

**PLEASANT VALLEY SCHOOL DISTRICT**  
**Board of Education Meeting**  
July 18, 2013

Board Approved August 8, 2013 Excellence in Education: A Community Commitment

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The regular meeting of the Pleasant Valley School District Board of Education was called to order by President Thomas Murphy on Thursday, July 18, 2013 at 8:00 p.m. President Murphy welcomed those present, followed by the Pledge of Allegiance and a moment of silence. The meeting was held in the Pleasant Valley School District Administration Offices, Brodheadsville, PA.

**ROLL CALL**

<b>School Board</b>	Thomas Murphy, President	Steven Borger
<b>Attendees</b>	Susan Kresge, Vice President James Spinola, Treasurer	Michelle Palmer
<b>Absentees</b>	Harvey Frable, Russell Gould, H. Charles Hoffman, Dominick Sacci	
<b>Administration</b>	Dr. Arnold, Mr. C. Fisher, Ms. Famularo, Ms. Kotzmann, Ms. Zeliznik, Mr. Gress, Mr. Hines, Mr. Krebs, Ms. Malligo, Mr. Newman, Mr. Pomposello, Mr. T. VanNortwick, Ms. Greer	
<b>School Solicitor</b>	Mr. Gerard Geiger	

President Murphy announced Notification of Executive Sessions as follows:

- July 18, 2013 – **Personnel** – Employee issues including, but not limited to, performance and/or discipline; **Negotiations**; and **Legal Issues**.

**MEETING PROCEDURES:**

President Murphy referred to the agenda that was available to everyone present and to the meeting procedures that were attached.

**PLEASANT VALLEY CITIZENS:**

None

**OTHER:**

None

**SECRETARY'S REPORT: Ms. Linda Zeliznik, Board Recorder**

Susan Kresge motioned; seconded by Steve Borger, to approve the minutes of the meeting as follows:

- Minutes of the meeting held June 27, 2013
- Minutes of the meeting held July 10, 2013

As per the attached copies:

**VOICE VOTE: Carried**

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**TREASURER'S REPORT: Mr. James Spinola**

Susan Kresge motioned; seconded by Michelle Palmer, to approve the Accounts Payable 6/28/13 – 6/28/13 on pages 21-23; Accounts Payable 6/1/13 – 6/30/13 (Manual Checks) on page 24; Accounts Payable 7/1/13 – 7/18/13 on pages 25-27; Trial Balance/Financial Statement on pages 28-35; Asset Cost Summary on page 36 and the Condensed Board Summary/Expenditures-Revenues on pages 37-43 as per the attached copies.

**ROLL CALL: 5-0 Carried**

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**OLD BUSINESS:**

**Solicitor: M Daniel Corveleyn, Esq. / Gerard Geiger, Esq.**

Mr. Geiger wished Dr. Arnold a happy retirement.

**OTHER**

No reports

**NEW BUSINESS:**

**Monroe Career and Technical Institute: Susan Kresge reported for Dominick Sacci**

No report; however, there is a special meeting scheduled for Monday, July 22<sup>nd</sup> to discuss the resignation of Dr. Rushton who will be moving on to the Lehigh Career and Technical Institute.

**Colonial Intermediate Unit 20: Mr. Thomas Murphy**

No report

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

No report

**ADMINISTRATIVE REPORTS: Dr. Douglas Arnold**

Enrollment: Dr. Arnold stated that enrollment was discussed at the Buildings and Grounds meeting that was held on Monday, July 15<sup>th</sup>. He stated that there is no significant change at this time.

