Regular Business Meeting

Monday, November 9, 2026 7:00 PM
Millville High School, 345 School House Lane, Millville, PA 17846

1.	**OPENING PROCEDURES**	
2.	**PUBLIC COMMENT ON AGENDA ITEMS**	
2.1.	EXECUTIVE SESSION	**Speaker(s):** Presiding Officer
3.	**SUPERINTENDENT REPORT**	
4.	**BUSINESS MANAGER REPORT**	
5.	**MINUTES / POLICY & BOARD GOVERNANCE**	
5.1.	October 26, 2026: Board Meeting Minutes	
5.2.	Second Reading Updated MASD Policy 249: Bullying/Cyberbullying	
5.3.	Second Reading Updated MASD Policy 805.2: School Security Personnel	
6.	**BUDGET AND FINANCE**	
6.1.	Expenditures	
6.2.	Pay November Expenditures	
7.	**ADMINISTRATIVE ITEMS**	
7.1.	Approval of Conferences / Meetings 2026-2027	
7.2.	Termination of Bowling Cooperative Agreement with CMAVTS	
7.3.	Cooperative Varsity Bowling Agreement: Central Columbia	
7.4.	Wellness Committee Meeting Minutes: November 5, 2026	
8.	**CURRICULUM / EDUCATIONAL**	
8.1.	Curricular Excursions & Field Trips 26/27	
8.2.	Curricular Excursions & Field Trips 26/27	
9.	**BUILDINGS & GROUNDS**	
9.1.	Christian Gospel Fellowship Facility Use 12/3/26	
10.	**PERSONNEL AND ACTIVITIES**	
10.1.	Resignation: A. Scott	
10.2.	Resignation: N. Fry	
10.3.	Employment Status Change: K. Edwards	

10.4. Appoint Paraprofessional Substitute - D. Kehoe

10.5. Appoint Paraprofessional - M. Concini

10.6. Unpaid Leave: Employee 1100

10.7. Interim High School Lead Cook - D. Davis

10.8. Secondary Designated Substitute: C. Harrison

10.9. CSIU Guest Teacher Substitute

10.10. Elementary Library Observation

10.11. Commonwealth University Student Teacher Placement: Spring 2026

10.12. Rhinard Transportation Driver Approval

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

12. **ADJOURNMENT**

13. **MEETINGS & CALENDAR**

13.1. Upcoming Meetings

13.2. Most Recent Board Committee Meetings

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

MINUTES OF THE MILLVILLE SCHOOL DISTRICT BOARD MEETING

MONDAY, OCTOBER 26, 2026

The Millville Area School Board held their regular business meeting on Monday, October 26, 2026 in the Millville Jr./Sr. High School Library beginning at 7:04 pm. Prior to the meeting, the Board held an Executive Session to discuss a number of personnel and legal matters.

1. OPENING PROCEDURES

Board Member Attendance: Alex Cavallini: Present, Matt Deihl: Present, Michael Farrell: Absent, Greg Hemsarth: Present, Gena Maize: Present, Heather Mausteller: Present, Jonathan Richards: Present, Corey Whitmoyer: Present, Jessica Whitmoyer: Present.

- Present: 8, Absent: 1.

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

GUESTS PRESENT

Guests present who signed the register were Wendy Faatz and Klohe Faatz.

2. PUBLIC COMMENT ON AGENDA ITEMS

- ❖ No guests ask to comment to the Board.

3. SUPERINTENDENT REPORT

Dr. Rasmus informed the Board that he would defer to his written report provided to Board members.

4. ADMINISTRATIVE REPORTS

Members of the administrative team submitted their reports for the Board but asked to highlight items from their report.

Mrs. Danielle Fritz - Director of Student Services

- Mrs. Fritz provided an update regarding recent school activities, professional development, and grant-related work. She highlighted the Title I Glow Night held the previous Friday, stating the event was a positive opportunity for student and family engagement. The event provided an opportunity for families to participate in school activities and strengthen connections with the district. Mrs. Fritz reported that the District had completed work associated with Act 16 funding. She also discussed recent professional development activities focused on English Language Learners and Special Education Law.

Dr. James Meadows – Director of Interventional Support

- Dr. Meadows provided an update regarding social-emotional learning, behavioral supports, and the implementation of Tier 2 interventions. He reported attending Glow Night and described the event as a positive experience. Dr. Meadows reported that the NEST Clinic had begun providing services through a Licensed Professional Counselor. He reported that the counselor had been working with the district for approximately three weeks. These services are intended to provide additional social-emotional and behavioral support to students.
- Dr. Meadows reported that approximately 80–100 parent permission forms had been distributed for students identified as potentially benefiting from Tier 2 interventions. The administration anticipates beginning these interventions on November 9, 2026, following the scheduled Act 80 Day. The intervention groups will provide targeted support in social-emotional development, behavioral regulation, and related student needs.
    - Dr. Rasmus requested clarification regarding the permission forms and the process used to identify students.
    - Dr. Meadows explained that the District utilizes multiple sources of information when identifying students for additional interventions. For students in kindergarten through second grade, identification was based primarily on teacher-completed rating information. For students in grades three through six, the identification process included teacher-completed BASC-BESS screening measures and student-reported information. Dr. Meadows noted that some students across grade levels reported concerns that were consistent with those identified by their teachers. He explained that this alignment between student self-reporting and teacher observations provides useful information when identifying students who may benefit from additional services. The administration will continue reviewing student information and obtaining parental permission before implementing the intervention groups.

Mr. Brandon Gordner – Elementary Principal

- Mr. Gordner provided an update regarding grant applications, academic interventions, student data analysis, and positive behavioral initiatives. He reported completing work associated with several funding opportunities, including: the PCCD Grant, the Ready to Learn Grant, Consolidated Application and the Small Equipment Grant. He discussed the work involved in researching available resources and identifying district needs that could be supported through grant funding.
- Mr. Gordner reported that staff had completed an extensive review of student achievement data to identify individual strengths and areas requiring additional academic support. The review included individual student performance in mathematics and English language arts. He explained that the administration developed a tracking system identifying students requiring interventions and progress monitoring.

- Mr. Gordner reported that the elementary school implemented a Quaker Store as part of its Positive Behavioral Interventions and Supports (PBIS) program. Students earn points for demonstrating positive behaviors and meeting established school expectations. During October, students were able to redeem or enter their accumulated points for opportunities to receive prizes and special experiences. Examples included special school activities, additional gymnasium time, participation in school announcements, and a school police vehicle experience.
- Mr. Gordner also reported the implementation of the Quaker Huddle, a schoolwide broadcast conducted each Monday morning. The broadcast includes a review of CARES expectations, school announcements, student recognition, and social-emotional learning topics. Students have begun participating in the broadcasts, providing opportunities for student leadership and engagement. Mr. Gordner reported that students have responded positively to the initiative and that the administration plans to continue using the broadcasts to reinforce schoolwide expectations.

Mr. Matthew Mills – Secondary Principal

- Mr. Mills provided an update regarding academic interventions, AIMSweb progress monitoring, and student discipline. He reported that the mathematics and English language arts departments have been reviewing AIMSweb assessment results to identify students requiring Tier 2 academic interventions. The administration has worked with instructional staff to develop intervention groups based on individual student needs. Students in grades seven and eight will rotate between mathematics and English language arts interventions. At the high school level, intervention assignments have been developed based on grade-level enrollment, student needs, and available instructional personnel.
- Mr. Mills reported that he reviewed student discipline data in response to questions raised during a previous committee meeting. He compared discipline information from the previous school year with the current school year. The review indicated that there had been zero documented incidents involving social media-related concerns during the current reporting period. Mr. Mills also discussed disciplinary referrals involving electronic device violations. Approximately 28 referrals were associated with first or second violations of the District's electronic device restrictions.
    - Dr. Rasmus commented that the information was particularly relevant to discussions previously held by the Policy Committee regarding bullying and cyberbullying.
    - Board members expressed appreciation for the information and the positive results observed following implementation of the policy.

Discussion – PCCD Grant Scope Items

- Mr. Hemsarth requested clarification regarding several proposed expenditures included in the 2026–2027 PCCD Grant scope. He asked whether the proposed Navigate360 expenditures represented the continuation of existing subscriptions.

- Dr. Rasmus confirmed that the District currently utilizes the software and intends to continue the services. He explained that the District has received guidance regarding the continued use of PCCD funding for eligible services.
- Mr. Hemsarth requested clarification regarding the cost of the subscriptions and whether the District had previously purchased the services.
- Dr. Rasmus confirmed that the District has utilized the resources and that the proposed grant expenditures would support their continuation.

- Mr. Hemsarth also questioned the proposed expenditures for proximity access equipment and related technology.
  - Mr. Savage explained that the District has previously replaced certain access-control components but continues to operate portions of an aging system. The proposed project would include additional proximity access points and improvements to the supporting server system. The proposed improvements would address both additional access-control needs and system infrastructure.
- Ms. Maize requested clarification regarding the proposed prevention specialist expenditure.
  - Dr. Rasmus explained that the expenditure represents the District's contractual contribution toward an existing prevention specialist position..

5. REPRESENTATIVE REPORTS

Central Susquehanna Intermediate Unit – Mrs. Jessica Whitmoyer

- Mrs. Whitmoyer provided an update regarding recent CSIU activities. She reported that Dr. Alan Hack had been selected as the Executive Director. She also discussed a bullying prevention program that may be made available to participating school districts.

CMAVTS – Mr. Alex Cavallini and Mr. Greg Hemsarth

- Mr. Cavallini and Mr. Hemsarth provided an update regarding Columbia-Montour Area Vocational-Technical School (CMAVTS). They reported that the CMAVTS Joint Operating Committee expressed appreciation for the work of the sending district superintendents in reviewing the school's budget and identifying opportunities for financial savings. The participating superintendents continue to evaluate potential options and are expected to provide additional information during upcoming meetings.
- Mr. Cavallini reported that CMAVTS teachers had announced the possibility of a strike beginning October 30, 2026.
  - Dr. Rasmus indicated that information regarding the potential work stoppage had been posted on the CMAVTS website. He explained that the District was preparing contingency plans to support Millville students attending CMAVTS. Dr. Rasmus reported that the Millville Area School District would provide meals to affected students in the event of a work stoppage.
  - Mr. Hemsarth asked whether the meal expenses would be subsidized.
  - Dr. Rasmus clarified that the District would be responsible for the costs.
  - Ms. Maize asked how many Millville students could be affected.

- Dr. Rasmus reported that approximately 34 Millville students attend CMAVTS. He indicated that the District would contact affected families to determine whether they wished to participate in the meal assistance program. He indicated that additional information would be communicated to families once the status of the potential work stoppage became clear.

6. MINUTES / POLICY AND BOARD GOVERNANCE

A motion to consider and approve all Policy/Board Governance items and Minutes as presented. The combined motion, made by Greg Hemsarth and seconded by Gena Maize, Carried.
Yea: 8, Nay: 0, Absent: 1

6.1 October 12, 2026: Board Meeting Minutes

- A motion to approve the October 12, 2026 Millville Area School District Board meeting minutes.

6.3. First Reading Updated MASD Policy 249: Bullying/Cyberbullying

- A motion to consider and approve the first reading of the updated Millville Area School District Policy 249: Bullying/Cyberbullying, as recommended by PSBA and reviewed by the Policy Committee.

