
MILLVILLE AREA SCHOOL DISTRICT
330 East Main Street
Millville, PA 17846

MINUTES OF THE MILLVILLE SCHOOL DISTRICT BOARD MEETING
MONDAY, APRIL 28, 2025

The Millville Area School Board held their regular business meeting on Monday, April 28, 2025 in the Millville Jr./Sr. High School Library beginning 7:08 pm. Prior to the meeting, the Millville Area School Board held an Executive Session meeting for personnel, safety, and financial matters.

1. ROLL CALL

The following Board members answered roll call: Matthew Deihl, 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; Dyson Savage, Director of Technology; and Chelsea Rosenberger, Board Recording Secretary.

2. GUEST RECOGNITION AND COMMENTS

Guests Garrett Moore, (PFM), Erica Wible (McNees, Wallace, and Nurick, LLC), Curtis Funkhouser (CMAVTS), Tony Lylo (CMAVTS), Pastor Micah Felber, Gwen Utt, Wendy Faatz, Lindsey Shultz, Emily Bloom, Christopher Sassaman, Alex Cavallini, Julian Brehm, and Marissa May all signed the register.

- Mrs. Utt questioned the Board about agenda item 6.8 and the nature of this item on the agenda and about the implications for furloughs.
 - Mr. Rasmus explained that he would give information on that item in his report.

Presentation: 2.1 Mr. Tony Lylo and Mr. Curtis Funkhouser - CMAVTS

- Mr. Lylo and Mr. Funkhouser of the Columbia Montour Area Vocational Technical School presented information on the CMAVTS 2025-2026 budget. They began by sharing the percentage of contribution for Millville as compared to last year, explaining that this calculation is based on enrollment and the average daily student membership.
 - Mrs. Mausteller asked if there was funding included for maintenance and repairs in the budget.
 - Mr. Lylo answered that yes, they included about \$60,000 in the budget for that purpose.
- Next, Mr. Lylo shared the overall funding services for the budget, explaining some other funding sources outside of the sending school district contributions. He shared that about five percent of the funding will be coming from their remaining fund balance. Additionally, he showed the expected fund balance at the end of 2026 with this use for the budget. Mr. Lylo then shared that the sending districts' business managers recently met to discuss how transportation could be change and recalculated in the future, which could lower the amount of contribution.
- Finally, Mr. Lylo discussed increases in the budget stemming from personnel salaries, insurance, and an additional special education teacher needed based on applications already received.

3. SUPERINTENDENT'S REPORT

Suspension of Employees Agenda Item

- Mr. Rasmus began his report by reviewing some steps in the budget process undertaken thus far by the district. He explained that at the last meeting, the Board approved the proposed final (preliminary) 2025-2026 budget with a proposed raise of taxes to half of the total Act 1 index, leaving the district with an over \$700,000 deficit.

- Mrs. Holloway added that the district does get back about \$150,000 with an increase to 50 percent of the index.
- Mr. Rasmus explained that based on the proposed budget and trying to find ways to offset the costs and savings, the district was looking to propose a suspension (furlough) resolution as it must be passed no less than 60 days before the passing of the final budget. He explained that according to school code, there were three reasons a district could consider furloughing staff: economic reasons, the curtailment of a program, or a decline in enrollment. Mr. Rasmus explained that the district was still looking for ways to find savings and avoid this plan, but this was the timeline that must be followed. According to the resolution, Mr. Rasmus shared, the district would be considering the furlough of three teachers, two support staff positions, and one administrative staff member. He agreed with those present that the district already has a low amount of staff and does not wish to use this plan unless necessary as every staff member is a loss for our school.
 - Mrs. Myers commented that this plan would only be utilized as a last result.

PFM Financial Consultants Presentation

- Mr. Rasmus shared that our financial advisors will be sharing a presentation on three recommended proposals received through the request for proposals process they undertook on behalf of the district. He thanked PFM for their time and work on this project.

School Security

- Mr. Rasmus explained that the Board has been reviewing the school security information and that only one proposal was received through the request for proposals process. They would be continuing to review the options available to the district.

4. ADMINISTRATIVE REPORTS

4.1 Administrative Reports

The administrative team had previously submitted their reports for the consideration of the Board.

