

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION**

REGULAR MEETING – June 18, 2012

Carl T. Secor Administration Center – Board Room

Simultaneous Broadcast – Middle Smithfield Elementary School – Cafeteria

7:00 p.m.

Minutes

- I. President, William Searfoss called the meeting to order at 7:05 p.m. and led those present in the Pledge of Allegiance. Secretary, Patricia Rosado called the roll.
- II. **Members present were:** Ronald Bradley (arrived at 7:07 p.m.), Robert Cooke, Eileen Featherman, Robert Gress, Roy Horton, Marjorie James, Michael Meachem and William Searfoss. Douglas Freeman was absent.

School personnel present at the Administration Center Board Room: Patricia Bader, David A. Baker, Maria Bartolotta, Joanne Bohrman, Brian Borosh, John Burrus, Anthony Calderone, Rick Carty, Ann Catrillo, Michael Catrillo, Ed Christian, Adam L. Cole, Mary Conklin, Sue Czahor, Sandy Dietz, Irene Duggins, Larry Dymond, Eric Forsyth, Jill Greenwood, Heather Gress, Kathy Kroll, Sharon Laverdure, Philip Lazowski, Jacilyn Leonard, Fred Mill, Kathleen Parrish, Carolina Rodriguez, Patricia Rosado, Paul H. Schmid, Jim Shearouse, Jennifer Spece, Kim Stevens, Nadia Worobij and Steve Zall. Also present were: Thomas Dirvonas and Christopher Brown, Solicitors.

School personnel present at Middle Smithfield Elementary: Lois Casella, J. R. Renna, Thomas J. Williams and Linda Wisneiski.

- III. **Community members present at the Administration Center Board Room:** David Czahor, Dennis Douds, Sharon Duff, Audry Garrett, Anna Gress, Yvette Y. Keitt, Frank J. Lupin, Sharon Maly-Cramer, Norma J. McCulough, Michal Peterson, Laura Rodriguez, Maria Rogero, Diane Scheid, John Smith, Gary Summers, Judy Summers, Benjamin Vogt and Timothy Vogt.

Community member present at Middle Smithfield Elementary: Rob Casella.

Patricia Bova & Mark Trudnak – Kelly Professional Staffing
Robert Thompson – Engle Hambright & Davies

IV. **APPROVAL OF MINUTES**

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to approve the minutes for the meetings of May 8, 2012, (pages 1-2) and May 21, 2012 (pages 1 -30). Motion was seconded by Robert Cooke and carried unanimously, 8-0.

V. **APPROVAL OF AGENDA**

ACTION BY THE BOARD:

Motion was made by Robert Cooke to approve this agenda for June 18, 2012 (pages 1-21), as submitted, with the Board of Education reserving the right to add to the agenda, and take further action on any items raised in executive session where immediate action on such items is considered to be in the best interest of the District. Motion was seconded by Roy Horton and carried unanimously, 8-0.

- VI. **ANNOUNCEMENT OF EXECUTIVE SESSION** -- An executive session was held on Monday, June 11, 2012 for the purpose of discussing personnel. An executive session was held this evening at 6:00 p.m. before this meeting for the purpose of discussing personnel, litigation and negotiations .

VII. ANNOUNCEMENTS BY THE BOARD

None

VIII. SUPERINTENDENT'S REPORT

- A. Mr. Gress said that at the Monroe Career & Technical Institute (MCTI) Meeting they:
- Reappointed Mrs. Laverdure as Superintendent of Record for another year.
 - Discussed the sewer line expansion and they are not looking to run the line all the way up to the MCTI.
 - Discussed the Articles of Agreement which will hopefully be acted upon in August.
 - They voted on starting the new school year after Labor Day. The ESASD will probably miss about 4 days.

Mr. Meachem asked how the students will receive their instruction if they are missing the four days. Mrs. Laverdure stated that she will meet with the district Superintendents next week where they will discuss this. Mr. Meachem said that he resents MCTI's strong-arming and suggested we assert ourselves. He asked Mr. Dirvonas what options we have. Mr. Dirvonas said this can be explored if the Board would like to look into this. Mrs. Laverdure said that she is concerned about the instructional time they will miss. Mr. Gress said this schedule may work out over the year since some days we cancel school or other districts cancel school but the students still go to the MCTI. He also hopes that this will be included into the Articles of Agreement. Mr. Searfoss said our calendars were set and now we are being penalized for being on our original calendar. Mr. Meachem asked if the temperature on the funding formula can be determined. Mr. Gress said it is too early to determine and other areas were null and void. They also discussed the Superintendent of Record's term in order for it to be consistent.

- B. Mrs. Eileen Featherman said that the IU 20 continues to reevaluate expenditures to save as much money as they can.
- C. Mr. Michael Meachem said that he attended the NSBA Conference which was an investment and a great opportunity. He was with over 5,000 school representatives and vendors. He attended a boot camp for new School Board members where he learned that we are not doing a bad job. There were also students from all over the nation who came to showcase their work. He would like to identify the great things that we are doing here so he can enter it in a portfolio as not only participants but also presenters. He took one workshop that dealt with rural and small districts. They spoke about partnering with the local businesses in the area to help it develop for the college graduate in order for them to return to their home area and he also spoke about additional funding. He also met with the APQC who comes to a district to evaluate the process on how the district does things to improve productivity. This conference is a professional development for Board members to find any information that may be valuable to us. Going forward he said we will see the benefit of becoming involved in this activity by sending him as a representative. He hopes he can do this next year along with other Board members to take advantage of this opportunity again.
- D. Mr. Dirvonas stated that with regard to the Porter Township Initiative there is nothing really new to report because they are still waiting to hear from the Commonwealth Court on the application for reconsideration nor have they heard from the State Board with regard to any scheduling issues. Obviously, nothing will happen for the 2012-2013 school year. It will be status quo for this year.
- E. Ms. Patricia Bova, of Kelly Educational Staffing (Kelly) along with Mark Trudnak, who handles the local territory, said they met Mr. Meachem at the NSBA conference and brought information to share with the Board. She presented a powerpoint on placing qualified instructional and non-instructional substitute employees. She spoke about recruiting, screening, hiring, orientation and training, scheduling and payroll, managing and quality control as well as retention and professional development. Mr. Meachem said that this program is not looking to disturb what we are doing but to manage the way we handle the substitute teaching positions. The liability that we currently experience through the Pennsylvania retirement system would be alleviated by this firm. Mrs. Laverdure said that they have received confirmation from PSERS that this is correct because from this point on if we contract with Kelly, we would not have to pay PSERS. The other issue is that PSERS does not allow retired teachers to be called in to substitute but through subcontracting some of them may do so if they wish. Mrs. Featherman asked what would the cost be for a year. Ms. Bova said that she does not have the amount because this may go out to bid. Mrs. Laverdure said we would need to decide if we will go out to bid. Mr. Meachem said it would be a disadvantage for them to put a price at the moment if we go out to bid. Mr. Horton asked if they would assume the liability through workers compensation if a substitute employed by Kelly got hurt. Ms. Bova said they would. Mr. Gress asked if they have any local schools or districts like with the IU. Ms. Bova said she

does not. Mrs. Laverdure said PSERS said that there are other companies that do the same service and Kelly is one of the better ones.