6.4 First Reading Updated MASD Policy 805.2: School Security Personnel

- A motion to consider and approve the first reading of the updated Millville Area School District Policy 805.2: School Security Personnel, as recommended by PSBA and reviewed by the Policy Committee.

6.5. Updated Administrative Regulation 104-AR-2: Reasonable Break Time and Lactation Accommodations

- A motion to consider and approve the first reading of the updated Millville Area School District Administrative Regulation 104-AR-2: Reasonable Break Time and Lactation Accommodations, as recommended by PSBA and reviewed by the Policy Committee.

6.6 Retire Administrative Regulation 106-AR-0: Guides for Planned Instruction

- A motion to consider and approve retiring Millville Area School District Administrative Regulation 106-AR-0: Guides For Planned Instruction, as recommended by PSBA and reviewed by the Policy Committee.

6.7 Retire Administrative Regulation 122-AR-0: Reimbursement for Extracurricular Activities

- A motion to consider and approve retiring Millville Area School District Administrative Regulation 122-AR-0: Reimbursement for Extracurricular Activities, as recommended by PSBA and reviewed by the Policy Committee.

6.8 Updated Administrative Regulation 122-AR-0: Extracurricular Activities

- A motion to consider and approve the first reading of the updated Millville Area School District Administrative Regulation 122-AR-0: Extracurricular Activities, as recommended by PSBA and reviewed by the Policy Committee.

6.9. Updated Administrative Regulation 122.1-AR-0: Noncurriculum-Related, Nonschool-Sponsored, Student-Initiated Groups

- A motion to consider and approve the first reading of the updated Millville Area School District Administrative Regulation 122.1-AR-0: Noncurriculum-Related, Nonschool-Sponsored, Student-Initiated Groups, as recommended by PSBA and reviewed by the Policy Committee.

6.10. Updated Administrative Regulation 122.1-AR-1: Noncurriculum-Related, Nonschool-Sponsored, Student-Initiated Group Acknowledgement Form

- A motion to consider and approve the first reading of the updated Millville Area School District Administrative Regulation 122.1-AR-1: Noncurriculum-Related, Nonschool-Sponsored, Student-Initiated Group Acknowledgement Form, as recommended by PSBA and reviewed by the Policy Committee.

6.11 Retire Administrative Regulation 123-AR-0: Reimbursement for Interscholastic Activities

- A motion to consider and approve retiring Millville Area School District Administrative Regulation 123-AR-0: Reimbursement for Interscholastic Activities, as recommended by PSBA and reviewed by the Policy Committee.

6.12 Updated Administrative Regulation 126-AR-0: Class Size

- A motion to consider and approve the first reading of the updated Millville Area School District Administrative Regulation 126-AR-0: Class Size, as recommended by PSBA and reviewed by the Policy Committee.

Discussion

- Mrs. Maize asked whether the proposed policies had been reviewed by the Policy Committee.
- Dr. Rasmus confirmed that the policies had been reviewed.
- Ms. Maize also requested clarification regarding the changes to the school security policy.
- Dr. Rasmus explained that the revisions address responsibilities associated with the District's School Safety and Security Coordinator and required staff training. He discussed the training requirements applicable to professional and support personnel, including the frequency and types of required training. Dr. Rasmus reported that the District has been working to meet these requirements through its professional development schedule.

7. BUDGET AND FINANCE

A motion to consider and approve all financial items as presented. This combined motion, made by Gena Maize and seconded by Heather Mausteller, Carried.
Yea: 8, Nay: 0, Absent: 1

7.1 Expenditures

- A motion is needed to consider and approve October 26, 2026 general fund expenditures in the amount of $51,933, athletic fund expenditures in the amount of $1,136.00, and cafeteria expenditures in the amount of $31,176.50.

7.3 Electricity Pricing

- A motion to consider and approve Smartest Energy as the electric supplier at the current market rate for a term of 54 months (up from the previous rate of $0.08782).

8. ADMINISTRATIVE ITEMS

A motion to consider and approve all administrative items as presented. This combined motion, made by Gena Maize and seconded by Heather Mausteller, Carried.
Yea: 8, Nay: 0, Absent: 1

8.1 Approval of Conferences / Meetings 2026-2027

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

Agenda Item	Staff Member	Location & Purpose	Date(s)	Cost
8.1 A	Katie Sick	Manheim, PA	11/12/26 - 11/13/26	$603.60

8.2 2026-2027 PCCD Grant Scope Items

- A motion to consider and approve the proposed scope items for the 2026-2027 Pennsylvania Commission on Crime and Delinquency (PCCD) School Safety and Security Grant, as presented, and authorize the administration to proceed with the implementation of approved projects, contingent upon grant funding approval and compliance with applicable grant requirements, for a total of $124,186.00.

Scope Item	Amount Allocated
Interior Secondary Doors	$40,000.00
SEL - Navigate 360	$3,762.28
PBIS Rewards - Navigate 360	$2,030.19
Threat Assessment System - Navigate 360	$1,386.00
CMSU Prevention Specialist	$26,473.00
Proximity Access Points & Server System	$50,535.00
Total	$124,186.00

9. CURRICULUM / EDUCATIONAL

A motion to consider and approve all curricular / educational items as presented. This motion, made by Alex Cavallini and seconded by Heather Mausteller, Carried.
Yea: 8, Nay: 0, Absent: 1

9.1 Curricular Excursions & Field Trips 26/27

- A motion 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**
Keystone Competition	10/28/26	Mary Schrader
Veterans Day Parade	11/7/26	Carolyn Sweeney
Commonwealth-Bloomsburg Math Competition	11/10/26	Mary Schrader
Journey Through Smithsonian	11/12/26	Mary Schrader
Northern Region FFA Leadership Conference	11/12/26	Nicole Hall
What's So Cool About Manufacturing Trip	2/16/27	Wyatt Smith

10. BUILDINGS & GROUNDS

A motion to consider and approve all Buildings and Grounds items as presented. This motion, made by Heather Mausteller and seconded by Gena Maize, Carried.
Yea: 7, Nay: 1 (G. Hemsarth), Absent: 1

10.1 Independent Engineering Assessment Proposal: McClure Company

- A motion to consider and approve the proposal from the McClure Company to provide an Independent Engineering Assessment for the district, at a total cost of $24,438.00, terms as outlined in the proposal.

11. PERSONNEL AND ACTIVITIES

A motion to consider and approve all personnel items as presented (11.1, 11.3 - 11.8). This combined motion, made by Gena Maize and seconded by Heather Mausteller, Carried.
Yea: 8, Nay: 0, Absent: 1

11.1 Unpaid Leave: Employee 1150

- A motion to retroactively approve five (5) unpaid leave days for Employee 1150 on October 12-16, 2026, in accordance with applicable District policies and collective bargaining agreement provisions.

11.3 Rescind Resignation: A. Cawley

- A motion to consider and approve the request from ANITA CAWLEY to rescind her previously submitted resignation from her position as Cafeteria Worker, effective October 22, 2026.

11.4 Resignation: R. Payne

- A motion to accept the notice of resignation from REBECCA PAYNE as Cafeteria Worker, effective October 22, 2026.

11.5 Termination of Employee: K. Dunn

- A motion is needed to consider and approve the termination of employee KARISSA DUNN, effective immediately.

11.6 CSIU Guest Teacher Substitutes

- A motion to consider and approve JESS KISHBAUGH and GAYLE DECKER as CSIU Guest Teacher Substitutes for the 2026-2027 school year. Clearances on file.

11.7 Elementary After School Detention Monitors 2026/2027

- A motion to consider and approve the appointment of the list of After School Detention Monitors for the Elementary School as presented.
    - Aaliah Dube, Danielle Wintersteen, Blaine Eddy, Katie Sick, Amber DiRado, Emily Bloom, Aimee Diehl, Nevin Iliev

11.8 Volunteer Personnel 2026-2027

- A motion to consider and approve the slate of Volunteer Personnel for the 2026-2027 school year as presented.
    - Paul Haden

11.2 Unpaid Leave: Employee 1148

A motion to table the recommended action as presented.

- A motion to retroactively approve _____ unpaid leave days for Employee 1148 on October _____, 2026, in accordance with applicable District policies and collective bargaining agreement provisions.

This motion, made by Alex Cavallini and seconded by Gena Maize, Tabled.
Yea: 8, Nay: 0, Absent: 1

- Dr. Rasmus clarified that any employee can request up to three days unpaid, and after that point, the request must go to the Board for consideration. He added that when the Board is approving unpaid leave, they are acknowledging the request but not necessarily the leave itself.

12. PUBLIC COMMENT ON NON-AGENDA ITEMS

- No members of the public wished to comment.

13. ADJOURNMENT

A motion to adjourn the September 28, 2026 regular business meeting of the Millville Area School Board. This motion, made by Gena Maize and seconded by Heather Mausteller, Carried. Adjourned at 7:39 pm.

- Yea: 8, Nay: 0, Absent: 1

Whitney Holloway, Board Secretary

Chelsea Rosenberger, Board Recording Secretary

BOARD POLICY

249 Bullying/Cyberbullying

POLICY NUMBER	VERSION	DOCUMENT STATUS	PRINTED
249	v2.4	UNDER-REVIEW	9/21/2026

PURPOSE

The Board recognizes that bullying **and cyberbullying create** an atmosphere of fear and intimidation, detracts from the safe environment necessary for student learning and may lead to more serious violence. **The Board is committed to providing a safe, positive learning environment for district students that is free from bullying and cyberbullying.**

DEFINITIONS

Artificial Intelligence-Generated or Modified Media means text, code, images, audio or video data that has been created or modified from its original source data through the use of artificial intelligence technology, programs or platforms.[1]

Bullying means an intentional electronic, written, verbal or physical act or series of acts directed at another student or students, which occurs in a school setting and/or outside a school setting,

that is severe, persistent or pervasive and has the effect of doing any of the following:[1]

1. Substantially interfering with a student's education**; or**
2. Creating a threatening environment**; or**
3. Substantially disrupting the orderly operation of the school.

Cyberbullying means bullying through the use of electronic technology or communication, including data, computer software or online platforms regardless of their origin, using a device, system network, internet service, email, social media or other digital means, including artificial intelligence–generated or modified media. Cyberbullying includes bullying conduct which occurs in a school setting and/or outside a school setting.

School setting means in the school, on school grounds, in school vehicles, at a designated bus stop or at any activity sponsored, supervised or sanctioned by the school.[1]

AUTHORITY

The Board prohibits all forms of bullying **and cyberbullying** by district students **and requires that this policy be accessible in every classroom. The policy shall be posted in a prominent location within each school building and on the district website.**[1]

The Board encourages students who believe they or others have been bullied to promptly report such incidents to the building principal or designee.

The Board directs that complaints of bullying **and cyberbullying** be investigated promptly, and appropriate corrective or preventative action be taken when allegations are substantiated. The Board directs that any complaint of bullying **or cyberbullying** brought pursuant to this policy **to** also be reviewed for conduct which may not be proven to be bullying **or cyberbullying** under this policy but merits review and possible action under other Board policies.[1]

Confidentiality

Confidentiality of all parties, witnesses, the allegations, the filing of a complaint and the investigation shall be handled in accordance with applicable law, regulations, this policy and the district's legal and investigative obligations.

Retaliation

Reprisal or retaliation relating to reports of bullying **or cyberbullying** or participation in an investigation of allegations of bullying **or cyberbullying** is prohibited and shall be subject to disciplinary action.

