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MILLVILLE AREA SCHOOL DISTRICT

330 East Main Street  
Millville, PA 17846

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MINUTES OF THE MILLVILLE SCHOOL DISTRICT BOARD MEETING

MONDAY, FEBRUARY 10, 2025

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The Millville Area School Board held their regular business meeting on Monday, February 10, 2025 in the Millville Jr./Sr. High School Library beginning 7:02 pm. Prior to the meeting, the Board met for an Executive Session to discuss emergent personnel matters.

**1. ROLL CALL**

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

Also present were Joseph Rasmus, Superintendent; Whitney Holloway, Business Manager/ Board Secretary; 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 Gwen Utt, Wendy Faatz, Jason Gottstein, Mike Yashimski, Steph Zenzel, Jess Rider, Brit Rider, Jace Rider, Morgan Pease, Hope Clark, Blake Hall, Ero Guinther, Eyer Allen, Aiden Llewellyn, Collin Whitmoyer, Christopher Sassaman, Corey Whitmoyer, Kelly Llewellyn, Alex Cavallini, Shanna Haden, and Paul Haden all signed the register.*

- Junior High athletes all presented written statements. Collin Whitmoyer opened by sharing a request with the Board to consider approving the use of the stadium by junior high spring sports for all games. He shared that the stadium is a beautiful facility, belonging to the school and taxpayers if we allow the students and taxpayers to use it. Then, Aiden Llewellyn spoke requesting the use of the stadium, citing the advantages for sponsorships and charging a small fee to offset the cost of additional game workers. Next, Eyer Allen requested that the district use the resources they are paying to maintain, adding that when the weather is bad, the teams will use the practice fields to keep from damaging the stadium field. Morgan Pease then added that allowing for evening game use would get more parents and community members in the stands as well as more revenue through the concession stand. Hope Clark then cited more parent involvement and those parents could potentially act as game workers, taking admission fees, etc. on a volunteer basis. Then Blake Hall explained that allowing junior high athletes to play games in the stadium would preserve the true purpose of the facility as it is currently underutilized and would encourage increased crowd support and energy. Ero Guinther shared that it would also provide fans with better seating and visibility of the games with enough room for referees and that both fans and athletes would be in a safer and more comfortable environment with a top-notch surface.
  - Mrs. Myers thanked the students for an excellent presentation to the Board.
- Then, Dr. Shanna Haden and Mr. Paul Haden asked to share some concerns with the Board. Dr. Haden explained that she had concerns about ADA compliance at the high school as her student who was recently on crutches was forced to walk up the stairs instead of being allowed to use the handicap entrance and asked that this be addressed. Additionally, she shared a concern about nursing coverage, citing a shortage that day and a broader concern for field trip coverage. Finally, she explained her concern about the high turnover rate recently and that the board should be looking into that.

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

#### **Guaranteed Energy Savings Project Update**

- Mr. Rasmus began his report with a brief review of the approved Guaranteed Energy Savings Project and shared that the team would be meeting for a kickoff call on February 19, 2025 with the project manager.
- He explained that the district approved PFM as our financial consultants for this project and the process has begun with them to explore financing options.
- Finally, he shared that this project would next be updated at the Buildings and Grounds Committee meeting on March 5, 2025.

#### **Safety Committee Update**

- Next Mr. Rasmus shared an update from the recent Safety Committee meeting wherein the Committee reviewed the options for school security and the potential models taken by other local districts.
- He explained that the Committee wanted to hear information from other local school districts who utilize these various models.

#### **Medical Marijuana**

- Mr. Rasmus then shared with the Board that the district will be looking into developing a new policy regarding the use of medical marijuana for staff and students.

### **4. BUSINESS MANAGER'S REPORT**

- Mrs. Holloway had previously submitted her report for the consideration of the Board, but she wanted to note that she is working through the budget process currently and that the district is on target to have the information from the administration by February 21, 2025. She added that after that point, she would be scheduling a Finance Committee.

