

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

**REGULAR MEETING – November 18, 2013**

**Carl T. Secor Administration Center – Board Room**

**7:00 p.m.**

**Minutes**

- I. President, William Searfoss called the meeting to order at 7:16 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, Eileen Featherman, Douglas Freeman, Robert Gress, Marjorie James, Michael Meachem and William Searfoss. Roy Horton was absent.
- III. **School personnel present:** Jeff Bader, David A. Baker, Linda M. Balmoos, Jenny Bogart, Brian Borosh, Ben Brenneman, Deborah Burns, John Burrus, Anthony Calderone, Maria Casciotta, Ann Catrillo, Carley Chamberlin, Daniel Cloward, Sandy Dietz, Robert Dilliplane, Irene Duggins, Larry Dymond, Dave Evans, David Falbo, Joe Feal, Joseph P. Fluhr, Joe Formica, Eric Forsyth, Sue Hegarty, Scott Hnasko, Kim Holcomb, Lynda Hopkins, Jay Kule, Gail Kulick, Sharon Laverdure, Phil Lazowski, Irene Livingston, Zachary Martin, Tom McIntyre, Paula Mercuri, Fred P. Mill, Nannette Molloy, Bobbi Nordmark, Debby Padavano, Kathy Parrish, Walter Pawlowski, Cynthia Pellington, Joanne Peters, Christine Preston, Kieran Pryor, Eric Reichert, John Rosado, Patricia Rosado, Paul H. Schmid, Jim Shearouse, Michael Slesinski, Jennifer Spece, Oliver Trojak, Christina Ullo, Jackie Visser, Thomas J. Williams, Nadia Worobij and Steve Zall. **Also present was:** Christopher Brown, Solicitor.
- IV. **Community members present:** Joyce Billeck, Kathleen Boyle, Danielle Cloward, Micah Cloward, Frank Johnson, Lee Larue, Jeff Rosalsky, Ryan Stevens, Gary Summers and Judy Summers.
- Other:** Rick Hackett and Letitia Lladoc, Ph. D – PASAR (Pennsylvania Association of School Retirees)  
Jamie Doyle – Public Financial Management  
Jonathan Cox – Rhoads & Sinon

V. **APPROVAL OF MINUTES**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the minutes for the meeting of October 21, 2013, (pages 1-30). Motion was seconded by Robert Cooke and carried unanimously, 8-0.

VI. **APPROVAL OF AGENDA**

**ACTION BY THE BOARD:**

Motion was made by Robert Cooke to approve this agenda for November 18, 2013, (pages 1-17), 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 Douglas Freeman and carried unanimously, 8-0.

- 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**

- A. Mr. Searfoss congratulated the four Board members who were reelected/elected to the East Stroudsburg Board of Education: Mr. Robert Cooke, Mr. Robert Gress, Mr. Gary Summers and Mr. Ryan Stevens.

## IX. SUPERINTENDENT'S REPORT

- A. Mr. Douglas Freeman said that at the Monroe Career & Technical Institute meeting, they negotiated the teachers' contract and it is staying status quo. Teachers will pay a percentage for their medical insurance and they are all going to PPO coverage. There will be a refund coming back to the school district but they will discuss how much at the next meeting. They are looking into a new sewer system and will decide how much to give back to the East Stroudsburg Area School District. Mrs. Laverdure thanked him for his services on the JOC Committee. She knows he played an intricate part on that committee.
- B. Ms. Eileen Featherman said she was not able to attend the Colonial IU 20 meeting. She said the next meeting will be in about a week or so.
- C. Mr. Robert Gress said that Property/Facilities Committee met on Thursday evening. They are looking for approval on the Strunk Albert Engineering Agreement for the J. T. Lambert HBSC and lighting upgrades that are overdue. The other item that was discussed was for Resica Elementary for the heat pump. Another topic of discussion was J. T. Lambert steps project. They are hoping to start in January because they need to do it now and cannot wait until the new budget; otherwise, it will not be ready for the new school year in the fall. They will probably be brought forward in January for approval. Mrs. Laverdure said they started the project at the front of the J. T. Lambert steps. Mr. Shearouse said it was approved after January but started in May and they got the job done. Mr. Gress said the next meeting will be decided at the Reorganization meeting on December 3<sup>rd</sup>, when the new committee members are chosen. The last minutes that were approved have been handed out to all Board members and community members.
- D. Mr. Michael Meachem said that the current committee members held their final Budget Advisory Committee meeting. He thanked his colleagues on the committee and on the Board for their support. They have a few items on the agenda as a result of the meeting. The Committee is recommending the purchasing of the new phone system. They also decided along with Public Financial Management to take advantage of a refunding opportunity. We had minimal concern with reference to the profit but we did well.

Ms. Jamie Doyle, Public Financial Management (PFM), spoke about the advance refunding opportunity with the Series A of 2007 bonds. She brought a detailed presentation to the Board. The current principal outstanding is \$29,300,000. They have a call date of September 1, 2017. They have an average rate outstanding of 7.10%. They solicited bank loan proposals. The RFP was sent out to 36 banks. The best proposal they received was from ESSA Bank with a fixed rate of 3.11% for the entire term. The net savings to the school district is \$1,277,000. PFM monitors all various debt issues for refunding opportunities at all times. She explained that the refunding will structure the savings to smooth out local effort in fiscal years 2020-2026. This process is equivalent to refinancing your home mortgage. It does not extend debt but replaces a higher interest rate with a lower interest rate. PFM will be back for future refunding opportunities next year. The rule of thumb of refunding is if there is a savings of 2% net to the school district. I recommended 3% and the actual was 26.26%. She would recommend that the district accepts ESSA Bank's proposal and approve the Parameters Resolution. If the Board approves this proposal the settlement date would be December 19, 2013. ESSA's proposal states that they agree to be legally bound to the terms of the Proposal from the date of acceptance of this Proposal by the District to the closing, which not all banks do. She thanked administration who was key to compiling information when the banks had questions. Mr. Meachem suggested approving the motions out of order. Mr. Searfoss said that the Board will take action on these resolutions directly after Public Participation.