Policy Revisions

**Second Reading\***

- Policy No. 113.2. Behavior Support
- Policy No. 218. Student Discipline
- Policy No. 218.1. Weapons
- Policy No. 281.2. Terroristic Threats/Acts
- Policy No. 222. Tobacco Use
- Policy No. 227. Controlled Substances/Paraphernalia
- Policy No. 323. Tobacco Use
- Policy No. 351. Drug, Alcohol and Substance Abuse
- Policy No. 805. Emergency Preparedness
- Policy No. 904. Public Attendance at School Events
- Policy No. 909. Municipal Government Relations

*These policies will be recommended for approval at the August 8<sup>th</sup> Board Meeting.*

**First Reading\***

- Policy No. 113.1. Discipline Of Students With Disabilities

*This policy will be recommended for approval at the August 22<sup>nd</sup> Board Meeting.*

**Noteworthy Accomplishments and Events/Gifts/Donations**

- Robert Facella, PVHS student, received the Elk’s Scholarship Award in the amount of \$1,000,
- The Pocono Record featured an article on the PVHS Drama Camp that is designed to help our students to hone their acting skills.
- The Exchange Club of the Pocono Mountains presented Katelyn Schembeck, PVHS student, with the ACE award. The award is given to a student who Accepts the Challenge of Excellence. Katelyn attends MCTI for Culinary Arts and has arranged a number of fundraisers.
- Dr. Arnold distributed articles on Rikki Correll, PVHS softball player who was selected as the Player of the Year by both the Pocono Record and the Times News.
- PVHS Senior Sayre Kresge received the MAC Tool Chest Award for the Automotive Technology program at MCTI
- This morning, James Korcienski and Sarah Evans accepted a plaque from the Salvation Army on behalf of the PVHS 12<sup>th</sup> Grade AP Literature class in recognition of the fundraiser golf tournament organized by the class that raised over \$5,400 for the army.

**Personnel and General Administration: Mr. Fisher for Mr. Anthony Fadule**

MiChelle Palmer motioned; seconded by Steve Borger, to approve items #6.4.1 - #6.4.2 on the Personnel Report and items #6.4.3 - #6.4.5 on Addendum #1 as follows:

<b>6.4</b>	<b><u>Personnel and General Administration</u></b>		<b>July 18, 2013</b>
6.4.1	Hiring of Personnel (The hiring of all personnel is pending receipt of all required paperwork)		
	6.4.1.1	Professional Staff	
		The following individuals were approved for hire effective the beginning of the 2013-14 school year:	
	6.4.1.1.1	Pleasant Valley Intermediate School	
		6.4.1.1.1.1 Heather Wadding	BS + 38, Step 2
		BS, Business Management	Salary=\$43,300
		ESU	
		Elementary Certificate	
		DeSales University	
		(Replacement 4 <sup>th</sup> grade position for David Webb)	
		6.4.1.1.1.2 Shanna Mills	BS, Step 1
		BS, Elementary and	Salary=\$40,900

- Special Education  
ESU  
(Replacement 4<sup>th</sup> grade position for Lindsey DeSantis)
    - 6.4.1.1.1.3 Adrienne Keefer BS, Step 1  
BS, Elementary  
Salary=\$40,900, prorated  
PSU  
(First semester 5<sup>th</sup> grade long-term substitute  
Position for Crystal Hicks)
  - 6.4.1.1.2 Pleasant Valley Elementary School
    - 6.4.1.1.2.1 Carol Simonson BS, Step 1  
BS, Elementary Salary=\$40,900  
ESU  
(Replacement 3rd grade position for Carolyn McCormick)
- 6.4.2 Other
  - 6.4.2.1 Approval was granted for the settlement agreement between the Pleasant Valley Education Association and the Pleasant Valley School District concerning Grievance #1213-01.

**6.4 Personnel and General Administration – Addendum #1 July 18, 2013**

- 6.4.3 Leaves of Absence
  - 6.4.3.1 Sabbatical Leave of Absence
    - 6.4.3.1.1 Deborah L. Gibbons, PVI teacher, requests sabbatical leave of absence, as per School Board policy, effective for the first semester of the 2013-2014 school year.
- 6.4.4 Retirement
  - Approval was granted to accept the letter of retirement from the following individual:
  - 6.4.4.1 Elsa Henn, PVHS monitor, effective July 31, 2013.
- 6.4.5 Resignation
  - Approval was granted to accept the letter of resignation from the following individual:
  - 6.4.5.1 Kimberly A. Engler, PVMS Family & Consumer Science teacher, effective August 26, 2013.

