

PLEASANT VALLEY SCHOOL DISTRICT

Brodheads ville, PA 18322

**Minutes of the January 22, 2015 Board of Education Meeting**

**Board approved 2-12-15**

**CALL TO ORDER:**

The regularly scheduled meeting of the Pleasant Valley School District Board of Education was held on January 22, 2015 and called to order by Board President Russell Gould at 8:03 PM. The Pledge of Allegiance was led by Ms. Debra Duff 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 L. Duff

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

**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, Keri Ramsay, Reading Supervisor, Josh Krebs, Mathematics Supervisor. Building administrators present: Roger Pomposello, Tresa Malligo, Rocco Seiler, Todd VanNortwick, Bob Hines, Diane Siani, Doug Palmieri.

**School Solicitor present:** Mr. Gerard Geiger.

**Notification of Executive Session:** Mr. Gould announced that an executive session was held on January 22, 2015 immediately prior to this regularly scheduled meeting for the purposes of personnel matters, including, but not limited to performance and/or discipline; Negotiations; and Legal Issues. Mr. Gould also announced that there would be an executive session following this meeting for the purpose of personnel matters.

**Good News:** PVHS Senior, Christopher Curtis was in attendance and presented his Eagle Scout Project that he completed at PVE in September. He stated that he has achieved the rank of Eagle Scout within the Minsi Trail Council of the Boy Scouts of America. He organized 200 bear paw screened backpacks with a treasure trove of items that are being distributed to families in need. In addition he ran a dress code clothing drive for the cub closet at PVE. Mr. Curtis thanked former Eagle Scouts, John Gress and Joshua Krebs for their help and presented Mr. Krebs, Mr. Gress (accepted by Mr. Hines), and Ms. Geary with a certificate thanking them for their support. Ms. Geary thanked Christopher for recognizing a need in our school district and she expressed her gratitude for the work that he has done to support our schools. She presented him with a letter and bear paw pin in appreciation.

**School Director Recognition –**

**The month of January is School Director Recognition Month –**

Ms. Geary presented each Board member with a certificate issued by PSBA honoring them for volunteering their time and talents for the betterment of public education in our community. Building administrators expressed their appreciation as well.

Mr. Pomposello, on behalf of Ms. Greer and all of PVE, thanked the Board for everything that they do and for being advocates for our children. Cupcakes and pictures were given to the board in appreciation.

Mr. VanNortwick expressed appreciation on behalf of PVI for the Board's support. PVI students, together with art teacher, Ms. Ludwig, made a poster for the Board.

Mr. Seiler, on behalf of the middle school, thanked the Board for their hard work and giving our students the opportunity to be active members in the community. They made a paper "sidewalk" expressing their appreciation. Mr. Seiler introduced the advisor of the student council, Linda Reborchick who expressed her thanks to the Board and turned it over to student council members. Emma Sullivan, treasurer, Kamilla Czachor and Shawna Mincevich all thanked the Board for everything that they do.

Mr. Hines recognized the Board for volunteering their time for the benefit of our students. He stated that as the Board is honored for their service tonight, we honored a student, Christopher Curtis, who is the next generation that will service the community.

Michelle Heckelman, Student Government President, thanked the Board for all they do. Thank you notes and a pen were given to each Board member in appreciation. Senior Class Vice President, Amina Jones, and Junior Class President, Vera Rawls, both thanked the Board for their hard work. They both expressed appreciation for positive changes in the school district and were very proud that they will be graduating from Pleasant Valley.

**Pleasant Valley Citizens:** None.

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

Ms. Kresge motioned, seconded by Mr. Serfass to approve the minutes of the Board of Education meeting held on January 8, 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 #3.1 Accounts Payable 1-9-15 to 1-22-15

ROLL CALL: 9-0 CARRIED  
Abstained on #3.1 - Check No. 00209183 and  
Check No. 00209191: Linda Micklos  
(Abstention form attached)

The Accounts Payable (#3.2 and #3.3) approved at the January 8, 2015 Board meeting were provided for informational purposes.

**OLD BUSINESS**

**Solicitor:** Mr. Gerard Geiger – No report.

**NEW BUSINESS**

**Monroe Career & Technical Institute: Ms. Linda Micklos**

Ms. Micklos stated that the meeting in January was cancelled due to inclement weather and the next meeting is scheduled for February 2<sup>nd</sup>.

