

PLEASANT VALLEY SCHOOL DISTRICT

Brodheadsville, PA 18322

**Minutes of the December 4, 2014 Board of Education Organization Meeting**

**Board Approved 12-18-14**

**CALL TO ORDER:**

The scheduled organization meeting of the Pleasant Valley School District Board of Education was held on December 4, 2014 and called to order by Board President Russell Gould at 8:20 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, Brodheadsville, PA 18322.

**Roll Call - School Board Recorder:** Ms. Debra L. Duff

School Board members in attendance: Russell Gould, President, Steve Borger, Vice President, Charles Hoffman, Treasurer, Susan Kresge, Len Peeters, Dominick Sacci, Linda Micklos, Bob Serfass, Daniel Wunder.

Administrative staff in attendance: Carole Geary, Superintendent, Chris Fisher, Assistant to the Superintendent, John Burrus, Director of Human Resources, Susan Famularo, Business Manager, Monica Kotzmann, Administrative Assistant to the Business Manager, Keri Ramsay, Reading Supervisor. School Solicitor present: Mr. Daniel Corveleyn.

**Notification of Executive Session:** Mr. Gould announced that an executive session was held on December 4, 2014 immediately prior to the regularly scheduled meeting for the purposes of personnel matters including, but not limited to performance and/or discipline; Negotiations; and Legal Issues.

**Board Organization**

**Election of Temporary President** – Mr. Corveleyn opened the floor for nominations of a Temporary President.

Mr. Peeters motioned, seconded by Mr. Wunder to nominate Dominick Sacci as Temporary President.

CARRIED

Temporary President Sacci opened the floor for nominations for Board President with a term expiring on December 3, 2015 or upon the convening of the 2015 organization meeting.

Mr. Serfass motioned, seconded by Mr. Peeters to nominate Russell Gould as Board President. Mr. Hoffman motioned, seconded by Mr. Borger to close the nominations for Board President.

CARRIED

Mr. Corveleyn stated that it is hereby recorded that Russell Gould is elected as President of the Pleasant Valley School District Board of Education by a unanimous ballot to serve until December 3, 2015 or upon the convening of the 2015 organization meeting.

President Gould opened the floor for nominations for Board Vice President with a term expiring on December 3, 2015 or upon the convening of the 2015 organization meeting.

Mr. Serfass motioned, seconded by Mr. Hoffman to nominate Steve Borger as Board Vice President. Mr. Sacci motioned, seconded Mr. Wunder to close the nominations for Vice President.

CARRIED

Mr. Corveleyn stated that it is hereby recorded that Steve Borger is elected as Vice President of the Pleasant Valley School District Board of Education by a unanimous ballot to serve until December 3, 2015 or upon the convening of the 2015 organization meeting.

President Gould made the following appointments:

- Linda Micklos was appointed as MCTI JOC Representative for a three-year term, which expires December 2017. This appointee joins Ms. Susan Kresge whose term expires in December 2016 and Mr. Charles Hoffman whose term expires in December 2015.

- Dominick Sacci and Bob Serfass were appointed as MCTI JOC alternates whose terms will expire on December 3, 2015 or upon the convening of the 2015 organization meeting.
- Sue Kresge was appointed as Legislative Chairperson whose term expires on December 3, 2015 or upon the convening of the 2015 organization meeting.
- Len Peeters and Sue Kresge were appointed as PSBA Voting Delegates whose terms expire on December 3, 2015 or upon the convening of the 2015 organization meeting.
- Leon Barlieb was appointed as MCTI Authority Representative for a five year term expiring December 2019 or upon the convening of the 2019 organization meeting.

After brief discussion, it was stated that Ms. Micklos will provide a report to the Board concerning MCTI meetings.

**Pleasant Valley Citizens:** None.

**SECRETARY’S REPORT: Ms. Susan Famularo**

Mr. Sacci motioned, seconded by Mr. Peeters to approve the minutes of the Board of Education meeting held on November 13, 2014.

CARRIED  
 Abstained: Mr. Gould and Mr. Borger  
 (Abstention forms attached)

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

Mr. Peeters motioned, seconded by Mr. Serfass to approve agenda item #3 per attached, as follows: Approval of #3.1 Accounts Payable – 12-1-14 to 12-4-14

ROLL CALL: 9-0 CARRIED  
 Abstained: Ms. Micklos – Check No. 00208766  
 Abstention form attached

The Accounts Payable (#3.2) approved at the November 13, 2014 Board meeting was provided for informational purposes.

