

The Millville Area School Board held their regular business meeting on Monday, June 30, 2025 in the Millville Jr./Sr. High School Library beginning 7:10 pm. Prior to the meeting, the Millville Area School Board held an Executive Session meeting for legal matters, personnel matters, and for the annual School Safety and Security report.

### **1. ROLL CALL**

The following Board members answered roll call: William Berger, Michael Farrell, Greg Hemsarth (via ZOOM), 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; Dyson Savage, Director of Technology; Dee Davis, Director of Student Services; and Chelsea Rosenberger, Board Recording Secretary.

### **2. GUEST RECOGNITION AND COMMENTS**

Guests Will Pennings (Schneider Electric), Matthew Wardecker (Schneider Electric), Alex Cavallini, Christopher Sassaman, Wendy Faatz, Wanda Allegar, Lindsey Shultz, Gwen Utt, Heidi Brandt, Amber DiRado, Lori Nafus-Jones, Emily Bloom, Grant Sterner, and David Sterner all signed the register.

### **3. GUEST RECOGNITION AND COMMENTS**

#### *Wanda Allegar*

Mrs. Allegar shared some concerns regarding some recent decisions made by the Board. She explained that the Board recently approved a move of the district office to the high school with a large construction budget, not including the costs of the architects to plan the project. However, she was unable to ascertain the real reasons for this project other than a slippery ramp at the front of the district office. Then, she explained, she read that at other meetings, the Board approved an equalization raise and additional stipends for district administration. Mrs. Allegar was concerned that then; the Board approved the furlough of a district office position. At the meeting that evening, Mrs. Allegar commented, there was an update to her job description, among others, which she had not yet seen. She explained that she asked for a copy of the job description but did not receive one prior to the meeting where the changes were being considered. She reiterated her concern with the furlough of the district office position, citing her job responsibilities as crucial to district funding. Mrs. Allegar urged the Board to reconsider the furlough of a district office position when administrative assistants are already pushed to the limits.

### **4. BUDGET AND FINANCE**

#### *4.2 Expenditures*

A motion by Heather Mausteller and seconded by Michael Farrell that the Millville Area School Board consider and approve the expenditures since the June 9, 2025 meeting to present, general fund expenditures in the amount of \$997,954.90 and cafeteria expenditures in the amount of \$28,623.18.

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

4.4 Pay July Expenditures

A motion by William Berger and seconded by Michael Farrell that the Millville Area School Board consider and approve allowing the Business Manager to pay July 2025 expenditures incurred that are due prior to the next scheduled meeting with final approval at the next scheduled meeting.

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

4.5 Final 2025-2026 Millville Area School District Operating Budget

A motion by Michael Farrell and seconded by William Berger that the Millville Area School Board consider and approve the Millville Area School District 2025-2026 Final Budget with total expenditures of \$15,232,574 with a millage of 60.0967 mills which is an increase of 2.55% which is less than the maximum Act 1 index of 5.1%.

Mrs. Myers asked if anything had changed with the budget since the last presentation.

Mrs. Holloway answered that there were only a few minor adjustments made to federal programs allotments but not much else.

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

4.6 Homestead/Farmstead Resolution

A motion by Heather Mausteller and seconded by William Berger that the Millville Area School Board is needed to consider and approve the 2025-2026 Homestead and Farmstead Exclusion Resolution.

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

4.7 Commitment of Budgetary Reserves

A motion by Heather Mausteller and seconded by Michael Farrell that the Millville Area School Board approve the proposed commitment of budgetary reserves for OPEB funded liabilities in the amount of \$718,690; Uncompensated leave liability in the amount of \$253,463; Future extraordinary assessment from Columbia-Montour Vocational Technical School in the amount of \$300,000; Post Retirement Benefits due to PSERS rates in the amount of \$1,000,000, Future capital improvements in the amount of \$1,900,000 and Technology reserve in the amount of \$700,000. All commitment amounts estimated based upon consistent application of past periods methodologies and ratios – final commitment amounts by category to be adjusted and established based upon results of fiscal year-end financial accounting close procedures and financial statement audit.

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

4.8 2025-2026 Insurance Coverage

A motion by William Berger and seconded by Heather Mausteller that the Millville Area School Board approve the insurance policies for the 2025-2026 fiscal year in the amount of \$142,880 through Yoder Insurance (up \$4,234 from PY).

