

PLEASANT VALLEY SCHOOL DISTRICT

Brodheadsville, PA 18322

Minutes of the January 14, 2016 Board of Education Meeting

Board Approved 1-28-16

CALL TO ORDER:

The regularly scheduled meeting of the Pleasant Valley School District Board of Education was held on January 14, 2016 and called to order by Russell Gould, President, at 8:08 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, Len Peeters, Vice President Bob Serfass, Daniel Wunder, Delbert Zacharias, Linda Micklos, Sue Kresge. Absent: Charles Hoffman, Treasurer, 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, Monica Kotzmann, Administrative Assistant to the Business Manager, Shavonne Liddic, Mathematics Supervisor, Josh Krebs, Director of Support Services, Travis Serfass, Director of Buildings & Grounds.

School Solicitor in attendance: Gerard Geiger, Esq.

Notification of Executive Session: Mr. Gould announced that an executive session was held on January 4, 2016 for purposes of personnel matters, and on January 14, 2016 immediately prior to the regularly scheduled, for the purposes of personnel matters, including, but not limited to performance and/or discipline; Negotiations; and Legal Issues.

Pleasant Valley Citizens: None.

SECRETARY'S REPORT: Ms. Susan Famularo, Secretary

Mr. Serfass motioned, seconded by Mr. Wunder to approve the minutes of the Board of Education meeting held on December 17, 2015.

CARRIED

TREASURER'S REPORT: Mr. H. Charles Hoffman (Mr. Peeters reported in Mr. Hoffman's absence)

Ms. Kresge motioned, seconded by Mr. Serfass to approve agenda item #3 per attached, as follows:

Approval of #3.a. Accounts Payable – 12-18-15 to 12-31-15

Approval of #3.b. Accounts Payable – 12-1-15 to 12-31-15 (Manual Checks)

Approval of #3.c. Accounts Payable – 1-1-16 to 1-14-16

Approval of #3.d. Trial Balance/Financial Statement 12-31-15

Approval of #3.e. Asset Cost Summary 12-31-15

Approval of #3.f. Condensed Board Summary/Expenditures-Revenues 12-31-15

ROLL CALL: 7-0 CARRIED

Abstained on #3.a. Check No. 00212620: Linda Micklos

Abstained on #3.c. Check No. 00212748: Bob Serfass

(Abstention Forms Attached)

The Accounts Payable (#3.g.) approved at the December 17, 2015 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 monthly JOC meeting which was held on Monday, January 11th:

- Seventy-three MCTI students will participate in the Skills USA District 11 Competition and will be competing in 52 competitions on February 3rd at the Allentown Fairgrounds.

- The Adult Continuing Education fall semester has ended with 276 enrollments which was a 32% increase for the semester.
- The spring Adult Continuing Education brochure was designed, printed and mailed to all residents of Monroe County.
- A preliminary budget presentation for the 2016-2017 year will be given at the February 1st JOC meeting.
- A theft occurred over the holiday recess and police are continuing to investigate the incident. The last amount totaled \$7,616.55 which is covered by insurance but less the deductible.

Ms. Micklos stated that the next JOC meeting will be held on Monday, February 1st.

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

PSBA Legislative Liaison Report: Ms. Susan Kresge

Ms. Kresge reported that it is day 197 without a full state budget. She stated that six months' worth of funds have been released and as stated by Ms. Famularo, PV has received its share from July through December. Ms. Kresge also stated that a budget summit is being talked about for the 2016-2017 state budget to be held March 3rd. She stated that she has information with regard to the upcoming summit if anyone is interested.

Mr. Gould recognized State Representative Jack Rader who discussed the status of the budget and the negotiations that were occurring in Harrisburg.

SUPERINTENDENT-REPORT/REQUESTS: Ms. Carole Geary

Agenda item #6.a. – The enrollment report as of January 3, 2016 was provided.

Mr. Peeters motioned, seconded by Ms. Micklos to approve agenda item #6.b. as follows:
Homebound Instruction:

Request of Homebound Instruction (per Board policy, re-evaluation will be done in ninety (90) days)

Student No.	Reason
HB105201-I	Medical, retroactive to 12/24/15
HB103200-M	Medical, retroactive to 1/8/16

ROLL CALL: 7-0 CARRIED

HUMAN RESOURCES: Dr. John T. Burrus

Ms. Kresge motioned, seconded by Mr. Wunder 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.	Jasmine Hnedak	Substitute Paraprofessional	Per Board Policy		TBD
2.	Violetta Michiewicz	Substitute Teacher - Pre-K-4	Per Board Policy		TBD
3.	Katarzyna Oleksa	Substitute Custodian and Casual Security	Per Board Policy		TBD
4.	Christina Heckelman	LTS continuation position, Grade 3 for C. Kneebone	\$41,400 pro-rated	PVE	2nd Semester through the end of the 2015-2016 school year
5.	Denise Hopely	LTS continuation position, Business Education	\$41,400 pro-rated	PVHS	2nd Semester through the end of the 2015-2016 school year

