

PLEASANT VALLEY SCHOOL DISTRICT

Brodheads ville, PA 18322

**Minutes of the December 3, 2015 Board of Education Meeting**

**Board Approved 12-17-15**

**CALL TO ORDER:**

The regularly scheduled meeting of the Pleasant Valley School District Board of Education was held on December 3, 2015 and called to order by Board President Russell Gould at 8:11 PM. The Pledge of Allegiance was led by Mr. Ken Newman 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, Charles Hoffman, Treasurer, Linda Micklos, Sue Kresge, Bob Serfass, Daniel Wunder, Len Peeters. Absent: Dominick Sacci, Steve Borger, Vice President.

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

**School Solicitor in attendance:** Daniel Corveleyn, Esq.

**Notification of Executive Session:** Mr. Gould announced that an executive session was held on December 3, 2015 immediately prior to the regularly scheduled meeting and on November 19, 2015 immediately following the Buildings & Grounds meeting for the purposes of personnel matters, including, but not limited to performance and/or discipline; Negotiations; and Legal Issues.

**Pleasant Valley Citizens:** None.

Mr. Gould notified all present that this meeting was originally scheduled as the Organization Meeting of the Pleasant Valley School District Board of Education but due to the fact that an organization meeting must take place the first week after the first Monday in the month of December, the Organization Meeting has been rescheduled for Tuesday, December 8, 2015 at 8:00 PM. Mr. Gould stated that no business will be conducted other than the organization. He also stated that the next regular meeting is scheduled for Thursday, December 17, 2015.

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

Mr. Wunder motioned, seconded by Mr. Serfass to approve the minutes of the Board of Education meeting held on November 12, 2015.

CARRIED

**TREASURER'S REPORT: Mr. H. Charles Hoffman**

Mr. Peeters motioned, seconded by Mr. Wunder to approve agenda item #3 per attached, as follows:

Approval of #3.a. Accounts Payable – 11/1/15 to 11/30/15 (Manual Checks)

Approval of #3.b. Accounts Payable – 12-1-15 to 12-3-15 (Manual Checks)

Approval of #3.c. Trial Balance/Financial Statement 11-30-15

Approval of #3.d. Asset Cost Summary 11-30-15

Approval of #3.e. Condensed Board Summary/Expenditures-Revenues 11-30-15

ROLL CALL: 7-0 CARRIED

Abstained on #3.b.-Check No. 00212366:

Linda Micklos (Abstention Form attached)

The Accounts Payable (#3.f) approved at the November 12, 2015 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 reported that a meeting was held on Monday, November 23, 2015 for the purpose of interviews for the candidate for Director at MCTI. She stated that the total JOC was present and there were no recommendations for the position at that time. Ms. Micklos stated that they will continue to search for an individual to fill this position.

**Colonial IU#20: Mr. Daniel Wunder**

Mr. Wunder stated that the next meeting is scheduled for Wednesday.

**PSBA Legislative Liaison Report: Ms. Susan Kresge**

Ms. Kresge reported on information she received late this afternoon stating that budget negotiations continue and the Senate and the House of Representatives are expected to be in Harrisburg this weekend with tentative plans of finalizing a package sometime next week. She stated that PSBA is continuing their presence and is working with legislators to secure passage of issues of priority interest to our schools. Ms. Kresge went on to say that while no details on a budget compromise have been released, it has been suggested that the plan is likely to include a 350 million dollar increase for the basic subsidy using a new distribution formula. The formula is likely to be the one suggested by the Basic Education Funding Commission or some variation of it. An additional 50 million dollar increase may be provided for special education or directed to early childhood education. The budget may also include reimbursement to school districts for school construction or reconstruction projects that have not yet received reimbursement from the state after the Plancon Program.

**SUPERINTENDENT-REPORT/REQUESTS: Ms. Carole Geary (Mr. Newman reported in Ms. Geary’s absence)**

Agenda item 6.a. Enrollment as of December 2, 2015 as attached. Mr. Newman stated that we are down five students from November.

Ms. Kresge motioned, seconded by Mr. Peeters to approve agenda item #6 as follows:

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

- A. Policy No. 224. Care of School Property
- B. Policy No. 226. Searches
- C. Policy No. 227. Controlled Substances
- D. Policy No. 228. Student Government
- E. Policy No. 229. Student Fundraising

ROLL CALL: 7-0 CARRIED

Agenda item 6.d. – Other: Mr. Newman read a letter written by Ms. Caines, Special Education Supervisor on behalf of the District and the Special Education Department. The letter was a very heartfelt thank you to Mr. and Mrs. Murphy for their donation of a walker, booster seat chair, and physical therapy apparatus. Mr. Newman stated that items are being already used and expressed his gratitude for these very valuable items.

