

# 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  
Clint N. Aurand, Chief Operations Officer      Steven F. DeArment, Chief Academic Officer  
Melinda K. Kenepp, Chief Financial Officer

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**Local Advisory Council  
Federal Programs - Mifflin County School District  
Thursday, November 2, 2023  
11:30 am  
MCSD Administration Building**

## **Minutes**

- I. Attendance Sign in and Welcome
  - Steven DeArment, Aleta Kammerer, Martha Leister, Shelby Liebegott, Cindi Marsh, Frank Miller, Daina Moore, Rose Schulz, Mary Lou Sigler, Michelle Siruc, Christieanna Tawiah, and Vance Varner were in attendance.
  
- II. Approval of Minutes from September 7, 2023
  - Mr. Varner made a motion to approve the minutes. The motion was seconded by Ms. Sigler.
  
- III. Federal Programs Review
  - a. Title I
    1. Allocation - \$2,838,490 (Increase of \$264,698)
      - Increase of \$578,492 over past two years
      - Carryover of \$348,699 (13.4%)
        - Mr. Miller explained that the district is permitted to carry over a maximum of 15% of its allocation each year. If a district wishes to carry over more than 15%, it can only do so once every three years.
  
    2. Expenditures
      - Supplemental reading and math interventions for K-3 students
      - 24 reading and math intervention teachers
        - Includes one teacher for non-public schools
      - Federal Program Coordinator
      - Federal Programs Secretary and Homeless Liaison
      - Chief Academic Officer
      - Camp on the Way to Kindergarten
      - School-wide Positive Behavioral Support (PBIS)
      - Heggerty Phonemic Awareness
      - Flyleaf Decodable Readers
      - University of Florida Literacy Institute Phonics (UFLI)
      - ESGI progress monitoring for K-2 report cards

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3. K Camp/K Readiness Workshops
  - Tentative dates: June 17 – 20, 2024
4. Title I Schoolwide Plans
  - Mr. Miller said that LES's plan was approved. He is still waiting to receive confirmation that the plans for EDES, IVES, and SMES were approved.
  - Once all four plans are approved, they will be posted on the Federal Programs portion of the MCSD website.
5. Parent Engagement
  - 1% Set aside
  - Estimated parental engagement building allocations
    - EDES - \$5,367
    - IVES - \$7,000
    - LES - \$10,000
    - SMES - \$5,000
    - Non-Public - \$1,018
6. Student Homelessness
  - Current Numbers
    - Mrs. Siruc said the district identified 125 students during the 2022-2023 school year. So far, 97 students have been identified this school year. She anticipates that the district will bypass last year's number due to increased costs of living and a shortage of housing.
    - Four children were recently affected by house fire, and families continue to experience other precipitating events like domestic violence, job loss, and divorce/separation.
  - Homeless Awareness Week
    - Homeless Awareness Week will be held the week before Thanksgiving. The district will hold a dress down day on Friday, November 17<sup>th</sup>. Staff are asked to donate \$5 and wear a red shirt to spread awareness. Students and community members are also encouraged to participate. All proceeds will benefit the district's homeless fund.
  - Continuing Development of Building Level Pantries
    - Social workers continue to meet with homeless families on a monthly basis to inquire about their needs. Purchases are covered with funds from the federal ARP-HCY grant or the district's homeless fund.

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- b. Title II-Improving Teacher Quality
  - 1. Allocation - \$304,742 (Decrease of \$8,850)
  - 2. Expenditures
    - Class Size Reduction Teachers (Primary Grades)
    - Non-public equitable share for professional development
      - Still spending 22-23 equitable share
- c. Title III
  - 1. Allocation - \$12,127 (Decrease of \$474)
  - 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 - \$203,111 (Increase of \$34,185)
  - 2. Expenditures
    - Social Worker (Nicole Frazier)
    - Elementary School Counselor (Brooke Marker)
    - Smartboard training
    - Non-public equitable share
    - STEAM Professional Development Workshops
- e. Rural & Low Income
  - 1. Allocation - \$143,043
    - The district must have a census poor rate of 20% to be eligible to receive funds.
  - 2. Expenditures
    - Full time Master Level Behavioral Therapist – Christina Combs
    - Percentage of Salary/Benefits of Class Size Reduction Teacher
- f. Ready to Learn (State)
  - 1. Allocation - \$968,914
  - 2. Expenditures
    - Maintain Full Day Kindergarten Teachers Salaries/Benefits