Mr. Jonathan Cox, Bond Counsel from Rhoads & Sinon, said that he would like to note, for the record, that the resolution before the Board this evening was advertised as required by the Local Government Unit Debt Act and made available for inspection. It was made available to the Board and the Solicitor reviewed the resolution; therefore, it is in proper form for adoption by the Board this evening. Mr. Cox said that the Parameters Resolution would authorize PFM to find the best proposal for the district. If the Board adopts the Resolution and accepts ESSA Bank's proposal, they would move forward on that basis. The Resolution would satisfy the requirement of the Local Government Unit Debt Act and they will file all proper paperwork. They are looking at a closing of December 19<sup>th</sup>. The bond transaction has all requirements that the district needs to issue tax exempt general obligations bonds under the State law and under the Internal Revenue Code as well as the Federal Securities Laws.

Mr. Meachem said that the Budget Advisory Committee has set the next meeting pre-new committee members for December 12<sup>th</sup> and asked the Board secretary to provide the three previous meeting notes to the new

committee. We ask that the Business Manager send the new committee chairperson, on December 9<sup>th</sup> for their approval, the next agenda. He thanked his colleagues on the committee and on the Board for their support. Mrs. Laverdure said they most efficiently created committees and the Budget Advisory Committee was the right thing to do because it was helpful and Mr. Meachem was a strong leader in that area. She thanked him for his work.

- E. Mrs. Irene Duggins recognized National Merit Semifinalists and Commended students. She said that juniors take Preliminary Scholastic Aptitude Tests (PSATs) and the top 3% are those who score at the 96% or above percentile are considered commended students and the district has two commended students this year. For the Semifinalist score, they must be among the 98% of all juniors that take the test and there are about 1.6 million students who take the PSATs. The Semifinalist scores among the top 1% of all students. The Semifinalist also has the capacity to go onto be a finalist. They would be among the top 99% of 8,000 students who achieve this award. The district has two Semifinalists this year. We also have an award that we never received before and it is for a National Achievement Participant award and we have one student. She asked the High School North and High School South Principals along with the guidance counselors to join her in presenting the following awards to the students:

High School North – Jacob Rosalsky – National Merit Semifinalist  
Sabrina Smith – National Merit Semifinalist  
Leanne Wiskemann - Commended Student

High School South – Micah Cloward – Commended Student  
Dorcas Owusu – National Achievement Outstanding Participant

Mrs. Laverdure asked Mrs. Duggins to explain the National Achievement Participant Award since it is a special award that we never were made aware of before. Mrs. Duggins stated that a student can ask for their score to be considered for an award when they take the PSATs. Dorcas Owusu scored among the top percent of the students of her classification who took the test. This is the first that we were made aware of.

- F. Dr. Letitia M. Lladoc, Ph.D. of PASR (Pennsylvania Association of School Retirees) congratulated the recipients of the 2013 Education Grant Awards who were selected by PASR -Monroe Chapter. The purpose of the Education Grant is to recognize and support educators and support staff who exhibited creativity, initiative and productivity relevant to the learning process and growth of students. She said PASR brought \$1,300 which is 13 grants for the staff in the East Stroudsburg Area School District. Letters were sent out to the recipients inviting them to accept their award tonight. The following staff members were awarded their check by the PASR President, Mr. Rick Hackett:

Jenny Bogart, High School South,	Joseph Fluhr, Lehman Intermediate
Michael Healey, High School South (accepted by Sharon Laverdure),	
Scott Hnasko, Resica Elementary	Deatrice Lowe, Lehman Intermediate
Zachary Martin, Smithfield Elementary	Paula Mercuri, J. T. Lambert Intermediate
Bobbi Nordmark, Resica Elementary	Cynthia Pellington, Lehman Intermediate
Christine Preston, H.S. South	Robin Roberto, Resica Elementary
Nadia Worobij, Bushkill Elementary	Jacqueline Visser, Resica Elementary

Mrs. Laverdure thanked Dr. Lladoc and Mr. Hackett as well as PASR.

- G. Mrs. Duggins stated that the guidance counselors have been working for the past two years on a Comprehensive K-12 Career Development and Guidance Plan. This is required by Chapter 12 and Chapter 4. They have been working in conjunction with a consultant from PDE. The chairs are as follows: Mr. David Falbo, Mr. Joseph Formica, Mr. Jay Kule, Ms. Carley Chamberlin and Mr. Eric Reichert.

Mr. Falbo said that they have been working for two years on this K-12 Career Development and Guidance Plan because of the mandate through the State to insure that they have seamless transition of services from k-12 grades. He explained the power point presentation as follows:

- PA Chapter 12 which is the PDE mandates that each school entity prepare a written Student Services Plan.
- Chapter 339 mandates a comprehensive and integrated Pre K-12 guidance plan.
- The American School Counselor Association National Model establishes the school counseling program as part of the core education program.
- Model includes foundation, delivery, management and accountability.

- Mission Statement
- Key Stakeholders –Parents/Business/Community/Students/Educators/Administrators
- Summary of Services by Level

Ms. Carley Chamberlin continued with the PowerPoint presentation and explained the following:

- Elementary Direct Services
  - Individual Counseling
  - Group Counseling
  - Career Guidance Lessons and Activities
  - Bullying Awareness/Prevention Lessons and Activities K-5
  - Consultation Services
  - Administration of Gifted Screenings
  - Advocating for all students
  - Special Presentations/Events
  
- Elementary Indirect Services
  - SWPBS Team Member
  - Check-in/Check-out
  - Child Study Team /RTII Team Member
  - Kindergarten Screenings & Orientation
  - Coordination of OLSAT Gifted Screening
  - Liaison for IU Specialized Services
  - Coordination of Provider 50 Services
  - Maintenance of Student Records
  - Project FAME Coordination
  - Special Education LEA

Mr. Eric Reichert continued with the PowerPoint presentation and explained the following:

- Intermediate Direct Services
  - Individual Counseling
  - Group Counseling
  - Anti-bullying and Career Classes for all students
  - Student Outreach Program/New Student Check-in Meeting
  - Truancy Elimination Planning
  - Overseeing the Orientation, Scheduling & Progress of all Students in our Building
  - Collaboration with Local Agencies & Advocacy for All Students
  - Local Education Agency Representative for Special Education Students
  - PSSA Testing Coordination & Administration
  - Special Presentations/Events
  1. MCTI Awareness Presentations (8<sup>th</sup> Grade)
  2. 5<sup>th</sup> & 8<sup>th</sup> Grade Parent Nights
  3. 5<sup>th</sup> grade Transition/Orientation Presentations to students
  4. New Student/5<sup>th</sup> Grade Orientation
  
- Intermediate Indirect Services
  - Tracking the Curriculum & Academic progress of all Students toward transitioning to 9<sup>th</sup> Grade
  - Guidance Lesson Planning
  - Making Scheduling Changes when necessary
  - New Student Scheduling Process and Records Retrieval
  - MCTI Application Process and Review
  - Recruitment and Selection of Students for Upward Bound Presentation and Application Processing
  - SAP Team Members

Mr. Joseph Formica continued with the PowerPoint presentation and explained the following:  
High School North/South (2,500 students)

- Direct Services
  - Individual Counseling – Last year they had 9,000 student appointments

- Group Counseling
- Career Planning Classes via Career Labs
- Overseeing Graduation Projects for all students
- Overseeing the Orientation, Scheduling & Progress of ESASD Virtual Academy Students
- College Admissions Testing (PSAT, SAT & ACT): Site-Coordinators
- AP Testing Coordination & Administration
- Consulting with Parents, Teachers & Administration about the academic, career/post-secondary plan, etc.; Student Advocate
- Special Presentation/Events

Mr. Jay Kule explained the High School North/South Indirect Services

- Tracking Curriculum & Academic Progress of all Students Towards Graduation
- Creating Student Schedules
- Writing Letters of Recommendation/completing Counselor Reports for College Applications
- Creating Monthly Scholarship Newsletter, Reviewing Scholarship Applications & Organizing Scholarship Review Committees
- MCTI Application Processing & Review
- NCC Vista/Americore Grant Facilitation
- Recruitment/Selection of HOBY and RYLA Conference Student Candidates
- NCAA Clearinghouse Liaison
- SAFE Team Members
- Program of Studies Development and Review
- Senior Survey Admin. & Results Interpretation
- Creation & Maintenance of Guidance Portal on District Website

Mrs. James thanked them for the wonderful presentation. She asked what is done to teach children about bullying. Mr. Reichert said that at the Intermediate Level, they go into the classroom and show video clips. For 6<sup>th</sup> graders, they talk about what they can do. They encourage them to intervene and speak up. For 7<sup>th</sup> graders, they explain building tolerance and with the 8<sup>th</sup> graders, they help them to build acceptance. Ms. Chamberlin said at the elementary level, they all participated in a National Anti-bullying Month and had two bullying lessons. They also signed a pledge, held assemblies and got messages out to parents. They have anti-bullying information on the school website. Mr. Formica said at the high school level, Mr. Catrillo had a positive behavior support program and school assemblies speaking against bullying. Counselors and teachers have noticed positive affects with bullying prevention, where students show more respect and positive behavior towards each other.

Mr. Bradley asked what is done for students not interested in going to college. Mr. Formica said when they have the Career Education time, they explain three paths to take; postsecondary, military or skilled employment. They can take certain career paths at MCTI. Students interested in the military can take the ASVAB Test and get instruction on what classes to take. Mr. Bradley asked how much emphasis is taken on Career Path. Mr. Formica they take much interest by telling the students to get training at MCTI and take necessary classes to be ready for when they leave high school. Mrs. Laverdure said, this year, we have a unique situation where we took 5<sup>th</sup> graders to MCTI to look at careers they may be interested in. Mr. Bradley asked if it is integrated into the system or will they have to pursue it after they graduate. Mr. Formica said that if a student is interested, they give them necessary information needed whether they take certain electives in the school or go on to MCTI for a skilled job. We make them aware and show them the courses they should take. It is up to the student and the parents to pick the necessary classes.

- H. Mrs. Laverdure received two emails from Mercy Shemansky, J.T. Lambert Art Teacher, regarding two grand prize winners, Cayla Kouadio and Alexis Rozsa, who were awarded for their “What’s Your Anti-Drug” Poster. There was also a 7<sup>th</sup> grade student, Mackenzie Kross who won an award for her “Peace” Poster. Ms. Shemansky, in her letter, thanked Administration and the Board for their support of the art programs.
- I. Mrs. Laverdure said that Mr. Healey is not here today because he is with his Aspire Club at the United Nations kicking off American Education Week. She thanked all staff members for their hard work.
- J. Mrs. Laverdure said she was questioned about what the School District did for Veterans on Veterans Day. She let the Board know that a hand out was given to them today explaining the different activities that were conducted at all the schools.

- K. Mrs. Irene Livingston, Principal of East Stroudsburg Elementary, brought a clip from ESE Broadcast Club in honor of all Veterans.
- L. Mrs. Laverdure acknowledged all the Veterans at the meeting and thanked them. Mr. Bradley thanked Mrs. Padavano, Mrs. Livingston and Ms. Kulick for what was done on November 11<sup>th</sup> for the Veterans. He asked everyone to thank the Veterans every day. He is a veteran and out of 60 people in his outfit, 39 did not make it back. This bothers him because no one thanked him and he does not need acknowledgement everyday but almost everyone here is able to do what they do due to those that are not here today.

Mrs. Laverdure said both high school bands combined and performed in the Veterans Day Parade. They were the only county schools that participated including East Stroudsburg University. They sounded great and looked fabulous. Mr. Bradley thanked the East Stroudsburg Area School District for all they did. More has been done this year but you don't need to wait until Veterans Day to say, "Thank you".

