

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

REGULAR MEETING – March 20, 2013

Carl T. Secor Administration Center – Board Room

Simultaneous Broadcast – High School North – Library

7:00 p.m.

Minutes

- I. President, William Searfoss called the meeting to order at 7:07 p.m. and led those present in the Pledge of Allegiance. Secretary, Patricia Rosado called the roll.
- II. **Members present were:** Ronald Bradley, Robert Cooke, Robert Gress, Marjorie James, Michael Meachem and William Searfoss. Eileen Featherman, Douglas Freeman and Roy Horton were absent.
- III. **School personnel present at the Administration Center Board Room:** Michelle Arnold, David A. Baker, Brian Borosh, Louis Carbajal, Michael Catrillo, Leticia Couttien, Sue Czahor, Robert Dilliplane, Irene Duggins, Eric Forsyth, Lynda Hopkins, Sharon Laverdure, Philip Lazowski, Irene Livingston, Kristin Lord, Fred Mill, Debra Padavano, Rose Perkins, Patricia Rosado, Paul Schmid, Charlene Siska, Maggie Vitale, Barbara Wells, Thomas Williams and Nadia Worobij. Also present were: Thomas Dirvonas and Christopher Brown, Solicitors.
- School personnel present at High School North:** Joseph Lalli.
- IV. **Community members present at the Administration Center Board Room:** Jonathan Adamski, Pete Begley, Beverly Brown, Arlette Butler, David Czahor, Holly Freese, Corey Hahn, Leia Hahn, Ray Hahn, Tyler Hahn, Hal Harris, Diane Hinson, Colette Lagan, Aracely Mitchell, Heyward Mitchell, Michal Peterson, Angela C. Pope, Judy Summers and Claude Wells.

Community members present at High School North: None

Colonial Intermediate Unit 20:	Dr. Charlene Brennan, Executive Director Mr. Hans E. Baltzersen, Director of Business Services
Pocono Mountains Visitors Bureau:	Mr. Carl Wilgus, President/CEO
Monroe Career & Technical Institute:	Dr. Tim Rushton, Director
Shawnee Ski Resort:	Mr. Jim Tust, Managing Partner
Snake and Animal Farm:	Ms. Noreen Lowris, Owner

V. APPROVAL OF MINUTES

ACTION BY THE BOARD:

Motion was made by Robert Gress to approve the minutes for the meeting of February 25, 2013, (pages 1-21). Motion was seconded Robert Cooke and carried unanimously, 6-0.

VI. APPROVAL OF AGENDA

ACTION BY THE BOARD:

Motion was made by Robert Cooke to approve this agenda for March 20, 2013, (pages 1-13), 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 Marjorie James and passed 5-0. Michael Meachem voted no.

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

VIII. **ANNOUNCEMENTS BY THE BOARD**
None

IX. **SUPERINTENDENT'S REPORT**

A. Mr. Gress said there will be a Property/Facilities Committee meeting tomorrow in the Administration Center – Board Room at 5:30p.m. The Middle Smithfield Economic Committee will be joining them to discuss their tax incentive program regarding businesses that would like to renovate or expand in Middle Smithfield. Mr. Meachem asked for a starting date and projected ending date on the circle up at the North campus. Mr. Gress said they will have an update on all the projects at the meeting.

B. Mr. Meachem said that copies of the Budget Advisory Committee Notes from the February 13th and February 21st meeting have been made available for everyone. He said one thing that has come to our attention and handouts have been supplied, is regarding property taxes being as high as they are. At the last Budget Advisory Committee meeting, the handout explains why and we are spending all the money exactly where they should be spent. Our shortfall is due to health insurance and retirement expenses. We are in a position to demonstrate that we as a district are not being funded at the level where we can service our needs. The handout highlights the school districts in the county and their proposed number of students. It shows that we as a district are not receiving enough. We are receiving \$1,654.35 per student where other districts in our neighborhood are receiving substantially more. We run second from the bottom in funding. We are doing the best that we can with what we have. A great suggestion is to call the representatives. We would like to enlist everyone in our community to make an appeal from the State for equitable funding. The second page reflects school districts that are in the same demographic as us and we still fall behind. If we were to get equitable funding we would not be talking about tax hikes. We would be able to live within our means and accomplish more. We are starting behind; therefore, it is almost impossible to catch up. We need to come together as a community to publicize this lack of funding. The only way to lower property taxes is by filling empty homes or cutting expenses. We as a Committee are making an appeal to our Board members and community members because we need to reach out to our legislators that they have to do right by us in fair funding.

C. Mr. Dirvonas said that the Porter Township Initiative Hearing has been scheduled for May 16th and 17th in the High School North library. We have also received a draft of the notice that the State Board of Education will be advertising in the local newspapers and Pennsylvania bulletin. He will send a copy of this notice to the district to be placed on the website. If members of the public wish to present testimony at the hearings, they need to notify the State Board of Education by May 1st. They will be allotted five minutes time. Mr. Bradley asked for the times of the hearings. Mr. Dirvonas said that on Thursday, May 16th, it will start at 1:00 p.m. and on Friday, May 17th, it begins at 9:00 a.m. Mrs. Laverdure asked how can the public reach out to make their intent. Mr. Dirvonas said the notice specifies but they essentially just have to call the State Board of Education to make them aware that they plan to present testimony. Mr. Meachem asked why is there a difference in the time for both dates. Mrs. Laverdure said it's probably to allow for their traveling. Mr. Dirvonas said that the members of the State Board have to get here since they are coming from Harrisburg. Mr. Meachem suggested that they stay at a nearby hotel. Mr. Dirvonas said we did not set the schedule; they did. Therefore, on May 16th it will start at 1:00 p.m. and on May 17th they will reconvene at 9:00 a.m. They feel this would give them sufficient time for them to get through what they need to do.

