
MINUTES OF THE MILLVILLE SCHOOL DISTRICT BOARD MEETING

MONDAY, APRIL 14, 2025

The Millville Area School Board held their regular business meeting on Monday, April 14, 2025 in the Millville Jr./Sr. High School Library beginning 7:06 pm. Prior to the meeting, the Millville Area School Board held an Executive Session meeting for personnel and legal 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, and Susan Myers.

Also present were Joseph Rasmus, Superintendent; Whitney Holloway, Business Manager/Board Secretary; Brandon Gordner, Elementary Principal; Matthew Mills, Secondary Principal; Dee Davis, Director of Student Services; 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 Alex Cavallini, Christopher Sassaman, Klohe Faatz, Emily Bloom, Wendy Faatz, Gwen Utt, and Andrea Marquardt all signed the register but none requested to speak.

3. SUPERINTENDENT'S REPORT

Road Restoration Project Bid

- Mr. Rasmus began his report by sharing that the district reviewed the bids received for the road restoration project and decided on a contractor to move forward, to which the Board would consider approving that evening.

Signage Project

- Mr. Rasmus shared that the quote on the agenda for district signage had been previously approved by the Board, but since the last approval, the scope of the project has been changed and updated. He explained that this signage would be paid for by PCCD grant funding.

Elementary Playground Pathways

- Mr. Rasmus explained that there was an agreement placed on the agenda that evening from the architecture firm of Marotta/Main for an Elementary Playground pathways project related to accessibility.

Air Quality Testing

- Mr. Rasmus shared that there have recently been concerns about the air quality in our buildings. He explained that Mr. McWilliams purchased a testing kit that allowed him to take numerous types of testing samples all at once. Mr. Rasmus reported that all of the tests came back with safe levels and no areas of concern.

Sponsorships Meeting

- Mr. Rasmus gave a report about a recent meeting to discuss the sponsorships process in the district, including the internal process for applications and a proposal for the Co-Curricular Committee. He shared that they would be holding a Co-Curricular Committee meeting to concretize the plans for these sponsorships.

Softball Scoreboard

- Mr. Rasmus first thanked Mr. Savage for his work to facilitate the repair of the softball scoreboard as well as Mrs. Holloway for assisting with the setup of the Game Changer application use in the time without a working scoreboard.

Social Emotional Wellness

- Mr. Rasmus then thanked both Mr. Mills and Mrs. Longacre for their work seeking out assembly speakers to discuss social emotional topics with our students.

Negotiations with Support Staff

- Mr. Rasmus shared that the next negotiations meeting with support staff would be on April 23, 2025 to continue discussions.

4. BUSINESS MANAGER'S REPORT

- Mrs. Holloway had previously submitted her report for the consideration of the Board but wanted to note the fact that she has been communicating with different financial institutions about the ability for the district to accept credit card payments for taxes. She explained that she would be weighing out the options with the Finance Committee at the next meeting.

5. APPROVAL OF BOARD MINUTES

5.1 March 24, 2025 Board Meeting Minutes

A motion by Gena Maize and seconded by Greg Hemsarth that the Millville Area School Board approve the minutes of the March 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 April 14, 2025 general fund expenditures in the amount of \$596,163.94, cafeteria expenditures in the amount of \$38,597.83 and athletic expenditures in the amount of \$1,838.00.

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

6.2 Financial Audit

A motion by Gena Maize and seconded by Greg Hemsarth that the Millville Area School Board accept the annual Financial Audit report issued by Richard B. Snodgrass & Co., for the financial year ending June 30, 2024.

- Ms. Maize asked if there were any deficiencies as none were noted.
- Mrs. Holloway answered that there were no deficiencies.
- The Board thanked Mrs. Holloway for her thorough work.

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

6.3 Proposed Final (Preliminary) 2025-2026 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 2025-2026 Proposed Final (Preliminary) Budget with total expenditures of \$15,869,653 with a millage of 60.0967 mills which is an increase of 2.55% which is 50% of the Act 1 Index of 5.1%.