- M. Mrs. Laverdure said that she was at a PASA Board of Governors Conference and she seconded a motion to move forward a joint initiative for an Equitable Public School Funding Formula. She will keep the Board up-to-date as it moves forward. This will be no cost to the district. The organizations involved are PARS (PA Rural Schools), PASA (PA Association of School Administrators), PASBO (PA Association of School Business Officials), PASA (PA Association of School Administrators), and PSBA (PA School Boards Association). They have all joined together to move this process forward under the leadership of the Educational Law Center.
- N. Mrs. Laverdure thanked Mr. Freeman and Mr. Meachem for all they have done. She presented them with a small token of appreciation.

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

None

**XI. PERSONNEL ITEMS**

**A. Support Staff - Uncompensated Leaves**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the uncompensated leaves of absence in accordance with the approved applicable policies, procedures and contractual agreement. Motion was seconded by Robert Cooke and carried unanimously, 8-0.

Name	Position Held
a. Miller, Thomas	Custodian (2 <sup>nd</sup> shift) - High School South Effective Date: October 19, 2013 Length of Leave now through: November 11, 2013
b. Willette, Daniel	Custodian (3 <sup>rd</sup> shift) - High School South Effective Date: May 22, 2013 Length of Leave now: January 16, 2014

**B. Support Staff**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the resignation, terminations, 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. Resignation**

**Name**

**Position Held**

- a. Jacoby, Eileen  
(See page 18)
- Cafeteria Aide – High School South  
Effective Date: at the end of the workday on October 31, 2013.

**2. Terminations**

**Name**

**Position Held**

- a. Caramella, Paula  
Bus Driver – Transportation  
Effective Date: November 18, 2013
- b. Watkins, Virginia  
Bus Driver – Transportation  
Effective Date: November 18, 2013  
Job Abandonment.

(See pages 19-21)

**3. Leaves of Absence (Date Changes) - In accordance with School Board Policy #535**

**Name**

**Position Held**

- a. Gaggero, Janet  
Bus Driver - Transportation  
Effective Date: September 30, 2013  
Length of Leave now through: October 18, 2013
- b. Giove, Miriam  
Student Helper - Middle Smithfield Elementary  
Effective Date: August 28, 2013  
Length of Leave now through: December 3, 2013.
- c. Liatto, Cheryl  
Custodian (3<sup>rd</sup> shift) - North Campus  
Effective Date: August 20, 2013  
Length of leave now through: November 22, 2013
- d. Totero, Stacy  
Student Helper - High School South  
Effective Date: October 22, 2013  
Length of Leave now through: November 8, 2013.

(Requests received)

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

**Name**

**Position Held**

- a. Hayes, Denise  
Bus Driver - Transportation  
Effective Date: August 28, 2013  
Length of Leave: end of the 2013-2014 school year.  
This is an intermittent leave.
- b. Ogg, Brian  
Bus Driver - Transportation  
Effective Date: August 28, 2013  
Length of Leave: end of the 2013-2014 school year.  
This is an intermittent leave.

- c. Parham, Hasana Security Guard (1<sup>st</sup> shift) – High School North  
Effective Date: November 4, 2013  
Length of Leave: December 16, 2013
- d. Warlix, Kathy Bus Driver - Transportation  
Effective Date: November 18, 2013  
Length of Leave: January 13, 2014

(Applications received)

**5. Appointment (Date Change) - Long Term Substitute**

- | <b>Name</b>        | <b>Appointment</b>   |
|--------------------|--|
| a. Pollack, Victor | Custodian (2 <sup>nd</sup> shift) (Step 1) - High School South (LTS)<br>Hourly Rate: \$12.73 (plus \$.40/per hour shift differential)<br>Effective Date: October 24, 2013<br>Now Through: the end of the workday on November 11, 2013<br>Victor replaces Thomas Miller who was on a leave. |

**6. Appointments - Regular**

- | <b>Name</b>          | <b>Appointment</b>  |
|----------------------|---|
| a. Belcastro, Robert | Bus Driver (6 hour) (Step 1) - Transportation<br>Hourly Rate: \$13.74<br>Effective Date: October 24, 2013<br>Robert replaces Charles Hoover who resigned.                             |
| b. Vaughan, Pamela   | Cafeteria Aide (part-time, 3.75 hour) (Step 1) - J. T. Lambert Intermediate<br>Hourly Rate: \$10.53<br>Effective Date: October 24, 2013<br>Pamela replaces Ronda Stumpp who resigned. |

**7. Substitute Appointments**

- | <b>Name</b>              | <b>Position(s)</b>  |
|--------------------------|---|
| a. Carson, MaryAnn       | Cafeteria Aide, Cafeteria Worker  |
| b. Famighetti, Anthony   | Security Guard  |
| c. Fennell-Raby, Beverly | Bus Driver  |
| d. Howell, Candy         | Cafeteria Aide  |
| e. Lopez, Judith         | Secretary, Student Hall Monitor   |
| f. Mendoza, Sandra       | Cafeteria Aide, Cafeteria Worker, Instructional Aide, Secretary, Student Helper, Student Hall Monitor |
| g. Mitchell, Phashawn    | Cafeteria Aide, Instructional Aide, Secretary, Student Helper, Student Hall Monitor                   |
| h. Nduka, Christiana     | Health Room Assistant Nurse   |
| i. Perry, Carolyn        | Cafeteria Aide, Cafeteria Worker, Secretary, Student Helper, Student Hall Monitor                     |
| j. Umstead, Georgia      | Instructional Aide  |
| k. Weis, Cindy           | Instructional Aide, Student Helper, Student Hall Monitor  |

**C. School Police Officers (Non-Bargaining Unit) – Compensation Plan for 2012-2013 through 2014-2015**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the School Police Officer Compensation Plan for 2012-2013 through 2014-2015 as presented at this meeting. Motion was seconded Marjorie James and carried unanimously, 8-0.

