

MIFFLIN COUNTY SCHOOL DISTRICT

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Vance S. Varner, Superintendent
Paul J. Maidens, Chief Operations Officer Steven F. DeArment, Chief Academic Officer
Melinda K. Kenepp, Chief Financial Officer

Local Advisory Council
Federal Programs - Mifflin County School District
Thursday, November 3, 2022
11:30 am
Downtown OIP

Minutes

In attendance: David Boyer, Martha Leister, Shelby Liebegott, Phil Lucas, Cindi Marsh, Frank Miller, Mary Lou Sigler, Michelle Siruc, Christianna Tawiah, Robin White, Rebecca Wills, and Scott Yetter.

- I. Attendance Sign in and Welcome
 - Mr. Miller welcomed attendees to the meeting. Introductions followed.
- II. Approval of Minutes from September 8, 2022
 - Mr. Miller asked attendees to review the minutes from the last meeting. Mrs. Marsh made a motion to approve the minutes. The motion was seconded by Ms. Sigler.
- III. Federal Programs Review
 - a. Title I
 1. Allocation - \$2,573,792 (Increase of \$313,794)
 - 21-22 Allocation - spent \$1,930,889 and carried over \$329,108 into 22-23 (Just under 15% maximum carryover)
 - Mr. Miller explained that the district's Title I allocation is based off of its census poor numbers.
 - A district may carryover more than 15%, but it can only do so every three years and must request a waiver.
 2. Expenditures
 - Supplemental reading and math interventions for K-3 students
 - 24 reading and math intervention teachers
 - Includes one teacher for non-public schools
 - Addition of 1 teacher at IVES for 22-23
 - Federal Program Coordinator
 - Federal Programs Secretary and Homeless Liaison
 - Chief Academic Officer
 - Camp on the Way to Kindergarten
 - Tentatively June 19 – 22, 2023
 - School-wide Positive Behavioral Support (PBIS)

3. Kindergarten Readiness Workshops
 - Mr. Miller will speak with the elementary principals to decide how the workshops will be implemented this year, as they were previously coordinated by Cristy Yoders at The United Way.
4. Parental Engagement
 - 1% Set aside
 - Develop Board Policy #918 for ESSA compliance
 - Mr. Miller will use a template from the Pennsylvania School Board Association to create a draft for the board to review and approve.
 - Draft of 23-24 ESSA compliant district parental engagement plan
 - The Local Advisory Council previously approved a one-page policy in the past. Next year, the district will be required to use a different template. Mr. Miller shared an initial draft for members to review.
 - Parental Engagement Coordinators
 - Estimated parental engagement building allocations
 - EDES - \$4,400
 - IVES - \$6,100
 - LES - \$10,500
 - SMES - \$3,400
5. Student Homelessness
 - Current Numbers
 - Mrs. Siruc noted that 53 students have been identified as homeless this year. Forty are still actively experiencing homelessness.
 - Continuing Development of Building Level Pantries
 - Each building has purchased storage cabinets to house their supplies. Mrs. Siruc continues to work with school counselors, principals, and nurses to purchase necessary items using ARP-HYC funds and donations to the district's homeless fund.
 - Homelessness Awareness Week
 - For a donation of \$5, MCSD staff will be allowed to dress down on Friday, November 18th in honor of Homelessness Awareness Week. All funds will be deposited in the district's homeless fund. Staff are also encouraged to wear red to help spread awareness.
 - Gingerbread House Decorating Contest
 - Faith's House of Hope will host the annual gingerbread house decorating contest. The contest honors the memory of Faith Bollinger, a MCSD student, who passed away last year.
 - Those wishing to enter the contest will need to submit an entry form, along with a \$20 entry fee to Rachael Steinbach at the PA CareerLink, 6395 SR 103N in Lewistown by November 29th. Registrants will then need to drop off their house to 3 West Monument Square on November 30th. The

houses will be displayed and voted on during the Ice Festival on December 1st and 2nd. Various prizes will be given to the winners.

- Participants may decorate their house at home or attend a decorating workshop. The dates and locations of the workshops will be announced soon.
- An initial kickoff event will be held tomorrow, November 4th from 5:00 p.m. – 8:00 p.m. at East End Coffee. For \$5, attendees can purchase a cookie decorating kit to brush up on their decorating skills.
- All proceeds from the contest will be donated to the MCSD homeless fund.

b. Title II-Improving Teacher Quality

1. Allocation - \$313,592 (Increase of \$39,176)

2. Expenditures

- Class Size Reduction Teachers (Primary Grades)
- Non-public equitable share for professional development

c. Title III

1. Allocation - \$12,601 (Decrease of \$622)

2. Expenditures

- Supplemental resources for EL students
- Professional development for EL teachers
 - WIDA
- Non-public equitable share for EL resources
 - BMS & SHS

d. Title IV

1. Allocation - \$168,926 (Decrease of \$2,818)

2. Expenditures

- Social Worker (Nicole Frazier)
- Elementary School Counselor (Alexis Ahern)
- Smartboard training
- Non-public equitable share

e. Rural & Low Income

1. Allocation - \$0

- MCSD is not eligible based on its census poor percentage of 18.06% (20% is required to be eligible).
 - Mr. Miller said MCSD will be eligible during the 2023-2024 school year.