DELEGATION OF RESPONSIBILITY

Each student shall be responsible to respect the rights of others and to ensure an atmosphere free from bullying **and cyberbullying**.

The Superintendent or designee shall develop administrative regulations to **support** this policy.

The Superintendent or designee shall ensure that this policy and administrative regulations are reviewed annually with students.[1]

The Superintendent or designee, in cooperation with other appropriate administrators, shall review this policy every three (3) years and recommend necessary revisions to the Board.[1]

District administration shall annually provide the following information with the school safety and security incident report:[1][2]

1. Board's Bullying**/Cyberbullying** Policy.
2. Report of bullying **and cyberbullying** incidents.
3. Information on the development and implementation of any bullying **and cyberbullying** prevention, intervention or education programs.

GUIDELINES

Reports of bullying or cyberbullying may be made orally or in writing and may be anonymous, except where made by district staff. Students are encouraged to use the district's reporting form attached to this policy, or to submit a written complaint; however, oral complaints will be accepted, documented and investigated.

Any individual receiving a complaint shall handle the report objectively, neutrally and professionally, setting aside personal biases that might favor or disfavor any person involved.

District staff who observe bullying/cyberbullying or receive a report of bullying/cyberbullying shall not conduct an independent investigation but shall take appropriate action to protect the safety of involved students and promptly provide a summary of the observed or reported conduct to the building principal or designee.

For purposes of this policy, a reporter is an individual, other than district staff, who reports alleged bullying/cyberbullying directed at one or more students. A complainant is the alleged victim or target of the conduct. In some circumstances, the same individual may serve as both reporter and complainant.

The building principal or designee shall encourage the complainant or reporter to complete the district's designated report form. If, due to age, disability or other incapacity, the complainant or reporter is unable to complete the form, the building principal or designee shall document the report and complete the form on the individual's behalf. If the report is made by someone other than the complainant, the complainant shall be notified promptly, informed of the report, and encouraged to complete the district reporting form.

As soon as practicable after the receipt of a report of bullying or cyberbullying, the district shall notify the parent(s)/guardian(s) of any student involved in the incident.

If the complainant, district staff, or other professionals with knowledge of the complainant's health and well-being indicate that notifying a parent/guardian could place the complainant or another person at risk of abuse, neglect or other imminent harm, the building principal, in consultation with the Superintendent and legal counsel, and as appropriate, law enforcement, child welfare authorities and other qualified professionals, may determine whether parental notification should be delayed as permitted by law. The basis for the delay must be documented, and parent/guardian notification shall occur as soon as legally and safely practicable.[3][4]

Every report of bullying/cyberbullying shall be reviewed and investigated promptly and sufficiently to address the alleged misconduct, even if the report is anonymous or the complainant requests that no action be taken.

Threat Assessment

When a student's behavior indicates a threat to the safety of the student, other students, school employees, school facilities, the community, or others, district staff shall make a referral to the district's threat assessment team in accordance with applicable law and Board policy.[5][6]

Discrimination/Harassment

If, at the time of the report or at any time during the investigation of the alleged bullying/cyberbullying, there is reason to believe that the conduct may fall within the provisions of the district's discrimination/harassment policies, the Title IX Coordinator must be promptly notified. Upon notification, the Title IX Coordinator will immediately initiate steps to comply with appropriate policies and procedures. The investigation will be handled as a joint and concurrent investigation to address all appliable allegations and legal requirements.[7][8]

Investigation Procedures

After determining that the matter does not require handling under Policy 103, the building principal shall determine whether the investigation may be conducted by the principal or designee or whether the matter must be referred to the Superintendent or another appropriate administrator.

If law enforcement has been notified, a law enforcement report has been filed, or substantiated allegations could result in expulsion, the building principal shall consult with the Superintendent or appropriate administrator, who may seek advice from legal counsel.

Investigations shall be timely, impartial, thorough and comprehensive. The investigation may include:

1. **Interviewing the complainant.**
2. **Interviewing the individual(s) accused of the conduct.**
3. **Interviewing witnesses.**
4. **Reviewing physical, electronic or documentary evidence.**
5. **Reviewing any other relevant information provided during the investigation.**
6. **Conducting any additional inquiry reasonably necessary to determine the facts and address proven misconduct.**

Investigative Findings

The investigator shall prepare findings that summarize the investigation, determine whether the allegations have been substantiated, identify any violation of Board policy or applicable law, and recommend appropriate corrective action.

As soon as practicable after determining that an incident of bullying or cyberbullying has occurred, the district shall notify the parent(s)/guardian(s) of any student involved in the incident of the determination of the investigation.

The complainant/reporter and the accused shall be informed of the outcome of the investigation within a reasonable period of time, consistent with the Family Educational Rights and Privacy Act (FERPA) and other applicable laws. The accused shall not be informed of any individual remedies provided to the complainant.[9]

District Response and Corrective Action

If an investigation results in a finding that bullying or cyberbullying or other misconduct occurred, the district shall take prompt and appropriate corrective action designed to stop the conduct, prevent its recurrence, protect affected students, eliminate any hostile or disruptive environment, and prevent retaliation.[1]

The district shall document corrective actions taken and, when permitted by law, inform the complainant or reporter of responsive measures. District administrators shall monitor the effectiveness of corrective actions and take additional measures when necessary.[1]

If an investigation reveals violations of other Board policies or circumstances requiring additional review, referral, discipline or intervention, the district shall address those matters through the appropriate disciplinary, administrative or support processes.

Any disciplinary action imposed shall be consistent with the Code of Student Conduct, Board policies and administrative regulations, applicable collective bargaining agreements, and state and federal law, and may include:[1][2][13]

- **Counseling within the school.**
- **Parental conference.**
- **Loss of school privileges.**
- **Transfer to another school building, classroom or school bus.**
- **Exclusion from school-sponsored activities.**
- **Detention.**

- **Suspension.**
- **Expulsion.**
- **Counseling/Therapy outside of school.**
- **Referral to law enforcement officials.**

The Code of Student Conduct, which shall contain this policy, shall be disseminated annually to students.[1][2][10]

Education

The district may develop, implement and evaluate bullying prevention and intervention programs and activities. Programs and activities shall provide district staff and students with appropriate training for effectively responding to, intervening in and reporting incidents of bullying.[1][11][12]

School Safety and Security Incidents Report

Annually, by July 31, the Superintendent shall report on the designated form, to the PA Department of Education, all new incidents as required by state law. The report must include the total number of bullying and cyberbullying incidents that occurred during the school year, including the number of cyberbullying incidents suspected to involve artificial intelligence-generated or modified media.[2][14]

PSBA Revision 8/26 © 2026 PSBA

Legal Footnotes

[1] 24 P.S. 1303.1-A
LEGAL REFERENCE

[2] Pol. 805.1 — Relations With Law Enforcement Agencies
POLICY REFERENCE

[3] 23 Pa. C.S.A. 6301
LEGAL REFERENCE

[4] Pol. 806 — Child Abuse
POLICY REFERENCE

[5] 24 P.S. 1302-E
LEGAL REFERENCE

[6] Pol. 236.1 — Threat Assessment
POLICY REFERENCE

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

[8] Pol. 103 — Nondiscrimination - Qualified Students With Disabilities
POLICY REFERENCE

[9] Pol. 216 — Student Records
POLICY REFERENCE

[10] 22 PA Code 12.3
LEGAL REFERENCE

[11] 20 U.S.C. 7118
LEGAL REFERENCE

[12] 24 P.S. 1302-A
LEGAL REFERENCE

[13] Pol. 236 — Student Assistance Program
POLICY REFERENCE

[14] 24 P.S. 1319-B
LEGAL REFERENCE

Legal References

No additional references listed.

BOARD POLICY

805.2 School Securit

Policy saved — content, tracked changes, comments

POLICY NUMBER	VERSION	DOCUMENT STATUS	WORKFLOW
805.2	v2.1	DRAFT	Administrative Review

PRINTED
9/21/2026

AUTHORITY

The Board shall employ, contract for and/or assign staff to coordinate the safety and security of district students, staff, visitors and facilities.

The district shall employ or contract for at least one (1) full-time school security personnel who has completed the training required by law and this Board policy to be on duty during the school day.[1]

The district shall certify to the state School Safety and Security Committee annually that it has met the requirements for school security personnel or has received a waiver, in accordance with applicable law.[1]

DEFINITIONS

School security personnel - school police officers, school resource officers and school security guards.[2]

Independent contractor - an individual, including a retired federal agent or retired state, municipal or military police officer or retired sheriff or deputy sheriff, whose responsibilities, including work hours, are established in a written contract with the district for the purpose of performing school security services.[2]

School day - the hours between the morning opening of a school building and the afternoon dismissal of students on a day which classes are in session.[1]

Third-party vendor - a company or entity approved by the PA Commission on Crime and Delinquency that provides school security services in accordance with law.[2]

DELEGATION OF RESPONSIBILITY

The Superintendent shall appoint a school administrator to serve as the School Safety and Security Coordinator, in accordance with law. When a vacancy occurs in the role of the School Safety and Security Coordinator, the Superintendent shall appoint another school

administrator to serve as the School Safety and Security Coordinator within thirty (30) days of the vacancy and shall notify the Board regarding the appointment.[3]

The Superintendent or designee shall submit the name and contact information for the appointed School Safety and Security Coordi
Committee within thirty (30) days of the app

Policy saved — content, tracked changes, comments

The School Safety and Security Coordinator shall report directly to the Superintendent, and shall be responsible for the following:[3]

1. Oversee all school police officers
2. Review and provide oversight of all Board policies, administrative regulations and procedures related to school safety and security, and ensure compliance with federal and state laws and regulations regarding school safety and security.
3. Coordinate training and resources for students and staff related to situational awareness, trauma-informed approaches, behavioral health awareness, suicide **awareness and prevention,** bullying **and cyberbullying** awareness **and prevention**, substance use awareness, emergency procedures and training drills, and identification or recognition of student behavior that may indicate a threat to the safety of the student, other students, school employees, other individuals, school facilities or the community, in accordance with the standards established by the state's School Safety and Security Committee and the requirements of applicable law and regulations.[3][4][5][6][7][8][9][10][11][12][13]
4. Meet with school employees annually to seek their input on the mandatory school safety and security training.[4]
5. Coordinate a tour of the district's buildings and grounds biennially, or when a building is first occupied or reconfigured, with law enforcement and first responders responsible for protecting and securing the district to discuss and coordinate school safety and security matters.
6. Serve as the liaison with law enforcement and other state committees and agencies on matters of school safety and security.
7. Serve on the district's threat assessment team(s) and participate in required training and the threat assessment process.[8][14]
8. Coordinate School Safety and Security Assessments, School Safety and Security grant requirements and respond to School Safety and Security surveys, as applicable.[12][15]
9. Coordinate school safety and security meetings with school and building leadership, at least on a quarterly basis.