**OLD BUSINESS**

**Solicitor:** Mr. Daniel Corveleyn – No report.

**NEW BUSINESS**

**Monroe Career & Technical Institute:** Ms. Susan Kresge – No report.

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

**PSBA Legislative Liaison Report:** Ms. Susan Kresge – No report.

**SUPERINTENDENT-REPORT/REQUESTS: Ms. Carole Geary**

Approval of agenda item #6.1 – West End Park and Open Space Commission Alternate Representative. Mr. Peeters motioned, seconded by Mr. Sacci to approve Monica Kotzmann as Alternate Representative of WEPOSC whose term expires December 31, 2015.

ROLL CALL: 9-0 CARRIED

Approval of agenda item #6.2 – Monroe County Tax Collection Committee. Mr. Sacci motioned, seconded by Mr. Wunder to approve the appointment of Monica Kotzmann as delegate to the Monroe County Tax Collection Committee from January 1, 2015 to December 31, 2015 and the appointment of Susan Famularo as alternate delegate to the Monroe County Tax Collection Committee from January 1, 2015 to December 31, 2015.

ROLL CALL: 9-0 CARRIED

Ms. Kresge motioned, seconded by Mr. Sacci to approve agenda items #6.3 and #6.4 as follows:  
 Approval of agenda item #6.3 – Homebound Instruction as follows: (*Per Board policy, re-evaluation will be done in ninety (90) days*).

Student No.	Reason
HB120214BJ-E	Extension - Medical, retroactive to December 2, 2014
HB-120214VWH-E	Medical, retroactive to December 2, 2014

Approval of agenda item #6.4 – The following policies were approved:

- A. Policy No. 113. Special Education
- B. Policy No. 113.1. Discipline of Students With Disabilities
- C. Policy No. 113.2. Behavior Support

Prior to the roll call vote, Ms. Micklos expressed that she would be voting no on the approval of Policy No. 113.1. Discipline of Students With Disabilities. She stated that even though it is federal law, she disagrees with the IDEA federal regulations. Mr. Peeters stated that he would be voting no as well on Policy No. 113.1. Mr. Corveleyn stated that he discussed this issue with Ms. Micklos and explained that we are in a precarious position. He stated that he has consulted with an expert in special education and that the policy is correct according to the federal regulations.

ROLL CALL: 9-0 CARRIED  
 Voting No on Agenda Item #6.4.B. - Policy  
 No. 113.1: Ms. Micklos; Mr. Peeters  
 7-2 CARRIED

Agenda item #6.5 – The following policies were noted for a second reading. Approval will be sought at the December 18<sup>th</sup> Board meeting:

- A. Policy No. 113.3. Screening and Evaluations for Students With Disabilities
- B. Policy No. 113.4. Confidentiality of Special Education Student Information
- C. Policy No. 114. Gifted Education

Agenda item #6.6 – The following policies were provided for a first reading. Approval will be sought at the January 8, 2015 Board Meeting:

- A. Policy No. 117. Homebound Instruction
- B. Policy No. 119. Current Events
- C. Policy No. 121. Field Trips

**OTHER:**

Ms. Geary indicated that she was one of the speakers for the Pennsylvania State Commission on Basic Education Funding hearing held today. She stated that the Commission is touring the state getting information from all stakeholders who are charged with developing a fair and equitable funding formula for Pennsylvania state schools. The points Ms. Geary brought to the table were some of the equity measures that the state has taken in the past in terms of the foundations supplement which garnered over the course of two years approximately three million dollars for the school district and the costing out study that was done which was a benefit of 1.8 million dollars. She stated that we have a total of 4.8 million dollars that was added to our basic education funding that appears at some level to be in jeopardy. Ms. Geary’s testimony to the Commission included the hold harmless piece and the impact it would have on Pleasant Valley stating the millage impact of the loss of state subsidy would be about 10% to local taxpayers. She stated that our Act 1 base index for tax increases is 2.7%. Ms. Geary stated that another point she made to the Commission was that we have been fiscally prudent at Pleasant Valley – closing three buildings, reducing professional staff from 501 to 399, conveying the Eldred building to Eldred Township, renting facilities, and selling the warehouse. Ms. Geary stated that she also spoke about the taxability of our community and that 85.2% of the collected revenue comes from residents giving the message that our tax base is very soft. She also indicated that we used our fund balance over the last 2 years. She stated that ideas are being explored and that Sandra Miller, the Circuit Rider representing the IU said there should be a general consensus in the next couple of months. Ms. Geary said that we never know what our funding will be. We develop our budget now and the state funding allocation is not released until June. She said that PSBA spoke at the hearing and provided their recommendation. In addition, five school districts were represented including Delaware Valley and there were fifteen speakers.

