

PLEASANT VALLEY SCHOOL DISTRICT
Board of Education Meeting
December 7, 2009

Board Approved December 17, 2009 Excellence in Education: A Community Commitment

The regular meeting of the Pleasant Valley School District Board of Education was called to order by President Michelle Palmer on Monday, December 7, 2009 at 8:00 p.m. President Palmer welcomed those present, followed by the Pledge of Allegiance and a moment of silence. The meeting was held in the Pleasant Valley School District Administrative Offices, Brodheadsville, PA.

ROLL CALL:

Board Attendees:	President Michelle Palmer	H. Charles Hoffman	James Spinola
	Vice-President Tom Murphy	Susan Kresge	
	Treasurer Linda Micklos	John Sabia	
Board Absentees:	Russ Gould		
Administrative Attendees:	Dr. Arnold, Mr. Fadule, Ms. Geary, Ms. Famularo, Ms. Zeliznik, Mr. C. Fisher, Ms. Kotzmann		
Solicitor:	Mr. Gerard Geiger		

President Palmer announced Notification of Executive Sessions as follows:

- ▶ December 7, 2009 – Personnel (Hiring of new and replacement staff and staff discipline); Negotiations; and Legal Issues.

Board Reorganization

(In compliance with Article IV, Sections 401 (b), 402, and 403 of the PA School Code, as amended.)

President Palmer opened the nomination for the Temporary President:

Election of Temporary President (Term expires December 7, 2009):

Tom Murphy nominated John Sabia as Temporary President; seconded by Harvey Frable
Tom Murphy motioned to close the nominations; seconded by H. Charles Hoffman.

A vote to close the nomination took place:

Roll Call: 8-0 Carried

A vote to elect John Sabia as Temporary President (term expires December 7, 2009) was held:

Roll Call: 7-0-1 Carried Abstaining from the vote – J. Sabia Reason: Self

At this time, Dr. Arnold thanked Michelle Palmer for her excellent leadership as Board president for the past two years.

At this time, Mr. Geiger, Solicitor for the Pleasant Valley School District, read the Certificates of Election for those Board members who were newly elected or re-elected into office as a result of the elections that took place on November 3, 2009. The newly elected Board member is: Jim Spinola. Re-elected Board members are: Michelle Palmer, Harvey Frable, and Thomas J. Murphy.

Mr. Geiger stated that each Board member took the oath of office earlier that evening before the District Judge Debby York and signed their certificate of election. The certificates were given to the Board Secretary for filing with the minutes.

Dr. Arnold thanked Ryan Hinton for his valuable service to the Pleasant Valley School District.

Election of a School Board President (Term expiring December 6, 2010)

Mr. Sabia, as Temporary President, opened the floor for nominations for Board President (term expiring December 6, 2010):

Tom Murphy nominated Susan Kresge for Board President; Harvey Frable seconded the motion.

Tom Murphy motioned to close the nominations; seconded by Harvey Frable.

A voice vote closed the nominations.

Roll Call: 8-0 voice vote - Carried

A vote to elect Susan Kresge as Board President (term expiring December 6, 2010) took place:

Roll Call: 7-0-1 Carried Abstaining from the vote – Susan Kresge Reason: Self

It is hereby recorded that Susan Kresge is elected as President of the Pleasant Valley School District Board of Education by a unanimous ballot to serve until the next re-organization meeting of the Board to be held on December 6, 2010.

Newly-elected Board President Susan Kresge took her place as presiding officer and conducted the election to fill the office of Vice President (term expires December 6, 2010).

President Kresge opened the nominations for the office of Board Vice President.

Tom Murphy nominated MiChelle Palmer for Board Vice President; seconded by Harvey Frable. John Sabia made a motion to close the nominations; seconded by Harvey Frable.

President Kresge asked that the motion be closed and nomination by acclamation with one ballot.