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

Mr. Wunder stated that the next meeting will be held next Wednesday.

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

Ms. Kresge stated that we now officially have a new governor. He has appointed a new Secretary of Education, Pedro A. Rivera. Ms. Kresge read a portion of a joint statement released on January 19<sup>th</sup> by PSBA, PASA, PASBO, PAESP, and PA Association of Rural and Small Schools: "...We believe the selection of Pedro Rivera as Secretary of Education indicates governor-elect Wolf is committed to ensuring equity in education throughout the state, and adequate support for all public school students and the educators who help them reach their potential. ...” Ms. Kresge also referred to an article as a point of interest, which stated that on the average in the nation, public education is funded at 46.2%. Pennsylvania is the lowest of any state in the nation at 35.2%.

**Student Government Representative: Ms. Michelle Heckelman, President**

Ms. Heckelman highlighted events and accomplishments at the high school:

- Congratulations to the cheerleaders for their District 11 championship and upcoming state competition.
- Outstanding talent at PVHS at an Acoustic Show held January 16<sup>th</sup> sponsored by The National Art Honor Society.
- Planning and organizing underway for a Spring Dance where students will decide on the theme for the dance.
- Congratulations extended to Alycia Gatling for being elected as PM DECA Chapter Vice President of Finance at MCTI and to Ana Vanchieri on winning the SkillsUSA Cover Design Contest.
- Round 1 of the Russell C. Hughes Monroe County Spelling Champions begins on January 27<sup>th</sup> and round 2 begins on February 3<sup>rd</sup> with the finals on March 24<sup>th</sup>.
- Kristan Lai and Shannon Simpson were recognized at the Martin Luther King Breakfast held at ESU on January 19<sup>th</sup> for 1<sup>st</sup> place and 3<sup>rd</sup> place, respectively, in the Julianna V. Bolt Art Competition.

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

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

Approval of #6.1 – Homebound Instruction (Per Board policy, re-evaluation will be done in ninety (90) days):

Student No.	Reason
HB120614LC-H	Medical, retroactive to December 6, 2014
HB121214FA-H	Medical, retroactive to December 12, 2014
HB121514YG-H	Medical, retroactive to December 15, 2014
HB121814RO-H	Medical, retroactive to December 18, 2014

- Approval of #6.2 - The following policies:
- A. Policy No. 122. Extracurricular Activities
  - B. Policy No. 123. Interscholastic Athletics
  - C. Policy No. 124. Alternative Instruction Courses
  - D. Policy No. 124.1. Online Courses
  - E. Policy No. 810.2. Transportation Video Monitoring

ROLL CALL: 9-0 CARRIED

Agenda Item #6.3 – The following policies were noted for a second reading.

- A. Policy No.137. Home Education Programs
- B. Policy No. 137.1. Extracurricular Participation by Home Education Students
- C. Policy No. 140. Charter Schools
- D. Policy No. 140.1. Extracurricular Participation by Charter/Cyber Charter Students
- E. Policy No. 146. Student Services

These policies will be brought before the Board for approval at the February 12<sup>th</sup> Board meeting. Ms. Geary encouraged Board members to call or meet with her if there are any questions or concerns.

**OTHER:**

Ms. Geary announced that \$831.00 was donated to Family Promise of Monroe County through our denim day held in December, 2014.

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

Mr. Peeters motioned, seconded by Mr. Serfass to approve agenda item #8.1-#8.5 as follows:

Approval of #8.1 – Leaves of Absence (Employees are responsible for benefit payments):

