

October 12, 2026 Regular Board Meeting

Monday, October 12, 2026 7:00 PM

Millville High School, 345 School House Lane, Millville, PA 17846

1. OPENING PROCEDURES

2. PUBLIC COMMENT ON AGENDA ITEMS

3. SUPERINTENDENT REPORT

3.1. Presentation on KSLA Conference

Speaker(s) : Brandon
Gordner, Nevin Iliev,
Aimee Diehl

4. BUSINESS MANAGER REPORT

5. MINUTES / POLICY & BOARD GOVERNANCE

5.1. September 28, 2026 - Board Meeting Minutes

5.2. 2026-2027 Updated Board Committees Schedule

5.3. Review: MASD Policy 226 - Searches

5.4. Second Reading Updated MASD Policy 619:
District Audit

5.5. Second Reading Updated MASD Policy 102:
Academic Standards

5.6. Second Reading Updated MASD Policy 204.1:
Virtual Attendance and Wellness Checks

5.7. Second Reading Updated MASD Policy 209: Health
Examinations/Screenings

5.8. Second Reading Updated MASD Policy 246: School
Wellness

5.9. Updated Administrative Regulation 246-AR-2:
Physical Education

6. BUDGET AND FINANCE

6.1. Expenditures

6.2. Electricity Pricing

7. ADMINISTRATIVE ITEMS

7.1. Curricular Excursions & Field Trips 26/27

7.2. MFA Token Acquisition: Winslow Technology Group

8. PERSONNEL AND ACTIVITIES

8.1. Cafeteria Substitute - D. Davis

8.2. Unpaid Leave: Employee 1150

8.3. Appoint Varsity Basketball Volunteer Assistant
Coach: S. Johnson

8.4. MASD Employee Driver Approvals

8.5. Rhinard Transportation Driver Approval

9. **PUBLIC COMMENT ON NON-AGENDA ITEMS**

10. **ADJOURNMENT**

10.1. Upcoming Meetings

10.2. Most Recent Board Committee Meetings

MINUTES OF THE MILLVILLE SCHOOL DISTRICT BOARD MEETING

MONDAY, SEPTEMBER 28, 2026

The Millville Area School Board held their regular business meeting on Monday, September 28, 2026 in the Millville Jr./Sr. High School Library beginning at 7:05 pm. Prior to the meeting, the Board held an Executive Session for legal and personnel matters.

1. OPENING PROCEDURES

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

Also present were Joseph Rasmus, Superintendent of Schools; Whitney Holloway, Business Manager/Board Secretary; James Meadows, Director of Interventional Support; Matthew Mills, Secondary Principal; Danielle Fritz, Director of Student Services; Matthew McWilliams, Supervisor of Buildings and Grounds; and Chelsea Rosenberger, Board Recording Secretary.

GUEST RECOGNITION PRESENT

Guests present who signed the register were Christopher Sassaman, Wendy Faatz, Dr. Shanna Haden, Paul Haden, Trisha Whispell, and Matthew Lunger.

2. SUPERINTENDENT REPORT

Band Uniforms

- ❖ Dr. Rasmus presented a detailed account of the band uniform request before public comment on agenda items. He explained that the purpose was to recognize students' needs, clarify the sequence of discussions and recommendations, and describe the procurement, budget, and replacement-cycle considerations underlying the proposal. He explained that the band director, Carolyn Sweeney, brought concerns to Mr. Mills and Dr. Rasmus regarding growing participation, the condition of existing uniforms, and difficulty matching available uniform sizes to students. Some uniforms were no longer suitable for continued use. Administration reviewed a detailed inventory and sizing spreadsheet with the band director and acknowledged the sizing concerns. Following consultation with administration, the band director was asked to obtain estimates from three vendors. The preferred estimate for 100 traditional uniforms was approximately \$39,080.50, or approximately \$390.81 per uniform. Vendor quality, style options, and price were among the considerations discussed.
- ❖ Dr. Rasmus explained that purchases must follow applicable purchasing and bidding requirements. The traditional-uniform proposal was sufficiently large to require further procurement review rather than proceeding solely on vendor estimates. He also stated that the existing traditional uniforms were acquired in 2019 and were scheduled for replacement in 2029 under the district's ten-year replacement cycle. The request

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therefore represented a significant expenditure approximately three years ahead of the scheduled replacement.

- ❖ Dr. Rasmus reported approximately 25 high school band students and 41 junior high students, for a total of 66 students. He explained that the relationship between actual participation, sizing needs, and the request for 100 uniforms needed to be reconciled before a purchase was made. Based on the records reviewed for band trips/events, approximately five events appeared to involve traditional band uniforms.
- ❖ Dr. Rasmus then described the August 17th Co-Curricular Committee discussion and subsequent work during the week of August 18. An option to provide different attire for junior and senior high students was discouraged because the students frequently perform as a combined ensemble. The proposed uniform consisted of coordinated embroidered quarter-zip pullovers, polo shirts, and athletic pants. Administration and the band director reviewed garments and vendors, with student-officer input discussed as part of the selection process with a local vendor, One Eleven Printing, was identified for the proposed purchase. The recommendation placed before the Board was a total cost not to exceed \$7,300. Dr. Rasmus explained that this approach would address immediate student attire needs at a substantially lower cost than purchasing traditional uniforms ahead of the established replacement cycle.
- ❖ Committee and administrative discussions included expanding the band's visibility through homecoming, soccer senior nights, basketball senior nights, and other school or community events. Possible performances included the national anthem and selections performed from the stands. Administration discussed balancing performance opportunities with rehearsal requirements and students' schedules.
- ❖ Dr. Rasmus characterized increased visibility as an opportunity to support and recognize band students. He described a recent conversation with Dr. Haden and other band advocates to explain the history of the request and the district's decision process. He welcomed continued discussion with families and advocates and affirmed the district's commitment to supporting students while managing resources responsibly.

3. PUBLIC COMMENT ON AGENDA ITEMS

- ❖ Dr. Shanna Haden asked whether the proposed ensemble would be temporary until 2029 or would become the permanent uniform.
 - Board members and administration stated that future consideration would depend on budget conditions, garment durability, participation, frequency of use, and other circumstances. They expressed willingness to revisit the issue, without making a commitment to a specific future purchase.
- ❖ Trisha Whispell raised questions about laundering and footwear.
 - The Board and administration present agreed that those items would be at the expense of the parents and/or the boosters.
- ❖ Dr. Shanna Haden asked about student feedback and encouraged administrators to be more visible in the band room so students would know their concerns were understood.

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- Dr. Rasmus stated that the band director had been asked to involve officers and that students participated in sizing the proposed garments.
- ❖ Dr. Shanna Haden asked whether fundraising and additional performances could help support traditional uniforms in the future.
 - Board members welcomed the ideas but stated there were too many unknown variables to form a decision at this time.
 - The discussion included potential cooperation between band families and athletic boosters, including concession activities and other shared opportunities. Participants noted that a small number of families often carry much of the volunteer workload.
- ❖ Trisha Whispell questioned whether the district's sponsorship framework was focused primarily on athletics.
 - Dr. Rasmus expressed interest in considering opportunities for music and other extracurricular programs.
 - Mrs. Whitmoyer agreed and added that further ideas could be developed through committee discussion.

4. ADMINISTRATIVE REPORTS

- ❖ Members of the administration had previously submitted their reports for the consideration of the Board.
- ❖ Mrs. Holloway, Business Manager, reported that all three booster club annual reports were available for review and shared with the Board. Questions about those reports would be referred to the respective organizations.
- ❖ Mrs. Fritz, Director of Student Services, reported that the new nurse, McKenzie Johnson, had started the prior week. The final Bayada coverage was approaching, and health supplies were being updated. She was working with intermediate unit staff to secure services and with MTSS staff. Staff had toured with the NEST Clinic in preparation for services beginning the following week.
- ❖ Dr. Meadows, Director of Interventional Support, reported that the NEST Clinic would begin the following week. Two therapists would serve both buildings, one a licensed professional counselor and the other a licensed clinical social worker. He also reported on the reboot of Navigate 360 SEL lessons and district screening. Administration had identified lesson order and monthly themes and planned classroom observation and feedback to monitor implementation and student engagement. He reported that most students had completed beginning-of-year reading and mathematics screening. A small number still needed to complete screening because of technology issues.
- ❖ Mrs. Fritz reported on behalf of Mr. Gordner, Elementary Principal that Quaker CARES posters had been updated and that a Quaker Huddle was being implemented, with live Monday meetings and the first weekly SEL lesson.
 - Mr. Hemsarth asked whether Millie the Owl was still being used.
 - Mrs. Fritz responded that the owl had been phased out.

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- ❖ Mr. Mills, Secondary Principal, reported that the District IV golf team competition was scheduled for Wednesday, September 30, 2026 and the cross country competition for October 29, 2026. Boys' and girls' soccer were in the middle of the District IV standings.
 - Mr. Hemsarth recognized Ayla Boyunegmez for reaching her 500th career save.
 - Mr. Mills then shared that the National Honor Society chapter had received Chapter of Distinction recognition. He explained that the recognition honors strong leadership, chapter operations, and work supporting the pillars of the National Honor Society, praising students' fundraising and service efforts over multiple years. Mr. Mills thanked the volunteer teachers serving on the junior/senior high school PBIS committee. The first meeting was scheduled for October 12.
 - Mr. Mills reported efforts to secure employment placements for students participating in the Diversified Occupations program. He discussed a school-day deadline for placements and reported approximately 17 students already working in placements, with additional placements being finalized. The program coordinator was contacting local community partners to develop opportunities. Potential expansion of nonclinical internships at Geisinger was discussed as a possible source of additional placements and experience for students.
 - Mr. Mills shared that the high school was reviewing courses that do not attract sufficient enrollment. Alternating selected offerings across school years was discussed as a way to preserve student access while improving course enrollment. Mr. Laayouni was conducting a book challenge in the library.
- ❖ Mr. McWilliams, Supervisor of Buildings and Grounds reported that the replacement ice machine was operating. A roof drain had broken approximately three weeks earlier. A lift had been rented to repair the district office chimney. The prior Friday, a cooler was found at approximately 50 degrees without an alarm having been activated. A rooftop compressor had failed and was repaired; staff were investigating why the alarm did not activate.

5. REPRESENTATIVE REPORTS

CMAVTS Representative - Alex Cavallini and Greg Hemsarth

- ❖ Mr. Cavallini reported that committees including community members, students, and JOC members would be formed to review the study and provide input.
- ❖ Mr. Hemsarth reported that the process to identify the next Executive Director would begin soon.

CSIU Representative - Jessica Whitmoyer

- ❖ Jessica Whitmoyer reported routine business and announced that Dr. Kurelja had shared his retirement plans.

6. MINUTES / POLICY & BOARD GOVERNANCE

Combined Consent (6.1 - 6.10)

A motion to consider and approve all Policy/Board Governance items and Minutes as presented.

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- ❖ 6.1. September 14, 2026 - Board Meeting Minutes
 - A motion to approve the September 14, 2026 Millville Area School District Board meeting minutes.
- ❖ 6.2. Technology Committee Members
 - A motion to appoint the following members of the Technology Committee: Alex Cavallini, Corey Whitmoyer, and Jessica Whitmoyer.
- ❖ 6.3. Wellness Committee Members
 - A motion to appoint the following members of the Wellness Committee: Alex Cavallini and Corey Whitmoyer.
- ❖ 6.4. Review: MASD Policy 226 - Searches
 - A motion to consider and approve the first reading/review of Millville Area School District Policy 226: Searches, as reviewed by the Policy Committee.
- ❖ 6.5. First Reading Updated MASD Policy 619: District Audit
 - A motion to consider and approve the first reading of the updated Millville Area School District Policy 619: District Audit, as recommended by PSBA and reviewed by the Policy Committee.
- ❖ 6.6. First Reading Updated MASD Policy 102: Academic Standards
 - A motion to consider and approve the first reading of the updated Millville Area School District Policy 102: Academic Standards, as recommended by PSBA and reviewed by the Policy Committee.
- ❖ 6.7. First Reading Updated MASD Policy 204.1: Virtual Attendance and Wellness Checks
 - A motion to consider and approve the first reading of the updated Millville Area School District Policy 204.1: Virtual Attendance and Wellness Checks, as recommended by PSBA and reviewed by the Policy Committee.
- ❖ 6.8. First Reading Updated MASD Policy 209: Health Examinations/Screenings
 - A motion to consider and approve the first reading of the updated Millville Area School District Policy 209: Health Examinations/Screenings, as recommended by PSBA and reviewed by the Policy Committee.
- ❖ 6.9. First Reading Updated MASD Policy 246: School Wellness
 - A motion to consider and approve the first reading of the updated Millville Area School District Policy 246: School Wellness, as recommended by PSBA and reviewed by the Policy Committee.
- ❖ 6.10. Updated Administrative Regulation 246-AR-2: Physical Education
 - A motion to consider and approve the first reading of the updated Millville Area School District Administrative Regulation 246-AR-2: Physical Education, as recommended by PSBA and reviewed by the Policy Committee.

