

PLEASANT VALLEY SCHOOL DISTRICT

Brodheads ville, PA 18322

Board Approved 9-8-16

Minutes of the August 25, 2016 Board of Education Meeting

CALL TO ORDER:

The regularly scheduled meeting of the Pleasant Valley School District Board of Education was held on August 25, 2016 and called to order by Russell Gould, President, at 8:00 PM. The Pledge of Allegiance was led by Mr. Len Peeters 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, Shavonne Liddic, Mathematics Supervisor, Keri Ramsay, Reading Supervisor, Monica Kotzmann, Administrative Assistant to the Business Manager, Diane Siani, Assistant Supervisor of Special Education.

Building administrative staff in attendance: John Gress, Bob Hines, Rocco Seiler, Erica Greer, Roger Pomposello, Tresa Malligo, Mark Boos, Dave Pacchioni, Cassandra Herr, Josephine Fields.

School Solicitor in attendance: Daniel Corveleyn, Esq.

Notification of Executive Session: Mr. Gould announced that an executive session was held on August 25, 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. Mr. Gould also announced that there will be an executive session following this meeting.

Good News: All Sports Club

Ms. Sue Fahrenkoft, President of the All Sports Club, recognized Ms. Maryclaire Hosking, Vice President and Ms. Barbara Bard, Treasurer, and on behalf of the Executive Board, thanked the maintenance department for the great improvements that have been made to the concession stand. She stated that \$5,000 in new equipment was purchased which will increase efficiency and profits for the benefit of the students. Ms. Fahrenkoft thanked the Board for their continued support. On behalf of the Board, Mr. Gould thanked the All Sports Club for all that they do for our students.

Pleasant Valley Citizens:

Mr. Jeff Kaye, Chestnuthill Township, spoke about the paw print painting event for the senior class. He questioned why certain political statements are deemed inappropriate to be painted on his son's paw print. He stated that his son is interested in politics and has gone to political rallies and his paw print was blacked out because he put "Trump 2016." Ms. Geary explained that while it is wonderful that his son is excited about the political arena, our policy #707 prohibits anything that is of a political nature on school property. She stated that we are a public facility and advertisement supporting one political party or another is inappropriate. In addition, Ms. Geary stated that the paw print painting event is to promote the senior class. Any other advertisements on school property must follow our guidelines as well. Mr. Kaye asked for the Board's consideration to possibly expand what they can put on their paw prints.

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

Ms. Kresge motioned, seconded by Mr. Serfass to approve the minutes of the Board of Education meeting held on August 11, 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 – 8-12-16 to 8-25-16

ROLL CALL: 8-0 CARRIED

The Accounts Payable (#3.b.) approved at the August 11, 2016 Board meeting was provided and attached to the agenda for informational purposes.

OLD BUSINESS

Solicitor: Daniel Corveleyn, Esq. – No report.

NEW BUSINESS

Monroe Career & Technical Institute: Ms. Linda Micklos – No report.

Colonial IU20: Mr. Daniel Wunder – No report.

PSBA Legislative Liaison Report: Ms. Susan Kresge –

Ms. Kresge stated that she has received the election ballots from PSBA for next year’s officers and also for the insurance trustees. She stated that there is no opposition to any of these elections and will provide the paperwork to Ms. Famularo for inclusion on her Board report in September for the Board’s approval.

SUPERINTENDENT-REPORT/REQUESTS: Ms. Carole Geary

Agenda item #6.a. – The following policies were noted for a second reading. Ms. Geary stated that if there are any questions and/or changes to let her know. She also stated that Policy No. 302 was provided with recommended changes made by Mr. Wisser.

