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MINUTES OF THE MILLVILLE SCHOOL DISTRICT BOARD MEETING  
MONDAY, JANUARY 12, 2026

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The Millville Area School Board held their regular business meeting on Monday, January 12, 2026 in the Millville Jr./Sr. High School Library beginning 7:01 pm. Prior to the meeting, the Board met for an Executive Session for a number of legal and personnel matters.

### **1. ROLL CALL**

The following Board members answered roll call: Alex Cavallini, Matthew Deihl, Michael Farrell, Greg Hemsarh, Gena Maize, Heather Mausteller, Jonathan Richards, Corey Whitmoyer, and Jessica Whitmoyer.

Also present were Joseph Rasmus, Superintendent of Schools; Whitney Holloway, Business Manager; Matthew Mills, Secondary Principal; Brandon Gordner, Elementary Principal; Danielle Fritz, Director of Student Services; Dyson Savage, Director of Technology; Matthew McWilliams, Supervisor of Buildings and Grounds; and Chelsea Rosenberger, Board Recording Secretary.

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

Guests Christopher Sassaman and Betsy Riera-Gomez all signed the register but did not request to comment.

### **3. SUPERINTENDENT REPORT**

- Dr. Rasmus began his report by sharing that the Athletic Handbook was on the agenda that evening with updates to improve clarity and to review the existing coach evaluation process. Additionally, he explained that the Board was reviewing an administrative regulation that evening outlining drug and alcohol testing guidelines. These guidelines were intended specifically for those driving Rhinard transportation vehicles to clearly define expectations.
- Furthermore, Dr. Rasmus stated that the district is interested in starting a new Career and Technical Education program titled Diversified Occupations, after review by the Curriculum Committee. The program would allow students to participate in supervised work-based learning experiences, earning one credit for each placement. Credit requirements will be updated next school year to support the program. Currently, the District does not receive state subsidy for students while they are participating in these off-campus experiences. Mr. Martone will supervise students at job sites, gather employer feedback, and help students develop essential workplace soft skills.

### **4. BUSINESS MANAGER'S REPORT**

- Mrs. Holloway had previously submitted her report for the consideration of the Board but had two items to add. She stated that December was rather busy. She submitted the Annual Financial Report and completed the financial audit early.

- Dr. Rasmus commended Mrs. Holloway for her tremendous work completed over winter break.
- Mrs. Holloway then shared that the district is turning over the delinquent tax information to the county and would be sharing the report with the Board once received. Overall, she stated that the total number of delinquent taxes was an increase from last year.
  - Mr. Hemsarth asked if the county has started paying back the district for their missed payments from the fall.
  - Mrs. Holloway confirmed that the county did pay the district in December.

## **5. APPROVAL OF BOARD MINUTES**

### **Combined Consent (5.1 – 5.4)**

A motion by Greg Hemsarth and second by Gena Maize that the Millville Area School Board consider and approve the combined recommended action as presented.

- 5.1 December 3, 2025 Reorganizational Board Meeting Minutes
  - A motion to consider and approve the December 3, 2025 Millville Area School District Board reorganizational meeting minutes.
- 5.2 December 3, 2025 Board Meeting Minutes
  - A motion to approve the December 3, 2025 Millville Area School District Board meeting minutes.
- 5.3 December 8, 2025 Special Board Meeting Minutes
  - A motion to approve the December 8, 2025 Millville Area School District special Board meeting minutes.
- 5.4 January 6, 2026 Special Board Meeting Minutes
  - A motion to approve the January 6, 2026 Millville Area School District special Board meeting minutes.

The combined motion carried by voice vote. 9 Yea; 0 Nay; 0 Absent

## **6. BUDGET AND FINANCE**

### **6.2 Expenditures**

A motion by Gena Maize and second by Greg Hemsarth that the Millville Area School Board consider and approve December 3, 2025 through January 12, 2026 general fund expenditures in the amount of \$918,989.31, cafeteria expenditures in the amount of \$37,564.05 and athletic expenditures in the amount of \$6,277.00.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

### **6.3 Financial Audit**

A motion by Gena Maize and second by Heather Mausteller 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, 2025.

- Ms. Maize asked if there are any deficiencies or concerns with the report.
- Mrs. Holloway answered that no, there were no issues and that the state had already accepted the report.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

## **7. POLICY / GOVERNANCE**

### ***7.2 PSBA Principles of Governance and Leadership***

A motion by Greg Hemsarth and second by Gena Maize that the Millville Area School Board consider and approve the adoption of the Pennsylvania School Boards Association's Principles for Governance and Leadership as detailed below.