D. Mrs. Laverdure said that she heard about Tyler Hahn, a High School South student, who attends the Monroe Career & Technical Institute (MCTI) in the Diesel Repair Division, and his award at the last MCTI meeting. Mr. Cooke said that last month, we had 21 students from North and South who placed 1st, 2nd and 3rd in a very important competition and these were prestigious awards. This is good news to see how successful our students are. We found out about Tyler Hahn's achievement at the last MCTI meeting. Mrs. Laverdure said the Auto Dealer Association had their 12th Annual Auto Technology Competition. They brought a Dodge Dart in to work on by the students. Two boys worked together as a team by using their skills that they developed at the MCTI and came in 3rd place. What is significant is that each young man will receive \$5,000 to go to Northampton Community College. She thought this was important to let you know what our students are accomplishing and the kinds of scholarships that they receive. Mr. Cooke said that Tyler has three brothers and they are all MCTI students who are doing very well. This is a family to be proud of.

E. Mrs. Laverdure acknowledged and thanked Mr. Lalli who is representing the District North site.

and underemployment he suggested as he did last year providing transportation. He said many businesses have transportation hospitality vans. These people would be willing to work for minimum wage and wouldn't face the conundrum of a post Labor Day start. I am not against family time because many times he has spoken about the support of family time especially when it comes to holidays and athletics. Mr. Wilgus said he hopes the district is not preparing the kids to stay in school all their lives but they need to get into the workforce. He said they prepare them for job careers but he what he is saying that this is about family unit and providing the families unity during vacation. When you take 25% of August away for vacation, you corrode what families are all about. Mr. Meachem asked what is his succession plan to incorporate these students into post graduation. Mr. Wilgus said that the travel and tourism industries have more than 5,000 jobs coming into Monroe and Carbon County. Mr. Meachem asked how many are higher than minimum wage. Mr. Wilgus said about 20%. Mr. Wilgus said when he was 13 years old he started at minimum wage and advanced. Starting at a minimum wage for a youth is not a bad idea because that is where we all started. Where will these students otherwise be? They would probably be on the street or getting into trouble but he is not speaking about job opportunities but about family time.

Mr. Searfoss said we are sympathetic to a post Labor Day start and it depends when it is. He said last month they spoke about changing calendars and many people felt about holidays like Mr. Wilgus feels about post Labor Day start. It all depends on when Labor Day falls on the calendar. Technically, Labor Day can be on the 6th so if you start later, you are pushing it further in June. Mr. Searfoss said that he is an advocate of taking days away from calendar if we have many snow days. We did not foresee the hurricane but started prior to Labor Day which helped our calendar. Mr. Wilgus said he is here to ask for a post Labor Day start for 2013 and 2014.

Mr. Bradley asked what percentage of students was hired by Mr. Wilgus' organization. Mr. Wilgus said that none were hired directly by his organization but many businesses in this area hire the students. He believes they are about hundreds. Mr. Bradley asked if this number has increased over the years. Mr. Wilgus said that he would say it has increased and many businesses have to decrease operations when students start pre Labor Day. This is not just about the businesses but about family time.

Mrs. James said this is an opportunity for the district to work with our community and like her daughters who worked as lifeguards, if they start prior to Labor Day, we leave businesses scrambling. Mr. Cooke asked how many of our kids are employed. Mr. Wilgus said he believes it's in the thousands between the four school districts. Mr. Cooke asked Mr. Tuft how many he employees. He said there are numerous students they employ depending on the qualifications. Mr. Wilgus said the other districts and New Jersey students will be available to work those dates where our students will not be able to. The first question the employers ask is can they work until Labor Day weekend. Mr. Cooke asked Ms. Lowris how many students does she hire. She said she does not hire any.

Mr. Gress appreciates that they came but this year we were at an advantage because of an early start. One question employees ask is when can you start while others go to college earlier due to ending sooner than other students. Sometimes we are stuck with failing grades and classes. We will start restricting kids from participating in activities if they are not passing. He sees a benefit in a pre Labor Day start and it does not matter when the other school districts start.

- D. Mr. Hayward Mitchell, Passion for Christ Church, said that he spoke to Mr. Zall about using one of the schools to hold a non-denominational worship service. They currently provide a scholarship for one male and female North student who lives in Saw Creek. They would like to extend the scholarship to any North female and male senior. He said he would like to be a channel to reach out to the community. Mr. Meachem suggested reaching out to Mr. Reichl, who handles the scholarships. Mr. Mitchell said he will be in contact with him since they spoke to him about the previous scholarship. Mr. Mitchell said that he would like to use Middle Smithfield Elementary School and would like to help to contribute to the school and community spirit. Mrs. Laverdure said the policy is online for him to review and submit his request. Mr. Bradley invited Mr. Mitchell to attend the Property/Facilities Committee meeting tomorrow at 5:30 p.m.
- E. Mrs. Meachem said she has questions about the Keystone Algebra I Exams. It came to her attention that students were given a piece of paper with their results. She asked:
1. Whose decision was it to offer the scores on a piece of paper without the identity of the preparer or date of the exam?
 2. Where is the formal communication to parents from the State presenting how the child's performance compares to a proficient score?
 3. Where in the school district's record keeping will the handwritten information on this piece of paper be stored for future reference?
 4. What is the State's determined proficient score for each module, anchor and overall score?