- Mrs. Holloway provided several documents for the Board with different budgetary scenarios and information. She explained that these numbers were the budget figures at the current time and that it is preliminary. Mrs. Holloway shared that the goal would be to approve the final budget at the May 19, 2025 meeting but that the action proposed before the Board that evening was non-binding.
- Mrs. Mausteller asked that the district continue to make cuts where possible.
- Mrs. Myers reiterated that this action does not lock the Board into any budgetary action but that this was the next step in the process.
- Mrs. Holloway agreed, adding that there would be another Finance Committee prior to the final budget. She shared that she has not yet received any updated numbers for federal funding as

well as the Homestead/Farmstead allotments for the year. Finally, she explained that the state has said that their budget process will be slow, which leads to uncertainty for us as well. The CSIU health premium has also not been shared yet but that the maximum it could increase would be eight percent. For PSERS, Mrs. Holloway noted that the percentage of increase was not significant. Additionally, she included a figure in the budget for estimated debt for the upcoming energy savings project.

- Mr. Hemsarh asked if these calculations included the paving project.
- Mrs. Holloway answered that the paving project would be coming out of capital reserve, so that would not have an impact on the budget.

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

6.4 Services Bid

A motion by Gena Maize and seconded by Greg Hemsarh that the Millville Area School Board bid the following service contracts beginning with the 2025-2026 school year.

- 6.4 (A) Propane
- 6.4 (B) Waste
- 6.4 (C) Copier

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

6.5 CSIU Agreement

A motion by Gena Maize and seconded by Greg Hemsarh that the Millville Area School Board consider and approve the CSIU Computer Service Rates agreement for the 2025-2026 school year as per attached rate sheet. Each application increased \$100 from the prior year.

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

7. POLICIES & ADMINISTRATIVE REGULATIONS

Combined Consent – 7.2 – 7.3

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

- 7.2 Rescind MASD Board Policies & Administrative Regulations
 - A motion to consider and approve rescinding the currently active MASD Board Policies and Administrative Regulations as presented due to a recent presidential executive order.
 - 7.2 A - Policy 103 - Discrimination/Harassment Affecting Students
 - 7.2 B - Policy 103 - Attachment 1 - Report Form
 - 7.2 C - Policy 103 - Attachment 2 - Discrimination Affecting Students Complaint Procedures
 - 7.2 D - Policy 103 - Attachment 3 - Title IX Procedures Grievance Process - Students
 - 7.2 E - Policy 104 - Discrimination/Harassment Affecting Staff
 - 7.2 F - Policy 104 - Attachment 1 - Report Form
 - 7.2 G - Policy 104 - Attachment 2 - Discrimination Affecting Staff Complaint Procedures
 - 7.2 H - Policy 104 - Attachment 3 - Title IX Procedures Grievance Process - Staff
 - 7.2 I - Policy 234 - Pregnant/Parenting/Married Students
 - 7.2 J - Administrative Regulation - 234-AR-0 - Pregnant/Parenting/Married Students
 - 7.2 K - Administrative Regulation - 247-AR-0 - Hazing
 - 7.2 L - Administrative Regulation - 247-AR-2 - Notice to Complainant and/or Parents/Guardians of Complainant
 - 7.2 M - Administrative Regulation - 249-AR-0 - Bullying/Cyberbullying
 - 7.2 N - Administrative Regulation - 249-AR-2 - Notice to Complainant and/or Parents/Guardians of Complainant