**HUMAN RESOURCES: Dr. John T. Burrus**

Ms. Micklos 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.	Kara Kern	Substitute Teacher-Citizenship 7-12	Per Board Policy		TBD
2.	Josephine Williams	Substitute Teacher-Early Childhood N-3	Per Board Policy		TBD
3.	Shannon Almond	Monitor	\$9.23/hr.	PVI	December 7, 2015
4.	Kristen Gschwend	LTS Teacher for Joseph Agolino’s transfer	\$41,400 Prorated	PVI	December 1, 2015 through the end of the 2015-2016 school year

5.	Ryan Murray	Substitute Custodian	Per Board Policy		TBD
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Approval of #7.b. – Extensions/Additions/Changes to Current Employee Assignments

	Name	From	Building	Salary	Start Date
1.	Katarzyna Oleksa	Substitute Food Service Employee to Part-time Food Service Employee	PVE	\$10.33/hr.	December 7, 2015
2.	Erica Smith	Part-time Paraprofessional Associate to Full-time Paraprofessional Associate	PVI	\$21,043/yr.	December 7, 2015
3.	Zdenka Hic	Substitute Custodian		Per Board Policy	TBD

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

	Name	Position/From/To	Date
1.	Joseph Agolino	Elementary Teacher, PVI to Social Studies Teacher, PVHS	December 1, 2015

Approval of #7.d. – The following Leaves of Absence (Employees are responsible for benefit payments):

	Name	Position	Leave	Days	Dates
1.	Gabrielle Bentley	Food Service Employee, PVMS	Leave without pay	Two (2)	November 23 & 24, 2015
2.	Sue Bongiovanni	Part-time Paraprofessional Associate, PVI	Leave without pay	Nineteen (19)	November 24, 2015 with a return to
3.	Deena Boyne	Administrative Secretary, District Office	Family & Medical Leave	Thirty (30)	January 2, 2016 with a return to service date of February 15, 2016
4.	Steve Caffrey	Teacher, PVHS	Family & Medical Leave	Four (4)	September 15, 2015 through September 21, 2015
5.	Ann Crimaldi	Teacher, PVMS	Family & Medical Leave	Eleven (11)	December 9, 2015 with a return to service date of January 4, 2016
6.	Wayne Davenport	Teacher, PVMS	Family & Medical Leave	Thirty-five (35)	November 2, 2015 with a return to service date of January 4, 2016
7.	Holly Lowe	Part-time Paraprofessional Associate, PVI	Leave without pay	One (1)	November 16, 2015
8.	Kathleen Maltez	Full-time Paraprofessional Associate, PVE	Leave without pay	Two (2)	January 28 & 29, 2016

9.	Nelia Marcheski	Access Coordinator, District Office	Family & Medical Leave	Eleven (11)	October 9, 2015 with a return to service date of October 26, 2015
10.	Laura Mason-Caiazzo	Teacher, PVHS	Revised from the September 24, 2015 Board Meeting - Family & Medical Leave	Sixty (60)	October 1, 2015 with a return to service date of January 8, 2016
11.	Amy Crilley	Part-time Paraprofessional Associate, PVE	Leave without pay	One (1)	October 14, 2015
12.	Brigitte Endrulat	Part-time Paraprofessional Associate, PVMS	Leave without pay	One (1)	November 23, 2015
13.	Nicole Rejment	Teacher	Unpaid Child- Rearing Leave through the end of the 2015-2016 school year		
14.	Ashley Smith	Part-time Paraprofessional Associate, PVE	Leave without pay	One (1)	September 17, 2015
15.	Dolores Walsh	Monitor, PVE	Leave without pay	One (1)	November 6, 2015

Approval of #7.e. – The following resignation: Jean VanVliet, Part-time Paraprofessional Associate, PVI, effective November 30, 2015.

ROLL CALL: 7-0 CARRIED

**CURRICULUM/STAFF DEVELOPMENT: Mr. Kenneth Newman -**

Agenda Item #8.b. – Mathematics Supervisor: Ms. Shavonne Liddic provided a written mathematics update.

