
MINUTES OF THE MILLVILLE SCHOOL DISTRICT BOARD MEETING

MONDAY, MARCH 10, 2025

The Millville Area School Board held their regular business meeting on Monday, March 10, 2025 in the Millville Jr./Sr. High School Library beginning 7:02 pm.

1. ROLL CALL

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

Also present were Joseph Rasmus, Superintendent; Whitney Holloway, Business Manager/Board Secretary; Brandon Gordner, Elementary Principal; Matthew Mills, Secondary Principal; Alexa Longacre, Director of Interventional Supports; Matthew McWilliams, Supervisor of Buildings and Grounds; Dyson Savage, Director of Technology; and Chelsea Rosenberger, Board Recording Secretary.

2. GUEST RECOGNITION AND COMMENTS

Guests Heidi Brandt, Emily Bloom, Wendy Faatz, Klohe Faatz, Kayleen Jenkins, Gwen Utt, JD Stanley, Chandra Johnson, Alex Cavallini, Christopher Sassaman, Anthony Preston, and Lindsey Shultz all signed the register but none requested to speak.

3. SUPERINTENDENT'S REPORT

Buildings & Grounds Committee

- Mr. Rasmus began his report by reviewing the bollard project quotes with the public. He explained that the Buildings and Grounds Committee reviewed them closely at their recent meeting and were recommending the Gordian quote previously postponed by the Board. He shared that the Committee felt the Gordian quote was optimal because this vendor allowed us to forego the formal bidding process and therefore, all associated costs with that process.

District Office

- Mr. Rasmus then shared with the Board and those present that the Buildings and Grounds Committee discussed the next steps on the proposed district office location project and that earlier in that day, architects came to create a proposal on the scope of work for the project.
 - Mr. Berger asked what the name was of the architect firm.
 - Mr. Rasmus answered that it used to be Strosser, Baer, but now their name is Marotta/Main architects.

Baseball Scoreboard

- Mr. Rasmus explained that the quote on the agenda for consideration of the Board on the baseball scoreboard was for the scoreboard only, not including installation. He shared that the administrative team will need to get information together about the installation of the scoreboard.

Finance Committee

- Mr. Rasmus then shared that the Board Finance Committee recently met to talk about the Guaranteed Energy Savings Project and financing options available for the project.

iReady/Curriculum Associates

- Mr. Rasmus explained that on the agenda that evening, there was a quote from iReady for renewal and purchase of iReady materials through Curriculum Associates. He shared a packet of information with the Board detailing the cost from three years ago as well the new quote. Included in the packet, there was also information regarding student data and the improvement of growth scores for math in Elementary grades. Mr. Rasmus explained that the growth scores

have increased every year since the implementation of iReady. Additionally, our scores have exceeded the state growth standard.

4. BUSINESS MANAGER'S REPORT

Garrett Moore of PFM

- Mr. Garrett Moore of the PFM Financial Advisors firm made a presentation to the Board regarding financing options available to the district for the Schneider Electric Guaranteed Energy Savings Project. He shared that PFM is an independent wealth management firm and that they assist districts in looking at existing debt to generate savings as well as capital planning and structuring any borrowings for capital projects to make the most informed decisions. Mr. Moore explained that one benchmark for the economy and the broader financial market is the ten-year treasury, adding that based on this, it is still a relatively attractive time to borrow money. He shared that schools are allowed to borrow money at the tax-exempt rate but must comply with the rules for doing so. With all of this, PFM was not recommending that the district refinance at this time. Additionally, the borrowing length for the project must stay within the useful life of the project, with a maximum cap of 20 years for GESA projects such as this one whereby the savings from the project are simply to offset other energy costs.
- Mr. Moore then explained the dual track approach to financing that PFM was recommending. He explained that PFM will solicit proposals from local and state banks in real time to present to the Board as well as the bond projections to decide what is the best financing option for the district. For most, he shared, the needs are different with each entity PFM represents.
- Next, Mr. Moore reviewed some interest earning opportunities for the district. He explained that the district is earning a significant amount from the current interest rates on our reserves, adding that for example, a two million project could earn about \$90,000 annually. Additionally, the district is able to earn interest on borrowed funds while waiting for them to be expended. Mr. Moore shared a slide with the district's current outstanding indebtedness.
- Mr. Moore then reviewed several slides with different borrowing amounts compared with district's reserve contribution. He showed on each slide the two options for repayment. The first option would be payments made over 20 years at an equal rate throughout the term. The second option showed a deferment period with smaller payments until later in the term where the payment becomes more significant.
 - Mr. Hemsarth asked if with the second option, was the goal to maintain the borrowing amount as level with the years changing.
 - Mr. Moore answered that yes, it is a state requirement to be amortizing the debt and keeping it equal to the previous years. He added that from the time that the district agrees to move forward, it takes about 60 to 90 days from start to finish in the process.
 - Mr. Rasmus then asked if Mr. Moore could explain the process by which the district would reimburse itself.
 - Mr. Moore answered that yes, there is a resolution draft that could be adopted by the Board that would allow the district to reimburse itself for any expenses paid before the loan and bond proceeds are attained in the district accounts and available to use. He explained that this resolution would have a 60-day look back period as well as anything moving forward, adding that this does not obligate the district to use it but rather gives us the option to do so as necessary.
- The Board thanked Mr. Moore for his time and presentation on behalf of the district.

