courses based on the findings in our most recent audit; and a new dystopian literature course, as mentioned in the recent Curriculum Committee meeting.
- 10.3 - 2025-2026 Millville Middle School Course Booklet
 - A motion to consider and approve the 2025-2026 Millville Middle School Course Booklet.
- 10.4 Curricular Excursions & Field Trips
 - A motion to consider and approve the curricular excursions and trips as presented. District will sponsor field trip costs up to the \$20 per student threshold, as indicated in the Millville Area School District Administrative Regulation 121-AR-1: Field Trips, Curricular Excursions, and Community Based Instruction.
 - 10.4 A - February 12, 2025 - 1st Grade Trip to Bloomsburg Children's Museum - Anderson
 - 10.4 B - February 19, 2025 - 3rd Grade Trip to Bloomsburg Children's Museum - Coleman
 - 10.4 C - February 21, 2025 - Kindergarten Trip to Bloomsburg Children's Museum - Fry
 - 10.4 D - February 19-22, 2025 - PMEA Central Region Orchestra Festival - Sweeney
 - 10.4 E - March 13, 2025 - K'Nex Competition - Miller
 - 10.4 F - March 19, 2025 - Temple Grandin Presentation - Hall
 - 10.4 G - March 23, 2025 - State Legislative Leadership Conference - Hall
 - 10.4 H - May 16, 2025 - Ag Safety Day - Hall
- 10.5 - Waiver of Expulsion Hearing and Stipulation - Student 35281
 - A motion to approve the Waiver of Expulsion Hearing and Stipulation for student #35281, as outlined in the agreement.
- 10.6 - MOU - Junior Achievement YES! Day Program
 - A motion to consider and approve the Memorandum of Understanding with Junior Achievement for the establishment of the JA YES! Program at Millville Area School District, as outlined in the agreement.

The combined motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

11. BUILDINGS AND GROUNDS

Combined Consent 11.1 – 11.3

A motion by Jessica Whitmoyer and seconded by Heather Mausteller that the Millville Area School Board consider and approve the combined recommended action as presented.

- 11.1 Millville Little League Facility Use - Spring 2025
 - A motion to consider and approve permission for Millville Little League to use the Elementary School Cafeteria for practices during preseason from February 24 - April 10, 2025 from 5:00 - 8:00 pm on Mondays through Thursdays in the Elementary School Cafeteria, when not in use by MASD athletic teams. Pending receipt of \$100 refundable deposit as per Administrative Regulation 707-AR-3.

- 11.2 Blue Quake Soccer Facility Use - Spring 2025

- A motion to consider and approve allowing Blue Quake Soccer to use the EIEIO Soccer Fields on Saturdays starting March 1, 2025 through June 14, 2025 from 5:45 pm to 7:45 pm for practices and on Sundays starting April 13, 2025 through June 22, 2025 from 11:00 am to 6:00 pm for games, with usage fees for custodial coverage and facilities, \$100 refundable deposit, and costs incurred for portable restroom consistent with Administrative Regulation 707 AR-3 District Facilities Fee Schedule.

- 11.3 Disposal Approval

- A motion to consider and approve disposal of obsolete technology items.

The combined motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

12. PERSONNEL AND ACTIVITIES

12.1 Stipend for Additional Responsibilities to Support Payroll and Benefits

A motion by Greg Hemsarh and seconded by Susan Myers that the Millville Area School Board consider and approve a stipend in the amount of \$9,000 to Ms. Whitney Holloway for providing necessary support to maintain payroll and benefits services from March 8, 2024 to current.

The motion carried by roll call vote. 5 Yes; 2 No (G. Maize, J. Whitmoyer); 2 Absent

Combined Consent 12.2 – 12.8

A motion by Greg Hemsarh and seconded by Gena Maize that the Millville Area School Board consider and approve the combined recommended action as presented.

- 12.2 Resignation - Starr

- A motion to consider and approve acceptance of the resignation notice from SAMANTHA STARR as Elementary Teacher. The district may retain the teacher for up to 60 days or until a suitable replacement is identified.

- 12.3 Resignation - Butler

- A motion to consider and approve acceptance of the resignation notice from ERIN BUTLER as School Social Worker. The district may retain the teacher for up to 60 days or until a suitable replacement is identified.

- 12.4 Retirement - W. Monroe

- A motion to consider and approve accepting with gratitude the notice of retirement from WAYNE MONROE, effective June 6, 2025.

- 12.5 FMLA

- A motion to consider and approve FMLA for employee #668 beginning on or about February 13, 2025 for up to 60 work days through June 30, 2025 pending the receipt of a doctor certification necessitating the leave. The FMLA will run concurrent with the use of sick time and personal days.