	NAME	POSITION	LEAVE	DAYS	DATES
1.	Deana Burger	Paraprofessional Associate, full-time	Family & Medical Leave	Fifteen (15)	December 2, 2014 with anticipated return to service January 5, 2015
2.	Marie Hample	Custodian	Family & Medical Leave	Forty-eight and .75 (48.75)	January 6, 2015 through March 13, 2015
3.	Adrienne Keefer	Long term substitute teacher	Family & Medical Leave	Six (6)	December 16, 2014 through December 23, 2014
4.	Kathleen Maltez	Paraprofessional Associate, part-time	Leave without pay	Three (3)	February 11, 12, and 13, 2015
5.	Carol Ring	Teacher	Family & Medical Leave, Intermittent	One (1)	January 16, 2015
6.	Robin Sexton	Monitor	Leave without pay	Six (6)	May 4 through May 11, 2015
7.	Kimberly Smith	Teacher	Family & Medical Leave, Intermittent	Twenty-four and one-half (24.5)	October 29 (.5), November 4 through 7, November 10, November 17 (.5), December 2, 3, and 4, December 10 (.5), December 11, 18, 19, 22, and 23, 2014; January 5 through 16, 2015.
8.	Marie Sottile	Secretary	Should be amended to reflect Family & Medical Leave	One (1)	December 19, 2014
9.	Joan Toolan	Paraprofessional Associate, part-time	Leave without pay	One (1)	January 7, 2015
10.	Jane Cadotte	Monitor	Leave without pay	One (1)	December 22, 2014
11.	Christina Novak	Paraprofessional Associate, full-time	Family & Medical Leave,		January 20, 2015 throughout the remainder of the 2014-15 school year.

			Intermittent		
12.	Tammi Pavan	Paraprofessional Associate, full-time	Leave without pay	One (1) day	February 20, 2015
13	Kelly Simpson	Paraprofessional Associate, part-time	Leave without pay	One (1)	December 4, 2014
14.	Megan Statts	Teacher	Child Rearing Leave	Eight (8)	January 15 through January 27, 2014

Approval of #8.2– Extensions/additions/changes to current employee assignments:

	NAME	POSITION	START DATE
1.	Kelly Collins	Extend current substitute position as a health room technician through January 30, 2015	January 19, 2015
2.	John McCutchan	Courier - Daily hours will be 5 3/4	January 19, 2015
3.	Donna Morris	Substitute Paraprofessional Associate	As per Board policy
4.	Jill Skinner	Substitute Paraprofessional Associate	As per Board policy

Approval of #8.3 – Hiring of Personnel Regular Appointment (pending receipt of all required paperwork):

	NAME	POSITION	SALARY	LOCATION	DESCRIPTION	START DATE
1.	Alison Jochen	School Nurse	\$40,900.00 pro-rated	PVE	Replace Kathy Balch who was transferred to the HS	January 23, 2015
2.	Kelli Conway Busch	Part-time Paraprofessional	\$10,165.50 prorated	PVE	Replace Deena Boyne who resigned	January 23, 2015
3.	Kelsey McGarvey	Part-time Paraprofessional	\$10,165.50 prorated	PVE	New position – Kindergarten transition	January 23, 2015

Approval of #8.4 – Hiring of Personnel Provisional Appointment (pending receipt of all required paperwork):

	NAME	POSITION	SALARY/STEP	OPENING
1.	Luz Cadena	Food Service Employee, part-time/Substitute Food Service Employee	Hourly wage \$9.92	PVE
2.	Regina Denaro	Substitute Monitor/Secretary/Food Service Employee	As per Board policy	
3.	Dawn Dunbar-Gerenday	Paraprofessional Associate, part-time/Substitute Paraprofessional Associate	\$10,165.50 prorated	PVHS
4.	Antonella Haines	Paraprofessional Associate, part-time/Substitute Paraprofessional Associate	\$10,165.5 prorated	PVHS
5.	Elizabeth Kenneally	Food Service Employee, part-time/Substitute Food Service Employee	Hourly wage \$9.92	PVHS
6.	Diane Metzgar	Substitute Monitor/Food Service Employee/Custodian/Secretary	As per Board policy	
7.	Sabrina Roman	Paraprofessional Associate/Substitute Paraprofessional Associate	\$10,165.5 prorated	PVHS
8.	Jillian Sheckler	Substitute Secretary/Paraprofessional Associate	As per Board policy	

Approval of #8.5 – The resignation of the following individual: Michelle Teeple, paraprofessional associate, part-time, effective January 29, 2015.

ROLL CALL: 9-0 CARRIED

Ms. Kresge motioned, seconded by Mr. Wunder to approve agenda item #8.6 – Resolution to Dismiss Employee: S.P. 01222015.