- Policy No. 300 - Ethical Behavior of District Staff
- Policy No. 301 - Creating a Position
- Policy No. 302 - Employment of Superintendent/Assistant Superintendent
- Policy No. 304 - Employment of District Staff
- Policy No. 305 - Employment of Substitutes and Short-Term Employees

Agenda item #6.b. – The following policies were provided for a first reading:

- Policy No. 306 - Employment of Summer School Staff
- Policy No. 307 - Student Teachers/PDS Students/Interns/Student Observers
- Policy No. 308 - Employment Contract/Board Resolution
- Policy No. 309 - Assignment and Transfer
- Policy No. 311 - Suspension/Furloughs

Agenda item #6.c. – Other: Ms. Geary stated that it was a great opening day for staff. She was at PVE and PVI for find your classroom day which went very well. In addition, Ms. Geary stated that the in-service days went well and a survey will be sent out. She noted that, as suggested by a Board member, the Board members as well as the administrative team were in blue and white to celebrate the opening of the school year.

HUMAN RESOURCES: Dr. John T. Burrus

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

Approval of #7.a.1. through #7.a.4 – Hiring of Personnel Regular appointment (pending receipt of all required paperwork):

| | Name | Position | Salary | Location | Start Date |
|----|---------------------|--------------------------------------|---------------------------------|-----------------|--|
| 1. | Beth Green | Full-time Paraprofessional Associate | \$21,779 | PVE | August 23, 2016 |
| 2. | Christina Heckelman | Long-Term Substitute Teacher, Gr. 5 | BS, Step 1 - \$41,800, prorated | PVI | August 23, 2016 continuing through on or about November 18, 2016 |
| 3. | Jodi Kresge | Daily Substitute Teacher | \$100.00 / day | District | August 29, 2016 |
| 4. | Joanne Aruta | Full-time Paraprofessional | Step E1, \$21,779.00 | PVI | August 24, 2016 |

ROLL CALL: 8-0 CARRIED

Mr. Peeters motioned, seconded by Ms. Kresge to table item #7.a.5. for a future meeting pending the process of her certificate.

| | | | | | |
|----|-------------|---------------------|---------------------------------|-----|-----|
| 5. | Jodi Kresge | Speech and Language | Masters, Step 1, \$45,800.00 | PVI | TBD |
|----|-------------|---------------------|---------------------------------|-----|-----|

CARRIED

Mr. Peeters motioned, seconded by Ms. Kresge to approve #7.b. through #7.e. as follows:

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

| | Name | Position | Salary | Start Date |
|----|------------------|--|-----------------------|-----------------|
| 1. | Stephanie Kramer | Full-time Paraprofessional Associate - PVE | Level E2, \$22,389 | August 23, 2016 |

Approval of #7.c. – The following leaves of absence, employees being responsible for benefit payments:

| | Name | Position | Leave | Days | Dates |
|----|------------------|-----------------------|-------------------------------------|---|---|
| 1. | MaryAnne Barlak | Food Service Employee | Leave without pay | Six (6) during 2014-2015 school year and entire 2015-2016 school year | June 5, 6, 9, 10, 11, and June 12, 2016, and 2015-2016 school year |
| 2. | Dale Klausman | Custodian, PVMS | Family & Medical Leave | Three (3) ten hour days | June 27 (1/2 of ten hour day), July 6, (1/2 of ten hour day), and July 11 & 12, 2016 (two, ten hour days) |
| 3. | Barbara Kuntzman | Custodian, PVMS | Intermittent Family & Medical Leave | One-half (1/2) | June 30, 2016 |
| 4. | Loretta Snyder | Teacher, PVMS | Family & Medical Leave | Four (4) | January 28, 2016 with a return to service date of February 3, 2016 |

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

1. Robin Bank, from part-time paraprofessional position at PVE, effective August 12, 2016.
2. Christine Butler, from part-time paraprofessional position at PVHS, effective August 11, 2016.
3. Katarzyna Oleksa, part-time food service employee at PVE, effective July 18, 2016. Ms. Oleksa wishes to remain on the substitute custodian, food service, and security sub lists.
4. Colleen Schmidt, part-time paraprofessional, PVHS, effective August 17, 2016.
5. Rachel Voulo, part-time paraprofessional, PVE, effective June 3, 2016.
6. Martina Zaragoza, part-time paraprofessional, PVHS, effective June 3, 2016.
7. Perma Borger, food service, effective August 22, 2016

Approval of #7.e. – The following Employee Handbooks:

- 2016/2017 Pleasant Valley High School Employee Handbook
- 2016/2017 Pleasant Valley Middle School Employee Handbook
- 2016/2017 Pleasant Valley Elementary and Intermediate Employee Handbook

ROLL CALL: 8-0 CARRIED

CURRICULUM/STAFF DEVELOPMENT: Mr. Kenneth Newman

Agenda Item #8.c. – Informational – Ms. Keri Ramsay provided a written ELA update which was attached to the agenda.