The School Safety and Security Coordinator shall, within one (1) year of appointment, complete required training as specified by the state's School Safety and Security Committee for serving in the role of a School Safety and Security Coordinator. This training shall be in addition to other training requirements for school administrators, but shall count toward professional education credit, where applicable.[3][16][17][18]

The School Safety and Security Coordinator must complete any additional continuing education as required by the School Safety and Security Committee.[3]

By June 30 of each year, the School Safety and Security Coordinator shall make a report to the Board at an executive session on the district's current safety and security practices, and identify strategies to improve school safety and security.[3][19]

The Board directs the School Safety and Sec
information in the annual report:

Policy saved — content, tracked changes, comments

1. Threat assessment team information, including verification of compliance with law and regulations, the number and composition of the district's threat assessment team(s), the total number of threats assessed in the past year and additional information on threat assessment required by the Superintendent or designee, in accordance with Board policy.[8][14]
2. The number and type(s) of school security personnel contracted or employed by the district, including:[3]
   a. The number of school security personnel that are armed, listed by type(s) of personnel.
   b. The school building at which each school security personnel is assigned, listed by type(s) of personnel.
   c. The training, including the type of training and completion dates, of each school security personnel, listed by type(s) of personnel.
   d. A listing of other individuals utilized by the district for school safety-related duties.
3. An attendance report of the school and building personnel present at each school safety and security meeting, including yearly attendance totals.
4. Reports of required emergency preparedness, fire, bus evacuation and school security drills.[12]
5. Information on required school safety and security training and resources provided to students and staff.[12]
6. Behavioral health and school climate information, including aggregate data from surveys and assessments issued in the district, information on referrals and services accessed by students and families, and identification of additional resources needed in the district.[20]
7. School safety and security incident reports for the previous year(s) and/or data collected to date for the current year.[21]
8. Updates to laws, regulations and/or Board policies related to school safety and security.
9. Information on grants or funding applied for and/or received in support of school safety and security efforts.

A copy of the report, including the required information on threat assessment and school security personnel, shall be submitted to the state's School Safety and Security Committee.[3]

The Superintendent or designee shall implement job descriptions and procedures to address the responsibilities and requirements specific to each category of school security personnel in carrying out their duties.

School security personnel shall carry weapons, including firearms, in performance of their duties only if, and to the extent, authorized by the Board, including as provided in an agreement with a law enforcement agency for the stationing of a School Resource Officer or in a contract with an independent contractor.

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School Police Officers

The district shall employ and/or contract for one or more school police officers and apply to the appropriate court for appointment and powers of authority, in accordance with the provisions of law.[2][22][23][24][25][26]

Within thirty (30) days of court approval for appointment of a school police officer, the district shall notify the School Safety and Security Committee and submit a copy of the court's order.[22]

School police officer -[2][23][24]

1. A law enforcement officer employed by the district whose responsibilities, including work hours, are established by the district; or
2. An independent contractor or an individual provided through a third-party vendor who has been appointed in accordance with law, and who meets the requirements of contracted services personnel, in accordance with Board policy.[26]

Background Checks -

Prior to receiving an offer of employment, all school police officers shall comply with the requirements for background checks/certifications and employment history reviews for all school employees, in accordance with applicable law, Board policy and administrative regulations. These requirements are addressed separately in Board policy 304 for school police employed by the district and Board policy 818 for school police employed by an independent contractor or third-party vendor.[25][26][27][28][29][30]

The district shall conduct a law enforcement agency background investigation in compliance with applicable law and regulations for all school police employed by the district and shall review a background investigation conducted for all school police employed by an independent contractor or third-party vendor.[31][32]

Following an offer of employment, the district shall request the separation record for a school police officer employed or contracted by the district, in accordancccccce with applicable law and regulations for a law enforcement agency.[33][34]

Requirements -

The district shall annually report the following information regarding school police officers receiving required training to the PA Department of Education, the School Safety and Security Committee and the PA Commission on Crime and Delinquency:[35]

1. The district’s name and the number of school police officers employed or contracted by the district.

2. The municipalities comprising the district.
3. The date and type of training provided to each school police officer.

The district shall make reports regarding hiring and separation, and shall maintain all records, as required for a law enforcement a
regulations.[31][36]

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School police officers shall take and subscribe to the Oath of Office required by law.[37]

The district shall request that the court grant the school police officer authority to carry a firearm, in accordance with law. The school police officer shall maintain all applicable firearm license and training requirements, in accordance with applicable law and Board policy.[22][38]

School police officers shall successfully complete required training, in accordance with law, and other required staff training, including district training on the use of positive behavior supports, de-escalation techniques and appropriate responses to behavior for students with disabilities, in accordance with law, regulations and Board policy.[38][39][40][41][42]

School police officers shall possess and exercise the following duties:[43]

1. Enforce good order in school buildings, on school buses or vehicles owned or leased by the district, and on school grounds.
2. If authorized by the court, issue summary citations or detain individuals who are in school buildings, on school buses and on school grounds in the district until local law enforcement is notified.
3. If authorized by the court, a school police officer who is a law enforcement officer employed by the district whose responsibilities, including work hours, are established by the district, may exercise the same powers as exercised under authority of law or ordinance by the police of the municipality in which the school property is located.

School police officers shall wear the assigned metallic shield or badge provided by the district in plain view when on duty.[44]

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Legal Footnotes

[1] **24 P.S. 1316-C**
LEGAL REFERENCE

[2] **24 P.S. 1301-C**
LEGAL REFERENCE

[3] **24 P.S. 1309-B**
LEGAL REFERENCE

[4] **24 P.S. 1310-B**
LEGAL REFERENCE

[5] **Pol. 146.1**
POLICY REFERENCE
Referenced policy is not available in this policy book.

[6] **Pol. 227 — Controlled Substances/Paraphernalia**
POLICY REFERENCE

[7] **Pol. 236 — Student Assistance Program**
POLICY REFERENCE

[8] **Pol. 236.1 — Threat Assessment**
POLICY REFERENCE

[9] **Pol. 249 — Bullying/Cyberbullying**
POLICY REFERENCE

Policy saved — content, tracked changes, comments

[11] **Pol. 351 — Drug and Substance Abuse**
POLICY REFERENCE

Response
POLICY REFERENCE

[13] **Pol. 819 — Suicide Awareness, Prevention and Response**
POLICY REFERENCE

[14] **24 P.S. 1302-E**
LEGAL REFERENCE

[15] **24 P.S. 1305-B**
LEGAL REFERENCE

[16] **24 P.S. 1316-B**
LEGAL REFERENCE

[17] **24 P.S. 1205.1**
LEGAL REFERENCE

[18] **24 P.S. 1205.5**
LEGAL REFERENCE

[19] **Pol. 006 — Meetings**
POLICY REFERENCE

[20] **Pol. 235.1 — Surveys**
POLICY REFERENCE

[21] **Pol. 805.1 — Relations With Law Enforcement Agencies**
POLICY REFERENCE

[22] **24 P.S. 1302-C**
LEGAL REFERENCE

[23] **24 P.S. 1310-C**
LEGAL REFERENCE

[24] **24 P.S. 1311-C**
LEGAL REFERENCE

[25] **Pol. 304 — Employment of District Staff**
POLICY REFERENCE

[26] **Pol. 818 — Contracted Services Personnel**
POLICY REFERENCE

[27] **24 P.S. 111**
LEGAL REFERENCE

[28] **24 P.S. 111.1**
LEGAL REFERENCE

[29] **23 Pa. C.S.A. 6344**
LEGAL REFERENCE

[30] **23 Pa. C.S.A. 6344.3**
LEGAL REFERENCE

[31] **44 Pa. C.S.A. 7301**
LEGAL REFERENCE

[32] **37 PA Code 241.5**
LEGAL REFERENCE

[33] **44 Pa. C.S.A. 7310**
LEGAL REFERENCE

[34] **37 PA Code 241.6**
LEGAL REFERENCE

[35] **24 P.S. 1303-C**
LEGAL REFERENCE

[36] **37 PA Code 241.1**
LEGAL REFERENCE

[37] **24 P.S. 1304-C**
LEGAL REFERENCE

[38] **24 P.S. 1305-C**
LEGAL REFERENCE

[39] **22 PA Code 10.23**
LEGAL REFERENCE

Policy saved — content, tracked changes, comments

[41] **22 PA Code 14.133**
LEGAL REFERENCE

POLICY REFERENCE

[43] **24 P.S. 1306-C**
LEGAL REFERENCE

[44] **24 P.S. 1307-C**
LEGAL REFERENCE

Legal References

No additional references listed.

MILLVILLE AREA SCHOOL DISTRICT

Wellness Committee Meeting Minutes November 5, 2026

Dr. Rasmus called the Millville Area School District Wellness Committee Meeting to order at 1:09 pm.

Committee Members Present: Alex Cavallini and Corey Whitmoyer

Administration/Staff/Others Present: Dr. Joseph Rasmus, Superintendent; Whitney Holloway, Business Manager; Matt Mills, Jr./Sr. High School Principal; Brandon Gordner, Elementary Principal; Chelsea Rosenberger, Board Secretary; Fritz, Student Services; McKenzie Johnson, School Nurse; Rachel Verstraeten and Katie Sick, Physical Education teachers.

- Metz Culinary Management Representatives: Andrew Chandler, Amy Costanzo, Steve Belles, and Rhonda Wildt.

Introduction

Dr. Rasmus began by reviewing the purpose of the Wellness Committee and explained that the committee's responsibilities include reviewing the District's food service program, nutrition education, physical education, school nursing services, Wellness Policy implementation, and the required triennial assessment.

Metz Culinary Management – Food Service Program

- Mr. Steve Belles began with a brief overview presentation that would be shared with students. He emphasized the importance of including students in the Wellness Committee process.
  - Dr. Rasmus agreed that student participation is essential and suggested involving student council representatives from both schools to provide meaningful feedback regarding school meals, food preferences, and opportunities for program improvement.
- Mr. Belles discussed providing students with information regarding meal requirements, nutrition standards, and food service operations before seeking feedback.
  - Mr. Mills emphasized that student representatives should have sufficient time to gather information and opinions from their peers.
  - Mr. Andrew Chandler suggested utilizing a student survey to gather feedback from a broader group of students.
  - Dr. Rasmus expressed concern that an unrestricted survey might generate responses that would not provide useful information for program planning. He suggested that administrative guidance and structured questions could improve the quality of feedback.
  - Ms. Amy Costanzo supported face-to-face meetings with student representatives. She suggested identifying specific topics for discussion and allowing representatives approximately one month to gather information from classmates before returning with feedback.
  - Dr. Rasmus supported this approach and emphasized the importance of establishing a process in which students take responsibility for gathering meaningful information. He emphasized the need to include elementary and middle school students, recognizing that their experiences and nutritional needs differ from those of high school students.

- ➢ Mr. Belles explained that Metz could provide age-appropriate information regarding nutrition, calorie requirements, meal components, and menu planning.

❖ Next, Mr. Belles provided an overview of the nutritional requirements governing school breakfast and lunch programs. He explained that school meals must meet federal and state nutritional guidelines, including requirements for caloric ranges based on grade levels; required meal components; fruits and vegetables; whole grains; protein and meat alternatives; sodium and added-sugar limitations; and appropriate portion sizes. Mr. Belles discussed using educational posters and other materials to explain what constitutes a reimbursable school meal. He noted that many students and families do not understand the nutritional regulations that determine menu offerings and portion sizes.

- ➢ Dr. Rasmus requested additional explanation regarding restrictions on certain food purchases.
- ➢ Mr. Belles reviewed the federal Buy American requirements and explained that certain foods, including bananas and other fruits not commonly grown domestically, are subject to purchasing limitations. He explained that the program must monitor non-domestic food purchases and document applicable exceptions.
- ➢ Committee members discussed how these requirements affect food availability and menu selections.
- ➢ Dr. Rasmus noted that greater understanding of these regulations could help address concerns from families and staff regarding school meal portions and food choices.

