

# MIFFLIN COUNTY SCHOOL DISTRICT

201 Eighth Street - Highland Park  
Lewistown, Pennsylvania 17044

TELEPHONE (717) 248-0148

FAX (717) 248-5345

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Vance S. Varner, Superintendent  
Paul J. Maidens Chief Operations Officer      Melinda K. Kenepf, Chief Financial Officer

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**Local Advisory Council  
Federal Programs-Mifflin County School District  
Thursday, May 5, 2022  
11:30 am  
Zoom**

**Minutes**

In attendance: David Boyer, Aleta Kammerer, Martha Leister, Shelby Liebegott, Frank Miller, Rose Schulz, and Michelle Siruc.

- I. Attendance Sign in and Welcome
  - Mr. Miller welcomed everyone to the meeting.
- II. Approval of Minutes from February 3, 2022
  - Mrs. Schulz made a motion to approve the minutes, which was seconded by Ms. Leister.
- III. Federal Programs Review
  - a. Title I
    1. Allocation - \$2,260,049
      - Mr. Miller is in the beginning stages of planning for next year. He intends to maintain the number of Title I staff across the district and continue past expenditures. However, Pennsylvania is expected to receive a 6% decrease next year.
    2. Expenditures
      - The district uses Title I funds to support supplemental reading and math interventions for K-3 students, School-Wide Positive Behavioral Supports (PBIS), and a four-day camp for incoming kindergarteners. Camp on your Way to Kindergarten is set for June 20- 23, 2022.
      - Title I funds are also used to pay for the salary and benefits of 22 reading and math intervention teachers and half of the salary and benefits of the Federal Programs Coordinator, Federal Programs Secretary/Homeless Liaison, and Chief Academic Officer.
    3. Kindergarten Readiness Workshops
      - Workshops were offered at the following elementary schools on the dates below:
        - Strodes Mills Elementary School - January 8, 2022
          - Eight families attended
        - Indian Valley Elementary School - January 22, 2022
          - Nine families attended
        - East Derry Elementary School – February 5, 2022
          - Fifteen families attended

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- Lewistown Elementary School – February 19, 2022
  - Nineteen families attended
  
- 4. Parental Engagement
  - 1% of Title I funds are required to be set aside for parent engagement activities.
  
  - Title I Parent Engagement District Policy
    - Mr. Miller asked the committee to review the current district policy, and let him know if they recommend any changes. He will ask the group to approve the policy in September.
  
  - Develop Board Policy #918 for ESSA compliance
    - Mr. Varner will be getting a template from PBSA, so that the district can create a policy next year.
  
- 5. Student Homelessness
  - Current Numbers
    - 94 students have been identified as homeless so far this school year. Of that number, 59 are still actively experiencing homelessness.
  
  - Development of Building Level Pantries
    - Since the last meeting, the district received approval to begin spending its grant funds. Mrs. Siruc has begun purchasing cabinets for each building and will be transitioning the pantry supplies from her office at the Administration Building to each school building over the summer. Ms. Schulz volunteered to assist Mrs. Siruc, if needed.
  
  - Stoner Pest Control
    - A few years ago, Stoner Pest Control offered to contribute \$1,000 of pest control services to any homeless student in need. Recently, the family of a student at LES reached out to a district social worker, asking for assistance with a bed bug infestation. After doing an inspection and speaking with the family, Stoner Pest Control ultimately decided to treat the home for free, exceeding their original donation of \$1,000 of services.
  
- b. Title II-Improving Teacher Quality
  - 1. Allocation
    - The district received an allocation of \$272,850, but is expecting an 8% decrease next year.

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2. Expenditures
  - Funds are used to pay for the salary and benefits of class size reduction teachers at the primary level.
  - Non-public schools in the district also receive an equitable share, which is used for professional development. Near year, Mr. Miller is expecting the non-public schools to receive an increase.
- c. Title III
  1. Allocation
    - The district received an allocation of \$13,059 this school year.
  2. Expenditures
    - Funds are used to purchase supplemental resources for EL students and pay for professional development for the district's EL teachers. Non-public schools in the district also receive an equitable share to purchase EL resources.
- d. Title IV
  1. Allocation
    - The district received an allocation of \$171,642 this school year, and is anticipating A 6% increase next year.
  2. Expenditures
    - Funds are used to pay for the salary and benefits of a social worker and elementary school counselor. Funds are also used to pay for new teachers to attend a Smartboard training.
- e. Rural & Low Income
  1. Allocation
    - The district received an allocation of \$112,583 this school year. Mr. Miller has yet to receive word on the district's potential allocation for next year.
  2. Expenditures
    - Funds are used to pay for the services of a full-time Master's level behavioral therapist and the salary and benefits or a class size reduction teacher.
- f. Ready to Learn (State)
  1. Allocation
    - The district received an allocation of \$968,914 this school year.
  2. Expenditures
    - Funds are used to pay for the salaries and benefits of full-day kindergarten teachers in the district.

