

PLEASANT VALLEY SCHOOL DISTRICT

Brodheads ville, PA 18322

Minutes of the February 11, 2016 Board of Education Meeting

Board Approved 2-25-16

CALL TO ORDER:

The regularly scheduled meeting of the Pleasant Valley School District Board of Education was held on February 11, 2016 and called to order by Russell Gould, President, at 8:16 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 Steve Borger, Bob Serfass, Daniel Wunder, Delbert Zacharias, Linda Micklos, Sue Kresge. Absent: Charles Hoffman, Treasurer.

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, Cheryl Caines, Special Education Supervisor

School Solicitor in attendance: Daniel Corveleyn, Esq.

Notification of Executive Session: Mr. Gould announced that an executive session was held on January 28, 2016 following the regularly scheduled meeting, February 8, 2016 following the Building and Grounds meeting, and February 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: None.

SECRETARY'S REPORT: Ms. Susan Famularo, Secretary

Mr. Serfass motioned, seconded by Ms. Kresge to approve the minutes of the Board of Education meeting held on January 28, 2016.

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 – 1-1-16 to 1-31-16 (Manual Checks)

Approval of #3.b. Accounts Payable – 2-1-16 to 2-11-16

Approval of #3.c. Trial Balance/Financial Statement 1-31-16

Approval of #3.d. Asset Cost Summary 1-31-16

Approval of #3.e. Condensed Board Summary/Expenditures-Revenues 1-31-16

ROLL CALL: 8-0 CARRIED

Abstained on Item #3.b. (Check No.

00212975); Linda Micklos – Abstention

Form attached – 7-0-1 CARRIED

The Accounts Payable (#3.f.) approved at the January 28, 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

Ms. Micklos reported on the monthly JOC meeting which was held on Monday, February 1, 2016:

- The Skills USA Championships were held on Wednesday, February 3rd with 79 MCTI students participating.

- The JOC workshop scheduled for Tuesday, February 16th will focus on capital improvements.
- Lt. Governor Michael Stack and Senator Mario Scavello will be visiting MCTI on Thursday, February 18th.
- BBD Certified Public Accountants of Philadelphia did an audit presentation for the 2014-2015 year and there were no significant findings or deficiencies.
- MCTI Business Manager Diane Serfass provided a budget presentation for the 2016-2017 school year. The Pleasant Valley portion of the budget increased by 2.99% and represents a four-year rolling average of \$2,335,398.00 without budget reserve. With no state budget subsidies have been kept at their current numbers.
- The JOC approved the forwarding the 2016-2017 budget to the sending school districts for consideration, review and adoption.

Ms. Micklos stated that the next JOC meeting is scheduled for Monday, March 7th.

Ms. Micklos stated that the budget was provided to Ms. Famularo and discussion was held as to whether or not to have MCTI Business Manager Diane Serfass attend a future Board meeting. Ms. Kresge expressed her desire to have Ms. Serfass attend a meeting. Discussion was held and everyone agreed. Ms. Geary and/or Ms. Famularo will make arrangements.

Colonial IU#20: Mr. Daniel Wunder

Mr. Wunder stated that the Board of Directors meeting was held on January 27, 2016. He reported on items approved at that meeting including a contract with the Bethlehem Area School District to provide the Colonial Virtual Program (CVP), five new classroom positions, authorization to solicit bids for ten new 26 passenger school buses with wheelchair lifts and the purchase of three passenger vans. In addition, Mr. Wunder stated that routine business was conducted approving leaves of absence, resignation, job status changes, supplemental contracts, contracts for payment, and additions to the substitute lists. He stated that of note to Pleasant Valley was the approval for job status change for Beth Green from Associate Teacher (1:1) to full-time Classroom Teacher in the Pleasant Valley Elementary School. Also, he stated that Amanda Rosado was appointed to the position of full-time Associate Teacher (1:1) at Pleasant Valley Elementary School. Mr. Wunder further reported that copies of the Colonial Intermediate Unit 20 General Operating Budget Proposal for 2016-2017 have been distributed to the Board.

Mr. Wunder provided a copy of *The Twenty* to the Board with his report.

PSBA Legislative Liaison Report: Ms. Susan Kresge

Ms. Kresge stated that there is still no 2015-2016 state budget and on Tuesday, the Governor presented his 2016-2017 budget.

SUPERINTENDENT-REPORT/REQUESTS: Ms. Carole Geary

Agenda item #6.a. – The enrollment report as of February 6, 2016 was provided and attached to the agenda. Ms. Geary stated that over the course of the year (October being our official submission to the state), we are approximately down by 109 students.

