

**PLEASANT VALLEY SCHOOL DISTRICT  
Board of Education Meeting**

March 28, 2013

Board Approved April 11, 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, March 28, 2013 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 Attendees</b>	Thomas Murphy, President Susan Kresge, Vice President James Spinola, Treasurer	Steven Borger MiChelle Palmer
<b>Absentees</b>	Harvey Frable, Russell Gould, H. Charles Hoffman, Dominick Sacci	
<b>Administration Attendees</b>	Dr. Arnold, Mr. Fadule, Ms. Geary, Mr. C. Fisher, Ms. Famularo, Ms. Kotzmann, Ms. Zeliznik, Mr. Drake	
<b>School Solicitor</b>	Mr. Daniel Corveleyn	

President Thomas Murphy announced Notification of Executive Sessions as follows:

- March 28, 2013: **Personnel** – Employee issues including, but not limited to, performance and/or discipline; **Negotiations**; and **Legal Issues**.

**MEETING PROCEDURES:**

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

**Good News – PV Middle School**

Mr. Drake announced the place winners at the 2013 Computer Fair that was held at East Stroudsburg University on March 13<sup>th</sup>. Kurt Ammerman, an 8<sup>th</sup> grade student at PVMS, placed third in the animation category. Matthew Cully and Brian Winkler, both 8<sup>th</sup> grade students, placed third in the web page design category. Ms. Terry McDermott and Ms. Heather Kleinle are the PVMS Computer Club advisors that worked with the students on the projects. Mr. Rocco Seiler was recognized for spearheading the initiative for our students to successfully participate in the event. Mr. Drake showed the projects via a PowerPoint presentation.

The remainder of Mr. Drake's report was informational.

**PLEASANT VALLEY CITIZENS:**

None

**OTHER:**

None

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

Susan Kresge motioned; seconded by Jim Spinola, to approve the minutes of the meeting held on Thursday, March 14, 2013 as per the attached copy:

**VOICE VOTE: Carried**

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

Susan Kresge motioned; seconded by Steve Borger, to approve the Accounts Payable 3/15/13 – 3/28/13 on pages 14-19 as per the attached copies:

**ROLL CALL: 5-0 Carried**

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**OLD BUSINESS:**

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

No report

**OTHER**

No reports

**NEW BUSINESS:**

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

No report

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

- The most recent JOC meeting was held on Wednesday, March 27<sup>th</sup>.
- The meeting was mostly routine business.
- Copies of ‘The Twenty’ were distributed.
- The annual Star Awards ceremony will be held on April 11<sup>th</sup> at 5:30 p.m. Board members are invited to attend. An RSVP is needed if planning to attend.

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

Ms. Kresge informed the Board that PSBA, in the past, sent an e-mail on Thursdays with legislative news. Recently, the e-mails are being sent on Fridays, which is why she has had little to report on Thursday evenings. However, Dr. Arnold has been keeping the Board informed.

**Student Representative: Ms. Nicole Sarwar**

- Congratulations to the cast and crew and Mr. and Mrs. Mulligan for an outstanding performance of “You’re a Good Man Charlie Brown” on March 16<sup>th</sup> through 18<sup>th</sup>.
- Congratulations to the high school’s PV Idol winners for this year. Brenna Norlander won first place, Elizabeth Gillen took 2<sup>nd</sup> place and Jessica Lewis took 3<sup>rd</sup> place.
- Congratulations to all students who performed at the national Art Honor Society Acoustic Show held on Friday, March 22<sup>nd</sup>. The event was well attended.
- Congratulations to Erik Fabianski and Brittney Corso for taking first place and third place respectively in the animation category at the Computer Fair at East Stroudsburg University. Erik will now compete in state competition at Dickinson College in April.
- High school faculty and staff participated in an Anti-Bullying show of support on Friday, March 22<sup>nd</sup>. Students and staff wore blue shirts to support anti-bullying efforts.
- Senior graduation project presentations will begin on April 12<sup>th</sup>.
- English Honors classes are doing various community service projects. The junior class is holding a cleaning supplies fundraiser to benefit Family Promise. The senior class is hosting a golf tournament on May 16<sup>th</sup> at Hideaway Hills to benefit our local Salvation Army.
- FBLA students will be participating in the state FBLA Leadership Conference from April 14<sup>th</sup> to 17<sup>th</sup> in Hershey.