- 7.2 O - Policy 252 - Attachment 1 - Report Form
- A motion to consider and approve the first readings of the revised Millville Area School District Board Policies and Administrative Regulations, as recommended by PSBA per recent executive order.
 - 7.3 A - Policy 103 - Discrimination/Harassment Affecting Students
 - 7.3 B - Policy 103 - Attachment 1 - Report Form
 - 7.3 C - Policy 103 - Attachment 2 - Discrimination Affecting Students Complaint Procedures
 - 7.3 D - Policy 103 - Attachment 3 - Title IX Procedures Grievance Process - Students
 - 7.3 E - Policy 104 - Discrimination/Harassment Affecting Staff
 - 7.3 F - Policy 104 - Attachment 1 - Report Form
 - 7.3 G - Policy 104 - Attachment 2 - Discrimination Affecting Staff Complaint Procedures
 - 7.3 H - Policy 104 - Attachment 3 - Title IX Procedures Grievance Process - Staff
 - 7.3 I - Policy 234 - Pregnant/Parenting/Married Students
 - 7.3 J - Administrative Regulation - 234-AR-0 - Pregnant/Parenting/Married Students
 - 7.3 K - Administrative Regulation - 247-AR-0 - Hazing
 - 7.3 L - Administrative Regulation - 247-AR-2 - Notice to Complainant and/or Parents/Guardians of Complainant
 - 7.3 M - Administrative Regulation - 249-AR-0 - Bullying/Cyberbullying
 - 7.3 N - Administrative Regulation - 249-AR-2 - Notice to Complainant and/or Parents/Guardians of Complainant
 - 7.3 O - Policy 252 - Attachment 1 - Report Form
 - 7.3 P - Policy 246 - School Wellness
 - 7.3 Q - Policy 227 - Controlled Substances/Paraphernalia
 - 7.3 R - Policy 210 - Medications
 - 7.3 S - Policy 317 - Conduct/Disciplinary Procedures
 - 7.3 T - Policy 308 - Employment Contract/Board Resolution
 - 7.3 U - Administrative Regulation - 308-AR-1 - Employee Resignations

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

7.4 MASD Board Policy Review: 618

A motion by Greg Hemsarh and seconded by Michael Farrell that the Millville Area School Board consider and approve the review MASD Board Policy 618: Student Activity Funds.

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

8. ADMINISTRATIVE ITEMS

8.1 Appoint CSIU Board Director

A motion by Michael Farrell and seconded by Susan Farr that the Millville Area School Board nominate JESSICA WHITMOYER, as a representative to the CSIU Board for a three-year term on the CSIU Board of Directors July 1, 2025 through June 30, 2028.

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

8.2 Athletic Sponsorship Donation

A motion by Gena Maize and seconded by Greg Hemsarh that the Millville Area School Board consider and approve the acceptance of a donation of \$2,500 from Journey Bank for sponsorship rights on the newly purchased Baseball scoreboard.

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

9. CURRICULUM / EDUCATIONAL

9.1 Curricular Excursions & Field Trips (9.1 A – 9.1 G)

A motion by Greg Hemsarh and seconded by Michael Farrell 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.

- 9.1 A - All State Festival - Mrs. Sweeney - April 9 - 12, 2025
- 9.1 B - YIP Year End Ceremony - Mrs. Uranko - April 15, 2025
- 9.1 C - Toy Adaptation Day - Mrs. Schrader - April 15, 2025
- 9.1 D - Ag Industry Tour - Mrs. Hall - April 23, 2025
- 9.1 E - Cheetah Chassis Tour - Mr. Mattive - April 29, 2025
- 9.1 F - Eels in the Classroom Release Day - Mrs. Hall - May 7, 2025
- 9.1 G - Middle School Envirothon - Ms. Schroy - May 13, 2025
- 9.1 H - Senior Class Trip - Ms. Schroy - June 2, 2025

- The Board asked for clarification on the senior class trip.
- Mr. Rasmus explained the details as presented that the advisor was asking for \$1,000 from the district towards transportation costs, adding that the district would also incur the cost for substitutes and nursing. The students would be paying for their own admission. He explained that historically, the district has not paid for this trip.
- Mrs. Myers commented that typically, the student fundraise for their trip.
- Mrs. Mausteller explained that she looked at the last few student union reports to find clarification and was not able to glean the necessary information.
- Mr. Rasmus answered that he would gather the information for the April 28th meeting.

The motion (not including 9.1H) carried by roll call vote. 8 Yes; 0 No; 1 Absent

9.1 H – Senior Class Trip

A motion by Heather Mausteller and seconded by Gena Maize that the Millville Area School Board postpone the following recommended action to the April 28th meeting.

- 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.

- 9.1 H - Senior Class Trip - Ms. Schroy - June 2, 2025

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

Combined Consent – 9.2 – 9.7

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.

- **9.2 Engineering Occupational Advisory Committee Minutes**
 - A motion to consider and approve the March 12, 2025 minutes of the Millville Engineering Occupational Advisory Committee (OAC) meeting.
 - Mr. Hemsarh asked about the OAC minutes where it mentions access to egrants for teachers. He questioned why teachers could not receive access when the website says that it is possible.
 - Mr. Rasmus answered that the way we have it set at this district is either through the Superintendent, Business Manager or Director of Student Services. He explained that there is access to items in that portal that not everyone should be able to see.