This combined motion, made by Greg Hemsarh and seconded by Gena Maize, Carried.

- ❖ Michael Farrell: Absent, Heather Mausteller: Absent, Alex Cavallini: Yea, Matt Deihl: Yea, Greg Hemsarh: Yea, Gena Maize: Yea, Jonathan Richards: Yea, Corey Whitmoyer: Yea, Jessica Whitmoyer: Yea
- ❖ Yea: 7, Nay: 0, Absent: 2

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7. BUDGET AND FINANCE

Combined Consent (7.1 - 7.2)

A motion to consider and approve all financial items as presented.

❖ 7.1. Expenditures

- A motion is needed to consider and approve September 28, 2026 general fund expenditures in the amount of \$176,829.88, athletic fund expenditures in the amount of \$996.00, and cafeteria expenditures in the amount of \$680.91.

❖ 7.2. Conrad Siegel ACA Proposal

- A motion is needed to consider and approve the proposal of Conrad Siegel Actuaries for Affordable Care Act (ACA) consulting services, at \$5,200 for a 12-month period, no change in cost from the prior year.

This combined motion, made by Gena Maize and seconded by Jonathan Richards, Carried.

- ❖ Michael Farrell: Absent, Heather Mausteller: Absent, Alex Cavallini: Yea, Matt Deihl: Yea, Greg Hemsarh: Yea, Gena Maize: Yea, Jonathan Richards: Yea, Corey Whitmoyer: Yea, Jessica Whitmoyer: Yea
- ❖ Yea: 7, Nay: 0, Absent: 2

7.3. Financial Reports

The monthly financial reports were submitted for the consideration of the Board and no additional questions were asked.

8. ADMINISTRATIVE ITEMS

8.1. Approval of Conferences / Meetings 2026-2027

A motion to consider and approve the slate of conferences/meetings as presented.

Agenda Item	Staff Member(s)	Location & Purpose	Date(s)	Cost
8.1 A	Katie Sick	Selinsgrove MS	10/12/26	None
8.1 B	Amanda Harding	CSIU	10/12/26	\$30, mileage reimbursement
8.1 C	Danielle Fritz	CSIU	10/5/26	Mileage Reimbursement
8.1 D	Tarah Kishbach	Selinsgrove MS	10/12/26	None
8.1 E	Rodney Fry	Selinsgrove MS	10/12/26	Mileage Reimbursement

- ❖ This motion, made by Gena Maize and seconded by Alex Cavallini, Carried.
 - Michael Farrell: Absent, Heather Mausteller: Absent, Alex Cavallini: Yea, Matt Deihl: Yea, Greg Hemsarh: Yea, Gena Maize: Yea, Jonathan Richards: Yea, Corey Whitmoyer: Yea, Jessica Whitmoyer: Yea
 - Yea: 7, Nay: 0, Absent: 2

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8.2. Updated 2026-2027 School Calendar

A motion to consider and approve the updated calendar for the 2026-2027 school year as presented. The Act 80 Day originally scheduled for May 7, 2027 will now be May 14, 2027.

- ❖ This motion, made by Alex Cavallini and seconded by Gena Maize, Carried.
 - Michael Farrell: Absent, Heather Mausteller: Absent, Alex Cavallini: Yea, Matt Deihl: Yea, Greg Hemsarh: Yea, Gena Maize: Yea, Jonathan Richards: Yea, Corey Whitmoyer: Yea, Jessica Whitmoyer: Yea
 - Yea: 7, Nay: 0, Absent: 2

8.3. Band Uniforms Acquisition

A motion to consider and approve the acquisition of new band uniforms consisting of coordinating quarter zip pullovers, polo shirts, and athletic pants aligned to the specifications provided by the band director for a cost not to exceed \$7,300.

- ❖ This motion, made by Gena Maize and seconded by Greg Hemsarh, Carried.
 - Michael Farrell: Absent, Heather Mausteller: Absent, Corey Whitmoyer: Nay, Alex Cavallini: Yea, Matt Deihl: Yea, Greg Hemsarh: Yea, Gena Maize: Yea, Jonathan Richards: Yea, Jessica Whitmoyer: Yea
 - Yea: 6, Nay: 1, Absent: 2

9. CURRICULUM / EDUCATIONAL

9.1. Curricular Excursions & Field Trips 26/27

A motion is needed to consider and approve the field trips and curricular excursions as presented. The 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.

Trip Purpose	Date(s)	Staff Requesting
FFA Career Development Events	9/28/26	Christy Harrison
BTE High School Theater Workshop Day	10/7/26	Chelsea Rosenberger
District Chorus Auditions	10/18/26	Carolyn Sweeney

This motion, made by Greg Hemsarh and seconded by Gena Maize, Carried.

- ❖ Michael Farrell: Absent, Heather Mausteller: Absent, Alex Cavallini: Yea, Matt Deihl: Yea, Greg Hemsarh: Yea, Gena Maize: Yea, Jonathan Richards: Yea, Corey Whitmoyer: Yea, Jessica Whitmoyer: Yea
- ❖ Yea: 7, Nay: 0, Absent: 2

10. BUILDINGS & GROUNDS

Combined Consent (10.1 - 10.5)

A motion to consider and approve all Buildings and Grounds items as presented.

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- ❖ 10.1. Child Evangelism Fellowship Facility Use: 2026/2027
 - A motion to consider and approve Child Evangelism Fellowship using the Elementary library to provide Good News Club, Tuesdays beginning October 6, 2026, from 3:00 - 4:30 p.m. Pending receipt of \$100 refundable deposit, as per Administrative Regulation 707 AR-3. Certificate of Liability Insurance on file.
- ❖ 10.2. Disposal Approval
 - A motion to consider and approve the disposal of a Manitowoc Ice Machine that is beyond economic repair, as presented.
- ❖ 10.3. Elementary 6th Grade Art Mural
 - A motion to consider and approve the installation of a student artwork mural at Millville Elementary School, consisting of individual artwork tiles created by students and assembled into a unified mural, at a location within the school to be determined in coordination with the administration.
- ❖ 10.4. Batting Cages Concrete Pads
 - A motion to consider and approve the concrete pads project for the Baseball and Softball batting cages at a total cost for the concrete (Dan Ber) not to exceed \$4,500. The installation/labor will be donated from community member BRIT RIDER.
- ❖ 10.5. Survey Initiation: Former District Office Building
 - A motion to consider and approve the dissemination of a survey to district stakeholders and community members regarding the previous district office building for the purpose of providing an opportunity for meaningful community input and gathering feedback to inform the board's consideration and decision-making.

This combined motion, made by Alex Cavallini and seconded by Jonathan Richards, Carried.

- ❖ Michael Farrell: Absent, Heather Mausteller: Absent, Alex Cavallini: Yea, Matt Deihl: Yea, Greg Hemsarh: Yea, Gena Maize: Yea, Jonathan Richards: Yea, Corey Whitmoyer: Yea, Jessica Whitmoyer: Yea
- ❖ Yea: 7, Nay: 0, Absent: 2

11. PERSONNEL AND ACTIVITIES

Combined Consent (11.1 - 11.8)

A motion to consider and approve all personnel items as presented (11.1 - 11.8).

- ❖ 11.1. Resignation - L. Whitenight
 - A motion to accept the notice of resignation from LISA WHITENIGHT as Second Shift Custodian, effective immediately.
- ❖ 11.2. Formation of Skills USA Co-Curricular Advisor Position
 - A motion to consider and approve the formation of the Co-Curricular Advisor position Skills USA Advisor with a yearly stipend of \$701, starting in the 2026-2027 school year.

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- ❖ 11.3. Position Assignment Stipend: K. Preston
 - A motion to consider and approve an additional stipend of \$1.60 per hour for KATIE PRESTON, due to the nature of her assignment, retroactive to August 26, 2026.
- ❖ 11.4. Position Assignment Stipend: A. Rose
 - A motion to consider and approve an additional stipend of \$1.60 per hour for ABIGAIL ROSE, due to the nature of her assignment, retroactive to August 26, 2026.
- ❖ 11.5. CSIU Guest Teacher Substitute - T. Solenberger
 - A motion to consider and approve THOMAS SOLENBERGER as a CSIU Guest Teacher Substitute for the 2026-2027 school year. Clearances on file. This motion, made by Jessica Whitmoyer and seconded by Gena Maize, Carried.
Michael Farrell: Absent, Heather Mausteller: Absent, Alex Cavallini: Yea, Matt Deihl: Yea, Greg Hemsarh: Yea, Gena Maize: Yea, Jonathan Richards: Yea, Corey Whitmoyer: Yea, Jessica Whitmoyer: Yea
Yea: 7, Nay: 0, Absent: 2
- ❖ 11.6. After School Detention Monitors 2026/2027
 - A motion to consider and approve the appointment of the list of After School Detention Monitors as presented.
 - Klohe Faatz, Sara Fink, Kayleen Jenkins, Katie Sick
- ❖ 11.7. Co-Curricular Personnel 2026-2027
 - A motion to consider and approve the Co-Curricular Personnel recommendations for the 2026-2027 school year as presented.
 - 11.7.A. Appoint Varsity Baseball Assistant Coach: B. Kittle
 - A motion to consider and approve the appointment of BRITTAN KITTLE as Varsity Baseball Assistant Coach for the 2026-2027 spring athletic season. Pending receipt of all necessary documentation.
 - 11.7.B. Appoint Varsity Softball Assistant Coach: N. Pease
 - A motion to consider and approve appointing NICK PEASE as the Varsity Softball Assistant Coach for the 2026-2027 spring athletic season. Pending receipt of all necessary documentation.
 - 11.7.C. Varsity Baseball Volunteer Assistant Coach: K. Gillaspay
 - A motion to consider and approve the appointment of KIRBY GILLASPY as Varsity Baseball Volunteer Assistant Coach for the 2026-2027 spring athletic season. Pending receipt of all necessary documentation.
 - 11.7.D. Varsity Baseball Volunteer Assistant Coach: A. Bloom
 - A motion to consider and approve the appointment of ANDREW BLOOM as Varsity Baseball Volunteer Assistant Coach for the 2026-2027 spring athletic season. Pending receipt of all necessary documentation.

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- 11.7.E. Varsity Baseball Volunteer Assistant Coach: B. Rider
 - A motion to consider and approve the appointment of BRIT RIDER as Varsity Baseball Volunteer Assistant Coach for the 2026-2027 spring athletic season. Pending receipt of all necessary documentation.
- 11.7.F. Varsity Baseball Volunteer Assistant Coach: J. Zeisloft
 - A motion to consider and approve the appointment of JESSE ZEISLOFT as Varsity Baseball Volunteer Assistant Coach for the 2026-2027 spring athletic season. Pending receipt of all necessary documentation.
- 11.7.G. Varsity Baseball Volunteer Assistant Coach: L. Evans
 - A motion to consider and approve the appointment of LANDON EVANS as Varsity Baseball Volunteer Assistant Coach for the 2026-2027 spring athletic season. Pending receipt of all necessary documentation.
- 11.7.H. Varsity Baseball Volunteer Assistant Coach: E. Brokenshire
 - A motion to consider and approve the appointment of EVAN BROKENSHERE as Varsity Baseball Volunteer Assistant Coach for the 2026-2027 spring athletic season. Pending receipt of all necessary documentation.
- 11.8. Commonwealth University Student Practicum Placement: Fall 2026
 - A motion to consider and approve the practicum placement of Commonwealth University students with the cooperative teachers as presented. Clearances on file.

This combined motion, made by Jessica Whitmoyer and seconded by Gena Maize, Carried.

- ❖ Michael Farrell: Absent, Heather Mausteller: Absent, Alex Cavallini: Yea, Matt Deihl: Yea, Greg Hemsarh: Yea, Gena Maize: Yea, Jonathan Richards: Yea, Corey Whitmoyer: Yea, Jessica Whitmoyer: Yea
- ❖ Yea: 7, Nay: 0, Absent: 2

11.9. Prioritized Agenda Item #1A - Appoint Second Shift Custodian

A motion to 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.

- ❖ This motion, made by Alex Cavallini and seconded by Jessica Whitmoyer, Carried.
 - Michael Farrell: Absent, Heather Mausteller: Absent, Alex Cavallini: Yea, Matt Deihl: Yea, Greg Hemsarh: Yea, Gena Maize: Yea, Jonathan Richards: Yea, Corey Whitmoyer: Yea, Jessica Whitmoyer: Yea
 - Yea: 7, Nay: 0, Absent: 2
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11.10. Prioritized Agenda Item #1B - Appoint Second Shift Custodian

A motion to consider and approve the appointment of NOAH BARTHOLOMEW as a Second Shift Custodian, at the rate of \$13.48 per hour (inclusive of the shift differential). Pending receipt of all necessary documentation.