- Mrs. Mausteller asked for clarification on the toilet issues mentioned in the buildings and grounds supervisor report.
 - Mr. Mills explained that administration has closed some restrooms down for a variety of reasons but since closing, there have not been any other issues.
 - Mrs. Mausteller said that she believed students were flushing vapes down the toilet.
 - Mr. Rasmus answered that the district is taking steps to curtail this behavior, but we cannot eliminate it. Students do flush items when they fear discipline.
 - Mrs. Mausteller answered that she would like to see the district continue to work on this, as she was concerned about destruction of district property.
- Mr. Mills then introduced Ms. Marissa May of the Millville Music Boosters.
 - Mrs. May explained that this year, her student came over from the Elementary School and is a member of the band playing percussion. She shared that as she was volunteering, she noticed that some of the instruments were falling apart. Therefore, she reached out to some sources for funding. From that outreach, she received a donation from the Millville Community Foundation for \$2,500 towards the purchase of new drums. She asked that the Board consider paying the remaining part of the purchase for these students.
 - Mr. Rasmus commented that he spoke with Mr. Marty Bowman of the Foundation to receive the letter of intent to donate, adding that if approved, the rest of the funding would come out of Title IV federal funding for the year.

- Mrs. Longacre wanted to highlight the recent Toy Adaptation Day field trip with Mrs. Schrader, which was well received by the students. She also wanted to thank Mrs. Uranko and Mrs. Kishbach, the school counselors, for their work with testing to make it a success.
- Finally, Mr. Mills wanted to highlight the recent Mini-THON put on by the National Honor Society. He shared that they earned over \$10,000, which is the highest earned to date.

5. REPRESENTATIVE REPORTS

CMAVTS Representative – Mr. Hemsarth

- Mr. Hemsarth shared that at the most recent meeting of the CMAVTS Joint Operating Committee; they highlighted the achievements of the Bowling team and held a regular business meeting. Additionally, the JOC hired a new principal.

CSIU Representative – Mrs. Myers

- Mrs. Myers explained that she will hopefully be attending the next meeting with Mrs. Whitmoyer, the new CSIU representative and that the CSIU would be holding their annual art show soon.

6. BUDGET AND FINANCE

PFM Presentation – Garrett Moore & Erica Wible

- Mr. Moore began his presentation by reviewing the history of the project. He shared that PFM came in March, and the district decided to proceed in this project with a request for proposals process to borrow 1.5 million dollars for the guaranteed energy savings project with Schneider Electric. Mr. Moore explained that the RFP was sent out to about thirty local, regional, and national banks and that they were going to review the three proposals that were most attractive for the district.
- Mr. Moore shared the proposal information for Capital One Bank with a fixed rate of 4.34% for 16 years, the Journey Bank proposal at a fixed rate of 5.32% for 16 years, and a proposal from First Keystone Bank at a fixed rate of 4.05% for five years with a rate reset after that point. Additionally for First Keystone, there were different figures based on whether or not the district participated in a depository relationship of \$250,000. Mr. Moore also reviewed some the debt service figures associated with these proposals as submitted.
- Next, Ms. Wible, Bond Counsel of McNees, Wallace and Nurick, reviewed the terms of the proposed resolutions for adoption that evening, focusing on the First Keystone Bank resolution with the depository relationship, as per guidance from the Board President.
 - Mr. Hemsarth asked if the resolution would need to have the prime rate in it.
 - Ms. Wible answered that it would be in the note and a defined term within the note.
- Additionally, Ms. Wible explained that the Board could choose to adopt a reimbursement resolution as well that would allow the district to reimburse itself for any costs incurred prior to the availability of the loan with a 60 day look back period.
 - Mr. Rasmus asked what the proposed closing date would be.
 - Ms. Wible answered that they were looking at possibly a May 29, 2025 closing date, so if the district adopted the resolution today, any costs could be reimbursed.

6.2 Expenditures

A motion by Greg Hemsarth and seconded by Gena Maize that the Millville Area School Board consider and approve the April 28, 2025 general fund expenditures in the amount of \$88,362.45 and athletic expenditures in the amount of \$770.

The motion carried by roll call vote. 6 Yes; 0 No; 3 Absent

6.3 Pay May Expenditures

A motion by Greg Hemsarh and seconded by Gena Maize that the Millville Area School Board consider and approve allowing the Business Manager to pay May 2025 expenditures incurred that are due prior to the next scheduled meeting with final approval at the May 19, 2025 meeting.

The motion carried by roll call vote. 6 Yes; 0 No; 3 Absent

6.5 General Obligation Note, Series of 2025

A motion by Greg Hemsarh and seconded by Gena Maize that the Millville Area School Board adopt the resolution to award a general obligation note in the principal amount of \$1,555,000 to First Keystone Bank, the proceeds of which will be used by the Millville Area School District (the "School District") to provide funds to (i) undertake energy improvement projects at the School District's elementary and secondary school facilities through utilization of guaranteed energy savings agreements and/or energy savings performance contracts; and (ii) pay the costs of issuing the Note.