### **5. APPROVAL OF BOARD MINUTES**

#### **5.1 January 27, 2025 Board Meeting Minutes**

A motion by Greg Hemsarth and seconded by Matthew Deihl that the Millville Area School Board consider and approve the minutes of the January 27, 2025 Millville Area School District Board meeting. The motion carried by voice vote. 7 Yea; 0 Nay; 2 Absent

### **6. BUDGET AND FINANCE**

#### **6.1 Expenditures**

A motion by Greg Hemsarth and seconded by Heather Mausteller that the Millville Area School Board consider and approve February 10, 2025 general fund expenditures in the amount of \$33,983.78 and athletic expenditures in the amount of \$1,121.00.

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

#### **6.2 Disabled Veterans Real Estate Tax Exemption**

A motion by Heather Mausteller and seconded by Greg Hemsarth that the Millville Area School Board consider and approve Real Estate Tax Exemption for disabled veteran SUSAN MELLINGER.

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

#### **6.3 Athletic Donation**

A motion by Heather Mausteller and seconded by Greg Hemsarth that the Millville Area School Board consider and approve the acceptance of a donation of \$1,500 from The Millville American Legion for the Boys Baseball Team costs.

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



## **7. POLICY / GOVERNANCE**

### **7.1 Second and Final Reading Updated Policy 115**

A motion by Greg Hemsarh and seconded by Michael Farrell that the Millville Area School Board consider and approve the second and final reading of the updated MASD Policy 115: Career and Technical Education.

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

## **8. ADMINISTRATIVE ITEMS**

### **8.1 Strawbridge Studios Photography Agreement**

A motion by Greg Hemsarh and seconded by Heather Mausteller that the Millville Area School Board consider and approve the agreement with Strawbridge Studios, Inc. for school photography services in the 2025-2026, 2026-2027, and 2027-2028 school years.

- Mrs. Mausteller asked if this was the current vendor for photography services.
- Mr. Rasmus answered that yes, the district has used this vendor the last few years.
- Mr. Hemsarh asked if there were other options.
- Mr. Rasmus answered that yes, there were other options but that we have not had nearly as many issues as we had with the previous vendor.

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

### **8.2 CSIU 2025-2026 Preliminary General Operating Budget**

A motion by Greg Hemsarh and seconded by William Berger that the Millville Area School Board consider and approve the CSIU 2025-2026 Preliminary General Operating Budget.

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

## **9. CURRICULUM / EDUCATIONAL**

### **9.1 Revised 2024-2025 MASD School Calendar**

A motion by Greg Hemsarh and seconded by William Berger that the Millville Area School Board consider and approve the following revisions to the 2024-2025 District Calendar: March 10, 2025 which was formally denoted as a snow makeup day will be recognized as an instructional day for faculty, staff, and students as a result of school cancellation on February 6, 2025.

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

### **9.2 Curricular Excursions & Field Trips**

A motion by Greg Hemsarh and seconded by Heather Mausteller that the Millville Area School Board 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.

- 9.2 A - February 5, 2025 (and February 6 - 7, 2025) - District Chorus Festival - Sweeney
- 9.2 B - February 28, 2025 - 2nd Grade to Bloomsburg Children's Museum - Brandt/Flook
- 9.2 C - March 13, 2025 - Rep. Leadbeter Farmer Legislative Breakfast - Hall
- 9.2 D - May 7, 2025 - 5th Grade Field Trip - Lake Tobias - Richards/Fetterman
- 9.2 E - May 30, 2025 - 4th Grade National Civil War Museum Trip - Bodnar

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

### **9.3 CSIU 2025-2026 Driver Education Instruction and End Course Skill Test MOU**

A motion by Greg Hemsarh and seconded by William Berger that the Millville Area School Board consider and approve the Memorandum of Understanding between the CSIU and Millville Area School District for the CSIU to conduct the behind-the-wheel instruction and administer the End of Course Skills Test to students within the Millville School District in the 2025-2026 school year.