**ADMINISTRATIVE REPORTS: Dr. Douglas Arnold**

Enrollment: Dr. Arnold reported that Mr. Fisher has been keeping abreast of the high rate of student transiency that is not readily reflected in our enrollment numbers. The impact is seen in our classrooms, with students coming and going every day. Both our projections and PDE’s projections will be shared in the future.

Susan Kresge motioned; seconded by MiChelle Palmer, to approve the policy revision per the attached copy:

- Policy No. 803. School Calendar
  - Mr. Spinola stated that there will be only three years in the next ten when our school year start date will conflict with the West End Fair.

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**ROLL CALL: 5-0 Carried**

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**First Reading\***

- Policy No. 610. Purchases Subject to Bid/Quotation
- Policy No. 611. Purchases Budgeted
- Policy No. 822. AED/CPR

*These policies will be recommended for approval at the May 9, 2013 Board meeting.*

**Other**

Jim Spinola motioned; seconded by Steve Borger, to approve homebound instruction as follows (*per Board policy, re-evaluation will be done in 90 days*):

Pleasant Valley High School

Student No.	Reason
HB022013ML-H	Medical, retroactive to February 20, 2013
HB030513BJ-H	Medical, retroactive to March 5, 2013
HB030613VV-H	Medical, retroactive to March 6, 2013
HB031813VT-H	Medical, retroactive to March 18, 2013

Pleasant Valley Middle School

Student No.	Reason
HB031813LC-M	Medical, retroactive to March 18, 2013

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**ROLL CALL: 5-0 Carried**

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### Noteworthy Accomplishments and Events/Gifts/Donations

- PV student Jonathan Collazo was selected for membership into the National Society of High School Scholars.
- An expression of sympathy was extended to the family of Darlene Johnson, who was the head cook in our high school cafeteria for many years. Sadly, Ms. Johnson recently passed away.
- Nicole Sarwar, our student government representative, was selected Student of the Month by the Exchange Club. Nicole attended a ceremony at the Green Scene Restaurant and was awarded a certificate and a mug with the club logo.
- A recent newspaper article featured former PV student Felicia Harris and her outstanding initial collegiate basketball season.
- Ann Parham, gifted teacher at Polk and PVE Elementary, held a chess event for her students.
- We received 50 additional water park passes from Split Rock Lodge for use in our PBS program.
- PVI students were recently involved in a Hoops for Hearts event to benefit the American Heart Association in which \$1,700 was raised. Ms. Jen Bowman was the advisor for the event.
- The PV All Sports Club donated \$1,500 to the football program for the purchase of a video system for games and \$3,000 to the high school weight room for various pieces of equipment for use by all students.

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

Susan Kresge motioned; seconded by MiChelle Palmer, to approve items #6.4.1 - #6.4.2 on the Personnel Report and items #6.4.3 - #6.4.4 on Addendum #1 with one revision noted: Item #6.4.1.1.1 is effective April 2, 2013. Report is as follows:

- Ms. Kresge stated that she would normally be abstaining from the vote on item #6.4.2.1.1 due to the fact that it concerns her daughter; however, since only five Board members were present, and she has been advised that she can legally cast a vote since it is with regard to an unpaid leave extension, she will be voting on that item.

### **6.4 Personnel and General Administration March 28, 2013**

- 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 The following individuals were approved for the position of part-time paraprofessional associate, effective April 2, 2013, at an annual salary of \$20,331, prorated. Their 2012-2013 school year assignment is the Pleasant Valley Intermediate School.
- 6.4.1.1.1.1 Angela Frantz  
(Replacement position for Ashley Kozicki)
- 6.4.1.1.1.2 Jean Van Vliet  
(Replacement position for 0.5 Jerome Langan)
- 6.4.1.1.2 Substitutes
- 6.4.1.1.2.1 Angela Frantz- Paraprofessional Associate
- 6.4.1.1.2.2 Jean Van Vliet- Paraprofessional Associate
- 6.4.1.1.3 Transfer
- 6.4.1.1.3.1 Marlene Briglio, part-time paraprofessional associate, was approved for transfer from Polk Elementary School to Pleasant Valley Intermediate School, effective March 18, 2013.
- 6.4.1.2 Professional Staff
- 6.4.1.2.1 Substitutes
- 6.4.1.2.1.1 Jean Van Vliet - Elementary
- 6.4.1.2.2 Transfer
- 6.4.1.2.2.1 Darcy Smith, ESOL teacher, was approved for transfer from PVE/Polk to PVE, effective April 2, 2013.
- 6.4.2 Leaves of Absence
- 6.4.2.1 Child-Rearing Leave
- 6.4.2.1.1 Danielle Lukashewski, PVE teacher, was approved for an extension of child rearing leave, effective on or about April 4, 2013 through the conclusion of the 2012-2013 school year.
- 6.4.2.2 Family and Medical Leave
- 6.4.2.2.1 Suzanne Hunsicker, PVHS teacher, was approved for Family & Medical Leave, as per School Board policy, for twenty-three (23) days, effective August 27, 2013 through September 30, 2013.
- 6.4.2.2.2 Jennifer O'Keefe, PVI speech therapist, was approved for Family & Medical Leave, as per School Board policy, for approximately forty-two (42) days, effective on or about April 17, 2013 through the conclusion of the 2012-2013 school year.

