

PLEASANT VALLEY SCHOOL DISTRICT

Brodheadsville, PA 18322

Minutes of the March 9, 2017 Board of Education Meeting

Board Approved 3-23-17

CALL TO ORDER:

The regularly scheduled meeting of the Pleasant Valley School District Board of Education was held on March 9, 2017 and called to order by Russell Gould, President, at 8:00 PM. The Pledge of Allegiance was led by Mr. Bob Serfass 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, Brodheadsville, PA 18322.

Roll Call - School Board Recorder: Ms. Debra Duff

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

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, Shavonne Liddic, Mathematics Supervisor, Travis Serfass, Director of Buildings and Grounds.

School Solicitor in attendance: Daniel Corveleyn, Esq.

Notification of Executive Session: Mr. Gould announced that an executive session was held on March 9, 2017 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.

Writing Pilot (Lucy Calkins' Units of Study for Writing Pilot: Grades 1-8): Ms. Keri Ramsay –

Ms. Ramsay provided a presentation to update all on how the pilot is going this year. She said that two teachers in each grade level grades 1 through 8 have agreed to be a part of the pilot in order to improve writing instruction. She said that the Lucy Calkins' pilot components include predictable patterns of mini-lessons, independent writing, conferencing, and sharing and has helped to build teachers' confidence as teachers of writing and to increase students' ability to write. Ms. Ramsay turned the presentation over to the teachers present – Ms. Kern, Grade 1, Ms. Tracy Hauze and Kathy Lauchnor, Grade 2, Ms. Kristin Wolf, Grade 3, Ms. Erica Neff and Ms. Leticia DePipi, Grade 4, and Ms. Heather Kleinle, Grade 5. All teachers expressed their appreciation for this pilot program highlighting how it has helped them as teachers and has made students excited about writing. Ms. Wolf shared some writings done by her students. Students present shared their writings with individual Board members. Ms. Ramsay thanked all the teachers for their dedication to this program and stated that moving forward it will include problem solving, professional development, and a plan to roll out to all teachers. Ms. Geary and the Board thanked Ms. Ramsay and all teachers and students present.

MCTI Budget Presentation: Ms. Carolyn Shegelski and Ms. Diane Serfass –

Ms. Serfass presented the MCTI budget. She reviewed the entire budget and stated that Pleasant Valley's share without the budgetary reserve is \$2.2 million and with the budgetary reserve is \$2.3 million. The budget was provided to Board members and an opportunity to ask questions was given. Ms. Kresge thanked both Ms. Shegelski and Ms. Serfass and stated that they are doing a great job in meeting our students' needs and expressed her appreciation. Ms. Micklos thanked Ms. Serfass and Ms. Shegelski for sharing the budget at this meeting.

Pleasant Valley Citizens:

Mr. Joe Morency, Ross Township, praised the previous writing pilot presentation. Mr. Morency expressed his concern about a pollution problem in our area and suggested getting the students involved in programs to help eliminate littering. He shared his ideas with the Board suggesting the possibility of holding assemblies, homework assignments, among other things, to grow awareness of why littering is bad. Mr. Gould said that getting younger students involved would be great. Ms. Ramsay stated that during the summer and reading camp the theme will be "Build a Better World" which will include the need for "clean up", information on recycling, and the harm of littering teaching students how to be a better citizen and how to take care of our world. Ms. Micklos suggested the possibility of incorporating littering education into the writing pilot program assignments. Mr. Newman stated that there are resources we can get from the state and that essay and poster contests could be held. Mr. Morency thanked the Board and offered his help in any way on this issue.

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 February 23, 2017.

CARRIED

TREASURER’S REPORT: Mr. Bob Serfass

Ms. Micklos motioned, seconded by Ms. Kresge to approve agenda item #3 as was attached, as follows:

- Approval of #3.a. Accounts Payable – 2-1-17 to 2-28-17 (Manual Checks)
- Approval of #3.b. Accounts Payable – 3-1-17 to 3-9-17
- Approval of #3.c. Trial Balance/Financial Statement 2-28-17
- Approval of #3.d. Asset Cost Summary 2-28-17
- Approval of #3.e. Condensed Board Summary/Expenditures-Revenues 2-28-17

ROLL CALL: 4-0-1 CARRIED
Abstained on #3.b. – Check No. 00217002
(Abstention form attached)

The Accounts Payable (#3.f.) approved at the February 23, 2017 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 –

Ms. Micklos stated that she was unable to attend the last meeting but Ms. Kresge reported that routine business was held. In addition, she stated that the auditing firm was at the meeting and presented their year end June 30th audit and Ms. Kresge stated that it was a clean audit. A workshop to look at items that might need to be done within the school will be scheduled.

