

PLEASANT VALLEY SCHOOL DISTRICT
Board of Education Meeting
November 15, 2007

Board Approved December 6, 2007 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, November 15, 2007 at 8:02 p.m. President Murphy welcomed those present followed by the Pledge of Allegiance. The meeting was held in the Pleasant Valley School District Offices, Brodheadsville, PA.

ROLL CALL:

Board Attendees:	President Thomas Murphy	Harvey Frable	Susan Kresge
	Vice-President John Sabia	H. Charles Hoffman	Ryan Hinton
	Treasurer Russ Gould	MiChelle Palmer	Linda Micklos
Board Absentees:	None		
Administrative Attendees:	Dr. Arnold, Mr. Fadule, Ms. Geary-Rissmiller, Ms. Les, Ms. Zeliznik, Mr. C. Fisher, Ms. Kotzmann, Ms. Braxmeier, Ms. Caines, Ms. Derr, Mr. Drake, Ms. Franco, Ms. Grammes, Mr. Gress, Mr. Heath, Mr. Kello, Mr. Krebs, Dr. Lesisko, Ms. McMasters, Mr. Meinhart, Ms. Murphy, Mr. Rushefski, Mr. Scott, Mr. Smith, Mr. Stefani, Mr. Wunder		
Solicitor:	Mr. Daniel Corveleyn		

President Thomas Murphy announced Notification of Executive Sessions as follows

- ▶ October 25, 2007 - Personnel - Hiring of new and replacement staff and other issues; Negotiations; and Legal Issues
- ▶ November 15, 2007 - Personnel - Hiring of new and replacement staff and other issues; 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.

PLEASANT VALLEY CITIZENS:

None

OTHER:

None

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

Ryan Hinton motioned; seconded by H. Charles Hoffman to approve the minutes of the meeting held on Thursday, October 25, 2007 as per the attached copy.

- ▶ Mr. Murphy asked to correct Ms. Geary-Rissmiller's name on page 10

Roll Call: Voice Vote - 9-0 Carried

TREASURER'S REPORT: Mr. Russ Gould

John Sabia motioned; seconded by Susan Kresge to approve the Budget Transfers on page 14; Accounts Payable 10/1/07 - 10/31/07 - Manual Checks on page 15; Accounts Payable 11/1/07 - 11/15/07 on pages 16-20 and the Trial Balance/Financial Statement on pages 21-27 as per the attached copies:

Roll Call: 9-0 Carried

The Asset Cost Summary on page 28 and the Revenues/Expenditures on pages 29-32 were included for information only.

OLD BUSINESS:

Solicitor: Mr. Daniel Corveleyn Mr. Gerard Geiger

No report

NEW BUSINESS:

Monroe Career and Technical Institute: Ms. Linda Micklos

Ms. Micklos reported that:

- ▶ MCTI has sent their preliminary budget to the sending school districts
- ▶ Ms. Carol Sutrim has accepted the position of Adult Continuing Education Coordinator
- ▶ Ms. Donna Yozwiak was nominated as the PA representative for the National Career Guidance Counselor Award; she will be considered for this award at the December conference in Las Vegas
- ▶ Agreement has been reached for the support staff contract; this is their first contract with MCTI and will be for a five year period ending in 2011
- ▶ Farewell to five Joint Operating Committee members: two from Stroudsburg and three from Pocono Mountain. Each of these members served for more than ten years.
- ▶ The Honor Society Dinner took place in which nine new students and four existing students were inducted. Five honorary members were also inducted; they were from the JOC and included Mr. Hoffman.

- ▶ Act 93 negotiating still going on and is expected to reach agreement before November 29th meeting.

Colonial Intermediate Unit 20: Mr. Ryan Hinton

Mr. Hinton reported that there is no scheduled meeting for November. The next meeting will be held on December 12, 2007 at 7:30pm.

PSBA Liaison Report: Ms. Susan Kresge

Ms. Kresge reported that:

- ▶ There has been an amendment to establish a nationwide school nutrition standards for all foods and beverages sold in school; this will come before the US Senate when lawmakers debate the 2007 Farm Bill.
- ▶ Discussion has occurred regarding the re-authorization of the No Child Left Behind Act; actual re-authorization will not take place in 2007.

Student Representative: Jessica Rizzo or Lukas Miedreich

No report

President Murphy asked if anyone had any questions for the Transportation Department. No one replied and Ms. Murphy was excused from the meeting.