**ROLL CALL: 5-0 Carried**

**Professional and Support Services; Mr. Christopher J. Fisher**

Susan Kresge motioned; seconded by MiChelle Palmer, to approve items #6.5.1 and #6.5.8 on the Professional and Support Services Report and item #6.5.10.1 on Addendum #1 as follows:

**6.5 Professional, Support, & Pupil Personnel Services  
Principal of Health & Physical Education July 18, 2013**

- 6.5.1 For Approval
  - 6.5.1.1 Approval was granted for the use of school district facilities for local, state, and/or federal emergency service organizations and/or agencies for 2013-2014 as arranged through the Office of the Assistant to the Superintendent.
  - 6.5.1.2 Approval was granted for 125 Cyber School in a Box bundles for the upcoming 2013-2014 school year. The total cost will be \$ 531,250.00.
  - 6.5.1.3 Approval was granted to accept the resignation of Mr. Greg Duff as 2013-2014 Girls' Jr. High Basketball Assistant Coach.
  - 6.5.1.4 2013-2014 Intramural Advisors for Fall Season
    - 6.5.1.4.1 Boys' Basketball - Mr. Ken Piontkowski
    - 6.5.1.4.2 Boys' Basketball - Mr. Anthony Chupa
  - 6.5.1.5 2013-2014 Assistant Coaching Positions
    - 6.5.1.5.1 Girls' Basketball
      - 6.5.1.5.1.1 Freshman - Mr. Greg Duff
      - 6.5.1.5.2 Football
        - 6.5.1.5.2.1 Jr. High - Mr. Jeff Lazowski
  - 6.5.1.6 2013-2014 Supplemental/Co-curricular Advisor Positions
    - 6.5.1.6.1 Equipment Manager - Ms. Holly DeVivo
    - 6.5.1.6.2 Fall Cheering – JV - Ms. Jessica Holmes
    - 6.5.1.6.3 Winter Cheering – JV - Ms. Jessica Holmes
    - 6.5.1.6.4 Jr. High Cheering (8<sup>th</sup> Gr.) - Ms. Vivien Kloss
    - 6.5.1.6.5 Senior Honor Society - Ms. Theresa Sinisko
    - 6.5.1.6.6 Sewing/Crochet Club, M.S. - Ms. Diane Dudak
    - 6.5.1.6.7 Sewing/Crochet Club, M.S. - Ms. Amelia Meixsell

- 6.5.1.6.8 Sewing/Crochet Club, M.S. - Ms. Eileen Arnold
- 6.5.1.6.8.1 Three Sewing/Crochet Club co-advisors will split one stipend.
- 6.5.1.7 2013-2014 Volunteer Coaching/Advisor Position
- 6.5.1.7.1 Fall Cheering - Ms. Shannon Mackes
- 6.5.1.8 Approval was granted for the following event ticket and entrance prices for school year 2013 - 2014.

Event	Adults	Students	Senior Citizens	Children (under 12)
Athletic Contests – home contests played in the stadium or gymnasium				
Night games – Varsity	\$4.00	\$2.00	\$4.00 (no charge w/Senior Pass)	
Afternoon games – Varsity/JV/Freshman	\$2.00	\$1.00	\$2.00 (no charge w/Senior Pass)	
High School Drama Production	\$8.00	\$6.00	\$6.00 (no charge w/Senior Pass)	
High School Musical Production	\$5.00	\$3.00	\$5.00 (no charge w/Senior Pass)	
Middle School Drama Production	\$5.00	\$3.00	\$5.00 (no charge w/Senior Pass)	
Intermediate/Elementary School Drama Production	Free	Free	Free	
High School Band Productions	Free	Free	Free	
High School Chorus Productions	Free	Free	Free	
Homecoming Dance	\$8.00	\$8.00		
Marching Band Competition	\$6.00	\$6.00	\$6.00	
Another Not-So-Silent Night	\$10.00	\$10.00	\$10.00	
Italian Feast	\$7.00	\$7.00	\$7.00	\$3.00
Multi-media Mayhem	\$7.00	\$7.00	\$7.00	
PV Color Guard Competition	\$6.00	\$6.00	\$6.00	
Prom Fashion Show	\$5.00	\$5.00	\$5.00	
PDR Video Contest	\$8.00	\$8.00	\$8.00	
Mock Concert	\$7.00	\$7.00	\$7.00	
Gong Show	\$5.00	\$5.00	\$5.00	
FBLA Pancake Breakfast	\$5.00	\$3.00	\$5.00	
Summer Sound Off	\$7.00	\$2.00	\$7.00	