- Mr. Hemsarh asked if this was in our course booklet or if it would have to be updated and reapproved by the board.
- Mr. Rasmus answered that this program is something that the district offers but is not part of our curriculum, adding that it is not required but made available to students.

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

#### 9.4 CSIU Letter of Agreement

A motion by Heather Mausteller and seconded by William Berger that the Millville Area School Board is needed to consider and approve a Letter of Agreement with the Central Susquehanna Intermediate Unit 16 (CSIU 16) for professional development services for the 2025-2026 School Year for a cost not to exceed \$8,430.00.

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

### **10. BUILDINGS AND GROUNDS**

#### 10.1 Stadium Use by Junior High Sports

A motion by Greg Hemsarh and seconded by Michael Farrell that the Millville Area School Board consider and approve allowing the Millville Junior High Boys Soccer, Junior High Girls Soccer, and Junior High Field Hockey teams the use of the Millard C. Ludwig Stadium for all athletic competitions in the spring 2025 athletic season.

- Mr. Farrell first thanked the students for coming in to make the presentation to the Board, adding that this proposal will help with having one point of access for games.
- Mrs. Mausteller likewise thanked the students for coming but shared her concern with the cost being that she did not yet have the costs clearly ironed out.
- Mr. Hemsarh asked what further information was needed.
- Mrs. Mausteller answered that there was confusion about when the games would be, citing that the students referred to night games in their presentation, but the information she received stated late afternoon games without the need for stadium lights. Additionally, she explained that she did not have the figures for additional maintenance cost.
- Mr. Mills answered that the games were not slated to be at night, rather during the daylight hours in early afternoon. He gave the number of games for each sport. Additionally, he questioned the need for security when there is not security for any other spring games.
- Mr. Farrell commented that the additional cost would be for maintenance in lining the additional field, custodial, etc.
- Mr. McWilliams then shared some figures for the paint needed and some realities of maintenance time. He shared his concern about the rain in the spring and the potential for damage to the field with students playing on a muddy field.
- Mr. Farrell clarified that the district would need to be regularly checking and maintaining the field in the spring with these concerns.
- Mr. Brit Rider than asked if the district has considered signage at the fields for use by sponsors.
- Mr. Hemsarh answered that yes, the Board just recently approved a policy for that purpose.

The motion carried by roll call vote. 5 Yes; 2 No (W. Berger, H. Mausteller); 2 Absent

#### 10.2 PCCD Bollard Installation Project

A motion by William Berger and seconded by Heather Mausteller that the Millville Area School Board consider and approve the proposal from Gordian to complete the installation of twenty-one (21) 6" Steel Bollards at the Elementary School, per the layout, and ten (10) 6" Steel Bollards at High School, per the layout as outlined in the proposal at a total cost of \$59,349.67, to be funded with PCCD Grant Subsidy.

- Mr. Deihl asked if there was only one bid received for this project.



- Mr. Rasmus answered that the administration decided to go through the CSIU vendor consortium, and they bid out the project.
- Mr. Hemsarh commented on the high price for these items, adding that the district could purchase them pre-painted for a cheaper price.
- Mr. Deihl asked if the district were to ask the vendor to use other cheaper materials, could the savings be used for other items elsewhere.
- Mrs. Davis answered that yes, the funds could then be used elsewhere.
- Mr. Rasmus suggested that the Board could postpone this action and look at other options but that we were trying to have this ready for the project to be completed in the summer.

A motion was made by Matthew Deihl and seconded by Greg Hemsarh that the Millville Area School Board postpone the motion to consider and approve the proposal from Gordian to complete the installation of twenty-one (21) 6" Steel Bollards at the Elementary School, per the layout, and ten (10) 6" Steel Bollards at High School, per the layout as outlined in the proposal at a total cost of \$59,349.67, to be funded with PCCD Grant Subsidy.