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

**5. SUPERINTENDENT'S REPORT**

5.1 Schneider Electric Presentation – Will Pennings & Matthew Wardecker

- Mr. Wardecker of Schneider Electric introduced Mr. Pennings as the Director of Construction for Schneider Electric who would be sharing some information about a potential scope modification to the Guaranteed Energy Savings Project in the VAV units.

- Mr. Pennings explained to the Board that between the process of writing the scope and the actual start of the project, there was language mistakenly included in the scope of the contract regarding the VAV coils. He shared that the actuator would be replaced but the replacement of the VAV coils was mistakenly added into the contract scope when there is not a need for this replacement. Mr. Pennings shared that Schneider Electric would like to propose some alternative scope items at no cost to the district in place of the replacement of the VAV coils.
- Mr. Wardecker clarified that the funding for the VAV coils was never calculated into the overall cost as it was not supposed to be included. Therefore, these additional scope items would be additional value to the district at a loss to Schneider Electric.
- Mr. Rasmus thanked them for the clarification, as the previous communication did not clearly represent the reason for the change.
- Mr. Wardecker commented that it was NRG North, our controls partner, who raised the concern with the scope item.
- Mr. Berger asked what the life expectancy of the VAV box units were.
  - Mr. Pennings answered that they can last 15 to 20 years.
  - Mr. Berger commented that in 15 years, the district might need to replace the units in their entirety, so it may not make sense to replace them at this point.
- Mr. Rasmus asked the representatives to clarify the changed scope items for the public.
  - Mr. Pennings answered that it would include the replacement of a 50 horsepower pump, a monitor for the walk-in freezer at the high school, a water metering system, and service hours with NRG Controls.
- Mr. Hemsarth asked if anyone looked into fixing the pump instead of replacing it.
  - Mr. Rasmus answered that fixing the pump would be another project in itself and that if desired, Schneider could look for some alternative options for scope items if the Board did not want to include the pump.
- Mrs. Mausteller asked if there was any way that the district could be credited back the money for this part of the project instead of finding alternatives for the scope.
  - Mr. Rasmus answered that he did not believe we could be given part of the money back from the whole project within the rules for bonds with the federal government.
  - Mrs. Holloway stated that she could reach out to our bond counsel to ascertain the ability to be credited funds.
- Mr. Hemsarth asked why this was not considered earlier on in the project.
  - Mr. Rasmus answered that these items on the alternative scope document were not part of the original project whatsoever, but rather, they were being considered in light of the mistaken language in the scope of the contract.
  - Mr. Wardecker added that Schneider is also offering to pay part of the district's service contract so that we would be covered for some time with NRG Controls, the local contractor. He explained that the Board could certainly fix the pump instead of replacing it, but we would be fixing an old pump.
  - Mr. Berger commented that he would be inclined to keep the old pump as a backup if the Board decides to replace it.
  - Mr. Farrell said that he would like to see some pricing on fixing the pump before moving forward with this.
- Mr. Rasmus asked how delaying this part of the project would affect the multi-stack replacement in the high school.

- Mr. Pennings answered that the system has two pumps so we can run either of them at a time, but the most efficient way to use it would be to average time on both the pumps. He added that the pump then would have a back up to keep it from wearing more quickly.
- Mr. Hemsarth shared his concerns with the pricing listed for the replacement of the pump as opposed to repairing it.
  - Mr. Wardecker commented that Schneider could eliminate the replacement pump and simply pay for more hours of service on the NRG Controls contract.
  - Mr. Berger asked how long those proposed hours of service would last the district.
  - Mrs. Holloway answered that she could look into the amount of hours currently used in the year for service to gauge this cost.
  - The Board decided to gather more information on this topic and thanked the men from Schneider Electric for their time.

Report: 5.2 District Updates

- Mr. Rasmus took a moment to thank Mr. McWilliams and his team for their work on the many projects around the district. He shared that the bollards were installed for safety outside the entrances to the buildings. Additionally, the road restoration project was completed, including a change order for the project due to issues with water runoff. This was added to avoid erosion and water spilling. Finally, the project for the district office relocation would begin on July 7, 2025.

**6. ADMINISTRATIVE REPORTS**

6.1 Administrative Reports

- Members of the administrative team had previously submitted their reports for the consideration of the Board and no additional questions were asked.