SUPPORT SERVICES: Mr. Joshua Krebs (Dr. Burrus reported in Mr. Krebs's absence)

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

Approval of #9.a. – The following field trip requests:

A. Grade/Organization: PVHS Marching Band

Teacher(s) Involved: Jim DeVivo
Destination: J. Birney Crum Stadium, Allentown
Date(s): 9/3, 9/16, 10/7/16
District Buses Needed (#): 3
Cost Per Student:

B. Grade/Organization: PVHS Marching Band

Teacher(s) Involved: Jim DeVivo
Destination: Pocono Mtn East HS
Purpose: To perform to best of our ability
Date(s): 9/24, 10/21/16
District Buses Needed (#): 3
Cost Per Student:

C. Grade/Organization: PVHS Marching Band

Teacher(s) Involved: Jim DeVivo
Destination: Nazareth Area HS
Purpose: To play to our best ability
Date(s): 10/8/16
District Buses Needed (#): 3
Cost Per Student:

D. Grade/Organization: PVHS Marching Band

Teacher(s) Involved: Jim DeVivo
Destination: North Warren HS
Purpose: To play to our best ability
Date(s): 10/15/16
District Buses Needed (#): 3
Cost Per Student:

E. Grade/Organization: PVHS Marching Band

Teacher(s) Involved: Jim DeVivo
Destination: West Chester University
Purpose: To play to our best ability
Date(s): 10/29/16
District Buses Needed (#): 3
Cost Per Student:

Approval of #9.b. - Co-Curricular Resignation: Resignation of Stacey McKee as Key Club Advisor.

Approval of #9.d. – Permission to Discard Metorex Model 120 Metal Detector from PVHS.

Approval of #9.e. – 2016-2017 Fall Coaching Position: Tennis – JV Assistant: Laura Ammerman, retroactive to August 24, 2016.

ROLL CALL: 8-0 CARRIED

Agenda Item #9.c. – Informational: District Events August 26, 2016 - September 8, 2016 was provided and attached to the agenda.

BUILDING REPORTS:

Pleasant Valley Elementary School: Ms. Erica Greer

Ms. Greer provided a written informational report. In addition, she stated that it was a wonderful staff opening and all presentations for new teachers were great. She thanked all involved and thanked the maintenance staff for their work on the building.

Pleasant Valley Intermediate School: Ms. Cassandra Herr

Ms. Herr provided a written information report. In addition, she thanked Mr. Wunder for speaking at the staff opening day meeting. She said that positive comments were made by new families who moved in which is a testament to our staff. She thanked all those who provided presentations for new staff, etc.

Pleasant Valley Middle School: Mr. Rocco Seiler

Mr. Seiler provided a written informational report. In addition, he said that the “Meet the Principal” and “Find Your Classroom” days were well attended and went well. He said all are excited to begin the new school year.

Pleasant Valley High School: Mr. John Gress

Mr. Gress provided a written information report. In addition, he stated all are ready to start the new school year. He thanked all for getting the building ready for the start of the school year. He also stated that the paw painting event went well.

BUSINESS MANAGEMENT: Ms. Susan Famularo

Mr. Serfass motioned, seconded by Mr. Wunder to approve agenda item #11 as follows:

Approval of Agenda item #11.a. – Cafeteria Accounts Payable for July 31, 2016 – Total amount: \$40,702.71; Bills payable for July 2016 – Total amount: \$11,119.48.