- ❖ This motion, made by Gena Maize and seconded by Alex Cavallini, Carried.
 - Michael Farrell: Absent, Heather Mausteller: Absent, Alex Cavallini: Yea, Matt Deihl: Yea, Greg Hemsarh: Yea, Gena Maize: Yea, Jonathan Richards: Yea, Corey Whitmoyer: Yea, Jessica Whitmoyer: Yea
 - Yea: 7, Nay: 0, Absent: 2

11.11. Prioritized Agenda Item #1C - Appoint Second Shift Custodian

A motion to consider and approve amending the minutes of the September 28, 2026 board meeting to reflect the inclusion of the aforementioned prioritized agenda item.

- ❖ This motion, made by Matt Deihl and seconded by Alex Cavallini, Carried.
 - Michael Farrell: Absent, Heather Mausteller: Absent, Alex Cavallini: Yea, Matt Deihl: Yea, Greg Hemsarh: Yea, Gena Maize: Yea, Jonathan Richards: Yea, Corey Whitmoyer: Yea, Jessica Whitmoyer: Yea
 - Yea: 7, Nay: 0, Absent: 2

PUBLIC COMMENT

- ❖ Trisha Whispell addressed transportation for her daughter's participation in junior high volleyball at Berwick. She described her daughter's interest in volleyball following participation with a club team during spring 2026, the process of obtaining approval to participate, and the limited time available to promote the opportunity after approval was completed around July. Mrs. Whispell stated that the family had been responsible for transporting the student to practices and other activities and requested consideration of district assistance.
- ❖ Mrs. Whispell asked how a boundary school is defined and whether mileage could be used instead of shared district boundaries.
 - Dr. Rasmus explained that boundary districts are those whose geographic boundaries adjoin Millville's and that interscholastic participation and cooperative arrangements involve PIAA requirements.
- ❖ Mrs. Whispell asked whether district transportation could be provided, including possible transportation using a school vehicle or driver.
 - Dr. Rasmus indicated that the request could be considered after reviewing logistics and gathering additional information.
 - Mrs. Whispell also asked where athletic transportation expenditures appear in the budget and requested greater clarity regarding the allocation of transportation funds.
 - Mrs. Holloway explained that routine student transportation, athletic transportation, and state transportation reimbursement are recorded separately. Athletic programs include their own transportation expenditure lines. She

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distinguished the state transportation subsidy, which is revenue, from district transportation expenditures, and explained that state reimbursement does not cover athletic transportation.

- ❖ Mrs. Whispell then asked about policy language concerning transportation for home-educated students.
 - Dr. Rasmus explained that eligible home-educated students may participate in district extracurricular activities, but the district does not provide individual transportation from their homes to school for practices. When a participating student attends an away event for which district team transportation is provided and required, the same team transportation requirements apply. He also discussed comparable participation arrangements for students enrolled in the district's virtual academy. Participation does not itself create individual home-to-practice transportation.
 - Mr. Mills noted that the district transports students one way to other cooperative arrangements, like for track at Northwest.
 - Mrs. Whispell asked whether the Northwest transportation arrangement could be considered for other students.
 - Dr. Rasmus explained that the Northwest arrangement began with a parent request and subsequent Board consideration. He identified Central Columbia, Danville, and Bloomsburg as examples of adjoining districts.

12. ADJOURNMENT

A motion to adjourn the September 28, 2026 regular business meeting of the Millville Area School Board. This motion, made by Greg Hemsarth and seconded by Alex Cavallini, Carried. The meeting was adjourned at 8:21 pm.

- ❖ Michael Farrell: Absent, Heather Mausteller: Absent, Alex Cavallini: Yea, Matt Deihl: Yea, Greg Hemsarth: Yea, Gena Maize: Yea, Jonathan Richards: Yea, Corey Whitmoyer: Yea, Jessica Whitmoyer: Yea
- ❖ Yea: 7, Nay: 0, Absent: 2

Whitney Holloway, Board Secretary

Chelsea Rosenberger, Board Recording Secretary



Millville Area School District

BOARD OF EDUCATION

Committee Meeting Schedule 2026–2027

DATE	5:00 PM	6:00 PM
Tuesday September 22, 2026	Policy Committee	Buildings and Grounds Committee
Monday October 19, 2026	Policy Committee	Curriculum Committee
Monday November 16, 2026	Co-Curricular Committee	Buildings and Grounds Committee
Monday December 14, 2026	Curriculum Committee	Technology Committee
Wednesday January 20, 2027	Policy Committee	Buildings and Grounds Committee
Wednesday February 17, 2027	Co-Curricular Committee	Finance Committee
Monday March 15, 2027	Policy Committee	Buildings and Grounds Committee
Monday April 19, 2027	Curriculum Committee	Finance Committee
Monday May 17, 2027	Technology Committee	Finance Committee
Monday June 21, 2027	Policy Committee	Buildings and Grounds Committee



MEETING LOCATION:
Millville Jr./Sr. High School Library



BOARD POLICY

226 Searches

POLICY NUMBER	ADOPTED	VERSION	DOCUMENT STATUS
226	2/13/2017	v1	ACTIVE
PRINTED			
9/21/2026			

Purpose

The Board acknowledges the need to respect the rights of students to be free from unreasonable searches and seizures while fulfilling the district's interest in protecting and preserving the health, safety and welfare of the school population, enforcing rules of conduct, and maintaining an appropriate atmosphere conducive to learning.

Authority

School officials have the authority to lawfully search students or their belongings, including lockers, automobiles, electronic devices, purses, backpacks, clothing, and other possessions, without a warrant, when in school, on school grounds or when otherwise under school supervision, if there is a reasonable suspicion that the place or thing to be searched contains prohibited contraband, material that would pose a threat to the health, safety and welfare of the school population, or evidence that there has been a violation of the law, Board policy, or school rules. The scope and extent of searches must be reasonable in relation to the nature of the suspected evidence, contraband or dangerous material and to the grounds for suspecting that it may be found in the place or thing being searched.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)

The district has a compelling interest in protecting and preserving the health, safety and welfare of the school population, which under certain circumstances may warrant general or random searches of students and their lockers, vehicles or other belongings without individualized suspicion, for the purpose of finding or preventing entry onto school property of controlled substances, weapons or other dangerous materials. [\[5\]](#) [\[6\]](#) [\[7\]](#)

Delegation of Responsibility

The Board authorizes the administration to conduct searches of students or their belongings, including lockers, automobiles, electronic devices, purses, backpacks, clothing, and other possessions in accordance with the standards set forth in this policy.

The Superintendent or designee, in consultation with the district solicitor, shall develop guidelines and procedures to implement this policy, and shall ensure that school staff who are involved in carrying out searches or determining when searches will be conducted receive appropriate periodic training about such procedures and currently applicable legal standards.^[3]

Students, parents/guardians and staff shall be notified at least annually, or more often if deemed appropriate by administration, about the standards and procedures in effect pursuant to this policy.

Guidelines

Individualized Suspicion Searches

Students or their belongings, including lockers, automobiles, electronic devices, purses, backpacks, clothing, and other possessions, may be searched without a warrant when in school, on school grounds or when otherwise under school supervision, if there is a reasonable suspicion that the place or thing to be searched contains prohibited contraband, material that would pose a threat to the health, safety and welfare of the school population, or evidence that there has been a violation of the law, Board policy, or school rules. The scope and extent of searches must be reasonable in relation to the nature of the suspected evidence, contraband or dangerous material and to the grounds for suspecting that it may be found in the place or thing being searched.^[3]

In determining whether reasonable suspicion exists, the principal or designee always should be able to articulate what is being looked for, and why it is thought to be located in the particular place to be searched. The scope of a search should be limited to the place or places the item sought is believed to be.

Examination by school staff of text messages, call logs, files, images or other data contained in a student's mobile telephone or other electronic device, without the student's consent, normally constitutes a search that must be justified by reasonable suspicion that material in violation of law, district policy or school rules, or evidence of such a violation, is contained in the particular files, directories or other data locations being examined in the device.

Random or General Searches Without Individualized Suspicion

Under certain circumstances, random or general searches of students and their belongings, including student lockers or vehicles parked on school property, may be conducted during the school day or upon entry into school buildings or school activities, in the absence of suspicion focused on a particular student or students, for the purpose of finding or preventing entry onto school property or activities of controlled substances, weapons or other dangerous materials. Such searches normally will be conducted in a minimally intrusive manner using screening methods such as dogs or other animals trained to detect controlled substances, explosives or other harmful materials by smell, as well as metal

detectors and other technology. When such screening methods provide a reasonable suspicion that particular students, items or places possess or contain controlled substances, weapons or other dangerous material, screening may be followed by physical searches of those particular students, items or places on an individualized basis.

Random or general searches for weapons may be conducted when there are circumstances, information or events tending to indicate increased likelihood that students may be armed or headed for physical confrontation because of community strife or tensions, or as a continuation or escalation of a prior incident, in or out of school, which threatens to spill over into school, into a school-sponsored activity, or into other times and places that students are under school supervision.

Random or general searches for controlled substances may be conducted when there are circumstances, events or information tending to indicate significant drug use, possession or trafficking among students in school.

Random or general searches not based on individualized suspicion must be approved in advance by the Superintendent or designee, in consultation with the district solicitor. Coordination with law enforcement officials will be accomplished as provided in the memorandum of understanding with the applicable law enforcement agency. [\[8\]](#)

Searches Upon Consent

Searches may be conducted at any time, with or without reasonable suspicion, if the student has given knowing and voluntary consent specific to the place to be searched.

The administration may establish rules and procedures governing certain privileges enjoyed by students, such as the privilege of parking a vehicle on school grounds, that make the student's consent to random searches or inspections a condition of access to the privilege. [\[6\]](#)

Searches by or at the Request of Law Enforcement Officials

The legal standards governing searches initiated by school officials are less strict than the standards applicable to law enforcement authorities in many situations. When searches of students, student belongings, vehicles or lockers are conducted by or at the request of law enforcement officials, with or without the involvement of school staff, the law enforcement officials are solely responsible for ensuring that a warrant has been issued or that the circumstances otherwise permit the search to be lawfully conducted in accordance with the standards applicable to law enforcement actions. School staff will not interfere with or obstruct searches initiated by law enforcement, but may assist when law enforcement officials have requested such assistance and have represented that a warrant has been issued or that they otherwise have proper authority for a lawful search. [\[8\]](#)

Locker Inspections and Searches

Lockers are assigned to or otherwise made available to students as a convenience for the safe storage of books, clothing, school materials and limited personal property, and to facilitate movement between classes and activities and to and from school. Such lockers are and shall remain the property of the school district, and to the extent students have any expectation of privacy of lockers at all, it is very limited.

No student may place or keep in a locker any substance or object that is prohibited by law, Board policy or school rules, or that constitutes a threat to the health, safety or welfare of the occupants of the school building or the building itself. Students are required to ensure that their lockers do not contain spoiled food items or beverages, or soiled clothing which may attract pests, create odors or cause unhealthy conditions. A student locker may be opened and inspected for cleanliness, with or without the consent of the student, whenever there are odors, pests or other indications that a locker contains spoiled food, soiled clothing in need of laundering or similarly unhealthy matter.

Students are exclusively responsible for locking their assigned lockers to ensure the security of their personal belongings and school property entrusted to them. Students are permitted to secure their assigned lockers only with locks provided by the district, or if the district does not provide locks, personal combination locks for which the combination has been provided to designated school staff.

Prior to an individual locker search or inspection, the student to whom the locker is assigned shall be notified and be given a reasonable opportunity to be present. However, when there is a reasonable suspicion that a locker contains materials which pose a threat to the health, welfare or safety of the school population, student lockers may be searched without prior notice to the student.

The principal or a designated staff person shall be present whenever a student locker is inspected for cleanliness or is searched. The principal or designee shall maintain written records of all occasions when a locker is searched or inspected. Such records shall include the reason(s) for the search, persons present, objects found and their disposition.

Searches Involving Removal of Clothing or Examination Beneath Clothing

Searches of students involving the removal of undergarments or examination beneath undergarments are subject to stricter standards than are required to justify other searches of a student's person or belongings. Such searches are permitted only when the basis for suspicion establishes either:

1. That the reasons for believing that the items being searched for are concealed specifically inside undergarments are stronger reasons than grounds that would support only a more general reasonable suspicion that the student is in possession of the items or has them somewhere on the student's person; or,
2. That the quantity or nature of the items being sought present a higher level of danger to the school population than other kinds of contraband.

Searches involving the removal of or examination beneath any clothing of a student, other than jackets, coats or other outerwear, shall be conducted only by a staff person of the same gender as the student, with at least one (1) other staff person of the same gender present as a witness, and in a location assuring privacy from observation by persons not involved in the search or of the opposite sex.

Searches involving the removal of undergarments or examination beneath undergarments will be conducted only after consultation with the district solicitor.