- 6.4.2.2.3 Mary Ann Pitts, PVHS teacher, was approved for Family & Medical Leave, as per School Board policy, for sixty (60) days, effective March 4, 2013 through on or about May 30, 2013.
- 6.4.2.2.4 Stefanie Santiago, PVMS teacher, was approved for Family & Medical Leave, as per School Board policy, for approximately twenty-nine (29) days, effective on or about April 22, 2013 through June 4, 2013.
- 6.4.2.3 Leaves without Pay (Employees are responsible for the payment of any benefits the school district provides during the period of leave.):
  - 6.4.2.3.1 Colleen Baker, PVE part-time paraprofessional associate, was approved for unpaid leave of absence for four (4) days, effective April 2 through April 5, 2013.
  - 6.4.2.3.2 Cynthia DeLaCruz, Polk part-time paraprofessional associate, was approved for unpaid leave of absence for three (3) days, effective May 10, 13 and 14, 2013.
  - 6.4.2.3.3 Gina DeVito-Curry, PVMS cafeteria worker, was approved for unpaid leave of absence for one (1) day, effective March 14, 2013.
  - 6.4.2.3.4 Jonae Fredericks, PVI part-time paraprofessional associate, was approved for unpaid leave of absence for two (2) days, effective March 7 and 8, 2013.
  - 6.4.2.3.5 Kelly Frinzi, PVI part-time paraprofessional associate, was approved for unpaid leave of absence for two (2) days, effective March 7 and 8, 2013.
  - 6.4.2.3.6 Elsa Henn, PVHS monitor, was approved for unpaid leave of absence for the following four (4) days: March 6, 7, 8 and March 12, 2013.
  - 6.4.2.3.7 Melissa Williams, PVMS monitor was approved for unpaid leave of absence for one (1) day, effective March 11, 2013.

**6.4 Personnel and General Administration – Addendum #1 March 28, 2013**

- 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 Substitutes
      - 6.4.3.1.1.1 Cathy-Jo Dailey - Cafeteria Worker/  
Monitor
  - 6.4.3.2 Professional Staff
    - 6.4.3.2.1 Pleasant Valley Middle School
      - 6.4.3.2.1.1 Rebecca Martini was approved for the position of long-term substitute 7<sup>th</sup> grade Reading teacher at an annual salary of \$40,900, prorated, effective April 2, 2013 through the conclusion of the 2012-2013 school year. (Michele Antolick’s assignment)
- 6.4.4 Leaves of Absence
  - 6.4.4.1 Family and Medical Leave
    - 6.4.4.1.1 Bron Leupold, PVHS teacher, was approved for Family and Medical Leave, as per Board policy, for approximately ten (10) days, effective June 3, 2013 through the conclusion of the 2012-2013 school year.
  - 6.4.4.2 Leaves Without Pay (Employees are responsible for the payment of any benefits the district provides during the period of leave.):
    - 6.4.4.2.1 Patricia Cambria, PVI cafeteria worker, was approved for unpaid leave of absence for two (2) days, effective February 28, 2013 and March 1, 2013.
    - 6.4.4.2.2 Gina DeVito-Curry, PVMS cafeteria worker, was approved for unpaid leave of absence for one (1) day, effective April 4, 2013.
    - 6.4.4.2.3 Robert Madsen, PVHS full-time paraprofessional associate, was approved for unpaid leave of absence for the following six (6) days: March 8, March 11 through March 14 and March 21, 2013.
    - 6.4.4.2.4 Deborah Mayer, PVHS monitor, was approved for unpaid leave of absence for one (1) day, effective March 22, 2013.
    - 6.4.4.2.5 Heather Mostosky, PVI part-time paraprofessional associate, was approved for unpaid leave of absence for one (1) day, effective March 22, 2013.