At this time, Mr. Spinola stated that he has interest in taking the position of Vice President and asked for a nomination by a Board member. After no response, the following action took place:

A vote to close the nominations and to elect MiChelle Palmer as Board Vice President (term expiring December 6, 2010) was held:

Roll Call: 7-0-1 Carried Abstaining from the vote – M. Palmer Reason: Self

It is hereby recorded that MiChelle Palmer is elected as Vice President of the Pleasant Valley School District Board of Education by unanimous ballot, to serve until the next re-organization meeting of the Board to be held on December 6, 2010.

President Susan Kresge appointed the following:

- **MCTI Representative(s) – (Three-year term)**
 - H. Charles Hoffman was appointed to fill the opening, term expires December 2012.
 - Ms. Linda Micklos (term expires December 2011).
- **MCTI Alternates appointed:** John Sabia and Russ Gould

Tom Murphy recommended Susan Kresge to continue as PSBA Liaison; Ms. Kresge accepted the recommendation and made the appointment.

- **PSBA Liaison – Susan Kresge (term expires December 6, 2010).**

- **Other Committees**

President Kresge stated that the committee list has been reviewed and asked for a motion on the list:

John Sabia motioned; seconded by Harvey Frable, to approve the Board Committee List per the attached copy

Roll Call: 8-0 - Carried

H. Charles Hoffman motioned; seconded by Tom Murphy, to approve the schedule of Board Meetings and Buildings & Grounds Meetings for January 2010 – December 2010 as per the attached copy.

Roll Call: 8-0 - Carried

President Kresge, on behalf of the Board, thanked Ms. Palmer and Mr. Murphy for their leadership over the past two years. President Kresge welcomed Mr. Spinola to the Board and thanked Mr. Hinton for his years of service.

MEETING PROCEDURES:

President Kresge 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

Tom Murphy motioned; seconded by H. Charles Hoffman, to approve the minutes of the meeting held on Thursday, November 19, 2009 as per the attached copy.

Roll Call: Voice Vote – 8-0 Carried

TREASURER'S REPORT: Ms. Linda Micklos

Harvey Frable motioned; seconded by John Sabia, to approve the Accounts Payable 12/1/09 – 12/7/09 on pages 15-19 as per the attached copies.

Roll Call: 7-1 Carried Voting No: J. Spinola
Abstaining from vote on check # 00189824 – T. Murphy Reason: Relative
Abstaining from vote on check #00189881 – J. Sabia Reason: Relative

OLD BUSINESS:

Solicitor: Mr. Daniel Corveleyn/Mr. Gerard Geiger

No report

OTHER

No reports

NEW BUSINESS:

Monroe Career and Technical Institute: Ms. Linda Micklos

No report

The next scheduled meeting will be held on Monday, December 14, 2009.

Colonial Intermediate Unit 20: Mr. Tom Murphy

No report

The next scheduled meeting will be held on Wednesday, December 9, 2009.

PSBA Liaison Report: Ms. Susan Kresge

President Kresge reported:

- o PSBA is offering two audio conferences next week to discuss PSBA's Race to the Top (RTTT) application.
- o PA Education Secretary Gerald Zahorchak and Chairman Joseph Purcella held a news conference announcing a collaborative effort to improve school safety. PDE wants to define actions that school officials must take to insure a safe school climate. The process will begin in January, 2010.

Student Representative: Rachael Stewart

No report

ADMINISTRATIVE REPORTS: Dr. Douglas Arnold

Dr. Arnold welcomed Mr. Spinola to the Board.

Enrollment

Dr. Arnold stated that the enrollment for students presently housed in our schools is 5,956. This does not include the 82 PV Cyber Academy students, which would bring the total to 6,038. A building enrollment report will be provided at the December 17th Board meeting.