Business Manager Report

- Mrs. Holloway had previously submitted her report for the consideration of the Board and did not have anything further to add. Rather, she wanted to share the current status of the district's capital reserve balance as of June 30th, adding that the district has not withdrawn from the reserve balance since her arrival. She commented that the fund has earned interest but that if the district wants to use the funds, it will not be immediate as there are processes that have to be followed to withdraw.

5. APPROVAL OF BOARD MINUTES

5.1 February 24, 2025 Board Meeting Minutes

A motion by Gena Maize and seconded by Jessica Whitmoyer that the Millville Area School Board approve the minutes of the February 24, 2025 Millville Area School District Board meeting.

The motion carried by voice vote. 8 Yea; 0 Nay; 1 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 March 10, 2025 general fund expenditures in the amount of \$394,660.18, cafeteria expenditures in the amount of \$1,894.73 and athletic expenditures in the amount of \$231.00.

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

6.2 Property Tax Agreement between the Millville Area School District and Journey Bank

A motion by William Berger and seconded by Heather Mausteller that the Millville Area School Board consider and approve the Journey Bank Lock Box Service between the Millville Area School District and Journey Bank, whereby the bank will accept tax collection payments from residents of Madison Township, Greenwood Township, Pine Township, and Millville Borough on behalf of the Millville Area School District for a \$1950 annual fee (no increase from prior year).

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

7. ADMINISTRATIVE ITEMS

7.1 Track and Field Transportation

A motion by Jessica Whitmoyer and seconded by Greg Hemsarth that the Millville Area School Board consider and approve contracted transportation to the Northwest Area School District for the duration of the 2024-25 Spring Track and Field Season for a cost not to exceed \$8,750.

- Mrs. Myers shared that the Board previously received the information with costs based on eight students, with a van capacity of nine people.
- Mr. Rasmus reiterated that if one more student decides to join the team, then the district would have to procure a bus, which would make the cost increase significantly, as we cannot exclude any student interested in playing. He added that our bus contractor has the ability to provide the district with a van and a driver, but they do not have availability for a bus.
- Mrs. Myers communicated that while she does understand the request, the district has never provided transportation before to a cooperating district that is not adjoining our boundary.
- Mr. Hemsarth asked if the Board should put forth a policy that stipulates a threshold for this transportation with a minimum number.
- Mr. Rasmus answered that currently, we do not have anything like that in policy language, but if the Board would like to do that, we could certainly look into it.
- Mr. Hemsarth asked how many students are needed to host our own track team instead at Millville, adding that the district is held to the cooperative agreement with Northwest for a few years.