- Mr. Hemsarth said that he would like for the district to look into this access for teachers, potentially through security levels.
 - Mrs. Davis explained that she would be willing to work with any staff members who need or want to have access to the system as it is a troublesome system to maneuver.
 - 9.3 Foreign Exchange Student 25-26
 - A motion to approve accepting LUKA PAUL MARLE, as a foreign exchange student from France, for the 2025-2026 school year.
 - 9.4 Additional Engineering Occupational Advisory Committee Member
 - A motion to consider and approve the membership of TONYA SMITH (Foundation Director of the Columbia Montour Chamber of Commerce) to the Engineering Occupational Advisory Committee (OAC).
 - 9.5 Additional Agriculture Occupational Advisory Committee Members
 - A motion to consider and approve the membership of the following individuals to the Agriculture Occupational Advisory Committee (OAC): Jesus Espada (Wenger Group, Risser Grain) and Sam Faus (Program Alumni, Dairy Farmer).
 - 9.6 Commonwealth University Articulation Agreement
 - A motion to consider and approve the articulation agreement between Commonwealth University and Millville Area School District whereby Millville Area Junior Senior High School students successfully completing the Agriculture Science curriculum can earn college credits and applied toward their degree requirements, as outlined in the agreement
 - 9.7 Prom Guidelines 2025
 - A motion to consider and approve the Prom Guidelines for the 2025 Junior/Senior Prom.
- The combined motion carried by roll call vote. 8 Yes; 0 No; 1 Absent

9.8 David Flood - Assembly Programs

A motion by Greg Hemsarth and seconded by Heather Mausteller that the Millville Area School Board approve the educational assembly programs and classroom visits with speaker David Flood in the Elementary and High Schools at a total cost of \$5,980, to be funded by PCCD grant funding.

- The Board asked for clarification on this item.
- Mrs. Longacre explained that this speaker talks on various topics related to mental health. She shared that the administrative team asked the speaker to tailor his talks to discussions on kindness, focus, and bullying, adding that the assemblies would be tailored developmentally for the high school and elementary school. Additionally, the speaker would have time with the students in the lunch periods as well as classroom visits. Mrs. Longacre explained that when compared with some other assembly options, the administrative team felt this was the most appropriate.
- Ms. Maize asked if the district has already secured the PCCD grant funding for this item.
- Mrs. Davis answered that yes, the district originally had \$20,000 written in that grant for a different training, but it would be too expensive and overwhelming to introduce to staff at this point in time. This assembly program fit the criteria required in the tier of the grant.
- Mr. Rasmus agreed that the original program no longer met the needs of the district.

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

10. BUILDINGS AND GROUNDS

Combined Motion 10.1 – 10.6

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

- 10.1 Road Restoration Project Bid Award
 - A motion to approve awarding the Millville Area School District Paving Restoration project to Don E Bower, Inc. at a total cost of \$83,726.03.
- 10.2 Disposal Approval - Weight Room
 - A motion to consider and approve disposal of a Heavy Bag Support Frame from the High School weight room.
- 10.3 Outdoor Signage - Belles Signs Updated Quote
 - A motion to consider and approve the purchase of outdoor signage from Belles Signs & Design, Inc. at the total updated quoted price of \$4,927.33.
- 10.4 Chair Lift Service and Repair - OTIS
 - A motion to consider and approve the quote for services, as outlined in the quote, from Otis Elevator to provide service to the chair lift in the Millville Jr/Sr High School, at a total cost of \$6,158.
- 10.5 Millville Little League Facility Use - Teener League Games Spring 2025
 - A motion to consider and retroactively approve permission for Millville Little League to use the High School Boys Baseball Field for Teener League home games in the 2025 spring season, when not in use by MASD athletic teams, as per Administrative Regulation 707-AR-3.
- 10.6 Millville Little League Facility Use - Softball Spring 2025
 - A motion is needed to consider approve permission for Millville Little League to use the Softball Field for Millville Little League softball home games and practices in the 2025 spring season, when not in use by MASD athletic teams, as per Administrative Regulation 707-AR-3.