5. What does the negative B in the overall score area mean?
6. How should parents make use of this data that was on this paper that was given to students?

Mrs. Duggins said that she believes these questions generated from a High School North meeting with students to see where they stand on whether to be remediated or not. We still do not have official reports to give parents right now. These scores are just tentative to plan remediation. Teachers need to look at their curriculum to assess whether they are spending enough time on the topic. We sent letters to parents of students who were not proficient. The data is in a raw data file; therefore, the first priority is to work with the juniors.

Mrs. Meachem asked what are the proficient scores. Mrs. Duggins said we don't know because we just have tentative numbers. Our data company said they still have not heard from the State. Mrs. Meachem asked if students who were given papers passed. Mrs. Duggins said she is not familiar with what H.S. North is doing. Mrs. Laverdure asked what procedures are they using to share their preliminary Keystone results with their students. Mr. Lalli said he would need to ask Mr. Zall. He knows that they were looking at students that need help in specific areas. Mrs. Duggins said it is important for them see where they are weak. Mrs. Meachem asked how would they know if they are weak. Mrs. Duggins said she cannot answer the questions specifically but teachers should be working with students. Mrs. Meachem handed Mrs. Duggins the paper. Mrs. Duggins said she would have to research what it means. Mrs. Laverdure suggested that parents speak to the guidance counselors and teachers to discuss the information. Mrs. Duggins said that they have how many questions they had right or wrong. They have been working with the students to set an individualized learning plan. She said that she can look into what this piece of paper entails. Mrs. Meachem asked if a parent speaks to the teacher can they obtain this information. Mrs. Duggins said that the students will be given the information to take home to their parents. Mrs. Laverdure said they may contact the school with individual questions they may have. Mr. Meachem said he has a problem with sending a message with a student for their parent. How can the students understand what to tell the parents if they failed in that area. We are failing in our communication with our parents. The delivery message leaves a great deal to be desired. Mrs. Laverdure asked if these were the juniors that they are working with. Mrs. Duggins said this is anyone who took Algebra I prior to this year or prior to the winter. Mrs. Laverdure asked who will be retesting in May. Mrs. Duggins said whoever did not pass will be remediated until their senior year. Mr. Meachem said, at this point, if they fail they will test again, again and again. At some point, we are reaching the point of diminishing return because they are not studying or participating. Testing them again is not necessarily prudent. We have boot camp rooms that are empty. Mrs. Duggins said that PDE mandates that we do. When the results come in, they will be given to the parents.

IX. SUPERINTENDENT'S REPORT (Continued)

- I. Mrs. Laverdure said that Tyler Hahn made it tonight. Tyler Hahn said that he went to a competition at Northampton with 7 other schools. Two weeks ahead of the competition, they were sent a 2013 Dodge Dart to work on at the MCTI. At the competition, they had 10 stations to work on for 15 minutes. After lunch, they were placed in groups of two and given an hour to find problems on the car. His team won 3rd place. Mrs. Laverdure thanked him for coming and congratulated him on his scholarship. She also mentioned that he will become an Eagle Scout in May. Mrs. James (his first grade teacher) said she's very proud of him and congratulated him. She said he must have had a great first grade teacher.

Dr. Rushton, MCTI Director, brought a PowerPoint presentation regarding the MCTI budget. He thanked Mrs. Laverdure, Superintendent of Record, because of her support for MCTI. He said student attendance is increasing. He said Mrs. Laverdure was instrumental in helping them with PEEC. He thanked his current JOC members, Mr. Freeman, Mr. Cooke and Mr. Horton. He also thanked Mr. Gress for being a JOC member last year. Dr. Rushton also thanked the guidance counselors for all their work. He mentioned the positive press, education training and education delivery/comprehensive plan. He also spoke about the 2012-2013 and 2013-2014 budgets, including staff reductions since 2010, expenditure decreases and increases. Dr. Rushton explained: Decrease of Previous Operating Budget in the amount of \$50,693, Decrease of Previous Capital Budget in the amount of \$9,370, Decrease of Previous Total Budget \$60,063, Decrease of Previous Operating Budget in the amount of \$50,693, Decrease of Previous Capital Budget in the amount of \$9,370 and Decrease of Previous Total Budget in the amount of \$60,063. He thanked the Board for their continued support of the MCTI, Career and Technical Education.

Mr. Bradley asked what is the post secondary rate. Dr. Rushton said that they range 55% to 65 % from year to year. It has been as high as 70%.

Mrs. Laverdure asked what about the workforce. Dr. Rushton said that he does not have that figure but it is lower than the post secondary rate.

