

PLEASANT VALLEY SCHOOL DISTRICT

Brodheads ville, PA 18322

Minutes of the August 11, 2016 Board of Education Meeting

Board Approved 8-25-16

CALL TO ORDER:

The regularly scheduled meeting of the Pleasant Valley School District Board of Education was held on August 11, 2016 and called to order by Russell Gould, President, at 8:07 PM. The Pledge of Allegiance was led by Dr. John Burrus followed by a moment of silence. Mr. Gould welcomed those present and referred to the meeting procedures that were attached to the agenda. The meeting was held in the Administrative Offices, 2233 Route 115, Brodheads ville, PA 18322.

Roll Call - School Board Recorder: Ms. Debra Duff

School Board members in attendance: Russell Gould, President, Len Peeters, Vice President, Bob Serfass, Treasurer, Delbert Zacharias, Linda Micklos, Dan Wunder, Sue Kresge, Doug Wisser. Absent: Steve Borger.

Administrative staff in attendance: Carole Geary, Superintendent, Ken Newman, Assistant to the Superintendent, John Burrus, Director of Human Resources, Susan Famularo, Business Manager, Josh Krebs, Director of Support Services, Keri Ramsay, Reading Supervisor, Monica Kotzmann, Administrative Assistant to the Business Manager.

Building administrative staff in attendance: Rocco Seiler.

School Solicitor in attendance: Gerard Geiger, Esq.

Notification of Executive Session: Mr. Gould announced that an executive session was held on August 11, 2016 immediately prior to the regularly scheduled meeting for purposes of personnel matters including, but not limited to, performance and/or discipline; negotiations; and legal issues.

Pleasant Valley Citizens:

Students, Brandon Keyes, Alex Salvero and Tyler Dooner were present representing the football team. They thanked the Board of Education for all they do in supporting the football program and presented each Board member with a T-shirt to express their appreciation.

SECRETARY'S REPORT: Ms. Susan Famularo, Board Secretary

Mr. Serfass motioned, seconded by Mr. Wunder to approve the minutes of the Board of Education meeting held on July 14, 2016.

CARRIED

TREASURER'S REPORT: Mr. Bob Serfass

Mr. Peeters motioned, seconded by Ms. Micklos to approve agenda item #3 as was attached, as follows:
Approval of #3.a. Accounts Payable – 7-1-16 to 7-31-16 (Manual Checks)
Approval of #3.b. Accounts Payable – 8-1-16 to 8-11-16
Approval of #3.c. Trial Balance/Financial Statement 7-31-16
Approval of #3.d. Asset Cost Summary 7-31-16
Approval of #3.e. Condensed Board Summary/Expenditures-Revenues 7-31-16

ROLL CALL: 8-0 CARRIED

Abstained on Item #3.b. – Check No. 00214934: Linda Micklos 7-0-1 CARRIED (Abstention Form Attached)

The Accounts Payable (#3.f.) approved at the July 14, 2016 Board meeting was provided and attached to the agenda for informational purposes.

OLD BUSINESS

Solicitor: Gerard Geiger, Esq. – No report.

NEW BUSINESS

Monroe Career & Technical Institute: Ms. Linda Micklos

Ms. Micklos reported on the Joint Operating Committee meeting which was held on Monday, August 1st:

- General and Technology maintenance over the summer includes:
 - General –
 - Review of all hazard plans – security and emergency procedures are being evaluated with MCTI staff and Pocono Township Police. A recommendation was made to have Knox Box placements to allow police and fire personnel access to the building in case of fire or emergency.
 - The boiler replacement project is ongoing.
 - Two custodial positions were added.
 - D’Huy Engineering was approved to supervise the waterline project.
 - Technical –
 - The Sharp Multi-function printer has been installed in the Graphic Arts Department.
 - The Drafting & Graphic Arts Computer Labs have been updated with new computers.
 - Smart LED TVs have been installed in each classroom.
- New teacher in-service will be held on August 15th and 16th and staff in-service will be held on August 23rd, 24th, and 25th.
- The first day of school is August 29th.
- Penn College Dual Enrollment for the 2015-16 year resulted with 76 students earning 250 credits for a tuition cost savings to students of \$131,750.
- The Fall Adult Education Mailer is due to be in the mailboxes of all Monroe County residents by mid-August.