Tom Murphy motioned; seconded by Linda Micklos, to approve the following policy revisions:

- ▶ **Policy No. 314.1 – HIV Infection**
 - ▶ **Policy No. 316 – Nontenured Employees**
 - ▶ **Policy No. 317 – Conduct/Disciplinary Procedures**
 - ▶ **Policy No. 319 – Outside Activities**
-

Roll Call: 7-1 - Carried Voting no: J. Spinola

Second Reading *

- ▶ Policy No. 320 – Freedom of Speech in Nonschool Settings
- ▶ Policy No. 321 – Political Activities
- ▶ Policy No. 322 – Gifts
- ▶ Policy No. 323 – Tobacco Use
- ▶ Policy No. 324 – Personnel Files
- ▶ Policy No. 325 – Dress and Grooming
- ▶ Policy No. 326 – Complaint Policy
- ▶ Policy No. 327 – Management Team

**These policies will be recommended for approval at the December 17, 2009 Board Meeting*

First Reading *

- ▶ Policy No. 123 – Interscholastic Athletics

**This policy will be recommended for approval at the January 14, 2010 Board Meeting*

Other

Dr. Arnold announced that there will be no Buildings and Grounds Meeting in December.

Noteworthy Accomplishments and Events/Gifts/Donations

- ▶ The ninth grade chorus went to the Wilkes-Barre/Scranton Penguins game to perform the National Anthem.
- ▶ The 12th grade AP English class is volunteering for the Follow Me Foundation and will be presenting to the Board at the December 17th meeting.
- ▶ On December 10th, the Rotary Club will be at PVE handing out free dictionaries to 3rd grade students.
- ▶ The winter concert schedule is listed on our school district calendar.
 - Toys for Tots parade is December 11th at PVE. Mr. Krebs has the details
 - Sing-A-Long with seniors is scheduled for December 21st at 2:30 PM.
- ▶ This week is Inclusive School Week. PVSD recently underwent compliance monitoring. State officials completed a review and verbally provided a very good report. This is testament to our inclusionary practices.
- ▶ Dr. Arnold received a letter of thanks sent from Doug Atherton, Assistant Scoutmaster from BSA Troop 98, thanking Ms. Viola Murphy for her assistance on the use of the JCM cafeteria. The scouts were able to collect 1,398 items for the PVEN food bank.
- ▶ Dr. Arnold received a letter of thanks that was sent to Elvin Mercado, custodian at PVHS, from the PV Band Parents for his help during their fruit drive.
- ▶ Administrative regulations are posted on our website, recently posted was #113.4-AR-2: Emergency Action Plan for Severe Allergy and #221-AR-2: Quick Reference Guide for Standardized Student Dress.
- ▶ The HAC (Home Access Center), on our student record information system, is up and running. Letters were sent on this day to parents of students in grades 5 – 12.
- ▶ Regular (seasonal) flu shots will be available to staff on Thursday, December 10th and Monday December 14th.
- ▶ Mr. and Mrs. Joseph Akob donated basketballs to the students at Polk Elementary for use at recess. A letter of thanks will be sent to them.
- ▶ Mr. and Mrs. Scott Weddermann donated drinks from Balford Farms for students at Polk to enjoy during after-school events, such as Pumpkin Carving Night. A letter of thanks will be sent to them.

Personnel and General Administration: Mr. Anthony Fadule

John Sabia motioned; seconded by Tom Murphy, to approve items #6.4.1- #6.4.4 on the Personnel and General Administration Report and Addendum #1 as follows:

6.4	<u>Personnel and General Administration</u>	<u>December 7, 2009</u>
6.4.1	Hiring of Personnel (The hiring of all personnel is pending receipt of all required paperwork)	
6.4.1.1	Professional Staff	
6.4.1.1.1	Substitutes	
	a. Bridget Snyder - School Nurse, retroactive to 11/19/09	
6.4.2	Leaves of Absence	
6.4.2.1	Family and Medical Leave	
6.4.2.1.1	Paul Evans, high school teacher, was approved for an extension of his intermittent Family & Medical Leave, for the following three (3) days: August 31, September 23 and October 6, 2009.	
6.4.2.1.2	Augie Griffith, PVI secretary, was approved for Family & Medical Leave, as per Board policy, for seventeen (17) days, effective December 2, 2009 through January 1, 2010.	
6.4.2.1.3	Shirley Hood, district secretary, was approved for Family & Medical Leave, as per Board policy, for forty (40) days, effective January 13, 2010 through March 9, 2010.	
6.4.2.2	Leaves without Pay (Employees are responsible for the payment of any benefits the district provides during the period of leave.):	
6.4.2.2.1	The request for unpaid leave for Judith Bertsch, PVE cafeteria helper, should be amended to one-half (.5) day, effective November 23, 2009.	
6.4.2.2.2	Christie Fleming, PVE cafeteria worker, was approved for unpaid leave for one (1) day, effective November 19, 2009.	
6.4.2.2.3	Debra Howell, middle school PPA, was approved for unpaid leave for one (1) day, effective November 11, 2009.	

