

Mrs. Holloway called the Millville Area School District Finance Committee Meeting to order at 6:37 pm.

Those present in the High School Library were Joseph Rasmus, Superintendent; Whitney Holloway, Business Manager; Greg Hemsarth, Board Member/Finance Committee Member; Jessica Whitmoyer; Board President; Corey Whitmoyer, Board Member/Finance Committee Member; Alex Cavallini, Board Member; Gena Maize, Board Member (via ZOOM); Heather Mausteller, Board Member; Klohe Faatz, community member; Wendy Faatz, community member; and Chelsea Rosenberger, Board Recording Secretary.

Preliminary Budget Discussion

- ❖ Mrs. Holloway explained that the Board previously approved a resolution stating they would not increase taxes above the allowable figures included in the Act 1 Index. The Act 1 Index is set at 4.5% for the 2026-2027 fiscal year.
 - The Committee discussed the fact that the district has likely never exceeded the index.
 - Mrs. Holloway added that the approved resolution impacts budgeting and explained the timelines now that the resolution was passed.
- ❖ Mrs. Holloway shared that the resolution was uploaded to PDE ahead of required timelines and that the deadline varies annually depending on the election cycle, with this year's being in late January.
- ❖ Mrs. Holloway shared a preliminary budget calculation spreadsheet and explained that the district has not yet received updated county assessment figures. So, for the purposes of this calculation, last year's assessment figures were used.
 - Additionally, Mrs. Holloway stated that the tax collection rate was an estimation and would be updated after the December 31 tax closeout. She would continue to update the Committee as new data becomes available.

Revenue Impact At Various Levels of Tax Increase

- ❖ Mrs. Holloway shared the following figures at proposed levels of tax increase for the 2026-2027 fiscal year.

% of Act 1 Index	Approximate Revenue Increase
0%	Status Quo (No Increase)
25% (1.125%)	~\$56,749
50% (2.25%)	~\$133,498
75% (3.375%)	~\$170,247
100% (4.5%)	~\$226,997

- ❖ Mrs. Holloway showed what the median property tax increase would be for the taxpayer. She added that the Homestead/Farmstead funds significantly reduce the net tax burden for the taxpayer, which is generated from the annual gambling revenue. Not

all taxpayers qualify for this reduction, but the funds are distributed evenly across eligible households. The letters to potential eligible property owners have already been mailed, and the application must be submitted to the Columbia County Tax Assessment Office by March 1. Additionally, she explained that new property owners may temporarily retain a previous owner's homestead exemption, but it will be removed once the deed updates, unless they personally qualify.

- **25% of index:** ~\$19
 - **50% of index:** ~\$38
 - **75% of index:** ~\$57
 - **100% of index:** ~\$76
- ❖ Mrs. Holloway shared that the index decreased from 5.1% last year to 4.5% this year and that the district does not control this. Rather, it is assigned by PDE based on state formulas.
 - ❖ The district has begun receiving state subsidy payments, improving our current cash flow.

Funding Updates

- ❖ Then, Mrs. Holloway shared that cyber charter reform legislation remained unresolved. However, the required form, the PDE 363 was submitted by October 31st. Due to state budget delays, districts will be required to amend the PDE 363, which will change the cyber charter rate calculations. She added that the expected changes may reduce district expenditures for outside cyber students, but PDE has not issued its final calculations.
- ❖ Next, Mrs. Holloway communicated that Columbia County was delayed in remitting their second and third quarter delinquent tax payments. She explained that in the second quarter, there was approximately \$42,000 that was significantly late while in the third quarter, there was also approximately \$60,000 that was delayed. Mrs. Holloway said that the County cited financial strain and loan considerations as the reasoning for the delay and that this issue affected all Columbia County school districts (Millville, Berwick, Central, Bloomsburg).
 - The Committee discussed the seriousness of a recurrence and potential need for a formal response if it happens again.

Financial Reports and Documentation

- ❖ Mrs. Holloway then reviewed a packet with some financial reports. One report showed the percentage of the current budget expended by category. She encouraged the Board to ask questions regarding the expenditures as they arose.

Tentative Budget Adoption Timeline

- ❖ Mrs. Holloway shared the following dates as part of a tentative proposed 2026-2027 budget timeline.
 - Preliminary Budget Adoption: April 13
 - Final Budget Adoption: May 18

- ❖ Mrs. Holloway explained that if the preliminary budget is delayed until the April 27th board meeting, the final adoption of the budget would have to shift to June 8 to preserve the required 30-day public review period before the absolute deadline of June 30th.
 - Ms. Maize asked that additional reminders be placed on the previously sent calendar invitations about these important timeline dates.
- ❖ Mrs. Holloway shared the Act 1 Budgeting timeline document from the Pennsylvania Department of Education, adding that many steps do not apply to the district because the Board passed the resolution previously mentioned. She highlighted a few upcoming dates for the Committee and those in attendance.
 - The Committee asked that they receive early access to any preliminary budget drafts so that they can review and submit questions in advance.

Completed Administrative Tasks

- ❖ Mrs. Holloway shared that the Annual Financial Report was submitted to PDE by the November 30 deadline.
 - Dr. Rasmus commended Mrs. Holloway for her extensive work on this report, including time over Thanksgiving break.
- ❖ Then, Mrs. Holloway stated that the KPN purchasing cooperative was completed and submitted for custodial supplies, paper, general supplies, and arts materials.
- ❖ Mrs. Holloway shared that the support staff contract was now settled and the rate increases were entered and would become effective that Friday.
- ❖ Next, Mrs. Holloway communicated that the open enrollment period was completed for the January 1st enrollment of insurance.
- ❖ Mrs. Holloway stated that the four required PCCD grant submissions were completed and were awaiting the next cycle. The funds in these grants would help support the district's capital projects and program enhancements.
- ❖ Finally, Mrs. Holloway shared that all of the title applications under federal programs from previous years were submitted or closed out.

Items In Progress

- ❖ Mrs. Holloway stated that she was still working on a few items. She explained that the Sterling Act Report was in progress and was due on December 15. The federal comparability report would also need to be submitted, with the help of the Director of Student Services. Finally, the Act 16 Special Education Cost Report was in progress and near completion.
- ❖ Mrs. Holloway shared that annual end-of-year tasks would need to be completed soon, including the Annual Nutrition Report, the Medical Access Report, W2's, 1099's, state and federal tax filings, and quarterly returns.

MILLVILLE AREA SCHOOL DISTRICT

Finance/Budget Committee Meeting Minutes

December 8, 2025

ADJOURNMENT

No additional questions were asked. The Committee adjourned the meeting at 6:58 pm.

Chelsea Rosenberger
Board Recording Secretary