- F. Mr. Robert Thompson of Engle Hambright & Davies (EHD), brought a presentation on the district's insurance. He spoke about worker's compensation results, property & casualty results, umbrella & school, errors & omissions and the other options that they have to offer. Mr. Bradley asked how many certified financial planners are at EHD and their areas of expertise. Mr. Thompson said they have two and their expertise are in stock markets, bonds and things of that nature. Mr. Thompson said they generally have four ARMs, Associates in Risk Management and six CPCUs, Charter Property & Casualty Underwriters. Mr. Bradley asked for their areas of expertise. Mr. Thompson said they range from workers compensation, property insurance, general liability, cyber liability, etc. Mr. Meachem asked how much earlier could they have received this information. Mr. Thompson said they provided the information as soon as they received it from the carrier which was last Wednesday. Mrs. Bader said there are two items on the agenda if anyone has a question on them now and if the Board wants options they will have to include it on the agenda because they are not part of the motion. Mr. Meachem asked about the student accident insurance with reference to helmets and football. Mr. Thompson said this is designed to provide medical coverage with a small deductible if they don't have insurance. Mr. Meachem asked if they offer us any best practices in that area. Mr. Thompson said that there was an act passed with reference to safe activity and best practices and he can get that information to the Board. Mr. Meachem said to get them to the Superintendent for the new Athletic Director. Mrs. Laverdure said this insurance is voluntary with no cost to the district. Mr. Bradley asked if other firms have approached him, like Prudential. Mr. Thompson said other companies only operate in life insurance and not worker's compensation. Mr. Meachem asked about the voluntary program. Mrs. Laverdure said it is insurance that parents have the option to buy into. Mr. Meachem asked what are we doing to make parents aware of this insurance. Mr. Horton said that papers go out to all parents and it is on the website. Mr. Gress said that all athletes get testing done for concussion. Mr. Horton asked how are we doing with workers compensation. Mrs. Laverdure said we have come down since 2007. Mr. Thompson said in 2007, the district's experience mod was 2.02 but now it is 1.67. Mr. Horton asked for the cap on the cost on worker's compensation. Mr. Thompson said it is unlimited. Mr. Horton asked if accident reviews are done. Mrs. Laverdure said that there is an internal audit committee through the safety committee and they meet monthly. Mr. Meachem said the reporting time reduction. Mr. Thompson said here in Pennsylvania there is no law. Mr. Bradley asked if the riders in the policy allow parents to shape the student accident insurance according to their needs. Mr. Thompson said it does.
- G. Mrs. Duggins said based on the No Child Left Behind Act, schools that did not meet the AYP status are required to put together a Comprehensive School Improvement Plan to be approved by the Board and submitted to PDE. She said although J. T. Lambert and East Stroudsburg Elementary do not have to submit their plan to PDE but they are here to present them.

Mr. John Burrus, Principal J. T. Lambert Intermediate School, said the plan was put together by a group of staff members from all areas of teaching, J. T. Lambert did not make AYP and currently are in the warning stage, due to making 23 out of 25 targets. The two areas they did not make AYP were in the special education area. Mr. Burrus' school growth plan looks in all areas to help their students succeed. They put together goals with building blocks, strategies and an implementation plan which have about four actions steps.

Mt. Horton asked if the economically disadvantaged students are solely in just that category or are they part of the ethnic categories, too. Mr. Burrus said they can be part of different categories. Mr. Horton asked if the cause of the Latinos/Hispanics' group scoring low is due to the ESL students. Mr. Burrus said these students are pulled out.

Mr. Meachem asked if attendance and behavior have attributed to these results. Mr. Burrus said he has not looked into that but this year they are implementing the school-wide positive behavior program. Mr. Meachem said there is an incredible amount of work with programs in achieving these goals but he is curious whether or not attendance and behavioral issues impacted on these tests. He said if there is a way of doing this, he would like to know. Mr. Burrus said they have a process in place to handle attendance issues but he can pull the data to see how the students did. Mr. Meachem asked if the scores include the students that are truant. Mr. Burrus said they do.

Mrs. Duggins said that East Stroudsburg Elementary is also in warning and Mr. Cole will present the School Improvement Plan in Mrs. Livingston's absence.

Mr. Cole said the PSSA is a small piece of the child but they work on nurturing the entire child. The School-wide Positive Behavior Support team continues to strive to improve behavior at ESE. In 2010-2011 school year, they were awarded a banner from the Pennsylvania Positive Behavior Support Network for their fidelity of

implementation at the universal level. Mr. Cole distributed four initiatives of ESE's 2011-2012 School Improvement Plan as follows: Initiative #1 professional learning communities, #2 enrichment/intervention periods, #3 vocabulary and #4 differentiated instruction.

Mrs. James said he mentioned using parents and encouraging them to help in the schools and asked what does the program consist of. Mr. Cole said they have small reading groups. Mrs. James asked if there is a regular program that they volunteer in. Mrs. Garret of the ESE PTO said they have parents to help to read, to learn new words and basically sit with kids to help them. Mr. Cole said it can be something simple like spending 15 minutes with students. Mrs. Laverdure asked if it is informal, where each classroom teacher sets their plan. Mr. Cole said yes because some are ready to have parents come in while others are not. Mr. Meachem asked how the positive phone calls he spoke about work. Mr. Cole said that they try to make a phone call from ESE a positive one by complimenting them on and celebrating their accomplishments. Mr. Horton said Resica has something similar and they submit pictures of the students with their certificates to the ESASD website and suggested that ESE should look into doing so too.

Mr. Meachem informed the public of the new website and complimented Mr. Borosh on a job well done. Mrs. Laverdure said that the website is still a work in progress.

- H. Mrs. Patricia Bader presented the 2012/2013 final budget which includes a decrease in expenditures by the teachers' salary freeze, the actual out of district student placements and two maintenance positions were available for elimination due to reduction in student enrollment. There is no plan to use the fund balance. The total revenues equal \$140,660,000 and total expenditures equal \$140, 236,000 which leaves a surplus of \$424,000. She explained the items that were considered and reviewed since the beginning of the budget process. She thanked everyone for their help through this process and asked Mr. Searfoss if there are any items that need further discussion so that the budget can be approved on Thursday, June 21. Mr. Horton thanked everyone since we are so close. He asked what has to be done to have a 0% increase, take off student activity fee and drivers' education fee. Mr. Meachem asked if they can add teachers on special assignment, too. Mr. Gress said that the activity fee and drivers' education fee should be but cautions adding other items. He said we can look at another year for the activity fee and drivers' education fee to iron out all details. He said we need to look at student levels first before we add a teacher on special assignment and others may need to take extra responsibilities in order not to put the district back in a deficit. Mr. Meachem said he understands but an elementary school has 700 students and this is a vital position and should be considered as a preventative measure. Mr. Horton said we can look at that issue going forward. Mr. Searfoss cautioned that if you pull that wrong piece out everything crumbles. We made great cuts and they are ongoing. He said he will vote yes on 0%, regardless, but cautions on adding too many things back into the budget. If we don't eliminate it now it will be postponed to next year. Mr. Horton said we should not impose these fees on the people this year. Mr. Gress said the number one concern is that there is nothing in place on where the activity fees or drivers' education fee will go. Mr. Searfoss said that Mrs. Bader made these cuts as a result of the Board's vote to put these budget items in place. Mr. Dirvonas said that in order to give Mrs. Bader some direction on what to present on Thursday night, a motion to suspend the rules to consider some of these budget items would be in order for tonight.

IX. SUSPENSION OF RULE

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to suspend the rules to permit the consideration of certain budget items. Motion was seconded by Roy Horton and carried unanimously, 8-0.

X. ACTIVITY FEE/DRIVERS' ED FEE

ACTION BY THE BOARD:

Motion was made by Roy Horton to rescind or remove the imposition of an activity fee and a drivers' education fee from inclusion in the 2012-2013 final budget presentation as was previously directed by the Board. Motion was seconded by Michael Meachem and carried unanimously, 8-0.

XI. PUBLIC PARTICIPATION – Activity Fee/Drivers' Ed Fee

- A. Mr. Timothy Vogt thanked the Board for their hard work over the last few weeks. He was surprised by the numbers he saw today. He said the activity fee and the drivers' education fee makes sense to take it off instead of putting the burden on the parents. He said his main question is why is the fund balance of \$35 million there because we are

talking about \$130,000 of one fee and \$50,000 of the other fee which is .5% of the fund balance. The fund balance should be used to relieve some of the pressures that we are putting on ourselves.