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

Mr. Peeters motioned, seconded by Mr. Serfass to approve agenda item #8 as follows:

Approval of #8.1 – Hiring of Personnel (pending receipt of all required paperwork):

	NAME	POSITION	SALARY/STEP/ CREDITS	OPENING
1.	Johnna Kresge	Monitor/Substitute Monitor	Hourly wage of \$8.92	PVHS
2.	Sarah Labar	Monitor/Substitute Monitor	Hourly wage of \$8.92	PVHS
3.	Joanne Massa	Monitor	Hourly wage of \$8.92	PVHS
4.	Lisa Kaminski	Food Service Employee PVMS 10:15 - 1:30 / Substitute Food Service Employee/Monitor/Secre tary	Hourly wage of \$9.92	PVMS 10:15 - 1:30
5.	Gabby Bently	Food Service Employee PVMS 10:35 - 1:05	Hourly wage of \$9.92	PVMS 10:35 - 1:05
6.	Shefike Mehmedi	Food Service Employee PVMS 9:15 - 1:15	<b>Hourly wage of \$10.46</b>	PVMS 9:15 - 1:15
7.	Hanan DeSantis	Food Service Employee PVE 11:00 - 2:00	Hourly wage of \$9.92	PVE 11:00 - 2:00
8.	Maria Martins	Part-time Paraprofessional	10,165.50 pro-rated	PVHS
9.	Robin Sexton	Monitor	Hourly wage of \$8.92	PVHS
10.	Lidia Osman	Substitute Monitor	Substitute Rate \$8.15	
11.	Christine Acevedo	Substitute Food Service Employee	Substitute Rate \$9.14	
12.	Zendra Bianco	Substitute Food Service Employee	Substitute Rate \$9.14	
13.	Andrea DeMarinise	Homebound Instructor	Rate \$26.00/hour	
14.	Jasmin Williams	Long-term Substitute 5th Grade Teacher	BS, Step 1, \$40,900, prorated	PVI, for Jessica Cole, effective December 8, 2014

Approval of #8.2 – Leaves of Absence – (Leave without Pay - Employees will be responsible for the payment of any benefits the District provides during this period of leave.).

	NAME	POSITION	LEAVE	DAYS	DATES
1.	Keith Bast	Teacher	Family & Medical Leave	Six (6)	December 16, 2014 through December 23, 2014
2.	Dorene Darabaris	Paraprofessional Associate, part-time	Leave without pay	One (1)	October 27, 2014
3.	Deana Burger	Paraprofessional Associate, full-time	Family & Medical Leave	Nineteen (19)	November 3, 2014 through November 26, 2014
4.	Sylvia Facella	Secretary	Family & Medical Leave	Seventeen (17)	November 14, 2014 through December 12, 2014
5.	Samantha George	Paraprofessional Associate, part-time	Leave without pay	One (1)	November 4, 2014
6.	Jenny Laubscher	Teacher	Family & Medical Leave	Forty (40)	November 7, 2014 through January 15, 2015
7.	Aileen Lorah	Paraprofessional Associate, part-time	Leave without pay	One-half (.5)	November 5, 2014

8.	Michael Sauers	Teacher	Paid sick days	Forty-seven (47)	October 14, 2014 through January 5, 2015
9.	Roxanne Scheller	Teacher	Family & Medical Leave - intermittent		September 17, 2014 through January 5, 2015
10.	Marie Sottile	Secretary	Family & Medical Leave - intermittent	One (1)	November 17, 2014
11.	Joan Toolan	Paraprofessional Associate, part-time	Leave without pay	Six (6)	November 13, November 18, 19, 20, and 21, <b>and 25</b> , 2014
12.	Danielle Unger	Teacher	Family & Medical Leave - intermittent	Six and one-half (6.5)	Sept. 2, (1) Sept. 4, (.5), Sept. 5, (1), Sept. 9, (.5), Oct. 6, (1), Oct. 13, (1), Oct. 15, (.5) Oct. 28, (.5), Oct. 30 (.5), 2014
13.	Barbara Lackey	Custodian PVE	Family & Medical Leave	Thirty eight (38)	December 4, 2014 - February 2, 2015
14.	Carol Ring	Teacher - PVHS	Family & Medical Leave - Intermittent	Two (2)	September 25, 2014 & December 19, 2014
15.	Drita Beskovic	Paraprofessional Associate, part-time	Leave without pay	One (1)	November 12, 2014
16.	Lorraine Danny	Monitor	Leave without pay	Four (4)	November 10, 11, 13, and 14, 2014
17.	Diana Graziano	Paraprofessional Associate, part-time	Leave without pay	One (1)	November 17, 2014
18.	Jean Hicks	Head Cook	Leave without pay	One (1)	January 29, 2015
19.	Kathleen Johnson	Paraprofessional Associate, part-time	Leave without pay	Three (3)	November 20, 21, and 24, 2014
20.	Martina Zaragoza	Paraprofessional Associate, part-time	Leave without pay	Two (2)	November 17 and 20, 2014
21.	Rickie Serfass	School Police Officer	Leave without pay	Twenty (20)	November 11, 2014 through January 2, 2015
22.	Audrey DeCesare	Teacher	Family & Medical Leave	Five (5)	October 27 through October 31, 2014