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

Combined Consent 10.3 – 10.7

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

- 10.3 Additional Blue Quake Soccer Facility Use - Spring 2025
  - A motion is needed to consider and approve allowing Blue Quake Soccer to use the EIEIO field for their practices Monday through Friday from March 3, 2025 through June from 5:45 pm - 7:45 pm, with usage fees for custodial coverage and facilities, consistent with Administrative Regulation 707 AR-3 District Facilities Fee Schedule.
- 10.4 Journey Bank Facility Use - Teen Star Auditions
  - A motion is needed to consider and approve use of the high school auditorium, music practice rooms, and sound system on April 23, 2025 from 3:00-8:30 p.m. and on April 26, 2025 from 9:00 am - 3:00 pm for Journey Bank Teen Star Auditions, at the scheduled usage fee consistent with Administrative Regulation 707 AR-3 District Facilities Fee Schedule.
- 10.5 Mark Ludwig Soccer Academy Facility Usage 2025
  - A motion is needed to consider and approve allowing soccer field use for the Mark Ludwig Soccer Academy to hold soccer camp from June 29 - July 3, 2025, using the EIEIO and the soccer practice field from 9:00 a.m. - 12:00 p.m. and 5:00 - 8:00 p.m., at the scheduled usage fee consistent with Administrative Regulation 707 AR-3 District Facilities Fee Schedule. Ludwig will provide a portable toilet facility. Pending receipt of \$100 refundable deposit.
- 10.6 Cub Scout Pack 247 Facility Use
  - A motion is needed to consider and approve allowing Cub Scout Pack 247 to use the High School Cafeteria for their Blue and Gold Banquet on Saturday, April 5, 2025 from 2:30 pm to 7:00 pm. Pending refundable deposit, consistent with Administrative Regulation 707 AR-3 District Facilities Fee Schedule.
- 10.7 Disposal Approvals
  - A motion is needed to consider and approve the disposal requests of obsolete technology/AV items and obsolete microscopes.

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

## **11. PERSONNEL AND ACTIVITIES**

### **11.1 Resignation - Gump**

A motion by Greg Hemsarth and seconded by William Berger that the Millville Area School Board consider and approve acceptance of the resignation notice from WENDY GUMP as Elementary Teacher, effective January 27, 2025. The district may retain the teacher for up to 60 days or until a suitable replacement is identified.

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

### **Combined Consent 11.2 – 11.5**

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

- **11.2 Resignation - Seibert**
  - A motion is needed to consider and approve acceptance of the resignation notice from DAWN SEIBERT as Administrative Assistant for Payroll and Benefits, effective immediately.
- **11.3 Columnar Step Advancement**
  - A motion is needed to consider and approve the columnar step advancement of AARON MILLER, as a result of satisfactory completion of continued education requirements, in accordance with the CBA.
- **11.4 Resignation - Parker**
  - A motion is needed to consider and approve acceptance of the resignation notice from CHERYL PARKER as Paraprofessional, effective January 27, 2025.
- **11.5 Unpaid Leave - Employee 826**
  - A motion is needed to consider and approve an unpaid leave day on March 17, 2025 for employee 826.

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

### **11.6 Spring Co-Curricular Personnel 2024-2025: 11.6 A – 11.6 G; 11.6 I**

A motion by Susan Myers and seconded by Heather Mausteller that the Millville Area School Board consider and approve the additional Co-Curricular Personnel recommendations for the 2024-2025 school year as presented.