Mr. Peeters motioned, seconded by Mr. Wunder to approve agenda item #6 as follows:
Approval of Agenda item #6.b. - Request of Homebound Instruction (per Board policy, re-evaluation will be done in ninety (90) days)

Student No.	Reason
HB103012-M	Medical, Retroactive to 1/27/16
HB207713-H	Medical, Retroactive to 1/20/16
HB103012-M	Medical, Retroactive to 1/27/16
HB104663-M	Medical, Retroactive to 2/4/16

ROLL CALL: 8-0 CARRIED

The following policies were noted for a second reading and will be on the February 25th Board agenda for approval:

- A. Policy 230 Public Performance by Students
- B. Policy 231 Social Events
- C. Policy 232 Student Participation in School Affairs
- D. Policy 233 Suspension and Expulsion

E. Policy 008 Meeting Agendas and Materials

The following policies were provided and attached to the agenda for a first reading and will be on the March 10th Board agenda for approval:

A. Policy 234 Pregnant/Parenting/Married Students

B. Policy 235 Student Rights and Responsibilities

C. Policy 236 Student Assistance Program

D. Policy 237 Communication Devices, Cellular Telephones, Pagers, and other Devices

Ms. Micklos questioned Policy 008. Meeting Agendas and Materials stating there is no reference for the Board's ability to remove item(s) from the agenda. Mr. Corveleyn will review the policy and will advise accordingly. Ms. Geary stated that when changes are made the policy will be presented for a first reading and approved at a later Board meeting.

Agenda Item #6.e. – Other:

Ms. Geary commented that the Skills USA event was great. She stated that 20 students from the 79 students participating were from Pleasant Valley and a number of PV students qualified for state competition.

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.	Jennelle Billingsby	Substitute Teacher - PK-4	Per Board Policy		TBD
2.	Izabela Moscinski	Substitute Food Service Employee	Per Board Policy		TBD
3.	Michael Carelli	Substitute Custodian/Courier/Food Service Employee/Monitor/Security	Per Board Policy		TBD
4.	Regine Daye	Substitute Custodian/Courier/Food Service Employee/Security	Per Board Policy		TBD
5.	Joseph Hovan	Substitute Custodian/Food Service Employee	Per Board Policy		TBD
6.	Allen Kistler	Substitute Custodian/Security/Courier	Per Board Policy		TBD
7.	Bryan Kohberger	Substitute Custodian & Substitute Courier	Per Board Policy		TBD
8.	Michael Kratz	Substitute Custodian/Security	Per Board Policy		TBD
9.	Kristina Litterer	Substitute Teacher - Elementary K-6/Paraprofessional Associate	Per Board Policy		TBD
10.	Ellis Rosario	Substitute Custodian/Courier/Food Service Employee/Security	Per Board Policy		TBD
11.	Roxanne Rybeck	Substitute Custodian/Food Service Employee/Monitor/Security	Per Board Policy		TBD
12.	Janet Ward	Substitute Food Service Employee/Monitor	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.	Kim Bubak	Monitor, PVI	Leave without pay	One (1)	January 20, 2016
2.	Janice Bukovac	Secretary, PVHS	Family & Medical Leave	Thirty (30)	February 1, 2016 with a return to service date of March 14, 2016
3.	Wendy Daricek	Custodian, PVHS	Leave without pay	One (1)	December 19, 2015

4.	Ligia Delorme	Part-time Paraprofessional Associate, PVI	Leave without pay	One (1)	February 2, 2016
5.	Tracy Hauze	Teacher, PVE	Family & Medical Leave	Nine (9)	January 19, 2016 with a return to service date of February 1, 2016
6.	Mary Ellen Perloni	Part-time Paraprofessional Associate, PVI	Leave without pay	One (1)	February 19, 2016
7.	Danielle Staples	Teacher, PVE	Leave without pay	Nine (9)	January 26 through February 5, 2016
8.	Shannon Almond	Monitor, PVI	Leave without pay	Three (3)	January 26 through January 28
9.	Theresa Balas	Part-time Paraprofessional Associate, PVHS	Leave without pay	One (1)	January 11, 2016
10.	Sue Bongiovanni	Part-time Paraprofessional Associate, PVI	Leave without pay	Two (2)	February 1 & 2, 2016
11.	Kim Bubak	Monitor, PVI	Leave without pay	One-half (.50)	January 28, 2016
12.	Brigitte Endrulat	Part-time Paraprofessional Associate, PVMS	Leave without pay	One (1)	February 2, 2016
13.	Kim Kujawa	Part-time Paraprofessional Associate, PVHS	Leave without pay	One (1)	January 22, 2016
14.	Sarah LaBar	Monitor	Leave without pay	One (1)	January 22, 2016
15.	Linda Moyer	Part-time Paraprofessional Associate, PVHS	Leave without pay	Five (5)	October 19, 2015, December 15, 2015, and January 6 through January 8, 2016
16.	Carol Patterson	Teacher, PVHS	Leave without pay	Two (2)	February 8 & 9, 2016
17.	Renee Schuler	Teacher, PVI	Leave without pay	One (1)	February 1, 2016
18.	Erica Smith	Part-time Paraprofessional Associate, PVI	Leave without pay	One (1)	October 14, 2015
19.	Bonnie Drinkwater	Part-time Paraprofessional Associate, PVI	Leave without pay	Nine (9)	March 11-23, 2016
20.	Stephanie Havansky	Monitor, PVI	Leave without pay	One (1)	February 5, 2016
21.	Tammy Rose	Part-time Paraprofessional Associate, PVE	Leave without pay	Five (5)	February 22-26, 2016
22.	Kathleen Sadowski	Part-time Paraprofessional Associate, PVI	Leave without pay	One (1)	February 18, 2016
23.	Tracy Valdevit	Part-time Paraprofessional Associate, PVI	Leave without pay	One (1)	February 5, 2016

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

1. Steve Grundman, Casual Security Officer, effective February 2, 2016.
2. Carise McGill, Part-time Paraprofessional Associate PVHS, effective January 28, 2016.
3. Joseph Russo, Substitute Custodian/Courier, effective February 9, 2016.