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

10.7 Marotta / Main Architects Proposal - Elementary Playground Pathways

A motion by William Berger and seconded by Heather Mausteller that the Millville Area School Board consider and approve Marotta / Main Architects to assist the district in the development of the scope of work necessitated in developing a Request for Quotes (RFQ) for a project related to Elementary Playground Pathways and provide consultation regarding the bidding process for a fee of \$15,500.

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

11. PERSONNEL AND ACTIVITIES

11.1 Equalization Adjustment - B. Gordner

A motion by Gena Maize and seconded by Greg Hemsarth that the Millville Area School Board consider and approve an equalization adjustment for BRANDON GORDNER to the salary amount of \$85,000, effective March 24, 2025.

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

11.2 Maintenance Technician

A motion by William Berger and seconded by Susan Farr that the Millville Area School Board table the recommended action as presented.

- A motion is to approve the appointment of MICHAEL DOWNS as Maintenance Technician.

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

Combined Consent 11.3 – 11.13

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

- 11.3 Paraprofessional - M. Young
 - A motion to approve the appointment of MOLLIE YOUNG as Paraprofessional, at the rate of \$14.00 per hour.
- 11.4 CSIU Guest Teacher Substitute
 - A motion to consider and approve JONATHAN NUNAN, as a CSIU Guest Teacher Substitute for the 2024-2025 school year.
- 11.5 Substitute Nurses
 - A motion to approve JAMIE JONES and ALEXANDRA GRESH, as nurse substitutes, pending receipt of all necessary documentation.
- 11.6 Cafeteria Substitute
 - A motion to consider and approve appointing SUZANNE MIZZER as a Cafeteria Substitute at a rate of \$10.25 per hour. Pending receipt of all clearances and necessary documentation.
- 11.7 Retirement - M. Wilce
 - A motion to consider and approve accepting with gratitude the notice of retirement from MARY WILCE, effective June 6, 2025.
- 11.8 Resignation - K. Pfleegor
 - A motion to accept the notice of resignation from KIA PFLEEGOR as Health Room Assistant/LPN, effective April 18, 2025.
- 11.9 Resignation - K. Bricker
 - A motion to accept the notice of resignation from KAITLYN BRICKER as Paraprofessional Substitute, effective immediately.
- 11.10 Resignation - K. Smith
 - A motion to accept the notice of resignation from KOLTEN SMITH as Boys Basketball Assistant coach, effective immediately.
- 11.11 Boys Basketball Volunteer Assistant Coach - 25/26
 - A motion to consider and approve KOLTEN SMITH, as Boys Basketball Volunteer Assistant Coach for the 2025-2026 school year.
- 11.12 Junior High Boys Soccer Volunteer Assistant Coach
 - A motion to consider and approve JOSH BACON, as a Junior High Boys Soccer Volunteer Assistant Coach for the 2025 spring athletic season. Clearances on file; pending necessary training.
- 11.13 Volunteer Personnel
 - A motion to consider and approve the list of Volunteer Personnel for the 2024-2025 school year as presented. Current clearances and Volunteer Forms on file.
 - Brittany Allen; Kelly Davis; Michael Fisher; Chelsea McWilliams; Autumn Nash; Brandy Powell; Michelle Shearer (Retro to 4/10/25)

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

Prioritized Motion #1A – MASD Driver

A motion by Gena Maize 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

MINUTES OF THE MILLVILLE SCHOOL DISTRICT BOARD MEETING

MONDAY, APRIL 14, 2025

Prioritized Motion #1B – MASD Driver

A motion by Gena Maize and seconded by Michael Farrell that the Millville Area School Board consider and approve BRYAN FOUGHT as a driver of MASD vehicles.

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

Prioritized Motion #1C – MASD Driver

A motion by Gena Maize and seconded by Greg Hemsarh that the Millville Area School Board consider and approve amending the minutes of the April 14, 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

12. ADJOURNMENT

A motion by Heather Mausteller and seconded by Greg Hemsarh to adjourn the meeting. The meeting adjourned at 7:50 pm.



Whitney Holloway, Board Secretary



Chelsea Rosenberger, Board Recording Secretary