- 6.4.4.2.6 Cathleen Piccolo, PVHS monitor, was approved for unpaid leave of absence for one (1) day, effective March 15, 2013.
- 6.4.4.2.7 Victoria Weaver, PVHS cafeteria worker, was approved for unpaid leave of absence for one (1)day, effective April 12, 2013.

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**ROLL CALL: 5-0 Carried**

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

Susan Kresge motioned; seconded by Steve Borger, to approve items #6.5.1 and #6.5.8 on the Professional and Support Services Report as follows:

6.5 Professional, Support, & Pupil Personnel Services  
Principal of Health & Physical Education March 28, 2013

6.5.1 For Approval

6.5.1.1 Intramural Advisor Positions for 2012-2013 Spring Season

- |            |   |   |                 |
|------------|---|---|-----------------|
| 6.5.1.1.1  | Weight Room                             | - | Jim Terwilliger |
| 6.5.1.1.2  | Weight Room                             | - | David Bieber    |
| 6.5.1.1.3  | 7th, 8th, 9th Gr. Boys' Basketball      | - | Shawn McFarland |
| 6.5.1.1.4  | 7th, 8th, 9th Gr. Boys' Basketball      | - | John Gilbert    |
| 6.5.1.1.5  | 6th, 7th, 8th, 9th Gr. Boys' Basketball | - | Tom Kresge, Jr. |
| 6.5.1.1.6  | 6th, 7th, 8th, 9th Gr. Boys' Basketball | - | Matt Gould      |
| 6.5.1.1.7  | 6th Gr. Boys' Basketball                | - | Tom Kresge, Sr. |
| 6.5.1.1.8  | Girls' Basketball                       | - | Nadia Gauronsky |
| 6.5.1.1.9  | Wrestling                               | - | Justine Micklos |
| 6.5.1.1.10 | Baseball                                | - | Charles Inserra |
| 6.5.1.1.11 | Baseball                                | - | Mark Versuk     |
| 6.5.1.1.12 | Baseball                                | - | Jeff Lazowski   |

6.5.1.2 Field Trip Request – Pleasant Valley High School

- 6.5.1.2.1 Grade/Organization – Leo Club, Grades 9-12  
 Teacher(s) Involved – Ms. Melissa Dennis  
 Destination of Trip – Radisson Conference Center, Valley Forge, PA  
 Purpose of Trip – Annual PA State Convention  
 Date of Trip – May 17 – 19, 2013  
 District Buses Needed – yes  
 Cost per Student – Cost of trip offset by fundraisers

6.5.8 Facilities: Mr. Christopher Fisher

6.5.8.1 Facility Use Requests: 3

- |           |                    |  |
|-----------|--------------------|--|
| 6.5.8.1.1 | Organization       | West End Park & Open Spaces  |
|           | Facility Requested | Middle School Tennis Courts  |
|           | Purpose            | Tennis Lessons   |
|           | Dates/Times        | Tuesdays and Thursdays, May 7 thru June 13 and<br>June 18 thru July 25, 2013, 4:00 – 8:00 PM |
|           | Requestor          | Bernie Kozen   |
|           | Attendance         | 25   |
|           | Tuition            | \$80.00 per player   |
|           | Fee by District    | Class 3 – All Appropriate Fees Apply   |
| 6.5.8.1.2 | Organization       | Community Wellness Basketball  |
|           | Facility Requested | Middle School New Gym  |
|           | Purpose            | Wellness and Physical Exercise   |
|           | Dates/Times        | Sundays, September 18, 2013 – June 30, 2014<br>8:30 AM – 12:00 PM                            |
|           | Requestor          | James Curry  |
|           | Attendance         | 24-30  |
|           | Tuition            | N/A  |
|           | Fee by District    | Class 3 – All Appropriate Fees Apply   |
| 6.5.8.1.3 | Organization       | Over 30 Mens' Floor Hockey   |
|           | Facility Requested | PVI Gym  |
|           | Purpose            | Community Floor Hockey   |

Dates/Times	Sundays (excluding summer), May 26, 2013-May 26, 2014 1:00 – 3:00 PM
Requestor	Nicholas Mercado
Attendance	15
Tuition	N/A
Fee by District	Class 3 – All Appropriate Fees Apply

**ROLL CALL: 5-0 Carried**

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: Ms. Carole Geary**

Informational report.