PSBA Legislative Liaison Report: Ms. Susan Kresge –

Ms. Kresge expressed concern about the AHCA (American Health Care Act). Ms. Famularo said it will have an impact on our ACCESS funding.

SUPERINTENDENT-REPORT/REQUESTS: Ms. Carole Geary

Agenda item #6.a. – The enrollment report as of March 1, 2017 was provided and attached to the agenda. Ms. Geary stated that there is a decline in high school students due mostly to enrollment in cyber programs but overall enrollment has dropped less than ten students.

Ms. Kresge motioned, seconded by Mr. Serfass to approve Agenda items #6 as follows:

Approval of Agenda item #6.b. – Homebound instruction as follows: Per Board policy, re-evaluation will be done in ninety (90) days.

Student No.	Reason
HB #105628-M	Medical, retroactive to 2/8/17

Approval of Agenda item #6.c. – The following policies:

- Policy No. 705.1 – Standard Operating Procedures for School Police Authorized to use Weapons
- Policy No. 706 – Property Records
- Policy No. 706.1 – Disposal of School District Property
- Policy No. 707 – Use of School Facilities
- Policy No. 708 – Lending of Equipment and Books
- Policy No. 709 – Building Access Security

ROLL CALL: 5-0 CARRIED

Agenda item #6.d. – The following policies were noted for a second reading:

- Policy No. 709.1 – Video Surveillance/Recordings
- Policy No. 710 – Use of Facilities by Staff
- Policy No. 711 – Parking and Traffic Enforcement
- Policy No. 713 – Trespass and Disregard of School Property - Delete

- Policy No. 715 – Use of Electronic Communications – Delete
- Policy No. 716 – Integrated Pest Management
- Policy No. 717 – Cellular Telephones
- Policy No. 718 – Service Animals in Schools

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

- Policy No. 800 – Records Management
- Policy No. 801 – Public Records
- Policy No. 802 – School Organization
- Policy No. 803 – School Calendar
- Policy No. 804 – School Day
- Policy No. 805 – Emergency Preparedness

Agenda item #6.f.: Other:

Ms. Geary stated that she was in attendance at an awards program and that Pleasant Valley was for the second year recognized as one of the top workplaces in Lehigh Valley. She said that 700 companies in Lehigh Valley were surveyed and Pleasant Valley was one of the top 40 recognized. She presented a plaque to Board President Russ Gould and also referred to a flyer that was in the Morning Call today which is available to all. Ms. Geary also addressed legislation concerning health reform and stated that we received a call to action from PSBA today. Ms. Geary stated that of particular concern is about a piece of the health care reform being discussed which is the ACCESS program. She stated that we take advantage of this program in the amount of \$300 to \$400 thousand annually. She expressed concern on how this will affect the child with significant needs and the difficulty in providing services to these children without funding. Ms. Geary was provided a form letter to address to senators and congressman so that they understand the impact this will have on our students. The letter will be made available to the Board and will also be placed on our website. Ms. Famularo said that the AHCA will have a significant impact (over 1 mill in taxes) on federal funding resources.

HUMAN RESOURCES: Dr. John T. Burrus

Ms. Kresge motioned, seconded by Ms. Micklos 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.	Julie Borruso	Substitute Teacher - H&PE/Family & Consumer Science/English 7-12	Per Board Policy		TBD
2.	Marybeth Serfass	04 Emergency Substitute for LTS Business Education position	\$41,800.00 pro-rated	PVHS	Effective March 10, 2017 until the last instructional day of the 2016/2017 academic school year.

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

	Name	Position	Salary	Start Date
1.	Talitha Graham	Winter Remediation Teacher (full stipend) Math/Science	Per Supplemental Contract	February 3, 2017
2.	Marybeth Serfass	04 - Emergency Permit LTS Business Education	\$41,800, prorated	March 10, 2017
3.	Debra Stewart	Winter Remediation Teacher (full stipend) Special Education	Per Supplemental Contract	February 3, 2017
4.	Danielle Unger	Winter Remediation Teacher (full stipend) English	Per Supplemental Contract	February 3, 2017

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

	Name	Position	Leave	Days	Dates
1.	Carol Bastos	Full-time Paraprofessional Associate, PVI	Leave without pay	Two (2)	February 16 & 17, 2017
2.	Stephanie Bush	Part-time Paraprofessional Associate, PVE	Leave without pay	Three (3)	February 15, 23, & 24, 2017
3.	Jane Cadotte	Monitor, PVHS	Leave without pay	Two (2)	February 22 & 28, 2017