WHEREAS, Pennsylvania school boards are committed to providing every student the opportunity to grow and achieve; and

WHEREAS, our actions, as elected and appointed board members, ultimately have both short- and long-term impact in the classroom.

NOW, THEREFORE BE IT RESOLVED, that we will...

#### **LEAD RESPONSIBLY:**

- Prepare for, attend and actively participate in board meetings
- Work together with civility and cooperation, respecting that individuals hold differing opinions and ideas
- Participate in professional development, training and board retreats
- Collaborate with the superintendent, acknowledging their role as the 10th member of the board and commissioned officer of the commonwealth

#### **ACT ETHICALLY:**

- Never use the position for improper benefit to self or others
- Avoid actual or perceived conflicts of interest
- Recognize that school directors do not possess any authority outside of the collective board
- Accept that when a board has made a decision, it is time to move forward collectively and constructively

#### **PLAN THOUGHTFULLY:**

- Implement a collaborative strategic planning process
- Set annual goals that are aligned with comprehensive plans, recognizing the need to adapt as situations change
- Develop a comprehensive financial plan and master facilities plan that anticipate short- and long-term needs
- Allocate resources to effectively impact student success

#### **EVALUATE CONTINUOUSLY:**

- Make data-informed decisions
- Evaluate the superintendent annually
- Conduct a board self-assessment on a recurring basis
- Focus on student growth and achievement
- Review effectiveness of all comprehensive and strategic plans

#### **COMMUNICATE CLEARLY:**

- Promote open, honest and respectful dialogue among the board, staff and community
- Acknowledge and listen to varied input from all stakeholders
- Promote transparency while protecting necessary confidential matters
- Set expectations and guidelines for individual board member communication

#### **ADVOCATE EARNESTLY:**

- Promote public education as a keystone of our commonwealth
- Engage the community by seeking input, building support networks and generating action

- Champion public education by engaging local, state and federal officials
- GOVERN EFFECTIVELY:
- Establish and adhere to rules and procedures for board operations
  - Develop, adopt, revise and review policy routinely
  - Align board decisions to policy, ensuring compliance with the PA School Code and other local, state and federal laws
  - Remain focused on the role of governance, effectively delegating management tasks to the administration adopted this 12th day of January, 2026

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

### 7.3 First Reading Revised MASD Board Policies and Policy Attachments

A motion by Greg Hemsarth and second by Gena Maize that the Millville Area School Board consider and 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 and the Policy Committee.

- 7.3 A - Policy 216.2 - Student Records: Name, Sex, and Gender Identity
- 7.3 B - Policy 105 - Curriculum
- 7.3 C - Policy 105.2 - Exemption from Instruction
- 105.2-AR-1: Request for Exemption from Instruction
- 105.2-AR-3: Exemption from Dissection Activities
- 105.2-AR-4: Notice of Dissection Activities
- 7.3 D - Policy 610 - Purchases Subject to Bid / Quotation
- 7.3 E - Policy 611 - Purchases Budgeted
- 7.3 F - Policy 626 Attachment - Procurement - Federal Programs

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

### 7.4 351-AR-1 Administrative Regulation: Drug and Alcohol Guidelines for District Drivers

A motion by Gena Maize and second by Corey Whitmoyer that the Millville Area School Board consider and approve the following MASD Administrative Guideline: 351-AR- 1 Drug and Alcohol Guidelines for District Drivers.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

## **8. ADMINISTRATIVE ITEMS**

### 8.1 Western Governors University Student Teaching Agreement

A motion by Greg Hemsarth and second by Gena Maize that the Millville Area School Board consider and approve the agreement made between Western Governors University and Millville Area School District to provide practicum experience for student teaching and practicum placements, as outlined in the agreement.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

### 8.2 CMSU Behavioral Health SAP Liaison Agreement 2026-2030

A motion by Greg Hemsarth and second by Heather Mausteller that the Millville Area School Board consider and approve the agreement between the Millville Area School District and CMSU Behavioral Health to provide liaison services for the Student Assistance Program (SAP) from January 1, 2026 through June 30, 2030, as outlined in the agreement.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

8.3 2025-2026 Athletic Handbook

A motion by Heather Mausteller and second by Greg Hemsarth that the Millville Area School Board approve the updated 2025-2026 Athletic Handbook, with the reduction of the word "varsity" from the updated sections.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

**9. CURRICULUM / EDUCATIONAL**

9.2 Curricular Excursions & Field Trips

A motion by Michael Farrell and second by Corey 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.