(See pages 22-32)



**D. School Police Officers – 2012-2013 and 2013-2014 Fiscal Years Salary Compensations**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the salary compensations for the designated School Police Officers for the 2012-2013 and 2013-2014 fiscal years as follows. Motion was seconded by Marjorie James and carried unanimously, 8-0.

	Last Name	First Name	Position	2012-2013 Hourly Base Rate (effective 7/1/12)	2013-2014 Hourly Base Rate (effective 7/1/13)
a.	Cullen	Thomas	(12 month, 3 <sup>rd</sup> shift)	\$15.58	\$15.71
b.	Fehrle	Richard	(12 month, 1 <sup>st</sup> shift)	\$14.90	\$15.03
c.	Feinberg	Terre	(12 month, 1 <sup>st</sup> shift)	\$14.90	\$15.03
d.	Gangaware	Adam	(12 month, 1 <sup>st</sup> shift)	\$14.90	\$15.03
e.	Gouger	William	(12 month, 2 <sup>nd</sup> shift)	\$17.41	\$17.54
f.	Iannazzo	Marc	(10 month, 1 <sup>st</sup> shift)	\$14.90 (effective 4/10/13)	\$15.03
g.	Petrosino	Peter	(10 month, 2 <sup>nd</sup> shift)		\$15.03 (effective 10/22/13)
h.	Sutter	Robert	(12 month, 1 <sup>st</sup> shift)	\$14.90	\$15.03

2<sup>nd</sup> shift differential: \$.40/per hour

3<sup>rd</sup> shift differential: \$.50/per hour

**E. First Level Supervisor**

**ACTION BY THE BOARD:**

Motion was made by Robert Cooke to approve the retirement of the designated first level supervisor staff in accordance with the approved applicable policies and procedures. Motion was seconded by Douglas Freeman and carried unanimously, 8-0.

**1. Retirement**

**Name**

**Position Held**

a. Bachman, Corrine

Transportation Dispatcher – Transportation

Effective Date: December 31, 2013

(See page 33)

**F. Professional Staff**

**ACTION BY THE BOARD:**

Motion was made by Robert Cooke to approve the resignation, retirement, leaves of absence, appointments and tenure 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, 8-0.

**1. Resignation**

**Name**

**Position Held**

a. Hendershot, Colien

Special Education (life skills) teacher – High School North

Effective: to be determined.

(See page 34)

## 2. Retirement

Name	Position Held
a. Borrasso, Sandra	Special Education teacher – Bushkill Elementary Effective: at the end of the workday on February 7, 2014.

(See page 35)

## 3. Leave of Absence (date change) - In Accordance with School Board Policy #435

Name	Position Held
a. Jacobsen, Eric	Math teacher – Lehman Intermediate Effective: August 28, 2013 Length of Leave now through: November 15, 2013

(Request received)

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

Name	Position Held
a. Coke, Lucianna	English teacher – High School South Effective: October 22, 2013 Length of Leave: December 3, 2013
b. Schultz, Cathleen	Guidance Counselor – Resica Elementary Effective: October 14, 2013 Length of Leave: December 2, 2013

(Requests received)

## 5. Leave of Absence (date change) – In Accordance with School Board Policy #435 and Child Rearing

Name	Position Held
a. Lowe, Angelica	English/ESL teacher – High School North Effective: August 28, 2013 Length of Leave now through: end of the 2013-2014 school year.

(Request received)

## 6. Appointment - Long Term Substitute

Name	Appointment
a. Ordnung, Maureen	Math teacher – Lehman Intermediate (LTS) Salary: \$40,099.00, prorated (Step 1 Column 1) Effective Date: September 13, 2013 through the end of the workday on November 15, 2013 only. Maureen replaces Eric Jacobsen who is on a leave.

(See page 36)

**7. Appointment (Date Change) - Long Term Substitute**

Name	Appointment
a. Wisotsky, Dana	English teacher – High School North (LTS) Effective Date: August 28, 2013 Now Through: the last teacher workday of the 2013-2014 school year only. Dana replaces Angelica Lowe who is on a leave.

**8. Tenure in accordance with Article IX, Section 1121 of Pennsylvania School Code**

	Last Name	First Name	Certification	Location
a.	Caplette	Tara	Special Education	J. M. Hill Elementary
b.	Pellington	Lauren	Special Education	High School North

**9. Substitute Appointments**

Name	Certification
a. Dunlap, Courtney	Elementary, Reading Specialist
b. Frantz, Angela	Elementary
c. Jones, Traci	Elementary
d. Matos, Rafael	Emergency Permit (all areas)
e. Nduka, Christina	Emergency Permit (all areas), School Nurse & Teacher
f. Sheeran, Wendy	English
g. Thomas, Trishana	Emergency Permit (all areas)
h. Warner-Maidman, Brittany	Art

**G. Salary Changes**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the following salary changes according to 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. All salaries are prorated and effective January 2, 2014. Motion was seconded by Eileen Featherman and carried unanimously, 8-0.

	Name	From:	To:
a.	Beal, Hillary	(\$48,181) Step 6, Col. 7	(\$48,696) Step 6, Col. 8
b.	Boylan, Brian	(\$45,863) Step 5, Col. 3	(\$46,301) Step 5, Col. 4
c.	Curry, Jessica	(\$44,987) Step 4, Col. 1	(\$46,301) Step 4, Col. 4
d.	Fleck, Taryn	(\$41,130) Step 2, Col. 1	(\$41,567) Step 2, Col. 2
e.	Kean, Ashley	(\$43,319) Step 3, Col. 6	(\$44,324) Step 3, Col. 7
f.	Neyhart, Mary Louise	(\$54,607) Step 8, Col. 7	(\$55,122) Step 8, Col. 8
g.	Polmounter, Amy	(\$54,607) Step 7, Col. 7	(\$55,122) Step 7, Col. 8
h.	Scott, David	(\$45,425) Step 4, Col. 2	(\$46,301) Step 4, Col. 4
i.	Souffrant, Fabiola	(\$44,981) Step 4, Col. 1	(\$45,425) Step 4, Col. 2
j.	Smith, Dawn	(\$44,987) Step 5, Col. 1	(\$45,425) Step 5, Col. 2
k.	Soskil, Lori	(\$78,653) Step 16, Col. 9	(\$79,220) Step 16, Col. 10
l.	Strisko, Marie	(\$54,607) Step 7, Col. 7	(\$55,122) Step 7, Col. 8

## H. Extended Day Tutors for the 2013-2014 School Year

### **ACTION BY THE BOARD:**

Motion was made by Douglas Freeman 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 after-school tutorial teaching positions are fully funded through the Lehman Title 1 Grant 2013-2014. Motion was seconded by Eileen Featherman and carried unanimously, 8-0.