Mr. Meachem asked how are the students from our district doing academically with reference to graduation standards as laid out by the State. Dr. Rushton asked such as what. Mr. Meachem asked are they meeting requirements for a

diploma. Dr. Rushton said, "Yes". Mr. Meachem asked what do we project the special education participation will be at the MCTI. Mrs. Hopkins said it is difficult to project. Mr. Meachem asked does she envision them to increase. Mrs. Hopkins said she is not sure but the goal is to increase the numbers. Mr. Meachem asked how much of this will we be paying for. Mrs. Hopkins said she cannot answer that. Mrs. Laverdure said it is being incorporated into the budget. Mr. Gress said that his concern is that the large amount of kids will not be from our district. He said that Pleasant Valley School District was leading the charge with this but about 70% of those students are not ours. Mrs. Laverdure said that our special education involvement is as high. Mr. Gress said that is not what was presented when MCTI was looking for a new staffing person in October or November. Mrs. Laverdure said an issue occur which caused an investigation into looking for other supports. Dr. Rushton said that in all four districts their special education is high, which is about 38%. Mrs. Hopkins said that she believes the East Stroudsburg Area School District has 42% of their students who are receiving special education services. Mr. Meachem asked when will we receive this information. Mrs. Hopkins said she believes they will have them soon since they are compiling the information. Dr. Rushton said they should have the information in about a month. Mr. Gress asked when will Pocono Mountain School District vote on the new funding formula. Dr. Rushton said he does not know. Mr. Gress said we are counting on the decrease in funding so hopefully they will approve it. We should pay for only the students that we send. Mr. Meachem said we should get this concern out this evening. It is obvious that there is worth in this program but for us to continue to pay more than our share is not right. What should we do if they do not approve it? Dr. Rushton said that right now, we have the rolling formula but prior to that it was 80/20 and prior to that was the rolling formula. As a Board we should want what is best which is a blend of both. He said that Mrs. Laverdure recommended that the Business Managers review the formula and see how we should proceed. They felt the rolling four-year formula was the best bet. He said Statewide this is probably the most used. We should want the one that is best for us. Right now three out of four districts have approved it. Mrs. Laverdure said that we have two districts that will pay more money. Dr. Ruston said yes there is and they will see the change in a few years. Dr. Rushton said if they approve them, we will bring it to the districts for a unanimous vote. Mr. Meachem asked what should we do if they are not approving it. Dr. Rushton said that he serves four and cannot speak for an individual Board. He said he needs the four to be on the same page. In his opinion, he will run the MCTI with the one that is picked whether it is the current formula 80/20 that is in place since 1969 or if it is the rolling four-year formula. He said we need to pick the formula that is best for our district.

- J. Dr. Charlene Brennan, Director of Colonial IU 20, introduced her Business Manager, Mr. Hans E. Baltzersen. She said she is here to speak about the General Operating Budget. She brought a slide show of their programs which shows the work of early intervention to curriculum development and technology support. She said they serve special education and regular education students. The General Operating Budget which is one of 45 budgets that they operate and oversee, is a small budget compared to the other budget. It is 1.7% of the overall budget. It is slightly over three million dollars, which has a 1.4% increase, but for the third year in a row, there is no increase to the district's withholding amount. We are dealing with the PSERS retirement issue; therefore, they set money aside which they are pulling from now. They also reduced interest income by 50%. They also have a healthcare increase of 25%. They are in the middle of contract negotiations and are budgeting 0% for salary increase. On the revenue side, there are State sources with no change from last year. The intermediate source of revenue is to pay for administration cost at the IU 20. They offer workshops for outside people and charge them. The local school districts contribution total \$520,440 of the three million dollar budget which has been flat for the last three years. This is taken from the State subsidy. There is a breakdown on page 20. Our school district pays \$49,479 which is the same for the past three years. The budget services four departments; Administration Office/ Business Office, Human Resources, Curriculum and Instructional Technology Services Department.

Mr. Meachem said in going through our budget process we have seen that they have been a problem with the healthcare cost. At the Budget Advisory Committee meetings they have discussed exploring options in leaving the trust because we feel we can do a better job. Dr. Brennan said that at the IU 20 they are facing the same kind of increases in healthcare costs. The driver of the cost is claims experience. Mr. Baltzersen is Trust Manager and Dr. Brennan is Chair of the trust. The trust is not part of the IU but is a separate entity and governed by a Board of Trustees that then hires the IU to do the daily management of the trust. Dr. Brennan said in her experience in working with school districts that are not in the trust, you see the most savings by being part of consortium. As part of EBTEP, we are also part of Pennsylvania Trust which is a step higher than EBTEP. The Pennsylvania trust is so valuable that individual districts that are not part of EPTEB join the Pennsylvania Trust. They work with other insurances to get lower administrative costs. Mr. Meachem said that we as a committee looked at service providers that may be taking advantage of us because we are not in a competing market. It is not servicing our needs. Dr. Brennan said she is not aware of any problems. Mr. Gress said that we are looking at our budget and the biggest problem is that we have a 2 million dollar shortfall that if we had not taken the funding holiday it would be less. He understands from Mr. Bader that there was no actuary numbers done to say yes to taking a funding holiday. The hospitals are giving free stuff because they are overcharging health plans. He said that Mr. Bader has been working on this budget but even if we