ROLL CALL: 8-0 CARRIED

CURRICULUM/STAFF DEVELOPMENT: Mr. Kenneth Newman

Ms. Micklos motioned, seconded by Mr. Wunder to approve Agenda item #8 as follows:
Approval of #8.a. – Pleasant Valley Middle School Program of 7th Grade Studies 2016-2017.

Approval of #8.b. – Pleasant Valley Middle School Program of 8th Grade Studies 2016-2017.

ROLL CALL: 8-0 CARRIED

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

SUPPORT SERVICES: Mr. Joshua Krebs

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

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

A.	Organization	Mountaintop Christian Community Church
	Facility Requested	High School New Auditorium / Lobby
	Purpose	Black History Cultural Celebration
	Dates/Times	Saturday, February 27, 2016 2:00pm – 5:00pm
	Requestor	Rev. Betty Grant
	Attendance	500
	Tuition	N/A
	Fee by District	Class 3- All Appropriate Fees Apply
B.	Organization	Sen. Mario Scavello
	Facility Requested	PVHS New Gym, Lobby, Concession, Restrooms, Ticketbooth
	Purpose	College and Career Fair
	Dates/Times	Monday, April 14, 2016 5:00pm-8:00pm
	Requestor	Mario Scavello
	Attendance	500
	Tuition	N/A
	Fee by District	Class 3- All Appropriate Fees Apply

Approval of #9.b. – Long Term Substantial Volunteer as follows: PVI - Jayme Steadman

Approval of #9.c. – 2015-2016 Spring Coaching Positions:

A. JV Baseball Coach: Jeffrey Lazowski

B. JV Girls Lacrosse Coach: Gerald Lopez

Approval of #9.d. – Permission to advertise for bids for internal connections and/or services.

Approval of #9.e. – 2016-2017 Fall Coaching Position: Head Football Coach – Mark Versuk.

ROLL CALL: 8-0 CARRIED
Abstained on Item 9.e: Susan Kresge
(Abstention Form attached): 7-0-1
CARRIED

Agenda item #9.f. – Informational: District Events from February 12, 2016 to February 25, 2016 was provided.

Agenda item #9.g. – Informational: The Cafeteria Participation Report was provided and attached to the agenda.

BUSINESS MANAGEMENT: Ms. Susan Famularo

Mr. Serfass motioned, seconded by Mr. Peeters to approve agenda item #10 as follows:
Approval of #10.a. – The following contracts:

- A. Tag DJ's. Cost: \$595.00. DJ Services for Pleasant Valley High School Winter Formal on February 13, 2016.
- B. Gertrude Hawk Candy. Fundraiser for FBLA - HS (9-12) - 2/15/16 - 3/11/15.
- C. Callie's Candy Sale - Fundraiser for Class of 2016 - 2/8/16 - 2/26/16.
- D. Ehrlich. Cost \$3,016. Vegetation Management Services at the following location: Main Campus, Main Campus additional area, High School football field, Guard rails - elementary - intermediate, Polk Elementary, and Bus Garage
- E. Yankee Candle Fundraising. Fundraiser for the 9th grade class.

Approval of #10.b. - A one (1) year renewal of the Ground Lease Agreement between Pleasant Valley School District and JRM Borger Brother Farms. The term of the agreement will be April 1, 2016 to March 30, 2017.

Approval of #10.c – The Colonial Intermediate Unit #20 General Operating 2016-2017 Proposed Budget in the amount of \$3,317,180. Pleasant Valley's contribution is not to exceed \$27,987.95.

Approval of #10.d. – Awarding of the Engineer of Record Contract to Barry Isett & Associates, Inc. as per the fee schedule which was attached.

ROLL CALL: 8-0 CARRIED
Abstained on Item 10.b.: Steve Borger
(Abstention Form attached): 7-0-1
CARRIED

SOLICITOR: Daniel Corveleyn, Esq. – No report.

PLEASANT VALLEY SCHOOL DIRECTORS:

Ms. Kresge questioned Ms. Geary about the decline in enrollment. Ms. Geary said that the decline is partially due to increased enrollment in cyber programs.

PLEASANT VALLEY CITIZENS:

Ms. Laura Jecker, Chestnuthill Township, reminded all of the Basket Auction scheduled for February 20th and 21st. She encouraged all to support the PTO and stated that 100% of the proceeds will go to students in 4th through 8th grades. Ms. Jecker provided flyers to the Board for their information.

ADJOURNMENT

There being no further business to come before the Board, Mr. Wunder motioned, seconded by Mr. Peeters 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: February 25, 2016 @ 8:00 PM