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- g. PA Commission on Crime and Delinquency School Safety and Security Grants (State)
  - 1. Grant ID 33852 -COVID Response & Preparation
    - Allocation \$315,606 (FER Submitted)
    - Expenditures
      - 30 iPads to increase the amount of educational technology available for distance learning, to ensure the continuity of education if remote learning become necessary at any point in the future, due to the COVID-19 pandemic.
      - Newsela, an Instructional Content Platform that brings together engaging, accessible content with integrated assessments and insights to supercharge reading engagement and learning in every subject.
      - Educational technology related items and health and safety items (flash-drives, HDMI adapters, headsets, hotpots, monitors, batteries) to address the COVID 19 disaster emergency.
      - Cleaning and sanitizing products that meet the centers for disease control and prevention or department of health criteria.
      - Equipment, including personal protective equipment, thermometers, infrared cameras and other necessary items
  - 2. Grant ID 31391 – Mifflin County School District Trauma Team
    - Allocation - \$450,000
    - Expenditures
      - Mental Health Coordinator (21-22 & 22-23)
      - Master’s Level Behavioral Therapist (21-22 & 22-23)
      - Licensed Social Worker (21-22 & 22-23)
      - Mental Health training
  - 3. Grant ID 31311 – Mifflin County SRO
    - Allocation - \$45,000 (FER Submitted)
    - Expenditures
      - Additional School Resource Officer (Eric Ettinger)
  - 4. Grant ID 29390 – Mifflin County School District Trauma Team
    - Allocation - \$550,500 (FER Submitted)
    - Expenditures
      - Systems Level Psychologist (19-20 & 20-21)
        - Project modification request approved to change title of position to Mental Health Coordinator
      - Master’s Level Behavioral Therapist (19-20 & 20-21)
      - Licensed Social Worker (19-20 & 20-21)
      - SRO (18-19)
      - Mental Health Training

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5. Grant ID 35164 – Security Software Protection, \$141,820 (FER Submitted)
  - Fortinac and FortiClient security software
    - Security software to provide protection to all laptops, student and staff, when both on and off the district network.
    - Non-public equitable share
  
- h. Continuity of Education Equity Grant
  1. Allocation - \$24,500 (FER Submitted)
  
  2. Expenditures
    - 45 additional laptops were purchased to ensure equitable access for learning for students with disabilities.
  
- i. Special Education COVID-19 Impact Mitigation Grant
  1. Allocation - \$52,027 (FER Submitted)
  
  2. Expenditures
    - Teachers received training in various software programs and supplemental resources to support students in synchronous learning. Students with vision impairment needed touchscreen computers and zoom software, so that they could access instructional resources remotely. The items were purchased in order to ensure these students had access to a free and public education.
    - Six, Lenovo L15 touch screen laptops, one Zoomtext Magnifier/Reader, 50 network licenses, five Zoomtext Magnifier/Reader standalone licenses, and a 3-year Snap & Read license were purchased.
    - Supplemental resources to support CCS services were also purchased.
  
- j. Elementary & Secondary School Emergency Relief Fund (ESSER)
  1. Allocation - \$1,835,215
    - As of March 31, 2022, the quarterly reports show a balance of \$305,730.
  
  2. Expenditures
    - Maintain two elementary teaching positions (20/21 & 21/22)
    - Maintain a middle school reading teaching position (20/21 & 21/22)
    - Maintain a high school English teaching position (20/21 & 21/22)
    - Maintain a high School guidance counselor position (20/21 & 21/22)
    - Maintain an elementary special education teaching position (20/21 & 21/22)
    - Create an additional school counselor position at EDES (20/21 & 21/22)
    - Create a new Alpha English teaching position (20/21 & 21/22)
    - Supplemental afterschool and summer learning programs
    - Purchase personal protective equipment/supplies to support the return of

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students/staff to school and in-person instruction

- Purchase cleaning and sanitizing supplies to support the return of students/staffs to school and in-person instruction
- Data analysis system for LEA to analyze COVID-19 impact on student academic performance
- Salary and benefits for temporary technology staff to sanitize district laptops for COVID-19.
- Mifflin County Regional Police and event staff services for a COVID-19 mitigation compliant graduation ceremony
- Software that will allow laptops to be used at home and in school
- Non-public equitable share

## k. Elementary & Secondary School Emergency Relief Fund (ESSER II)

### 1. Allocation - \$8,433,337

- As of March 31, 2022, the quarterly reports show a balance of \$3,260,757.