- ❖ **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**

Mr. VanNortwick's report was informational.

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

Mr. Krebs's report was informational.

**Polk Elementary: Ms. Erica Walters**

Ms. Walter's report was informational.

**Pleasant Valley Middle School: Mr. Howard Drake, Ms. Josephine Fields**

Mr. Drake's report was informational.

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

No report

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

Mr. Gress's report was informational.

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

Susan Kresge motioned; seconded by MiChelle Palmer, to approve items #6.10.1- #6.10.2 on the Business Management Report; item #6.10.3 on Addendum #1 and item #6.10.4 on Addendum #2 as follows:

<b>6.10</b>	<b><u>Business Management</u></b>	<b><u>March 28, 2013</u></b>
6.10.1	Requests for approval	
6.10.1.1	Cafeteria accounts payable for February 2013.	
	<b>Total amount: \$191,665.58</b>	
	Bills payable for February 2013.	
	<b>Total amount: \$111,794.05</b>	
6.10.1.2	Approval was granted for the Corrective Action Plan – Response to the Audit Report dated January 2013.	
6.10.2	Informational	
6.10.2.1	Student Activity Accounts	
	Beginning Balance, February 1, 2013	\$238,103.30
	Receipts	12,696.28
	Expenditures	14,006.94
	Ending Balance, February 28, 2013	\$236,792.64
6.10.2.2	District investment report for February 28, 2013.	
<b>6.10</b>	<b><u>Business Management – Addendum #1</u></b>	<b><u>March 28, 2013</u></b>
6.10.3	Requests for approval	
6.10.3.1	Approval was granted to advertise for sealed bids for the following item: Winter Athletic Supplies & Equipment	

6.10.3.2 The following bid awards were approved for the 2013-2014 school year as per the Northampton/Monroe/Pike County Joint Purchasing Board.

<b>Janitorial Paper</b>	
W.B. Mason	\$14,761.45
Facial Tissues, Toilet Tissue – one ply	
Penn Valley Chemical	\$12,028.50
Paper Towels, unbleached	
<b>Office Paper</b>	
W.B. Mason	\$57,549.67
Composition Paper	
Index Paper	
Xerographic Paper – white & colored	
Paper Mart	\$4,489.76
Envelopes	
Xerographic Paper – colored	
XPEDX	\$5,265.02
Xerographic Paper, white 11x17” – 24 lb.	
Total	\$94,094.40

**6.10 Business Management – Addendum #2 March 28, 2013**

6.10.4 Requests for Approval

6.10.4.1 Approval was granted to confirm the March 27, 2013 award of the Northampton/Monroe/Pike County Joint Purchasing Board for fuel items for the 2013-2014 school year as listed below for Monroe County:

- Item #26: #2 Fuel Oil Tank Transport, Firm at \$3.1189 per gallon; Award to Talley Petroleum, Grantville, PA.
- Item #28: #2 Fuel Oil, Consumer Tank, Fluctuating at \$0.2346 per gallon; Award to Mansfield Oil Co., Gainesville, GA.
- Item #31: Bio-Diesel (2%) Tank Transport, Firm at \$3.1818 per gallon plus \$0.05 for Winter Blend Additive and \$0.39 for Kerosene Additive; Award to Talley Petroleum, Grantville, PA.

Bid Tabulation attached.

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**ROLL CALL: 5-0 Carried**

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

No report. Mr. Corveleyn wished everyone a happy Easter season.

**Pleasant Valley School Directors:**

- Mr. Spinola commented that he had the pleasure to see “You’re a Good Man Charlie Brown.” He stated that everyone did a great job – both students and staff. He also commented that his son, Josh, was a guest performer at the acoustic show and continues his musical career at Bloomsburg University.
- Mr. Murphy announced that the school district received a letter from the Colonial League inviting PV to become a full member of the Colonial League beginning with the 2014-15 school year. The invitation will be discussed at the next Buildings and Grounds Workshop that will be held on Monday, April 8<sup>th</sup>. A vote on the issue will take place at the next Board meeting on April 11<sup>th</sup>.

**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 Susan Kresge, to adjourn the meeting at approximately 8:31 p.m.

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**VOICE VOTE: Unanimously Carried**

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*Respectfully submitted,*

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

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

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**Next School Board Meeting:**

**Date:** April 11, 2013

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

**Location:** PVSD District Administration Offices