**SUPPORT SERVICES: Mr. Joshua Krebs**

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

Approval of #9.a. – 2015-2016 Intramural Advisors

A. PVHS Baseball Monday through Friday 2:35 - 4:05 pm

Advisor: Charles Inserra

B. PVI Volleyball

Volunteer: Drew Diamond

C. MS/HS Volleyball

Volunteer: Drew Diamond

Approval of #9.b. – 2015-2016 Long Term Substantial Volunteers:

A. PVE – Darlene Arfken, Dana Fishon, Celeste Harris, Kimberly Helbo, Debra LaBarre, Beth Moses, Elizabeth Orlando, Dawn Squire, Natalie Warnitsky, Lisa Weingartner

Approval of #9.c. – 2015-2016 Supplemental/Co-Curricular Positions:

A. Resignations:

April Kresge as MS Assistant Drama Director and Rollene Gougher as MS Assistant Musical Director

B. Hires:

MS Assistant Drama Director: Roxanne Scott

MS Assistant Musical Director: April Kresge

Events Manager: Dan Beck

C. New Positions:

FBLA Assistant Advisor: Denise Hopely (Stipend of \$500)

Math Club Advisor: Shelly Piontkowski (Stipend of \$500)

D. Miscellaneous:

Increase the Pep Band stipend by approximately \$200 to cover 5 more games this Winter season.

Approval of #9.d. – 2015-2016 Fall Coaching Position:

Girls Soccer: Jr. High Assistant: Victoria Cimino

Approval of #9.e. – 2015-2016 Spring Coaching Position:

Softball: Volunteer: Michael Scheller

Approval of #9.f. – 2015-2016 Winter Coaching Position:

Winter Cheerleading: Interim Head Coach: Gigi Barton

Approval of #9.g. – PIAA Indoor Track and Field for 2016 only:

Students that qualify will be permitted to represent the Pleasant Valley School District at PIAA Indoor Track and Field Championships during the March 2016 events. All cost associated and transportation with the Championships will be the responsibility of the participating athletes.

ROLL CALL: 7-0 CARRIED

Mr. Krebs announced that PV is hosting the PIAA quarter final state playoff game on Friday night between Bishop McDevitt and Old Forge and will be telecast on Fox 56 and ESPN Radio.

Mr. Newman announced that the high school musical is scheduled for December 4<sup>th</sup>, 5<sup>th</sup>, and 6<sup>th</sup>.

Agenda Item #9.h. – Informational items included district events from December 4, 2015 – December 17, 2015 as listed in the agenda.

**BUSINESS MANAGEMENT: Ms. Susan Famularo**

Mr. Serfass motioned, seconded by Mr. Wunder to approve agenda item #10 as follows:

Approval of #10.a. – The following student placements:

Student #110215QJ - Vision Quest - Effective 11/2/15.

Student #091415CP - Summit Academy - Effective 9/14/15.

Student #091415RI - Summit Academy - Effective 9/14/15.

Approval of #10.b. – 2015-2016 Audit Budget Transfers per the attached.

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

A. Sadecky's Puppets. Cost: \$1,275. 2 shows to be held at Pleasant Valley Elementary School on March 11, 2016.

B. Mobile Ed Productions. Cost: \$3,200. SkyDome Planetarium - 4 shows to be held at Pleasant Valley Elementary School, February 8, February 9, February 10 and February 11, 2016.

C. Gertrude Hawk Chocolates. Fundraiser for Pleasant Valley Elementary School Student Activities, January 19, 2016 through February 8, 2016.

D. ThyssenKrupp Elevator Americas. Cost: \$7,260. Installation and monitoring elevator phones at Pleasant Valley High School, JCM wing, Administration Building and Elementary.

E. E-Rate Exchange, LLC. Cost: As per attached Schedule A, approximate cost \$7,500. E-Rate funding.

F. Spectrum of Floors. Cost: \$10,174. Replace Flooring at PVE.

ROLL CALL: 7-0 CARRIED

**SOLICITOR: Daniel Corveleyn, Esq.:** No report.

**PLEASANT VALLEY SCHOOL DIRECTORS:**

Ms. Micklos stated that two items were inadvertently left off the previous motion to approve the Human Resources report and as a result, Ms. Micklos motioned, seconded by Ms. Kresge to approve agenda item #7.f. and #7.g.:

Approval of #7.f. – Sabbatical Leaves of Absence:

1. Karla Eisenhauer, teacher PVMS, effective for the 2nd Semester of the 2015-2016 school year.
2. Laura Mason-Caiazzo, teacher PVHS, effective for the 2nd Semester of the 2015-2016 school year.

Approval of #7.g. – Internship Affiliation Agreement between the Pleasant Valley School District and Mansfield University of Pennsylvania. The term of the agreement shall be five years beginning December 3, 2015.

ROLL CALL: 7-0 CARRIED

Mr. Peeters stated that at the last meeting he spoke about his desire to provide a survey for employees to complete. He started the preliminary paperwork and handed it out to the Board for their input and opinion regarding getting this survey in motion.

**PLEASANT VALLEY CITIZENS:** None.

**ADJOURNMENT**

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

CARRIED

Respectfully submitted,

Susan Famularo, Board Secretary

Debra L. Duff, Board Recorder

Next scheduled Board of Education meeting (ORGANIZATION): December 8, 2015 @ 8:00 PM