The motion carried by roll call vote. 5 Yes; 1 No (H. Mausteller); 3 Absent

6.6 Repayment Resolution General Obligation Note, Series of 2025

A motion by Greg Hemsarh and seconded by Heather Mausteller that the Millville Area School Board adopt the resolution to allow the Millville Area School District (the "School District") to reimburse its General Fund for Original Expenditures made related to the energy improvement projects described in the resolution from anticipated proceeds of one or more series of tax-exempt general obligation bonds or notes, such Original Expenditures to have been made not more than sixty (60) days prior to the adoption of this resolution or thereafter until Closing has occurred.

The motion carried by roll call vote. 6 Yes; 0 No; 3 Absent

6.7 Donation - Millville Community Foundation

A motion by Greg Hemsarh and seconded by Gena Maize that the Millville Area School Board consider and approve the acceptance of a donation of \$2,500 from The Millville Community Foundation towards the purchase of drums for the music department.

The motion carried by roll call vote. 6 Yes; 0 No; 3 Absent

6.8 Resolution of Intent to Consider Potential Suspension of Employees for Economic Reasons

A motion by Greg Hemsarh and seconded by Gena Maize that the Millville Area School Board consider and approve a resolution of intent required by Pennsylvania Public School Code PS § 1124(d)(2) Concerning the Potential Suspension of Professional, Non-Professional, and Administrative Employees for Economic Reasons.

The motion carried by roll call vote. 5 Yes; 1 No (J. Whitmoyer); 3 Absent

7. APPROVAL OF BOARD MINUTES

7.1 April 14, 2025 - Board Meeting Minutes

A motion by Greg Hemsarh and seconded by Gena Maize that the Millville Area School Board approve the April 14, 2025 Millville Area School District Board meeting minutes.

The motion carried by voice vote. 6 Yea; 0 Nay; 3 Absent

8. POLICY & GOVERNANCE

Combined Consent (8.1 – 8.3)

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

8.1 Second Reading Revised MASD Board Policies and Administrative Regulations

- A motion by Heather Mausteller and seconded by Jessica Whitmoyer that the Millville Area School Board consider and approve the second and final readings of the revised Millville Area

School District Board Policies and Administrative Regulations, as recommended by PSBA per recent executive order.

- 8.1 A - Policy 103 - Discrimination/Harassment Affecting Students
- 8.1 B - Policy 103 - Attachment 1 - Report Form
- 8.1 C - Policy 103 - Attachment 2 - Discrimination Affecting Students Complaint Procedures
- 8.1 D - Policy 103 - Attachment 3 - Title IX Procedures Grievance Process - Students
- 8.1 E - Policy 104 - Discrimination/Harassment Affecting Staff
- 8.1 F - Policy 104 - Attachment 1 - Report Form
- 8.1 G - Policy 104 - Attachment 2 - Discrimination Affecting Staff Complaint Procedures
- 8.1 H - Policy 104 - Attachment 3 - Title IX Procedures Grievance Process - Staff
- 8.1 I - Policy 234 - Pregnant/Parenting/Married Students
- 8.1 J - Administrative Regulation - 234-AR-0 - Pregnant/Parenting/Married Students
- 8.1 K - Administrative Regulation - 247-AR-0 - Hazing
- 8.1 L - Administrative Regulation - 247-AR-2 - Notice to Complainant and/or Parents/Guardians of Complainant
- 8.1 M - Administrative Regulation - 249-AR-0 - Bullying/Cyberbullying
- 8.1 N - Administrative Regulation - 249-AR-2 - Notice to Complainant and/or Parents/Guardians of Complainant
- 8.1 O - Policy 252 - Attachment 1 - Report Form
- 8.1 P - Policy 246 - School Wellness
- 8.1 Q - Policy 227 - Controlled Substances/Paraphernalia
- 8.1 R - Policy 210 - Medications
- 8.1 S - Policy 317 - Conduct/Disciplinary Procedures
- 8.1 T - Policy 308 - Employment Contract/Board Resolution
- 8.1 U - Administrative Regulation - 308-AR-1 - Employee Resignations

8.2 PSBA Policy Maintenance Program Participation Agreement 2025-2026

- A motion to consider and approve the PSBA Policy Maintenance Program Participation Agreement effective July 1, 2025 through June 30, 2026 for an annual cost of 9,653.62.

8.3 Development of a Sponsorship Committee

- A motion to consider and approve development of a Sponsorship Committee, comprised of Board members, administration, and community stakeholders to review potential sponsorships and expenditures of revenue.