Handling and Disposal of Items Found in the Course of Searches

Any items or material found during a search or inspection, the student’s possession of which is in violation of law, district policies or school rules, or otherwise is evidence of such a violation, may be confiscated, and may be used as evidence in student discipline proceedings or a criminal investigation, even if such items or material were not the original objective of the search or inspection.

The principal shall be responsible to ensure that confiscated items or material are properly inventoried and secured until the conclusion of disciplinary action, if any, and are then properly disposed of if not appropriate to be returned to the student. Items or materials that are evidence of a criminal offense, or that are not lawful for ordinary citizens to possess will be promptly turned over to proper law enforcement authorities for custody or disposal.

Legal Footnotes

[1] PA Const. Art. I Sec. 8 LEGAL REFERENCE	[2] 24 P.S. 510 LEGAL REFERENCE
[3] 22 PA Code 12.14 LEGAL REFERENCE	[4] U.S. Const. Amend. IV LEGAL REFERENCE
[5] Pol. 218.1 POLICY REFERENCE	[6] Pol. 223 POLICY REFERENCE
[7] Pol. 227 POLICY REFERENCE	[8] Pol. 805.1 POLICY REFERENCE

Legal References

No additional references listed.



BOARD POLICY

619 District Audit

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
619	v1.1	DRAFT	9/21/2026

Purpose

To ensure accurate, transparent and legally compliant financial reporting for the school district, the district's financial accounts must be fully documented within the annual district audit and applicable state audits.

Authority

The Board shall employ an independent, certified public accountant to conduct an annual district audit in conformance with prescribed and legal standards. The completed audit shall be presented to the Board for its examination and approval.[\[1\]](#)[\[2\]](#)[\[3\]](#)[\[4\]](#)

The Board recognizes the importance of the public's right **to access the public records of the district**, including public financial records. The public has the right under law to inspect and procure copies of the annual **financial** audit conducted by the district's accountants and **any state-level financial** audit.[\[2\]](#)[\[5\]](#)[\[6\]](#) [\[7\]](#)

Delegation of Responsibility

The district must submit an annual financial report to the Pennsylvania Department of Education by October 31 each year.[\[8\]](#) [\[9\]](#)

The Superintendent and Board Secretary shall annually, by December 31, submit a signed statement to the Pennsylvania Department of Education certifying that the financial statements of the school district have been properly audited pursuant to law and that in the

independent auditor’s opinion, the financial information submitted in the annual financial report is materially consistent with the audited financial statements.[\[8\]](#)

If the financial information **submitted in the annual financial report was not** deemed materially consistent **with the audited financial statements**, the district shall submit a revised annual financial report no later than December 31.[\[8\]](#)[\[9\]](#)

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Legal Footnotes

[1] 24 P.S. 437
LEGAL REFERENCE

[2] 24 P.S. 2401
LEGAL REFERENCE

[3] 24 P.S. 2408
LEGAL REFERENCE

[4] 24 P.S. 2441
LEGAL REFERENCE

[5] 24 P.S. 408
LEGAL REFERENCE

[6] 65 P.S. 67.701
LEGAL REFERENCE

[7] Pol. 801 — Public Records
POLICY REFERENCE

[8] 24 P.S. 218
LEGAL REFERENCE

[9] Pol. 601 — Fiscal Objectives
POLICY REFERENCE

Legal References

No additional references listed.



BOARD POLICY

102 Academic Standards

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
102	v2	DRAFT	9/21/2026

PURPOSE

The Board recognizes the importance of developing, assessing and expanding academic standards to challenge students to achieve at their highest level possible. To this end, the district shall establish rigorous academic standards in accordance with, and may expand upon, those adopted by the State Board of Education.[\[1\]](#) [\[2\]](#)

DEFINITION

Academic standards means what a student should know and be able to do at a specified grade level. For purposes of this policy, the term **academic standards** encompasses Pennsylvania Core Standards, **Pennsylvania Integrated Standards**, state academic standards and local academic standards.[\[2\]](#) [\[3\]](#)

AUTHORITY

The Board shall approve academic standards for district students to attain, in the following content areas:[\[2\]](#)

1. English Language Arts (reading, writing, speaking and listening) - **PA Core Standards.**
2. Mathematics - **PA Core Standards.**
3. Science, Environment, Ecology, Technology and Engineering (Grades K-5) - **PA Integrated Standards.**
4. Science, Environment and Ecology (Grades 6-12).
5. Technology and Engineering (Grades 6-12).
6. Social Studies (history, geography, civics and government, economics) - to include **PA Core Standards** reading in history and social studies, and writing for history and social studies.
7. Arts and Humanities.
8. Career Education and Work.
9. Health, Safety and Physical Education.
10. Family and Consumer Sciences.
11. **Personal Finance.**

Guidelines

The district's curriculum shall be designed to provide students with the planned instruction needed to attain established academic standards. **Such standards require the incorporation of education on social media literacy.**[\[2\]](#) [\[4\]](#) [\[5\]](#)

The district shall address social media literacy by providing instruction to students on the potential health and academic impacts, and safety and security concerns associated with social media use.[\[9\]](#)

The district shall assess individual student attainment of established academic standards and provide assistance for students having difficulty attaining academic standards.[\[2\]](#) [\[6\]](#) [\[7\]](#)

Students with disabilities may attain academic standards by completion of their Individualized Education Programs in accordance with law, regulations and Board policy.[\[2\]](#) [\[8\]](#)

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Legal Footnotes

[1] 22 PA Code 4.11
LEGAL REFERENCE

[2] 22 PA Code 4.12
LEGAL REFERENCE

[3] 22 PA Code 4.3
LEGAL REFERENCE

[4] Pol. 105 — Curriculum
POLICY REFERENCE

[5] Pol. 107 — Adoption of Planned Instruction
POLICY REFERENCE

[6] Pol. 127 — Assessment System
POLICY REFERENCE

[7] Pol. 212 — Reporting Student Progress
POLICY REFERENCE

[8] Pol. 113 — Special Education
POLICY REFERENCE

[9] 24 P.S. 1556
LEGAL REFERENCE

Legal References

No additional references listed.



BOARD POLICY

204.1 Virtual Attendance and Wellness Checks

POLICY NUMBER	VERSION	DOCUMENT STATUS	WORKFLOW
204.1	V1.1	DRAFT	Administrative Review
PRINTED			
9/21/2026			

PURPOSE

This policy establishes standards for wellness checks for students who receive academic instruction exclusively through the district's virtual instruction program for the full school year. Wellness checks are conducted to verify attendance and to facilitate the safety and well-being of students.

AUTHORITY

The Board directs the maintenance of a wellness check process that complies with state law.[\[1\]](#)

This policy shall be posted on the district's publicly accessible website.[\[1\]](#)

DEFINITION

District employee/representative – a district teacher, administrator or other district representative who is subject to mandated reporter requirements for child abuse under the Child Protective Services Law.[\[2\]](#)[\[3\]](#)

DELEGATION OF RESPONSIBILITY

The Superintendent or designee shall be responsible for implementing this policy.

It shall be the responsibility of the designated district employee/representative to administer wellness check procedures in accordance with applicable law and this policy.

GUIDELINES

Weekly Wellness Checks

Weekly wellness checks must be conducted for each student enrolled in the district's virtual instruction program who receives academic instruction exclusively through virtual means for the full school year.[\[1\]](#)

At least once during any week consisting of three (3) or more full or partial academic instructional days, a district employee/representative shall ensure that each student is visibly seen and communicated with in real time either, in person or through electronic means.[\[1\]](#)

Wellness Check Methods

Acceptable methods of conducting wellness checks include:[\[1\]](#)

1. A student turning on a webcam and the district employee/representative visibly seeing and communicating with the student during synchronous online instruction.
2. Virtual or face-to-face participation by the student in any of the following activities:
 - a. Health screenings.
 - b. Standardized testing.
 - c. Advising sessions.
 - d. Tutoring sessions.
 - e. In person, school-sponsored activities chaperoned by a district employee/representative.

Excused Absence Exemptions

A student may be exempt from a wellness check on the day a check is attempted if the student has an excused absence pursuant to applicable attendance requirements.[\[1\]](#) [\[4\]](#)[\[5\]](#)

If this occurs, the district shall conduct the wellness check on the next school day or another school day during the same week. If a student has an excused absence for all school days during the same week, the student shall be exempt from the wellness check requirement for that week.[\[1\]](#) [\[4\]](#)[\[5\]](#)

Internet or Power Outage Exemptions

A student may be exempt from a wellness check when the student's household experiences a documented Internet or power outage during the day and time of the attempted wellness check.[\[1\]](#)

If this occurs, the district shall conduct the wellness check on the next school day or another school day during the same week following resolution of the outage.[\[1\]](#)

The student's parent/guardian shall provide documentation of the outage to the district as soon as possible.[\[1\]](#)

Failure to Complete a Required Wellness Check

Within one (1) school day after a student fails to complete a required wellness check, the district shall:[\[1\]](#)

1. Make documented and ongoing efforts to complete the required wellness check and contact the student's parent/guardian using at least two (2) different methods of communication; and
2. Provide written notice to the parent/guardian, in the parent's/guardian's preferred language, stating that the required wellness check has not been completed.

Wellness Review Conference

If the required wellness check is not completed within three (3) school days following the issuance of written notice, the district shall immediately schedule a wellness review conference to occur within one (1) school day. The wellness review conference may be conducted in person or through electronic means.[\[1\]](#)

The wellness review conference will be conducted to:[\[1\]](#)

1. Complete the required wellness check through real-time visual interaction with the student;
2. Reestablish communication with the student and the student's parent/guardian; and
3. Identify interventions to facilitate future participation in wellness checks.

The wellness review conference shall convene as scheduled regardless of whether the student or the student's parent/guardian participates.[\[1\]](#)

In-Person Wellness Check

If a student does not participate in the wellness review conference, the district must conduct an in-person wellness check within twenty-four (24) hours of the scheduled conference, even if this time period falls on a weekend or holiday.^[1]

When the district has been unable to reach or obtain a response from the student or the student’s parent/guardian, the Superintendent or designee shall consult with the district solicitor for guidance.

Wellness Check Records

The district shall maintain accurate records of all wellness checks, including the date, time, method, and outcome of each check.^[1]

District administrators are prohibited from altering attendance records for wellness checks after a wellness check has been performed, except to correct an identified error.^[1]

Reporting Requirements

Any district employee/representative who observes an indications of abuse, neglect or harm to a child during a wellness check, wellness review conference, or related contact, the district employee/representative is required to report the concerns in accordance with law and Board policy.^{[1][2][3]}

The district shall maintain documentation sufficient to demonstrate compliance with this policy and applicable law.^[1]

Such documentation shall be provided to the Pennsylvania Department of Education (PDE) upon request. Failure to comply with the with such requests may result in:^[1]

- 1. A requirement to report to PDE the date, time and method of each wellness check for each student enrolled exclusively in the district’s virtual instruction program.
- 2. Mandating district educators, administrators and staff to complete child abuse recognition, prevention and reporting training annually.
- 3. Requiring the district to meet in person with each student enrolled in a virtual instruction program at least once during the school year following the school year in which the district was found to be out of compliance.
- 4. Prohibiting the district from being awarded a competitive state grant by PDE until the district demonstrates compliance.

Legal Footnotes

[1] 24 P.S. 1327.4
LEGAL REFERENCE

[2] 23 Pa. C.S.A. 6301
LEGAL REFERENCE

[3] Pol. 806 — Child Abuse
POLICY REFERENCE

[4] 24 P.S. 1329
LEGAL REFERENCE

[5] Pol. 204 — Attendance
POLICY REFERENCE

Legal References

No additional references listed.



