

PLEASANT VALLEY SCHOOL DISTRICT
Board of Education Meeting
June 27, 2013

Board Approved July 18, 2013 Excellence in Education: A Community Commitment

The regular meeting of the Pleasant Valley School District Board of Education was called to order by President Thomas Murphy on Thursday, June 27, 2013 at 8:04 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

School Board Attendees	Thomas Murphy, President Susan Kresge, Vice President James Spinola, Treasurer	Harvey Frable Russell Gould	Steven Borger MiChelle Palmer
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Absentees H. Charles Hoffman, Dominick Sacci

Administration Attendees Dr. Arnold, Mr. Fadule, Ms. Geary, Mr. C. Fisher, Ms. Famularo, Ms. Kotzmann, Ms. Zeliznik, Mr. Gress, Ms. Malligo, Mr. Newman, Mr. T. VanNortwick

School Solicitor Mr. Daniel Corveleyn

President Thomas Murphy announced Notification of Executive Sessions as follows:

- June 27, 2013: **Personnel** – Employee issues including, but not limited to, performance and/or discipline; **Negotiations**; and **Legal Issues**.
- June 27, 2013 – **Personnel** – Returning to Executive Session immediately following the meeting.
- June 17, 2013 – **Personnel** – Employee performance.

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 held on Thursday, June 13, 2013 as per the attached copy:

VOICE VOTE: Unanimously Carried

TREASURER’S REPORT: Mr. James Spinola

Russ Gould motioned; seconded by Susan Kresge, to approve the Accounts Payable from 6/14/13 – 6/27/13 on pages 22-25 as per the attached copies:

ROLL CALL: 6-1-1* Carried Voting ‘No’ – J. Spinola

***Abstaining from vote on check #00203878 – T. Murphy**

Reason: Relative Abstention Memorandum is attached

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, June 26, 2013.
- The JOC approved a four-year contract extension for the Executive Director.
- Copies of ‘The Twenty’ were distributed.
- The remainder of the JOC meeting was routine business

PSBA Liaison Report: Ms. Susan Kresge

- State legislators are looking at ending the manner in which the current public school employee pension system operates in favor of a revised contribution system for new state and school employees effective July, 2015. There will be few elements of the plan that would affect already existing employees.
- In addition, PSBA reported that it is asking that the state bear the entire cost of conversion to a new system.

ADMINISTRATIVE REPORTS: Dr. Douglas Arnold

Enrollment: The school year ended with 5,324 students enrolled in our school district.

Policy Revisions

Russ Gould motioned; seconded by MiChelle Palmer, to approve the following policy revisions:

- Policy No. 302. Employment of Superintendent/Assistant Superintendent
- Policy No. 308. Employment Contract/Board Resolution
- Policy No. 312. Performance Assessment of Superintendent/Assistant Superintendent

Jim Spinola asked if these revisions were as a result of statutory changes. Dr. Arnold stated they are a result of changes to the PA School Code and have been recommended by PSBA.

ROLL CALL: 7-0 Carried

First Reading*

- Policy No. 113.2. Behavior Support
- Policy No. 218. Student Discipline
- Policy No. 218.1. Weapons
- Policy No. 218.2. Terroristic Threats/Acts
- Policy No. 222. Tobacco Use
- Policy No. 226.1. Video Surveillance/Recordings
- 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 8th Board Meeting.

Other

Jim Spinola motioned; seconded by Susan Kresge, to approve the following homebound instruction (*per Board policy, re-evaluation will be done in 90 days*)

Pleasant Valley High School

Student No.	Reason
HB051713ST-H	Medical, retroactive to May 17, 2013
HB053113FJ-H	Medical, retroactive to May 31, 2013

ROLL CALL: 7-0 Carried

Noteworthy Accomplishments and Events/Gifts/Donations

- A letter was received from the PA Autism Society thanking our school district for a \$1,140.91 donation generated from our June Denim Day.
- Over \$12,000 was donated to various charities this past school year as a result of Denim Days.
- A Polk Elementary student, Ariana Bass, raised over \$440 for victims of the recent tornados in the Midwest. She had pledged to raise \$400 and was able to exceed her goal.
- Former PVSD employee, Mr. Richard Price, has passed away. Dr. Arnold praised Mr. Price for the fine person that he was and expressed condolences to the family.