- **11.6 A - Nathan Watson** - Appoint as a Varsity Baseball Assistant Coach for the spring 2025 athletic season, pending receipt of all necessary documentation.
- **11.6 B - Jesse Zeisloft** - Appoint as a Varsity Baseball Volunteer Assistant Coach for the spring 2025 athletic season, pending receipt of all necessary documentation.
- **11.6 C - Hayden Weaver** - Appoint as a Varsity Baseball Volunteer Assistant Coach for the spring 2025 athletic season, pending receipt of all necessary documentation.
- **11.6 D - Jacob Fought** - Appoint as a Varsity Baseball Volunteer Assistant Coach for the spring 2025 athletic season, pending receipt of all necessary documentation.
- **11.6 E - Michael Farrell** - Appoint as a Varsity Softball Volunteer Assistant Coach for the spring 2025 athletic season, pending receipt of all necessary documentation.
- **11.6 F - Michael Miguelez** - Appoint as a Junior High Girls Soccer Volunteer Assistant Coach for the spring athletic season, pending receipt of all necessary documentation.
- **11.6 G - David Kolk** - Appoint as a Junior High Girls Soccer Volunteer Assistant Coach for the spring athletic season, pending receipt of all necessary documentation.
- **11.6 I - Chelsea Threlkel** - Appoint as Junior High Field Hockey Head Coach for the spring athletic season, pending receipt of all necessary documentation.

The motion carried by roll call vote. 6 Yes; 0 No; 1 Abstention (M. Farrell); 2 Absent



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MINUTES OF THE MILLVILLE SCHOOL DISTRICT BOARD MEETING

MONDAY, FEBRUARY 10, 2025

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11.6 H – Spring Co-Curricular Personnel 2024-2025

A motion by Heather Mausteller and seconded by Susan Myers that the Millville Area School Board appoint CONNER MUSSER as a Junior High Boys Soccer Volunteer Assistant Coach for the spring athletic season, pending receipt of all necessary documentation.

The motion failed by roll call vote. 0 Yes; 6 No (W. Berger, M. Deihl, M. Farrell, H. Mausteller, S. Myers, J. Whitmoyer); 1 Abstention (G. Hemsarth); 2 Absent

11.7 Commonwealth University - Bloomsburg Student Practicum Placement

A motion by Susan Myers and seconded by Michael Farrell that the Millville Area School Board consider and approve the Commonwealth University - Bloomsburg Student Practicum Placement of LORENA MARQUARDT with cooperative teacher KIM COLEMAN.

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

11.8 Volunteer Personnel

A motion by Greg Hemsarth and seconded by Susan Myers that the Millville Area School Board consider and approve the list of Volunteer Personnel for the 2024-2025 school year as presented. Current clearances and Volunteer Forms on file.

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

11.9 Leave of Absence

A motion by Michael Farrell and seconded by Matthew Deihl that the Millville Area School Board consider and approve an intermittent leave of absence, as needed, for employee #350 beginning on or about February 4, 2025 through June 30, 2025.

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

Prioritized Motion #1A – Authorization for Payroll

A motion by Heather Mausteller and seconded by Susan Myers 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. 7 Yea; 0 Nay; 2 Absent

Prioritized Motion #1B – Authorization for Payroll

A motion by William Berger and seconded by Susan Myers that the Millville Area School Board consider and approve authorizing WHITNEY HOLLOWAY, Business Manager, to facilitate payroll until an interim payroll firm can be situated by the district, at her hourly rate, up to sixteen (16) hours per payroll period.

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

Prioritized Motion #1C – Authorization for Payroll

A motion by Susan Myers and seconded by Greg Hemsarth that the Millville Area School Board consider and approve amending the minutes of the February 10, 2025 board meeting to reflect the inclusion of the aforementioned prioritized agenda item.

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

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MINUTES OF THE MILLVILLE SCHOOL DISTRICT BOARD MEETING

MONDAY, FEBRUARY 10, 2025

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**13. ADJOURNMENT**

A motion by Heather Mausteller and seconded by Greg Hemsarth to adjourn the meeting. The meeting adjourned at 7:48 pm.



Whitney Holloway, Board Secretary



Chelsea Rosenberger, Board Recording Secretary