can eliminate all activities and sports it would only be about 1.1 million dollars. He said if we save 10% on the 16 million dollars, it is a big amount. We are trying not to raise taxes and we also have other programs to fund. Mr. Baltzersen said that the funding rates have not been finalized. Mr. Bader already spoke to the actuary about some adjustments to the rates based on reserved balances. Some Board members said they wanted four funding holidays which is not allowed. They are only allowed two. We looked at our reserve and the rates were not calculated prior to this year for the entire trust. Mr. Meachem asked what other districts received similar advice like we did and suffer like we have. Mr. Baltzersen said it was his understanding that our district came to them to take this funding holiday. Mr. Gress said we went to them but there were discounts and other things rather than the funding holiday that could have been done. Mr. Baltzersen said that they looked at Pocono Medical Center for savings. He said they looked at Capital Blue Cross and BCNEPA. Mr. Bader is looking at the rates to compare them. Mr. Meachem said this is taking a long time. Dr. Brennan said Mr. Baltzersen moves fast on any request. She said funding holidays are individual district decisions. All they can do is point out positives and minuses. As Chair of the trust, she says at almost every meeting, be careful with your reserve balance. We don't take the position at the trust level of saying you should or shouldn't. The Business Managers serve as a Trust Manager so they can help and get information but it is ultimately the district's decision. They can share information but it is the local Trust Manager and Boards that make the decision. Mr. Meachem said it would be simple to say it is our fault but he believes our previous Business Manager made the decision with the information she was provided. The only reason it was considered was in lieu of increasing taxes. Dr. Brennan said she is not sure you can blame the trust for that information. As chair, she is confident that the rates and administrative costs, catastrophic insurance, prescription insurance are a better rate than what is out on the market. She said her concern is that Mr. Bader is having a hard time getting information because Mr. Baltzersen acts quickly and we have others who help. Mr. Meachem said he will need to check if this is the correct information that he gave them. Mr. Gress said that the problem is getting the discount rate for specific services throughout the valley. Mr. Meachem said that Mr. Bader is looking for discount rates throughout the region. Mr. Baltzersen said that he will look into getting this information. Mr. Baltzersen said because of BCNEPA and Capital Blue Cross, they are looking at combining the dental provider to hopefully get better discounts and better rates. They will also look at getting better rates with the prescription plan through Pennsylvania Trust and hopefully lower administrative and prescription rates throughout the area. Mr. Meachem asked him to provide this information to Mr. Bader.

XI. PERSONNEL ITEMS

A. Support Staff – Uncompensated Leaves of Absence

ACTION BY THE BOARD:

Motion was made by Robert Cooke to approve the uncompensated leaves of absence in accordance with applicable policies, procedures and contractual agreement. Motion was seconded by Michael Meachem and carried unanimously, 6-0.

1. Leaves of Absence – In Accordance with School Board Policy #539

Name	Position Held
a. Miller, Donald	Custodian (3 rd shift) - High School South Effective Date: January 3, 2013 Now through: May 27, 2013
b. Montague, Margaret	Cafeteria Aide – Lehman Intermediate Effective Date: February 6, 2013 Through: March 10, 2013
c. Radick, Kirk	Bus Driver – Transportation Effective Date: February 2, 2013 Through: April 22, 2013
d. Willette, Daniel	Custodian (3 rd shift) - High School South Effective Date: December 11, 2012 Through: January 27, 2013

(Requests received)

B. Support Staff

ACTION BY THE BOARD:

Motion was made by Robert Cooke to approve the resignation, retirement, leaves of absence, change of hours, reassignments 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 Marjorie James and carried unanimously, 6-0.

1. Resignation

Name	Position Held
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- | | |
|--------------------|--|
| a. Hyatt, Cumeshia | Student Helper - Lehman Intermediate
Effective Date: at the end of the workday on March 27, 2013. |
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(See page 14)

2. Retirement

Name	Position Held
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| a. Bogart, Freda | Cafeteria (Cook) Worker - Bushkill Elementary
Effective Date: June 30, 2013 |
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(See page 15)

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

Name	Position Held
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- | | |
|----------------------|--|
| a. Alpaugh, Judy | Bus Driver - Transportation
Effective Date: January 18, 2013
Length of Leave: Twelve Weeks |
| b. Delgado, Vivianna | Bus Driver - Transportation
Effective Date: March 4, 2013
Length of Leave: end of the 2012-2013 school year
This is an intermittent leave. |
| c. Graceffa, Tammy | Bus Driver - Transportation
Effective Date: January 22, 2013
Length of Leave: end of the 2012-2013 school year
This is an intermittent leave. |
| d. Maximenko, Brenda | Payroll Clerk - Business Office
Effective Date: April 2, 2013
Length of Leave: twelve weeks |
| e. Metzgar, Harold | Maintenance I Worker - Maintenance
Effective Date: February 1, 2013
Length of Leave: March 17, 2013 |
| f. Radick, Kirk | Bus Driver - Transportation
Effective Date: October 15, 2012
Length of Leave: twelve weeks |

(Applications received)

4. Change of Hours (Temporary)

Name	Appointment
a. Wescott, Jeanne	From: Bookkeeper II (part-time, .5) - Business Office To: Bookkeeper II (part-time, .5 with additional hours as needed to assist the payroll department during Brenda Maximenko's leave) - Business Office Effective Date: April 2, 2013 through June 25, 2013

5. Appointments – Temporary

Name	Appointment
a. Ciucci, Margaret	Temporary Student Helper (Step 1) - Bushkill Elementary Hourly Rate: \$10.71 Effective Date: February 25, 2013 through the last student day of the 2012-2013 school year only. This new position will be funded by ACCESS.
b. Hinds, Yira	Temporary Student Helper (Step 1) - Smithfield Elementary Hourly Rate: \$10.71 Effective Date: January 30, 2013 through the last student day of the 2012-2013 school year only. This new position will be funded by ACCESS.
c. Jackson, Jacquelyn	Temporary Student Helper (Step 1) - Middle Smithfield Elementary Hourly Rate: \$10.71 Effective Date: February 19, 2013 through the last student day of the 2012-2013 school year only. Jacquelyn replaces Raquel Barbera who resigned.
d. Walsh, Linda	Temporary Student Helper (Step 1) - Bushkill Elementary Hourly Rate: \$10.71 Effective Date: February 25, 2013 through the last student day of the 2012-2013 school year only. This new position will be funded by ACCESS.