- Mrs. Myers answered that the district has had students in the past who participated individually with other schools as well as some who participated independently.
- Mr. Rasmus explained that he reached out to Benton School District to ascertain their receptivity to share transportation costs for this cooperative agreement, but they shared that they do not provide transportation to any of their cooperative sports teams.
- Mr. Farrell asked if Millville could work with Benton to create a program.
- Mr. Deihl commented that the district does not have the facility to host this team.
- Mrs. Myers shared her concern that if the Board allows this now, it may open up other teams in a similar action.
- Mr. Rasmus then added that Mr. Mills had originally reached out to closer boundary schools but no other schools were receptive to a cooperative agreement for track with Millville.
- Mr. Berger commented that the Board could modify the existing policy to add a threshold needed for students to receive this transportation.
- Ms. Maize asked if the district could offer the transportation on a trial basis for the time being.
- Mr. Farrell questioned if the district could enter into an agreement with the bus contractor for now and add as needed later.
- Mr. Rasmus answered that the bus contractor does not have a bus available and that the district was in communication with them to coordinate this transportation.
- Mrs. Mausteller shared her concern with a threshold about who would be maintaining and policing it when we get one more student needing transportation than the policy allows.
- Mr. Hemsarth answered that the policy language being proposed was in regards to a minimum amount of students and asked if the Board could amend the motion to approve the transportation up to the given amount for one season while the policy is under consideration.
- Mr. Rasmus asked what the administration should do if another student joins track and we cannot accommodate the transportation with one van.
- Mr. Hemsarth asked if a district employee would be available to drive.
- Mr. Rasmus answered that the district has struggled to find a driver previously for the cooperative agreements to boundary schools for which we provide transportation.

An amended motion by Jessica Whitmoyer and seconded by Greg Hemsarth that the Millville Area School Board consider and approve contracted transportation to the Northwest Area School District for the duration of the 2024-2025 spring track and field season for a cost not to exceed \$8,750 while the policy language is being considered.

The motion carried by roll call vote. 6 Yes; 2 No (H. Mausteller, S. Myers); 1 Absent

8. CURRICULUM / EDUCATIONAL

8.1 Curricular Excursions & Field Trips

A motion by Gena Maize and seconded by Jessica Whitmoyer 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.

- 8.1 A - The Talk Aavidum Meeting - Ms. Schroy - March 26, 2025
- 8.1 B - Chocolate Project Trip - Mrs. Schrader - March 31, 2025
- 8.1 C - Spring Career Development Events - Mrs. Hall - April 4, 2025
- 8.1 D - PMEA District Jazz Festival - Mrs. Sweeney - April 4-5, 2025
- 8.1 E - Northern Region CDE's - Mrs. Hall - April 15, 2025
- 8.1 F - High School Envirothon - Mrs. Hall - April 29, 2025
- 8.1 G - Kindergarten to Reptile Land - Mr. Fry - May 5, 2025

- 8.1 H - 3rd Grade to Lewisburg Recreational Park - Mrs. Coleman - May 8, 2025
- 8.1 I - 4th Grade to Camp Victory - Mr. Bodnar - May 23, 2025

-Mr. Gordner commented that the 4th grade field trip was the wrong date and that it should be on May 12, 2025 instead of the date listed.

-Mr. Hemsarh asked about the number of chaperones on the 4th grade trip, concerned that it was a high number compared to students.

-Mr. Rasmus answered that he would definitely investigate this further but that there may be a number of students attending with needs, thus resulting in the higher amount of staff.

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

Combined Consent (8.2 – 8.3)

A motion by William Berger and seconded by Heather Mausteller that the Millville Area School Board consider and approved the combined recommended action as presented.

- 8.2 Graduation Date for Class of 2025
 - A motion is needed to consider and approve the graduation ceremony for the Class of 2025 graduation ceremony to be held Friday, June 6, 2025, at 7:00 pm. Baccalaureate Service and Award Ceremony to be held on Wednesday, June 4, 2025 at 7:00 PM. Both events will be held in the Jr. Sr. High School Auditorium.
- 8.3 Revised 2024-2025 MASD School Calendar
 - A motion is needed to consider and approve the following revisions to the 2024-2025 District Calendar: May 12, 2025 which was formerly denoted as an instructional day will now be recognized as a snow makeup day, and May 8, 2025 which was formerly denoted a snow makeup day will now be recognized as an instructional day for faculty, staff, and students.