- 6.5.1.9 Approval was granted for the following SAO (Student Affiliated Organization) for the 2013-2014 school year.
  - 6.5.1.9.1 PV All Sports Club
    - 6.5.1.9.1.1 Boys' Basketball Parent's Club
    - 6.5.1.9.1.2 Girls' Soccer
    - 6.5.1.9.1.3 Lady Bears Basketball Parents
    - 6.5.1.9.1.4 PV Baseball Booster Club
    - 6.5.1.9.1.5 PV Boys' Soccer Booster Club
    - 6.5.1.9.1.6 PV Cheerleading
    - 6.5.1.9.1.7 PV Football Parents
    - 6.5.1.9.1.8 PV Softball Booster Club
    - 6.5.1.9.1.9 PV Take Down Club (Wrestling)
    - 6.5.1.9.1.10 PV Volleyball Parent's Club
    - 6.5.1.9.1.11 URSA Parents – Field Hockey
  - 6.5.1.9.2 PV Band Parents
  - 6.5.1.9.3 PV Elementary PTO
  - 6.5.1.9.4 PV Intermediate PTO
  - 6.5.1.9.5 PV Middle School PTO
  - 6.5.1.9.6 Polk Elementary PTO

6.5.8 Facilities: Mr. Christopher Fisher

6.5.8.1 Facility Use Requests: 1

- 6.5.8.1.1 Organization Pleasant Valley Choral Society
- Facility Requested High School New Auditorium and Music Rooms

Purpose	Community Choral Concert
Dates/Times	Friday, December 13, 2013, 4:30 to 10:30 pm Saturday, December 14, 2013, 6:00 to 10:00 pm Sunday, December 15, 2013, 2:00 to 6:00 pm Snow Dates: Friday to Sunday, December 20, 21, and 22, 2013, same times Spring Concert: Friday, April 25, 2014, 4:30 to 10:30 pm Saturday, April 26, 2014, 6:00 to 10:00 pm Sunday, April 27, 2014, 2:00 to 6:00 pm

## 6.5 Professional, Support, & Pupil Personnel Services

### Principal of Health & Physical Education

**July 18, 2013**

6.5.10.1 Approval was granted to contract with the Quad 3 Group to design, permit and create bid documents for a new softball field at the PV middle school for a cost not to exceed \$ 25,500

- Mr. Spinola had a question regarding the event titled Ready, Set, Run.
- Mr. Murphy asked if anyone from the public wished to comment on item #6.5.10.1, which was added to tonight's agenda. No one commented.
- Mr. Borger stated that at the last meeting he commented on the filling of coaching positions and he is now glad that it appears we are moving forward with the new evaluation tool.
- Mr. Spinola commented that he would be voting "no" on item #6.5.1.1 due to the lack of a prior notification requirement he has asked for in the past.

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**ROLL CALL: 5-0 Carried for all items except item #6.5.1.1, which was Carried by a vote of 4-1; Voting 'No' on item #6.5.1.1 – J. Spinola**

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Informational item: District Events

- ❖ **Special Education: Ms. Ellen McMasters, Ms. Cheryl Caines, Ms. Diane Siani – No report**
- ❖ **Transportation Liaison/Asst. Custodial: Mr. Anthony Pierri – No report**
- ❖ **Buildings and Grounds: Mr. Mark Meinhart – No report**
- ❖ **Technology Systems: Mr. Rocco Seiler – No report**
- ❖ **Custodial and Warehouse: Mr. Howard Scott – No report**
- ❖ **Facilities: Mr. Christopher Fisher, Mr. Greg Bowman – No report**
- ❖ **Food Services: Ms. Bonnie Grammes – Participation report attached**

### **CURRICULUM AND STAFF DEVELOPMENT: Dr. Arnold for Ms. Carole Geary**

Susan Kresge motioned; seconded by Steve Borger, to approve items under #6.6.2 as follows:

- PVHS School Improvement Plan for the 2013-14 school year.
- The purchase of textbooks for PVHS as per attachment.