6.	Jocelyn Shilling	LTS Health & Physical Education for Laura Mason-Caiazzo	\$41,400 prorated	PVHS	2nd Semester through the end of the 2015-2016 school year
7.	Adam DePaul	Substitute Teacher - English 7-12	Per Board Policy		TBD
8.	Shelley DePaul	Substitute Teacher - English 7-12	Per Board Policy		TBD
9.	Maria Sfetsas	Substitute Paraprofessional Associate/Secretary/Monitor/Food Service Employee	Per Board Policy		TBD
10.	Tricia Shann	Substitute Paraprofessional Associate/Secretary/Monitor/Food Service Employee	Per Board Policy		TBD

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

	Name	Position	Leave	Days	Dates
1.	Brigitte Endrulat	Part-time Paraprofessional Associate, PVMS	Leave without pay	Two (2)	December 11, 2015 and January 4, 2016
2.	Georgia Fernicola	Part-time Paraprofessional Associate, PVE	Leave without pay	One (1)	December 17, 2015
3.	Alexis Gebhart	Part-time Paraprofessional Associate, PVE	Leave without pay	One (1)	December 14, 2015
4.	Ludmila Healy	Monitor, PVI	Leave without pay	One (1)	January 8, 2016
5.	Deborah Kachmar	Full-time Paraprofessional Associate, PVHS	Family & Medical Leave	Twenty-seven (27)	December 18, 2015 with a return to service date of February 5, 2016
6.	Kristen Keller	Food Service Employee, PVE	Leave without pay	Three and one-half (3.5)	October 26, November 4, 1/2 day on October 28, and November 12, 2015
7.	Lorraine McCutchan	Administrative Secretary, Admin.	Family & Medical Leave	Sixty (60)	December 4, 2015 with a return to service date of March 7, 2016
8.	Katarzyna Oleksa	Food Service Employee, PVE	Leave without pay	One (1)	December 11, 2015
9.	Cindy Siekonic	Teacher, PVMS	Family & Medical Leave	Forty-four (44)	April 1, 2016 through the remainder of the 2015-2016 school year
10.	Ligia Delorme	Part-time Paraprofessional Associate, PVI	Leave without pay	One (1)	January 5, 2016
11.	Kimberly Kujawa	Part-time Paraprofessional Associate, PVHS	Leave without pay	One (1)	January 8, 2016
12.	Lindsay McKenna	Teacher, PVE	Unpaid Childrearing		Through the remainder of the

			Leave		2015-2016 school year
13.	Shannon Almond	Monitor, PVI	Leave without pay	One (1)	January 12, 2016
14.	Bongiovanni, Sue	Part-time Paraprofessional Associate, PVI	Leave without pay	Two (2)	January 6 & 7, 2016
15.	Amy Eckert	Part-time Paraprofessional Associate	Leave without pay	One (1)	January 5, 2016
16.	Barbara Partyka	Part-time Food Service Employee, PVE	Leave without pay	Three (3)	January 6-8, 2016

Approval of #7.c. – The following retirement: Susan Gentile, Part-time Paraprofessional Associate PVMS, effective December 21, 2015.

Approval of #7.d. – Professional Staff Conditional Retirement Incentive Memorandum of Understanding as per attached.

ROLL CALL: 7-0 CARRIED

CURRICULUM/STAFF DEVELOPMENT: Mr. Kenneth Newman

Agenda item #8.b. – Informational – Ms. Shavonne Liddic, Mathematics Supervisor, provided a written math update which was attached to the agenda.

Mr. Newman reported that Mr. Riccomini was in this week working with PVI and PVE staff as well as high school and middle school teachers. He stated that training was robust and the feedback he received was positive on how to adapt these strategies into our classrooms. Ms. Liddic added that the training was recorded so that all can benefit from the training.

Mr. Newman put together some information on Career Exploration Program at MCTI and asked that the Board take time to review the material concerning graduation requirements, NCAA eligibility, and information on the 9th grade program for academics and athletics. Mr. Newman said this will be discussed at a future meeting in more detail.

SUPPORT SERVICES: Mr. Joshua Krebs

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

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

- A. PVMS Weightlifting Monday - Friday, January 4, 2016 through April 29, 2016 2:45pm - 4:45pm – Advisor: Dan Beck
- B. PVHS Tennis Monday - Friday, March 2016 through May 2016 – Advisor: Ralph Weichand
- C. PVHS/PVMS Girls' Soccer Tuesdays and Thursdays 6-8:30pm/3-5pm and 8-10am February 2, 2016 through July 21, 2016 – Advisor: Derek Strohl
- D. Field Hockey Wednesdays 6pm - 9 pm December 9, 2015 through March 2, 2016 – Advisor: Angela Pachuta

Approval of #9.b. – Long Term Substantial Volunteers as follows:

- 1. Michelle Tyner - PVE
- 2. Heather Slutter- PVE
- 3. Michael Sauers- PVE

Approval of #9.c. – Discard two GE washers and one GE dryer from PVHS

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

1. Organization: FBLA:

Teacher(s) Involved: Melissa Ruschak

Destination: State Leadership Conference in Hershey PA

Purpose: To compete in the State Conference

Date(s) 4/10/16 to 4/13/16.