Approval of Agenda item #11.b. – The following contracts:

- A. Jostens Yearbook Agreement for 2017, 2018, and 2019 – Pleasant Valley High School Yearbook - Cost: Approximately \$29,000.00.
- B. Trane. Cost: \$3,493.00. Replacement of the chilled water pump, VFD on P-04 at the Polk Elementary School.
- C. Suntex International. Cost: \$6,060.00. Math Program for Pleasant Valley Intermediate School.
- D. The Graham Academy. Cost: \$155.00/day for classroom instruction. Speech, Occupational and Physical Therapy will be provided through Encore Therapy Services at \$115/hour. Additional Services if needed as listed below:
 - Board Certified Behavior Analyst - \$80/hour
 - Applied Behavior Analysis Technician - \$40/hour
 - Licensed Professional Counseling Services - \$85/hour
 - Crisis Intervention Services - \$60/hour
 - Toilet Training - \$40/hour
 - One-time New Student Enrollment Fee - \$10
 - Extended School Year (ESY) Program (Summer 2017) - \$78/day
 - Effective August 22, 2016 and expires on June 30, 2017.
- E. Colonial Intermediate Unit #20 to provide services as needed for the 2016-2017 school year.
 - Psychiatric Evaluation \$270.54
 - Psychiatric Amendment \$108.21
 - Fee for No Show Appointment \$108.21
 - Fee for Cancellation - Less than 48 Hours' Notice \$108.21
- F. Colonial Intermediate Unit #20. Cost: Not to exceed \$39,065.40. To provide an associate teacher for direct, one-on-one services at the following location: Five Points Elementary School - Autistic Support
- G. Stacy G. Axelman, M.A., CCC. Cost: Not to exceed \$5,000. Speech and Language Pathologist evaluation.
- H. Monroe County Conservation District/Monroe County Environmental Education Center and PVSD for the 2016-2017 school Year. Cost: Kindergarten - Winter Bird Feeding - \$3.00/student; First Grade - Kettle Creek Classroom visit and field trip - \$110/class.
- I. Mad Science of Lehigh Valley. Cost: \$95 per participant. Eight (8) week after-school program to be held at Pleasant Valley Elementary School for the 2016-2017 school year. Two (2) free introductory assemblies.

Approval of #11.c. – Letter of Agreement for Title I Services with Colonial Intermediate Unit 20. Agreement shall commence on August 29, 2016 and terminate on June 1, 2017.

Approval of #11.d – The following invoices are recommended for payment from the Bond Fund as indicated.

2006 Bond Fund as per attached \$320,532.01

ROLL CALL: 8-0 CARRIED

Agenda item #11.i. – Informational: Student Activity Accounts; District Investment Report

- A. Student Activity Accounts
 - Beginning Balance, July 1, 2016: \$224,252.87
 - Receipts: \$531.13
 - Expenditures: \$3,057.80
 - Ending Balance, July 31, 2016: \$221,726.20
- B. District Investment Report for July 31, 2016

SOLICITOR: Daniel Corveleyn, Esq. –

Mr. Corveleyn stated that he attended the Solicitor's Conference at Penn State on July 14th and 15th. He stated that he now serves on the Board of Directors of the Solicitors Association. He reviewed the topics

covered at the conference including arbitration, accommodating transgender students, special education – seminar on how to keep other students safe in an educational setting; and social media. Attorney Levin presented on school law best practices and on October 13th Mr. Levin will be presenting in Hershey which he will attend as well. In addition, the anatomy of the school board meeting – best practices and compliance on the Sunshine Law was covered. Mr. Corveleyn will expand on this topic at a future meeting at the Board's convenience. Mr. Corveleyn said that his attendance at this conference was at no cost to the district.

PLEASANT VALLEY SCHOOL DIRECTORS: None.

PLEASANT VALLEY CITIZENS: None.

ADJOURNMENT

There being no further business to come before the Board, Mr. Serfass motioned, seconded by Mr. Peeters 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: September 8, 2016 @ 8:00 PM