- 9.2 A - January 14, 2026 - Junior High County Chorus - Mrs. Sweeney
- 9.2 B - January 16, 2026 - County Band Festival - Mrs. Sweeney
- 9.2 C - January 29, 2026 - Aavidum Annual Conference - Ms. Cashner
- 9.2 D - February 4 - 6, 2026 - District Band Festival - Mrs. Sweeney
- 9.2 E - February 20, 2026 - Area Public Speaking LDEs - Mrs. Hall

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

9.3 A Prioritized Agenda Item: Revised School Calendar 2025/2026

A motion by Heather Mausteller and second by Greg Hemsarth 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. 9 Yea; 0 Nay; 0 Absent

9.3 B Prioritized Agenda Item: Revised School Calendar 2025/2026

A motion by Heather Mausteller and second by Greg Hemsarth that the Millville Area School Board consider and approve the following update to the 2025-2026 school calendar, as a result of the school closing on December 23, 2025: February 17, 2026, which was formerly denoted as a makeup day will now be a regular school day for all students and staff.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

9.3 C Prioritized Agenda Item: Revised School Calendar 2025/2026

A motion by Michael Farrell and second by Corey Whitmoyer that the Millville Area School Board consider and approve amending the minutes of the January 12, 2026 board meeting to reflect the inclusion of the aforementioned prioritized agenda item.

The motion carried by voice vote. 9 Yea; 0 Nay; 0 Absent

9.4 Implement Diversified Occupations CTE Program (CIP code is 32.0105)

A motion by Michael Farrell and second by Corey Whitmoyer that the Millville Area School Board authorize the superintendent to implement a Diversified Occupations CTE Program (CIP code is 32.0105) for the 2026-27 School Year that meets all the expectations and requirements set forth by the Pennsylvania Department of Education.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

Combined Consent (9.5 – 9.6)

A motion by Greg Hemsarth and second by Heather Mausteller that the Millville Area School consider and approve the combined recommended action as presented.

- 9.5 2026-2027 Millville Jr/Sr High School Course Booklet
  - A motion to consider and approve the 2026-2027 Millville Jr/Sr High School Course Booklet.
- 9.6 2026-2027 Millville Middle School Course Booklet
  - A motion to consider and approve the 2026-2027 Millville Middle School Course Booklet.

The combined motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

9.7 Additional Engineering Occupational Advisory Committee Member

A motion by Michael Farrell and second by Corey Whitmoyer that the Millville Area School Board consider and approve the membership of MARIO TOMBASCO (Penn College) to the Engineering Occupational Advisory Committee (OAC).

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

9.8 Gaggle Agreement 2025-2026

A motion by Heather Mausteller and second by Gena Maize that the Millville Area School Board consider and approve the contract between Millville Area School District and Gaggle Net, Inc. to provide mental health services in the 2025-2026 school year at a total of \$18,382. The program will be covered by PCCD grant funding.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

**10. BUILDINGS AND GROUNDS**

10.1 Metal Detectors Acquisition Bid

A motion Gena Maize and second by Heather Mausteller that the Millville Area School Board put to bid the acquisition of metal detectors for the Millville Area School District, to be subsidized by PCCD grant funding.

- Mr. Deihl asked if the metal detectors would be mounted or wands.
- Dr. Rasmus answered that the project would have both mounted metal detectors that are fixed in each school office and another two that are portable. He added that this configuration was observed recently by administration at Southern Columbia.
- Mr. Deihl asked if people would have to take their shoes off.
- Mr. Savage answered that no, those going through would not have to take their shoes off and that the machines will know the difference between phones, belts, and other basic items people would have on their person.
- Ms. Maize asked for clarity on the posting of this bid information.
- Ms. Rosenberger answered that the posting must be out in two newspapers once a week for a period of three weeks.
- Dr. Rasmus added that the district must bid out this project because of the proposed total cost as well as the fact that federal funding would be utilized.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

10.2 Journey Bank Facility Use - Teen Star Auditions

A motion by Greg Hemsarth and second by Corey Whitmoyer that the Millville Area School Board consider and approve the use of the high school auditorium, music practice rooms, and sound system on April 1, 2026 from 3:00-9:30 p.m. and on April 4, 2026 from 7:30 am - 4:00 pm for Journey Bank Teen Star Auditions, at the usage fee of \$200, consistent with Administrative Regulation 707 AR-3 District Facilities Fee Schedule.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

10.3 Disposal Approval

A motion by Greg Hemsarth and second by Gena Maize that the Millville Area School Board consider and approve disposal of obsolete textbooks and small furniture which are in poor condition.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

**11. PERSONNEL AND ACTIVITIES**

11.1 Memorandum of Understanding with MAESPA

A motion by Gena Maize and second by Matthew Deihl that the Millville Area School Board consider and approve the Memorandum of Understanding between the Millville Area School District and the Millville Area Educational Support Personnel Association (MAESPA) which enables the district to appoint a part-time Health Room Assistant in order to maintain the health and safety needs of district students.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

11.2 Resolution for District Police Department

A motion by Heather Mausteller and second by Michael Farrell that the Millville Area School Board consider and approve a resolution that authorizes the Millville Area School District to establish and implement a School District–Operated School Police Department beginning with the 2026-2027 School Year.

The motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

Combined Consent (11.3 – 11.12)

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

- 11.3 Retirement - K. Bond
  - A motion to consider and approve accepting, with gratitude, the notice of retirement from KATHY BOND as Elementary Head Cook, effective the end of the 2025-2026 school year.
- 11.4 Retirement - D. Davis
  - A motion to consider and approve accepting, with gratitude, the notice of retirement from DONNA DAVIS as Secondary Head Cook, effective the end of the 2025-2026 school year.
- 11.5 Resignation - A. Myers
  - A motion to consider and approve the notice of resignation of ABBIE MYERS as the Health Room Assistant/LPN, effective immediately.

- 11.6 FMLA
  - A motion to consider and approve FMLA for employee #591 beginning on December 29, 2025 and continuing through on or about January 15, 2026. The FMLA will run concurrent with the use of sick, personal and unpaid days.
- 11.7 Appoint Health Room Assistant/LPN
  - A motion to consider and approve MORIAH BENJAMIN as Health Room Assistant/LPN at the compensation rate of \$23 per hour pending submission of all necessary documentation and clearances.
- 11.8 After School Detention Monitors
  - A motion to consider and approve KAYLEEN JENKINS and KLOHE FAATZ as after school detention monitors for the 2025-2026 school year.
- 11.9 Substitute Personnel
  - A motion to consider and approve the substitute personnel recommendations as presented.
    - Dedicated Substitute*
      - 11.9 A - Approve KIMBERLY BRAY as a Designated Substitute for the 2025-2026 school year. Pending receipt of all necessary documentation.
    - CSIU Guest Teacher Substitute*
      - 11.9 B - Approve ELIZABETH LIEBERMAN as a CSIU Guest Teacher Substitute for the 2025-2026 school year. Clearances on file.
      - 11.9 C - Approve ABIGAIL COUSIN as a CSIU Guest Teacher Substitute for the 2025-2026 school year. Clearances on file.
      - 11.9 D - Approve ANDREW SWIETAK as a CSIU Guest Teacher Substitute for the 2025-2026 school year. Clearances on file.
      - 11.9 E - Approve LINDSEY TUCKER as a CSIU Guest Teacher Substitute for the 2025-2026 school year. Clearances on file.
      - 11.9 F - Approve KATHRYN WEAVER as a CSIU Guest Teacher Substitute for the 2025-2026 school year. Clearances on file.
      - 11.9 G - Approve EMILY CONLEY as a CSIU Guest Teacher Substitute for the 2025-2026 school year. Clearances on file.
      - 11.9 H - Approve GRACIE BROSIIOUS as a CSIU Guest Teacher Substitute for the 2025-2026 school year. Clearances on file.
      - 11.9 I - Approve ADEN LEWIS as a CSIU Guest Teacher Substitute for the 2025-2026 school year. Clearances on file.
- 11.10 Western Governors University Student Teacher Approval
  - A motion to consider and approve the Western Governors University Student Teacher Placement of NAKITA STREM (Secondary English Education) with co-op teacher RACHAEL MUSSER in the spring 2026 semester.
- 11.11 Additional Transportation Drivers Approval
  - A motion to consider and approve the additional Rhinard Transportation Drivers: DEBRA HESS, STEPHINE WELSH, DENISE FARVER and MOLLIE FAUS for the 2025-2026 school year, pending receipt of all clearances and necessary documentation.

- 11.12 Volunteer Personnel

- A motion is to consider and approve the list of Volunteer Personnel for the 2025-2026 school year as presented. Current clearances and Volunteer Forms on file.
  - Carrie Hughes

The combined motion carried by roll call vote. 9 Yes; 0 No; 0 Absent

**12. ADJOURNMENT**

A motion by Greg Hemsarh and seconded by Heather Mausteller to adjourn the meeting. The meeting adjourned at 7:54 pm.

Whitney Holloway, Board Secretary

Chelsea Rosenberger, Board Recording Secretary