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

8.4 Curriculum Associates: iReady Diagnostic and Teacher Toolbox K-12

A motion by Heather Mausteller and seconded by Michael Farrell that the Millville Area School Board consider and approve the acquisition of a three year subscription for iReady Diagnostic Assessment platform K-12, Tools for Instruction, and Teacher Toolbox K-8 for \$58,096.50.

- Mr. Hemsarh asked about the usage of the Teacher Toolbox piece, sharing that the Board received feedback about it not being useful or readily used by teachers.
- Mr. Rasmus agreed with his concern that the toolbox was not being utilized. He explained that last year, teachers communicated their desire to forego with Quaker Time in favor of more small group instruction. Mr. Rasmus clarified that Teacher Toolbox includes lessons for such small group instruction that are teacher led and that this was an initiative for the year.
- Mr. Hemsarh commented that at this point, it did not make sense to switch from this provider but was concerned about approving something not needed.
- Mr. Rasmus answered that the administration had discussions with the teachers regarding lesson plans and to that end, the school moved to a departmentalized model. Thus, the burden for lesson plans was greatly reduced because teachers were only planning for certain subject areas.
- Ms. Maize asked if we routinely ask the teachers for their input.
- Mr. Rasmus answered that the administration has heard feedback from teachers, but the administrative decision does not match the preference of the teachers for curriculum choice. He explained that a few years ago when the district initiated this curriculum, the administrative team spoke with other local schools. Only one school was utilizing the curriculum that the teachers had chosen as their top choice. The other school district explained, at that time, to us

that the curriculum was not giving favorable results. Additionally, many other schools were utilizing iReady with great success.

- Mr. Hemsarh then asked Mr. Rasmus to explain the difference between iReady diagnostics and CDT diagnostics.
- Mr. Rasmus explained that the CDT tests are for science at the high school but are truly only for giving the test itself. He added that iReady gives the diagnostic test and makes reports from the test data to inform teacher lesson plans.
- Mr. Hemsarh asked for clarification on what the Board was approving.
- Mr. Rasmus answered that iReady is the curriculum while the toolbox is skills based targeting student specific needs and individual learning gaps.
- Mr. Hemsarh asked if the CDT tests are only for science.
- Mr. Rasmus answered that you can use CDT testing for more subject areas, but because the district has iReady, we use it for only science.
- Ms. Maize shared her concern with the feedback from teachers and the due diligence to understand their concerns. She asked that the Board consider postponing this action.
- Mr. Rasmus commented that the Board can certainly postpone but action needs to be taken soon so that training can be situated for the start of the next school year.
- Mrs. Whitmoyer asked if we have any concerns that students do not take the diagnostic testing seriously.
- Mr. Rasmus answered that the data is only as good as the work put in by students but that iReady has some stopgaps in place if the program senses that students are guessing.

The motion carried by roll call vote. 6 Yes; 2 No (M. Deihl, G. Maize); 1 Absent

8.5 Curriculum Associates: RCL 24 K-6

A motion by Michael Farrell and seconded by Heather Mausteller that the Millville Area School Board consider and approve the acquisition of a three year subscription for RCL24 (Ready Classroom), Math Curricula K-6, for \$54,503.57.

The motion carried by roll call vote. 6 Yes; 2 No (M. Deihl, G. Maize); 1 Absent

9. BUILDINGS AND GROUNDS

9.1 Millville Little League Facility Use - Teener League Practice Spring 2025

A motion by Jessica Whitmoyer and seconded by Gena Maize that the Millville Area School Board consider and approve permission for Millville Little Teeners League to use the High School Gym for practices on Thursdays from March 20, 2025 through April 10, 2025 from 7:30 - 8:30 pm, when not in use by MASD athletic teams, as per Administrative Regulation 707-AR-3.

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

Combined Consent 9.2 – 9.5, 9.7

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

- 9.2 Marotta/Main Architects, LLC
 - A motion to consider and approve MAROTTA/MAIN ARCHITECTS, LLC. to develop the scope of work necessary to develop an Invitation to Bid for the construction related to the relocation of the District Office to the Millville Jr. Sr. High School.
- 9.3 Illuminated Integrations Rigging Inspection Agreement
 - A motion to consider and approve the proposal from Illuminated Integrations for the annual rigging service and inspection in the auditorium at a total cost of \$2,040, as reviewed by the Buildings and Grounds Committee.