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**ROLL CALL: 5-0 Carried**

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- ❖ **Mathematics: Mr. Kenneth Newman – No report**
- ❖ **Reading: Ms. Keri Ramsay – No report**
- ❖ **Technology Services/Pleasant Valley Cyber Academy: Dr. Lee Lesisko – No report**
- ❖ **Title I and Title II – No report**

### Pleasant Valley Intermediate: Mr. Todd VanNortwick, Mr. Doug Palmieri

No report

### Pleasant Valley Elementary School: Mr. Josh Krebs, Mr. Pomposello

No report

### Polk Elementary: Ms. Erica Greer

No report

### Pleasant Valley Middle School: Mr. Rocco Seiler, Ms. Josephine Fields

No report

### Pleasant Valley Cyber Academy: Dr. Lee Lesisko

No report

### Pleasant Valley High School: Mr. John Gress, Mr. R. Hines, Ms. Teresa Malligo

No report

**Business Manager: Ms. Susan Famularo, Ms. Monica Kotzmann**

Susan Kresge motioned; seconded by Steve Borger, to approve items #6.10.1 -#6.10.2 on the Business Report and item #6.10.3 on Addendum #1 with the following revisions noted: Items # 6.10.1.2.1 and #6.10.3.4 were both withdrawn. Report is as follows:

**6.10 Business Management July 18, 2013**

6.10.1 Approval granted for:

6.10.1.1 Cafeteria accounts payable for June 2013.

**Total amount: \$214,318.74**

Bills payable for June 2013.

**Total amount: \$11,428.76**

6.10.1.2 The following contracts were approved:

6.10.1.2.1 WITHDRAWN

6.10.1.2.2 Lehigh Valley Physicians Group. Cost: \$12,500. Maximum of 600 sports physicals for the 2013-2014 school year. If additional physicals are needed, each will be charged at an additional \$15. Not to exceed \$15,000.

6.10.1.2.3 CIT Finance LLC. Cost: \$52,860. Trend Micro Enterprise Security Suite – Subscription June 17, 2013 through June 16, 2016.

6.10.1.2.4 C.M. Eichenlaub Co. Cost: \$10,179. Mandatory bleacher inspection at Pleasant Valley High School Main and Aux Gyms, Pleasant Valley Elementary School, Pleasant Valley Intermediate School and Pleasant Valley Middle School Main and Aux Gyms.

6.10.1.2.5 Xerox. Cost: \$57,000/monthly.

- 72-month contract
- Continued delivery of:
  - Gateway Registration/HR Onboarding (including licenses for 6 years)
  - DocuShare Repository (including support for 6 years)
  - LumaPix yearbook software (including licenses for 6 years)
  - Triumph Automatic Cutter
  - Managed Print Services (XPS)
  - On-site Xerox Labor
  - ScanflowStore
- Replacement of older Xerox technology
  - 8 multifunctional office mono devices
  - 1 production mono device
- Upgrade of Equitrac software
  - Improved stability
  - Cost savings/analyst reporting component
- Upgrade of NowDocs software
  - Hosted delivery of solution vs. server based (including support for 6 years)
  - Server based support discontinued
- Conversion of desktop units from “base business” lease to Managed Services contract
- Addition of PVSD owned desktop assets (4) to XPS solution inventory list

6.10.1.2.6 Behavioral Health Associates for Education Services, effective for the 2013-2014 school year.

Cost:

- \$89.00/day Regular Education
- \$125.00/day Special Education
- \$200.00/day Intensive Social Skill Training
- \$150/day Classroom of Rehabilitative Education
- \$62.50/day Career Employment Program
- \$25.00/day Ebridge Academy Online Education

Other Services and Costs:

- \$30.00/hour One on One Instructional Assistant
- \$65.00/hour Interpreter - Deaf/Hearing Impaired
- \$60.00/hour Interpreter – Spanish
- \$175.00//Psychiatric Evaluation
- \$175.00/Psychological Evaluation
- \$50.00/half days / \$75.00 full day STAR Summer Program
- \$27.00/hour STAP Summer Therapeutic Activities Program
- \$30.00/trip plus \$0.50/mile Specialized Transportation

6.10.1.3 The following invoice was approved for payment from the Bond Fund as indicated.

**2012 Bond Fund** as per attached list \$17,253.01

6.10.1.4 The following student placements were approved:  
Student #060313BA – Northampton County Juvenile Detention & Treatment Center – Effective 6/3/13.  
Student #051713MC – Northampton County Juvenile Detention & Treatment Center – Effective 5/17/13.