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g. PA Commission on Crime and Delinquency School Safety and Security Grants (State)

1. Grant ID 38351 - Act 55 of 2022 School Safety and Security

- Overall Allocation - \$348,694
  - Balance of \$312,083 as of 6/30/23 quarterly report
- Physical Security (\$174,347)
  - Expenditures
    - SRO at MCJHS
    - Additional hours for SRO at LIS/MCMS
    - Playground fencing at SMES (**Complete**)
- Behavioral Health & School Climate (\$174,347)
  - Expenditures
    - Master's Level Behavioral Therapist for 23-24 & 24-25 – Cynthia Boliek
    - District-wide behavioral health/SAP program assessment
      - Mrs. Marsh said the consultant is finishing her interviews today. The assessment will help the district better align its programming and make it eligible to receive competitive grants in the future.

h. American Rescue Plan (ESSER III)

1. Allocation - \$17,058,201

- Balance of \$5,910,947 as of 9/30/23 quarterly report
- End date - September 30, 2024
- LEA Liquidation Period – No later than January 2025

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)

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- 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)
  - Eliminated in 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

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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)
- Supplemental intervention resources to account for loss of learning time
  - Benchmark for K-5
  - EnVision Math for 6<sup>th</sup> & 7<sup>th</sup> 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 5<sup>th</sup> 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

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& 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
- Carpet/flooring replacement at MCMS
  - Increase to estimated cost and scope of project (\$180,000 to \$780,000)
  - Moved carpet project from ESSER II due to low inventory of vinyl tile and need to complete work prior to end of grant funding period. Gives district one more year to complete project
- Two FortiGate-601F edge devices plus a year of FortiCare Premium and FortiGuard Unified Threat Protection due to the increased demand on our internet bandwidth. This will also provide updated cyber security for our network due to the increased usage of electronic learning resources

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

1. Allocation - \$1,325,805

- Balance of \$506,217 as of 9/30/23 quarterly report
- End date - September 30, 2024
- LEA Liquidation Period – No later than January 2025

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)
  - School Psychologist Intern
  - 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, 3<sup>rd</sup> Edition training
    - Unit 1 – June 27, July 2, or August 7

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- Unit 2 – June 28, July 13, or August 8
  - Unit 3 – September 22
  - Unit 4 – February 16
  - 85 teachers registered
- American Rescue Plan, 1% set-aside for summer enrichment - \$189,401
    - Summer 2022 tutoring
      - All funds expended
  - American Rescue Plan, 1% set-aside for afterschool programs - \$189,401
    - 2023 Afterschool programs
      - All funds expended
  - Other Learning Loss Activities
    - Each building given allocation of \$21,439 for building-specific learning loss
      - EDES – Flyleaf Decodable Readers
      - IVES – Flyleaf Decodable Readers
      - LES – Sensory Room and Library/STEM Resources
      - LIS – Flyleaf Decodable Readers and Library Books from Follett
      - SMES – Flyleaf Decodable Readers and Heggerty Phonemic Awareness
      - MCJHS – Houghton Mifflin Harcourt Math Resources and Language Live
      - MCHS – World History and Geography Modern Times 1-year text subscription
- j. American Rescue Plan/Homeless Children and Youth (ARP-HYC)
1. Allocation - \$72,051 (Increase of \$3,344)
    - Balance of \$10,942 as of 9/30/23 quarterly report
    - End date - September 30, 2024
    - LEA Liquidation Period – No later than January 2025
  2. Expenditures
    - Pantry storage units
      - Refrigerator at LES
    - Student resources (toiletries, clothing, school supplies)
    - Transportation

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k. Future Ready Comprehensive Planning – Submitted for 2021 through 2024  
Due to be submitted on March 31, 2024.