- 9.4 Illuminated Integrations On-Site Maintenance Agreement
 - A motion to consider and approve the proposal from Illuminated Integrations for on-site technical support in the auditorium for the lighting systems at a total cost of \$1,160, as reviewed by the Buildings and Grounds Committee.
- 9.5 Baseball Scoreboard
 - A motion to approve the purchase of a baseball scoreboard from Varsity Scoreboards not to exceed the cost of \$5,500.00.
 - Mr. Farrell asked if the district could reach out for sponsorships to cover this cost.
 - Mr. Hemsarsh shared his concern about this from a Title IX standpoint.
 - Mr. Rasmus answered that the district has to provide funding equitably to all sports and genders. However, we do not have to dictate how people are donating to the school.
- 9.7 Disposal Approval
 - A motion to consider and approve disposal of a Traulsen Proofing Cabinet (former food warmer).

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

9.6 PCCD Bollard Installation Project

A motion by William Berger and seconded by Matthew Deihl 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. Farrell shared his concern that the district was not awarding this to a local vendor.

The motion carried by roll call vote. 5 Yes; 3 No (M. Farrell, G. Hemsarsh, G. Maize); 1 Absent

10. PERSONNEL AND ACTIVITIES

10.1 Elementary Teacher 25-26

A motion by Gena Maize and seconded by Greg Hemsarsh that the Millville Area School Board consider and approve the employment of Chelsea Bassett, as an Elementary Teacher, at Bachelors Step 1, with a commensurate salary, to start the 2025-2026 school year.

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

10.2 Elementary Teacher 25-26

A motion by Gena Maize and seconded by Susan Myers that the Millville Area School Board consider and approve the employment of Alyssa Williams, as an Elementary Teacher, at Bachelors Step 1, with a commensurate salary, to start the 2025-2026 school year.

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

10.3 School Social Worker

A motion by Susan Myers and seconded by Heather Mausteller that the Millville Area School Board consider and approve MAKAYLA HARTZELL as district Social Worker at Bachelors Step I contingent upon completion of educational requirements necessary to obtain PDE certification.

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

Combined Consent 10.4 – 10.6

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

- 10.4 Teacher Substitutes

- A motion to consider and approve EMILY HOUTZ and KIA GRIMES, as day-to day teacher substitutes for the 2024-2025 school year. Clearances on file.

▪ 10.5 Additional Transportation Drivers Approval

- A motion to consider and approve the additional Rhinard Transportation Drivers, CHARLOTTE FARVER and BETSY SWANK for the 2024-2025 school year, pending receipt of all clearances and necessary documentation.

▪ 10.6 Volunteer Personnel

- A motion is needed to consider and approve the list of Volunteer Personnel for the 2024-2025 school year as presented: Gena Maize and Brandi Roberts. Current clearances and Volunteer Forms on file.

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

Prioritized Motion #1A – Student Teacher Sub – Diaz

A motion by Greg Hemsarh 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. 8 Yea; 0 Nay; 1 Absent

Prioritized Motion #1B – Student Teacher Sub – Diaz

A motion by Greg Hemsarh and seconded by Gena Maize that the Millville Area School Board consider and approve utilizing student teacher candidate, KELSEY DIAZ, as a day-to-day teacher substitute, as outlined in the Commonwealth University Student Teacher as Substitute Teacher Verification letter under PA Act 91.

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

Prioritized Motion #1C – Student Teacher Sub – Diaz

A motion by Gena Maize and seconded by Susan Myers that the Millville Area School Board consider and approve amending the minutes of the March 10, 2025 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. Stanley asked when the transportation for the track team would be able to start.
- Mr. Rasmus answered that as soon as the district is able to communicate with the contractor, and the contractor is able to mobilize, the district will communicate the start date to families.

13. ADJOURNMENT

A motion by Heather Mausteller and seconded by Greg Hemsarh to adjourn the meeting. The meeting adjourned at 8:18 pm.



Whitney Holloway, Board Secretary



Chelsea Rosenberger, Board Recording Secretary