Ms. Micklos stated that the next meeting of the Joint Operating Committee will be held on Monday, September 12th.

Colonial IU20: Mr. Daniel Wunder – No report.

PSBA Legislative Liaison Report: Ms. Susan Kresge – No report.

SUPERINTENDENT-REPORT/REQUESTS: Ms. Carole Geary

Agenda item #6.a. – The following policies were attached to the agenda provided for a first reading:

- A. Policy No. 300 Ethical Behavior
- B. Policy No. 301 Creating a Position
- C. Policy No. 302 Employment of Superintendent/Assistant Superintendent
- D. Policy No. 304 Employment of District Staff
- E. Policy No. 305 Employment of Substitute and Short-Term Employees

Ms. Geary stated that recommended changes made by Mr. Wisser will be done and she will send the revised copies.

Agenda item #6.b. – Other: Ms. Geary stated that the Summer Administrative Workshop was held in preparation for the upcoming school year. She thanked all involved. Ms. Geary also encouraged all to go on the PV website for activities that will be going on prior to the opening of school.

HUMAN RESOURCES: Dr. John T. Burrus

Ms. Kresge motioned, seconded by Mr. Serfass to approve agenda item #7 as follows:

Approval of #7.a. – Hiring of Personnel Regular appointment (pending receipt of all required paperwork):

	Name	Position	Salary	Location	Start Date
1.	Amanda Altemose	English Teacher	BS, Step 1, \$41,800	PVHS	August 23, 2016
2.	Candice Bustos	Part-time Librarian	M, Step 1, \$45,800 pro-rated	PVE	August 23, 2016
3.	Paige Corra	Elementary Teacher - Gr. 5	M, Step 3, \$46,700	PVI	August 23, 2016
4.	Maegan Mostellar	Special Education Teacher	BS, Step 1, \$41,800	PVE	August 23, 2016
5.	Brittney Dunnigan	Elementary Teacher - Gr. 2	BS, Step 1, \$41,800	PVE	August 23, 2016
6.	Sandra Reilly	Librarian	M, Step 4, \$47,200	PVHS	August 23, 2016
7.	Kathleen Granki	ELA Grade 7 teacher	MS, Step 1, \$45,800	PVMS	August 23, 2016
8.	Stephanie Valasek	ELA Grade 8 teacher	BS, Step 1, \$41,800	PVMS	August 23, 2016
9.	Denise Keiling	Reading Specialist	MS, Step 5, \$48,100	PVI	TBD

Approval of #7.b. – The following extensions/additions/changes to current employee assignments:

	Name	Position	Salary	Start Date
1.	Christine Butler	Full-time Paraprofessional Associate, PVHS	Level 1, Step 4, \$24,787	August 23, 2016
2.	Colleen Schmidt	Full-time Paraprofessional Associate, PVHS	Level E2, Step 1 @ \$22,389	August 23, 2016
3.	Robin Bank	Full-time Paraprofessional Associate, PVE	Level 1, Step 3, \$24,425	August 23, 2016
4.	Kathleen Balch	K-12 Health Services Department Chair	Per 2014-2017 Supplemental Contract	Beginning of the 2016-2017 school year
5.	Kathleen Dekmar	PVMS ELA Department Head	Per 2014-2017 Supplemental Contract	Beginning of the 2016-2017 school year
6.	John DeVivo	K-12 Music Department Chair	Per 2014-2017 Supplemental Contract	Beginning of the 2016-2017 school year
7.	Bryan Kohberger	Casual Security Officer	Per Board Policy	TBD
8.	Christine Konstantopoulos	K-12 Health and Physical Education Department Chair	Per 2014-2017 Supplemental Contract	Beginning of the 2016-2017 school year
9.	Paul McCrone	PVMS History Department Head	Per 2014-2017 Supplemental Contract	Beginning of the 2016-2017 school year
10.	Rick Rimple	PVMS Science Department Head	Per 2014-2017 Supplemental Contract	Beginning of the 2016-2017 school year
11.	Susan Scully	K-12 School Counseling Department Chair	Per 2014-2017 Supplemental Contract	Beginning of the 2016-2017 school year
12.	Dana West	PVMS Math Department Head	Per 2014-2017 Supplemental Contract	Beginning of the 2016-2017 school year