BOARD POLICY

209 Health Examinations/Screenings

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
209	v2	DRAFT	9/21/2026

AUTHORITY

In compliance with applicable law and regulations, and Board-approved health and safety plans, the Board shall require that district students submit to health and dental examinations, screenings and health monitoring in order to protect the school community from the spread of communicable disease and to ensure that the student's participation in health, safety and physical education courses meets the student's individual needs and that the learning potential of each student is not lessened by a remediable physical disability.[\[1\]\[2\]\[3\]\[4\]](#)

GUIDELINES

Each student shall receive a comprehensive health examination conducted by the school physician upon original entry, in sixth grade, and in eleventh grade.[\[2\]\[4\]\[5\]](#)

Each student shall receive a comprehensive dental examination conducted by the school dentist upon original entry, in third grade, and in seventh grade.[\[3\]\[4\]\[5\]](#)

A private health and/or dental examination conducted at the parents'/guardians' request and expense shall be accepted in lieu of the school examination. The district shall accept reports of privately conducted physical and dental examinations completed within one (1) year prior to a student's entry into the grade where an exam is required.[\[5\]](#)

The school nurse or medical technician shall administer to each student vision tests, hearing tests, tuberculosis tests **and** other tests deemed **advisable at** intervals established by the district.[\[2\]\[4\]\[6\]](#)

The school nurse or other health care practitioner shall conduct measurements of height and weight for each student for the purpose of tracking growth patterns. Height and weight measurements will be conducted at intervals established by the district and in a manner that protects student confidentiality. Parents/Guardians have the right to request an exemption from height and weight measurements for their child, and the district must provide notification of the exemption request procedure.[\[2\]\[25\]](#)

Parents/Guardians of students who are to receive physical and dental examinations or screenings shall be notified. The notice shall include the date and location of the examination or screening and notice that the parents/guardians may attend. The notice shall encourage the parent/guardian to have the examination or screening conducted by the student's private

physician or dentist at the parent's/guardian's expense to promote continuity of care. Such statement may also include notification that the student may be exempted from such examination or screening if it is contrary to the parent's/guardian's religious beliefs.[\[7\]](#)[\[8\]](#)[\[9\]](#)

A student who presents a statement signed by the parent/guardian that a health examination is contrary to the student's or parent's/guardian's religious beliefs shall be examined only when the Secretary of Health determines that facts exist indicating that certain conditions would present a substantial menace to the health of others in contact with the student if the student is not examined for those conditions.[\[10\]](#) [\[11\]](#)

Where it appears to school health officials or teachers that a student deviates from normal growth and development, or where school examinations reveal conditions requiring health or dental care, the parent/guardian shall be notified of the apparent need for a special examination by the student's private physician or dentist. The parent/guardian shall report to the school whether a special examination occurred. If the parent/guardian fails to report whether the examination occurred within a reasonable time after being notified of the apparent need and the abnormal condition persists, appropriate school health personnel shall arrange a special health examination for the student.[\[2\]](#)[\[4\]](#)[\[12\]](#)

In the event that the parent/guardian objects to or refuses to obtain a regular or special health or dental examination or refuses to permit the child to be examined as arranged by the school nurse or school physician, the school nurse, in consultation with the school physician, shall determine whether the student appears to have unaddressed health conditions such that under the circumstances the refusal should be reported to the PA Department of Health or other appropriate authorities.

Where school health officials or staff have reasonable cause to suspect that a student may be the victim of child abuse, the school employee shall make a report of suspected child abuse in accordance with law and Board policy.[\[13\]](#) [\[14\]](#)

Health Monitoring

The Board directs district staff to monitor student health in accordance with applicable Board policy and the Board-approved health and safety plan. [\[15\]](#)

A student may request an alternative method of monitoring as a religious accommodation, and designated district staff shall assess and respond to such request in accordance with applicable law, regulations and Board policy. A request for an accommodation that would unreasonably impair safety or cause undue hardship will not be granted. [\[16\]](#)

A student with a health condition that may render a monitoring method ineffective should notify designated staff so that alternative or supplemental methods may be considered. [\[16\]](#)
[\[17\]](#)

Students who may be exhibiting symptoms that indicate health concerns shall be referred to the school nurse or designated staff for further assessment and response, in accordance with Board policy. [\[15\]](#)

Health Records

The district shall maintain for each student a comprehensive health record which includes a record of immunizations and the results of tests, measurements, regularly scheduled examinations and special examinations.^[2]

All health records shall be confidential and shall be disclosed only when necessary for the health of the student or when requested by the parent/guardian, in accordance with law and Board policy.^{[18] [19] [20]}

The district may disclose information from health records to appropriate parties in connection with an emergency when necessary to protect the health or safety of the student or other individuals, in accordance with applicable law and Board policy.^{[15] [18] [19] [20] [21] [22] [23]}

Designated district staff shall request from the transferring school the health records of students transferring into district schools. Staff shall respond to such requests for the health records of students transferring from district schools to other schools.^[18]

The district shall destroy student health records only after the student has not been enrolled in district schools for at least two (2) years.^{[18] [24]}

DELEGATION OF RESPONSIBILITY

The Superintendent or designee shall instruct all staff members to continually observe students for conditions that indicate health concerns or disability and to promptly report such conditions to the school nurse or designated staff.^[2]

The Superintendent or designee shall ensure that educational information and materials regarding eating disorder awareness and education are made available to students in grades six through twelve. Eating disorder awareness and educational materials must also be posted on the district's website.^{[26] [27]}

The Superintendent or designee shall ensure that notice is provided to all parents/guardians regarding the existence of and eligibility for the Children's Health Insurance Program (CHIP).^[12]

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Legal Footnotes

[1] 24 P.S. 1401
LEGAL REFERENCE

[2] 24 P.S. 1402
LEGAL REFERENCE

[3] 24 P.S. 1403
LEGAL REFERENCE

[4] 22 PA Code 12.41
LEGAL REFERENCE

[5] 24 P.S. 1407
LEGAL REFERENCE

[6] 28 PA Code 23.1
LEGAL REFERENCE

[7] 24 P.S. 1405
LEGAL REFERENCE

[8] 28 PA Code 23.2
LEGAL REFERENCE

[9] 20 U.S.C. 1232h
LEGAL REFERENCE

[10] 24 P.S. 1419
LEGAL REFERENCE

[11] 28 PA Code 23.45
LEGAL REFERENCE

[12] 24 P.S. 1406
LEGAL REFERENCE

[13] 23 Pa. C.S.A. 6311
LEGAL REFERENCE

[14] Pol. 806 — Child Abuse
POLICY REFERENCE

[15] Pol. 203 — Immunizations and
Communicable Diseases
POLICY REFERENCE

[16] Pol. 103 — Discrimination/Harassment
Affecting Students
POLICY REFERENCE

[17] Pol. 103.1 — Nondiscrimination - Qualified
Students With Disabilities
POLICY REFERENCE

[18] 24 P.S. 1409
LEGAL REFERENCE

[19] Pol. 113.4 — Confidentiality of Special
Education Student Information
POLICY REFERENCE

[20] Pol. 216 — Student Records
POLICY REFERENCE

[21] 20 U.S.C. 1232g
LEGAL REFERENCE

[22] 34 CFR Part 99
LEGAL REFERENCE

[23] Pol. 805 — Emergency Preparedness and
Response
POLICY REFERENCE

[24] Pol. 800 — Records Management
POLICY REFERENCE

[25] 28 PA Code 23.7
LEGAL REFERENCE

[26] 24 P.S. 1408
LEGAL REFERENCE

[27] 24-P-S-1426
LEGAL REFERENCE

Legal References

No additional references listed.



BOARD POLICY

246 School Wellness

POLICY NUMBER

246

VERSION

v2.2

DOCUMENT STATUS

DRAFT

WORKFLOW

Administrative Review

PRINTED

9/24/2026

■ Proposed addition ■ Proposed deletion

PURPOSE

Millville Area School District recognizes that student wellness and proper nutrition are related to students' physical well-being, growth, development and readiness to learn. The Board is committed to providing a school environment that promotes student wellness, proper nutrition, nutrition education and promotion, and regular physical activity as part of the total learning experience. In a healthy school environment, students will learn about and participate in positive dietary and lifestyle practices that can improve student achievement.

AUTHORITY

The Board adopts this policy based on the recommendations of the Wellness Committee and in accordance with federal and state laws and regulations.^{[2][3]}

To ensure the health and well-being of all students, the Board establishes that the district shall provide to students:

1. A comprehensive nutrition program consistent with federal and state requirements.
2. Access at reasonable cost to foods and beverages that meet established nutrition guidelines.
3. Physical education courses and opportunities for developmentally appropriate physical activity during the school day.
4. Curriculum and programs for grades K-12 that are designed to educate students about proper nutrition and lifelong physical activity, in accordance with State Board of Education curriculum regulations and academic standards.

DELEGATION OF RESPONSIBILITY

The Superintendent or designee shall be responsible for the implementation and oversight of this policy to ensure each of the district's schools, programs and curriculum is compliant with this policy, related policies and established guidelines or administrative regulations.^{[2][3]}

Each building principal or designee shall annually report to the Superintendent or designee regarding compliance in his/her school.^[3]

Staff members responsible for programs related to school wellness shall report to the Superintendent or designee regarding the status of such programs.

The Superintendent or designee and the established Wellness Committee shall conduct an assessment at least once every three (3) years on the contents and implementation of this policy as part of a continuous improvement process to strengthen the policy and ensure implementation. This triennial assessment shall be made available to the public in an accessible and easily understood manner and include:^{[2][3]}

1. The extent to which each district school is in compliance with law and policies related to school wellness.
2. The extent to which this policy compares to model wellness policies.
3. A description of the progress made by the district in attaining the goals of this policy.

At least once every three (3) years, the district shall update or modify this policy as needed, based on the results of the most recent triennial assessment and/or as district and community needs and priorities change; wellness goals are met; new health science, information and technologies emerge; and new federal or state guidance or standards are issued.^[3]

The district shall annually inform and update the public, including parents/guardians, students, and others in the community, about the contents, updates and implementation of this policy via the district website, student handbooks, newsletters, posted notices and/or other efficient communication methods. This annual notification shall include information on how to access the School Wellness policy; information about the most recent triennial assessment; information on how to participate in the development, implementation and periodic review and update of the School Wellness policy; and a means of contacting Wellness Committee leadership.^{[2][3]}

GUIDELINES

Recordkeeping

The district shall retain records documenting compliance with the requirements of the School Wellness policy, which shall include:^{[3][4]}

1. The written School Wellness policy.
2. Documentation demonstrating that the district has informed the public, on an annual basis, about the contents of the School Wellness policy and any updates to the policy.
3. Documentation of efforts to review and update the School Wellness policy, including who is involved in the review and methods used by the district to inform the public of their ability to participate in the review.

4. Documentation demonstrating the most recent assessment on the implementation of the School Wellness policy and notification of the assessment results to the public.

Wellness Committee

The district shall establish a Wellness Committee comprised of, but not necessarily limited to, at least one (1) of each of the following: School Board member, district administrator, district food service representative, student, parent/guardian, school health professional, physical education teacher and member of the public. It shall be the goal that committee membership will include representatives from each school building and reflect the diversity of the community.^[2]

The Wellness Committee shall serve as an advisory committee regarding student health issues and shall be responsible for developing, implementing and periodically reviewing and updating a School Wellness policy that complies with law to recommend to the Board for adoption.

The Wellness Committee shall review and consider evidence-based strategies and techniques in establishing goals for nutrition education and promotion, physical activity and other school based activities that promote student wellness as part of the policy development and revision process.^[3]

Nutrition Education

Nutrition education will be provided within the sequential, comprehensive health education program in accordance with curriculum regulations and the academic standards for Health, Safety and Physical Education, and Family and Consumer Sciences.^[6]^[7]^[8]

Nutrition education in the district shall teach, model, encourage and support healthy eating by students. Promoting student health and nutrition enhances readiness for learning and increases student achievement.

Nutrition education shall provide all students with the knowledge and skills needed to lead healthy lives.

Nutrition education lessons and activities shall be age-appropriate.

Nutrition curriculum shall teach behavior-focused skills, which may include menu planning, reading nutrition labels and media awareness.

School food service and nutrition education classes shall cooperate to create a learning laboratory.

Nutrition education shall be integrated into other subjects such as math, science, language arts and social sciences to complement but not replace academic standards based on nutrition education.

Lifelong lifestyle balance shall be reinforced by linking nutrition education and physical activity.

The staff responsible for providing nutrition education shall be properly trained and prepared and shall participate in appropriate professional development. The district shall develop standards for such training and professional development.[\[9\]](#)

Nutrition education shall extend beyond the school environment by engaging and involving families and the community.

Nutrition Promotion

Nutrition promotion and education positively influence lifelong eating behaviors by using evidence-based techniques and nutrition messages, and by creating food environments that encourage healthy nutrition choices and encourage participation in school meal programs.

District staff shall cooperate with agencies and community organizations to provide opportunities for appropriate student projects related to nutrition.

~~District food service personnel shall review and implement research-based, behavioral economics techniques in the cafeteria to encourage consumption of more whole grains, fruits, vegetables and legumes, and to decrease plate waste.~~

District food service personnel shall review and implement research-based behavioral economics techniques in the cafeteria to encourage the selection and consumption of high-quality, healthy and nutritious foods, promote balanced eating habits, and decrease plate waste.

Consistent nutrition messages shall be disseminated and displayed throughout the district, schools, classrooms, cafeterias, homes, community and media.

Consistent nutrition messages shall be demonstrated by avoiding use of unhealthy food items in classroom lesson plans and school staff avoiding eating less healthy food items in front of students.

District schools shall offer resources about health and nutrition to encourage parents/guardians to provide healthy meals for their children.

Physical Activity

District schools shall strive to provide opportunities for developmentally appropriate physical activity during the school day for all students.

Age-appropriate physical activity opportunities, such as outdoor and indoor recess, before and after school programs, during lunch, clubs, intramurals and interscholastic athletics, shall be provided to meet the needs and interests of all students, in addition to planned physical education.

A physical and social environment that encourages safe and enjoyable activity for all students shall be maintained.

