

PLEASANT VALLEY SCHOOL DISTRICT

Brodheadsville, PA 18322

Minutes of the March 10, 2016 Board of Education Meeting

Board Approved 3-24-16

CALL TO ORDER:

The regularly scheduled meeting of the Pleasant Valley School District Board of Education was held on March 10, 2016 and called to order by Russell Gould, President, at 8:02 PM. The Pledge of Allegiance was led by PVE students Natalie Fischer, Isaac Westerman, MacKenzie Harris and Jayden Harris. Mr. Gould asked for a moment of silence in remembrance of Mr. H. Charles Hoffman who passed away this past Sunday. Mr. Gould stated that Mr. Hoffman served on the Board of Education for 21 years as President, Vice President, and Treasurer as well as serving on the Property Committee, Negotiations Committee, and Board Representative on the Strategic Planning Committee. In addition, as an advocate for career and technical education, Mr. Hoffman served as a member of the MCTI JOC for a number of years.

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, Delbert Zacharias, Linda Micklos, Sue Kresge. Absent: Steve Borger, Daniel Wunder.

Administrative staff in attendance: Carole Geary, Superintendent, Ken Newman, Assistant to the Superintendent, John Burrus, Director of Human Resources, Monica Kotzmann, Administrative Assistant to the Business Manager, Shavonne Liddic, Mathematics Supervisor, 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 February 25, 2016 following the regularly scheduled meeting and March 10, 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.

Good News – Ms. Erica Greer, Principal of PVE:

Ms. Greer provided a PowerPoint presentation regarding the PTO volunteer program highlighting the hard work done by them in, among other things, coordinating activities and events. Ms. Greer introduced PTO President Michelle Westerman who spoke about all the work the volunteers have done and thanked them for their support. The volunteers include parents, guardians, community members, special needs adults, PV retirees, and high school students. Ms. Greer provided the Board with the February PTO newsletter which is done in addition to the building newsletter. Also, a PTO site is now up and running on PVE's website. Ms. Greer expressed her gratitude to the Board and all the volunteers for the support they provide. Mr. Peeters stated that he was a volunteer in the past for 13 years and knowing how much work is involved, thanked Ms. Greer and all the volunteers for their service. He stated that the numbers shown in fundraising is very impressive and is testament to the success of the various things happening at the school through the support of the volunteers. Ms. Kresge also thanked Ms. Greer and all the volunteers for everything that they do for our students and community.

Pleasant Valley Citizens: None.

SECRETARY'S REPORT: Ms. Monica Kotzmann, Assistant Secretary

Mr. Serfass motioned, seconded by Ms. Kresge to approve the minutes of the Board of Education meeting held on February 25, 2016.

CARRIED

Mr. Peeters motioned, seconded by Mr. Zacharias to approve the inclusion of the appointment of Treasurer on the agenda.

CARRIED

Mr. Peeters motioned, seconded by Ms. Micklos to appoint Mr. Bob Serfass as Treasurer to finish out Mr. Hoffman's term, which expires in July of 2016.

CARRIED

TREASURER'S REPORT: Mr. Bob Serfass

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

Approval of #3.a. Accounts Payable – 2-1-16 to 2-29-16 (Manual Checks)

Approval of #3.b. Accounts Payable – 3-1-16 to 3-10-16

Approval of #3.c. Asset Cost Summary 2-29-16

Approval of #3.d. Trial Balance/Financial Statement 2-29-16

Approval of #3.e. Condensed Board Summary/Expenditures-Revenues 2-29-16

ROLL CALL: 6-0 CARRIED

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

00213432): Linda Micklos – 5-0-1 CARRIED

Abstention Form attached

The Accounts Payable (#3.f.) approved at the February 25, 2016 Board meeting was provided and attached to the agenda for informational purposes.

OLD BUSINESS

Solicitor: Daniel Corveleyn, Esq. – No report.

NEW BUSINESS

PSBA Legislative Liaison Report: Ms. Susan Kresge

Ms. Kresge read a portion of the Legislative Report that she received today regarding court action taken by PSBA to force the release of funds owed to schools – "...PSBA filed an Application for Special Relief in Commonwealth Court of Pennsylvania asking the Court to order the Secretary of Education, the Treasurer and the Pennsylvania Department of Education to pay school districts immediately all subsidies that were due to be paid on February 25, 2016. PSBA also is asking the Court to order that all payments to school districts be made on a timely basis in accordance with the School Code into the future at levels no less than the levels paid in the 2014-2015 school year."

Monroe Career & Technical Institute: Ms. Linda Micklos

Ms. Micklos reported on the monthly JOC meeting which was held on March 7th.