ROLL CALL: 9-0 CARRIED

Ms. Micklos motioned, seconded by Ms. Kresge to approve agenda item #8.7 – A one (1) month extension (February 10, 2015 to March 10, 2015) of the Professional Staff Conditional Retirement Incentive Memorandum of Understanding that was approved on December 4, 2014. 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 March 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: 9-0 CARRIED

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

Ms. Kresge motioned, seconded by Mr. Serfass to approve the PVHS Program of Students for 2015-2016 (Agenda Item #9.1).

ROLL CALL: 9-0 CARRIED

Agenda item #9.2 – Keri Ramsay, Reading Supervisor, provided an informational report.

**OTHER: Mr. Kenneth Newman**

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

Approval of #10.1 – The following field trip requests:

**A. Grade/Organization: 6th Grade PVI**

Teacher(s) Involved: Chandler, Clauson, Dorshimer, Dudley, Gauronsky, Geiger, Johnson, Kleinle, Kloss, Kutzler, McKinsey, Pavuk, Santore, Umland, Whiteford, Witmer

Destination: Medieval Times, Lyndhurst, New Jersey

Purpose: Students will receive first-hand knowledge of what it was like during the medieval time period.

Date(s): 5/27/15

Cost Per Student: \$35.00

District Buses Needed: yes -- 8

**B. Grade/Organization: 9-12 FBLA**

Teacher(s) Involved: Melissa Ruschak

Destination: Hershey, PA (going from PVHS to Herhey, PA)

Purpose: FBLA Competition 2015 -- States

Date(s): 4/12/15

Cost Per Student: \$175 plus incidentals

District Buses Needed: yes -- one

**C. Grade/Organization: 9-12 FBLA**

Teacher(s) Involved: Melissa Ruschak

Destination: Going from Hershey, PA back to PVHS

Purpose: FBLA Competition 2015 - States

Date(s): 4/15/15

Cost Per Student: \$175 plus incidentals

Approval of #10.2 – The following Intramural Advisor: James Ward - Weightlifting – PVHS (1/12/2015 - 3/13/2015).

Approval of #10.3 – Spring Coaching Positions as follows:

**A. Softball**

Jr. High -- Karl Rentzheimer

**B. Boys Lacrosse**

Volunteer - Jeffrey Hollenbeck

Approval of #10.4 – Facility Use Requests as follows:

**A. Organization: Pocono Cup Soccer**

Facility Requested: Pleasant Valley Soccer Fields

Purpose: Soccer Tournament

Date/Times: Saturday's and Sunday's

May 23rd and 24, 2015 and July 11, 12, 18 and 19, 2015

7 AM - 7:00 PM

Requestor: Mike Mugavero

Attendance: 400

Tuition: N/A

Fee by District: Class 3, All appropriate fees apply  
B. Organization: Northeast Blizzard Cheerleading  
Facility Requested: PVHS New Gymnasium, Concession stand and Wrestling Room  
Purpose: Cheerleading Competition  
Dates/Times: Sunday, March 15, 2015  
Requestor: Lisa Alvarado  
Attendance: 800-1000  
Tuition: \$8.00 Admission  
Fee by District: Class 3, All appropriate fees apply

ROLL CALL: 9-0 CARRIED

Agenda items #10.5 and #10.6 – Informational items included district events from January 23<sup>rd</sup> to February 12<sup>th</sup> and the cafeteria participation report was attached.

Mr. Newman also reported that he attended the Martin Luther King, Jr. Breakfast where our students placed 1<sup>st</sup> and 3<sup>rd</sup> in the Julianna V. Bolt Art Contest. He stated that the artwork will be used next year on the cover of the program.

### **BUILDING REPORTS**

#### **Pleasant Valley High School – Mr. John Gress (Mr. Hines reported in Mr. Gress’ absence)**

Mr. Hines provided an informational report. In addition, Mr. Hines said that they have begun the process of scheduling for next year. He thanked Mr. Seiler and the guidance department for starting the scheduling process with 8<sup>th</sup> graders.

#### **Pleasant Valley Middle School – Mr. Rocco Seiler**

Mr. Seiler provided an informational report. In addition, Mr. Seiler stated that the first round spelling bee for 7<sup>th</sup> and 8<sup>th</sup> graders was held today and the second round will be held in February. He spoke of the success of “no name calling week” stating that students are taught to treat each other with kindness.