### 2. Expenditures

- Maintain two elementary teaching positions (22-23)
- Maintain a middle school reading teaching position (22-23)
- Maintain a high school English teaching position (22-23)
- Maintain a high school guidance counselor position (22-23)
- Maintain an elementary special education teaching position (22-23)
- Maintain an additional guidance counselor position at EDES (22-23)
- Maintain an Alpha English teaching position (22-23)
- Maintain a math teaching position at MCMS (21-22, 22-23)
- Maintain a chemistry teaching position at MCHS (21-22, 22-23)
- Maintain two MCO teachers (21-22, 22-23)
- Maintain an Alpha administrator ((21-22, 22-23)
- Maintain an Alpha social studies teaching position (21-22, 22-23)
- Hire a full-time Alpha guidance secretary (21-22, 22-23)
- Supplemental afterschool and summer learning programs
- Transportation for supplemental summer learning programs
- Purchase of personal protective equipment/supplies to support the return of students/staff to school and in-person instruction
- Purchase cleaning and sanitizing supplies to support the return of students/staff to school and in-person instruction
- District network upgrade
- District one-to-one student initiative (iPads/laptops)
- Teacher desktop/laptop replacements
- Upgrade power infrastructure for one-to-one initiative
- School Gate Guardian scanners
- Overtime for technology department staff for the one-to-one initiative

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- Additional custodial positions for cleaning and sanitizing buildings
- Custodial floater (20-21-21-22, 22-23)
- Maintenance floater (20-21-21-22, 22-23)
- Lewistown Elementary School ESCO Maintenance Project
- Career Pathways Facilitator (21-22, 22-23)
- Additional days for nurses
- Supplemental intervention resources to account for loss of learning time
- Additional Alpha special education teacher (21-22, 22-23)
- Additional days for athletic director
- Plumbing upgrade at SMES for better disinfection
- Servers, switches
- Curriculum writing
- Contracted services for safe schools training
- Vision spot screeners for district nurses to limit exposure to students/staff with outside entities performing the vision screenings on an annual basis
- Riding floor scrubber
- Dishwasher at IVES
- Image Access Scanner
- Vinyl Printer
- Purchase and installation of washers and dryers at schools to wash mops and rags being used for COVID-19 cleaning.
- 6300 network switch for increased bandwidth for online learning throughout the district
- 6400 network switch for increased bandwidth for online learning throughout the district
- Wireless controller to monitor and configure the upgraded wireless access points to increase wireless coverage throughout the district
- Repair exterior coatings and insulation on exterior ductwork at MCHS and MCMS to prevent moisture from infiltrating the ductwork and promoting mold/bacteria growth in air that is circulated by HVAC systems
- Window treatments at MCJH to help maximize outside air being introduced into HVAC system
- Carpet/flooring replacement at MCMS
  - The estimated cost and scope of this project increased from \$180,000 to \$780,000. An additional riding floor scrubber was also purchased.
- Touchless fountains for students to fill water bottles
- Two additional floating custodians to support cleaning and sanitation of buildings to minimize the spread of infectious disease (remainder of 20-21, 21-22 and 22-23 school year)
  - The district decided to hire one additional floating custodian, instead of the two that were originally planned.

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## I. American Rescue Plan (ESSER III)