- Skills USA District 11 Championships were held on February 3rd. Fifty-seven competitions were held where students from Lehigh, Monroe, Northampton and Upper Bucks competed. MCTI took 28 of the 57 events and nine PV students placed with four taking 1st place honors. All 1st place winners will compete at the PA Skills USA Championships on April 13th-15th in Hershey.
- Future of Agriculture students celebrated FFA week February 22nd-27th with several activities held. The students also promoted Future Farmers of America at the local Tractor Supply stores.
- Pro Start teams from MCTI and Milton Hershey School placed 1st at the PA Pro Start Competitions in culinary arts and restaurant management on February 24th at State College. MCTI students placed 1st in the Management Division and 2nd in the Culinary Division. MCTI students have the honor to participate in the National Pro Start Invitational on April 29th, 30th and May 1st in Texas.
- The 2016-2017 General Budget was presented to all four sending school districts.
- The JOC approved sending the Capital Improvement Plan and Budget utilizing the excess revenue from 2013-2014 and 2014-2015 budgets to the sending school districts for consideration and adoption.
- The JOC appointed Dr. Carolyn Shegulski as Director effective March 7th for a period of three years at an annual salary of \$140,000 per the employment agreement.
- MCTI graduation is scheduled for Thursday, May 26th at the Abeloff Center of ESU.
- All sending school districts and MCTI will have a common pre Labor Day start for the 2016-2017 school year.

Ms. Micklos stated that the next monthly meeting will be held on Monday, April 4th.

SUPERINTENDENT-REPORT/REQUESTS: Ms. Carole Geary

Agenda item #6.a. – The enrollment report as of March 7, 2016 was provided and attached to the agenda.

Ms. Kresge motioned, seconded by Mr. Serfass 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
HB105072-M	Medical retroactive to 1/8/16

Approval of item #6.c. – Policies:

- 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

ROLL CALL: 6-0 CARRIED

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

- A. Policy 239 Foreign Exchange
- B. Policy 245 Student Identification Cards
- C. Policy 246 Student Wellness
- D. Policy 247 Hazing
- E. Policy 008 Meeting Procedures

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

- A. Policy 248 Unlawful Harassment
- B. Policy 249 Bullying
- C. Policy 250 Student Recruitment
- D. Policy 251 Homeless Students
- E. Policy 252 Dating Violence (New Policy)

Agenda Item #6.f. – Other: Ms. Geary stated that she and Ms. Greer attended The Morning Call Top Work Place Award Program last evening at DeSales University. She provided the magazine to the Board members, which outlines the top work place employers. Ms. Geary said that Pleasant Valley was one of five employers with over 500 employees that were recognized. Pleasant Valley received a plaque among other gifts. Ms. Geary also stated that we are in receipt of a check for \$2,000 from the Pleasant Valley All Sports Club for a softball/baseball pitching machine. She expressed her thanks and gratitude to the All Sports Club for their donation.

HUMAN RESOURCES: Dr. John T. Burrus

Mr. Peeters motioned, seconded by Mr. Zacharias 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.	Kelley Giardina	Substitute Food Service Employee	Per Board Policy		TBD
2.	Debra Stewart	Winter School - Mathematics/Special Education	1 full 30 hour session	PVHS	February 16 through March 7, 2016
3.	Danielle Unger	Winter School - English	1 full 30 hour session	PVHS	February 16 through March 7, 2016.
4.	Cathy Bagley	Substitute Food Service Employee/Monitor/Secretary	Per Board Policy		TBD
5.	Heather Blum	Substitute Food Service Employee	Per Board Policy		TBD
6.	Linda Iadisernia	Substitute Food Service Employee/Monitor/Secretary	Per Board Policy		TBD

7.	Anna Sopanski	Substitute Food Service Employee/Monitor	Per Board Policy		
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Approval of #7.b. – The following transfer:

	Name	Position	From	To	Start Date
1.	Victoria Weaver	Food Service Employee	PVHS	PVE	March 29, 2016