ADMINISTRATIVE REPORTS: Dr. Douglas C. Arnold

Enrollment Report

Dr. Arnold stated that enrollment is holding steady.

Policy Revisions

Dr. Arnold stated that Policy #109: Resource Materials – Selection was pulled from consideration.

Susan Kresge motioned; seconded by H. Charles Hoffman to approve the following policy revisions:

- Policy #127 – Assessment
- Policy #130 – Homework
- Policy #202.1 – Attendance Eligibility

Roll Call: 9-0 Carried

Second Reading *

- Policy #209.1 - Pediculosis
- Policy #915 – School-Affiliated Organizations

**These policies will be recommended for approval at the December 6, 2007 Board Meeting*

First Reading *

- Policy #845 – Employee and Visitor ID Badges
- Policy #907 – School Visitors

**These policies will be recommended for approval at the December 20, 2007 Board Meeting*

Other:

Linda Micklos motioned; seconded by John Sabia to approve the request for a waiver of tuition as per Board Policy #202 to allow the twelfth grade student #111507W to finish their senior year in the Pleasant Valley School District.

Roll Call: 9-0 Carried

Dr. Arnold read the revised motion:

Russ Gould motioned; seconded by John Sabia to approve the renovations to the Pleasant Valley School District stadium. Renovations include the installation of Field Turf artificial playing surface, a Conica Sports Surfaces synthetic track, and a donor recognition display. The turf field and synthetic track shall be purchased under state contract with the total cost not to exceed \$1.5 million. The architect of record for this project shall be Quad 3 Group, with total costs for architectural fees not to exceed \$70,000. As much as possible, funding for the project will come from grants and donations, with the remaining funds coming from existing bond proceeds.

- ▶ Mr. Hinton commented that, for the benefit of the taxpayers, he would be voting no. He stated that it was his understanding that this project was to proceed after the middle school expansion, the transportation facility and any other upgrades to existing sewage and water system were completed. He stated that it would be nice to have, but the taxpayers can not afford it.

Roll Call: 7-2 Carried Voting no: R. Hinton and H. Frable

- ▶ Ms. Kresge commented to the public that, at this point, we do have \$400,000 received from Senator Browne’s office; \$100,000 which was received from the ESSA Foundation for this project. Our Grant writer is in the process of submitting a grant to KNBT. The board is working to obtain additional donor funding for this project.
- ▶ Dr. Arnold commented that we will be actively looking for additional funds toward this project to help offset the cost.

John Sabia motioned; seconded by Linda Micklos to approve the Homebound Instruction Requests (*As per Board policy, a re-evaluation will be done in 90 days*)

Pleasant Valley Middle School

ID#	Reason
204883	Medical, retroactive to November 7, 2007

Pleasant Valley High School

ID#	Reason
202628	Medical, retroactive to October 23, 2007
100806	Medical, retroactive to October 22, 2007

Roll Call: 9-0 Carried

- ▶ Dr. Arnold congratulated Mr. Hoffman for his award at MCTI and Ms. Yozwiak for her nomination.
- ▶ Dr. Arnold announced that the PTO Builders Club food drive, held at PVI, was a great success. 3,144 food items were collected for donation; the fifth grade class was the winner with the most items collected.
- ▶ Dr. Arnold stated that we are testing our Connect Ed system, which notifies parents of cancellation and school delays.

Presentation: Superintendent's Entry and Learning Plan

Dr. Arnold stated the purpose of the Entry and Learning Plan and process. He explained that he interviewed School Board members, administrators, staff members, association presidents, Booster club officers/community members, state police commanders, the President of NCCC, Director of MCTI, students, an attorney, state and local government officials and a former superintendent. He reviewed the questions and responses from each group.

Personnel and General Administration: Mr. Anthony Fadule

H. Charles Hoffman motioned; seconded by Linda Micklos to approve item # 6.4.1-6.4.4 on the personnel report and items #6.4.1-#6.4.4 on the addendum with the following revisions noted: item #6.4.1.1.1 b & f on page 46 are retroactive to 11/12/07; item #6.4.4A on page 47 effective date is 10/19/07; page 2 on the addendum, item #6.4.1.2.2.1 effective date is 12/6/07 or sooner, depending upon release. Report is as follows:

6.4	<u>Personnel and General Administration</u>	<u>November 15, 2007</u>
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	
a.	Rebecca Achey -	Bus Driver/Transportation Aide, retroactive to November 6, 2007
b.	Margaret Curcio-	Monitor/PPA/Cafeteria Helper/Secretary Retroactive to 11/12/07
c.	Norman Hopely-	Transportation Aide/Monitor/ Bus Driver, retroactive to November 8, 2007
c.	Lorianne Lanigan-	Transportation Aide/ Monitor/Cafeteria Helper/ Custodian, retroactive October 30, 2007
d.	Maywattie Lall -	Monitor/Cafeteria Helper/ Secretary/PPA/Transportation Aide, retroactive to November 8, 2007
e.	Harley Nelson -	Bus Driver
f.	Mary Provinciali-	Cafeteria Helper/Monitor Retroactive to 11/12/07
g.	Corrine Roseman-	Transportation Aide/ Cafeteria Helper/Monitor, retroactive to October 30, 2007
h.	Kim Sharp -	Transportation Aide/Bus Driver/Cafeteria Helper/ Monitor, retroactive to October 31, 2007
6.4.1.2	Professional Staff	
6.4.1.2.1	Pleasant Valley Elementary School	
6.4.1.2.1.1	Megan Miller	BS, Step 1
	BS, Elementary	Salary=\$34,800
	ESU	Prorated
	(Long-term substitute 1 st grade teacher for Jill Goffredo, effective on or about December 10, 2007)	
6.4.1.2.2	Substitutes	
a.	William Lutz -	All Areas
6.4.2	Leaves of Absence	

- 6.4.2.1 Family and Medical Leave
 - 6.4.2.1.1 Drew Davis, middle school teacher, was approved for Family & Medical Leave, as per Board policy, for sixty (60) days, effective October 15, 2007 through January 22, 2008.
 - 6.4.2.1.2 Gloria Gower, PVI teacher, was approved for Family & Medical Leave, as per Board policy for sixty (60) days, effective January 4, 2008 through April 7, 2008.
 - 6.4.2.1.3 Joyce Berezna, PVE/PVI teacher, was approved for Family & Medical Leave, as per Board policy for sixty (60) days, effective September 4, 2007 through November 29, 2007.
- 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 Denise Brotzman, bus driver, was approved for unpaid leave for fifteen (15) days, effective November 13, 2007 through December 7, 2007.
 - 6.4.2.2.2 Caroline Gold, high school teacher, was approved for unpaid leave for two (2) days, effective November 27 and 28, 2007.
 - 6.4.2.2.3 Karen Verhage, PVI monitor, was approved for unpaid leave for two (2) days, effective October 30 and November 14, 2007.
- 6.4.3 Resignation

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

 - a. Sandra Soto-Cadiz, part-time cafeteria worker, effective November 5, 2007.
 - b. Eric Griffin, 6th grade teacher, effective December 21, 2007, or sooner, depending upon release.
 - c. Kathryn Schaffer, middle school part-time PPA, effective November 16, 2007.
 - d. Alfred Swanson, security officer, effective October 24, 2007.
- 6.4.4 Retirement

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

 - a. James Conklin, custodian, effective October 19, 2007.
 - b. Donna Tiedeman, bus driver, effective January 14, 2008.

6.4 **Personnel and General Administration – Addendum November 15, 2007**

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 monitor at an hourly wage of \$8.40:

Name	Building
Tammy Cannon	PVI, effective November 19, 2007 (Replacement position for Madeline Imparato)
Christine Koflanovich	MS, effective November 19, 2007 (Replacement position for Mary Anne Peleschak)

- 6.4.1.1.2 Carlene Altemose was approved for the position of part-time PPA, at annual salary of \$19,250, prorated, effective December 3, 2007, or sooner, depending upon release. Her 2007-2008 school year assignment is Polk Elementary School.
- 6.4.1.1.3 Elizabeth Valentine was approved for a change of employment status from part-time PPA to full-time PPA, effective November 19, 2007. Her 2007-2008 school year assignment is the high school. (Replacement visual media position for T.J. Murphy)
- 6.4.1.1.4 Susan Mathious was approved for the position of part-time secretary, effective November 19, 2007, at an annual salary of \$23,918, prorated. Her 2007-2008 school year assignment is at the high school. (Replacement, part-time guidance secretary for Diane Bochicchio's assignment)
- 6.4.1.1.5 Raymond Zeliznik was approved for the position of temporary maintenance worker, effective November 19, 2007, at an hourly wage of \$14.56. (Temporary position for Jason Fisher)
- 6.4.1.1.6 Substitutes
 - a. Carlene Altemose - Monitor/Secretary/Cafeteria Helper/Custodian/Transportation Aide/PPA
 - b. Kathleen Biro - Cafeteria Helper
 - c. Joanne Cirranello - Cafeteria Helper/Transporta-