6. Substitute Appointments

Name	Position(s)
a. Arrington, Francine	Security Guard
b. McInerney, Linda	Cafeteria Aide, Cafeteria Worker, Health Room Assistant Nurse, Instructional Aide, Secretary, Student Hall Monitor, Student Helper, Study Hall Monitor

C. Professional Staff – Uncompensated Leaves of Absence

ACTION BY THE BOARD:

Motion was made by Robert Cooke to approve the uncompensated leaves of absence in accordance with applicable policies, procedures and contractual agreement. Motion was seconded by Marjorie James and carried unanimously, 6-0.

1. Leaves of Absence –In Accordance with School Board Policy #439

- | Name | Position Held |
|---------------------|--|
| a. Fuller, Jennifer | Special Education teacher – Middle Smithfield Elementary
Effective Date: January 3, 2013
Length of Leave now through: March 28, 2013 |
| b. Galayda, Mary | Special Education teacher - High School North
Effective Date: June 7, 2013
Length of Leave: the end of the 2012-2013 school year. |

(Requests received)

D. Professional Staff

ACTION BY THE BOARD:

Motion was made by Michael Meachem to approve the retirements, leaves of absence, change of status 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 Marjorie James and carried unanimously, 6-0.

1. Retirements

- | Name | Position Held |
|--------------------|---|
| a. Calpin, Maryann | Reading teacher (Grades 7 & 8) - J. T. Lambert Intermediate
Effective Date: at the end of the last teacher workday of the 2012-2013 school year. |
| b. Nevil, Jeffrey | Social Studies teacher - High School North
Effective Date: August 14, 2013 |

(See pages 16-17)

2. Leave of Absence (Date Change) – In Accordance with School Board Policies #434 and #435

- | Name | Position Held |
|-----------------------|--|
| a. Gallagher, Darlene | Family & Consumer Science teacher – J. T. Lambert Intermediate
Effective Date: November 5, 2012
Length of Leave now through: the end of the 2012-2013 school year. |

(Request received)

3. Leave of Absence – In Accordance with School Board Policies #434 and #435

- | Name | Position Held |
|------------------|--|
| a. Galayda, Mary | Special Education teacher - High School North
Effective Date: January 30, 2013
Length of Leave: the end of the workday on June 6, 2013 |

(Request received)

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

Name	Position Held
a. Hollingsworth, Donna	Social Studies teacher - High School South Effective Date: February 1, 2013 Length of Leave: April 24, 2013
b. Lesoine, Olivia	Math teacher – High School South Effective Date: April 11, 2013 Length of Leave: six weeks
c. Millard, John	Special Education teacher – High School South Effective Date: February 26, 2013 Length of Leave: May 6, 2013

(Requests received)

5. Compensated Professional Leave of Absence – In Accordance with School Board Policy #438.1

Name	Position Held
a. Falbo, Tina	Reading (Grade 7) teacher - J. T. Lambert Intermediate Effective Date: first teacher day of the 2013-2014 school year Length of Leave: end of the first semester of the 2013-2014 school year.

(Request received)

6. Change of Status (Temporary)

Name	Appointment
a. Miller, Lynda	From: Instructional Aide - Resica Elementary To: Special Education teacher – High School North (LTS) Salary: \$39,702.00, prorated (Step 1 Column 1) Effective Date: March 8, 2013 through the last teacher day of the 2012-2013 school year only. Lynda temporarily replaces Mary Galayda who is on a leave. At the conclusion of this temporary reassignment Lynda will return to her status as an instructional aide.

(See page 18)

7. Appointments - Long Term Substitutes

Name	Appointment
a. Gallagher, Cori	Special Education teacher – High School North (LTS) Salary: \$39,702.00, prorated (Step 1 Column 1) Effective Date: March 7, 2013 Through: the end of the workday on May 6, 2013 only. Cori replaces John Millard who is on a leave.
b. Hartle, Brenton	Social Studies teacher – High School South (LTS) Salary: \$39,702.00, prorated (Step 1 Column 1) Effective Date: February 14, 2013 Through: the end of the workday on April 24, 2013 only. Brenton replaces Donna Hollingsworth who is on a leave.

	Last Name	First Name	Position	Building	Rate
L.	Tiernan	Patricia	Mentor for Koryn Musto (effective 1/30/13)	High School South	\$606.00 (prorated)
M.	Timpson	Daniel	Intramural Volleyball Co-Advisor	J. T. Lambert Intermediate	\$23.23/hour (48 hour maximum between advisors)
N.	Varner	Kathryn	Intramural Volleyball Co-Advisor	J. T. Lambert Intermediate	\$23.23/hour (48 hour maximum between advisors)
O.	Wright	Patricia	Detention Monitor	High School North	\$28.28/hour
P.	Yohe	Zahra	Substitute for Peer Tutoring Math and/or Reading Intramural Advisors (2nd semester, all grades)	East Stroudsburg Elementary	\$23.23/hour (48 hour maximum split between advisors)

XII. CONTRACTS

ACTION BY THE BOARD:

Motion was made by Michael Meachem 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, 6-0.