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

	Name	Position	Leave	Days	Dates
1.	Shannon Almond	Monitor, PVI	Leave without pay	Five (5)	December 18, 2015, January 22, 2016, February 25 & 26, 2016, and March 3, 2016
2.	Gigi Barton	Part-time Paraprofessional Associate, PVHS	Leave without pay	Two (2)	February 26 & 29, 2016
3.	Joyce Berezna	Teacher, PVE/PVI	Family & Medical Leave	Sixty (60)	January 14, 2016 with a return to service date of April 15, 2016
4.	Sue Bongiovanni	Part-time Paraprofessional Associate, PVI	Leave without pay	Three (3)	March 7 & 8, 2016 and March 11, 2016
5.	Linda Chiesa	Custodian, PVI	Intermittent Family & Medical Leave		February 29, 2016 through February 28, 2017
6.	Ligia Delorme	Part-time Paraprofessional Associate, PVI	Leave without pay	One (1)	March 1, 2016
7.	Amy Eckert	Part-time Paraprofessional Associate, PVI	Leave without pay	One (1)	February 23, 2016
8.	Jenine Havens	Monitor, PVI	Leave without pay	One (1)	February 24, 2016
9.	Kim Kujawa	Part-time Paraprofessional Associate	Leave without pay	Two (2)	February 5 & 9, 2016
10.	Barbara Kuntzman	Custodian, PVMS	Intermittent Family & Medical Leave	One (1)	February 22, 2016
11.	Joy LaBadie	Security Guard	Family & Medical Leave	Sixty (60)	March 16, 2016 with a return to service date of June 10, 2016
12.	Maria Martins	Part-time Paraprofessional Associate	Leave without pay	Four (4)	March 8-11, 2016
13.	Linda Moyer	Part-time Paraprofessional Associate	Leave without pay	Three (3)	January 25, 2016 and February 2 & 12, 2016
14.	Emily Murphy	School Counselor, PVHS	Family & Medical Leave	Fifty-four (54)	Anticipated April 22, 2016 with an anticipated return to service date of October 3, 2016
15.	Christopher Pachuta	Teacher, PVHS	Family & Medical Leave	Eighteen (18)	May 9, 2016 through the remainder of the 2015-2016 school year
16.	Mary Perloni	Part-time Paraprofessional Associate, PVI	Leave without pay	One (1)	February 5, 2016

17.	Angela Procita	Part-time Paraprofessional Associate, PVHS	Leave without pay	One (1)	March 15, 2016
18.	Sabrina Roman	Part-time Paraprofessional Associate	Leave without pay	One (1)	February 10, 2016
19.	Nadine Scheller	Full-time Paraprofessional Associate	Family & Medical Leave	Fifteen (15)	March 9, 2016 with a return to service date of April 4, 2016
20.	Renee Schuler	Teacher, PVI	Leave without pay	One-half (.50)	February 22, 2016
21.	Martha Smith	Part-time Paraprofessional Associate, PVI	Leave without pay	Three (3)	February 10-12, 2016
22.	Marie Sottile	Secretary, PVMS	Leave without pay	Three (3)	February 24-26, 2016
23.	Danielle Staples	Teacher, PVE	Leave without pay	One and one-half (1.5)	February 8 (full day) and February 9 (one-half day), 2016
24.	Kathleen Walsko	Food Service Employee, PVMS	Leave without pay	One and one-half (1.5)	April 14 (one-half day) and April 15 (full day), 2016
25.	Amy Winsock	Teacher, PVHS	Family and Medical Leave	Twelve (12)	February 25, 2016 with a return to service date of March 14, 2016
26.	Kim Bubak	Monitor, PVI	Leave without pay	One (1)	March 3, 2016
27.	Danielle Staples	Teacher, PVE	Leave without pay	One (1)	Requesting change of date from March 22, 2016 as approved by the Board on February 25, 2016 meeting to February 22, 2016
28.	Tracy Valdevit	Part-time Paraprofessional Associate, PVI	Leave without pay	One (1)	March 21, 2016
29.	Fannie Boeman	Part-time Paraprofessional Associate	Leave without pay	One (1)	February 19, 2016
30.	Stephanie Havansky	Monitor	Leave without pay	One (1)	March 3, 2016
31.	Marie McGinley	Part-time Paraprofessional Associate	Leave without pay	One-half (.5)	January 15, 2016
32.	Martha Smith	Part-time Paraprofessional Associate	Leave without pay	One (1)	February 29, 2016

Approval of #7.d. – The following retirement: Deborah Kachmar, Full-time Paraprofessional Associate PVHS, effective the end of the 2015-2016 school year.

Approval of #7.e. – Memorandum of Understanding between Pleasant Valley School District and Pleasant Valley Education Association as attached.

ROLL CALL: 6-0 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.

SUPPORT SERVICES: Mr. Joshua Krebs

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

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

A. JCM Weightlifting Monday through Friday 2/29/16 to 5/27/16

Advisor: Julie Tonkay

Co-Advisors: Justin Miklos and Alex Wunder

Approval of #9.b. – 2015-2016 Spring Coaching Position: Softball Volunteer Coach: Jordan Caffrey

Approval of #9.c. – Facility Use Request:

A.	Organization	West End Soccer League
	Facility Requested	Pleasant Valley Elementary School East Baseball/Softball Lower Athletic Field #1 Lower Athletic Field #2 Lower Athletic Field #3 Lower Athletic Field #4 Upper Athletic Field West Baseball/Softball
	Purpose	Soccer Practices and Games
	Dates/Times	9/16/16 – 11/30/16 Monday-Friday: 4:15 – 9:15 PM Saturday-Sunday: 8:30AM-9:15 PM
	Requestor	Marcia Hansen
	Attendance	100
	Tuition	N/A
	Fee by District	Class 3 – All Appropriate Fees Apply