Physical activity shall not be used or withheld as a form of punishment.

Physical Education

A sequential physical education program consistent with curriculum regulations and Health, Safety and Physical Education academic standards shall be developed and implemented. All district students must participate in physical education.^{[7][8][10]}

Instruction involving the collection of a student's height and weight measurements must be conducted in a manner that protects student confidentiality. The calculation of body mass index (BMI) is prohibited.^[10]

Quality physical education instruction that promotes lifelong physical activity and provides instruction in the skills and knowledge necessary for lifelong participation shall be provided.

Physical education classes shall be the means through which all students learn, practice and are assessed on developmentally appropriate skills and knowledge necessary for lifelong, health-enhancing physical activity.

A varied and comprehensive curriculum that promotes both team and individual activities and leads to students becoming and remaining physically active for a lifetime shall be provided in the physical education program.

Adequate amounts of planned instruction shall be provided in order for students to achieve the proficient level for the Health, Safety and Physical Education academic standards.

Students shall be moderately to vigorously active as much time as possible during a physical education class. Documented medical conditions and disabilities shall be accommodated during class.

Safe and adequate equipment, facilities and resources shall be provided for physical education courses.

Physical education shall be taught by certified health and physical education teachers.

Appropriate professional development shall be provided for physical education staff.

Physical education classes shall have a teacher-student ratio comparable to those of other courses for safe and effective instruction.

Physical activity shall not be used or withheld solely as a form of punishment.

Social Media

A social media literacy program consistent with curriculum regulations and academic standards shall be developed and implemented to address the following:^{[7][8][23]}

- 1. Mental, psychological and physical effects of social media and mobile device use.**
- 2. Potential impacts of social media and mobile device use on academic growth and learning.**

3. **Safe use of social media, including how to recognize suspicious online behavior including, but not limited to:**
 - a. **Cyberbullying.**
 - b. **Predatory behavior.**
 - c. **Potential human trafficking.**
4. **Personal security and privacy on mobile devices.**

Other School Based Activities

Safe drinking water shall be available and accessible to students, without restriction and at no cost to the student, at all meal periods and throughout the school day.^{[11][12][13][24]}

Nutrition professionals who meet hiring criteria established by the district and in compliance with federal regulations shall administer the school meals program. Professional development and continuing education shall be provided for district nutrition staff, as required by federal regulations.^{[9][15][16][17]}

District schools shall provide adequate space, as defined by the district, for eating and serving school meals.

Students shall be provided a clean and safe meal environment.

Students shall be provided adequate time to eat: ten (10) minutes sit down time for breakfast; twenty (20) minutes sit down time for lunch.

District schools shall implement alternative service models to increase school breakfast participation where possible, such as breakfast served in the classroom, “grab & go breakfast” and breakfast after first period to reinforce the positive educational, behavioral and health impacts of a healthy breakfast.

Meal periods shall be scheduled at appropriate hours, as required by federal regulations and as defined by the district.^[11]

Students shall have access to hand washing or sanitizing before meals and snacks.

Nutrition content of school meals shall be available to students and parents/guardians.

To the extent possible, the district shall utilize available funding and outside programs to enhance student wellness.

The district shall provide appropriate training to all staff on the components of the School Wellness policy.

Goals of the School Wellness policy shall be considered in planning all school based activities.

Administrators, teachers, food service personnel, students, parents/guardians and community members shall be encouraged to serve as positive role models through district programs, communications and outreach efforts.

The district shall support the efforts of parents/guardians to provide a healthy diet and daily physical activity for children by communicating relevant information through various methods.

The district shall maintain a healthy school environment to optimize conditions for learning and minimize potential health risks to students, in accordance with the district's school environmental health program and applicable laws and regulations.

Nutrition Guidelines for All Foods/Beverages at School

All foods and beverages available in district schools during the school day shall be offered to students with consideration for promoting student health and reducing obesity.

Foods and beverages provided through the National School Lunch or School Breakfast Programs shall comply with established federal nutrition standards.^{[11][12][15][16]}

Foods and beverages offered or sold at school-sponsored events outside the school day, such as athletic events and dances, shall offer healthy alternatives in addition to more traditional fare.

Competitive Foods -

Competitive foods available for sale shall meet or exceed the established federal nutrition standards (USDA Smart Snacks in School). These standards shall apply in all locations and through all services where foods and beverages are sold to students, which may include, but are not limited to: a la carte options in cafeterias, vending machines, school stores, snack carts and fundraisers.^{[3][18][19]}

For purposes of this policy, **school campus** means any area of property under the jurisdiction of the school that students may access during the school day.^{[3][18]}

For purposes of this policy, **school day** means the period from midnight before school begins until thirty (30) minutes after the end of the official school day.^{[3][18]}

The district may impose additional restrictions on competitive foods, provided that the restrictions are not inconsistent with federal requirements.^[18]

Fundraiser Exemptions -

Fundraising activities held during the school day involving the sale of competitive foods shall be limited to foods that meet the Smart Snacks in School nutrition standards, unless an exemption is approved in accordance with applicable Board policy and administrative regulations.^[20]

The district may allow a limited number of exempt fundraisers as permitted by the Pennsylvania Department of Education each school year: up to five (5) exempt fundraisers in elementary and middle school buildings, and up to ten (10) exempt fundraisers in high school buildings. **Exempt fundraisers** are fundraisers in which competitive foods are available for sale to students that do not meet the Smart Snacks in School nutrition standards.^[18]

The district shall establish administrative regulations to implement fundraising activities in district schools, including procedures for requesting a fundraiser exemption.

Non-Sold Competitive Foods -

Non-sold competitive foods available to students, which may include but are not limited to foods and beverages offered as rewards and incentives, at classroom parties and celebrations, or as shared classroom snacks, shall meet or exceed the standards established by the district.

If the offered competitive foods do not meet or exceed the Smart Snacks in School nutrition standards, the following standards shall apply:

1. Rewards and Incentives:

- a. Foods and beverages may be used as a reward or incentive on a limited basis.

2. Classroom Parties and Celebrations:

- a. Classroom parties/celebrations with food/beverages shall be limited to no more than one (1) per month in each classroom.
- b. Parents/Guardians shall be informed through newsletters or other efficient communication methods that foods/beverages should only be brought in when requested for scheduled parties.
- c. Classroom parties shall offer a minimal amount of foods (maximum 2-3 items) containing added sugar as the primary ingredient (e.g., cupcakes, cookies) and will provide the following:
 - i. Fresh fruits/vegetables; and
 - ii. Water, 100 percent juice, 100 percent juice diluted with water, low-fat milk or nonfat milk.
- d. When possible, foods/beverages for parties and celebrations shall be provided by the food service department to help prevent food safety and allergy concerns.
- e. Food celebrations shall not occur until thirty (30) minutes after the end of the last lunch period.

The district shall provide a list of suggested nonfood ideas and healthy food and beverage alternatives to parents/guardians and staff, which may be posted via the district website, student handbooks, newsletters, posted notices and/or other efficient communication methods.

Marketing/Contracting -

Any foods and beverages marketed or promoted to students on the school campus during the school day shall meet or exceed the established federal nutrition standards (USDA Smart Snacks in School) and comply with established Board policy and administrative regulations.^[3]

Exclusive competitive food and/or beverage contracts shall be approved by the Board, in accordance with provisions of law. Existing contracts shall be reviewed and modified to the extent feasible to ensure compliance with established federal nutrition standards, including applicable marketing restrictions.^[21]

Management of Food Allergies in District Schools

The district shall establish Board policy and administrative regulations to address food allergy management in district schools in order to:^[22]

1. Reduce and/or eliminate the likelihood of severe or potentially life-threatening allergic reactions.
2. Ensure a rapid and effective response in case of a severe or potentially life-threatening allergic reaction.
3. Protect the rights of students by providing them, through necessary accommodations when required, the opportunity to participate fully in all school programs and activities.

Safe Routes to School

The district shall cooperate with local municipalities, public safety agency, police departments and community organizations to develop and maintain safe routes to school.

PSBA Revision 8/26 © 2026 PSBA

Legal Footnotes

[2] 42 U.S.C. 1758b
LEGAL REFERENCE

[3] 7 CFR 210.31
LEGAL REFERENCE

[4] 7 CFR 210.15
LEGAL REFERENCE

[6] 24 P.S. 1513
LEGAL REFERENCE

[7] Pol. 102 — Academic Standards
POLICY REFERENCE

[8] Pol. 105 — Curriculum
POLICY REFERENCE

[9] Pol. 808 — Food Services
POLICY REFERENCE

[10] 24 P.S. 1512.1
LEGAL REFERENCE

[11] 7 CFR 210.10
LEGAL REFERENCE

[12] 7 CFR 220.8
LEGAL REFERENCE

[13] 24 P.S. 701
LEGAL REFERENCE

[15] 42 U.S.C. 1751
LEGAL REFERENCE

[16] 42 U.S.C. 1773
LEGAL REFERENCE

[17] 7 CFR 210.30
LEGAL REFERENCE

[18] 7 CFR 210.11
LEGAL REFERENCE

[19] 7 CFR 220.12
LEGAL REFERENCE

[20] Pol. 229 — Student Fundraising
POLICY REFERENCE

[21] 24 P.S. 504.1
LEGAL REFERENCE

[22] Pol. 209.1 — Food Allergy Management
POLICY REFERENCE

[23] 24 P.S. 1556
LEGAL REFERENCE

[24] 24 P.S. 742.1
LEGAL REFERENCE



ADMINISTRATIVE REGULATION

APPROVED:

REVISED:

246-AR-2. PHYSICAL EDUCATION

Professional staff will provide physical education instruction that complies with the established curriculum and academic standards to ensure that students develop required skills and knowledge.

The physical education curriculum and program will be reviewed and updated, as appropriate.

District schools will ensure that all students participate in physical education classes.

Physical education staff will utilize appropriate instructional strategies that provide meaningful inclusion of all students, regardless of skill or fitness level.

The district's physical education programs will:

1. Provide physical activity options and alternatives from a variety of categories such as outdoor, rhythmical and lifetime.
2. Feature cooperative, as well as competitive games.
3. Teach self-management skills, as well as movement skills.
4. Actively teach cooperation, fair play and responsible participation.
5. Promote participation in physical activity outside of school.
6. Be an enjoyable experience for students.
7. Encourage lifelong participation in health-enhancing physical activities.
8. Provide for numerous practice opportunities through adequate facilities and sufficient equipment.
9. Create a positive learning environment in which students feel safe and supported.
10. Utilize physical activities that are developmentally appropriate.

Suitably adapted physical education will be included as part of a student's IEP, Service Agreement or accommodation when chronic health problems, disabling conditions or other special needs preclude such student's participation in regular physical education instruction or activities. All documented medical conditions and disabilities will be accommodated in accordance with the applicable IEP or Service Agreement.

An annual assessment and inventory of equipment, facilities and resources used for physical education courses will be made by physical education staff. Equipment, facilities and resources determined to be obsolete, out-of-date, unusable or unsafe will be reported for disposition.

The district's physical education instructional staff will be certified health and physical education teachers.

Physical education staff will attend professional development opportunities and inservice programs, in accordance with Board policy.

Student-teacher ratios in physical education classes that allow teachers the opportunity and time to work with individual students will be established in each school. The National Association for Sport and Physical Education recommends that the size of physical education classes be consistent with those of other subject areas (i.e., a maximum of 1:25 for elementary school, 1:30 for middle school and 1:35 for high school).

District schools will prohibit the withholding or use of physical education solely as a form of punishment.

Student height and weight measurements must be collected, recorded, stored, and reported in a manner that protects student privacy and dignity. Individual student measurements will not be publicly disclosed, discussed in the presence of unauthorized individuals, or used for any purpose unrelated to the student's educational program, health services, or legally required reporting. The calculation of a student's body mass index (BMI) is prohibited.

Assessment

A local assessment system will be implemented to track student progress on the Health, Safety and Physical Education academic standards. Course grades will be awarded in the same manner grades are awarded in other subject areas and will be included in calculations of grade point average, class rank and academic recognition programs.

Assessment opportunities may include the following:

1. Student personal portfolios to assess student progress by making students accountable for completing fitness surveys and recording heart rate, workout routine, personal goals and any other pertinent material.
2. Health-related physical fitness testing, which may be integrated into the curriculum as an instructional tool.
3. Tests appropriate to students' developmental levels and physical abilities and used to teach

students how to assess their fitness levels, set goals for improvement and monitor progress in reaching their goals. Staff will maintain the confidentiality of fitness test results, which will be available only to students and their parents/guardians.

4. Physical education programs monitored and assessed regularly by physical education teachers, in conjunction with other district academic and health-related programs, using tools such as the Healthy Kids Survey, CDC School Health Index, CDC Physical Education Curriculum Analysis Tool (PECAT), SHAPE America's National PE Standards or other assessments. Results of these surveys and assessments will be reported to the Board and school, and made available to parents/guardians and the community.