- B. Mrs. Laverdure said that the fund balance seems to be a very misunderstood concept. Down the road we are going to be happy that x amount of dollars are set aside for the PSERS spike as well as the health insurance funds and also for emergency crisis situations especially with the insurance cap going up. We only have less than the State is suggesting in our unassigned part of the fund balance which is 6%. The State says we should have 8%. Several years ago, we had to incur debt in order to make payroll and we don't want to have to do that again. I don't see us getting any more State funding; therefore, that fund balance will be gone in about 3-4 years. Hopefully, we can keep taxes at 0% and look forward to the future of unexpected costs. Mr. Searfoss said the expenses are not imaginary but real numbers handed to us. We would be irresponsible not to take it seriously. We don't want to be caught not having it. Mr. Cooke said he was in Harrisburg on Wednesday and the Governor said he is not going to bail us out.
- C. Ms. Yvette Keitt asked where does the money go when they collect a fee at the basketball games. Mr. Gress said the money goes back into the revenues for the district but it is not much because some families cannot afford to go to the games. Ms. Keitt said if these families cannot afford to pay for a game, how can they pay an activity fee. She said education is free and sports is part of that. Mr. Searfoss said sports are not required by PDE. Ms. Keitt said activities and drivers' education are part of the education of the child. Mr. Horton said that he does not want to take away from what she is saying but it looks like the Board is heading in the right direction. Ms. Keitt asked how much money was spent on building this Board room because it looks expensive. She said she has seen, over the years, so much wasted money in the district and it would not be fair to charge the families. Mr. Searfoss said that the motion is not to charge fees; therefore, he does not understand the reason for her comments. Ms. Keitt said she heard Mr. Gress say that we should not be putting things back into the budget. Mr. Meachem said that he would like to see this motion go forward and; therefore, pulls his request off the table for now to include the teachers on special assignments in the budget. Ms. Keitt said that when it comes to the children, they should never be put off the table.
- D. Mr. Dennis Douds said he is head football coach and a professor at East Stroudsburg University and has dealt with these issues and is in support of the motion. Leadership is taught from K-12 in extracurricular activities, whatever they may be sports or any activity. He spoke about major concerns of students moving out of the area and said that we want to keep them here. He said all students should have the opportunity to participate and not just the ones that can afford it. He said keeping them involved in sports and activities help with attendance which brings revenue from the State.
- E. Mr. Gress would like to state for the record that he was challenged because he was told it was his idea for the fees. He said it was not his idea. This came from administration as part of the budget cuts. He said they wanted to eliminate freshman football and all activities in the middle school but the Board said no. He said in order to get the preliminary budget to pass, the Board needed five votes and that is why he voted for things he did not necessarily agree upon. He was never for the activity fee but would eliminate other programs before charging. The Athletic Director came up with this suggestion to eliminate the freshman team and incorporate them with the junior varsity team but he did not agree. He said if we save one kid that took the drivers' education training, then that is worth more than the \$150,000. Some parents cannot afford to take kids to sporting events and hopes they will rescind this issue but cautioned not to add too many items back into the budget.
- F. Mrs. James said that she was approached and received letters regarding this issue and is glad that they are looking at it deeper and coming to this conclusion.
- I. Mrs. Laverdure said that once this budget is done we will be starting with the budget process quickly in about the end of September beginning of October because this is when they receive the student numbers that they use for the budget. She said these recommendations brought forward were suggestions from 500 Ways of How to Curtail Expense across the State of Pennsylvania or the United States. Mr. Horton said that administration deserves a lot of credit for their research and for the job that they did. Mr. Bradley said it was a collective effort on everyone's part. Mr. Searfoss said that these issues will need to be looked at further since he was also approached by people who do not have students in the district but pay for students to play football. Mr. Meachem said that the preliminary discussions have been had with administration on finding other ways to find funding for us not to sit around waiting but we need to be self sufficient. He hopes that we learn more going forward and we should work to keep the fees away.
- J. Mrs. Laverdure asked if we want to continue broadcasting at Middle Smithfield Elementary July and August. Mr. Meachem said that he would think that we should eliminate just for the summer months to conserve expenses. We hope to move forward to make it more convenient for the public. Mrs. Laverdure said that since we don't have custodians working at night and there would be some electricity cost, we can eliminate it for the summer. Mr. Meachem agreed.

- XII. **PUBLIC PARTICIPATION** -- Federal Programs
 Title I
 Title VI
 Other Concerns

None

XIII. **PERSONNEL ITEMS**

A. **Support Staff - Uncompensated Leave of Absence**

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the uncompensated leave of absence to the support staff designated, in accordance with the approved applicable policies, procedures and contractual agreement. Motion was seconded by Eileen Featherman and carried unanimously, 8-0.

1. **Uncompensated Leave of Absence – In Accordance with School Board Policy #539**

Name	Position Held
a. Bartholomew, Kara	Student Helper – Middle Smithfield Elementary Effective Date: May 18, 2012 Length of Leave: end of the 2011-2012 school year.

(Paperwork received)

B. **Support Staff**

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve reassignments, leaves of absence and appointments to the support staff designated, in accordance with the approved applicable policies, procedures [*subject to proper completion of all necessary documents and obtaining all necessary positive clearances*] and contractual agreement. Motion was seconded by Eileen Featherman and carried unanimously, 8-0.

1. **Reassignments - Voluntary**

Name	Position Held
a. Renna, John	From: Media II Technician - Bushkill and Middle Smithfield Elementary To: Media II Technician - East Stroudsburg and Middle Smithfield Elementary Effective Date: June 11, 2012 This position is being reassigned due to district needs.
b. Rodriguez, Robinson	From: Media II Technician - Resica and Smithfield Elementary To: Media II Technician - Resica, Smithfield and J. M. Hill Elementary Effective Date: June 11, 2012 This position is being reassigned due to district needs.
c. Trojak, Oliver	From: Media II Technician - East Stroudsburg and J. M. Hill Elementary To: Media II Technician - Bushkill Elementary, Lehman Intermediate and High School North Effective Date: June 11, 2012 This position is being reassigned due to district needs.

2. Leaves of Absence - In accordance with School Board Policy #535

Name	Position Held
a. Garris, Robert	Custodian (1 st shift) – High School North Effective Date: May 29, 2012 Length of Leave: June 27, 2012
b. Johnson, Todd	Custodian (3 rd shift) – High School South Effective Date: April 26, 2012 Length of Leave: June 23, 2012
c. Kurtz, Ninette	Bus Driver - Transportation Effective Date: May 11, 2012 Length of Leave: end of the 2011-2012 school year.
d. Males, Linda	Secretary - High School South Effective Date: June 15, 2012 Length of Leave: July 13, 2012
e. Willette, Daniel	Custodian (3 rd shift) – High School South Effective Date: December 19, 2011 Length of Leave: February 17, 2012
f. Willette, Daniel	Custodian (3 rd shift) – High School South Effective Date: April 18, 2012 Length of Leave: May 07, 2012

(Applications for Leaves of Absence received)

3. Temporary Cafeteria Cooks for the Summer of the 2011-12 School Year

Name	Appointment
a. Krueger, Roseanne	Temporary Cafeteria Cook – Bushkill, J. M. Hill Elementary and the High School South Hourly Rate: \$11.00 Effective: June 11, 2012 through August 17, 2012
b. Marasco, Amy	Temporary Cafeteria Cook – Bushkill, J. M. Hill Elementary and the High School South Hourly Rate: \$11.00 Effective: June 11, 2012 through August 17, 2012
c. Miller, Patricia	Temporary Cafeteria Cook – Bushkill, J. M. Hill Elementary and the High School South Hourly Rate: \$11.00 Effective: June 11, 2012 through August 17, 2012
d. Rodriguez, Deborah	Temporary Cafeteria Cook – Bushkill, J. M. Hill Elementary and the High School South Hourly Rate: \$11.00 Effective: June 11, 2012 through August 17, 2012
e. Searfoss, Barbara	Substitute Temporary Cafeteria Cook – Bushkill, J. M. Hill Elementary and the High School South Hourly Rate: \$11.00 Effective: June 11, 2012 through August 18, 2012

f. Van Why, Rose

Temporary Cafeteria Cook – Bushkill, J. M. Hill Elementary and the High School South

Hourly Rate: \$11.00

Effective: June 11, 2012 through August 17, 2012

4. Temporary ITEC Intern for the Summer of the 2011-12 School Year

Name

Appointment

a. Glusiec, Andrew

Temporary Summer Intern - ITEC

Hourly Rate: \$8.00

Effective Date: June 11, 2012

End Date: August 17, 2012

5. Substitute Appointments

Name

Position(s)

a. Czajkowski, Joseph

Security Guard

b. Hirsch, Matthew

Maintenance Worker

c. Nietz, Allen

Custodian, Maintenance

d. Torres, Lourdes

Bus Driver

C. Support Staff – Extended School Year

ACTION BY THE BOARD:

Motion was made by Robert Cooke to approve the following support staff as student helpers for the 2011-2012 Extended School Year (ESY) Program effective July 1, 2012 through July 26, 2012. The hourly rate will be their 2012-2013 fiscal year salary compensation. Motion was seconded by Roy Horton and carried unanimously, 8-0.