Approval of #9.d. – 2015-2016 Field Trip Request:

A. Grade/Organization: 9-12 Spring Challenge Reading Competition

Teacher(s) Involved: Barbara Arroyo

Destination: Easton Area HS

Purpose: To allow students to compete in Spring Challenge Reading Competition

Date(s): 4/28/16

District Buses Needed (#): 1

Cost Per Student: N/A

ROLL CALL: 6-0 CARRIED

Abstained on Item #9.a.A.: Linda Micklos 5-0-1 CARRIED (Abstention Form Attached)

Agenda item #9.e. – Informational: District Events from March 11, 2016 through March 24, 2016 was provided.

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

BUSINESS MANAGEMENT: Ms. Monica Kotzmann

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

Approval of #10.a. – Monroe Career and Technical 2016-2017 Proposed Budget in the amount of \$9,287,474 with Pleasant Valley’s share in the amount of \$2,567,940.

Approval of #10.b. – 2016-2017 Fall Athletic Supplies and Equipment Bid tabulation in the total amount of \$36,888.77 as per the attached.

Approval of #10.c – The following contracts:

- A. Colonial Intermediate Unit 20. Cost: Not to exceed \$16,661.89 to provide an associate teacher for direct, one-on-one services for Autistic Support at Pocono Mountain West High School, effective February 8, 2016 and terminates oat the end of the 2015-2016 school year.
- B. Cherrydale Farms. Cookie Dough fundraiser for Class of 2018, effective March 29, 2016 through April 11, 2016.
- C. Cherrydale Farms. Simply Spring Catalog, various spring gifts fundraiser for Class of 2018, effective April 11, 2016 through April 25, 2016.

- D. Blackboard Connect. Cost: \$6,800 includes Connect support. Term is May 1, 2016 to April 30, 2017.
- E. Christmas City Studio. Cost \$1,900. 2016 Pleasant Valley High School Prom photos.

Approval of #10.d. – Lease Agreement between Pleasant Valley School District and Lehigh Valley Center for Independent Living for space at Polk Elementary School as attached.

Approval of #10.e. – Lease Agreement with Pitney Bowes for postage meters as follows:

- Administration Office Model #DM100 - \$165.00 quarterly for five (5) years
- PV Elementary School Model #DM100 - \$165.00 quarterly for five (5) years
- PV Middle School Model #DM100 - \$165.00 quarterly for five (5) years
- PV Intermediate School Model #DM100 - \$165.00 quarterly for five (5) years
- PV High School Model #DM100 0 \$165.00 quarterly for five (5) years

ROLL CALL: 6-0 CARRIED

SOLICITOR: Daniel Corveleyn, Esq. – No report.

PLEASANT VALLEY SCHOOL DIRECTORS:

Mr. Gould stated that the process for replacing Mr. Hoffman’s position as Board member must be completed within 30 days from last Monday. He said that applications are being received by Ms. Geary until next Wednesday. He stated that if anyone is interested and is a resident of Chestnuthill, Ross, Eldred or Polk Townships, they should send their application to Ms. Geary.

Board members expressed their thoughts on the passing of Mr. Hoffman. Mr. Peeters stated that he worked as a Board member with Charlie Hoffman from 1993 to 1999 and then again for the past two years. He said that Mr. Hoffman was a dedicated and loyal person to the district and he will be greatly missed. Mr. Serfass shared his personal experiences with Mr. Hoffman stating that he has known him all his life and how the Hoffmans have contributed to the school and community and in fact, the school was built on Mr. Hoffman’s grandfather’s property. He stated that Mr. Hoffman was a graduate of Chestnuthill and was also inducted into PV’s Hall of Fame and that he was very dedicated to his service as a Board member. Ms. Micklos stated that she has known Charlie Hoffman for many years serving on the PV Board, MCTI, and committees with him. She said he was the roots of PV and helped guide much of the development as it is today.

PLEASANT VALLEY CITIZENS: None.

Mr. Gould announced that an executive session will be held immediately following this meeting for the purposes of personnel matters.

ADJOURNMENT

There being no further business to come before the Board, Mr. Peeters motioned, seconded by Mr. Serfass to adjourn the meeting at 8:36 PM.

CARRIED

Respectfully submitted,

Monica Kotzmann, Assistant Board Secretary

Debra L. Duff, Board Recorder

Next regularly scheduled Board of Education meeting: March 24, 2016 @ 8:00 PM