Family and Community Involvement

To promote family and community involvement in supporting and reinforcing physical education in the schools, the building principal or designee will be responsible for ensuring that:

1. Physical education activity ideas are sent home with students.
2. Parents/Guardians are actively encouraged to promote their child's participation in the school's physical education programs and after-school activities through information distributed by the school.
3. Families are invited to attend and participate in physical education activity programs and health fairs.
4. Physical education curriculum includes homework that students can do with their families.
5. School staff consider student preferences and interest when developing physical education programs.
6. School staff are encouraged to work with local recreation agencies and community organizations to provide opportunities for students to participate in physical activity programs outside of school.

Trip Request Form 2025-2026

(2026-2027) Trip Request

Carolyn Sweeney

Last modified by Carolyn Sweeney (10/08/2026 8:19 AM)

History

Instructions - Field Trips and Curricular Excursions will require completion and submission of all required documentation. Community Based Instruction trips require completion of all required documentation prior to CBI trip:

1. Any trip involving students leaving school 2. Any trip involving students NOT eating in the cafeteria 3. Any trip needing reserved transportation

Employee Name: *

Carolyn Sweeney

Select type of Trip: *

Select type of Trip: *
Curricular Excursion

Trip destination: *

Southern Columbia High School

Date of Departure: *

11/03/2026

Time of Departure: *

7:50am

Date of Return: *

11/03/2026

Time of Return: *

approx 2:40pm

Will this trip extend beyond the school day? *

☐ Yes ☒ No

Is this an overnight trip? *

☐ Yes ☒ No

If you answered YES above, how many school days will the students miss?

0

Enter the projected number and grade level of students attending (permission slips are always required): *

8 (gr 9-12)

Enter all adults (school personnel and volunteers) accompanying students on this trip (clearances are required) Note that the ratio for students to chaperones is 15 to 1.: *

Carolyn Sweeney

Will the students be absent from lunch? *

☒ Yes ☐ No

Number of students needing a prepared lunch from the cafeteria for the trip?

0

Please type or upload a list of student names attending the trip for nurse review. *

Trip Purpose

Purpose/Educational Value of the proposed trip: *

Students earned the privilege of participating in this festival following an audition of a prepared solo piece. They will sing for a day and a half with students from the 6 other area schools under the direction of a guest conductor. The festival will culminate in a concert on Friday, November 4th at 7pm.

Is this an extension of the classroom?

☒ Yes ☐ No

Financial Information

List the cost per student and any other financing involved in this trip: *

Student Registration = \$120 Van = approx. \$126 TOTAL music = TBD

Was this trip budgeted? *

☒ Yes
☐ No

How will the trip be subsidized? (Please choose from the following) *

- ☒ School District
☐ Grant (Describe Below)
☐ Student
☐ Other (Describe Below)

Further Description (If Necessary)

Enter the total amount you are requesting to be paid for by the district (including explanation as necessary). Please remember to include nursing costs in total figures. *

registration (TBD), van (\$126 TOTAL for both days), music (TBD)

Transportation Information

Transportation needs (select all that apply): *

- ☐ 1 Bus
☐ 2 Busses
☒ 1 Van (up to 9 passengers)
☐ 2 Vans (up to 18 passengers)
☐ Other - (Please indicate request for Special ED Van or any other specialized transportation needs) See next question.

If you selected "Other" please enter specific transportation requests not listed above:

I will drive a school van, if available

Confirmation Signature

Sign your name electronically below to confirm this request: *



Trip Request Form 2025-2026

(2026-2027) Trip Request

Carolyn Sweeney

Last modified by Carolyn Sweeney (10/08/2026 8:18 AM)

History

Instructions - Field Trips and Curricular Excursions will require completion and submission of all required documentation. Community Based Instruction trips require completion of all required documentation prior to CBI trip:

1. Any trip involving students leaving school 2. Any trip involving students NOT eating in the cafeteria 3. Any trip needing reserved transportation

Employee Name: *

Carolyn Sweeney

Select type of Trip: *

Select type of Trip: *
Curricular Excursion

Trip destination: *

Southern Columbia High School

Date of Departure: *

11/04/2026

Time of Departure: *

11:00am

Date of Return: *

11/04/2026

Time of Return: *

parent will pick up from concert

Will this trip extend beyond the school day? *

☒ Yes ☐ No

Is this an overnight trip? *

☐ Yes ☒ No

If you answered YES above, how many school days will the students miss?

1/2

Enter the projected number and grade level of students attending (permission slips are always required): *

8 (gr 9-12)

Enter all adults (school personnel and volunteers) accompanying students on this trip (clearances are required) Note that the ratio for students to chaperones is 15 to 1.: *

Carolyn Sweeney, Mr. Appleman (student teacher)

Will the students be absent from lunch? *

☒ Yes ☐ No

Number of students needing a prepared lunch from the cafeteria for the trip?

0

Please type or upload a list of student names attending the trip for nurse review. *

Trip Purpose

Purpose/Educational Value of the proposed trip: *

*see previous entry (this is for day #2) Van estimated cost (I would drive): 80 miles (40 round trip X 2 days) X \$1.60 per mile = \$128 TOTAL Registration per student: \$15 x 8 students = \$120 Music folders: TBD

Is this an extension of the classroom?

☒ Yes ☐ No

Financial Information

List the cost per student and any other financing involved in this trip: *

Van = approx. \$126 TOTAL Registration = \$120

Was this trip budgeted? *

☒ Yes
☐ No

How will the trip be subsidized? (Please choose from the following) *

- ☒ School District
☐ Grant (Describe Below)
☐ Student
☐ Other (Describe Below)

Further Description (If Necessary)

Enter the total amount you are requesting to be paid for by the district (including explanation as necessary). Please remember to include nursing costs in total figures. *

TBD

Transportation Information

Transportation needs (select all that apply): *

- ☐ 1 Bus
☐ 2 Busses
☒ 1 Van (up to 9 passengers)
☐ 2 Vans (up to 18 passengers)
☐ Other - (Please indicate request for Special ED Van or any other specialized transportation needs) See next question.

If you selected "Other" please enter specific transportation requests not listed above:

I can drive a school van, if available

Confirmation Signature

Sign your name electronically below to confirm this request: *



Trip Request Form 2025-2026

(2026-2027) Trip Request
Carolyn Sweeney

Last modified by Chelsea Rosenberger (10/08/2026 12:39 PM)

History

Instructions - Field Trips and Curricular Excursions will require completion and submission of all required documentation. Community Based Instruction trips require completion of all required documentation prior to CBI trip:

1. Any trip involving students leaving school 2. Any trip involving students NOT eating in the cafeteria 3. Any trip needing reserved transportation

Employee Name: *

Carolyn Sweeney

Select type of Trip: *

Select type of Trip: *
Curricular Excursion

Trip destination: *

Danville, PA

Date of Departure: *

10/29/2026

Time of Departure: *

5:15pm

Date of Return: *

10/29/2026

Time of Return: *

Approx. 9:00pm

Will this trip extend beyond the school day? *

☒ Yes ☐ No

Is this an overnight trip? *

☐ Yes ☒ No

If you answered YES above, how many school days will the students miss?

0

Enter the projected number and grade level of students attending (permission slips are always required): *

65 (gr7-12)

Enter all adults (school personnel and volunteers) accompanying students on this trip (clearances are required) Note that the ratio for students to chaperones is 15 to 1.: *

Carolyn Sweeney, Kathy Kinsey, TBD

Will the students be absent from lunch? *

☐ Yes ☒ No

Number of students needing a prepared lunch from the cafeteria for the trip?

0

Please type or upload a list of student names attending the trip for nurse review. *

[Redacted student names]

Trip Purpose

Purpose/Educational Value of the proposed trip: *

Students prepare 2 Halloween-themed pieces to present in parade in the Danville Community.

Is this an extension of the classroom?

☒ Yes ☐ No

Financial Information

List the cost per student and any other financing involved in this trip: *

2 buses, 1 van -Bus = \$233 x 2 -Van = no cost if school vehicle

Was this trip budgeted? *

☒ Yes ☐ No

How will the trip be subsidized? (Please choose from the following) *

- ☒ School District
☐ Grant (Describe Below)
☐ Student
☐ Other (Describe Below)

Further Description (If Necessary)

[Empty text box for further description]

Enter the total amount you are requesting to be paid for by the district (including explanation as necessary). Please remember to include nursing costs in total figures. *

\$466

Transportation Information

Transportation needs (select all that apply): *

- ☐ 1 Bus
☒ 2 Busses
☒ 1 Van (up to 9 passengers)

- ☐ 2 Vans (up to 18 passengers)
- ☐ Other - (Please indicate request for Special ED Van or any other specialized transportation needs) See next question.

If you selected "Other" please enter specific transportation requests not listed above:

*I can drive the van.

Confirmation Signature

Sign your name electronically below to confirm this request: *



Version: 2.32.0 [Refresh Page](#)
Date: 09/29/2026 at 3:45 PM

Trip Request Form 2025-2026

(2026-2027) Trip Request
Carolyn Sweeney

Last modified by Chelsea Rosenberger (10/08/2026 12:21 PM)

History ▼

Instructions - Field Trips and Curricular Excursions will require completion and submission of all required documentation. Community Based Instruction trips require completion of all required documentation prior to CBI trip:

1. Any trip involving students leaving school 2. Any trip involving students NOT eating in the cafeteria 3. Any trip needing reserved transportation

Employee Name: *

Carolyn Sweeney

Select type of Trip: *

Select type of Trip: *
Curricular Excursion

Trip destination: *

Benton High School

Date of Departure: *

10/27/2026

Time of Departure: *

6:00pm

Date of Return: *

10/27/2026

Time of Return: *

approx. 8:30pm

Will this trip extend beyond the school day? *

☒ Yes ☐ No

Is this an overnight trip? *

☐ Yes ☒ No

If you answered YES above, how many school days will the students miss?

0

Enter the projected number and grade level of students attending (permission slips are always required): *

65 (gr7-12)

Enter all adults (school personnel and volunteers) accompanying students on this trip (clearances are required) Note that the ratio for students to chaperones is 15 to 1.: *

Will the students be absent from lunch? *

- ☐ Yes
- ☒ No

Number of students needing a prepared lunch from the cafeteria for the trip?

0

Please type or upload a list of student names attending the trip for nurse review. *

Isabella Dzoch – 10 Logan Jacobs – 10 MaKenna Jones – 10 Aiyana Norman-Kulp – 9 Chelsea Whispell – 8 Madison Parker – 8 Maylyn Noss – 8 Hillary Manning – 8 Emma Powell – 7 Charlee Valencik – 7 Jessica Welliver – 7 Clarinet Serenity Barrett – 11 Mya Kinney – 11 Emily Hays – 11 Ellie Rishel – 11 Reed Gansell – 10 Grace Fink – 9 Emma Gillis – 9 Elizabeth Speary -9 Maci Klock – 8 Grant Sterner – 7 Aurora Hall - 7 Jacklynn Franzen – 7 Abigail Tricoli – 7 Sophie Sellers – 7 Aubree Marconi - 7 Bass Clarinet Alto Saxophone Kristina Rivera - 9 Adaleen Trombley – 8 Spencer Koch – 7 Caiden Prince - 7 Raye Karas – 7 Ryan Pennypacker – 7 Delanie Curry – 7 Caroline McMichael – 7 Tenor Saxophone Kristina Pennypacker – 11 Baritone Saxophone Karter Rivera – 11 Trumpet Josh Kinsey -12 Kaela Edson – 9 Lylia Goldhorn - 8 Keriann Lee-Windemaker – 8 Lively Soltis – 8 Anya Stancik – 8 Lusiana Vazquez – 8 Mason Stanley – 8 Ashton Eyer – 7 Jedadiah Shuman – 7 Ireland Davis – 7 French Horn Andie Gray - 10 Trombone Emma Rose – 12 Tristan Bredbenner – 8 Baritone Evelyn Gatski – 9 Liam Hemsarth - 9 Percussion Ella Shultz – 12 quads Serge Norton – 11. bells Louis Horner – 10. snare Tucker Pennypacker – 9 bass Bodhi Rishel – 9 bass/cymbals Maxwell Hock – 8 bass/cymbals Eli Haden – 8 snare Bryce Hemsarth – 7 bass/tamb Mason Beck – 7 cymbals/tamb Sadie Stiner – 7 snare John Carlson – 7. Bass/cymbals

Trip Purpose

Purpose/Educational Value of the proposed trip: *

Students prepare and memorize a piece or pieces to be performed in a marching capacity in the Benton community.

Is this an extension of the classroom?