	NAME	SERVICE	RATE	PAYMENT FROM	EFFECTIVE DATE
1.	Bohrman, Jennifer	Bat Education Program	No Cost to District	N/A	3/25/13
2.	Carson, Wayne	Garage Band	\$125.00	Professional Development	3/12/13
3.	Carson, Wayne	Adobe Flash	\$125.00	Professional Development	3/19/13
4.	Dollar-Krell, Beverly	What to say to children following a disaster	\$150.00	Professional Development	4/11/13
5.	Dollar-Krell, Beverly	Why use class meetings and how to run one	\$150.00	Professional Development	4/18/13
6.	Dollar-Krell, Beverly	Communication Styles	\$150.00	Professional Development	4/25/13
7.	Dollar-Krell, Beverly	Understanding IEP's	\$150.00	Professional Development	5/2/13
8.	Dollar-Krell, Beverly	Classroom Management	\$150.00	Professional Development	5/9/13
9.	Dollar-Krell, Beverly	Motivating the Unmotivated student	\$150.00	Professional Development	5/16/13
10.	Jablonski, Alison	Teach Me to Read at Home Family workshop	Not to Exceed 6 hours @ \$28.28 per hour for a total of \$169.68	KTO Grant	3/7/13 & 4/11/13
11.	Koilparampil, Regina	Music in School Month	\$500.00	Resica Elementary	3/26/13
12.	McKelvin, Wanda	Teach Me to Read at Home Family workshop	Not to Exceed 6 hours @ \$28.28 per hour for a total of \$169.68	KTO Grant	3/7/13 & 4/11/13
13.	Palencar, Danielle	Lesson on Logos and Type in Lehman Intermediate Art classes/club	\$300.00	Lehman Intermediate	5/30/13-5/31/13
14.	Rourke, Jennifer	Teach Me to Read at Home Family workshop	Not to Exceed 6 hours @ \$28.28 per hour for a total of \$169.68	KTO Grant	3/7/13 & 4/11/13

15.	Suprys, Tom	Teach Me to Read at Home Family workshop	Not to Exceed 6 hours @\$28.28 per hour for a total of \$169.68	KTO Grant	3/7/13 & 4/11/13
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(See pages 23-37)

XIII. 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 5-1. Michael Meachem voted no.

	Student Number
a.	12021114
b.	12171115

(See page 38)

B. Overnight Field Trip

ACTION BY THE BOARD:

Motion was made by Robert Cooke to approve the overnight field trip listed. The proposal and itinerary for the field trip meets the required Board Policy #121. Motion was seconded by Michael Meachem and carried unanimously, 6-0.

	Name	Activity	Location	Dates
1.	Korb, Michael	H.S. North Technology Student Association to a competition.	Seven Springs, PA	4/17/13-4/20/13

(See page 39)

C. Field Trips – 75 Miles or More

ACTION BY THE BOARD:

Motion was made by Michael Meachem to approve the 75 miles or more field trips listed. The proposal and itineraries for the field trips meet the required Board Policy #121. Motion was seconded by Robert Cooke and carried unanimously, 6-0.

	Name	Activity	Location	Dates
1.	DeRenzis, Sandra (Trip #3204)	H.S. South students to Intrepid Museum	New York, NY	4/27/13
2.	Koeller, Trauschke, Jennings, Karpe	Middle Smithfield Elementary 5 th graders to Historic Philadelphia	Philadelphia, PA	5/24/13
3.	Lazowski, Phil (Trip #3147)	Lehman Intermediate Technology Education students to Drexel University	Philadelphia, PA	4/26/13

(See pages 40-42)

D. **2013-2014 School Calendar**

ACTION BY THE BOARD:

Motion was made by Marjorie James to approve the 2013-2014 School Calendar, Option B, for the East Stroudsburg Area School District. Motion was seconded by Ronald Bradley and passed 5-1. Robert Gress voted no.

(See pages 43-44)

E. **Agreement**

ACTION BY THE BOARD:

Motion was made by Michael Meachem to approve the Waiver of FAPE/Reimbursement for Camp Agreement between the East Stroudsburg Area School District and the parents of student #12060404 in the amount of \$520.00. Motion was seconded by Robert Cooke and carried unanimously, 6-0.

(See pages 45-47)

XIV. **OLD AND NEW BUSINESS**

None

XV. **CONFERENCE ATTENDANCE**

A. **Superintendent**

1.

ACTION BY THE BOARD:

Motion was made by Robert Cooke to approve the attendance of Sharon Laverdure at the PASA Women's Caucus Annual Conference in Hershey, PA from May 5-7, 2013 in the approximate amount of \$880.00. Mrs. Laverdure will be facilitating and assisting with the coordination of the 2013-2014 Women's Caucus Conference as well as receiving PIL hours for her participation. Motion was seconded by Marjorie James and carried unanimously, 6-0.

2.

ACTION BY THE BOARD:

Motion was made by Marjorie James to approve the attendance of Sharon Laverdure at the PASA Board of Governor's Spring Meeting in Harrisburg, PA from half day on April 18, 2013 – and half day on April 19, 2013 in the approximate amount of \$70 (mileage and half of the hotel expense will be paid by PASA). Motion was seconded by Robert Cooke and carried unanimously, 6-0.

XVI. **FISCAL ITEMS**

A. **Bus Buy-Back Bids**

ACTION BY THE BOARD:

Motion was made by Ronald Bradley that the action taken by the Board at its February 25, 2013 meeting regarding the bus purchases and buy-backs be amended to reflect the addition of dual air conditioning to two of the wheelchair vans at an additional cost of \$7,004.00, resulting in a total net cost to the District of \$1,487,256 instead of \$1,480,252 as previously approved, but which still constitutes the lowest responsible bid. Motion was seconded by Michael Meachem and carried unanimously, 6-0.

B. H. S. North Gymnasium Floor

ACTION BY THE BOARD:

Motion was made by Ronald Bradley to authorize the administration to prepare specifications and to advertise for bids or quotations for the refurbishing of the H. S. North gym floor. Motion was seconded by Michael Meachem and carried unanimously, 6-0.