6.4 **Personnel and General Administration – Addendum** **December 7, 2009**

- 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
- a. Frank DiGirolamo - Custodian
 - b. Gail Dowling - PPA
 - c. Kathleen Wolff - PPA
- 6.4.4 Leaves of Absence
- 6.4.4.1 Family and Medical Leave
- 6.4.4.1.1 Barbara Foder, PVI PPA, was approved for Family & Medical Leave, as per Board policy, for fourteen (14) days, effective December 4 through December 23, 2009.
- 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 Heather Wadding, Chestnuthill PPA, was approved for unpaid leave for two (2) days, effective Dec. 9 & 16, 2009.
- 6.4.4.2.2 Joan Weimmer, PVE monitor, was approved for unpaid leave for one (1) day, effective December 2, 2009.

Roll Call: 8-0 Carried

Asst. To The Superintendent For Professional /Support Personnel: Mr. Christopher Fisher

Tom Murphy motioned; seconded by Linda Micklos, to approve item #6.5.1 and item #6.5.7 as follows:

6.5 **Professional & Support Services** **December 7, 2009**

- 6.5.1 For Approval
- 6.5.1.1 2009 – 2010 Co-curricular/Supplemental Position
- 6.5.1.1.1 High School Musical Set Painter - Ms. Nancy Yurkovich
- 6.5.7 **Facilities – Mr. Christopher Fisher, Ms. Viola Murphy**
- 6.5.7.1 **Facility Use Requests: 2**
- | | | |
|-----------|--------------------|--|
| 6.5.7.1.1 | Organization | Pleasant Valley Education Foundation |
| | Facility Requested | High School New Auditorium |
| | Purpose | Fundraiser |
| | Dates/Times | January 30, 2010, Saturday 6:00 pm – 10:00 pm
January 31, 2010, Sunday 6:00 pm – 10:00 pm (snow date) |
| | Requestor | Chris Fisher |
| | Attendance | 700 |
| | Tuition | None |
| | Fee by District | Class 3- All Appropriate Fees Custodial & Security Fees Apply |
| 6.5.7.1.2 | Organization | West End Little League |
| | Facility Requested | JCM Cafeteria |
| | Purpose | Little League Registration |
| | Dates/Times | Saturday, January 9, 2010 – 9:00 am – 12:00 pm
Saturday, January 23, 2010 – 9:00 am – 12:00 pm |
| | Requestor | Teri Buerkle |
| | Attendance | 200 |
| | Tuition | None |
| | Fee by District | Class 3- All Appropriate Fees Custodial & Security Fees Apply |

Roll Call: 8-0 Carried

Informational Items included: District Events List and the Metal Detector Report

Mr. Fisher announced that the H1N1 flu shot will be offered to students on December 16th and 17th from 4:15 PM to 8:00 PM at PVHS. Letters were sent home to parents previously

Food Services: Ms. Bonnie Grammes

No report

CURRICULUM AND STAFF DEVELOPMENT: Ms. Carole Geary

Informational - High School Corrective Action Plan

Ms. Geary distributed a brochure regarding the High School Corrective Action Plan to the school board members.

Tom Murphy motioned; seconded by H. Charles Hoffman, to approve the PVI School Improvement Plan.

Roll Call: 7-1 Abstaining from the vote – J. Spinola Reason: Not on the Board at the time.