- ☒ Yes
- ☐ No

Financial Information

List the cost per student and any other financing involved in this trip: *

2 Buses/1 Van (needed for larger instruments and percussion equipment) approx. \$233 x 2 = \$466 (no cost for van if school van)

Was this trip budgeted? *

- ☒ Yes
- ☐ No

How will the trip be subsidized? (Please choose from the following) *

- ☒ School District
- ☐ Grant (Describe Below)
- ☐ Student
- ☐ Other (Describe Below)

Further Description (If Necessary)

Enter the total amount you are requesting to be paid for by the district (including explanation as necessary). Please remember to include nursing costs in total figures. *

\$466

Transportation Information

Transportation needs (select all that apply): *

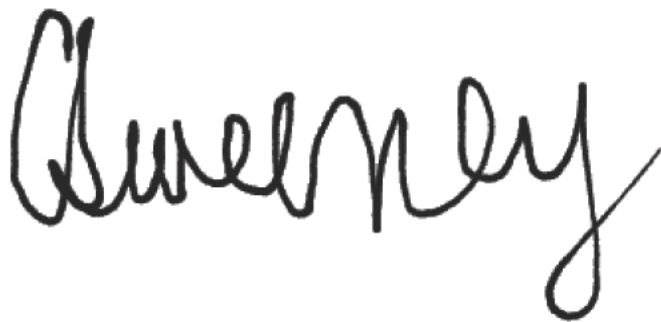
- ☐ 1 Bus
- ☒ 2 Busses
- ☒ 1 Van (up to 9 passengers)
- ☐ 2 Vans (up to 18 passengers)
- ☐ Other - (Please indicate request for Special ED Van or any other specialized transportation needs) See next question.

If you selected "Other" please enter specific transportation requests not listed above:

*I can drive the van.

Confirmation Signature

Sign your name electronically below to confirm this request: *

A handwritten signature in black ink, appearing to read "Gwenney", is displayed within a large rectangular box.

Trip Request Form 2025-2026

(2026-2027) Trip Request

Carolyn Sweeney

Last modified by Carolyn Sweeney (10/05/2026 10:37 AM)

History

Instructions - Field Trips and Curricular Excursions will require completion and submission of all required documentation. Community Based Instruction trips require completion of all required documentation prior to CBI trip:

1. Any trip involving students leaving school 2. Any trip involving students NOT eating in the cafeteria 3. Any trip needing reserved transportation

Employee Name: *

Carolyn Sweeney

Select type of Trip: *

Select type of Trip: *
Curricular Excursion

Trip destination: *

Bloomsburg High School

Date of Departure: *

11/09/2026

Time of Departure: *

5:00pm

Date of Return: *

11/09/2026

Time of Return: *

Approx. 9:00pm

Will this trip extend beyond the school day? *

☒ Yes ☐ No

Is this an overnight trip? *

☐ Yes ☒ No

If you answered YES above, how many school days will the students miss?

0

Enter the projected number and grade level of students attending (permission slips are always required): *

14 (gr 9-12)

Enter all adults (school personnel and volunteers) accompanying students on this trip (clearances are required) Note that the ratio for students to chaperones is 15 to 1.: *

Carolyn Sweeney

Will the students be absent from lunch? *

☐ Yes ☒ No

Number of students needing a prepared lunch from the cafeteria for the trip?

0

Please type or upload a list of student names attending the trip for nurse review. *

Trip Purpose

Purpose/Educational Value of the proposed trip: *

Students are preparing an audition solo on their selected instrument to be presented at auditions on November 9th. This experience puts them out there personally to prove themselves worthy of having a role in the County Band festival at the beginning of January.

Is this an extension of the classroom?

☒ Yes ☐ No

Financial Information

List the cost per student and any other financing involved in this trip: *

Just the bus.

Was this trip budgeted? *

☒ Yes
☐ No

How will the trip be subsidized? (Please choose from the following) *

- ☒ School District
☐ Grant (Describe Below)
☐ Student
☐ Other (Describe Below)

Further Description (If Necessary)

Enter the total amount you are requesting to be paid for by the district (including explanation as necessary). Please remember to include nursing costs in total figures. *

approx. \$100

Transportation Information

Transportation needs (select all that apply): *

- ☒ 1 Bus
☐ 2 Busses
☐ 1 Van (up to 9 passengers)
☐ 2 Vans (up to 18 passengers)
☐ Other - (Please indicate request for Special ED Van or any other specialized transportation needs) See next question.

If you selected "Other" please enter specific transportation requests not listed above:

Confirmation Signature

Sign your name electronically below to confirm this request: *

Sweeney



Version: 2.32.0 [Refresh Page](#)
Date: 09/29/2026 at 3:45 PM

Trip Request Form 2025-2026

(2026-2027) Trip Request

Mary Schrader

Last modified by Mary Schrader (09/24/2026 9:02 PM)

History



Instructions - Field Trips and Curricular Excursions will require completion and submission of all required documentation. Community Based Instruction trips require completion of all required documentation prior to CBI trip:

1. Any trip involving students leaving school 2. Any trip involving students NOT eating in the cafeteria 3. Any trip needing reserved transportation

Employee Name: *

Mary Schrader

Select type of Trip: *

Select type of Trip: *
Field Trip

Trip destination: *

Pittston, PA

Date of Departure: *

10/23/2026

Time of Departure: *

8:30am

Date of Return: *

10/23/2026

Time of Return: *

2:45pm

Will this trip extend beyond the school day? *

☐ Yes ☒ No

Is this an overnight trip? *

☐ Yes ☒ No

If you answered YES above, how many school days will the students miss?

Enter the projected number and grade level of students attending (permission slips are always required): *

2 seniors, 3 juniors, 1 sophomore

Enter all adults (school personnel and volunteers) accompanying students on this trip (clearances are required) Note that the ratio for students to chaperones is 15 to 1.: *

1 - Mary Schrader

Will the students be absent from lunch? *

☒ Yes ☐ No

Number of students needing a prepared lunch from the cafeteria for the trip?

n/a

Please type or upload a list of student names attending the trip for nurse review. *

Trip Purpose

Purpose/Educational Value of the proposed trip: *

Scholastic Scrimmage is a high school academic challenge program for WVIA member school districts within LIU, CSIU, Colonial IU, BLAST and NEIU. The program spotlights academically talented young scholars.

Is this an extension of the classroom?

☒ Yes ☐ No

Financial Information

List the cost per student and any other financing involved in this trip: *

transportation cost for van

Was this trip budgeted? *

☒ Yes
☐ No

How will the trip be subsidized? (Please choose from the following) *

- ☒ School District
☐ Grant (Describe Below)
☐ Student
☐ Other (Describe Below)

Further Description (If Necessary)

Enter the total amount you are requesting to be paid for by the district (including explanation as necessary). Please remember to include nursing costs in total figures. *

\$65.10 - estimated on approved budget - gas mileage to travel to Pittston

Transportation Information

Transportation needs (select all that apply): *

- ☐ 1 Bus
☐ 2 Busses
☒ 1 Van (up to 9 passengers)
☐ 2 Vans (up to 18 passengers)
☐ Other - (Please indicate request for Special ED Van or any other specialized transportation needs) See next question.

If you selected "Other" please enter specific transportation requests not listed above:

Confirmation Signature

Sign your name electronically below to confirm this request: *



Date: 09/29/2026 at 3:45 PM



303 Wyman St. Ste 299, Waltham, MA 02451-1253
t. (781) 471-5021 f. (617) 507-6427

QUOTE

Number WTGQ88605

Date 9/28/2026

Expiration 10/9/2026

Sold To

Millville Area School District
Dyson Savage
330 East Main Street
Millville, PA 17846

Ship To

Millville Area School District
Dyson Savage
330 East Main Street
Millville, PA 17846

Account Executive

Connor Donovan
508-813-7578
cdonovan@winslowtg.com

Phone 570-458-5538x3247
Fax

Phone 570-458-5538x3247
Fax

Line	Qty	Description	Unit Amount	Ext. Amount
1		Cisco Duo		
2	40	Hardware token used with a Duo subscription- Qty 4 (10) Packs Est. lead time of 21 day(s)	\$28.84	\$1,153.60

**Notes:

Please reference contract PEPPM C000001024043.

SubTotal: \$1,153.60

Shipping: \$0.00

***Total:** **\$1,153.60**

***Plus Applicable Taxes**

Payment Terms: Net 30



OFFERINGS

- Master Lease Agreements
- Installment Payment Agreements
- Capital & Operating Leases
- Software Only Financing
- Purchase Leaseback Structures
- Lease Lines
- Step Leases

Why Winslow Financial Services

- **Experience:** Our professionals are experts in finance and have extensive relationships to help you source the right solution for your needs.
- **Rates:** WFS consistently delivers the lowest rates in the industry. Our payment solutions are affordable, flexible and easy to manage.
- **Speed and Convenience:** We turn around proposals, approvals and lease documents in hours, not days. From start to finish, no leasing firm is more efficient than WFS.
- **Creativity:** Every end-user is unique: your leasing solution should be too. WFS works side-by-side with our partners to design the most effective and efficient financing plans to fit your business model and help your company grow.
- **Adaptability:** From the design of your financing solution to mid-lease options to end-of-term flexibility, WFS works with you to adapt your financing program as your budget, cash flow and technology requirements evolve over time.

PRODUCTS FINANCED

- | | |
|-------------------------------|---------------------|
| • Storage Solutions | • Security Software |
| • Enterprise Servers/Switches | • Maintenance |
| • Desktop/Laptop Computers | • Medical Equipment |
| • Enterprise Software | • Furniture |

Benefits of Leasing

- **Improve Cash Flow:** When choosing to finance with WFS, your cash is not tied up in the equipment or the software you just installed. Instead, your capital is available for other investments that can help grow your business and produce income.
- **Increase Your Bottom Line:** When choosing the right finance company, leasing costs less than owning. At WFS, we will invest a residual value in your equipment to help ensure you pay less than the original equipment cost – equating to real savings.
- **Eliminate Obsolete Technology:** Acquire the latest and most up-to-date technology solutions on the market and never be slowed down with old and outdated equipment and manufacturers.
- **Maintain Flexibility:** IT environments, technology needs and cash flow trends can change and fluctuate as businesses grow. Customers that lease with WFS have the flexibility at lease end to refinance at a lower rate, continue to rent month to month, purchase the equipment, upgrade or return the equipment etc., leaving the company with many options to meet its needs at any given time.

CONTACT US

WFS Headquarters
303 Wyman Street
Suite 299
Waltham, MA 02451
781-471-5021
info@winslowfs.com

To review our services in more detail, please email us at info@winslowfs.com

Terms and Conditions

1. Acceptance of Quote

By accepting this quote, the Customer acknowledges that they have carefully reviewed the proposed solution configuration. Acceptance constitutes the Customer's confirmation that the configuration as presented meets or exceeds their expectations and requirements.

2. Changes to Configuration

Any changes, additions, or modifications (collectively, "adjustments") to the configuration after acceptance are subject to additional costs and may require changes to the Payment Terms. These changes will require a revised quote and written approval from the Customer before implementation.

3. Responsibility for Review

The Customer is responsible for reviewing the configuration for accuracy, completeness, and suitability to meet or exceed the Customer's needs. Winslow Technology Group is not liable for issues arising from omissions or errors not identified by the Customer during the review process.

4. Validity of Quote

This quote is valid for 30 days from the date of issue, unless otherwise stated on the quote, and will expire if not accepted within 30 days. A new quote may be issued after 30 days.

5. Pricing

All product, pricing and other information is based on the latest information available and subject to change due to ongoing market volatility and/or vendor pricing updates. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will apply if the Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to accountspayable@winslowtg.com. Payment terms as outlined in this quote are binding upon acceptance.

6. Payment Terms

Payment terms as outlined in this quote are binding upon acceptance. Any adjustments to the configuration may require changes to the payment terms.

7. Limitation of Liability

Winslow Technology Group (“WTG”) shall not be liable for any exemplary, punitive, indirect, incidental, special, or consequential damages arising from or in any way connected to the use or implementation or the failure to use or implement the solution as defined by the configuration. In no event will WTG’s collective aggregate liability exceed the total fees actually paid to WTG for services to which the claim relates.

8. Manufacturer’s Terms and Conditions

Customer acknowledges the products and solutions quoted are subject to the manufacturer's terms and conditions as listed on their website, as provided in their End User License Agreement (EULA), or other applicable documentation.

9. Shipping Policy

Customer is responsible for providing complete and accurate shipping information at the time of order placement, quote execution, and/or purchase order execution. Approval of these documents will constitute as confirmation and acknowledgement by Customer that the correct shipping information has been provided. Once an order has been placed with the manufacturer, distributor, or supplier, the shipping address cannot be changed. Any requested change to the shipping address after order placement will require cancellation of the original order and submission of a new order, subject to product availability and pricing at the time of reorder. Customer acknowledges that revised pricing, freight charges, taxes, and delivery timelines may apply.

10. Return Policy

Customer acknowledges that the proposed configurations are subject to manufacturer return policies.

11. Authorization

The Customer’s acceptance of this quote constitutes authorization to proceed with the defined configuration and the Customer’s agreement to be bound by these terms and conditions.