Approval of #8.3 – Resignations of the following individuals:

- A. Jessica Cole, teacher, effective December 5, 2014.
- B. Victoria Nichols, paraprofessional associate, part-time, effective December 23, 2014.
- C. Elizabeth Pellei, monitor, effective December 1, 2014.

Approval of #8.4 – Acceptance of the following retirement: Sandra Jennings, food service employee, part-time, effective November 20, 2014.

Approval of #8.5 – The Professional Staff Conditional Retirement Incentive Memorandum of Understanding between the Pleasant Valley School District and the Pleasant Valley Educational Association, PSEA, NEA with regard to a Conditional Retirement Incentive. This incentive is based on a minimum of eight (8) professional employees who agree to participate. Failure to achieve the minimum number of eight (8) professional employees by February 10, 2015 at 4:00 PM will render the offer null and void. The professional employees who desire to participate in the incentive shall notify the Superintendent in writing on or before February 10, 2015 at 4:00 PM.

ROLL CALL: 8-1 CARRIED  
Voting No: Ms. Kresge

**PROFESSIONAL, SUPPORT & PUPIL PERSONNEL: Mr. Christopher J. Fisher**

Mr. Hoffman motioned, seconded by Mr. Serfass to approve agenda item #9 as follows:

Approval of #9.1 – Long Term Substantial Contact Volunteers as follows:

- A. PVE: Lisa Kaminski
- B. PVE: Elizabeth Morgan
- C. PVE: Amy Shonk
- D. PVE: Jeffrey Walters

Approval of #9.2 – 2014-2015 Spring Coaching Position: Varsity Track – Woody Metzger

Approval of #9.3 – Intramural Advisors as follows:

- A. Baseball/Weight Training: Charles Inserra
- B. Baseball/Weight Training: Jeff Lazowski
- C. Baseball/Weight Training: Mark Versuk
- D. Girls' Soccer: Timothy Hinton
- E. Girls' Soccer: James Shoopack
- F. Girls' Soccer: Derek Strohl
- G. Volleyball: John Gesiskie
- H. Volleyball: Kathleen Gesiskie
- I. Volleyball: Jennifer Weaver

Approval of #9.4 – Field Trip Requests as follows:

- A. Grade/Organization: Band, grades 9-12  
Teacher(s) Involved: James DeVivo  
Destination: Parkland High School, Allentown  
Purpose: District Band Performance  
Date(s): December 6, 2014  
District Buses Needed: yes  
Cost per Student: none
- B. Grade/Organization: FBLA, grades 9-12  
Teacher(s) Involved: Melissa Ruschak  
Destination: Lehigh County Community College  
Purpose: FBLA Regional Competition  
Date(s): December 12, 2014  
District Buses Needed: yes  
Cost per Student: \$5.00
- C. Grade/Organization: 5th and 6th Grade Ski Club  
Teacher(s) Involved: Diane Martinetti  
Destination: Blue Mountain Ski Area  
Purpose: Skiing and snowboard lessons  
Date(s): January 6, 13, 20, 27, 2015; February 3, 10, 2015

Prior to the roll call vote, Ms. Micklos asked for clarification of the term, “Long Term Substantial Contact Volunteer.” Mr. Fisher explained that it is someone who will be with the students for a longer period of time and requires more clearances, etc.

ROLL CALL: 9-0 CARRIED

Agenda item #9.5 – Informational items included district events from December 5, 2014 through December 18, 2014.