4.	Beverly Cascioli	Custodian, PVHS	Leave without pay	Four (4)	February 14, 15, 27, & March 3, 2017
5.	Diana Graziano	Part-time Paraprofessional Associate, PVE	Leave without pay	Two (2)	February 14 & 15, 2017
6.	Erica Greer	Principal, PVE	Child-rearing Leave	Ten (10)	March 29-April 11, 2017
7.	Joseph Hovan	Food Service Employee, PVE	Leave without pay	Seven (7)	February 1, 2, 6, 7, 8, 15, & 16, 2017
8.	Barbara Kuntzman	Custodian, PVMS	Intermittent Family & Medical Leave	Five (5)	February 10, 14, 15, 16, & 17, 2017
9.	Sarah LaBar	Part-time Paraprofessional Associate, PVHS	Leave without pay	One (1)	February 21, 2017
10.	Jaclyn Novak	Part-time Paraprofessional Associate, PVE	Leave without pay	Two (2)	March 9 & 10, 2017
11.	Katarzyna Oleksa	Food Service Employee, PVE	Leave without pay	One (1)	February 7, 2017
12.	Angela Pachuta	Teacher, PVE	Leave without pay	One (1)	January 24, 2017
13.	Angela Rivera	Part-time Paraprofessional Associate, PVE	Leave without pay	Two (2)	February 16 & 17, 2017
14.	Jill Skinner	Part-time Paraprofessional Associate, PVE	Leave without pay	One (1)	February 23, 2017
15.	Brigitte Endrulat	Part-time Paraprofessional Associate, PVMS	Leave without pay	One (1)	
15.	Zdenka Hic	Food Service Employee, PVHS	Leave without pay	Twenty-five (25)	February 27-March 31, 2017
16.	Susan Marcin	Part-time Paraprofessional Associate, PVHS	Leave without pay	Two (2)	March 24 & 27, 2017
17.	Barbara Partyka	Food Service Employee, PVE	Leave without pay	One (1)	February 24, 2017

Approval of #7.d. – Resignation: Patrick Maurath, part-time paraprofessional associate at PVMS, effective March 17, 2017.

Approval of #7.e. – Sabbatical 2017-2018 School Year: Erica Greer, PVE Principal – sabbatical for the purpose of professional development as outlined in Policy 338 and the PA School Code. The sabbatical will be for the 2017-2018 school year.

Approval of #7.f. – Support Staff Conditional Retirement Incentive Memorandum of Understanding between the Pleasant Valley School District and the Pleasant Valley Education Support Professionals Association with regard to the 2016-2017 school year Conditional Retirement Incentive. This incentive is based on a minimum of five (5) support staff employees who agree to participate as outlined in the attached Memorandum of Understanding document.

ROLL CALL: 5-0 CARRIED

CURRICULUM/STAFF DEVELOPMENT: Mr. Kenneth Newman

Agenda item #8.a. – None.

Agenda item #8.b. – Informational –A written mathematics report by Ms. Shavonne Liddic was 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 Agenda item #9.a. – 2016-2017 Spring Coaching Position:

Boys Tennis: Volunteer: Ralph Weichand

Approval of Agenda item #9.b – Long Term Substantial Volunteer:

PVE: Sharon Pal

Approval of Agenda item #9.c. – 2016-2017 Intramural Advisors:

PVHS Volleyball PVI Gym Tuesdays and Thursdays March 14, 2017 to June 6, 2017

Advisor: John Gesiskie; Co-Advisors: Kathleen Gesiskie and Drew Dymond

Approval of Agenda item #9.d. – Facility Use Requests:

A.	Organization	Forward Motion walk/run program
	Facility Requested	PV Grounds (PVMS and PVHS)
	Purpose	Running / Walking Program
	Dates/Times	Tuesday's April 11, 2017 – June 13, 2017 6:00 pm – 7:30 pm
	Requestor	Tricia D'Imperio
	Attendance	100
	Tuition	N/A
	Fee by District	Class 3, All Appropriate Fees Apply
B	Organization	Northeast Titans Baseball
	Facility Requested	PVHS Old Gymnasium
	Purpose	Baseball Workouts
	Dates/Times	Sunday's March 12, 2017 - April 30, 2017 12:00-2:00pm
	Requestor	TJ Murphy
	Attendance	20
	Tuition	N/A
	Fee by District	Class 3, All Appropriate Fees Apply
C	Organization	PV Cubs
	Facility Requested	PVHS Old Auditorium Lobby
	Purpose	Football / Cheerleading Registration
	Dates/Times	Monday April 10, 2017 5:30pm – 8:00pm
	Requestor	Sophia Izzo
	Attendance	50
	Tuition	N/A
	Fee by District	Class 3- All Appropriate Fees Apply
D	Organization	PV Cubs
	Facility Requested	Stadium and Restrooms
	Purpose	Football /Cheerleading Camp
	Dates/Times	Monday – Friday July 24, 2017 – July 28, 2017 5:30pm – 8:00pm
	Requestor	Sophia Izzo
	Attendance	250
	Tuition	N/A
	Fee by District	Class 3- All Appropriate Fees Apply
E	Organization	PV Cubs
	Facility	PVHS Stadium, restrooms, concession stands