Personnel and General Administration: Mr. Anthony Fadule

Susan Kresge motioned; seconded by Russ Gould, to approve items #6.4.1 – #6.4.5 on the Personnel Report; items #6.4.6 – #6.4.9 on Addendum #1 and item #6.4.10 on Addendum #2 with the following revision noted: Item #6.4.4.3 is withdrawn. Report is as follows:

- 6.4 Personnel and General Administration June 27, 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 Substitutes
 - 6.4.1.1.1.1 Gigi Barton – Monitor
- 6.4.1.2 Professional Staff

The following individual was approved for hire effective the beginning of the 2013-2014 school year:

 - 6.4.1.2.1 Pleasant Valley High School
 - 6.4.1.2.1.1 Erica Muto MS + 6, Step 1
BS, Psychology Salary=\$46,400
University of Scranton
MS, Psychology
Marywood University
(Replacement school psychologist position for Jane Roberts)
- 6.4.1.3 Administration
 - 6.4.1.3.1 Kenneth Newman was approved for the position of Assistant to the Superintendent for Curriculum & Instruction, effective August 1, 2013 at an annual salary of \$110,000, prorated. (Replacement assignment for Carole Geary)
 - 6.4.1.3.2 Gayle Markowski was approved for the position of Assistant Supervisor of Special Education, effective July 26, 2013 at an annual salary of \$72,500, prorated. (Replacement position for Ellen McMasters)
- 6.4.2 Leaves of Absence
 - 6.4.2.1 Leave without Pay (Employees are responsible for the payment of any benefits the school district provides during the period of leave.):
 - 6.4.2.1.1 Michael Sarnelli's, security officer, previously approved leave of absence will be amended to reflect the following days: one-half day (.5) day, March 20, 2013 and one-half (.5) day, March 21, 2013.
- 6.4.3 Other
 - 6.4.3.1 Approval was granted for the Employee Handbooks for the Elementary Division, PVI, Middle School and High School for the 2013-14 school year.
 - 6.4.3.2 Act 93/Central Office Agreements
 - 6.4.3.2.1 As per the Act 93 Administrative Agreement, Commissioned Officers/Business Manager/Assistant to the Business Manager Administrative Agreement and Associate Superintendent Employment Contract, approval was granted for the salaries of administrators, including merit awards for the 2013-2014 school year is requested.
 - 6.4.3.2.2 Permission was granted for commissioned officers to teach college level courses and/or provide consulting services.
- 6.4.4 Resignation

Approval was granted to accept the letters of resignation from the following employees:

 - 6.4.4.1 Mary Bianco, PVHS part-time paraprofessional associate, effective June 14, 2013. Ms. Bianco shall remain on the substitute list for paraprofessional associate and teacher.
 - 6.4.4.2 Katie Fry, PVE part-time paraprofessional associate, effective June 14, 2013. Ms. Fry shall remain on the substitute list for paraprofessional associate and teacher.
 - 6.4.4.3 WITHDRAWN
- 6.4.5 Retirement

Approval was granted to accept the letters of retirement from the following employees:

 - 6.4.5.1 Anthony A. Fadule, Assistant Superintendent, effective September 16, 2013.
 - 6.4.5.2 Mark Liscinski, PVHS biology teacher, effective June 14, 2013.

6.4 Personnel and General Administration – Addendum #1 June 27, 2013

- 6.4.6 Hiring of Personnel (The hiring of all personnel is pending receipt of all required paperwork)
 - 6.4.6.1 Support Staff
 - 6.4.6.1.1 ESEA Title I Summer School

Approval was granted to amend the compensation of the previously approved rate for the following individuals for the position of paraprofessional associate for the ESEA Title I Summer School at Pleasant Valley Elementary School to \$72 per day:

- a. Carlene Altemose
- b. Robin Bank
- c. Annamarie Bauer
- d. Deanna DeFluri
- e. Karin DePaul
- f. Greg Duff
- g. Christine Finelli
- h. Lee-Ann Jacobson
- i. Kim Karaman
- j. MaryAnn Kohberger
- k. Susan Marcin
- l. Jay Ohland
- m. Catherine Schaffner
- n. Mary Smith
- o. Lynne Walling
- p. Dawn Wilson

6.4.6.2 Professional Staff

6.4.6.2.1 ESEA Title I Summer School

Approval was granted to amend the compensation of the previously approved rate for the following individuals for the position of teacher for the ESEA Title I Summer School at Pleasant Valley Elementary School to \$92 per day:

- a. Kristine Delmas
- b. Jacqueline Hardy
- c. Nancy Harkins
- d. Michele Herrmann
- e. Kathleen Kilker
- f. Tara Liddy
- g. Patrick Luchowski
- h. Monica Ohland
- i. Robin Snyder
- j. Kasey Whiteford

The following individual was approved for hire effective the beginning of the 2013-2014 school year:

6.4.6.2.2 Pleasant Valley Middle School

6.4.6.2.2.1 Rebecca Martini was approved to continue in the position of long-term substitute 7th grade reading teacher at an annual salary of \$40,900, prorated, effective August 27, 2013 through the conclusion of the 1st marking period of the 2013-2014 school year. (Michele Antolick's assignment)

6.4.7 Leaves of Absence

6.4.7.1 Child Bearing/Child Rearing

6.4.7.1.1 Michele Antolick, PVMS 7th grade reading teacher, was approved for an extension of her child bearing/child rearing leave, effective August 27, 2013 through the conclusion of the 1st marking period of the 2013-2014 school year.

6.4.7.2 Family and Medical Leave

6.4.7.2.1 Lorelle Battle, PVE school counselor, was approved for Family and Medical Leave, as per School Board policy, for approximately thirty-four (34) days, effective on or about September 3, 2013 through on or about October 18, 2013.

6.4.7.3 Leave without Pay (Employees are responsible for the payment of any benefits the district provides during the period of leave.):

6.4.7.3.1 Patricia Cambria, PVI cafeteria worker, was approved for unpaid leave of absence for one (1) day, effective June 10, 2013.

- 6.4.7.3.2 Diane DiBella, PVMS part-time paraprofessional associate, was approved for unpaid leave of absence for one (1) day, effective June 13, 2013.
- 6.4.7.3.3 Terry Heck, PVHS custodian, was approved for unpaid leave of absence, effective July 1, 2013 through September 28, 2013.
- 6.4.7.3.4 Zaida Polanco, PVMS part-time paraprofessional associate, was approved for unpaid leave of absence for one (1) day, effective June 10, 2013.
- 6.4.7.3.5 Jared Rechenberger, Polk custodian, was approved for unpaid leave of absence, for one (1) day, effective June 18, 2013.
- 6.4.7.3.6 Connie Saba, PVE full-time paraprofessional associate, was approved for unpaid leave of absence for one (1) day, effective June 10, 2013.
- 6.4.7.3.7 Tracy Valdevit, PVI part-time paraprofessional associate, was approved for unpaid leave of absence for one (1) day, effective June 12, 2013.

6.4.8 Resignation

Approval was granted to accept the letter of resignation from the following employee:

- 6.4.8.1 Lindsey DeSantis, PVI teacher, effective August 21, 2013.

6.4.9 Retirement

Approval was granted to accept the letter of resignation from the following employee:

- 6.4.9.1 John C. Pepe, PVHS custodian, effective June 28, 2013.

6.4 Personnel and General Administration – Addendum #2 June 27, 2013

6.4.10 Hiring of Personnel (The hiring of all personnel is pending receipt of all required paperwork)

- 6.4.10.1.1 Susan H. Famularo was approved for renewal in the position of Business Manager, effective July 1, 2013 through June 30, 2017 subject to the School Board entering into a formal written agreement beginning July 1, 2014 through June 30, 2017.

- Jim Spinola asked if there were any significant changes to the Employee Handbook. Mr. Fadule stated that the most significant change was that the Employee Portal would be available to those employees who have left the school district or retired until the following January of their exit date. The reason for this change was so the Business Office could post documents or messages to the employee as necessary.

