

PLEASANT VALLEY SCHOOL DISTRICT
Brodheadsville, PA 18322
Minutes of the January 9, 2020 Board of Education Meeting

Board Approved 1-23-2020

CALL TO ORDER:

The regularly scheduled meeting of the Pleasant Valley School District Board of Education was held on January 9, 2020 and called to order by President Donna Yozwiak at 7:00 PM. The Pledge of Allegiance was led by Ms. Sandy Bartashunas, followed by a moment of silence. The meeting was held in the Administrative Offices, 2233 Route 115, Brodheadsville, PA 18322.

Roll Call – School Board Recorder: Mrs. Debra Duff

School Board members in attendance: Donna Yozwiak, President, Todd Kresge, Teresa Greggo, Dan Wunder, Norm Burger, Laura Jecker, Treasurer, Delbert Zacharias, Sue Kresge, Len Peeters, Vice President.

Administrative staff in attendance: Charlene Brennan, Acting Superintendent, Joshua Ziatyk, Assistant to the Superintendent, John Burrus, Director of Human Resources, Susan Famularo, Business Manager, Stacy Stair, Administrative Assistant to the Business Manager, Marcia Taylor, Accountant, Lee Lesisko, Director of Technology, Alfred J. Kise, Director of Pupil Services, Susan Mowrer Benda, Director of Curriculum & Instruction, William Gasper, Director of Operations.

School Solicitor in attendance: Mark Fitzgerald, Esq.

Notification of Executive Session: President Yozwiak announced that an executive session was held on January 9, 2020 immediately prior to the regularly scheduled meeting for purposes of legal issues, safety and personnel matters including, but not limited to, performance and/or discipline.

President Yozwiak announced the meeting procedures which were attached to the agenda. She provided the opportunity for Pleasant Valley citizens to comment on agenda items.

Pleasant Valley Citizens: None.

SECRETARY’S REPORT: Mrs. Susan Famularo, Board Secretary

Mr. Wunder motioned, seconded by Mr. Kresge to approve the minutes of the Board of Education Meeting held on December 19, 2019, as amended: Legislative Liaison Report: Mrs. Kresge reminded ...newly elected and re-elected Board members are required to take school board training.

VOICE VOTE: 8-0-1 CARRIED
Abstained: Mr. Peeters (Abstention form attached)

TREASURER’S REPORT: Mrs. Laura Jecker

Mr. Peeters motioned, seconded by Mrs. Kresge to approve Agenda item #3.A. – Accounts Payable, as attached:

Approval of Agenda item #3.B. – Manual Checks December 1, 2019 through December 31, 2019.

Approval of Agenda item #3.C. – Manual Checks December 1, 2019 through December 31, 2019 – PSDLAF.

Approval of Agenda item #3.D. – Accounts Payable – January 9, 2020.

ROLL CALL: 9-0 CARRIED

Mr. Wunder motioned, seconded by Mr. Zacharias to approve Agenda item #3.E. – Financial Statements for December 2019:

Approval of Agenda item #3.F. – Trial Balance/Financial Statements December 2019.

Approval of Agenda item #3.G. – Asset Cost Summary December 2019.

Approval of Agenda item #3.H. – Condensed Board Summary II/Expenditures and Revenues December 2019.

ROLL CALL: 9-0 CARRIED

Agenda item #3.I. - The Accounts Payable approved at the December 19, 2019 Board of Education meeting was attached to the agenda for informational purposes.

UNFINISHED BUSINESS

Solicitor: Mark Fitzgerald, Esq. – No report.

NEW BUSINESS

Monroe Career & Technical Institute: Mrs. Donna Yozwiak – Mrs. Yozwiak reported on the meeting held on Monday, January 6, 2020:

1. The Summer Roof Project is underway with bids being sought this month. This project will be concluded over two summers.
2. The MCTI proposed General Operating Budget was approved to be sent to the four county school boards for consideration and adoption. Director Dennis Virga will be presenting to this Board in the near future.
3. Seventy MCTI students will be competing in the SkillsUSA District Competitions in Allentown on Wednesday, January 29th. I will keep the board posted about the results.
4. This week at the PA Farm Show in Harrisburg PV brought home three first place awards in Ikebana Style Fresh Centerpiece, Wedding Cake Topper and Modern Style Bridal Bouquet categories. All three first place awards were won by PV Senior Nicole Kuehner. Congratulations, Nicole.
5. Currently 228 PV students attend MCTI which is 100% of our quota.

Colonial IU #20: Mr. Daniel Wunder – No report.