#### **Pleasant Valley Intermediate School – Mr. Todd VanNortwick**

Mr. VanNortwick provided an informational report. In addition, Mr. VanNortwick stated that the first round of the spelling bee was held and in February PVI will go against the middle school. PVI, too, is participating in the no name calling week and he expressed appreciation to Mr. Palmieri and the counselors. Lastly, Mr. VanNortwick stated that auditions are being held for the Spring production of “My Son of Pinocchio, Jr.”.

#### **Pleasant Valley Elementary School – Ms. Erica Greer (Mr. Pomposello reported in Ms. Greer’s absence)**

Mr. Pomposello provided an informational report. In addition, he spoke of the clothing swap and thanked Mr. Christopher Curtis for his work. Mr. Pomposello extended an invitation to the Board to attend a Mini-THON on Friday, February 20<sup>th</sup> from 9:30 – 3:30 which will benefit kids who have cancer by assisting children treated at Penn State Hershey Children's Hospital.

### **BUSINESS MANAGEMENT: Ms. Susan Famularo**

Ms. Kresge motioned, seconded by Mr. Serfass to approve agenda item #12 as follows:

Approval of #12.1 - Cafeteria Accounts payable for December 2014: Total amount: \$215,791.33;  
Bills payable for December 2014: Total amount: \$78,717.11

Approval of #12.2 – The following contracts:

- A. It is recommended that the Board approve participation in the Department of General Services Costars Contract for sodium chloride (road salt) for the fiscal year 2015-2016.
- B. CSI. Cost: \$1,380. Polk Elementary School Fire Alarm Preventative Maintenance Agreement. Effective March 1, 2015 through February 28, 2016.
- C. Data Management, Inc. - TimeClock Plus. Cost: \$4,566.53. Annual Systems Support Contract. Effective February 27, 2015 to February 26, 2016.
- D. Aardvark Entertainment Inc. Cost: \$1,200.00. Magic and Illusion Show - 4 performances at Pleasant Valley Elementary School on January 26 and January 27, 2015.

Approval of #12.3 – Payment from PVSD Stadium Project Account: Payment of invoice from the Pleasant Valley School District Stadium Project Account to be paid with a Cashier's Check to Paverart - concrete pavers \$42.00.

Approval of #12.4 – Advertisement of sealed bids for the following items:

Janitorial Supplies and Equipment  
Anthracite Coal  
Musical Instruments

Approval of #12.5 – The following student placement:

Student #010715NS - Pyramid Healthcare - Quakertown - Effective 1/7/15

Approval of #12.6 – Purchase of items from Tyco – SimplexGrinnell for repair to the fire alarm at the Pleasant Valley High School as follows:

Purchase and installation of the items listed below at a cost of \$3,496.00.

1. Replace Horn at A3 gym Center of Wall
2. Replace Visual in D-Corridor Boys Room by S7
3. Replace Horn in D11 Café Kitchen by Office
4. Replace Strobe in D-11 Café Serving Area
5. Replace 2 Horn 1 Strobe Hall by Remedial Gym
6. Replace Strobe in Room G-06
7. Replace Strobe in Room H-1
8. Rectify Temporal Horns for pulse consistency.

Approval of #12.7 – The following bond fund payments:

2012 Bond Fund as per attached \$63,626.00

2006 Bond Fund as per attached \$5,220.00

Approval of #12.8 – Purchase order to KAPLAS Systems, Inc. in the amount of \$9,600.00 to replace six (6) winches in the Pleasant Valley Middle School old gym.

ROLL CALL: 9-0 CARRIED

Agenda item #12.9 – Informational items included the student activity accounts and the District Investment Report which were attached:

**A. Student Activity Accounts**

Beginning Balance, December 1, 2014: \$252,958.53

Receipts: \$7,983.28

Expenditures: \$17,033.10

Ending Balance, December 31, 2014: \$243,908.71

**B. District Investment Report for December 31, 2014**

**SOLICITOR:** Mr. Gerard Geiger – No report.

**PLEASANT VALLEY SCHOOL DIRECTORS:**

Ms. Kresge thanked everyone for their kind words and gifts in recognition of School Director Month.

**PLEASANT VALLEY CITIZENS:** None.

**ADJOURNMENT**

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

CARRIED

Respectfully submitted,

Susan Famularo, Board Secretary

Debra L. Duff, Board Recorder

Next regularly scheduled Board of Education meeting: February 12, 2015@ 8:00 PM