The combined motion carried by roll call vote. 6 Yes; 0 Yes; 3 Absent

9. ADMINISTRATIVE ITEMS

9.2 Special Education Plan

A motion by Jessica Whitmoyer and seconded by Heather Mausteller that the Millville Area School Board approve the Special Education Plan effective July 1, 2025 through June 30, 2028.

The motion carried by roll call vote. 6 Yes; 0 No; 3 Absent

9.3 Acquisition of Chromebooks - 2025-2026

A motion by Greg Hemsarth and seconded by Gena Maize that the Millville Area School Board consider and approve the acquisition of Google Chromebooks from the Winslow Technology Group (PEPPM Contractor) for grades 3 - 6 in the 2025-2026 school year, at a total cost of \$67,114.30.

- Ms. Maize asked for clarification on the budget year for this purchase.
- Mrs. Holloway confirmed that this was to be purchased in the 2024-2025 school year for use in the 2025-2026 school year.
- Mrs. Mausteller asked if the purchase was budgeted.
- Mrs. Holloway answered that yes, there was money in the budget for this purchase.

The motion carried by roll call vote. 6 Yes; 0 No; 3 Absent

10. CURRICULUM / EDUCATIONAL

10.1 Curricular Excursions & Field Trips

A motion by Greg Hemsarh 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.

- o 10.1 A - 24 Game Competition - Schrader - May 12, 2025
- o 10.1 B - Music in the Parks Adjudication - Sweeney - May 23, 2025
- o 10.1 C - Senior Class Trip - Schroy - June 2, 2025

-Ms. Maize asked for clarification on the funding source for the trip, as it was noted in the request that the trip would no longer be funded by the district.

-Mr. Rasmus answered that the trip would now be fully funded by the senior class.

-Mr. Mills added that the students would be paying for their own admission and overall transportation. The motion carried by roll call vote. 6 Yes; 0 No; 3 Absent

10.2 Class of 2025 Anticipated Potential Graduates

A motion by Matthew Deihl and seconded by Greg Hemsarh that the Millville Area School Board consider and approve accepting the anticipated potential graduates for the Class of 2025.

The motion carried by roll call vote. 6 Yes; 0 No; 3 Absent

10.3 Accounting Occupational Advisory Committee Minutes

A motion by Greg Hemsarh and seconded by Gena Maize that the Millville Area School Board consider and approve the March 26, 2025 minutes of the Millville Accounting Occupational Advisory Committee (OAC) meeting.

The motion carried by roll call vote. 6 Yes; 0 No; 3 Absent

10.4 Additional Engineering Occupational Advisory Committee Member

A motion by Matthew Diehl and seconded by Heather Mausteller that the Millville Area School Board consider and approve the membership of GREG HAYES (Delux Homes) to the Engineering Occupational Advisory Committee (OAC).

The motion carried by roll call vote. 6 Yes; 0 No; 3 Absent

10.5 Drums Acquisition

A motion by Jessica Whitmoyer and seconded by Gena Maize that the Millville Area School Board consider and approve the acquisition of bass and snare drums from Robert M Sides for use in the secondary music department, at a total cost to the district of \$1,249, to be paid for by grant funding and Community Foundation donation.

The motion carried by roll call vote. 6 Yes; 0 No; 3 Absent

11. BUILDINGS AND GROUNDS

Combined Consent (11.1 - 11.2)

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.

o 11.1 WTI General Contracting Services Proposal

- o A motion to consider and approve the proposal from Tremco/WTI for roof inspection services at a total cost of \$3,169.79.

o 11.2 Fishing Derby Facility Use - 5.10.25

- o A motion to consider and approve allowing the Sons of the American Legion to host a Fishing Derby at the pond on May 10, 2025. Pending receipt of \$100 refundable deposit as per Administrative Regulation 707-AR-3.

The combined motion carried by roll call vote. 6 Yes; 0 No; 3 Absent

12. PERSONNEL AND ACTIVITIES

12.1 Resignation - Lingafelt

A motion by Susan Myers and seconded by Heather Mausteller that the Millville Area School Board consider and approve acceptance of the resignation notice from BRIANNA LINGAFELT as Secondary Spanish Teacher, effective April 15, 2025, for the end of the 2024-2025 school year.

The motion carried by roll call vote. 6 Yes; 0 No; 3 Absent

12.2 Resignation - Winnie

A motion by Greg Hemsarh and seconded by Gena Maize that the Millville Area School Board consider and approve acceptance of the resignation notice from KRISTEN WINNIE as Secondary Math Teacher, effective April 22, 2025, for the end of the 2024-2025 school year.