**7. REPRESENTATIVE REPORTS**

7.1 Representative Reports

- Mr. Hemsarth shared an updated regarding the CMAVTS JOC Board meeting, explaining that the meeting was a bit contentious over personnel but otherwise, fairly routine.

**8. APPROVAL OF BOARD MINUTES**

8.1 June 9, 2025 - Board Meeting Minutes

A motion by Jessica Whitmoyer and seconded by Michael Farrell that the Millville Area School Board approve the June 9, 2025 Millville Area School District Board meeting minutes.

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

**9. POLICY & GOVERNANCE / 10. ADMINISTRATIVE ITEMS**

Combined Consent (9.1 – 10.2)

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

- 9.1 First Reading Revised MASD Board Policies and Policy Attachments
  - A motion to approve the first readings of the revised Millville Area School District Board Policies and Policy Attachments, as recommended by PSBA per recent changes to federal regulations.

- 9.1 A - Policy 626 - Federal Fiscal Compliance
- 9.1 B - Policy 626 Attachment - Administration of Federal Funds: Types of Costs, Financial Obligations and Property Management
- 9.1 C - Policy 626 Attachment - Allowability of Costs - Federal Programs
- 9.1 D - Policy 626 Attachment - Cash Management - Federal Programs
- 9.1 E - Policy 626 Attachment - Grant Subrecipient Monitoring Procedures - Federal Programs
- 9.1 F - Policy 626 Attachment - Procurement - Federal Programs
- 9.1 G - Policy 626.1 - Travel Reimbursement - Federal Programs
- 10.1 Revised 2025-2026 MASD School Calendar
  - A motion to consider and approve the following revision to the 2025-2026 District Calendar: the Act 80 Day previously scheduled for April 10, 2026 will now be on November 21, 2025, due to professional development scheduling needs.
- 10.2 CSIU Guest Teacher Agreement 2025-2026
  - A motion to consider and approve the agreement between the CSIU 16 and Millville Area School District for the CSIU to provide guest teacher substitute services for the 2025-2026 school year, not to exceed a cost of \$500 (No change from previous year).

-Mr. Hemsarth asked if the Board had considered the compensation rates as stated in the policy attachments formally.

-Mrs. Davis answered that the changes to these policies/attachments were based off Federal UGG Guidelines for federal programs that were recently significantly updated.

-Mrs. Holloway explained that the Board usually considers these changes in January when the procurement thresholds change, but the language changes in the guidelines were more significantly changed than typically done in January.

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

### 10.3 Updated Job Descriptions

A motion by Heather Mausteller and seconded by William Berger that the Millville Area School Board consider and approve the updated job descriptions as presented effective July 1, 2025.

- 10.3 A - Administrative Assistant for Child Accounting (PIMS and Tax Collection)
- 10.3 B - Administrative Assistant to the Director of Student Services
- 10.3 C - Administrative Assistant to the Superintendent/Board Recording Secretary
- 10.3 D - Technology Director

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

### 10.4 Compensation Adjustments

A motion by Heather Mausteller and seconded by William Berger that the Millville Area School Board consider and approve compensation adjustments based upon job description changes consistent with administrative recommendations effective on July 1, 2025.

The motion carried by roll call vote. 5 Yes; 0 No; 1 Abstention (G. Hemsarth); 3 Absent

10.5 MOUs with Hemlock Township

A motion by Michael Farrell and seconded by Jessica Whitmoyer that the Millville Area School Board consider and retroactively approve the Memorandums of Understanding between Hemlock Township Police and the Millville Area School District for coverage in the Millville Junior-Senior High School and the Millville Elementary School.

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

10.6 2025-2026 KidVentures Therapy Service Provider Agreement

A motion by Jessica Whitmoyer and seconded by Heather Mausteller that the Millville Area School Board consider and approve the 2025-2026 Service Provider Agreement between Millville Area School District and KidVentures Therapy, Inc.

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

**11. CURRICULUM / EDUCATIONAL**

Combined Consent (11.1 – 11.2)

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

- 11.1 Engineering OAC Report 2024-2025
  - A motion to consider and approve the 2024-2025 Engineering Occupational Advisory Committee report as presented.
- 11.2 Accounting OAC Report 2024-2025
  - A motion to consider and approve the 2024-2025 Accounting Occupational Advisory Committee report as presented.