❖ Mr. Belles reviewed the nutritional information available through SchoolCafé. He explained that the system provides information regarding menu items, nutritional content, and meal components.

- ➢ Dr. Rasmus questioned whether Ms. Johnson had access to the information, particularly for students with diabetes and other medical conditions requiring nutritional monitoring.
- ➢ Ms. Johnson confirmed that she has access to SchoolCafé and uses the information when assisting students.
- ➢ Dr. Rasmus expressed concern about situations in which staffing shortages or other unexpected circumstances require substitutions to the published menu.
- ➢ Ms. Johnson explained that students generally bring the packaging from prepackaged food items to her office, allowing her to review nutritional information and calculate carbohydrates as needed.
- ➢ The committee acknowledged that emergency menu changes must be managed carefully to ensure students with medical needs receive appropriate support.

❖ Mr. Belles reviewed culinary promotions previously offered or planned, including: Back-to-School Carnival; Street Eats; Holiday Meals; Try It Tuesday; Oats Your Way; Big Game Meal; and Opening Day Grill.

- ➢ Mr. Gordner questioned whether these activities would also be offered at the elementary school.

- ➢ Mr. Belles confirmed that activities would be provided at both buildings, although programming would be adjusted according to grade level and student interest.

❖ Dr. Rasmus asked Ms. Sick whether elementary students receive instruction on reading nutrition labels.

- ➢ Ms. Sick explained that nutrition education is incorporated into physical education activities when possible, but instructional time is limited. She prioritizes keeping students physically active while introducing basic health and nutrition concepts. She indicated that additional nutrition education provided by Metz would be beneficial.

❖ Mr. Cavallini questioned whether the District could make more information regarding school meal requirements and nutrition available through the District website.

- ➢ Mr. Belles indicated that Metz could provide educational information but cautioned that presenting too much information at once may reduce the likelihood that families will read it.
- ➢ Dr. Rasmus supported expanding the information available on the District website. He explained that parents frequently question meal portions and food selections without understanding the regulations governing school meals. He suggested developing a regular nutrition education feature that could include information regarding meal requirements, healthy eating, and food service operations.
- ➢ Mr. Mills questioned whether parents are sufficiently aware of the nutritional information already available through SchoolCafé.
- ➢ The committee discussed the possibility of providing monthly nutritional information and highlighting existing resources.

Food Service Program Growth and Participation

❖ Mr. Belles discussed the District's participation in the Community Eligibility Provision (CEP) and its effect on school meal participation. He explained that Metz continues to monitor breakfast and lunch participation and evaluate opportunities for program growth.

- ➢ Mrs. Holloway explained that the District recently experienced a significant decrease in the number of directly certified students.
- ➢ Ms. Costanzo explained that direct certification identifies students who qualify through certain assistance programs without requiring a separate school meal application. She indicated that changes affecting direct certification are occurring statewide.
- ➢ Mrs. Holloway expressed concern regarding the potential impact on future CEP eligibility.
- ➢ The committee discussed factors affecting participation.

❖ Mr. Chandler questioned the length of time the District's CEP eligibility calculation remains established.

- ➢ Mrs. Holloway discussed the multiyear eligibility period and explained that determining the most advantageous time to reapply can be challenging.

- ➢ Dr. Rasmus questioned whether other districts have experienced difficulty maintaining CEP participation.
- ➢ Mr. Chandler indicated that, among approximately 80 Pennsylvania schools with which he was familiar, only one had opted out of the program. He explained that the district had not fully understood the process and was experiencing negative financial implications.
- ➢ Dr. Rasmus emphasized the importance of monitoring the District's eligibility information and maintaining the benefits of CEP for students and families.

❖ Mr. Belles discussed the transition of high school breakfast service to the hallway near the student entrance.

- ➢ Dr. Rasmus questioned whether the new process was operating effectively.
- ➢ Mr. Mills reported that the program is working well and that no significant issues have been identified.
- ➢ The committee discussed the benefits of allowing students to obtain breakfast as they enter the building.

❖ Dr. Rasmus requested an update regarding elementary breakfast service.

- ➢ Mr. Gordner explained that additional breakfast options were introduced in October. However, staffing shortages required the building to reduce the number of available options.
- ➢ Dr. Rasmus emphasized that the goal is to restore additional breakfast options, including hot breakfast offerings, once food service staffing stabilizes.
- ➢ Mrs. Wildt confirmed that this remains the goal.
- ➢ The committee acknowledged the importance of maintaining clear communication regarding menu availability.

MASD Policy 246: School Wellness Review

❖ Dr. Rasmus initiated a discussion regarding the District's health and physical education curriculum.

- ➢ Ms. Rachel Verstraeten explained that tenth-grade health instruction is shared with Ms. Sick. She reviewed topics addressed in health classes as well as the Sports Nutrition elective, which includes instruction regarding nutritional labels, nutrients, and healthy food choices. She expressed concern that many students enter these courses with limited knowledge of basic nutrition.
- ➢ Mr. Gordner emphasized the need for more comprehensive health education at the elementary level.

❖ Dr. Rasmus questioned whether the District's current programming adequately addresses all applicable health and physical education standards.

- ➢ Ms. Verstraeten expressed concern that the District is not able to address all standards as comprehensively as desired.
- ➢ Dr. Rasmus asked what changes would be necessary to improve the program.
- ➢ Ms. Verstraeten discussed changes to the District's health and physical education program over the years. She explained that students previously received substantially more physical education instruction and had access to additional health-related courses. She noted that the District has experienced reductions in instructional time, staffing, and elective offerings. Ms. Verstraeten

emphasized that students are increasingly sedentary, making it important to preserve time for physical activity.
- ➢ Dr. Rasmus acknowledged that the District is meeting the minimum requirements established under Chapter 4 regulations. However, he emphasized that meeting minimum requirements does not necessarily mean the District is providing the most comprehensive program possible.
- ➢ Ms. Verstraeten noted that students' exposure to additional health and nutrition instruction varies depending on the electives they select.

- ❖ Mr. Gordner discussed previous conversations regarding the possibility of returning to a full-time elementary physical education teacher.
  - ➢ Mr. Mills noted that an additional physical education position could also create scheduling flexibility at the secondary level and allow for expanded health instruction.
  - ➢ Mr. Cavallini expressed concern regarding the likelihood of Board support for an additional position, noting that other departments also have staffing and instructional needs.
  - ➢ Dr. Rasmus acknowledged that any staffing changes would require further consideration of educational priorities and budgetary implications.
- ❖ Dr. Rasmus reviewed updated policy language regarding student height and weight measurements, emphasizing that such measurements must be handled in a manner that protects student privacy and confidentiality.
- ❖ Dr. Rasmus reviewed the new Wellness Policy language addressing social media literacy. He discussed the importance of educating students about the mental, psychological, and physical effects of social media and mobile device use.
- ❖ Then, Dr. Rasmus reviewed policy requirements governing food-related fundraising activities. He explained that fundraising activities involving foods that do not meet applicable nutritional standards are subject to restrictions.
  - ➢ The committee discussed the limitation of five exempt fundraisers per building during the school year.
  - ➢ Mr. Mills indicated that the District needs to review its current fundraising practices to ensure compliance.
- ❖ Dr. Rasmus reviewed policy language addressing classroom parties and celebrations.
  - ➢ Discussion included limitations on the frequency of celebrations, communication with families, healthier food choices, and food safety.

School Nursing Initiatives and Priorities

- ❖ Mrs. Fritz reviewed recent efforts to improve the District's school nursing services. She explained that Ms. Johnson has been reviewing student health plans to ensure required information is current and complete.
  - ➢ Dr. Rasmus recognized the significant work completed by Ms. Johnson since joining the District.
- ❖ Mrs. Fritz reported that the District has obtained additional emergency medical supplies, including rescue medications and related equipment.
  - ➢ Ms. Johnson explained that she identified outdated oral airway equipment in the Jr./Sr. High School and that it was replaced.

- Ms. Fritz discussed improvements to medication storage procedures. She explained that the District has been reviewing requirements for medications that must be secured using double-lock procedures.
- Ms. Fritz explained that Ms. Johnson has been working to establish a consistent presence in both buildings.
    - Dr. Rasmus thanked Ms. Johnson for her flexibility and commitment to meeting student needs.
- Dr. Rasmus discussed the District's responsibility to address the medical needs of students participating in extracurricular activities. He explained that the District has been reviewing guidance regarding students who require emergency rescue medications outside the regular school day. Dr. Rasmus explained that additional conversations with parents may be necessary to establish clear expectations regarding medical support.

Triennial Wellness Policy Assessment

- Mrs. Holloway facilitated the committee's review of the required triennial Wellness Policy assessment. She explained that the assessment evaluates the District's implementation of Policy 246 and identifies areas in which additional work may be necessary.
    - Committee members reviewed the assessment indicators and discussed whether each requirement was fully in place; partially in place; or not in place. The committee considered existing District practices, instructional programming, food service operations, student wellness activities, and policy implementation.
- The committee reviewed the representation of stakeholders involved in wellness planning. Members acknowledged that the committee includes Board members, administrators, instructional staff, nursing personnel, and food service representatives. Student participation was identified as an area requiring improvement.

ADJOURNMENT

The Committee adjourned the meeting at 2:54 pm.

Chelsea Rosenberger
Board Recording Secretary

Trip Request Form 2025-2026

(2026-2027) Trip Request

Carolyn Sweeney

Last modified by Carolyn Sweeney (10/30/2026 11:41 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: *

Shikellamy High School

Date of Departure: *

01/27/2027

Time of Departure: *

3:00pm

Date of Return: *

01/29/2027

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?

2

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

2 (10th & 12th)

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. *

[redacted]

Trip Purpose

Purpose/Educational Value of the proposed trip: *

These students auditioned to be a part of this ensemble and participate in this festival which culminates in a public concert. They will also audition at this festival to attempt to qualify for the PMEA Region IV Band Festival, a step up.

Is this an extension of the classroom?

- (•) Yes
- ( ) No

Financial Information

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

Registration Fee (w/hotel) $190 x 3 = $570 Van 58 miles (round trip) 58 x 2.45 = $137.20

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. *

$707.20

Transportation Information

Transportation needs (select all that apply): *

- [ ] 1 Bus
- [ ] 2 Busses
- [x] 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 possible

Confirmation Signature

Sign your name electronically below to confirm this request: *



Version: 2.32.1 Refresh Page
Date: 10/09/2026 at 11:56 AM

Trip Request Form 2025-2026

(2026-2027) Trip Request

Carolyn Sweeney

Last modified by Carolyn Sweeney (10/26/2026 11:23 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: *

Williamsport High School

Date of Departure: *

11/15/2026

Time of Departure: *

11:00am

Date of Return: *

11/15/2026

Time of Return: *

approx. 6pm

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): *

approx 5-8 (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; Connor Appleman

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]

Trip Purpose

Purpose/Educational Value of the proposed trip: *

Students prepare the chosen solo to audition for judges to vie to represent MHS in the PMEA2027 District Band Festival.

Is this an extension of the classroom?

- (•) Yes
- ( ) No

Financial Information

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

$5 per student (approx $35) 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)

I can drive the big blue school van.