	Last Name	First Name	Position	Building	Rate
a.	Andrews	Jessica	PSSA Tutoring	Lehman Intermediate	\$23.46/per hour (not to exceed 42 total hours )
b.	Annunziata	Stephanie	PSSA Tutoring	Lehman Intermediate	\$23.46/per hour (not to exceed 14 total hours )
c.	Broderick	Christine	PSSA Tutoring	Lehman Intermediate	\$23.46/per hour (not to exceed 14 total hours )
d.	Doyle	Dina	PSSA Tutoring	Lehman Intermediate	\$23.46/per hour (not to exceed 14 total hours )
e.	Harris	Susan	PSSA Tutoring	Lehman Intermediate	\$23.46/per hour (not to exceed 14 total hours )
f.	Kutteroff	Catherine	PSSA Tutoring	Lehman Intermediate	\$23.46/per hour (not to exceed 28 total hours )
g.	Malvagno	Catherine	PSSA Tutoring	Lehman Intermediate	\$23.46/per hour (not to exceed 28 total hours )
h.	Stout	Melissa	PSSA Tutoring	Lehman Intermediate	\$23.46/per hour (not to exceed 14 total hours )

## I. Extra Responsibility Positions

### **ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the rescissions and appointments according to 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. Motion was seconded by Eileen Featherman and carried unanimously, 8-0.

### 1. Rescissions

Name	Position
a. Barth, Allison	Cheerleading Varsity Assistant Coach (winter) – High School South
b. Parham, Hasana	Freshman Class Co-Advisor – High School North

(See pages 37-38)

### 2. Appointments for the 2013-2014 School Year

	Last Name	First Name	Position	Building	Rate
a.	Parham	Hasana	Freshman Class Advisor	High School North	\$1,183.32
b.	Francois	Maria	Science Olympiad Club Advisor	High School North	\$1,090.49
c.	Seraut	Lauren	Swim Team Varsity Assistant Coach	High School North	\$3,264.32
d.	Kafer	Roger	Volunteer Softball Coach	High School North	not applicable
e.	Fetherman	Patrick	Wrestling Varsity Assistant Coach	High School North	\$4,102.84
f.	Osmun	Jonathan	Volunteer Girls' Basketball Coach	High School South	not applicable
g.	Adams	Sarah	Volunteer Girls' Basketball Coach	High School South	not applicable
h.	Horne	Kevin	Jazz Band Director	J. T. Lambert Intermediate	\$1,492.41
i.	Konawalik	Terry	Volunteer Girls' Soccer Coach	J. T. Lambert Intermediate	not applicable
j.	Jackson	Willie	Wrestling Assistant Coach	Lehman Intermediate	\$2,985.83
k.	Billips	Mayla	Intramural Substitute for All Grades for Math and Reading Tutoring (all year)	East Stroudsburg Elementary	\$23.46/hour
l.	Rosenberger	Jan	Intramural Expressive Reading	Resica Elementary	\$23.46/hour (24 hour

	Last Name	First Name	Position	Building	Rate
			Advisor		maximum)
m.	Remsnyder	Devon	Intramural Ski Group Co-Advisor	Smithfield Elementary	\$23.46/hour (48 hour maximum split between all advisors)
n.	Wilson	Robert	Intramural Ski Group Co-Advisor	Smithfield Elementary	\$23.46/hour (48 hour maximum split between all advisors)

3. **Mentors for the 2013-2014 School Year**

	Last Name	First Name	Position	Location	Rate
a.	Chestnut	Patricia	Mentor for Lynn Cozier (effective 9/26/13)	Middle Smithfield Elementary	\$612.06 (prorated)
b.	Lauer	Danny	Mentor for Brittany Warner-Maidman (effective 11/4/13)	East Stroudsburg Elementary	\$612.06 (prorated)
c.	Remsnyder	Devon	Mentor for Allison Barth (effective 10/29/13)	Middle Smithfield Elementary	\$612.06 (prorated)
d.	Rogers	Maria	Mentor for Ellen Bianco (effective 10/7/13)	J. M. Hill Elementary	\$612.06 (prorated)
e.	Rogerson	Christine	Mentor for Destiny Malvagno (effective 11/5/13 through 1/28/14)	Lehman Intermediate	\$612.06 (prorated)

J. **Administrative Assistant Staff – Compensation Plan for 2012-2013 through 2014-2015**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the Administrative Assistant Compensation Plan for 2012-2013 through 2014-2015 as presented at this meeting. Motion was seconded by Marjorie James and carried unanimously, 8-0.

(See pages 39-48)

K. **Administrative Assistants – 2012-2013 and 2013-2014 Fiscal Years Salary Compensations**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the salary compensations for the designated Administrative Assistant staff for the 2012-2013 and 2013-2014 fiscal years as follows. Motion was seconded by Robert Cooke and carried unanimously, 8-0.