	Requested	
	Purpose	Football Games
	Dates/Times	Sundays August 27, 2017 – November 19, 2017 8:00am – 5:00pm
	Requestor	Sophia Izzo
	Attendance	300
	Tuition	N/A
	Fee by District	Class 3, All Appropriate Fees Apply
F	Organization	PV Cubs
	Facility Requested	MS Football Field / MS Football Practice Field
	Purpose	Football / Cheerleading Practice
	Dates/Times	Monday – Friday July 31, 2017 – September 22, 2017 6:00 – 8:00pm
	Requestor	Sophia Izzo
	Attendance	250
	Tuition	N/A
	Fee by District	Class 3- All Appropriate Fees Apply
G	Organization	PV Cubs
	Facility Requested	PVHS Football Practice Field
	Purpose	Football / Cheerleading Practice
	Dates/Times	Monday – Friday September 25, 2017 – November 17, 2017 6:00 – 8:00pm
	Requestor	Sophia Izzo
	Attendance	250
	Tuition	N/A
	Fee by District	Class 3- All Appropriate Fees Apply

Approval of Agenda item #9.e. – Field Trip Request:

Organization: PVI 6th Sense

Teacher(s) Involved: Nadia Gauronsky

Destination: Panther Valley High School

Purpose: To compete against other schools.

Date(s): May 2, 2017 and May 3, 2017

District Buses Needed: Yes

Cost Per Student:

Cost for District:

ROLL CALL: 5-0 CARRIED

Agenda item #9.f. – Informational: District Events March 10, 2017 through March 23, 2017.

BUSINESS MANAGEMENT: Ms. Susan Famularo

Ms. Kresge motioned, seconded by Ms. Micklos to approve agenda item #10 as follows:

Approval of Agenda item #10.a. – Cafeteria Fund:

A. Cafeteria Accounts Payable for March 9, 2017

Total amount: \$13,622.85

B. Cafeteria Fund - Asset Cost Summary - February 2017

Approval of Agenda item #10.b. – Financial Statements: Recommendation that the Board accept the June 30, 2016 Financial Statements as prepared by Gorman & Associates, P.C.

Approval of #10.c. – The following contracts:

A. CSI. Cost: \$1,380.00. Preventative Maintenance of Fire Alarm at Polk Elementary School. Effective March 1, 2017 to February 28, 2018.

B. Decal Sale. Fundraiser for the Class of 2017. March 1, 2017 to April 1, 2017.

- C. Tyco SimplexGrinnell Service Solution. Cost: \$3,319.00/annually. Fire Alarm inspections and diagnostic tests at Pleasant Valley Elementary School. Effective March 1, 2017 to February 28, 2022.
- D. Tyco SimplexGrinnell Service Solution. Cost: \$879.00/annually. Fire Alarm inspections and diagnostic tests at Chestnuthill Elementary School. Effective March 1, 2017 to February 28, 2022.
- E. Data Management, Inc. - Time Clock Plus. Cost: \$1,576.38. Prorated Support through June 30, 2017.
- F. FanCloth. Clothing Sale, Fundraiser for Junior Class 2018 items. Effective March 2017 to April 2017.
- G. Stall Day. Pleasant Valley Intermediate School Fundraiser for student activities. Effective March 24, 2017.

Approval of Agenda item #10.d. – Exoneration of penalty on 2016 school property taxes: Recommendation that the Board deny the tax payer request for exoneration of penalty on parcel number 13/10C/3/15/.

ROLL CALL: 5-0 CARRIED

Agenda item #10.e. – Informational: Student Activity Accounts

Beginning Balance, February 1, 2017: \$278,633.84
 Add Receipts: \$26,963.98
 Expenditures: \$26,372.17
 Ending Balance, February 28, 2017: \$279,225.65

SOLICITOR: Daniel Corveleyn, Esq. – No report.

PLEASANT VALLEY SCHOOL DIRECTORS:

Ms. Micklos praised all involved with organizing the A Night of Unity event and said it was a great night including the student performances and activities.

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

PLEASANT VALLEY CITIZENS: None.

ADJOURNMENT

There being no further business to come before the Board, Mr. Serfass motioned, seconded by Ms. Kresge to adjourn the meeting at 9:00 PM.

CARRIED

Respectfully submitted,

Susan Famularo, Board Secretary

Debra L. Duff, Board Recorder

Next regularly scheduled Board of Education meeting: March 23, 2017 @ 8:00 PM