

**PLEASANT VALLEY SCHOOL DISTRICT**  
**Board of Education Meeting**  
**December 3, 2012**

Board Approved: December 13, 2012

Excellence in Education: A Community Commitment

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The organization meeting of the Pleasant Valley School District Board of Education was called to order by President Thomas Murphy, on Monday, December 3, 2012 at 8:01 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>	President Thomas Murphy	Steve Borger	MiChelle Palmer
<b>Attendees</b>	Vice President Susan Kresge	Harvey Frable	Dominick Sacci
	Treasurer James Spinola	H. Charles Hoffman	
<b>Absentees</b>	Russell Gould		
<b>Administration</b>	Dr. Arnold, Mr. Fadule, Ms. Geary, Ms. Famularo, Ms. Zeliznik, Mr. C. Fisher,		
<b>Attendees</b>	Ms. Kotzmann, Mr. Newman		
<b>School Solicitor</b>	Mr. Daniel Corveleyn		

President Thomas Murphy announced Notification of Executive Session as follows:

- December 3, 2012: **Personnel** – Employee issues including, but not limited to, performance and/or discipline; **Negotiations**; and **Legal Issues**.

**Board Organization (In compliance with Section 4-401 (b) of the PA School Code, as amended)**

Election of Temporary President (Term expires December 3, 2012).

Attorney Corveleyn opened the floor for nomination of a Temporary Board President (Term expires December 3, 2012).

Jim Spinola nominated Dominick Sacci as Temporary Board President; seconded by Thomas Murphy.

Thomas Murphy motioned to close the nomination; seconded by Charles Hoffman.

A vote to elect Dominick Sacci as Temporary Board President was held.

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**VOICE VOTE: 8-0 Carried**

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**Election of School Board President (conducts an election for Vice-President)**

Dominick Sacci, as Temporary President, opened the floor for nominations for Board President (term expiring on December 2, 2013 or upon the convening of the 2014 organization meeting).

Susan Kresge nominated Thomas Murphy for Board President; seconded by MiChelle Palmer.

MiChelle Palmer motioned to close the nomination for Board President; seconded by Susan Kresge.

A vote to elect Thomas Murphy as Board President took place.

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**VOICE VOTE: 8-0 Carried**

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It is hereby recorded that Thomas Murphy is elected as President of the Pleasant Valley School District Board of Education by a unanimous ballot, to serve until the next organization meeting of the Board to be held on December 2, 2013 or upon the convening of the 2014 organization meeting.

President Murphy took his place as presiding officer and conducted the election to fill the office of Vice President (Term expiring on December 2, 2013 or upon the convening of the 2014 organization meeting).

President Thomas Murphy opened the nominations for the office of Board Vice President.

Michelle Palmer nominated Susan Kresge as Vice President; seconded by Charles Hoffman.

Jim Spinola motioned to close the nomination for Vice President; seconded by Dominick Sacci.

A vote to elect Susan Kresge as Board Vice President was held:

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**VOICE VOTE: 8-0 Carried**

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It is hereby recorded that Susan Kresge is elected as Vice President of the Pleasant Valley School District Board of Education by a unanimous ballot, to serve until the next organization meeting of the Board to be held on December 2, 2013 or upon the convening of the 2014 organization meeting.

President appointed the following:

- MCTI JOC Representative - (Three-year term)
  - Charles Hoffman (term expires **December 2015**)

This appointee joins the following previously-appointed school district MCTI JOC Representatives:

- Susan Kresge (term expires **December 2013**)
- Dominick Sacci (term expires **December 2014**)
- MCTI JOC Alternates
  - Russ Gould (term expires **on December 2, 2013 or upon the convening of the 2014 organization meeting**)
  - Harvey Frable Gould (term expires **on December 2, 2013 or upon the convening of the 2014 organization meeting**)
- Legislative Chairperson
  - Susan Kresge (term expires **on December 2, 2013 or upon the convening of the 2014 organization meeting**).
- PSBA Voting Delegates
  - Susan Kresge (term expires **on December 2, 2013 or upon the convening of the 2014 organization meeting**).
  - Michelle Palmer (term expires **on December 2, 2013 or upon the convening of the 2014 organization meeting**).

President Murphy stated that the other committees will likely be discussed at the next meeting.

Susan Kresge motioned; seconded by Steve Borger, to approve the meeting dates for Board Meetings and Buildings & Grounds Meetings for January 2013 – December 2013 as per the attached copy.

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**VOICE VOTE: 8-0 Carried**

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**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**

Dominick Sacci motioned; seconded by Susan Kresge, to approve the minutes of the meeting held on Thursday, November 15, 2012 as per the attached copy:

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**VOICE VOTE: 8-0 Carried**

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

Charles Hoffman motioned; seconded by Steve Borger, to approve the Accounts Payable 12/1/12 – 12/3/12 on pages 19-21 as per the attached copies:

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**ROLL CALL: 8-0 Carried**

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**OLD BUSINESS:**

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

No report

**OTHER**

No reports

**NEW BUSINESS:**

**Monroe Career and Technical Institute: Mr. Dominick Sacci**

No report

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

No report

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

No report

**Student Representative:**

No report

**ADMINISTRATIVE REPORTS: Dr. Douglas Arnold**

Enrollment will be reported at the next meeting on December 13<sup>th</sup>.