	Last Name	First Name	Position	2012-2013 Hourly Rate (effective 7/1/12)	2013-2014 Hourly Rate (effective 7/1/13)
a.	Burns	Deborah	Administrative Assistant - Human Resources	\$22.93	\$23.58
b.	Dreisbach	Katherine	Administrative Assistant - Human Resources	\$18.05	\$18.70
c.	Farmer	Patricia	Administrative Assistant - Human Resources	\$20.85	\$21.50
d.	Horton	Marisela	Administrative Assistant - Business Manager	\$16.63 (effective 12/18/12)	\$17.28
e.	Rosado	Patricia	Administrative Assistant - Superintendent	\$20.62	\$21.27
f.	Schnaitman	Jennifer	Benefits Coordinator - Business Manager	\$18.31	\$18.96
g.	Wisotsky	Debra	Administrative Assistant - Superintendent	\$15.05 (effective 7/1/12) \$16.63 (effective 12/18/12)	\$17.28

**L. First Level Supervisor Staff – Compensation Plan for 2012-2013 through 2014-2015**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the First Level Supervisors Compensation Plan for 2012-2013 through 2014-2015 as presented at this meeting. Motion was seconded by Eileen Featherman and carried unanimously, 8-0.

(See pages 49-59)

**M. First Level Supervisors – 2012-2013 and 2013-2014 Fiscal Years Salary Compensations**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the salary compensations for the designated First Level Supervisor staff for the 2012-2013 and 2013-2014 fiscal years as follows. Motion was seconded by Marjorie James and carried unanimously, 8-0.

	Last Name	First Name	Position	2012-2013 Hourly Rate (effective 7/1/12)	2013-2014 Hourly Rate (effective 7/1/13)
a.	Flynn	Denise	Assistant Food Service Director - South (10 month position)	\$18.44	\$19.09
b.	Possinger	Marilyn	Assistant Food Service Director - North (10 month position)	\$17.27	\$17.92
c.	Bachman	Corrine	Transportation Dispatcher (South)	\$26.69	\$27.34 (through 12/31/13)
d.	Moore	Mary Ann	Transportation Dispatcher (North)	\$18.44	\$19.09
e.	Harris	Timothy	Head Custodian (Working)	\$25.90	\$26.55
f.	Oswald	Kirk	Head Custodian (Working)	\$28.17	\$28.82
g.	Pryor	Kieran	Head Custodian (Working)	\$30.33	\$30.98
h.	Eppley	Daniel	Supervisor - Maintenance	\$24.92	\$25.57
i.	LaBar	Ronald E.	Supervisor - Mechanics	\$30.60	\$31.25
j.	Miller	Daryle	Supervisor - Grounds Maintenance	\$27.46	\$28.11
k.	Mill	Frederick	Chief of School Police	\$28.37	\$29.02

**N. Act 93 Staff**

**ACTION BY THE BOARD:**

Motion was made by Robert Cooke to approve the retirement and appointments of the designated Act 93 staff member in accordance with the approved applicable policies, procedures and Act 93 Compensation Plan. Motion was seconded by Douglas Freeman and carried unanimously, 8-0.

**1. Retirement**

	Name	Position Held
a.	Shearouse, James	Director of Maintenance – District Effective Date: at the end of the workday on January 15, 2014.

(See page 60)

**2. Appointment - Effective Date Change**

	Name	Appointment
a.	Trotto, Amy	Supervisor of Special Education – Grades 9-12 (PE) Salary: \$71,127.00, prorated Effective Date: November 18, 2013

### 3. Appointment - Regular

#### Name

#### Appointment

a. Hendershot, Colien

Supervisor of Special Education – Grades K-5 (PE)  
 Salary: \$71,127.00, prorated  
 Effective Date: to be determined  
 This is a new position.

(See page 61)

## XII. CONTRACTS

1.

### **ACTION BY THE BOARD:**

Motion was made by Douglas Freeman 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 Eileen Featherman and carried unanimously, 8-0.

	NAME	SERVICE	RATE	PAYMENT FROM	EFFECTIVE DATE
1.	Colonial IU 20	Provide training, Universal Design Learning to ESASD Early childhood Partners as required by Keystones to Opportunity Grant	Not to Exceed \$600.00	KtO Grant	10/16/13
2.	Colonial IU 20	Provide training, Using Data for Decision Making to ESASD Early childhood Partners as required by Keystones to Opportunity Grant	Not to Exceed \$800.00	KtO Grant	10/29/13
3.	Colonial IU 20	Provide training, Building Blocks of Literacy to ESASD Early childhood partners as required by Keystones to Opportunity Grant	Not to Exceed \$800.00	KtO Grant	12/17/13
4.	Colonial IU 20	Provide training, Family Engagement and Family Literacy to ESASD Early childhood partners as required by Keystones to Opportunity Grant	Not to Exceed \$1,000.00	KtO Grant	2/13/14 or 3/16/14
5.	Colonial IU 20	Provide training, Navigating Content with ELLs to ESASD Early childhood partners as required by Keystones to Opportunity Grant	Not to Exceed \$600.00	KtO Grant	2/25/14 or 3/21/14
6.	Colonial IU 20	Provide training, Transitions to ESASD Early childhood partners as required by Keystones to Opportunity Grant	Not to Exceed \$800.00	KtO Grant	3/11/14
7.	Colonial IU 20	Provide training, Supporting Learners with Special Needs to ESASD Early childhood partners as required by Keystones to Opportunity Grant	Not to Exceed \$800.00	KtO Grant	4/8/14
8.	Edwards, Sean	Online Curriculum Course Development –VA-Civics	Not to Exceed \$285.20	Virtual Academy	10/2013-01/2014