- 12.6 FMLA

- A motion to consider and approve FMLA for employee #65 beginning on or about January 30, 2025 through March 13, 2025. The FMLA will run concurrent with the use of sick time and personal days.

- 12.7 Paraprofessional - Leiby

- A motion to consider and approve appointing BONNIE LEIBY, as a paraprofessional at the rate of \$11.40 per hour, clearances on file.

- 12.8 CSIU Guest Teacher Substitutes

- A motion to retroactively approve ALAINYA SHERWOOD, as a CSIU Guest Teacher Substitute for the 2024-2025 school year and approve EMILY QUINN as a CSIU Guest Teacher Substitute for the 2024-2025 school year, pending receipt of clearances and all necessary documentation.

The combined motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

12.9 Spring Co-Curricular Personnel 2024-2025

A motion by Greg Hemsarh and seconded by Susan Myers that the Millville Area School Board postpone the recommended action as presented to February 10, 2025 regular business meeting.

- A motion to consider and approve the additional Co-Curricular Personnel recommendations for the 2024-2025 school year as presented.
 - 12.9 A - Jesse Zeisloft - Appoint as a Varsity Baseball Volunteer Assistant Coach for the spring 2025 athletic season, pending receipt of all necessary documentation.
 - 12.9 B - Nathan Watson - Appoint as a Varsity Baseball Volunteer Assistant Coach for the spring 2025 athletic season, pending receipt of all necessary documentation.
 - 12.9 C - Hayden Weaver - Appoint as a Varsity Baseball Volunteer Assistant Coach for the spring 2025 athletic season, pending receipt of all necessary documentation.
 - 12.9 D - Jacob Fought - Appoint as a Varsity Baseball Volunteer Assistant Coach for the spring 2025 athletic season, pending receipt of all necessary documentation.
 - 12.9 E - Michael Farrell - Appoint as a Varsity Softball Volunteer Assistant Coach for the spring 2025 athletic season, pending receipt of all necessary documentation.
 - 12.9 F - Michael Miguelez - Appoint as a Junior High Girls Soccer Volunteer Assistant Coach for the spring athletic season, pending receipt of all necessary documentation.
 - 12.9 G - David Kolk - Appoint as a Junior High Girls Soccer Volunteer Assistant Coach for the spring athletic season, pending receipt of all necessary documentation.
 - 12.9 H - Conner Musser - Appoint as a Junior High Boys Soccer Volunteer Assistant Coach for the spring athletic season, pending receipt of all necessary documentation.

The motion to postpone the recommended action carried by voice vote. 7 Yea; 0 Nay; 2 Absent

12.10 Additional Transportation Driver Approval

A motion by Greg Hemsarh and seconded by Gena Maize that the Millville Area School Board consider and approve the additional Rhinard Transportation Driver, TRACEY MUSSELMAN for the 2024-2025 school year, pending receipt of all clearances and necessary documentation.

The motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

12.11 MASD Employee Driver Approval

A motion by Heather Mausteller and seconded by Gena Maize that the Millville Area School Board consider and approve MERCEDES SYLVESTER, as a driver of MASD vehicles.

The motion carried by roll call vote. 7 Yes; 0 No; 2 Absent

CLOSING DISCUSSION

- Mr. Hemsarh proposed that the Board consider moving to a Committee of the Whole model for board meetings. He explained that this would mean that the Board would meet once a month only for business meetings while the other weeks would be all of the Committees meeting on one night.
 - Mr. Rasmus commented that he has worked under a number of models and that there are pros and cons to each that he has seen.
 - Ms. Maize added that this may be helpful.
 - Mrs. Farr was open to the discussion.
 - Mrs. Emily Bloom from the public appreciated that there would be only one potential meeting to attend rather than multiple a month.
 - Mr. Alex Cavallini from the public asked if the Board would be able to get through all discussions and topics in three to four hours.
 - The Board discussed the pros and cons of this idea.

- Mr. Rasmus commented that the reason it was not used previously was due to the need for bills to be paid in a timelier manner than once a month. He explained that the Board would need to give Mrs. Holloway the ability to pay bills in between meetings as has been done previously in the summer and over Christmas break. Finally, he said that he would need to consult the solicitor on this topic.
- Ms. Maize then asked that the budget process be articulated in written form for the Board and public.
 - Mr. Rasmus explained that he did send an email outlining this process.
 - Ms. Maize asked that the Board be given a bulleted outline of the steps in the process for transparency purposes.

13. ADJOURNMENT

A motion by Heather Mausteller and seconded by Gena Maize to adjourn the meeting. The meeting adjourned at 8:08 pm.



Whitney Holloway, Board Secretary



Chelsea Rosenberger, Board Recording Secretary