1. Appointments - Extended School Year

	Name	Position	Hourly Rate
a.	Douse, Lillie	Student Helper	\$10.71
b.	Locke, Gina	Student Helper	\$10.71
c.	Pettinato, Bernice	Student Helper	\$10.71

D. Support Staff - Substitute Support Pay Rates for the 2012-2013 Fiscal Year (no increase)

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to approve the substitute support pay rates for the 2012-2013 fiscal year as follows. Motion was seconded by Robert Cooke and carried unanimously, 8-0.

Position	Per Hour
Bus Driver	\$12.50
Cafeteria Aide	\$ 8.00
Cafeteria Worker	\$ 8.00
Crossing Guard	\$ 8.25
Custodian	\$ 9.75
Health Room Assistant Nurse	\$ 9.50
Instructional Aide	\$ 9.00
Maintenance I Worker	\$10.50

Position	Per Hour
Media I Worker	\$11.00
School Police Officer	\$12.00
Secretary	\$ 9.50
Security Guard	\$10.00
Student Hall Monitor	\$ 7.50
Student Helper	\$ 8.00
Study Hall Monitor	\$ 7.50

E. First Level Supervisor

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the leave of absence for the First Level Supervisor staff designated, in accordance with the approved applicable policies and procedures. Motion was seconded by Eileen Featherman and carried unanimously, 8-0.

1. Leave of Absence - In accordance with School Board Policy #535

Name	Position Held
a. Oswald, Kirk	Head Custodian - J. T. Lambert Intermediate Effective Date: May 21, 2012 Length of Leave: June 29, 2012

(Application for Leave of Absence received)

F. Professional Staff

ACTION BY THE BOARD:

Motion was made by Robert Cooke to approve the resignation, leaves of absence, salary compensations and appointments to the professional staff designated, in accordance with the approved applicable policies, procedures [*subject to proper completion of all necessary documents and obtaining all necessary positive clearances*] and contractual agreement. Motion was seconded by Roy Horton and carried unanimously, 8-0.

1. Resignation

Name	Position Held
a. Szabo, Kelly	English teacher – High School North Effective Date: August 7, 2012

(See page 22)

2. Leave of Absence (Date Change) – In Accordance with School Board Policy #435

Name	Position Held
a. Kelly, Linda	Special Education teacher - J. T. Lambert Intermediate Effective: March 6, 2012 Length of Leave now through: end of the 2011-2012 school year.

3. Leave of Absence – In Accordance with School Board Policy #435 and Child Rearing Leave

Name	Position Held
a. Adams, Sarah	Guidance Counselor - J. M. Hill Elementary Effective: September 19, 2012 Length of Leave: January 1, 2013

(Application for Leave of Absence received)

4. Leaves of Absence – In Accordance with School Board Policy #435

- | Name | Position Held |
|------------------------|--|
| a. Allison, Diana | English teacher - J. T. Lambert Intermediate
Effective: August 22, 2012
Length of Leave: end of the first marking period of the 2012-2013 school year. |
| b. Tscheschlog, Helene | Science teacher - High School North
Effective: August 22, 2012
Length of Leave: October 26, 2012 |
| c. Zimmerman, Lindsey | ESL teacher - Middle Smithfield Elementary
Effective: September 27, 2012
Length of Leave: November 21, 2012 |

(Applications for Leaves of Absence received)

G. Salary Compensations – Guidance Counselors for the 2012-2013 Fiscal Year

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to approve the following guidance counselor salary compensations in accordance with the 2010-2013 contractual agreement and Memorandum of Understanding Board approved on June 4, 2012 between the East Stroudsburg Area School District and the East Stroudsburg Education Association. These salaries are effective July 1, 2012 through June 30, 2013. Motion was seconded by Robert Cooke and carried unanimously, 8-0.

1. Salary Compensations - Intermediate Guidance Counselors for the 2012-2013 Fiscal Year

	Last Name	First Name	Step	Column	2012-2013 Salary
a.	Christian	Cynthia	14	11	\$70,258
b.	Jones	Deborah	14	14	\$72,171
c.	Peeke	Lachlan	16	16	\$82,337

2. Salary Compensations - High School Guidance Counselors for the 2012-2013 Fiscal Year

	Last Name	First Name	Step	Column	2012-2013 Salary
a.	Formica	Joseph	16	8	\$77,339
b.	Kule	Jay	16	10	\$78,435

H. Supplemental Days for the 2012-2013 Fiscal Year

ACTION BY THE BOARD:

Motion was made by Robert Cooke to approve the following guidance counselors and special education consultants' additional supplemental days for the 2012-2013 Fiscal Year, effective July 1, 2012 through June 30, 2013. Motion was seconded by Roy Horton and carried unanimously, 8-0.

1. Elementary Guidance Counselors

	Name	Supplemental Days
a.	Adams, Sarah	13 days
b.	Chamberlin, Carley	13 days
c.	Dollar-Krell, Beverly	16 days
d.	Fries, Sarah	13 days
e.	Meyers, Loriann	13 days
f.	Osmun, Jonathan	13 days
g.	Rovi, Lauren	13 days
h.	Shultz, Cathleen	13 days

2. **Intermediate Guidance Counselors**

	Name	Supplemental Days
a.	Christian, Cynthia	16 days
b.	Jones, Deborah	16 days
c.	Klock, Danae	16 days
d.	Peeke, Lachlan	16 days
e.	Reichert, Eric	16 days

3. **High School Guidance Counselors**

	Name	Supplemental Days
a.	Dietz, Casandra	23 days
b.	Falbo, David	20 days
c.	Formica, Joseph	21.5 days
d.	Huffman, Carol	20 days
e.	Kerzner, Phillip	20 days
f.	Kule, Jay	21.5 days
g.	Mazzei, Elizabeth	20 days
h.	Nicosia, Faith	20 days
i.	North, Alison	20 days
j.	Reichl, Jeffrey	20 days

4. **Special Education Consultants**

	Name	Supplemental Days
a.	Burke, Mary	20 days
b.	Hamilton, Gail	20 days
c.	Lee, Mary Katherine	20 days
d.	Morro, Sherry	20 days
e.	Murphy, Cheryl	20 days

I. **Professional Staff - Substitute Teacher/School Nurse Pay Rate for the 2012-2013 School Year (No increase)**

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to approve the per diem substitute teacher/school nurse rate for the 2012-2013 school year as \$80.00 per day. After thirty (30) days of substituting in this capacity, the substitute teacher/school nurse will be eligible for a \$500.00 bonus. The thirty (30) days do not have to be consecutive and are calculated for time substituted within the 2012-2013 school year and will not carry over to subsequent school years. Motion was seconded by Marjorie James and carried unanimously, 8-0.

J. **On-line Summer School for the Summer of the 2011-2012 School Year**

ACTION BY THE BOARD:

Motion was made by Michael Meachem to approve the appointments, at no cost to the district, in accordance with approved applicable policies and procedures (*subject to proper completion of all necessary documents and obtaining all necessary positive clearances*). These teaching positions are for the summer of the 2011-2012 school year. All rates are \$28.28 per hour up to 32 hours (not to exceed 32 hours). **Pending enrollment.** Motion was seconded by Ronald Bradley and carried unanimously, 8-0.