PSBA Legislative Liaison Report: Mrs. Kresge – Mrs. Kresge reported that Governor Tom Wolf will present his 2020-2021 state budget proposal before a joint meeting of the Senate and House of Representatives on Tuesday, February 4th beginning at 11:30 AM. She further stated that no details of the Governor’s plan have been released including on whether the budget will contain funding for components of the new mental health initiative announced on January 2nd.

Curriculum Committee: Mrs. Kresge – No report.

Finance Committee: Mr. Peeters – No report.

Athletic Committee: Ms. Greggo – Ms. Greggo reported that the first meeting will be held on January 15th; however interviews for the head field hockey coach were held and is on this evening’s agenda for approval.

Policy Committee: Mrs. Donna Yozwiak – Mrs. Yozwiak reported on the Policy Committee Meeting held on January 8, 2020:

1. The Committee addressed twelve different policies, including the establishment of a new one about Social Media. We are researching more information to establish standards for the operation of school media accounts, personal social media accounts and to differentiate between personal and third-party social media accounts and those controlled by the District. More to come on this item.
2. Six Policies are on the agenda for the Board’s second reading that include, Policy 248 Unlawful Harassment, Policy 709 Building Security, Policy 805 Emergency Preparedness and Response, Policy 805.1 Relations with Law Enforcement Agencies, Policy 805.2 School Security Personnel and Policy 913 Non- School Organizations/Groups/Individuals.
3. Please note Item 7B on tonight’s agenda. The 17 listed policies were reviewed by the Committee and it was decided that they needed no changes.
4. The next Policy Committee meeting is set for Tuesday, January 21st, at 9:30 AM.

ACTING SUPERINTENDENT-REPORT/REQUESTS: Dr. Charlene Brennan

Mrs. Jecker motioned, seconded by Mr. Kresge to approve Agenda item #6:
Approval of Agenda item #6.A. – Revised dates for the April 2020 and September 2020 Building & Grounds meeting dates, as attached.

Approval of Agenda item #6.B. – Intermittent Homebound Instruction:
Pleasant Valley Middle School:

Student No.	Reason
HB092019DS-M	Medical, retroactive to 09/20/19, student will receive intermittent homebound instruction as needed throughout the 2019-2020 school year.

ROLL CALL: 9-0 CARRIED

Agenda item #6.C. – The following policies were provided for a second reading as attached:

- Policy #248 Unlawful Harassment
- Policy #709 Building Security

- Policy #805 Emergency Preparedness and Response
- Policy #805.1 Relations with Law Enforcement Agencies
- Policy #805.2 School Security Personnel
- Policy #913 Non-School Organizations/Groups/Individuals
- Attachments - Policy 918 - Title I School Parent and Family Engagement
 - Attachment PVI
 - Attachment PVE

Agenda item #6.D. – The Enrollment Report for January 2020 was attached for informational purposes.

Agenda item #6.E. – Other: Dr. Brennan stated that as part of the search for a new superintendent, the Board has developed a Community Superintendent Search Survey. She encouraged all to complete the survey online which is on our website and stressed the importance of this survey to the Board as they look for a new leader. Dr. Brennan also stated that printed copies of the survey are available.

ADDENDUM – ACTING SUPERINTENDENT REPORT/REQUESTS: Dr. Charlene Brennan

Mrs. Jecker motioned, seconded by Mr. Wunder to approve Addendum item #7.

Approval of Addendum item #7.A. – Agreement of Expulsion for Student #E121919JM-M.

ROLL CALL: 9-0 CARRIED

Addendum item #7.B. – Informational: No changes were recommended to the following policies reviewed on December 16, 2019. The revision date only will be updated on the policy. Unless otherwise required or requested, each policy will be reviewed again per the policy review cycle.

1. Policy 300 Ethical Behavior of District Staff
2. Policy 301 Creating a Position
3. Policy 305 Employment of Substitutes and Short-term Employees
4. Policy 306 Employment of Summer School Staff
5. Policy 308 Employment Contract/Board Resolution
6. Policy 309 Assignment and Transfer
7. Policy 311 Suspensions/Furloughs
8. Policy 312 Performance Assessment of Superintendent/Assistant Superintendent
9. Policy 313 Evaluation of Employees

No changes were recommended to the following policies reviewed on January 8, 2020. The revision date only will be updated on the policy. Unless otherwise required or requested, each policy will be reviewed again per the policy review cycle.