**Other:**

Susan Kresge motioned; seconded by Jim Spinola to approve the following appointments:

- Ms. Susan Famularo as the school district's alternate representative on the West End Park and Open Space Commission – Term expires December 31, 2013
- Monica A. Kotzmann as delegate to the Monroe County Tax Collection Committee from January 1, 2013 to December 31, 2013.

- Susan H. Famularo as alternate delegate to the Monroe County Tax Collection Committee from January 1, 2013 to December 31, 2013.

**ROLL CALL: 8-0 Carried**

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

- The MVC Scholar-Athletic Luncheon was recently held at Pleasant Valley. Stefanie Schmitt, PV Volleyball player, was the scholar-athletic for that sport.
- Dr. Arnold, Mr. Spinola, Ms. Kresge and Ms. Palmer attended the tree lighting ceremony that was held this evening at PVE.
- Dr. Arnold attended the play, ‘Miracle of 34<sup>th</sup> Street’, that was held last weekend at PVHS. The students did an outstanding job!
- PVI held a blood drive today from 9 a.m. to 3 p.m. Ms. George organized the event.
- Ray Fitzpatrick and family donated coats, gloves, hats and socks to four needy PVE families.
- Polk Fire Department came to PVE to demonstrate what a fireman does. They also held a coloring contest and donated a pizza party.
- Dr. Arnold thanked everyone involved with the PPL Community Forum that was held at PVE.
- Dr. Arnold recognized Ms. Bobbi Mika for her donation of school supplies to PVE.
- Dr. Arnold recognized the staff from the Gap at the Crossings Outlet who donated book bags, lunch boxes and school supplies to needy students at PVE.
- Dr. Arnold announced that this Friday, December 7<sup>th</sup>, the PVMS Life Skills class will be holding a breakfast to those PV staff who helped to create their “apartment”, which will help them develop skills that are part of the curriculum and in learning how to function as independently as possible. Dr. Arnold stated that a number of items were donated by community members. Items were donated by Mr. and Mrs. John DeVivo, Mr. and Mrs. Tim Hinton, Mr. Dale Kresge, Ms. Joan Toolan and Ms. Irene Hackett. Ms. Geary added that part of the apartment is set up like an apartment and a portion is set up like a store so the students can pick the items they need. Ms. Geary stated that the breakfast, which will be prepared by the life skills students, will be to thank the maintenance staff who helped with creation of the apartment.
- A letter was received by the Monroe County Bar Association thanking PVHS teacher Ms. Christina Novak for her outstanding efforts in helping to make the Mock Trial event a success.
- Dr. Arnold attended the Santa Luncheon that was hosted by the PVESPA at PVI this past weekend. It was a great success.
- Dr. Arnold commented on the recent deaths of Larry Court, retired PVI teacher, and Dean Borger, a PV alumnus and husband of a staff member at PVI, Mrs. Pam Borger. Dr. Arnold stated that Mr. VanNortwick has met with staff to offer any assistance that someone may need and that our thoughts and prayers are with both families.

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

Susan Kresge motioned; seconded by Steve Borger, to approve items #6.4.1 - #6.4.2 on the Personnel Report and item #6.4.3 on Addendum #1 with one revision noted. Item # 6.4.1.1.1 is retroactive to November 28, 2012. Report is as follows:

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|------------|--|----------------------------------|
| <b>6.4</b> | <b><u>Personnel and General Administration</u></b>   | <b><u>December 3, 2012</u></b>   |
|            | 6.4.1 Hiring of Personnel (The hiring of all personnel is pending receipt of all required paperwork) |                                  |
|            | 6.4.1.1 Support Staff  |                                  |
|            | 6.4.1.1.1 Substitutes  |                                  |
|            | 6.4.1.1.1.1 Shefike Mehmedi - Custodian  | Retroactive to November 28, 2012 |

- 6.4.2 Leaves of Absence
  - 6.4.2.1 Child Rearing Leave
    - 6.4.2.1.1 Lauren Churchill, PVI school counselor, was approved for an extension of her child-rearing leave of absence effective the beginning of the 3<sup>rd</sup> marking period through the conclusion of the 2012-2013 school year.
  - 6.4.2.2 Leaves without Pay (Employees are responsible for the payment of any benefits the school district provides during the period of leave.):
    - 6.4.2.2.1 Deana Burger, PVE full-time paraprofessional associate, was approved for unpaid leave of absence for one-half (.5) day, effective November 9, 2012.
    - 6.4.2.2.2 Jennifer Esposito, PVI part-time paraprofessional associate, was approved for unpaid leave of absence for one (1) day, effective November 12, 2012.
    - 6.4.2.2.3 Jean Hicks, PVE head cook, was approved for unpaid leave of absence for one (1) day, effective January 25, 2013.