Approval of #7.c. – The following transfers:

	Name	From	To	Start Date
1.	Annalisa Bon Lore	PVHS Library	PVMS Library	August 23, 2016
2.	Lynn Courtright, Asst. Chief of Security	PVI	PVMS	TBD
3.	Ronald Miller, School Police Officer	PVMS	PVE	TBD
4.	Richard Williams, School Police Officer	PVE	PVI	TBD
5.	Jennifer Cirba	PVMS Reading	PVHS Reading Specialist	August 23, 2016
6.	Dolores Walsch	PVES Monitor	PVHS, Monitor	August 23, 2016
7.	Gena Orłowski	PVE/PVI Health & P.E.	PVI Health & P.E.	August 23, 2016

Approval of #7.d. – The following leaves of absence (employees are responsible for benefit payments):

	Name	Position	Leave	Days	Dates
1.	Linda Chiesa	Custodian, PVI	Intermittent Family & Medical Leave	One (1)	July 19, 2016
2.	Kathleen Johnson	Part-time Paraprofessional Associate, PVHS	Leave without pay	One (1)	June 3, 2016
3.	Barbara Kuntzman	Custodian, PVMS	Intermittent Family & Medical Leave	One (1)	July 19, 2016
4.	Sarah LaBar	Part-time Paraprofessional Associate, PVHS	Leave without pay	One (1)	June 2, 2016

5.	Tresa Malligo	Assistant Principal, PVHS	Leave without pay	Two (2)	June 20 & 21, 2016
6.	Erica Greer	Principal, PVE	Family & Medical Leave	Sixty (60)	Effective on or about January 4, 2017 with an anticipated return to service date of March 29, 2017

Approval of #7.e. – Correction to July 14, 2016 Board Agenda, Item b.10.: The name is Loretta Snyder instead of Gloria Snyder.

Approval of #7.f. – The following resignations:

1. Katarzyna Oleksa, from summer maintenance, effective July 1, 2016.
2. Samantha Manento, from Part-time Paraprofessional, effective August 8, 2016.
3. Kathleen Johnson, from Part-time Paraprofessional, effective August 8, 2016.
4. Lisa Rose, from Special Education Long-term Substitute teacher, effective August 8, 2016.

Approval of #7.g. – 2016-2017 Substitute Staff Pay Rates as per the attached.

Approval of #7.h. – Settlement Agreement 2016.07.14.

Approval of #7.i. – Settlement Agreement 2016.08.08.

ROLL CALL: 8-0 CARRIED

CURRICULUM/STAFF DEVELOPMENT: Mr. Kenneth Newman

Agenda Item #8.b. – Informational – Ms. Shavonne Liddic provided a written mathematics report attached to the agenda.

SUPPORT SERVICES: Mr. Joshua Krebs

Mr. Serfass motioned, seconded by Ms. Kresge to approve Agenda Item #9 as follows:

Approval of #9.a. - Facility Use Requests:

A.	Organization	PV Cubs Football
	Facility Requested	PVMS Old Gym
	Purpose	Picture Day
	Dates/Times	August 21, 2016 9am – 2pm
	Requestor	Tara Shaffer
	Attendance	200
	Tuition	N/A
	Fee by District	Class 3- All Appropriate Fees Apply
B.	Organization	PV Bruins Wrestling/Cheerleading
	Facility Requested	PVI Main Lobby
	Purpose	Registration
	Dates/Times	Tuesday, Wednesday, Thursday September 13-15, 2016 5:30pm-8:30pm
	Requestor	Kristen Pierri
	Attendance	500 (PVI Open House)
	Tuition	N/A
	Fee by District	Class 3- All Appropriate Fees Apply
C.	Organization	PV Bruins Wrestling/Cheerleading
	Facility Requested	PVE Gym
	Purpose	Registration
	Dates/Times	Wednesday, Thursday September 7-8, 2016 5:30pm-8:30pm
	Requestor	Kristen Pierri
	Attendance	500 (PVE Open House)