1. **Appointments for the Summer of the 2011-2012 School Year**

	Name	Subject
a.	DeLeon, Karla	Algebra II
b.	Dobrowolski, Darrin	Trigonometry
c.	Espinoza, Marilyn	Algebra I
d.	Espinoza, Marilyn	Geometry
e.	Fisher, Marijo	Biology II

f.	Fisher, Marijo	Environmental Science
g.	Fisher, Marijo	General Science
h.	Fisher, Marijo	Biology
i.	Hahn, Elizabeth	English 12
j.	Marmo, Jennifer	English 11
k.	Susic, Stacy	English 10
l.	Szepietowski, Waldemar	World Studies II
m.	Szepietowski, Waldemar	American Studies I
n.	Szepietowski, Waldemar	World Studies I
o.	Szepietowski, Waldemar	American Studies II
p.	Turner, Patricia	English 9

K. Summer School Program at Bushkill Elementary for the Summer of the 2011-2012 School Year

ACTION BY THE BOARD:

Motion was made by Michael Meachem to approve the appointments in accordance with approved applicable policies and procedures (*subject to proper completion of all necessary documents and obtaining all necessary positive clearances*). These teaching positions are fully funded through Title I School Improvement for Bushkill Elementary for 2011-2012. The program runs from July 9, 2012 through August 16, 2012. All rates are \$28.28 per hour. Motion was seconded by Roy Horton and carried unanimously, 8-0.

1. Appointments for Bushkill Elementary Summer School Program for the 2011-2012 School Year

	Name	Position
a.	Bellis, Sean	Teacher
b.	DeJesus, Bernice	Substitute
c.	Doxbeck, Allison	Substitute
d.	French, Diane	Teacher

L. Extra Responsibility

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to approve the resignation and appointments according to the 2010-2013 contractual agreement between the East Stroudsburg Area School District and the East Stroudsburg Education Association. Motion was seconded by Roy Horton and carried unanimously, 8-0.

1. Resignation

Name	Position Held
-------------	----------------------

a. Heitzman, Joseph	Girls' Soccer Head Coach – High School North Effective Date: at the end of the workday on April 25, 2012
---------------------	---

(See page 23)

2. Appointments for the 2011-2012 School Year

	Last Name	First Name	Position	Building	Rate
a.	Bakner	Paul	Summer Band Advisor	High School North	\$28.28/hour (not more than 34 hours)
b.	Buksa	Erik	Girls' Soccer Head Coach (effective 4/26/12)	High School North	\$4,567.22 (prorated)
c.	Clogg	Katy	Summer Band Advisor	High School South	\$28.28/hour (not more than 49 hours)
d.	Conklin	Kimberly	Summer Band Advisor	J. T. Lambert Intermediate	\$28.28/hour (not more than 48 hours)
e.	Dreibelbis	Susan	Intramural Tennis Co-Advisor	J. T. Lambert Intermediate	\$23.23/hour (48 hour maximum between 2 advisors)

	Last Name	First Name	Position	Building	Rate
f.	Flicker	Matthew	Summer Band Advisor	Lehman Intermediate	\$28.28/hour (not more than 74 hours)
g.	Mullaney	Matthew	Intramural Weight Room Co-Advisor (spring)	Lehman Intermediate	\$23.23/hour (48 hour maximum between 2 advisors)
h.	Perkins	Rose	Summer Band Advisor	Resica Elementary	\$28.28/hour (not more than 56 hours)
i.	Shamp	Melodie	Summer Band Advisor	Smithfield Elementary	\$28.28/hour (not more than 50 hours)
j.	Whitney	Matthew	Summer Band Advisor	J. T. Lambert Intermediate	\$28.28/hour (not more than 43 hours)

M. Act 93 Staff

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the military leaves of absence for the Act 93 Administrative Staff designated in accordance with the approved applicable policies, procedures and contractual agreement. Motion was seconded by Eileen Featherman and carried unanimously, 8-0.

1. Military Leaves of Absence

Name	Position
a. Employee #5029	Assistant Principal - High School North Effective Date: June 4, 2012 Length of Leave: June 15, 2012
b. Employee #5029	Assistant Principal - High School North Effective Date: August 21, 2012 Length of Leave: 400 calendar days

(Request received)

N. Affiliation Agreement

ACTION BY THE BOARD:

Motion was made by Robert Cooke to approve the agreement between Misericordia University and East Stroudsburg Area School District for use of the District as a student teaching site. Motion was seconded by Marjorie James and carried unanimously, 8-0.

(See pages 24-29)

XIV. CONTRACTS

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to approve the contracts listed for their specific services, rates and effective dates totaling under \$10,000, subject to the review and recommendations of the Solicitor and approval of the Administration regarding the terms and conditions of any final contract, other than price or cost. Motion was seconded by Robert Cooke and carried unanimously, 8-0.

	NAME	SERVICE	RATE	PAYMENT FROM	EFFECTIVE DATE
1.	Calpin, Maryann	Online Curriculum Development Reading 7 Revision	30 hours @ \$28.28 per hour Not to Exceed \$848.40	Virtual Academy	June 2012 – August 2012
2.	Contino, Diane	ESY Services	\$28.28 per hour Not to exceed \$1,272.60	Special Education/District Funds	6/6/12-7/30/12
3.	Davis, Bruce	Employee Physician-Cafeteria Monitors	\$60.00 per employee	Human Resources Department	2012-2013 Fiscal Year

4.	Davis, Bruce	Employee Physician-Cafeteria Workers	\$60.00 per employee	Cafeteria Funds	2012-2013 Fiscal Year
5.	Deen, Todd	Accompanist for Spotlight Awards rehearsal & ceremony	\$100.00	Music Department	5/10/12, 5/17/12 & 5/20/12
6.	Fusco, Linda	Private, Independent IEP Facilitation	\$175.00/hr. plus expenses	Special Education/District Funds	5/31/12
7.	Greenwood, Jill	Online Curriculum Development English 7 Revision	30 hours @ \$28.28 per hour Not to Exceed \$848.40	Virtual Academy	June 2012 – August 2012
8.	Langan, Brooke	Intensive Tech. Training for eTech Academy Participants	\$350.00	Professional Development	8/8/12
9.	Langan, Brooke	Moving Up to Moodle 2.3: An Overview	\$112.50 (Co-presenter)	Professional Development	8/10/12
10.	Langan, Brooke	Moving Up to Moodle 2.3: An Overview	\$112.50 (Co-presenter)	Professional Development	8/13/12
11.	Langan, Brooke	Moving Up to Moodle 2.3: An Overview	\$112.50 (Co-presenter)	Professional Development	8/20/12
12.	Lladoc, Letitia	Custodial/Maintenance In-Service Speaker on Workplace Diversity	\$150.00	Custodial Department	6/15/12
13.	Martin, Joseph	Intensive Tech. Training for eTech Academy Participants	\$350.00	Professional Development	8/9/12
14.	Martin, Joseph	Moving Up to Moodle 2.3: An Overview	\$112.50 (Co-presenter)	Professional Development	8/10/12
15.	Martin, Joseph	Moving Up to Moodle 2.3: An Overview	\$112.50 (Co-presenter)	Professional Development	8/13/12
16.	Martin, Joseph	Moving Up to Moodle 2.3: An Overview	\$112.50 (Co-presenter)	Professional Development	8/20/12
17.	Millard, John	ESY Services	\$28.28 per hour Not to exceed \$565.60	Special Education/District Funds	6/6/12-7/30/12
18.	Nicoletti, Ann	Differentiated Supervision Recertification	\$150.00	Professional Development	4/19/12
19.	PMC/Pocono Occupational Medicine	Pre-Employment D & A Testing, post-accident testing, reasonable suspicion.	Not To Exceed \$3,500.00	Transportation	7/1/12-6/30/13
20.	Sayles, Regina	Character Education Assembly	\$500.00	J.M. Hill Elementary School	5/16/12
21.	Seidel, Maureen	Intensive Tech. Training for eTech Academy Participants	\$350.00	Professional Development	8/7/12
22.	Wescott, Shawn	Intensive Tech. Training for eTech Academy Participants	\$350.00	Professional Development	8/6/12
		TRANSPORTATION	CONTRACTS		
1.	Bellinger, Tania	Contract Transportation	\$160.51/day	Transportation Dept.	4/26/12
2.	Vitanza, Katharine	Contract Transportation	\$153.44/day	Transportation Dept.	4/24/12

(See pages 30-50)

XV. STUDENT ITEMS

A. Placements

ACTION BY THE BOARD:

Motion was made by Robert Cooke to approve the agreed upon alternative placements for the students listed for recommended schools and times indicated. Motion was seconded by Robert Gress and passed, 7-1. Michael Meachem voted no.