**6.4 Personnel and General Administration – Addendum #1 December 3, 2012**

- 6.4.3 Hiring of Personnel (The hiring of all personnel is pending receipt of all required paperwork)
  - 6.4.3.1 Support Staff
    - 6.4.3.1.1 MaryLynn Barner was approved for the position of part-time paraprofessional associate, at an annual salary of \$20,331, prorated, effective December 4, 2012. Her 2012-2013 school year assignment is PVMS. (Replacement position for Charissa Derr)
    - 6.4.3.1.2 Substitutes
      - 6.4.3.1.2.1 MaryLynn Barner - Paraprofessional Associate
      - 6.4.3.1.2.2 Joshua Spinola - Custodian/Maintenance Worker
  - 6.4.3.2 Professional Staff
    - 6.4.3.2.1 Substitutes
      - 6.4.3.2.1.1 MaryLynn Barner - Social Studies/Mid-Level Mathematics

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**ROLL CALL: 8-0 Carried Abstaining from vote on item #6.4.3.1.2.2 – J. Spinola Reason: Relative Abstention Memorandum is attached**

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

Charles Hoffman motioned; seconded by Steve Borger, to approve item #6.5.1.1 as follows:

**6.5 Professional, Support, & Pupil Personnel Services**

**Principal of Health & Physical Education**

**December 3, 2012**

6.5.1 For Approval

- 6.5.1.1 Intramural Advisors for the 2012-2013 winter season.
  - 6.5.1.1.1 Baseball - Mr. Charles Inserra
  - 6.5.1.1.2 Baseball - Mr. Mark Versuk
  - 6.5.1.1.3 Baseball - Mr. Jeff Lazowski

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**ROLL CALL: 8 -0 Carried**

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- ❖ Special Education: Ms. Ellen McMasters, Ms. Cheryl Caines – No Report
- ❖ Transportation: Mr. Christopher Fisher, Mr. Tony Pierri – No Report
- ❖ Building & Grounds: Mr. Mark Meinhart – No Report
- ❖ Technology Systems: Mr. Rocco Seiler – No Report
- ❖ Custodial/Warehouse: Mr. Howard Scott – No Report
- ❖ Facilities: Mr. Christopher Fisher – No Report
- ❖ Cafeteria Services: Ms. Bonnie Grammes – No Report

**Curriculum/Staff Development: Ms. Carole Geary**

No report

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

**Elementary Divisions**

- ❖ Pleasant Valley Intermediate School: Mr. Todd VanNortwick, Mr. Doug Palmieri – No Report
- ❖ Pleasant Valley Elementary School: Mr. Joshua Krebs, Ms. Diane Siani, Ms. Erica Walters – No Report
- ❖ Polk Elementary School: Mr. Ken Newman – No Report
- ❖ Pleasant Valley Middle School: Mr. Howard Drake, Ms. Shelley Franco-Larthey – No Report
- ❖ Pleasant Valley High School: Mr. John Gress, Mr. Robert Hines, Ms. Tresa Malligo – No Report

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

Susan Kresge motioned; seconded by Dominick Sacci, to approve item #6.10.1 on the Business Report

**6.10      Business Management      December 3, 2012**

- 6.10.1      Requests for approval
  - 6.10.1.1      Approval was granted to amend 403 (b) Plan Document.
  - 6.10.1.2      The following invoice was approved for payment from the Pleasant Valley High School Courtyard Garden Account:
    - Check #180 to Oriental Trading Company in the amount of \$88.84. Items for Community Halloween Night
  - 6.10.1.3      The following invoices were approved for payment from the Bond Fund as indicated.
    - **2012 Bond Fund** as per attached \$1,644,509.80
  - 6.10.1.4      The following student placements were approved:
    - Student #090412CK – Bucks County IU#22 – Effective 9/4/12.
    - Student #110812JG – Northwestern Academy – Effective 11/8/12.
    - Student #092412AH – KidsPeace – Effective 9/24/12.
  - 6.10.1.5      Approval was granted to establish the following Student Activity Account:
    - Pleasant Valley Middle School Builder’s Club
  - 6.10.1.6      The following contracts were approved.
    - 6.10.1.6.1      Devereux. Cost: \$6.10 per 15-minute increment at a one (1) to three (3) ratio for program services for the 2012-13 school year.

- 6.10.1.6.2 Cherrydale Farms. Fundraiser to sell cookie dough to benefit the National Art Honor Society at Pleasant Valley High School.
- 6.10.1.6.3 Trane of Northeastern Pennsylvania. Cost: Year one (1) \$4,486.92; year two (2) \$4,689.00; and year three (3) \$4,900.00 for a three (3) year Renewal Maintenance contract effective from January 10, 2013 through January 10, 2015 for Pleasant Valley Middle School chiller.

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**ROLL CALL: 8 -0 Carried**

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

No report

**Pleasant Valley School Directors:**

None

**Pleasant Valley Citizens:**

None

**Adjournment:**

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

Charles Hoffman motioned; seconded by Jim Spinola, to adjourn the meeting at approximately 8:21p.m.

The motion was unanimously carried.

*Respectfully submitted,*

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

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

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**Next School Board Meeting:**

**Date: Thursday, December 13, 2012**

**Time: 8:00 p.m.**

**Location: PVSD District Administration Offices**