1. Policy 318 Penalties for Tardiness
2. Policy 319 Outside Activities
3. Policy 319.1 Integrity Protocol for Administrators
4. Policy 320 Freedom of Speech in Nonschool Settings
5. Policy 321 Political Activities
6. Policy 322 Gifts
7. Policy 324.1 Confidential Information
8. Policy 325 Dress and Grooming

HUMAN RESOURCES: Dr. John T. Burrus

Mrs. Jecker motioned, seconded by Mrs. Kresge to approve Agenda item #8.A. – Personnel Items:

Approval of Agenda item #8.B. – Change to Current Assignment

1.	Name:	Linda Stephens
	Current Building:	PVHS & PVMS
	Current Position:	Health Room Technician
	New Building:	PVMS
	New Position:	Health Room Technician
	Effective Date:	January 13, 2020
2.	Name:	Kristin Heckman
	Current Building:	PVIS & PVMS
	Current Position:	Health Room Technician
	New Building:	PVIS & PVHS
	New Position:	Health Room Technician
	Effective Date:	January 13, 2020
3.	Name:	Karla Guell
	Current Building:	PVHS
	Current Position:	LTS Spanish Teacher

		(first semester: board approved 9/12/19)
	New Building:	PVHS
	New Position:	LTS Spanish Teacher (continue until the end of the 2019-2020 school year)

Approval of Agenda item #8.C. – Resignation

	Name	Position	Building	Effective Date
1.	Carrie Adames*	Monitor	PVMS	January 3, 2020

*would like to remain on substitute list.

Approval of Agenda item #8.D. – Change to Supplemental Contract: Non-Athletic:

	Name	Position	Salary
1.	Carol Priebe	Ecology Club	\$975.00 (prorated stipend due to retirement of co-advisor)

Approval of Agenda item #8.E. – Athletic Volunteer (pending receipt of required paperwork):

	Name	Sport
1.	John Cerbone	Independent Swimming

Approval of Agenda item #8.F. – Family and Medical Leave:

	Name	Position	Building	Number of Days	Dates
1.	Janice Honey	Health Room Technician	PVIS	One (1)	December 5, 2019

Approval of Agenda item #8.G. – Leaves Without Pay:

	Name	Position	Building	Number of Days	Dates
1.	Tabitha Barnes	Food Service Employee (PT)	PVES	Five (5)	April 25, 2020 – May 3, 2020
2.	Jessica Borger	Monitor	PVMS	One (1)	December 11, 2019
3.	Maryanne Bridy	Monitor	PVMS	Two (2)	December 9, 2019 & December 13, 2019
4.	Janet Dooner	Monitor	PVHS	One (1)	November 21, 2019
5.	Diana Graziano	Paraprofessional Associate (PT)	PVES	One (1)	December 6, 2019
6.	Stephanie Green	Monitor	PVES	One (1)	December 17, 2019
7.	Kelly Heller	Food Service Employee (PT)	PVES	Five (5)	March 9, 2020 – March 13, 2020
8.	Susan Marcin	Paraprofessional Associate (PT)	PVHS	Three (3)	December 17, 2019 – December 19, 2019
9.	Jodi Swanson	Monitor	PVIS	One (2)	December 20, 2019
10.	Danielle Unger	Teacher	PVHS	One (1)	August 20, 2019
11.	Patricia Urban	Paraprofessional Associate (PT)	PVES	Seven (7)	December 16, 2019 – January 3, 2020

ROLL CALL: 9-0 CARRIED

ADDENDUM: HUMAN RESOURCES: Dr. John T. Burrus

Mr. Peeters motioned, seconded by Mr. Zacharias to approve Addendum item #9.A. – Personnel Addendum Items. Dr. Burrus noted that Agenda item #9.B. has been withdrawn and is seeking approval of Agenda items #9.C. through #9.G:

Approval of Addendum item #9.C. – Intramural Advisor:

1.	Club/Activity:	Homework Club
	Advisor:	Kathleen Krall
	Dates:	January 14, 2020 – March 19, 2020
	Day(s):	Tuesdays and Thursdays
	Times:	2:38 pm – 5:38 pm
	Building:	PVMS
2.	Club/Activity:	Homework Club
	Advisor:	Kathleen Krall
	Dates:	March 24, 2020 – May 26, 2020

Day(s):	Tuesdays and Thursdays
Times:	2:38 pm – 5:38 pm
Building:	PVMS

Approval of Addendum item #9.D. – Leave Without Pay:

	Name	Position	Building	Number of Days	Dates
1.	Robert Ferguson	Security (PT)	District	Two (2)	December 26, 2019 – December 27, 2019
2.	Shantel Gatton	Paraprofessional Associate (PT)	PVES	One (1)	February 10, 2020
3.	Nikki Haden-Coar	Monitor	PVES	Five (5)	January 21, 2020 – January 27, 2020

Approval of Addendum item #9.E. – Supplemental Contract: Athletic (pending receipt of required paperwork):

	Name	Sport	Position
1.	Corin Oweremohle	Field Hockey	Head Coach (2020-2021)

Approval of Addendum item #9.F. – Resignation:

	Name	Position	Building	Effective Date
1.	Angela Rivera*	Paraprofessional Associate	PVES	January 24, 2020

*would like to remain on substitute list.