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. *

75 miles X 2.45 = $183.75 + $35 reg. fee = $218.75 TOTAL

Transportation Information

Transportation needs (select all that apply): *

- [ ] 1 Bus
- [ ] 2 Busses
- [x] 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: *



Version: 2.32.1 Refresh Page
Date: 10/09/2026 at 11:56 AM

Trip Request Form 2025-2026

(2026-2027) Trip Request

Carolyn Sweeney

Last modified by Carolyn Sweeney (10/26/2026 11:14 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): *

approx. 9 (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; Connor 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. *

[redacted]

Trip Purpose

Purpose/Educational Value of the proposed trip: *

Students prepare the chosen solo to play for judges to attempt to qualify for Columbia-Montour County Band, which includes students from Bloomsburg, Berwick, Benton, Central, Southern, Millville, and Danville

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 (I can drive)

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. *

Van; 22 miles x 2.45 = approx. $53.90

Transportation Information

Transportation needs (select all that apply): *

- [ ] 1 Bus
- [ ] 2 Busses
- [x] 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:

The big blue school van would work.

Confirmation Signature

Sign your name electronically below to confirm this request: *

Version: 2.32.1 Refresh Page
Date: 10/09/2026 at 11:56 AM

Trip Request Form 2025-2026

(2026-2027) Trip Request

Nicole Hall

Last modified by Chelsea Rosenberger (10/23/2026 9:00 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: *

Nicole Hall

Select type of Trip: *

Select type of Trip: *

Curricular Excursion

Trip destination: *

Stillwater Christian Church

Date of Departure: *

02/19/2027

Time of Departure: *

8:00 AM

Date of Return: *

02/19/2027

Time of Return: *

2:30 PM

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): *

8 students in grades 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.: *

1 - Nicole Hall

Will the students be absent from lunch? *

- Yes
- No

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

TBD

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

[redacted]

Trip Purpose

Purpose/Educational Value of the proposed trip: *

Students will be competing in Public Speaking Leadership Development Events (LDEs) at Stillwater Christian Church which includes Prepared Public Speaking, Extemporaneous Public Speaking, and Creed Speaking. This is an area-level contest, students must qualify at this level and then continue to advance to the regional and state levels. Through LDEs, participating FFA members in grades 9 to 12 are challenged to develop their communication, interpersonal, and leadership skills while recognizing the value of ethical competition and individual achievement. LDEs are an extension of the knowledge studied in an agriculture course and require a student to recall, analyze, and communicate information. SNOW MAKE UP DATE: FEBRUARY 25, 2027

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 - $49 (20 miles x $2.45/mile)

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. *

49

Transportation Information

Transportation needs (select all that apply): *

- [ ] 1 Bus
- [ ] 2 Busses
- [x] 1 Van (up to 9 passengers)
- [ ] 2 Vans (up to 18 passengers)
- [x] 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:

Will use a Special ED Van, if available, to reduce costs. Snow makeup date is February 25, 2026 if needed.

Confirmation Signature

Sign your name electronically below to confirm this request: *

Version: 2.32.1 Refresh Page
Date: 10/09/2026 at 11:56 AM

Trip Request Form 2025-2026

(2026-2027) Trip Request

Mark Concini

Last modified by Ginger McGowan (10/21/2026 11:22 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: *

Mark Concini

Select type of Trip: *

Select type of Trip: *

Field Trip

Trip destination: *

Cooperstown New York

Date of Departure: *

02/28/2027

Time of Departure: *

6:00AM

Date of Return: *

02/28/2027

Time of Return: *

8:00PM

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?

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

Grades 9 through 12 Varsity Baseball team

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.: *

Mark Concini Baseball head coach

Will the students be absent from lunch? *

- ( ) Yes
- (•) No

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

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

[redacted]

Trip Purpose

Purpose/Educational Value of the proposed trip: *

To see and understand the history of baseball.

Is this an extension of the classroom?

- ○ Yes
- ◉ No

Financial Information

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

Admission,

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)

Athletic association will be covering cost.

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. *

Nothing

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:

This is being arranged with Camilla Tours. No Rhinard transportation needed.

Confirmation Signature

Sign your name electronically below to confirm this request: *



Version: 2.32.1 Refresh Page
Date: 10/09/2026 at 11:56 AM

Trip Request Form 2025-2026

(2026-2027) Trip Request

Nicole Hall

Last modified by Nicole Hall (10/04/2026 7:46 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: *

Nicole Hall

Select type of Trip: *

Select type of Trip: *

Curricular Excursion

Trip destination: *

Harrisburg, PA

Date of Departure: *

03/14/2027

Time of Departure: *

12:00 PM

Date of Return: *

03/16/2027

Time of Return: *

4:00 PM

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?

2

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

5 students, grades 11 and 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.: *

1 - Nicole Hall

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]

Trip Purpose

Purpose/Educational Value of the proposed trip: *

About SLLC: SLLC is a three-day leadership experience held each spring in Harrisburg, Pennsylvania, where 11th and 12th grade FFA members learn how government and advocacy intersect with agriculture. Participants tour the Capitol, take part in issue-based workshops, and meet directly with legislators to share their FFA stories and perspectives. Why Attend? Develop your voice as a young leader, understand how policy shapes agriculture, and make a real impact by engaging with decision-makers who influence your future.

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: $275/student (paid by the student and the FFA Chapter) Advisor Registration: $275 (paid by the School District) Transportation: $392 (160 miles x $2.45/mile) (paid by the School District)

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. *

667

Transportation Information

Transportation needs (select all that apply): *

- [ ] 1 Bus
- [ ] 2 Busses
- [x] 1 Van (up to 9 passengers)
- [ ] 2 Vans (up to 18 passengers)
- [x] 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:

Will use a Special ED Van, if available, to reduce costs.

Confirmation Signature

Sign your name electronically below to confirm this request: *

Version: 2.32.1 Refresh Page
Date: 10/09/2026 at 11:56 AM

Trip Request Form 2025-2026

(2026-2027) Trip Request

Nicole Hall

Last modified by Nicole Hall (10/14/2026 8:22 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: *

Nicole Hall

Select type of Trip: *

Select type of Trip: *

Curricular Excursion

Trip destination: *

Shikellamy State Park

Date of Departure: *

04/27/2027

Time of Departure: *

8:00 AM

Date of Return: *

04/27/2027

Time of Return: *

2:30 PM

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): *

8 students in grades 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.: *

1 - Nicole Hall

Will the students be absent from lunch? *

- Yes
- No

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

TBD

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

[redacted]

Trip Purpose

Purpose/Educational Value of the proposed trip: *

The Envirothon provides students with an opportunity to apply the knowledge and skills they develop in my Wildlife and Natural Resources course to real-world environmental and natural resource management situations. Students will demonstrate their understanding of wildlife ecology, forestry, soils, aquatic ecosystems, and environmental issues while working collaboratively to analyze problems and develop solutions. Participation in the Envirothon reinforces classroom instruction through hands-on, field-based learning and exposes students to careers and post-secondary opportunities in natural resources, conservation, environmental science, and related fields. The experience also develops critical thinking, problem-solving, communication, teamwork, and decision-making skills as students work together to address current environmental challenges. This trip directly supports our course curriculum and provides an authentic opportunity for students to demonstrate their knowledge beyond the classroom.

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 = $127.40 (52 miles x $2.45/mile)

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. *

$127.40

Transportation Information

Transportation needs (select all that apply): *

- [ ] 1 Bus
- [ ] 2 Busses
- [x] 1 Van (up to 9 passengers)

- [ ] 2 Vans (up to 18 passengers)
- [x] 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:

Will use a Special ED Van, if available, to reduce costs.

Confirmation Signature

Sign your name electronically below to confirm this request: *



Version: 2.32.1 Refresh Page
Date: 10/09/2026 at 11:56 AM

Trip Request Form 2025-2026

(2026-2027) Trip Request

Nicole Hall

Last modified by Nicole Hall (10/14/2026 8:22 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: *

Nicole Hall

Select type of Trip: *

Select type of Trip: *

Curricular Excursion

Trip destination: *

Montour Preserve

Date of Departure: *

03/19/2027

Time of Departure: *

8:00 AM

Date of Return: *

03/19/2027

Time of Return: *

2:30 PM

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): *

8 students in grades 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.: *

1 - Nicole Hall

Will the students be absent from lunch? *

- ◉ Yes
- ○ No

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

TBD

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

[redacted]

Trip Purpose

Purpose/Educational Value of the proposed trip: *

The Spring CDE contest provides students with an opportunity to apply the knowledge and skills they develop in my Wildlife and Natural Resources course to real-world environmental and natural resource management situations. Students will demonstrate their understanding of wildlife ecology, forestry, soils, aquatic ecosystems, and environmental issues while working collaboratively to analyze problems and develop solutions. Participation in the Spring CDE contest reinforces classroom instruction through hands-on, field-based learning and exposes students to careers and post-secondary opportunities in natural resources, conservation, environmental science, and related fields. The experience also develops critical thinking, problem-solving, communication, teamwork, and decision-making skills as students work together to address current environmental challenges. This trip directly supports our course curriculum and provides an authentic opportunity for students to demonstrate their knowledge beyond the classroom. The Spring CDE contest is also a practice session for the upcoming Envirothon as it mimics the contest content and format. SNOW DATE = APRIL 2ND, 2026

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 = $49.00 (20 miles x $2.45/mile)

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. *

49

Transportation Information

Transportation needs (select all that apply): *

- [ ] 1 Bus
- [ ] 2 Busses

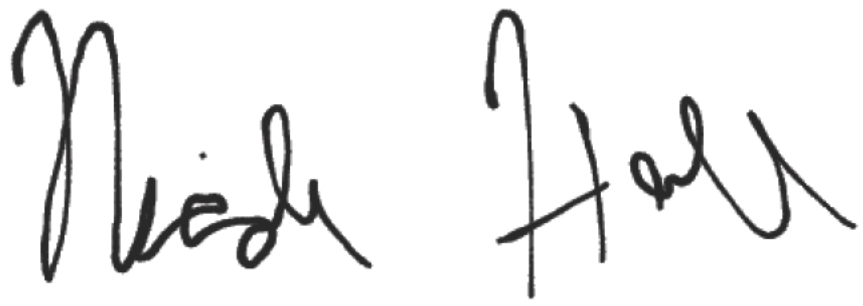
- [x] 1 Van (up to 9 passengers)
- [ ] 2 Vans (up to 18 passengers)
- [x] Other - (Please indicate request for Special ED Van or any other specialized transportation needs) See next question.

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

Will use a Special Ed Van, if one is available, to reduce costs

Confirmation Signature

Sign your name electronically below to confirm this request: *



Version: 2.32.1 Refresh Page
Date: 10/09/2026 at 11:56 AM

Trip Request Form 2025-2026

(2026-2027) Trip Request

Nicole Hall

Last modified by Nicole Hall (10/14/2026 8:21 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: *

Nicole Hall

Select type of Trip: *

Select type of Trip: *

Curricular Excursion

Trip destination: *

Penn College Allenwood

Date of Departure: *

04/16/2027

Time of Departure: *

8:00 AM

Date of Return: *

04/16/2027

Time of Return: *

2:30 PM

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): *

8 students in grades 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.: *

1 - Nicole Hall

Will the students be absent from lunch? *

- ◉ Yes
- ○ No

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

TBD

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

[redacted]

Trip Purpose

Purpose/Educational Value of the proposed trip: *

Students will be competing in Northern Region Leadership Development Events (LDEs) and Career Development Events (Floriculture, Nursery Landscape, Ag Education, and ENR) at Penn College's Allenwood Campus which includes Prepared Public Speaking, Extemporaneous Public Speaking, and Creed Speaking. This is a regional-level contest, students must qualify at this level and then continue to advance to the state level. Through LDEs, participating FFA members in grades 9 to 12 are challenged to develop their communication, interpersonal, and leadership skills while recognizing the value of ethical competition and individual achievement. LDEs are an extension of the knowledge studied in an agriculture course and require a student to recall, analyze, and communicate information.