	Tuition	N/A
	Fee by District	Class 3- All Appropriate Fees Apply
D.	Organization	PV Bruins Wrestling
	Facility Requested	PVHS New Gym, Lobby, Concession Stand, Locker rooms
	Purpose	Wrestling Tournament
	Dates/Times	Saturday, November 12, 2016 - 5:30pm-8:30pm (Tournament Set-up) Sunday, November 13, 2016 – 7am-6pm
	Requestor	Kristen Pierri
	Attendance	300
	Tuition	N/A
	Fee by District	Class 3- All Appropriate Fees Apply
E.	Organization	PV Bruins Wrestling / Cheerleading
	Facility Requested	PVHS Wrestling Room, Locker rooms, and Old Auditorium Lobby
	Purpose	Wrestling/Cheerleading Practice
	Dates/Times	Monday - Fridays January 17, 2017 – March 31, 2017 5:45pm-9pm
	Requestor	Kristen Pierri
	Attendance	100
	Tuition	N/A
	Fee by District	Class 3- All Appropriate Fees Apply

Approval of #9.b. – Permission to discard the following items:

Item	PVSD Tag Number
Stadium Concession Stand Pizza Oven	006026
Garland Tabletop Griddle	006025
Propane Burners	005161

Approval of #9.c. 2016 -2017 Winter Coaching Position:

Girls Basketball: JV Asst: Chris Jarrow

Approval of #9.d. - 2016-2017 Supplemental/Co-Curricular Position:

Student Government Advisor – High School: Suzanne Hunsicker

Prior to the roll call vote, Ms. Kresge asked for clarification about the discard of the pizza oven (#9.b.). She questioned whether it would be donated. Mr. Krebs stated he will check to see if anyone can use it.

ROLL CALL: 8-0 CARRIED

Agenda Item #9.e. – Informational: District Events August 12, 2016 to August 25, 2016 was provided and attached to the agenda.

BUSINESS MANAGEMENT: Ms. Susan Famularo

Mr. Peeters motioned, seconded by Mr. Wisser to approve agenda item #10 as follows:

Approval of Agenda item #10.a. – Confirmation of bid award of Trash Removal and Recycling Services through the Northampton/Monroe/Pike County Joint Purchasing Board (NMPCJPB). The bid tabulation was attached.

Trash Removal and Recycling Services – September 1, 2016 through August 31, 2018:
Waste Management, Inc. – Weekly rate: \$1,313.47 – 22 Month Bid: \$126,828.00.

Approval of Agenda item #10.b. – The following contracts:

- A. Approval is requested for the Letter of Agreement between Carbon-Monroe-Pike Drug and Alcohol Commission, Inc. and the Pleasant Valley School District for Drug and Alcohol Primary Prevention and SAP/Intervention Services for school year 2016-2017 in the amount of \$35,000. This agreement will provide Pleasant Valley School District five (5) days of services weekly over a period of 38 weeks.
- B. Richard A. Shillabeer, PSY.D. Cost: Up to \$4,000.00 to provide services in regards to psychoeducational evaluations. Term of Agreement: July 24, 2016 and until submission of evaluation report to the District.