- d. Mary DeRohn - tion/Monitor retro 11/12/07
Aide/Monitor/ Transportation
- e. Marcia Hansen - Cafeteria Helper
PPA/Monitor/Secretary
- f. Brenda Russell - Cafeteria Helper/Monitor
- g. Maria Spence - Monitor

6.4.1.2 Professional Staff

6.4.1.2.1 Tenure

The following teacher has served Pleasant Valley School District for three (3) years and has been rated as satisfactory. By the provisions of the School Code, she was approved for tenure:

Folio, Larissa

6.4.1.2.2 Eldred Elementary School

- 6.4.1.2.2.1 Lorelle Barrett BS + 45, Step 1
BS, Psychology Salary=\$35,850
ESU Prorated
Counseling Certification
University of Scranton
(Part-time, Level II, Elementary Guidance
Counselor Replacement position for Kristy
Hoffman, effective December 6, 2007 or sooner
depending upon release)

6.4.2 Leaves of Absence

6.4.2.1 Family and Medical Leave

- 6.4.2.1.1 William Shiner, middle school custodian, was approved for Family & Medical Leave, as per Board policy, for five (5) days, effective October 29, 2007 through November 2, 2007.

6.4.2.2 Leaves Without Pay (Employees is responsible for the payment of any benefits the district provides during the period of leave.):

- 6.4.2.2.1 Joan Gajkowski, bus driver was approved for unpaid leave for three (3) days, effective November 7, 2007 through November 9, 2007.

Roll Call: 7-2 Carried Voting no: M. Palmer and H. Frable

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

John Sabia motioned; seconded by Russ Gould to approve item #6.5.1 on the regular report and item #6.5.1 on the addendum as follows:

6.5 Professional & Support Services November 15, 2007

6.5.1 For Approval

- 6.5.1.1 2007 - 2008 Assistant Coaching Positions
 - 6.5.1.1.1 Boys' Jr. High Basketball - Shawn McFarland
 - 6.5.1.1.2 Girls' Varsity Soccer - Robert Pipech
- 6.5.1.2 2007 - 2008 Supplemental/Co-curricular Advisor Positions
 - 6.5.1.2.1 M.S. Diversity Club Co-advisor - Jim Shoopack
 - 6.5.1.2.2 M.S. Diversity Club Co-advisor - Jackie Cunningham
(Split Stipend)
 - 6.5.1.2.3 Chess Club - Ross Partington
 - 6.5.1.2.4 Marching Band Asst. Director - Franko Robinson
- 6.5.1.3 2007 - 2008 *Volunteer* Coaching Position
 - 6.5.1.3.1 Boys' Jr. High Basketball - Marc Fleming
 - 6.5.1.3.2 Girls' Varsity Basketball - Tom Lusto
 - 6.5.1.3.3 Wrestling - Erik Hansen

6.5 Professional & Support Services - Addendum November 15, 2007

6.5.1 For Approval

- 6.5.1.1 2007-2008 *Volunteer* Coaching Position
 - 6.5.1.1.1 Girls' Basketball (7th Grade) - Amy Polak

Roll Call: 7-2 Carried Voting no: M. Palmer and H. Frable

Informational Items included:

- ▶ District Events List
- ▶ Metal Detector Report

Food Services: Ms. Bonnie Grammes

Participation report was included for informational purposes only.

Transportation Services: Mr. Tony Pierri, Ms. Viola Murphy

No report

Custodial and Warehouse : Mr. Howard Scott

No report

Buildings and Grounds: Mr. Mark Meinhart

No report

Technology Systems Coordinator: Mr. Rocco Seiler

No report

CURRICULUM AND STAFF DEVELOPMENT: Ms. Carole Geary-Rissmiller

Ms. Geary-Rissmiller referred to the Stepping Up Count report that was attached for information only.

Mathematics: Ms. Carole Rissmiller, Mr. John Rushefski

No report

Reading Supervisor: Ms. Dora Tartar

No report

Special Education: Ms. Ellen McMasters, Ms. Cheryl Caines

Information report

Technology Service Coordinator: Dr. Lee Lesisko

Dr. Lesisko presented a PowerPoint report on the Technology Task Force. He stated the primary purpose and identified goals. A brief discussion took place. Mr. Murphy commented that many teachers have commented to him that they are very pleased with Dr. Lesisko and the work he is doing. He thanked Dr. Lesisko for the great job he is doing.