1. Allocation - \$17,058,201

### 2. Expenditures

- Maintain two elementary teaching positions (23-24)
- Maintain a middle school reading teaching position (23-24)
- Maintain a high school English teaching position (23-24)
- Maintain a high school guidance counselor position (23-24)
- Maintain an elementary special education teaching position (23-24)
- Maintain an additional guidance counselor position at EDES (23-24)
- Maintain an Alpha English teaching position (23-24)
- Maintain a math teaching position at MCMS (23-24)
- Maintain a chemistry teaching position at MCHS (23-24)
- Maintain two MCO Teachers (23-24)
- Maintain an Alpha administrator (23-24)
- Maintain an Alpha social studies teaching position (23-24)
- Maintain an Alpha English teaching position (21-22, 22-23, 23-24)
- Maintain a math teaching position at MCJHS (21-22, 22-23, 23-24)
- Maintain a math teaching position at MCHS (21-22, 22-23, 23-24)
- Maintain a tech ed teaching position at MCHS (21-22, 22-23, 23-24)
- Maintain a tech ed teaching position at MCHS (21-22, 22-23, 23-24)
- Maintain a 4<sup>th</sup> grade teaching position at LIS (21-22, 22-23, 23-24)
- Maintain a 1<sup>st</sup> grade teaching position at LES (21-22, 22-23, 23-24)
- Maintain a 1<sup>st</sup> grade teaching position at EDES (21-22, 22-23, 23-24)
- Maintain a 5<sup>th</sup> grade teaching position at LIS (21-22, 22-23, 23-24)
- Elementary Technology Facilitator (21-22, 22-23, 23-24)
- 2<sup>nd</sup> Shift Maintenance Supervisor (21-22, 22-23, 23-24)
- Alpha Guidance Secretary (23-24)
- Career Pathways Facilitator (23-24)
- Custodial substitutes
- Custodial floater (23-24)
- Maintenance floater (23-24)
- COVID Coordinator (20-21, 21-22, 22-23, 23-24) – No intentions to fill
- Maintain EL teaching position (21-22, 22-23, 23-24)
- Alpha part-time para (21-22, 22-23, 23-24)
- LES full-time para (21-22, 22-23, 23-24)
- Create an Alpha teacher/learning management software educator (21-22, 22-23, 23-24)
- Maintain an Alpha math teaching position (21-22, 22-23, 23-24)
- Maintain an Alpha science teaching position (21-22, 22-23, 23-24)
- Maintain an Alpha science teaching position (21-22, 22-23, 23-24)



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- Health Room Assistant - MCMS (21-22, 22-23, 23-24)
- Health Room Assistant - LES (21-22, 22-23, 23-24)
- Create Technology Facilitator (21-22, 22-23, 23-24)
- Maintain Licensed Social Worker from PCCD Grant ID 31391 (23-24)
- Zoom licenses
- MiFi
- Vision screeners
- Technology upgrades
- SMARTBoard displays, sound bars, mounts, carts, webcams and HDMI cables to support K-12 purchase and installation of SMARTBoards, which will support 1:1 technology initiative for differentiation of instruction to close the achievement gap created as a direct result of the loss of learning from the COVID-19 pandemic.
- SMART notebook advanced software
- LAN school system school software
- Teacher and student laptops and desktops to support 1:1 technology initiative for differentiation of instruction to close the achievement gap created as a direct result of the loss of learning from the COVID-19 pandemic. Laptops and desktops will also help prepare administrators, teachers, and students to respond to any future remote learning that may be necessary throughout ongoing pandemic
- Servers, switches, and storage for physical and virtual server environment for 21/22 technology upgrades
- Software licensing and services for physical and virtual server environment and storage for 21/22 technology upgrades
- LES roofing project
- Administration building HVAC/window project
- Supplemental intervention resources to account for loss of learning time
- Early warning system
- Curriculum writing to account for loss of learning time
- Professional development to account for loss of learning time
- Supplemental afterschool and summer learning programs
- Transportation for supplemental summer learning programs
- Purchase of personal protective equipment/supplies to support student/staff return to school and in-person instruction
- Purchase of cleaning and sanitizing supplies to support student/staff return to school and in-person instruction
- Maintain additional Alpha special education teaching position (23-24)
- Two additional custodians to support cleaning and sanitation of buildings to minimize the spread of infectious disease (23-24 school year)
- Two additional maintenance floaters to support building efforts to minimize the spread of infectious disease. (21-22, 22-23 and 23-24 school year)

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- One additional autistic support paraprofessional at LES (21-22, 22-23, 23-24)
- Additional autistic support paraprofessional at MCJHS (21-22, 22-23, 23-24)
- Additional MCO teacher at LIS (21-22, 22-23, 23-24)
- Four additional full-time elementary teacher substitutes (22-23, 23-24)
  - Mrs. Schulz is pleased that the district added these positions, as she noted her concern at the last meeting that Title I teachers are being pulled to cover classrooms when substitutes not available.
- One additional autistic support paraprofessional at LES (21-22, 22-23, 23-24)
- Floating HRA at IVEC

m. ESSER/American Rescue Plan, 7% Set Asides Consolidated

1. Allocation - \$1,325,805

2. Expenditures

- Minimum allocation for student social, emotional, mental health supports (30% or \$284,101)
  - Two additional therapeutic social workers (21-22, 22-23, 23-24)
  - Contracted services for psychologists
- Minimum allocation for PD for staff on mental health supports (10% or \$94,700)
- Minimum allocation for reading support and improvement (8% or \$75,760)
  - LETRS I & LETRS II?
- American Rescue Plan, 1% set-aside for summer enrichment - \$189,401
  - Running a 5-week program starting second week of July. It will run from 9 am -12 pm, Tuesdays through Thursdays.
- American Rescue Plan, 1% set-aside for afterschool programs - \$189,401

n. American Rescue Plan/Homeless Children and Youth (ARP-HYC)