2. Expenditures (21-22)

- Full time Master's Level Behavioral Therapist
 - The district will be able to pay for services with carryover funds from last year.

- Additional income from Title I will be used to pay for the services, as well. Juniata County School District and Middle West School District pay MCSD for providing Title I services to its students, who attend non-public schools in Mifflin County.
 - Class Size Reduction Teacher
- f. Ready to Learn (State)
 1. Allocation - \$968,914
 2. Expenditures
 - Maintain Full Day Kindergarten Teachers Salaries/Benefits
- g. PA Commission on Crime and Delinquency School Safety and Security Grant (State)
 1. 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
 - Program Modification submitted for supervisor of contracted Mental Health Coordinator
 2. Grant ID 38351 - Act 55 of 2022 School Safety and Security (Still awaiting approval)
 - Mr. Miller said the grant is still pending approval, as the district was asked to provide proof that the officers completed an SRO course. The district was also asked to provide a copy of the SRO job description.
 - Physical Security
 - Allocation - \$174,347
 - Expenditures
 - SRO at MCJHS
 - Additional hours for SRO at LIS/MCMS
 - Playground fencing at SMES
 - Electronic door swipes
 - Security cameras
 - Mr. Miller said the district is going to pay for the cost of electronic door swipes and security cameras at SMES, so the remaining funds can cover the cost of fencing.
 - Behavioral Health & School Climate
 - Allocation - \$174,347
 - Expenditures
 - Behavior Coach in Laurel Life Transition classroom at MCHS

h. Elementary & Secondary School Emergency Relief Fund (ESSER I)

1. Allocation - \$1,835,215

- Budget revision and FER submitted.

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

1. Allocation - \$8,433,337

- As of September 30, 2022, quarterly reports show a balance of \$2,050,044.

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
- 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)
- Contact tracer
- 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
 - Increase to estimated cost and scope of project (\$180,000 to \$780,000)
 - Additional riding floor scrubber for MCMS
- 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)
 - Reduced to one additional floating custodian

1. American Rescue Plan (ESSER III)

1. Allocation - \$17,058,201

- As of September 30, 2022, quarterly report shows a balance of \$10,502,370.

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 4th grade teaching position at LIS (21-22, 22-23, 23-24)
- Maintain a 1st grade teaching position at LES (21-22, 22-23, 23-24)
- Maintain a 1st grade teaching position at EDES (21-22, 22-23, 23-24)
- Maintain a 5th grade teaching position at LIS (21-22, 22-23, 23-24)
- Elementary Technology Facilitator (21-22, 22-23, 23-24)
- 2nd 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)
- 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 (on pause/hold)
 - Funds earmarked for this project will be redirected to hire additional learning support interventionists and paras.
- Supplemental intervention resources to account for loss of learning time
 - Benchmark for K-5
 - EnVision Math for 6th & 7th Grade
 - Inspire Science for K-5
 - Into Math for Grade 8
 - I-Ready for K-5
 - My Math Lab for Algebra & Trigonometry at MCHS
 - Reveal Algebra 2 for MCHS
 - TCI Social Studies for MCJHS
 - Typesy for 5th grade at IVIS & LIS
 - World History & Geography at MCHS
- 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)
- One additional custodian to support cleaning and sanitation of buildings to minimize the spread of infectious disease (23-24 school year)
- Three additional maintenance floaters to support building efforts to minimize the spread of infectious disease. (21-22, 22-23 and 23-24 school year)
- 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)
 - One additional full-time elementary teacher substitute, so EDES & SMES do not have to share (22-23, 23-24)
 - One additional autistic support paraprofessional at LES (21-22, 22-23, 23-24)
- Floating HRA at IVEC

- Three additional learning support interventionists
 - Two at MCHS, One at MCJHS
- Two additional learning support paraprofessionals
 - One at MCHS, One at MCJHS

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

1. Allocation - \$1,325,805

- As of September 30, 2022, quarterly report shows a balance of \$986,457

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)
 - SAP Training, PBIS, restorative practices
 - Continuation of Mental Health Coordinator position from PCCD grant for 23-24
- Minimum allocation for reading support and improvement (8% or \$75,760)
 - LETRS, 3rd Edition training
 - Mr. DeArment and Mr. Miller will meet with Erin McManamon and Julie Brown from TIU11 to discuss summer 2023 training opportunities.
 - Ms. Sigler explained that LETRS stands for Language Essentials for Teachers of Reading and Spelling and is pleased that it will be offered.
- American Rescue Plan, 1% set-aside for summer enrichment - \$189,401
 - Summer 2022 tutoring
 - Balance of \$0
- American Rescue Plan, 1% set-aside for afterschool programs - \$189,401
 - 2023 Afterschool programs
- Other Learning Loss Activities
 - Each building given allocation of \$21,439 for building-specific learning loss
 - SMES – Flyleaf Decodable Readers and Heggerty Phonemic Awareness
 - LES – Sensory Room and Library/STEM Resources
 - MCJHS – Houghton Mifflin Harcourt Math Resources and Language Live

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

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

- As of September 30, 2022, quarterly report shows a balance of \$28,639.