Pleasant Valley Intermediate: Mr. J. Storm, Mr. D. Heath, Ms. A. Braxmeier

Mr. Storm's report was informational and included the enrollment report.

Pleasant Valley Elementary School: Mr. Dan Wunder, Ms. L. Metz, Mr. P. Smith

Mr. Wunder's report was informational and included the enrollment report.

Polk/Eldred Elementary: Ms. Penny Derr, Mr. J. Krebs

Ms. Derr's report was informational and included the enrollment report.

Chestnuthill Elementary: Mr. John Rushefski

Mr. Rushefski's report was informational and included the enrollment report.

Pleasant Valley Middle School: Mr. Howard Drake, Mr. M. Kello, Ms. . Franco

Mr. Drake's report was informational and included the enrollment report.

Pleasant Valley High School: Mr. John Gress, Mr. R. Hines, Mr. D. Stefani, Mr. G. Donadi

Mr. Gress's report was informational and included the enrollment report.

Business Manager: Ms. Donna Les, Ms. Monica Kotzmann

Susan Kresge motioned; seconded by John Sabia is approve items #6.10.1 - #6.10.4 on the addendum as follows :

6.10	<u>Business Management</u>	<u>Addendum</u>	<u>November 15, 2007</u>
6.10.1		Approval was granted for the Cafeteria Accounts Payable for October 2007 be approved for payment. Total amount: \$265,683.25.	
		Approval was granted for the Cafeteria Bills Payable for October 2007 be approved for payment. Total amount: \$136,574.73.	
6.10.2	Student Activity Accounts		
	Beginning Balance, 10/1/07		\$260,207.59
	Revenue		64,546.81
	Expenditures		46,795.82
	Ending Balance, 10/31/07		\$277,958.58
6.10.3	District Investment Report -- attachment		

6.10.4 Approval is requested to advertise for sealed bids for the following items:
Fall Athletic Supplies and Equipment

Roll Call: 9-0 Carried

Ms. Les distributed a document with the 2007-08 Cyber/Charter School enrollment information.

John Sabia motioned; seconded by Ryan Hinton to approve the request to submit the PlanCon Part F to PDE for the middle school project

Roll Call: 9-0 Carried

Solicitor: Mr. Daniel Corveleyn, Mr. Gerard Geiger

Mr. Corveleyn reported that he would be going to the voter registration office and securing the certificates of election. These certificates will be filed with the board secretary on December 6th and the oaths of office will be available for the members to take on that date.

Pleasant Valley School Directors:

- ▶ Tom Murphy asked Mr. Wunder why the enrollment numbers were different for the Kindergarten teachers.
- ▶ Mr. Hoffman stated that he has a copy of the support staff agreement from MCTI for the board's review.

Pleasant Valley Citizens:

- ▶ James Serfass, Chestnuthill Township, asked what the timeline for the Turf field is. Mr. Murphy stated that the work should begin immediately after graduation and is expected to be completed before the first football game.
- ▶ Mary Claire Hosking, Eldred Township, expressed her opinion by stating that she applauded the school board for approving the Turf Field.
- ▶ Joan Bumlulsky, Chestnuthill Township, stated that she was from the PV Football Parent Association. She stated that she submitted a letter to the board regarding some tables that were missing after a June 23rd PV Pride Day. Concerns were that the tables were reported missing, then recovered. The PV Football Parent Association was under the impression that the situation had been resolved and then later received a bill for \$900 for the missing tables. Discussion occurred; Mr. Murphy stated that the board would discuss the matter and get back to the parent association.
- ▶ Susan Coppinger, Ross Township, commented on the lost tables and stated that she does not want to see the kids get punished for the situation. She feels that both parties are at fault since no one counted the tables.

Adjournment:

Mr. Murphy informed those present that an executive session would be held immediately following the meeting.

There being no further business to come before the Board, President Thomas Murphy motioned, seconded by Charles Hoffman and unanimously by the Board to adjourn the meeting at approximately 9:05 PM.

Carried

NEXT SCHEDULED MEETING: Re-organizational Meeting December 6, 2007 AT 8:00 PM, District Office

Respectfully submitted,

Donna Les
Board Secretary

Linda Zeliznik
Board Recorder