District Buses Needed: Yes

Cost Per Student: \$175

Cost for District: \$18,225.00 to cover lodging and meals for 47 students and staff

Approval of #9.e. – The following facilities use requests:

1.	Organization	West End Little League
	Facility Requested	PVHS Old Gymnasium
	Purpose	Winter Workouts and Try Outs
	Dates/Times	Friday's – (7:00pm-9:30pm) January 15, 2016 – March 25, 2016
	Requestor	Lisa Frable
	Attendance	20-30
	Tuition	N/A
	Fee by District	Class 3- All Appropriate Fees Apply
2.	Organization	Northeast Blizzard Cheerleading
	Facility Requested	PVHS New Gym, New Gym Concession, Wrestling room
	Purpose	Cheerleading Competition
	Dates/Times	Sunday, February 28, 2016 7am-5pm
	Requestor	Lisa Alverado
	Attendance	400
	Tuition	\$150.00 per team
	Fee by District	Class 4- All Appropriate Fees Apply

Approval of #9.f. – The following Volunteer Coaches:

1. Track: Volunteer: Amy Keller
2. Baseball: Volunteer: Jeremy Gigliotti

ROLL CALL: 7-0 CARRIED

Agenda item #9.g. – Informational: District Events from January 15, 2016 to January 28, 2016 was provided.

Agenda item #9.g. – Informational: The Cafeteria Participation Report was provided.

BUSINESS MANAGEMENT: Ms. Susan Famularo

Ms. Famularo stated that she is seeking the approval of the 2016-2017 preliminary budget and is taking the approach that we as a Board have taken in the past creating a budget with our estimated expenditures and revenues in particular our property tax revenue, and what our index is and any allowable exceptions. Ms. Famularo also stated that this is in compliance with the Act I timeline that the state has prescribed for us.

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

Approval of #10.a. – The 2016-2017 Preliminary Budget with appropriations in the amount of \$103,123,388 with a millage rate of 153.051 mills.

Prior to the roll call vote, Ms. Micklos thanked Ms. Famularo for putting the budget together and recognizes the challenges in doing so when having to use estimates and adhere to timelines. Ms. Famularo stated that we are following the requirements of the law. Ms. Micklos expressed her hope that Harrisburg takes action.

ROLL CALL: 7-0 CARRIED

Mr. Peeters motioned, seconded by Mr. Serfass to approve agenda item #10.b through #10.g as follows:

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

- A. World's Finest Chocolates. Fundraiser for Pleasant Valley High School Dance Team.
- B. Data Management, Inc. - TimeClock Plus. Cost: \$4,566.53. Annual Systems Support Contract. Effective February 27, 2016 to February 26, 2017.
- C. Quad 3 Group, Inc. Cost: \$9,930.00. Semi Annual Air Quality Monitoring Services.
- D. Quad 3 Group, Inc. Cost: \$2,800.00. Asbestos Hazard Emergency Response Act.
- E. Agreement between Pleasant Valley School District and VisionQuest as per attached.

Approval of #10.c. – Free Membership for Pleasant Valley School District into the National Cooperative Purchasing Alliance (NCPA).

Approval of #10.d – Advertisement for Request for Proposals:

- 1. Audit Services

Approval of #10.e. – Reimbursement for penalty paid of 2015 school taxes. It was recommended that the Board deny the reimbursement of penalty paid for property ID#02/48/2/5/ for 2015 school taxes.

Approval of #10.f. - It was recommended that the Board approve participation in the Department of General Services Costars Contract for sodium chloride (road salt) for the fiscal year 2016-2017.
Approval of #11.g. - Settlement Agreement with Xerox for the Ignite program.

ROLL CALL: 7-0 CARRIED

SOLICITOR: Gerard Geiger, Esq. – No report.

PLEASANT VALLEY SCHOOL DIRECTORS:

Mr. Peeters commented that he is pleased about the new skirt around the Board table.

PLEASANT VALLEY CITIZENS:

Mr. Mike Casello expressed his displeasure with the vote taken to deny reimbursement for penalty paid of his 2015 school taxes. He explained his situation and Mr. Geiger explained the policy and stated that there must be proof of mailing preferably by certified mail return receipt requested and that the obligation to provide such proof is that of the taxpayer.

Ms. Francesca Zielkowski welcomed back Ms. Geary.

Mr. Gould announced that the Board will be having an executive session immediately following this meeting for personnel matters.

ADJOURNMENT

There being no further business to come before the Board, Ms. Kresge motioned, seconded by Mr. Serfass to adjourn the meeting at 8:33 PM.

CARRIED

Respectfully submitted,

Susan Famularo, Board Secretary

Debra L. Duff, Board Recorder

Next regularly scheduled Board of Education meeting: January 28, 2016 @ 8:00 PM