1. Allocation - \$72,051 (Increase of \$3,344)

2. Expenditures

- Pantry storage units
- Student resources (toiletries, clothing, school supplies)
- Transportation

o. Future Ready Comprehensive Planning – Submitted for 2021 through 2024

1. Mission

- Educate each student to meet life's challenges

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2. Vision

- The relentless pursuit of excellence

3. Action Plan

- Emphasis on differentiation of instruction for all students. (1:1 technology initiative, evidence-based resources and interventions)
- Systemic focus on heterogenous grouping as part of the development of a K-12 multi-tiered systems of support
- Support students social and emotional learning through a strategic and systemic SEL implementation (PBIS, morning meetings)
- After-school and summer school programs to support recovery of lost instructional time due to COVID-19 pandemic
- Emphasis on third grade reading levels
- Effective evaluation of all employees to support high quality differentiated instruction for all students.

4. Completion of Other State Required Reports (Submitted)

- Academic Standards and Assessment Requirements (Chapter 4)
- Gifted Education Plan Assurances (Chapter 16)
- Student Services (Chapter 12)
- Induction Plan (Chapter 49)
- Professional Development Plan (Act 48)

p. Other District Programs

- No other updates to add at this time.

q. Agency Reports

1. Rose Schulz, Parent

- Mrs. Schultz received concerns from parents, whose children are struggling with the standards-based grading system. She suggested that the district return to a traditional grading system in 4<sup>th</sup> grade. She would also like to see a more consistent progress reporting system created, as some students only receive updates from a few of their teachers, while others receive reports from all of their teachers. Mr. Miller said he will pass along Mrs. Schulz's concerns to Mr. DeArment.

2. Nikki Knepp, Clear Concepts

- Ms. Knepp could not attend the meeting, but Mrs. Siruc shared an update on her behalf. By the end of March, Clear Concepts provided individual services to 79 MCSD students. These students were referred by SAP teams and were seen in schools.
- Clear Concepts saw an increase in the number of adolescents being seen for outpatient services.

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- Staff will meet with all in-school clients this month and will contact parents and guardians to determine the need or desire for summer services.
  - Ms. Kenepf personally worked with SAP teams at LIS, MCMS, MCJHS, and MCHS this year. She thought the teams worked well together and did a great job. She thanked the district for making Clear Concepts staff feel welcome and part of the team.
3. Aleta Kammerer, Communities that Care
- The CTC received results from the PA Youth Survey, which was given in the fall. Analysis of the data will take place in June. There is always room for more folks to join the team, so please contact Aleta if you are interested in joining.
  - Several activities will take place tomorrow, as part of the First Friday event. CTC, the Positive Vibes group, and the Huksy mascot will be downtown to help recognize Mental Health Awareness month. Ava, a local therapy dog, will also be downtown for pictures. The Out of the Darkness committee will be offering giveaways and holding a PLINKO game. CTC will be conducting a, “Spread Kindness Like Wildflowers” campaign by offering yard bombings for \$5 for sign. Lewistown Printworks will be selling, “Be Kind” shirts for \$10, which can be tie-dyed.
4. Shelby Liebegott, TIU
- The school-based programs are wrapping up for the year, but a seven-week summer camp is being planned for Project Yes students at MCMS. Mrs. Liebegott hopes all 18 students will attend. If any spots become available, 5<sup>th</sup> grade students are welcome to join. Various technology and art activities will be offered.
  - Two cohorts of the Strengthening Families program ran this year for students in 4<sup>th</sup> – 7<sup>th</sup> grade. The program assisted 17 students in 11 families. Mrs. Liebegott appreciated that the district let her advertise the program.
5. David Boyer, Parent
- Mr. Boyer offered, “high fives” and thanked attendees for the work they do to assist families in the district.
- r. Future Meeting Dates
- The committee will meet on Thursday, September 8th, Thursday, November 3rd, Thursday, February 2nd, and Thursday May 4<sup>th</sup> next school year. The meetings will resume at the Downtown OIP, but a Zoom option will also be offered to those who are unable to attend. An annual Title I survey will be sent home to all K-3 students, with hopes of recruiting new members.

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- Mrs. Schulz made a motion to adjourn the meeting, which was seconded by Mrs. Kammerer.