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.

4. Federal Reporting Measures

- [www.mcsdk12.org](http://www.mcsdk12.org), Students/Parents, Federal Reporting Measures, 21-22
- District received data of results from 22-23, but still waiting for official report cards from state (SPP – School Performance Profile).

IV. Other District Programs

a. Christieanna Tawiah, Mental Health Coordinator

- The mental health team recently met with representatives from the local probation office, Geisinger’s pediatric psychiatry unit, and mental health responders from the Mifflin County Regional Police. The team worked to update the district’s procedure, so it aligns with those of community practitioners.
- This year, the district will offer several professional development opportunities to ensure all staff are providing the same level of services.

b. Cindi Marsh, Director of Student Services

- The district will soon undergo a special education audit.
- The district will hold transition meetings in February for incoming kindergarten students, who have IEPs.
- Nurses in the district are seeing a large number of students every day. Many students require a higher level of care, as they have serious health issues like severe allergies, seizures, and diabetes.

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- Chris Evans, Supervisor of Special Education, visits district buildings daily to support staff.

## V. Agency Reports

### a. Aleta Kammerer, Communities that Care

- The CTC recently held its annual tie-dye shirt event. Eight hundred shirts were on hand, and 748 shirts were dyed.
- Mr. Sealy recently reached out to Ms. Kammerer to see if kids at the junior high could get involved in Pawsitive Vibes.
- The PA Youth Survey is being given this year. So far, 70% of junior high students have participated. The middle school will be conducting its survey on November 8<sup>th</sup>. The high school is planning to ask students to complete the survey during a specific window to encourage better participation.
- The “Keep Your Focus” campaign is up and running.
- The “After-Prom” committee recently held its first meeting. The committee would like to get the prom advisor, students, and parents involved to encourage student participation in the event. Mr. Varner said he can send out a letter on Ms. Kammerer’s behalf. The next committee meeting will be held on January 11<sup>th</sup> at 1:00 p.m. at the Compass Building.

### b. Shelby Liebegott, TIU

- Project Yes, Second Step, and the Life Skills program are up and running and are, finally, fully staffed.

### c. Martha Leister, Drug & Alcohol Commission

- A re-entry simulation is scheduled for next Wednesday from 9:00 a.m. – 12:00 p.m. at Calvary Bible Church.
- There were 18 overdose deaths in 2022.
- Funding is still available through September for staff to receive SAP training.

### d. Nikki Knepp, Clear Concepts

- Mrs. Siruc provided an update on Ms. Knepp’s behalf. October was a busy month, as it is often the time that Clear Concepts receives the most referrals. The majority of the referrals are for students affected by family addiction.
- Nicotine and marijuana are the most common substances reported to be used by students.
- Mr. Varner heard that funding for SAP may decrease in the future.
- Mrs. Marsh said the secondary SAP team met for a maintenance meeting in September. The group also worked during the last Act 80 day to re-tool the district’s SAP process.

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- e. Rose Schulz, Parent
    - Ms. Schulz said she is more than willing to help with the organization of the after-prom party.
  - f. Mary Lou Sigler, MCSD School Board
    - Ms. Sigler thanked attendees for their involvement and engagement, as it betters the lives of students and the community. The committee started in the 90's. It used to be difficult to get administrators to attend. She is happy to see it grow over the years.
- VI. Future Meeting Dates
- Thursday, February 1, 2024 at 11:30 a.m. at the MCSD Administration Building
    - If school is not in session due to weather, the meeting will be held via Zoom.
  - Thursday, May 2, 2024 at 11:30 a.m. at the MCSD Administration Building
- II. Adjournment
- Ms. Kammerer made a motion to adjourn the meeting at 1:03 p.m. The motion was seconded by Ms. Sigler.