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 = $134.75 (55 miles x $2.45/mile)

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. *

134.75

Transportation Information

Transportation needs (select all that apply): *

- [ ] 1 Bus
- [ ] 2 Busses
- [x] 1 Van (up to 9 passengers)
- [ ] 2 Vans (up to 18 passengers)
- [x] 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:

Will use a Special Ed Van, if one is available, to reduce costs.

Confirmation Signature

Sign your name electronically below to confirm this request: *



Trip Request Form 2025-2026

(2026-2027) Trip Request

Nicole Hall

Last modified by Nicole Hall (10/14/2026 8:08 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: *

Nicole Hall

Select type of Trip: *

Select type of Trip: *

Curricular Excursion

Trip destination: *

Danville High School

Date of Departure: *

01/22/2027

Time of Departure: *

8:00 AM

Date of Return: *

01/22/2027

Time of Return: *

2:30 PM

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): *

8 students in grades 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.: *

1 - Nicole Hall

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]

Trip Purpose

Purpose/Educational Value of the proposed trip: *

Students will be competing in Career Development Events (CDEs) at Danville High School. Through CDEs, participating FFA members in grades 9 to 12 are challenged to develop critical thinking skills and effective decision-making skills, foster teamwork and promote communication while recognizing the value of ethical competition and individual achievement. CDEs are an extension of the knowledge studied in an agriculture course and requires a student to recall, analyze, and communicate information. The CDE contests available for students to complete in are small gas engines and agricultural sales. THE SNOW DATE FOR THIS EVENT IS JANUARY 28TH, 2027

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 - $73.50 (30 miles x $2.45/mile)

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. *

73.50

Transportation Information

Transportation needs (select all that apply): *

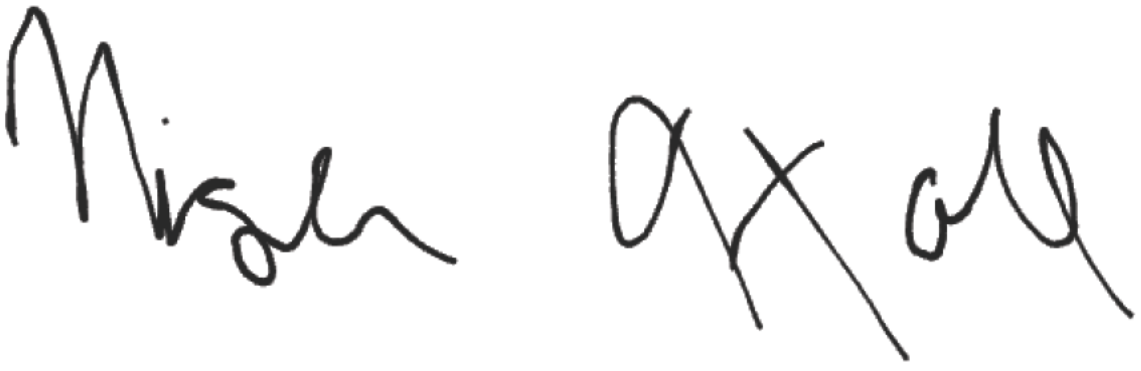
- [ ] 1 Bus
- [ ] 2 Busses
- [x] 1 Van (up to 9 passengers)
- [ ] 2 Vans (up to 18 passengers)
- [x] Other - (Please indicate request for Special ED Van or any other specialized transportation needs) See next question.

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

Will use a Special ED Van, if available, to reduce costs.

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 (10/30/2026 11:41 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: *

Shikellamy High School

Date of Departure: *

01/27/2027

Time of Departure: *

3:00pm

Date of Return: *

01/29/2027

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?

2

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

2 (10th & 12th)

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. *

[redacted]

Trip Purpose

Purpose/Educational Value of the proposed trip: *

These students auditioned to be a part of this ensemble and participate in this festival which culminates in a public concert. They will also audition at this festival to attempt to qualify for the PMEA Region IV Band Festival, a step up.

Is this an extension of the classroom?

- (•) Yes
- ( ) No

Financial Information

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

Registration Fee (w/hotel) $190 x 3 = $570 Van 58 miles (round trip) 58 x 2.45 = $137.20

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. *

$707.20

Transportation Information

Transportation needs (select all that apply): *

- [ ] 1 Bus
- [ ] 2 Busses
- [x] 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 possible

Confirmation Signature

Sign your name electronically below to confirm this request: *



Version: 2.32.1 Refresh Page
Date: 10/09/2026 at 11:56 AM

Trip Request Form 2025-2026

(2026-2027) Trip Request

Carolyn Sweeney

Last modified by Carolyn Sweeney (10/26/2026 11:23 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: *

Williamsport High School

Date of Departure: *

11/15/2026

Time of Departure: *

11:00am

Date of Return: *

11/15/2026

Time of Return: *

approx. 6pm

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): *

approx 5-8 (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; Connor Appleman

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]

Trip Purpose

Purpose/Educational Value of the proposed trip: *

Students prepare the chosen solo to audition for judges to vie to represent MHS in the PMEA2027 District Band Festival.

Is this an extension of the classroom?

- (•) Yes
- ( ) No

Financial Information

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

$5 per student (approx $35) 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)

I can drive the big blue school van.

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. *

75 miles X 2.45 = $183.75 + $35 reg. fee = $218.75 TOTAL

Transportation Information

Transportation needs (select all that apply): *

- [ ] 1 Bus
- [ ] 2 Busses
- [x] 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: *



Version: 2.32.1 Refresh Page
Date: 10/09/2026 at 11:56 AM

Trip Request Form 2025-2026

(2026-2027) Trip Request

Carolyn Sweeney

Last modified by Carolyn Sweeney (10/26/2026 11:14 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): *

approx. 9 (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; Connor 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. *

[redacted]

Trip Purpose

Purpose/Educational Value of the proposed trip: *

Students prepare the chosen solo to play for judges to attempt to qualify for Columbia-Montour County Band, which includes students from Bloomsburg, Berwick, Benton, Central, Southern, Millville, and Danville

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 (I can drive)

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. *

Van; 22 miles x 2.45 = approx. $53.90

Transportation Information

Transportation needs (select all that apply): *

- [ ] 1 Bus
- [ ] 2 Busses
- [x] 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:

The big blue school van would work.

Confirmation Signature

Sign your name electronically below to confirm this request: *

Version: 2.32.1 Refresh Page
Date: 10/09/2026 at 11:56 AM

Trip Request Form 2025-2026

(2026-2027) Trip Request

Nicole Hall

Last modified by Chelsea Rosenberger (10/23/2026 9:00 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: *

Nicole Hall

Select type of Trip: *

Select type of Trip: *

Curricular Excursion

Trip destination: *

Stillwater Christian Church

Date of Departure: *

02/19/2027

Time of Departure: *

8:00 AM

Date of Return: *

02/19/2027

Time of Return: *

2:30 PM

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): *

8 students in grades 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.: *

1 - Nicole Hall

Will the students be absent from lunch? *

- Yes
- No

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

TBD

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

[redacted]

Trip Purpose

Purpose/Educational Value of the proposed trip: *

Students will be competing in Public Speaking Leadership Development Events (LDEs) at Stillwater Christian Church which includes Prepared Public Speaking, Extemporaneous Public Speaking, and Creed Speaking. This is an area-level contest, students must qualify at this level and then continue to advance to the regional and state levels. Through LDEs, participating FFA members in grades 9 to 12 are challenged to develop their communication, interpersonal, and leadership skills while recognizing the value of ethical competition and individual achievement. LDEs are an extension of the knowledge studied in an agriculture course and require a student to recall, analyze, and communicate information. SNOW MAKE UP DATE: FEBRUARY 25, 2027

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 - $49 (20 miles x $2.45/mile)

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. *

49

Transportation Information

Transportation needs (select all that apply): *

- [ ] 1 Bus
- [ ] 2 Busses
- [x] 1 Van (up to 9 passengers)
- [ ] 2 Vans (up to 18 passengers)
- [x] 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:

Will use a Special ED Van, if available, to reduce costs. Snow makeup date is February 25, 2026 if needed.

Confirmation Signature

Sign your name electronically below to confirm this request: *

Version: 2.32.1 Refresh Page
Date: 10/09/2026 at 11:56 AM

Trip Request Form 2025-2026

(2026-2027) Trip Request

Mark Concini

Last modified by Ginger McGowan (10/21/2026 11:22 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: *

Mark Concini

Select type of Trip: *

Select type of Trip: *

Field Trip

Trip destination: *

Cooperstown New York

Date of Departure: *

02/28/2027

Time of Departure: *

6:00AM

Date of Return: *

02/28/2027

Time of Return: *

8:00PM

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?

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

Grades 9 through 12 Varsity Baseball team

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.: *

Mark Concini Baseball head coach

Will the students be absent from lunch? *

- ( ) Yes
- (•) No

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

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

[redacted]

Trip Purpose

Purpose/Educational Value of the proposed trip: *

To see and understand the history of baseball.

Is this an extension of the classroom?

- ○ Yes
- ◉ No

Financial Information

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

Admission,

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)

Athletic association will be covering cost.

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. *

Nothing

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:

This is being arranged with Camilla Tours. No Rhinard transportation needed.

Confirmation Signature

Sign your name electronically below to confirm this request: *



Version: 2.32.1 Refresh Page
Date: 10/09/2026 at 11:56 AM

Trip Request Form 2025-2026

(2026-2027) Trip Request

Nicole Hall

Last modified by Nicole Hall (10/04/2026 7:46 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: *

Nicole Hall

Select type of Trip: *

Select type of Trip: *

Curricular Excursion

Trip destination: *

Harrisburg, PA

Date of Departure: *

03/14/2027

Time of Departure: *

12:00 PM

Date of Return: *

03/16/2027

Time of Return: *

4:00 PM

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?

2

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

5 students, grades 11 and 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.: *

1 - Nicole Hall

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]

Trip Purpose

Purpose/Educational Value of the proposed trip: *

About SLLC: SLLC is a three-day leadership experience held each spring in Harrisburg, Pennsylvania, where 11th and 12th grade FFA members learn how government and advocacy intersect with agriculture. Participants tour the Capitol, take part in issue-based workshops, and meet directly with legislators to share their FFA stories and perspectives. Why Attend? Develop your voice as a young leader, understand how policy shapes agriculture, and make a real impact by engaging with decision-makers who influence your future.

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: $275/student (paid by the student and the FFA Chapter) Advisor Registration: $275 (paid by the School District) Transportation: $392 (160 miles x $2.45/mile) (paid by the School District)

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. *

667

Transportation Information

Transportation needs (select all that apply): *

- [ ] 1 Bus
- [ ] 2 Busses
- [x] 1 Van (up to 9 passengers)
- [ ] 2 Vans (up to 18 passengers)
- [x] 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:

Will use a Special ED Van, if available, to reduce costs.