- C. Developmental Education Services of Monroe County, Inc. Cost: \$90.48/day, one day per week. Beginning September 14, 2016 and ending June 10, 2017.
- D. SportCare. Cost: \$5,000. One (1) year service agreement. Two (2) site visits Fall 2016 and Spring 2017. Both visits will be deep grooming with infill de-compaction.
- E. Whitehall Turf Equipment. Cost: \$10,680.00. One (1) mower, SCZ 72V-34CV-EFI - 72" 34 HP Koh EFI.
- F. Lehigh Valley Center for Independent Living (LVCIL). Cost: \$67.82 per hour, approximately eighteen (18) to twenty-four (24) hours per week. Effective for the 2016-2017 Academic Year.
- G. Maxine L. Young, Au.D., LLC. Cost: Will not exceed \$4,800.00. Auditory-Language Processing Evaluation.
- H. Amplify. Cost: \$21,231.50. Student Software. Effective September 1, 2016 through August 31, 2017.
- I. Integra One - Trend Micro. Cost: \$24,550.20/36 months. Coverage for email spam filtering and anti-virus for all computers.
- J. Benmor Enterprises, Michael P. Straka. Cost: \$450.00. Third grade assembly on rocks and minerals. Program to be held at Pleasant Valley Elementary School, February 10, 2017.
- K. Pennsylvania Autism Action Center. Cost: \$550.00. Providing two (2) paraprofessional trainings.
- L. Bayada Home Health Care, Inc. Cost: \$55.44/hour for RN services or \$43.68/hour for LPN services. Effective November 2, 2016 through June 30, 2017.
- M. Agreement between Pleasant Valley School District and VisionQuest as was attached.

Approval of #10.c. – Request to advertise for sealed bids for the following: Snow Removal

Approval of #10.d. – Purchase order for the purchase of table and chairs for Conference Room C at a cost of \$5,725.52.

Approval of #10.e. – The following invoice was recommended for payment from the Pleasant Valley School District Stadium Project Account to be paid with a Cashier's check:

Paverart - Concrete Pavers \$70.00

Approval of #10.f – Request for the Agreement with the West End Ambulance Association to provide stand-by coverage during the five (5) home games for the fall 2016-2017 season at the cost of \$200 per event for a total of \$1,000.

Approval of #10.g. – Request for the establishment of the following account:

Ricky Finelli Memorial Scholarship Fund

Approval of #10.h. – Procurement Card - Amended list of Card Holders:

- | | |
|--|-----------------|
| 1. Superintendent..... | Carole Geary |
| 2. Assistant to Superintendent — Curriculum..... | Kenneth Newman |
| 3. Business Manager..... | Susan Famularo |
| 4. Administrative Assistant to Business Mgr..... | Monica Kotzmann |
| 5. Accounts Payable Bookkeeper..... | Trisha Altemose |
| 6. Director of Human Resources..... | John Burrus |
| 7. Reading Supervisor..... | Keri Ramsay |
| 8. Math Supervisor..... | Shavonne Liddic |
| 9. Special Education Supervisor..... | Cheryl Caines |
| 10. Director of Maintenance..... | Travis Serfass |
| 11. Director of Support Services..... | Joshua Krebs |

ROLL CALL: 8-0 CARRIED

SOLICITOR: Gerard Geiger, Esq. – No report.

PLEASANT VALLEY SCHOOL DIRECTORS:

Ms. Kresge commended all those involved with the free lunch program provided for the students who attended the summer reading camp. She stated that she volunteered and it was a great project. Ms. Geary stated that 2002 lunches were provided and averaged 135 lunches per day.

PLEASANT VALLEY CITIZENS:

State Representative Jack Rader spoke about the State Budget and Basic Education Funding. Currently Basic Education Funding is distributed on new funds using the new Basic Education Funding Formula, and hold harmless for existing funds. Representative Dave Parker is proposing distributing 75% of new money using the Basic Education Funding Formula, which means that PV would get \$100,000 vs. the \$400,000 the district is currently receiving in new funds. He requested direction in light of the fact that PV receives about 40% of funding from the state. At this time the Board is not interested in that proposed funding distribution. Representative Rader asked the amount of funds the school district would need to receive from the state to not raise taxes next year. Ms. Famularo said that PV would need about \$1.1 million dollars next year. Representative Rader responded that the amount of funds needed may not be possible.

Mr. Gould announced that the Board will hold an executive session immediately following this meeting.

ADJOURNMENT

There being no further business to come before the Board, Mr. Peeters motioned, seconded by Mr. Serfass to adjourn the meeting at 8:24 PM.

CARRIED

Respectfully submitted,

Susan Famularo, Board Secretary

Debra L. Duff, Board Recorder

Next regularly scheduled Board of Education meeting: August 25, 2016 @ 8:00 PM