Approval of Addendum item #9.G. – Hiring of Professional Staff Substitute (pending receipt of required paperwork):

1.	Name:	Angela Rivera
	Certificate:	Instructional I: Grades PK-4
	Experience:	2016-present: Pleasant Valley School District, Paraprofessional Associate
	Salary:	\$110.00 per diem
	Effective Date:	January 27, 2020

ROLL CALL: 9-0 CARRIED

CURRICULUM/STAFF DEVELOPMENT: Mr. Joshua Ziatyk – No report.

PUPIL SERVICES: Mr. Alfred J. Kise – No report.

OPERATION SERVICES: Mr. William Gasper

Mrs. Jecker motioned, seconded by Mr. Kresge to approve Agenda item #12.A. – Operational Items:

Approval of Agenda item #12.B. – Facility Use Request:

1.	Organization	Cartesian Dance Academy
	Facility Requested	PVHS New Auditorium, Lobby, Concession Stand, Room G-8, Cafeteria, room D16, Band Room, and Music Room
	Purpose	Dance Rehearsal/Recital
	Dates/Times	May 26, 2020 – May 31, 2020 Tuesday (5/26/20) – Rehearsal 3:00pm – 10:30pm Wednesday (5/27/20) – Rehearsal 3:00pm – 10:30pm Thursday (5/28/20) – Rehearsal 3:00pm – 10:30pm Friday (5/29/20) – Rehearsal 3:00pm – 10:30pm Saturday (5/30/20) – Recital 7:00am – 9:00pm Sunday (5/31/20) – Recital 8:00am – 8:00pm
	Requestor	Cynthia Marino
	Attendance	500
	Tuition	N/A
	Fee by District	Class 4- All Appropriate Fees Apply

ROLL CALL: 9-0 CARRIED

Agenda item #12.C. – Informational – District Events January 10, 2020 through January 23, 2020.

BUSINESS MANAGEMENT: Mrs. Susan Famularo

Agenda item #13.A. – Business Management Items.

Agenda item #13.B. – 2020-2021 Preliminary Budget – Mrs. Famularo reported on items contained in the Press Release and stated that the 2019-2020 Preliminary Budget was released for public inspection on December 19, 2019 and available for view on the Pleasant Valley School District website and at the District Office. Recommendation for approval of the Preliminary Budget is on this evening’s agenda. Mrs. Famularo stated that Monroe County has undergone a reassessment and this is the first time that the school district will levy its real estate taxes on the reassessed value. She further reported on the process for budget approval per Act 1 and stated that the final step in the process is a final budget which must be adopted no later than June 30, 2020. She reported on the appropriations and proposed real estate tax millage for the 2020-2021 Preliminary Budget and stated that as per Act 1, the millage may be reduced from this Preliminary Budget rate but cannot be increased. She stated that the administration and Board will continue to review expenses through this budget process and attempt to minimize the impact on taxpayers. The following action was taken:

Mrs. Kresge motioned, seconded by Mr. Peeters to approve Agenda item #13.B. – 2020-2021 Preliminary Budget. The preliminary budget has appropriations in the amount of \$110,374,119 with a millage rate of 23.6150 mills.

ROLL CALL: 9-0 CARRIED

Mrs. Famularo noted that Agenda item #13.H. has been withdrawn from the agenda. Mr. Peeters motioned, seconded by Mrs. Jecker to approve Agenda items #13.C. through #13.G.:

Approval of Agenda item #13.C. – Advertisement of the intent to file for referendum exception as attached.

Approval of Agenda item #13.D. – Cafeteria Fund per attached.