C. Ohiopyle Prints, Inc.

ACTION BY THE BOARD:

Motion was made by Michael Meachem to approve the agreement with Ohiopyle Prints, Inc. for the licensing of the school district's trademarked logos. Motion was seconded by Marjorie James and carried unanimously, 6-0.

(See pages 48-50)

D. Reassessment Correspondence

ACTION BY THE BOARD:

Motion was made by Michael Meachem to approve the correspondence directed to the Monroe County Commissioners regarding reassessment of properties in Monroe County. Motion was seconded by Robert Gress and passed 4-2. Marjorie James and William Searfoss voted no.

(See pages 51-52)

E. Photography Bid

ACTION BY THE BOARD:

Motion was made by Ronald Bradley to authorize the Business Manager to solicit bids for 2013-2014 district photography supplies. Motion was seconded by Robert Gress and carried unanimously, 6-0.

F. Bond Payment

ACTION BY THE BOARD:

Motion was made by Ronald Bradley to approve the current invoices for construction and related costs associated with the Bond Issue 2012A: \$800.00. Motion was seconded by Robert Gress and carried unanimously, 6-0.

(See page 53)

G. Use of Facilities

1.

ACTION BY THE BOARD:

Motion was made by Ronald Bradley to approve the requests for use of facilities as listed for Class 1 mid-week school-related activities (no facility fees will be incurred as per Policy #707). Motion was seconded by Robert Gress and carried unanimously, 6-0.

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
3/18/13	ESE	4/15/13	6/6/13	Pocono Family YMCA	T-ball & Baseball League Practices & Games	Yes
3/18/13	Lehman	4/1/13	5/1/13	Pocono Family YMCA	Lifeguard Training	Yes

(See pages 54-55)

2.

ACTION BY THE BOARD:

Motion was made by Ronald Bradley to approve the request for use of facilities as listed for Class 2 Governmental Agency (no facility fees will be incurred). Motion was seconded by Robert Gress and carried unanimously, 6-0.

CLASS 2 – GOVERNMENTAL AGENCY USE OF FACILITIES

Board Agenda	BUILDING	DATE from	DATE to	ORGANIZATION	EVENT	Facility Fee Waived
3/18/13	JTL	4/9/13 & 4/23/13	4/9/13 & 4/23/13	Monroe County Children & Youth	Teach cooking skills to teenagers in foster care	Yes

(See page 56)

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. (No facility fees will be assessed for practice fields as per Policy #707). Ed Ruisz will be offering a discounted camp registration fee of \$125 to ESASD students. Motion was seconded by Ronald Bradley and carried unanimously, 6-0.

CLASS 3 – NON-SCHOOL RELATED USE OF FACILITIES

Board Agenda	BUILDING	DATE from	DATE to	ORGANIZATION	EVENT	Facility Fees Waived
3/18/13	HS South	6/4/13	7/30/13 Weather make-ups 8/1 & 8/6	Ed Ruisz's Speed Advantage Training Inc.	Speed & Agility Training	Yes

(See page 57)

4.

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. Jersey Surf Drum & Bugle Corps is requesting a waiver of facility fees as well as personnel fees for this band camp. The group will pay \$2,300 to help defray the cost of custodial/security personnel. Motion was seconded by Marjorie James and carried unanimously, 6-0.

CLASS 3 – NON-SCHOOL RELATED USE OF FACILITIES

Board Agenda	BUILDING	DATE from	DATE to	ORGANIZATION	EVENT	Facility Fees Waived
3/18/13	HS North	6/16/13	6/22/13	Jersey Surf Drum & Bugle Corps	Band Camp Rehearsals/ Free Community Performance	Yes

(See pages 58-59)

5.

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. (No facility fees will be assessed for the Tennis Courts as per Policy #707). Motion was seconded by Marjorie James and carried unanimously, 6-0.

CLASS 3 – NON-SCHOOL RELATED USE OF FACILITIES

Board Agenda	BUILDING	DATE from	DATE to	ORGANIZATION	EVENT	Facility Fees Waived
3/18/13	HS South	3/26/13	8/4/13	SARTA Men's 4.0	Tennis Practice & Matches	Yes

(See page 60)

H. 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 2012-2013 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 Ronald Bradley and carried unanimously, 6-0.

1. Budget Transfers - (See pages 61-70)
2. Payment of Bills - (See pages 71-98)
3. Treasurer's Report - (See pages 99-114)

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING – March 20, 2013**

Carl T. Secor Administration Center – Board Room

Simultaneous Broadcast – High School North - Library

7:00 P.M.

ADDENDUM A

XVI. FISCAL ITEMS

(The following item(s) are to be deleted from the consensus motion at Board Member(s) request.)

I. Payment in Lieu of Taxes

ACTION BY THE BOARD:

Motion was made by Robert Gress that the Board authorize and direct the Superintendent, Board President and Board Secretary to execute and submit to the Pennsylvania Department of Education an Application for Payment pursuant to section 604 of the School Code for payment in lieu of taxes for property acquired by the Commonwealth for the National Recreation Area project located in Lehman Township, Pike County. The Application shall be in the form and content as presented to the Board at this meeting. Motion was seconded by William Searfoss and carried unanimously, 6-0.

(See page 2)

XVII. ANNOUNCEMENTS/INFORMATION

None

XVIII. ADJOURNMENT 10:00 P.M.

Respectfully Submitted,

Patricia L. Rosado
Board Secretary