2. Expenditures

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

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

- The 339 Plan, which focuses on students who attend The Academy, is due at the end of the 2023-2024 school year.
- The section that pertains to Special Education is due in May.

1. Mission

- Educate each student to meet life's challenges

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.
- 339 Plan is due end of 23-24 (Focuses on kids going to CTC)

p. Other District Programs

1. Christieanna Tawiah, Mental Health Coordinator

- Ms. Tawiah is working to implement Social Emotional Learning supports in small groups. She is also working to restructure PBIS supports to fill gaps, as well as increase the level of training.

q. Agency Reports

1. Phil Lucas - Director of Public Safety

- Mr. Lucas asked how the district plans to continuing funding the new positions, once the additional funds expire.
- Mr. Miller is hopeful that more grants will become available. Even if some positions need to be cut, some of the teachers who become displaced, should be able to fill other teaching vacancies.

- Ms. Sigler said the district’s CFO, Melinda Kenepp, provided several suggestions to the board on how to handle the situation. One suggestion involved implementing a small tax increase this year, but the board elected not to proceed with that action. Ms. Sigler said that is why it is so important to elect leaders who support public education. She hopes that folks at the local level will not cut positions and say they are not needed. Several of the new positions have been needed for years and may be needed even more now.
 - In relation to the additional positions that have been funded, Mrs. Marsh wanted to note that the social workers are extremely valuable. They often work on evenings and weekends. She said many students miss school due to dental issues. One of the district’s social workers was able to find a dentist in Harrisburg, who was willing to see a student for free. The social worker will now be taking the student to an oral surgeon in Danville.
2. Scott Yetter - Director of the Lumina Center
- Twenty students registered for the after-school program. Five are on the waiting list. All students in the program receive a meal before they leave. The center is using a van from the Lewistown Presbyterian Church to bus some of the students. The program only had three volunteers last year, but now has six adult and three teen volunteers.
 - The center revived Teen Drop-In Night this year. Unfortunately, no one showed up the first night, but five teens attended the second night. The third night is scheduled for this evening. The program needs chaperones.
 - The Lumina Center will also be offering activity nights. One night will be for kids, while the other will be for kids and their parents.
3. Shelby Liebegott - Project Yes, Second Step, and Life Skills
- The school-based programs are up and running, but the Second Step program is losing an instructor, as she was hired by the district.
 - Ms. Liebegott shared an update on behalf of Aleta Kammerer from Communities that Care. The CTC will hold a data day tomorrow at the Compass Center from 9:00 a.m. – 11:00 a.m. to discuss the PA Youth Survey. On Friday, December 2nd, the group will reconvene to establish its goals for the year.
4. Martha Leister – Tri-County Drug & Alcohol Abuse Commission
- The commission received a grant to cover two years of SAP training for 60 teachers across multiple school districts.
 - A new in-patient drug and alcohol facility recently opened in Shikellamy. Twelve female, twelve male, and two detox beds will be available.
5. Robin White – Mifflin-Juniata Human Services
- The Emergency Rental Assistance program is available for those needing help paying their rent and utilities. The funds are available through 2024 or until they are exhausted.

- The Energy Bank will begin November 15 and can assist families who are not eligible for LIHEAP. There is no income limit, but there is a copay based on one's income. The program will fill a consumer's heating source one time.

6. David Boyer – Parent

- Mr. Boyer said he loves what everyone is doing in the community and offered his kudos.

7. Rebecca Wills – Parent

- This is Ms. Wills' first time attending. She has nothing to share, but is soaking up all of the details.

8. Mary Lou Sigler – MCSD School Board

- Twelve states have passed laws, which allow students to take behavioral or mental health days from school. She wondered if PA legislators would consider enacting a similar law.
- Ms. Wills asked Ms. Sigler if the other states stipulate who is responsible for submitting the excuse. Ms. Sigler said she believes the parent would submit it, and it would be limited to five days.

r. Future Meeting Dates

- The remaining meetings will be held on Thursday, February 2, 2023 and Thursday, May 4, 2023 at 11:30 a.m. at the Downtown OIP. A Zoom option will also be available.

s. Adjournment

- Mr. Yetter made a motion to adjourn the meeting, which was seconded by Ms. Liebegott.