1. Cafeteria Accounts Payable for January 9, 2020 – Total amount \$21,439.78.
2. Cafeteria Fund – Asset Cost Summary – December 2019

Approval of Agenda item #13.E. –The following contracts as attached:

1. BlackBoard Inc.: Messaging subscription renewal from 05/01/2020 through 04/30/2021, \$7,061.95.
2. IntergraOne - Infrastructure equipment RFP proposal per E-rate Funding Year 2020-2021. Project Cost: \$557,509.00, PVSD will pay \$167,252.70. IntegraOne to provide discounted bills. The remaining funding will be covered under the E-rate program.
3. PenTeleData - 1Gbps Point to Point connectivity from PV High School to Polk Elementary and from high school to PV Intermediate School RFP proposal per E-rate Funding Year 2020-2021. Annual Cost: \$24,958.80, PVSD will pay \$7,487.64. PenTeleData to provide discounted bills. The remaining funding will be covered under the E-rate program.
4. TreeRing - Basic yearbook services to provide a printed softcover yearbook at \$15.00 per yearbook, for Pleasant Valley Elementary, Pleasant Valley Intermediate and Pleasant Valley Middle Schools. Contract is effective for 2019-2020 school year.
5. PushCart Players - Folk Storyteller during Title I Parent and Family Engagement event and assemblies for PVE on February 12, 2020. Cost: \$1,500.00

Approval of Agenda item #13.F. – Fundraisers:

1. PVMS NJHS - Mini-thon Kick-off event for PVHS Mini-thon on 03/06/2020 from 3:00 – 5:00 pm.
2. PVHS - Schivener-Minithon - Pizza and Paint luncheon on Saturday, 1/25/2020 from 12:00 pm-4:00 pm.

Approval of Agenda item #13.G. – Payment from Capital Reserve as attached - \$1,715.50.

ROLL CALL: 9-0 CARRIED

Mrs. Kresge motioned, seconded by Mr. Zacharias to approve Agenda item #13.I.: Approval of Agenda item #13.I. - Request to accept the donation of \$1,000.00 from Gordmans during their Grand Opening on Tuesday, February 18, 2020 at 9:00 AM. Requesting a school representative and group of students to participate and receive check during the ribbon cutting ceremony.

ROLL CALL: 9-0 CARRIED

Agenda item #13.J. – Informational: District Student Activity Accounts as attached:
Beginning Balance December 1, 2019: \$235,440.95
Receipts: \$21,219.23

Expenditures: \$17,028.18
Ending Balance December 31, 2019: \$239,632.00

ADDENDUM – BUSINESS MANAGEMENT: Mrs. Susan Famularo

Mrs. Kresge motioned, seconded by Mr. Wunder to approve Addendum item #14. – Addendum – Business Management items:

Approval of Addendum item #14.A. – The following contracts as attached:

1. Split Rock - 2021 Prom Reservation - Prom Package @ \$58.00 per student in Keystone Ballroom and 2 hour rental of H2Oooohhh! Water park at \$2,000.00. Pending Solicitor review and approval.
2. Colonial Intermediate Unit #20. Total costs not to exceed \$23,953.16. To provide an associate teacher for direct, one-on-one services at the following locations: Pleasant Valley Elementary School - Physical Support. This contract will be in effect from January 3, 2020, through the end of the 2019-2020 school year.
3. Colonial Intermediate Unit #20 - to provide a Special Education teacher for homebound instruction. Cost is \$53.08 per hour for up to 5 hours per week plus mileage. Contract Term 12-16-19 until end of the 2019-2020 school year.
4. Request to accept the resignation of Grades K-8 School Physician Dr. Narendra V. Ambani as of 12/31/2019.
5. Request approval of the following Grades K-8 School Physician for the remaining 2019-2020 school year: Dr. Mary Ellen DeFranco at a cost of \$20.00 per student.
6. D'Huy Engineering Inc. – Proposal for engineering services for SR 0209 and SR 0115 Intersection Improvement Project. Cost: \$15,500.00 plus additional cost as required above proposal as per attached fee schedule, subject to Solicitor review, revision, and approval.

Approval of Addendum item #14.B. – Authorization of Issuance of Request for Proposals for an accounting firm for consulting and process review services.

ROLL CALL: 9-0 CARRIED

SOLICITOR: Mark Fitzgerald, Esq. – No report.

PLEASANT VALLEY SCHOOL DIRECTORS:

Mrs. Yozwiak invited all to attend the next Buildings & Grounds meeting on January 13th at 7:00 PM and the next Board meeting scheduled for January 23rd at 7:00 PM.

PLEASANT VALLEY CITIZENS (non-agenda items): None.

ADJOURNMENT

There being no further business to come before the Board, Mr. Wunder motioned, seconded by Mr. Kresge to adjourn the meeting at 7:21 PM.

CARRIED

Respectfully submitted,

Susan Famularo, Board Secretary

Debra L. Duff, Board Recorder

Next regularly scheduled Board of Education meeting:
January 23, 2020 @ 7:00 PM