	Student Number
a.	11020934
b.	11021035

(See page 51)

B. Release and Settlement Agreements

1.

ACTION BY THE BOARD ACTION BY THE BOARD:

Motion was made by Eileen Featherman to approve the Release and Settlement Agreement between the East Stroudsburg Area School District and the parents of student # 11040208. Motion was seconded by Roy Horton and passed, 7-1. Michael Meachem voted no.

(See pages 52-61)

2.

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to approve the Release and Settlement Agreement between the East Stroudsburg Area School District and the parents of student # 11160809. Motion was seconded by Roy Horton and passed, 7-1. Michael Meachem voted no.

(See pages 62-70)

3.

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the Release and Settlement Agreement between the East Stroudsburg Area School District and the parents of student # 11160810. Motion was seconded by Robert Cooke and passed, 6-2. Ronald Bradley and Michael Meachem voted no.

(See pages 71-79)

4.

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the Release and Settlement Agreement between the East Stroudsburg Area School District and the parents of student # 11171211 to have the student graduate in June 2012. Motion was seconded by Eileen Featherman and passed 7-1. Ronald Bradley voted no.

(See pages 80-87)

5.

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the Release and Settlement Agreement between the East Stroudsburg Area School District and the parents of student # 11021212 to have the student graduate in June 2012. Motion was seconded by Robert Cooke and carried unanimously, 8-0.

(See pages 88-95)

C. High School Certificate (diploma)

ACTION BY THE BOARD:

Motion was made by Robert Cooke to approve the issuance of a high school certificate (diploma) to the additional candidates listed, subject to their individual successful completion of the prescribed course of instruction and graduation requirements established by this Board as part of the school district's Strategic Plan. Motion was seconded by Roy Horton and carried unanimously, 8-0.

High School South

Hope Shyanne Mickens
Trevor Daniel Catania

High School North

Stephen Babeu
Kiana Bobb
Nicole L. Borrell
Ismael Chanona
Chrystal Durakov
Josue Fernandez
Kejarris E. Griffin
Nicole Hopkins
Derrick D. Montgomery
Anthony Moran
Jonathan Perlaza
Everett Whitman

XVI. OLD AND NEW BUSINESS

None

XVII. SCHOOL IMPROVEMENT PLANS

ACTION BY THE BOARD:

Motion was made by Michael Meachem to approve Comprehensive School Improvement Plans for Bushkill Elementary School, East Stroudsburg High School-North and East Stroudsburg High School – South for submission to the Pennsylvania Department of Education in compliance with No Child Left Behind (NCLB) and the Elementary and Secondary Education Act of 2001. Motion was seconded by Roy Horton and carried unanimously, 8-0.

XVIII. CURRICULA

1.

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the Instrumental Music Curriculum for use in grades K-12 in the East Stroudsburg Area School District. Motion was seconded by Eileen Featherman and carried unanimously, 8-0.

2.

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the Technology Integration Curriculum for use in grades K-12 in the East Stroudsburg Area School District. Motion was seconded by Ronald Bradley and carried unanimously, 8-0.

XIX. REQUESTS TO ESTABLISH A SPECIAL ACTIVITY

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the request to establish a special activity fund for H.S. South Cheerleading Club. Motion was seconded by Eileen Featherman and carried unanimously, 8-0.

(See page 96)

XX. CONFERENCE ATTENDANCE

A. Superintendent

ACTION BY THE BOARD:

Motion was made by Marjorie James to approve the attendance of Sharon Laverdure at the Colonial IU 20 – 2012 Summer Administrative Workshop in Bethlehem, PA from July 30 - 31, 2012 at approximately \$350.00. Motion was seconded by Michael Meachem and carried unanimously, 8-0.

XXI. FISCAL ITEMS

A. Local Audit

ACTION BY THE BOARD:

Motion was made by Michael Meachem to appoint Todd Bushta, Gneiding, Desanctis, Blizzard & Co., as the local auditor for the basic financial statement audit for the 2011-12, 2012-13 and 2013-14 school years at an annual fee not to exceed \$24,400 as per their proposal dated June 11, 2012. Motion was seconded by Roy Horton and passed, 7-1. Robert Gress voted no.

B. Student Accident Insurance

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to accept the Commercial Insurance Proposal from Engle-Hambright & Davies, Inc. for the Voluntary Student Accident coverage at a premium amount not to exceed \$35,964.00 for the 2012-2013 school year. There is no change in the coverage or premium from the 2011-12 school year. Motion was seconded by Michael Meachem and carried unanimously, 8-0.

(See pages 97-98)

C. Senior Citizen Tax Rebate

ACTION BY THE BOARD:

Motion was made by Michael Meachem to approve the extension of the filing date for the 2011 Senior Citizen Tax Rebate program to December 31, 2012. Motion was seconded by Roy Horton and carried unanimously, 8-0.

D. Capital Reserve

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to authorize the Business Manager to transfer \$750,000 from the General Fund into the Capital Reserve Fund for use in connection with maintenance projects in future years. Motion was seconded by Robert Cooke and carried unanimously, 8-0.

E. Summer Food Program

ACTION BY THE BOARD:

Motion was made by Ronald Bradley to approve the operation of the Seamless Summer Option Food Service Program at JM Hill Elementary School, Bushkill Elementary and Senior High School South from Monday, June 11, 2012 through approximately August 17, 2012 as presented to the Board. This program is cost neutral to the district, funded through Federal and State reimbursements. Motion was seconded by Robert Cooke and carried unanimously, 8-0.

(See page 99)

F. Cafeteria Lunch Prices

ACTION BY THE BOARD:

Motion was made by Robert Cooke to approve the cafeteria school lunch prices for the 2012-2013 school year as follows:
Motion was seconded by Roy Horton and carried unanimously, 8-0.

A.	Elementary	\$ 2.15	D.	Adult	\$ 3.50
B.	Intermediate	\$ 2.25	E.	Ala Carte Milk	\$.50
C.	Secondary	\$ 2.25	F.	Reduced Price Meals	\$.40

G. Cafeteria Breakfast Prices

ACTION BY THE BOARD:

Motion was made by Robert Cooke to approve the cafeteria school breakfast prices for the 2012-2013 school year as follows:
Motion was seconded by Roy Horton and carried unanimously, 8-0.

A.	Elementary	\$ 1.35	D.	Adult	\$ 1.75
B.	Intermediate	\$ 1.35	E.	Ala Carte Milk	\$.50
C.	Secondary	\$ 1.35	F.	Reduced Price Meals	\$.30

(See page 100)

H. Ala Carte Prices

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to approve the cafeteria a la carte prices for the 2012-2013 school year as presented to the board. Motion was seconded by Roy Horton and carried unanimously, 8-0.

(See page 101)

I. Award of Bids

ACTION BY THE BOARD:

Motion was made by Robert Cooke to approve the award of bids for the following areas as per bids received on Wednesday, May 2, 2012, for the 2012-2013 school year to the lowest responsible bidders as listed. Motion was seconded by Marjorie James and carried unanimously, 8-0.