The motion carried by roll call vote. 6 Yes; 0 No; 3 Absent

12.3 Unpaid Leave - Employee 702

A motion by Susan Myers and seconded by Gena Maize that the Millville Area School Board consider and retroactively approve three (3) unpaid leave days, April 14, 15, and 16, 2025 as well as approve May 1, 2025 for employee 702.

The motion carried by roll call vote. 6 Yes; 0 No; 3 Absent

12.4 Susquehanna University Student Teacher Approval

A motion by Gena Maize and seconded by Greg Hemsarh that the Millville Area School Board consider and approve the Susquehanna University Student Teacher Placement of KYLE BRYANT (Math Education) with co-op teacher WYATT SMITH from August 27, 2025 through December 2, 2025.

The motion carried by roll call vote. 6 Yes; 0 No; 3 Absent

12.5 Co-Curricular Personnel 2025-2026

A motion by Greg Hemsarh and seconded by Heather Mausteller that the Millville Area School Board consider and approve the Co-Curricular Personnel recommendations for the 2025-2026 school year as presented. Pending receipt of all necessary documentation training.

Fall 2025 Coaching Staff

- **12.5 A** - Approve appointing RICK RIERA-GOMEZ, as Varsity Girls Soccer Head Coach, for the 2025 Fall sports season.
- **12.5 B** - Approve appointing MICHAEL MIGUELEZ as Varsity Girls Soccer Assistant Coach, for the 2025 Fall sports season.
- **12.5 C** - Approve appointing PETER MORISCO, as Varsity Boys Soccer Head Coach, for the 2025 Fall sports season.
- **12.5 D** - Approve appointing JENNIFER ROGERS, as Junior High Softball Coach, for the 2025 Fall sports season.

Winter 2025-2026 Coaching Staff

- **12.5 E** - Approve appointing RICK DAVIS, as Varsity Girls Basketball Head Coach, for the 2025-2026 winter sports season.
- **12.5 F** - Approve appointing DONNA DAVIS, as Varsity Girls Basketball Assistant Coach, for the 2025-2026 winter sports season.
- **12.5 G** - Approve appointing JAQUAN MASTELLAR, as Varsity Boys Basketball Head Coach, for the 2025-2026 winter sports season.

MINUTES OF THE MILLVILLE SCHOOL DISTRICT BOARD MEETING

MONDAY, APRIL 28, 2025

- **12.5 H** - Approve appointing LANCE DIEHL, as Varsity Boys Basketball Volunteer Assistant Coach, for the 2025-2026 winter sports season.
- **12.5 I** - Approve appointing WYATT SMITH, as Junior High Boys Basketball Head Coach, for the 2025-2026 winter sports season.

Spring 2026 Coaching Staff

- **12.5 J** - Approve appointing BRYAN FOUGHT, as Varsity Baseball Head Coach, for the 2026 spring sports season.
- **12.5 K** - Approve appointing ERIC JOHNSON and NATHAN WATSON, as Varsity Baseball Assistant Coaches, for the 2026 spring sports season.
- **12.5 L** - Approve appointing JENNIFER ROGERS, as Varsity Softball Head Coach, for the 2026 spring sports season.
- **12.5 M** - Approve appointing MORGAN DIFEBO, as Varsity Softball Assistant Coach, for the 2026 spring sports season.
- **12.5 N** - Approve appointing RICK RIERA-GOMEZ, as Junior High Girls Soccer Head Coach, for the 2026 spring sports season.
- **12.5 O** - Approve appointing PETER MORISCO, as Junior High Boys Soccer Head Coach, for the 2026 spring sports season.
- **12.5 P** - Approve appointing CHELSEA THRELKELD, as Junior High Field Hockey Head Coach, for the 2026 spring sports season.

Elementary Coaching Staff

- **12.5 Q** - Approve appointing RICK DAVIS, as Elementary Girls Basketball Coach, for the 2025-2026 school year.
- **12.5 R** - Approve appointing JAQUAN MASTELLAR, as Elementary Boys Basketball Coach, for the 2025-2026 school year.

The motion carried by roll call vote. 5 Yes; 1 No (G. Hemsarth); 3 Absent

12.6 Volunteer Personnel

A motion by Greg Hemsarth and seconded by Heather Mausteller 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.

- o Brian Kinney, Jahna Seelig

12. ADJOURNMENT

A motion by Heather Mausteller and seconded by Matthew Deihl to adjourn the meeting. The meeting adjourned at 8:07 pm.



Whitney Holloway, Board Secretary



Chelsea Rosenberger, Board Recording Secretary