6.10.1.5 Approval was granted to establish the following Student Activity Account: Pleasant Valley High School Gardening Club

6.10.1.6 Approval was granted to advertise for sealed bids for the following:  
Spring Athletic Supplies & Equipment

6.10.2 Informational

6.10.2.1	Student Activity Accounts	
	Beginning Balance, June 1, 2013	\$270,293.86
	Receipts	21,840.99
	Expenditures	47,545.19
	Ending Balance, June 30, 2013	\$244,589.66

**6.10 Business Management – Addendum #1 July 18, 2013**

6.10.3 Requests for approval

6.10.3.1 The following contracts were approved:

- 6.10.3.1.1 Mechanical Service Company. Cost: \$5,588. Annual boiler maintenance at Polk Elementary, Pleasant Valley High School, Chestnuthill Elementary and PV Operations Facility.
- 6.10.3.1.2 Gifts ‘N Things, Inc. Cost: \$ .00. Variety of products through booklet sales. Fundraiser September 23, 2013 through October 4, 2013 for Pleasant Valley Elementary and Polk Elementary.

6.10.3.2 Approval was granted for the Athletic and Student Accident Insurance for the 2013-14 school year as listed below:

AG Administrators (PSBA):	United States Fire Insurance Company
Athletic Accident	\$42,500.00
Intramural Sports	\$1,250.00
Gym Classes	\$1,750.00
Non-Sport Clubs and Activities	\$500.00

Voluntary Student Accident Insurance:

School Time	\$28.00/Student
24-Hour	\$124.00/Student

6.10.3.3 Approval was granted for a purchase order to Eversan, Inc. in the amount of \$4,404.00 for a scoreboard for the middle school soccer field.

6.10.3.4 WITHDRAWN

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**ROLL CALL: 5-0 Carried**

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**Solicitor: Daniel Corveleyn, Esq. / Gerard Geiger, Esq.**

None

**Pleasant Valley School Directors:**

- Dr. Arnold thanked the Board for the opportunity to serve at Pleasant Valley. He stated that he hoped he lived up to the standards that were set by those superintendents who served before him and that he made a positive difference. He commended the Board members for volunteering their time and making difficult decisions. He stated that he appreciated the hard work and dedication shown by our Board members. He also stated that community service has always been an important initiative of the Board and he hoped that significant strides were made were in that regard. Dr. Arnold thanked his father who set a fine example for him and for the support his family has provided over his career. He thanked his dear mother for her support and remarked he will be eternally grateful for the selfless support of his wonderful wife. He also thanked his two terrific sons for their support over the years.
- Mr. Murphy thanked Dr. Arnold for his six years of leadership and presented him with a plaque from the PVSD. He remarked that Dr. Arnold elevated the school district and made it better and for that the Board would be forever grateful.
- Ms. Kresge thanked Dr. Arnold for his communication with the Board and always being available.
- Mr. Spinola recognized the improved structure and positive changes made over the years.
- Mr. Borger echoed the previous remarks and wished Dr. Arnold a happy retirement.

**Pleasant Valley Citizens:**

None

**Adjournment:**

There being no further business to come before the Board, President Murphy asked for a motion to adjourn.

Jim Spinola motioned; seconded by Steve Borger, to adjourn the meeting at approximately 8:32 p.m.

**Voice Vote Unanimously Carried**

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*Respectfully submitted,*

Susan Famularo, Board Secretary \_\_\_\_\_

Linda Zeliznik, Board Recorder \_\_\_\_\_

**Next School Board Meeting:**

**Date: August 8, 2013**

**Time: 8:00 P.M.**

**Location: PVSD District Administration Offices**