TECHNOLOGY EDUCATION ELECTRONICS SUPPLIES

Bidder	# of low bid items	AWARD
1 METCO, LEECHBURG, PA	22	\$ 2,633.35
2 MOUSER ELECTRONICS, MANSFIELD, TX	42	\$ 5,029.40
3 PAXTON PATTERSON, CHICAGO, IL	27	\$ 6,575.88
Total	91	\$ 14,238.63

TECHNOLOGY EDUCATION INTERMEDIATE SCHOOL SUPPLIES

Bidder	# of low bid items	AWARD
1 BROADHEAD GARRETT/SCHOOL SPECIALTY, MANSFIELD, OH	27	\$ 1,525.22
2 DICK BLICK, GALESBURG, IL	14	\$ 588.89

3	METCO, LEECHBURG, PA	29	\$ 2,036.06
4	MIDWEST TECHNOLOGY PRODUCTS, SIOUX CITY, IA	51	\$ 3,466.49
5	MODERN SCHOOL SUPPLIES, INC., HARTFORD, CT	7	\$ 849.40
6	PAXTON PATTERSON, CHICAGO, IL	49	\$ 3,027.32
7	SAW SALES AND MACHINERY CO., GIBSONIA, PA	10	\$ 1,957.50
8	VALLEY LITHO SUPPLY, RICE LAKE, WI	1	\$ 28.00
Total		188	\$ 13,478.88

TECHNOLOGY EDUCATION WOOD TECH SUPPLIES

Bidder	# of low bid items	AWARD	
1	BRODHEAD GARRETT/SCHOOL SPECIALTY, MANSFIELD, OH	14	\$1,243.74
2	METCO, LEECHBURG, PA	23	\$3,935.26
3	MIDWEST TECHNOLOGY PRODUCTS, SIOUX CITY, IA	39	\$5,098.59
4	PAXTON PATTERSON, CHICAGO, IL	37	\$1,624.33
5	SAW SALES AND MACHINERY CO., GIBSONIA, PA	13	\$3,393.45
Total		126	\$15,295.37

TECHNOLOGY EDUCATION GRAPHIC ARTS SUPPLIES

Bidder	# of low bid items	AWARD	
1	BADGER GRAPHIC SALES, INC., KAUKAUNA, WI	25	\$ 12,671.15
2	BRODHEAD GARRETT/SCHOOL SPECIALTY, MANSFIELD, OH	21	\$ 1,257.45
3	DICK BLICK, GALESBURG, IL	16	\$ 1,504.01
4	METCO, LEECHBURG, PA	7	\$ 1,552.39
5	MIDWEST TECHNOLOGY PRODUCTS, SIOUX CITY, IA	1	\$ 3.60
6	PAXTON PATTERSON, CHICAGO, IL	5	\$ 1,347.32
7	VALLEY LITHO SUPPLY, RICE LAKE, WI	7	\$ 1,796.10
Total		82	\$ 20,132.02

TECHNOLOGY EDUCATION POWER TECH SUPPLIES

Bidder	# of low bid items	AWARD	
1	METCO, LEECHBURG, PA	3	\$567.40
2	MIDWEST TECHNOLOGY PRODUCTS, SIOUX CITY, IA	1	\$115.80
3	PAXTON PATTERSON, CHICAGO, IL	5	\$659.32
Total		9	\$1,342.52

TECHNOLOGY EDUCATION LUMBER SUPPLIES

Bidder	# of low bid items	AWARD	
1	DOWNES & READER HARDWOOD CO., STOUGHTON, MA MANN AND PARKER LUMBER COMPANY, NEW FREEDOM, PA	10	\$5,558.50
2	PA	4	\$4,536.00
3	O'SHEA LUMBER COMPANY, GLEN ROCK, PA	2	\$4,105.00
Total		16	\$14,199.50

ART SUPPLIES

Bidder	# of low bid items	AWARD
1 CASCADE SCHOOL SUPPLIES , NORTH ADAMS , MA	36	\$ 1,525.36
2 COMMERCIAL ART SUPPLY , SYRACUSE , NY	4	\$ 128.04
3 DICK BLICK , GALESBURG , IL	26	\$ 2,366.24
4 ELGIN SCHOOL SUPPLY CO., INC. , CHICO , CA	12	\$ 733.90
5 KURTZ BROS. , CLEARFIELD , PA	32	\$ 2,313.39
6 NASCO , FORT ATKINSON , WI	86	\$ 4,585.17
7 NATIONAL ART & SCHOOL SUPPLIES , RAHWAY , NJ	27	\$ 3,901.76
8 PHILLIPS SUPPLY COMPANY , PLYMOUTH , PA	20	\$ 1,745.40
9 PYRAMID SCHOOL PRODUCTS , TAMPA , FL	62	\$ 4,965.57
10 QUILL CORPORATION , LINCOLNSHIRE , IL	27	\$ 1,357.06
11 S & S WORLDWIDE , COLCHESTER , CT	10	\$ 349.75
12 SCHOOL SPECIALTY BIDS , MOUNT JOY , PA	169	\$ 11,639.30
13 STANDARD STATIONERY SUPPLY , WHEELING , IL	12	\$ 1,124.33
Total	523	\$ 36,735.27

CLASSROOM SUPPLIES

Bidder	# of low bid items	AWARD
1 CASCADE SCHOOL SUPPLIES, NORTH ADAMS, MA	16	\$2,587.01
2 COMMERCIAL ART SUPPLY, SYRACUSE, NY	2	\$48.22
3 ELGIN SCHOOL SUPPLY CO., INC., CHICO, CA	1	\$3.58
4 KURTZ BROS., CLEARFIELD, PA	28	\$10,578.08
5 NATIONAL ART & SCHOOL SUPPLIES, RAHWAY, NJ	4	\$4,577.14
6 PHILLIPS SUPPLY COMPANY, PLYMOUTH, PA	4	\$280.61
7 PYRAMID SCHOOL PRODUCTS, TAMPA, FL	4	\$1,790.44
8 QUILL CORPORATION, LINCOLNSHIRE, IL	16	\$6,327.48
9 S & S WORLDWIDE, COLCHESTER, CT	9	\$1,186.05
10 SCHOOL SPECIALTY BIDS, MOUNT JOY, PA	57	\$9,664.14
11 STANDARD STATIONERY SUPPLY, WHEELING, IL	53	\$9,268.91
12 W.B. MASON CO., INC., CRANBURY, NJ	39	\$13,969.07
Total	233	\$60,280.73

J. Award of Bid – Fertilizer and Grass Seed**ACTION BY THE BOARD:**

Motion was made by Eileen Featherman to approve the award of bid for Fertilizer and Grass Seed as per bids received Wednesday, May 2, 2012, for the 2012-2013 school year to Fisher and Son Company, Exton, PA at the unit prices as set forth in its bid and presented to the Board. Motion was seconded by Marjorie James and carried unanimously, 8-0.

(See page 102)

K. Award of Bid Category 2 Discount

ACTION BY THE BOARD:

Motion was made by Robert Cooke to authorize the purchase of Category 2 supplies for the 2012-2013 school year from the list of vendors and at the discounts as presented to the Board. Motion was seconded by Eileen Featherman and carried unanimously, 8-0.

(See page 103)

L. Bus Tire Bid

ACTION BY THE BOARD:

Motion was made by Michael Meachem to authorize the Business Office to advertise and solicit bids for the purchase of tires for district buses for the 2012-2013 school year. Motion was seconded by Roy Horton and carried unanimously, 8-0.

M. Payment of Back Taxes

ACTION BY THE BOARD:

Motion was made by Roy Horton to accept the sum of \$2,060.67 from Richard and Diane Scheid as payment of back taxes, penalties and interest owed on Tax Parcel # 16/9/1/1-3 due to the property owners' homestead exemption error. Motion was seconded by Eileen Featherman and passed 7-1. Robert Gress voted.

N. Award of Contract – Removal of Cinders/anti-Skid Material

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to award a contract or purchase order to Stofik's Landscaping in the amount of \$3,570.00 for the removal of cinders/anti-skid material from all locations as specified in the RFQ issued by the District. Motion was seconded by Ronald Bradley and carried unanimously, 8-0.

(See page 104)

O. APEC-II Study - MOU

ACTION BY THE BOARD:

Motion was made by Ronald Bradley to authorize the participation of the District in the National School Lunch Program and School Breakfast Program Access, Preparation, Eligibility, and Certification (APEC-II) Study and the execution of the Memorandum of Understanding in the form as presented. Motion was seconded by Roy Horton and carried unanimously, 8-0.

(See pages 105-117)

P. Monroe County Tax Appeal Settlements

1.

ACTION BY THE BOARD:

Motion was made by Eileen Featherman that the Board approve the proposed settlement stipulation regarding the Monroe County tax assessment appeal filed to No. 9993 CV 2011 with reference to Tax Parcel # 09/97584 as presented at this meeting. This will result in a reduction of school taxes of approximately \$7,458 per year based upon the 2011-2012 tax rate. Motion was seconded by Ronald Bradley and carried unanimously, 8-0.