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

11.3 Updated Graduation Requirements

A motion by Jessica Whitmoyer and seconded by William Berger that the Millville Area School Board postpone the recommended action to consider and approve updated language to the 2025-2026 Student Handbooks relative to the graduation requirements until the regular business meeting in July.

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

**12. BUILDINGS AND GROUNDS**

12.2 Disposal Approvals

A motion by William Berger and seconded by Jessica Whitmoyer that the Millville Area School Board consider and approve the disposals of district equipment as presented.

- 12.1 A - Sweeney - Disposal of Drums from recent replacement
- 12.1 B - Pell - Disposal of physical education equipment

-Mr. Hemsarth asked if the Little League might be able to use some of the bats on the disposal request.

-Mr. Farrell answered that the Little League has plenty already that have been donated for athletes to use.

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

12.3 Schneider Electric Change Order

A motion by William Berger and seconded by Michael Farrell that the Millville Area School Board postpone the recommended action to consider and approve the change order with Schneider

Electric to remove the scope item of fourteen (14) VAV Box Hot Water Reheat Coils from the Guaranteed Energy Savings Project and replace it with a pump, freezer temperature monitoring system, a remote water metering system, and service hours, at no additional cost to the district to the regular business meeting in July.

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

12.4 Additional Paving Services Quote - Don E. Bower, Inc.

A motion by Michael Farrell and seconded by William Berger that the Millville Area School Board consider and retroactively approve the quote from Don E. Bower, Inc. for additional paving services rendered, at a total additional cost of \$1,520.

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

**13. PERSONNEL AND ACTIVITIES**

13.1 Administrator Merit-Based Increases

A motion by Susan Myers and seconded by William Berger that the Millville Area School Board postpone the recommended action to consider and approve merit increases for Act 93 Administrators and the District Business Manager in a manner consistent with the 2025-2028 Act 93 Agreement and the evaluation and recommendation of the Superintendent of Schools to the regular business meeting in July.

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

13.2 Appoint Federal Programs Coordinator

A motion by William Berger and seconded by Heather Mausteller that the Millville Area School Board appoint BRANDON GORDNER as Federal Programs Coordinator, at a stipend of \$5,000 per year.

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

13.3 Resignation - Hemsarth

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 ANDREW HEMSARTH as Secondary Social Studies Teacher, effective August 20, 2025.

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

13.4 Resignation - Roth

A motion by William Berger and seconded by Heather Mausteller that the Millville Area School Board consider and approve acceptance of the resignation notice from KATRINA ROTH as Secondary English Teacher, effective August 20, 2025.

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

13.5 Resignation - Shultz

A motion by Heather Mausteller and seconded by Michael Farrell that the Millville Area School Board consider and approve acceptance of the resignation notice from LINDSEY ALLEGAR-SHULTZ as Special Education Teacher, effective August 20, 2025.

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

13.6 Mentor Teachers 25/26

A motion by Michael Farrell and seconded by Susan Myers that the Millville Area School Board consider and approve TRAVIS BODNAR as Mentor Teacher for the 2025-2026 school year to new Elementary teacher, CHELSEA BASSETT and SONJA FLOOK as Mentor Teacher for the 2025-2026 school year to new Elementary teacher, ALYSSA WILLIAMS.

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

13.7 Unpaid Leave - Employee 985

A motion by Susan Myers and seconded by Heather Mausteller that the Millville Area School Board consider and approve (1.0) one unpaid leave day on June 26, 2025 for employee 985.

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

13.8 Varsity Boys Soccer Assistant Coach

A motion by Susan Myers and seconded by Michael Farrell that the Millville Area School Board consider and approve appointing SEAN CRAWFORD, as Varsity Boys Soccer Assistant Coach for the 2025-2026 school year.

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

13.9 Commonwealth University Student Teacher Approval

A motion by Heather Mausteller and seconded by Susan Myers that the Millville Area School Board consider and approve the Commonwealth University Student Teacher Placement of LORENA MARQUARDT (Early Child Education (PK-4)) with co-op teacher KIM COLEMAN and the placement of ALAINYA SHERWOOD with co-op teacher TRAVIS BODNAR in the fall 2025 semester.

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

**14. ADJOURNMENT**

A motion by Heather Mausteller and seconded by William Berger to adjourn the meeting. The meeting adjourned at 8:28 pm. Following the meeting, the Board held an Executive Session for personnel matters.

Whitney Holloway, Board Secretary

Chelsea Rosenberger, Board Recording Secretary