ROLL CALL: 6-1 Carried Voting 'No' to items #6.4.3.2 and #6.4.10.1.1- J. Spinola

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 is as follows:

Professional, Support, & Pupil Personnel Services

Principal of Health & Physical Education

June 27, 2013

6.5.1 For Approval

- 6.5.1.1 Approval was granted for the 2013-2014 Athletic/Activities Handbook.
- 6.5.1.2 Approval was granted to accept the resignation of Ms. Shannon Mackes as the Science Olympiad Advisor for the 2013-2014 school year.
- 6.5.1.3 Approval was granted to accept the resignation of Mr. Levi Bieber as a volunteer football coach for the 2013-2014 school year.
- 6.5.1.4 Intramural Advisor for the 2012-2013 Summer Program
 - 6.5.1.4.1 Cheering - Ms. Tracy Toth
- 6.5.1.5 2013-2014 Assistant Coaching Positions
 - 6.5.1.5.1 Jr. High Football - Mr. Levi Bieber
 - 6.5.1.5.2 Jr. High Girls' Basketball- Ms. Jill Yetter
- 6.5.1.6 2013-2014 Volunteer Coaching Position
 - 6.5.1.6.1 Cross Country - Mr. Jeff Eberhardt
- 6.5.1.7 2013-2014 Co-curricular Advisor Positions
 - 6.5.1.7.1 Class Advisor – Freshman- Ms. Patricia Gosselin
 - 6.5.1.7.2 Computer Club (M.S.) - Ms. Terry McDermott
 - 6.5.1.7.3 Guitar Club (M.S.) - Mr. Marc Fleming
 - 6.5.1.7.4 Junior Honor Society - Ms. Lorrie Snyder
 - 6.5.1.7.5 Junior Honor Society - Ms. Lauren Travis

	6.5.1.7.5.1	Split stipend	
	6.5.1.7.6	PVI Drama Director -	Ms. Nadine Snyder
	6.5.1.7.7	PVI Asst. Drama Director-	Mr. Evan Reese
	6.5.1.7.8	Science Olympiad -	Ms. Shannon Mackes
	6.5.1.7.9	Science Olympiad -	Mr. Patrick Murphy
		6.5.1.7.9.1 Split stipend	
	6.5.1.7.10	Show Choir Director -	Ms. Lois Mann
6.5.8	Facility Use Requests: 3		
	6.5.8.1.1	Organization	Ready Set Run / First Strides
		Facility Requested	Outdoor School District Grounds
		Purpose	Run/walk program
		Dates/Times	Tuesdays, July 23 – October 5, 2013, 6:00-7:30 pm
		Requestor	Trish D’Imperio / Alicia Shelkin
		Attendance	80
		Tuition	
		Fee by District	Lease Agreement
	6.5.8.1.2	Organization	PV Cubs
		Facility Requested	PV High School Stadium
		Purpose	Football and Cheerleading
		Dates/Times	Sundays, August 25, September 8, October 6, October 20, October 27, and November 17, 2013, 7:30 am-7:00 pm
		Requestor	Rich Kiley
		Attendance	250
		Tuition	n/a
		Fee by District	Class 3 – All Appropriate Fees Apply
	6.5.8.1.3	Organization	PVE
		Facility Requested	High School New Auditorium
		Purpose	Free Community Performance/Concert
		Dates/Times	Wednesday, November 6, 2013, 4:30-7:30 pm
		Requestor	Amy Boligitz
		Attendance	300-500
		Tuition	Free
		Fee by District	Class 3 – All Appropriate Fees Apply

- Jim Spinola asked what changes were made to the PVSD Athletic/Activities Handbook. Dr. Arnold stated that major changes were to the academic eligibility requirements – both school district and PIAA – which will mirror our student-parent handbook.
- Steve Borger asked if there have been changes made regarding coaches. Susan Kresge stated that the athletic committee was asked to provide possible dates to meet and discuss the issue.