(See page 118-120)

2.

ACTION BY THE BOARD:

Motion was made by Michael Meachem that the Board approve the proposed settlement stipulation regarding the Monroe County tax assessment appeal filed to No. 10009 CV 2011 with reference to Tax Parcel # 09/97781 as presented at this meeting. This will result in a reduction of school taxes of approximately \$7,644 per year based upon the 2011-2012 tax rate. Motion was seconded by Marjorie James and carried unanimously, 8-0.

(See page 121-123)

Q. Head Start Contract Renewal

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to approve the Letter of Agreement with the Scranton-Lackawanna Human Development Agency, Inc. Head Start Program for the 2012-2013 school year as presented at this meeting. Motion was seconded by Marjorie James and carried unanimously, 8-0.

(See page 124-125)

R. Change Order – High School South Project

ACTION BY THE BOARD:

Motion was made by Robert Cooke to approve Change Order # P-35 to the contract with Jim Lagana Plumbing & Heating, Inc. for Additions and Alterations to the High School South in the amount of \$18,717.89 (deduct) as presented to the Board. Motion was seconded by Eileen Featherman and carried unanimously, 8-0.

(See page 126-127)

S. Solicitor Retention

ACTION BY THE BOARD:

Motion was made by Robert Cooke to extend the appointment of the Law Firm of Thomas F. Dirvonas, Esquire, as District Solicitor until August 31, 2012 in order to enable the Board to solicit proposals from additional/other law firms or attorneys to act as District Solicitor for the balance of the 2012-2013 school year. The terms of the existing 2011-2012 retainer agreement shall remain in effect during the extension. Motion was seconded by Michael Meachem and carried unanimously, 8-0.

(See page 128-130)

T. Legal RFP (District Solicitor)

ACTION BY THE BOARD:

Motion was made by Ronald Bradley to approve the District Administration to advertise the request for proposals for legal services (District Solicitor) in substantially the form as presented. Motion was seconded by Eileen Featherman and carried unanimously, 8-0.

(See page 131-136)

U. 2012-2013 Insurance Premiums

ACTION BY THE BOARD:

Motion was made by Michael Meachem to approve the 2012-2013 insurance premiums as presented to the Board. Motion was seconded by Eileen Featherman and passed, 7-1. Robert Gress voted no.

Package – PSBA	\$171,185
Auto – PSBA	\$102,933
Excess-PSBA	\$ 21,400
SBILL – PSBA	\$ 73,534
Work Comp – PSBA	\$916,304

V. KidsPeace

ACTION BY THE BOARD:

Motion was made by Roy Horton to authorize the Administration and Solicitor to negotiate and develop a lease agreement with KidsPeace, Inc. for the rental of a portion of the Smithfield Elementary School for consideration by the Board. Motion was seconded by Eileen Featherman and carried unanimously, 8-0.

W. Bond Payments

1.

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to approve the current invoices for construction and related costs associated with the Bond Issue 2008: \$10,643.45. Motion was seconded by Roy Horton and carried unanimously, 8-0.

(See page 137)

2.

ACTION BY THE BOARD:

Motion was made by Robert Cooke to approve the current invoices for construction and related costs associated with the Bond Issue 2011A: \$35,212.00. Motion was seconded by Michael Meachem and carried unanimously, 8-0.

(See page 138)

X. Use of Facilities

1.

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to approve the requests for use of facilities as listed for Class 1 school-related activities (no facility fees will be incurred as per Policy #707). Motion was seconded by Roy Horton and carried unanimously, 8-0.

CLASS 1 – SCHOOL-RELATED USE OF FACILITIES – (Sports Feeder Programs/Student Educational Enrichment Programs)

Board Agenda	BUILDING	DATE from	DATE to	ORGANIZATION	EVENT	Facility Fee Waived
06/18/12	Resica	08/31/12	06/28/13	Girl Scouts-Troop 50540	Brownie Troop Meetings	Yes

(See page 139)

2.

ACTION BY THE BOARD:

Motion was made by Ronald Bradley to approve the request for use of facilities as listed for Class 3 Non-School Related Use of Facilities. Cradle of Liberty Council (Resica Falls Camp) is requesting the Resica Elementary parking lot as staging area for the weekly arrival of campers. Motion was seconded by Eileen Featherman and carried unanimously, 8-0.

CLASS 3 – NON-SCHOOL RELATED USE OF FACILITIES

Board Agenda	BUILDING	DATE from	DATE to	ORGANIZATION	EVENT	Facility Fees Waived
06/18/12	Resica	06/24/12	08/05/12	Cradle of Liberty Council (Resica Falls Camp)	Parking Lot as Staging Area for the weekly arrival of campers.	No fees for use of parking lot as per Policy 707

(See pages 140-141)

3.

ACTION BY THE BOARD:

Motion was made by Michael Meachem to approve the request for use of facilities as listed for Class 3 Non-School Related Use of Facilities. Use of Facilities fees will be assessed. Motion was seconded by Roy Horton and carried unanimously, 8-0.

CLASS 3 – NON-SCHOOL RELATED USE OF FACILITIES

Board Agenda	BUILDING	DATE from	DATE to	ORGANIZATION	EVENT	Facility Fees Waived
06/18/12	HS South	06/19/12	08/02/12	Ed Ruisz Speed Advantage Training, Inc.	Speed & agility training for E.S. South athletes	No

(See pages 142-143)

4.

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the request for use of facilities as listed for Class 3 Non-School Related Use of Facilities. Use of Facilities fees and personnel fees will be assessed. Motion was seconded by Michael Meachem and carried unanimously, 8-0.

CLASS 3 – NON-SCHOOL RELATED USE OF FACILITIES

Board Agenda	BUILDING	DATE from	DATE to	ORGANIZATION	EVENT	Facility Fees Waived
06/18/12	HS South	09/08/12	04/27/13	Nicolaus Copernicus Polish Supplementary School	Saturday classes on polish language, history & culture.	No

(See pages 144-146)

Y. Budget Transfers, Payment of Bills and Treasurer’s Report

ACTION BY THE BOARD:

Motion was made by Robert Cooke to approve the Budget Transfers, Payment of Bills and Treasurer’s Report listed in this agenda for the 2011-2012 fiscal year, in accordance with Section 687 of the Public School Code, recent directives from the Department of Education, and interpretations made by the Auditor General. Motion was seconded by Eileen Featherman and carried passed, 7-1. Michael Meachem voted no.

1. Budget Transfers - (See pages 147-168)
2. Payment of Bills - (See pages 169-191)
3. Treasurer’s Report - (See pages 192-196)

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING – June 18, 2012**

Carl T. Secor Administration Center – Board Room

Simultaneous Broadcast – Middle Smithfield Elementary School – Cafeteria

7:00 P.M.

ADDENDUM A

XXI. FISCAL ITEM

5.

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to approve the request for use of facilities as listed for Class 3 Non-School Related Use of Facilities. East Stroudsburg Borough is requesting the H.S. South stadium parking lot for their defensive drivers training for borough employees. Motion was seconded by Robert Cooke and carried unanimously, 8-0.

CLASS 3 – NON-SCHOOL RELATED USE OF FACILITIES

Board Agenda	BUILDING	DATE from	DATE to	ORGANIZATION	EVENT	Facility Fees Waived
06/18/12	HS South	07/13/12	07/13/12	East Stroudsburg Borough	Parking Lot for defensive drivers training for borough employees	No fees for use of parking lot as per Policy 707

(See page 2)

XXII. ANNOUNCEMENTS/INFORMATION

- A. Mr. Horton thanked his fellow Board members as well as all the administrators and teachers for all their hard work that was done on the budget.
- B. Mr. Searfoss announced that there will be a Special School Board meeting on Thursday, June 21, 2012 at 7:00 p.m. in the Administration Center Board Room.

XXIII. ADJOURNMENT 10:12 P.M.

Respectfully Submitted,

Patricia L. Rosado,
Board Secretary