Confirmation Signature

Sign your name electronically below to confirm this request: *

Version: 2.32.1 Refresh Page
Date: 10/09/2026 at 11:56 AM

Trip Request Form 2025-2026

(2026-2027) Trip Request

Nicole Hall

Last modified by Nicole Hall (10/14/2026 8:22 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: *

Nicole Hall

Select type of Trip: *

Select type of Trip: *

Curricular Excursion

Trip destination: *

Shikellamy State Park

Date of Departure: *

04/27/2027

Time of Departure: *

8:00 AM

Date of Return: *

04/27/2027

Time of Return: *

2:30 PM

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): *

8 students in grades 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.: *

1 - Nicole Hall

Will the students be absent from lunch? *

- Yes
- No

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

TBD

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

[redacted]

Trip Purpose

Purpose/Educational Value of the proposed trip: *

The Envirothon provides students with an opportunity to apply the knowledge and skills they develop in my Wildlife and Natural Resources course to real-world environmental and natural resource management situations. Students will demonstrate their understanding of wildlife ecology, forestry, soils, aquatic ecosystems, and environmental issues while working collaboratively to analyze problems and develop solutions. Participation in the Envirothon reinforces classroom instruction through hands-on, field-based learning and exposes students to careers and post-secondary opportunities in natural resources, conservation, environmental science, and related fields. The experience also develops critical thinking, problem-solving, communication, teamwork, and decision-making skills as students work together to address current environmental challenges. This trip directly supports our course curriculum and provides an authentic opportunity for students to demonstrate their knowledge beyond the classroom.

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 = $127.40 (52 miles x $2.45/mile)

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. *

$127.40

Transportation Information

Transportation needs (select all that apply): *

- [ ] 1 Bus
- [ ] 2 Busses
- [x] 1 Van (up to 9 passengers)

- [ ] 2 Vans (up to 18 passengers)
- [x] 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:

Will use a Special ED Van, if available, to reduce costs.

Confirmation Signature

Sign your name electronically below to confirm this request: *



Version: 2.32.1 Refresh Page
Date: 10/09/2026 at 11:56 AM

Trip Request Form 2025-2026

(2026-2027) Trip Request

Nicole Hall

Last modified by Nicole Hall (10/14/2026 8:22 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: *

Nicole Hall

Select type of Trip: *

Select type of Trip: *

Curricular Excursion

Trip destination: *

Montour Preserve

Date of Departure: *

03/19/2027

Time of Departure: *

8:00 AM

Date of Return: *

03/19/2027

Time of Return: *

2:30 PM

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): *

8 students in grades 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.: *

1 - Nicole Hall

Will the students be absent from lunch? *

- ◉ Yes
- ○ No

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

TBD

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

[redacted]

Trip Purpose

Purpose/Educational Value of the proposed trip: *

The Spring CDE contest provides students with an opportunity to apply the knowledge and skills they develop in my Wildlife and Natural Resources course to real-world environmental and natural resource management situations. Students will demonstrate their understanding of wildlife ecology, forestry, soils, aquatic ecosystems, and environmental issues while working collaboratively to analyze problems and develop solutions. Participation in the Spring CDE contest reinforces classroom instruction through hands-on, field-based learning and exposes students to careers and post-secondary opportunities in natural resources, conservation, environmental science, and related fields. The experience also develops critical thinking, problem-solving, communication, teamwork, and decision-making skills as students work together to address current environmental challenges. This trip directly supports our course curriculum and provides an authentic opportunity for students to demonstrate their knowledge beyond the classroom. The Spring CDE contest is also a practice session for the upcoming Envirothon as it mimics the contest content and format. SNOW DATE = APRIL 2ND, 2026

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 = $49.00 (20 miles x $2.45/mile)

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. *

49

Transportation Information

Transportation needs (select all that apply): *

- [ ] 1 Bus
- [ ] 2 Busses

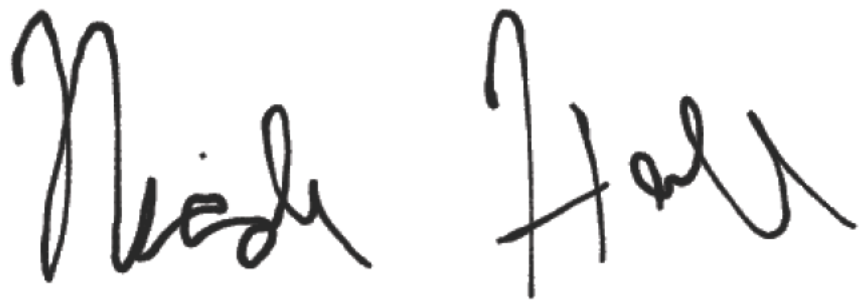
- [x] 1 Van (up to 9 passengers)
- [ ] 2 Vans (up to 18 passengers)
- [x] Other - (Please indicate request for Special ED Van or any other specialized transportation needs) See next question.

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

Will use a Special Ed Van, if one is available, to reduce costs

Confirmation Signature

Sign your name electronically below to confirm this request: *



Version: 2.32.1 Refresh Page
Date: 10/09/2026 at 11:56 AM

Trip Request Form 2025-2026

(2026-2027) Trip Request

Nicole Hall

Last modified by Nicole Hall (10/14/2026 8:21 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: *

Nicole Hall

Select type of Trip: *

Select type of Trip: *

Curricular Excursion

Trip destination: *

Penn College Allenwood

Date of Departure: *

04/16/2027

Time of Departure: *

8:00 AM

Date of Return: *

04/16/2027

Time of Return: *

2:30 PM

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): *

8 students in grades 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.: *

1 - Nicole Hall

Will the students be absent from lunch? *

- ◉ Yes
- ○ No

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

TBD

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

[redacted]

Trip Purpose

Purpose/Educational Value of the proposed trip: *

Students will be competing in Northern Region Leadership Development Events (LDEs) and Career Development Events (Floriculture, Nursery Landscape, Ag Education, and ENR) at Penn College's Allenwood Campus which includes Prepared Public Speaking, Extemporaneous Public Speaking, and Creed Speaking. This is a regional-level contest, students must qualify at this level and then continue to advance to the state level. Through LDEs, participating FFA members in grades 9 to 12 are challenged to develop their communication, interpersonal, and leadership skills while recognizing the value of ethical competition and individual achievement. LDEs are an extension of the knowledge studied in an agriculture course and require a student to recall, analyze, and communicate information.

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 = $134.75 (55 miles x $2.45/mile)

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. *

134.75

Transportation Information

Transportation needs (select all that apply): *

- [ ] 1 Bus
- [ ] 2 Busses
- [x] 1 Van (up to 9 passengers)
- [ ] 2 Vans (up to 18 passengers)
- [x] 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:

Will use a Special Ed Van, if one is available, to reduce costs.

Confirmation Signature

Sign your name electronically below to confirm this request: *



Trip Request Form 2025-2026

(2026-2027) Trip Request

Nicole Hall

Last modified by Nicole Hall (10/14/2026 8:08 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: *

Nicole Hall

Select type of Trip: *

Select type of Trip: *

Curricular Excursion

Trip destination: *

Danville High School

Date of Departure: *

01/22/2027

Time of Departure: *

8:00 AM

Date of Return: *

01/22/2027

Time of Return: *

2:30 PM

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): *

8 students in grades 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.: *

1 - Nicole Hall

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]

Trip Purpose

Purpose/Educational Value of the proposed trip: *

Students will be competing in Career Development Events (CDEs) at Danville High School. Through CDEs, participating FFA members in grades 9 to 12 are challenged to develop critical thinking skills and effective decision-making skills, foster teamwork and promote communication while recognizing the value of ethical competition and individual achievement. CDEs are an extension of the knowledge studied in an agriculture course and requires a student to recall, analyze, and communicate information. The CDE contests available for students to complete in are small gas engines and agricultural sales. THE SNOW DATE FOR THIS EVENT IS JANUARY 28TH, 2027

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 - $73.50 (30 miles x $2.45/mile)

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. *

73.50

Transportation Information

Transportation needs (select all that apply): *

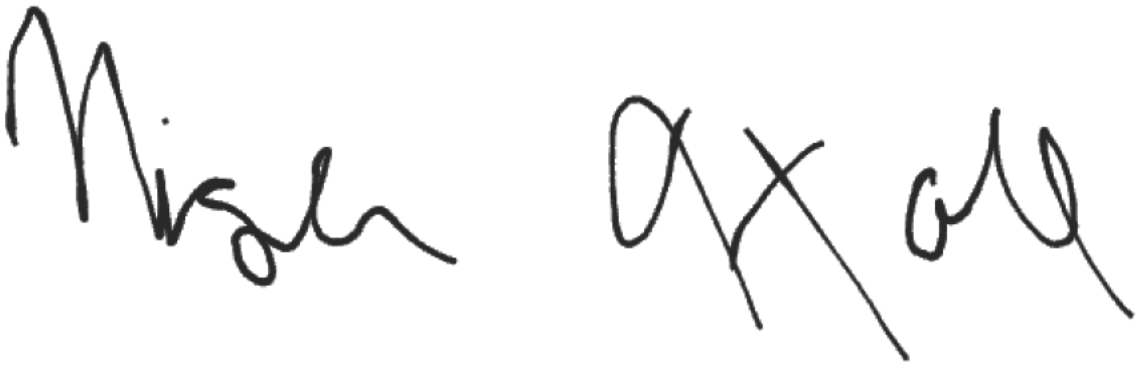
- [ ] 1 Bus
- [ ] 2 Busses
- [x] 1 Van (up to 9 passengers)
- [ ] 2 Vans (up to 18 passengers)
- [x] Other - (Please indicate request for Special ED Van or any other specialized transportation needs) See next question.

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

Will use a Special ED Van, if available, to reduce costs.

Confirmation Signature

Sign your name electronically below to confirm this request: *



11/6/2026 12:42:00 PM

No. 4523

Event Information

Submitted	11/02/2026 09:25 AM		
Site	Millville JR/SR High School	**Space**	Classroom 2305
Requestor	Mark Boyer		
Group	TCGF Student Bible Study	**Address**	2938 State Rt 42 Millville, PA 17846
Phone	(570)279-0141	**Event Name**	Student Bible Study
Date/Time	12/3/2026 7:00:00 AM - 12/3/2026 7:45:00 AM		
Actual Event Date/Time	12/3/2026 7:10:00 AM - 12/3/2026 7:45:00 AM		
Event Notes			

Additional Information

Number of People	15	**Admission Charge - Use of Fee**	0
Is this a Fundraising Activity?	No	**Will Prepared Food Be Sold?**	No
Will a fee be charged for admission to this event?	No	**Is there any additional information for this request not covered above?**	

Equipment

# of Chairs - Notes	0	**# of Tables - Notes**	0
# of Microphone(s) - Notes	0	**Other Equipment Needed**	
Will a projector and screen be required?	-		

Personnel

Custodial - Notes	-	**Will the kitchen be used?**	No
IT Support - Notes	-	**Is Security Required?**	No
Will the district be providing and billing for a food service employee?	-	**Do you have a district food service volunteer? Enter name of volunteer in notes.**	-

Doors To Be Opened

Doors To Be Scheduled Open - If None, select "None"	ES Door 1b - Vestibule to Office	**What time should these doors be UNLOCKED? If not applicable, enter N-A**	N-A
What time should these			

doors be LOCKED? If not applicable, enter N-A	N-A

APPROVAL HISTORY

Matt Mills on 11/02/2026 09:29 AM
Chelsea Rosenberger on 11/02/2026 01:29 PM
Chelsea Rosenberger on 11/02/2026 01:29 PM