ROLL CALL: 6-1 Carried Voting ‘No’ to items #6.5.1.5 and #6.5.1.6 – S. Borger

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

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

- Approval was granted for the Step by Step Learning Contract for training and services throughout the 2013-2014 school year in the amount of \$300,000 to be paid out of the Accountability Block Grant.
- Approval was granted to discard textbooks from PVI per the attached list.

ROLL CALL: 7-0 Carried

- ❖ **Mathematics: Mr. Kenneth Newman – No report**
- ❖ **Reading: Ms. Keri Ramsay – No report**
- ❖ **PVCA/Technology: Dr. Lee Lesisko – No report**

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

Although Mr. VanNortwick’s report was informational, he also presented the BFKS Golden Pin Award to Mr. Murphy and Dr. Arnold. The pin was awarded to PVSD for being the school district that raised the most funds for the 2013 Bowl For Kids’ Sake event. Mr. VanNortwick also reported that a pin was awarded to a PVI team for raising the most funds by a team. The winning team consisted of PVI staff members Cindy Johnson, Deena Pastrana, Robbin Serfass, Renee Schuler and Augie Griffith.

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 Russ Gould, to approve items #6.10.1- #6.10.2 on the Business Report, item #6.10.3 on Addendum #1, and item #6.10.4 on Addendum #2. Report is as follows:

6.10	<u>Business Management</u>	<u>June 27, 2013</u>
6.10.1	Requests for approval	
6.10.1.1	The following insurance providers were approved for the 2013-2014 fiscal year.	
	Commercial Umbrella	\$ 22,222
	PSBA Insurance Trust	
	School Board Legal Liability	\$ 53,424
	PSBA Insurance Trust	
	Network Liability	\$ 10,120
	PSBA Insurance Trust	
	Crime & Computer Fraud Wrap	\$ 7,600
	Travelers	
	Commercial Package	\$195,748
	Ohio Casualty	
6.10.1.2	Cafeteria accounts payable for May 2013	
	Total amount: \$216,695.01	
	Bills payable for May 2013	
	Total amount: \$111,440.78	
6.10.1.3	Approval was granted to establish the following Student Activity Account: Pleasant Valley High School Science Club	
6.10.1.4	The following invoice was approved for payment from the Pleasant Valley High School Courtyard Garden Account:	
	Check #184 Bob Young	\$55.98
	Two (2) yards of mulch	
6.10.2	Informational	
6.10.2.1	Student Activity Accounts	
	Beginning Balance, May 1, 2013	\$292,473.30
	Receipts	32,221.48
	Expenditures	54,400.92
	Ending Balance, May 31, 2013	\$270,293.86
6.10.2.2	District investment report May 31, 2013	

Business Management Addendum #1

June 27, 2013

6.10.3 Requests for approval

6.10.3.1 Wisler Pearlstine, LLP. Special Counsel. \$170/hour for Attorney and \$95/hour for Paralegal for 2013.

Business Management Addendum #2

June 27, 2013

6.10.4 Requests for approval

6.10.4.1 Approval was granted to purchase a Maintenance Vehicle: 2013 Ford Econoline Cargo Van, EIE E-150 Commercial. Cost \$19,714.05 delivered. To be purchased through State of Pennsylvania Costars, Contract Number 25-00.

ROLL CALL: 7-0 Carried

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

No report

Pleasant Valley School Directors:

- Jim Spinola a distributed copy of three proposed Board policy revisions that he drafted and asked the Board members to review and consider. The policies are: Board Member Attendance, Administrative Evaluations, and Public Participation at Board Meetings.
- Susan Kresge stated that the graduation ceremony went very well and how impressed she was with regard to the number of graduates that thanked the Board members when awarded their diplomas.
- Dr. Arnold also commented on how wonderful the graduation ceremony was and thanked all staff involved for doing such a great job.

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 8:26 p.m.

VOICE VOTE: Unanimously Carried

Respectfully submitted,

Susan Famularo, Board Secretary _____

Linda Zeliznik, Board Recorder _____

Next School Board Meeting:

Date: July 18, 2013

Time: 8:00 p.m.

Location: PVSD District Administration Offices