**CURRICULUM/STAFF DEVELOPMENT: Mr. Kenneth Newman** – No report.

**BUILDING REPORTS** – No reports.

**BUSINESS MANAGEMENT: Ms. Susan Famularo**

Ms. Famularo asked for a motion to approve agenda items #12.1 through #12.8 with an amendment to #12.1 – Agreement with Eldred Township. Ms. Kresge questioned if agenda item #12.6 – approval to rescind a motion, needed to be voted on separately for which Mr. Corveleyn said that it does. The following action was taken:

Mr. Peeters motioned, seconded by Mr. Wunder to approve agenda items #12.1 through #12.5 as follows:

Approval of #12.1 – Agreement with Eldred Township amended to read: Pleasant Valley School District to convey the Eldred Elementary School and property to Eldred Township for nominal consideration and the separate agreement in the event the township conveys any portion of the property within the next fifteen (15) years.

Approval of #12.2 - School District Depository: PNC Bank.

Approval of #12.3 – The following contracts:

- A. Lyle's Produce and Tree Farm. Fundraiser for the Pleasant Valley Middle School Student Council.
- B. Weatherproofing Technologies, Inc. Cost: \$3,660.00. To provide a complete infrared survey of 140,000 sq. ft. of the Pleasant Valley High School roof to determine areas of wet insulation.

- C. Chestnuthill and Polk Elementary School Lease Agreement  
 \$ 375 per classroom used for Growing Place Child Care functions in the Chestnuthill Elementary School  
 \$ 400 in the Polk Elementary School  
 \$ 450 per classroom used for 10 month Pre K Counts educational programming  
 \$ 400 per month for combined ancillary spaces (office, nurse's area, gym storage and library)  
 \$ 600 for ancillary spaces in the Polk Elementary School / per month

Approval of #12.4 - The following invoices are recommended for payment from the Bond Fund as indicated: 2006 Bond Fund as per attached \$38,633.92.

Approval of #12.5 – Student placements as follows:

- A. Student #103014NS - Pyramid Healthcare - Quakertown - Effective 10/30/14.  
 B. Student #101514JE - Northampton County Juvenile Detention & Treatment Center - Effective 10/15/14.  
 C. Student #101514SR - Northampton County Juvenile Detention & Treatment Center - Effective 10/15/14.  
 D. Student #112014AU - Northwestern Academy - Effective 11/20/14.

ROLL CALL: 9-0 CARRIED

Mr. Hoffman motioned, seconded by Mr. Peeters to approve agenda item #12.6 – approval to rescind the vote on November 13, 2014 on item 12.7, Purchase Order to Fitness Headquarters.

ROLL CALL: 7-2 CARRIED  
 Voting No: Mr. Sacci; Ms. Kresge

Mr. Peeters motioned, seconded by Mr. Serfass to approve agenda items #12.7 and #12.8 as follows:

Approval of #12.7 - Purchase order to The Fitness Headquarters in the amount of \$98,604.46 for weight room equipment as listed for the Weight Room at JCM wing of the High School. Costars Vendor Number is 014-121.

Approval of #12.8 – Lease with Xerox as follows:

- (1) - Xerox D125CP (relocated)  
 (1) - Xerox C75 Color Press with Fiery (new)  
 (3) - Xerox D136CP (new)  
 Xerox Print Shop Staffing  
 Workflow Software for Job Submission (NowDocs)  
 Yearbook Software (LumaPix)  
 Perfect Binder (for Yearbook Binding)

**Total Proposed Cost is \$27,999.16**

Proposal Includes:

- Removing Polk ES Units and Closing Existing Leases
- Adding Perfect Bind unit for PVSD Yearbooks
- Includes delivery, installation, and analyst services
- Service, Parts and Supplies (excluding paper and staples)
- 72 month - PEPPM Contract
- Contract Effective date of January 1, 2015 through December 31, 2021
- Subject to solicitor review and approval

ROLL CALL: 9-0 CARRIED ON #12.8  
 7-2 CARRIED on #12.7  
 Voting No on #12.7: Ms. Kresge; Mr. Sacci

**SOLICITOR:** Mr. Daniel Corveleyn – No report.

**PLEASANT VALLEY SCHOOL DIRECTORS:** None.

**PLEASANT VALLEY CITIZENS:**

Ms. Linda Koehler, The Times News, questioned the action taken by the Board to rescind a previous motion.

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

**ADJOURNMENT**

There being no further business to come before the Board, Mr. Hoffman motioned, seconded by Mr. Sacci to adjourn the meeting at 8:47 PM.

CARRIED

Respectfully submitted,

Susan Famularo, Board Secretary

Debra L. Duff, Board Recorder

Next regularly scheduled Board of Education meeting: December 18, 2014 @ 8:00 PM