- Mathematics – Mr. Kenneth Newman - No report
- Reading – Ms. Dora Tartar - No report
- Special Education – Ms. Ellen McMasters, Ms. Cheryl Caines - No report
- Technology Services – Dr. Lee Lesisko - No report
- Title I and Title II - No report

Elementary Divisions – No reports.

Pleasant Valley Middle School – Mr. Howard Drake, Mr. Michael Kello, Ms. Shelley Larthey – No report.

Pleasant Valley Cyber Academy – Mr. Robert Hines – No report.

Pleasant Valley High School – Mr. John Gress, Mr. Ed Pietroski ,Ms. Tresa Malligo – No report.

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

Tom Murphy motioned; seconded by John Sabia, to approve items #6.11.1- #6.11.3, #6.11.5 - #6.11.6 as follows:

6.11 Business Management December 7, 2009

6.11.1 The following student placements were approved:

- Student #101909DD Lehigh County Detention Center
Effective 10/19/09
- Student #111709AB KidsPeace
Effective 11/17/09
- Student #091409RS Vision Quest
Effective 9/14/09
- Student #073109JF Vision Quest
Effective 7/31/09
- Student #110509DB Youth Services Agency
Effective 11/5/09
- Student #111009HS Northwestern Academy
Effective 11/10/09
- Student #092309MN KidsPeace
Effective 9/23/09

6.11.2 The following invoices/applications were approved for payment from the Bond Fund as indicated.

2006 BOND FUND

Cramer’s Home Center	\$ 1,674.24
Middle School Project	
Quandel Group, Inc.	\$31,733.33
Middle School Project	
Total	\$33,407.57

6.11.3 Approval was granted by the Board to approve a refund in the amount of \$459.89 for Homestead Application Parcel 15/6/2/3. This is being recommended by the Monroe County Assessment Office due to their error.

6.11.5 Approval was granted by the Board to approve a refund in the amount of \$459.89 for Farmstead Application Parcel 02/1/1/5. This is being recommended by the Monroe County Assessment Office due to their error.

6.11.6 Approval was granted by the Board to approve the contract for DJ Services for the 9th grade spring dance to be held April 23, 2010 in the amount of \$200.00.

Roll Call: 7-0-1 Carried Abstaining from the vote- J. Spinola Reason: Not on the Board at the time

John Sabia motioned; seconded by H. Charles Hoffman, to approve item # 6.11.4 as follows:

6.11.4 Approval was granted for the Board to approve a refund in the amount of \$459.89 for Homestead Application Parcel 13/5/1/40-3/. This is due to an error associated with a name change and not an ownership or assessment change.

Roll Call: 5-3 Carried Voting No: T. Murphy, H. Frable, J. Spinola

Ms. Famularo announced that bids were released for diesel fuel and gasoline for fixed pricing. There were 12 firms interested, but no firms submitted a bid. Some discussion occurred regarding fixed pricing and how to proceed.

Ms. Famularo stated that the local audit conducted by Gorman and Associates is complete. They will return on December 9th to finish the audit of our Federal Programs. Results will be discussed tonight, along with a discussion regarding the possible designation of fund balance, for which Ms. Famularo will seek approval at the December 17th meeting.

Ms. Famularo gave a PowerPoint presentation on an analysis of the school district's 2008-09 finances. Discussion occurred during the presentation.

Solicitor: Mr. Daniel Corvelevn/Mr. Gerard Geiger

No report

Pleasant Valley School Directors:

- ▶ Dr. Arnold stated he went to see the performance of The Princess and the Pea on Friday evening and it was a great performance.
- ▶ President Kresge announced that the official bear and paw print logos are displayed on a blue tablecloth that was hanging on the table in Board room.

Pleasant Valley Citizens:

None

Adjournment:

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

H. Charles Hoffman motioned; seconded by Harvey Frable, to adjourn the meeting at approximately 9:08 PM. The motion was unanimously carried.

Respectfully submitted,

Susan Famularo, Board Secretary _____

Linda Zeliznik, Board Recorder _____

**Next Regularly Scheduled Meeting:
December 17, 2009 at 8:00 PM at the PVSD Administration Offices**