9.	Hamilton, Gail	Passive Restraint Training – Session 1	\$225.00	Professional Development	11/25/13
10.	Hamilton, Gail	Passive Restraint Training – Session 2	\$225.00	Professional Development	11/25/13
11.	Harris, Deborah	PA Core English Language Arts Curriculum alignment and assessments	\$1,000.00	ABG Grant	11/21/13, 12/11/13, 12/12/13 & 12/13/13
12.	Madas, John	School Wires Workshop	\$350.00	Professional Development	11/25/13
13.	Pocono Wildlife	To educate students on wildlife in the Pocono Area	\$500.00 (estimated amount)	Lehman Intermediate	11/22/13
14.	Sutton, Ronda	Conduct second cohort of training for selected staff on writing strategy and design	\$8,040	ABG Grant	8/29/13-5/2014
15.	Toth, Donald	School Wires Workshop	\$350.00	Professional Development	11/11/13
<b>TRANSPORTATION CONTRACTS</b>					
1.	Davis, Christine	Contract Transportation	\$157.42/day	Transportation Dept.	10/3/13
2.	Davis, Christine	Contract Transportation	\$136.10/day	Transportation Dept.	10/11/13
3.	Davis, Christine	Contract Transportation	\$176.79/day	Transportation Dept.	10/16/13
4.	Fink, Carleen	Contract Transportation	\$165.05/day	Transportation Dept.	9/3/13
5.	Gerst, Lisa	Contract Transportation	\$291.66/day	Transportation Dept.	9/23/13
6.	Holmes, Katharine	Contract Transportation	\$227.56/day	Transportation Dept.	10/1/13
7.	Holmes, Katharine	Contract Transportation	\$100.16/day	Transportation Dept.	10/3/13
8.	Muti, Peter	Contract Transportation	\$156.16/day	Transportation Dept.	10/2/13

(See pages 62-77)

2.

**ACTION BY THE BOARD:**

Motion to was made by Douglas Freeman approve the contract listed for its specific services, rates and effective dates totaling over \$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 Eileen Featherman and carried unanimously, 8-0.

1.	Colonial IU 20	Provide continued literacy coaching for Head Start Partners to assist with school-readiness goals.	Not to Exceed \$18,000.00	KtO Grant	1/2/14-5/20/14
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(See page 78)

**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 Douglas Freeman and passed 7-1. Michael Meachem voted no.

	Student Number
a.	13171205
b.	13171206
c.	13171007

(See pages 79-80)



## B. Field Trips – 75 Miles or More

### **ACTION BY THE BOARD:**

Motion was made by Douglas Freeman 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 Eileen Featherman and carried unanimously, 8-0.

	<b>Name</b>	<b>Activity</b>	<b>Location</b>	<b>Dates</b>
1.	Frevele, Samantha	East Stroudsburg Elementary 5 <sup>th</sup> grade students to a Broadway Show, "Matilda".	New York, NY	4/30/14
2.	Nicoletta, Anna	H.S. South Class of 2016 trip to N.Y. for a cultural event.	New York, NY	12/14/13
3.	Schaller, Linda	H.S. North and South Chorus to district chorus festival at Daniel Boone H.S.	Birdsboro, PA	1/9/14

(See pages 81-83)

## XIV. OLD AND NEW BUSINESS

- A. Mr. Gress thanked Michael Meachem and Douglas Freeman for their years of service for the students, staff and community while on the Board. Mr. Searfoss expressed his gratitude, too.

## XV. REQUESTS TO ESTABLISH A STUDENT ACTIVITY

### **ACTION BY THE BOARD:**

Motion was made by Michael Meachem to approve the request to establish a student activity fund for East Stroudsburg Senior H.S. North Class of 2017. Motion was seconded by Douglas Freeman and carried unanimously, 8-0.

(See page 84)

## XVI. BOARD POLICY

### **ACTION BY THE BOARD:**

Motion was made by Michael Meachem to approve the Board policy listed for use in the East Stroudsburg Area School District. Motion was seconded by Douglas Freeman and carried unanimously, 8-0.

1. #810 – Transportation

(See pages 85-87)

## XVII. K-12 COMPREHENSIVE CAREER DEV. & GUIDANCE CHAPTER 339 PLAN

### **ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the K-12 Comprehensive Career Development and Guidance Chapter 339 Plan for 2013-2014 school year. Motion was seconded by Michael Meachem and carried unanimously, 8-0.

**XVIII. FISCAL ITEMS**

**A. Change Order No. 1 – J.M. Hill Elementary**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve Change Order No. 1 for J. M. Hill Elementary School renovations and additions electrical construction at a cost of \$4,515.00. This cost includes contractor to furnish and install the breakers for the Automatic Transfer Switch for the Emergency Generator. Motion was seconded by Eileen Featherman and carried unanimously, 8-0.

(See page 88)

**B. Change Order No. 2 – J.M. Hill Elementary**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve Change Order No. 2 for J. M. Hill Elementary School renovations and additions electrical construction at a cost of \$1,330.00. This cost includes contractor to furnish and install: 1-100A-3P I-Line Breaker with 120 volt shunt trip for elevator renovations. Motion was seconded by Robert Gress and carried unanimously, 8-0.

(See page 89)

**C. Change Order No. 3 – J.M. Hill Elementary**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve Change Order No. 3 for J. M. Hill Elementary School renovations and additions electrical construction at a cost of \$5,145. 00. This cost includes contractor to provide additional smoke detectors, heat detectors and magnetic door holders for the Cafeteria and Kitchen. Motion was seconded by Robert Gress and carried unanimously, 8-0.

(See page 90)

**D. Section 356 Agreement & MOU**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the Section 356 Agreement and Memorandum of Understanding to allow Berkheimer to purchase the 2011 State Tax file for verification of Earned Income Tax payments due to the District in the form as submitted at this meeting. Motion was seconded by Eileen Featherman and carried unanimously, 8-0.

(See pages 91-96)

**E. General Obligation Bonds, Series of 2013**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to adopt the Resolution presented by bond counsel approving the issuance of the School District's General Obligation Bonds, Series of 2013 in connection with the refinancing of a portion of the General Obligation Bonds, Series A of 2007 for savings purposes. Motion was seconded by Michael Meachem and carried unanimously, 8-0.

(See pages 97-123)

#### F. Post-Issuance Compliance Procedures

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to adopt the Resolution presented by bond counsel approving post-issuance compliance procedures regarding present and future bond issues of the School District. Motion was seconded by Michael Meachem and carried unanimously, 8-0.

(See pages 124-127)

#### G. Senior Citizen School Tax Rebate

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to adopt the Revised Resolution of the Board of Education concerning the Senior Citizen Tax Rebate, and to adopt a maximum rebate under the program of \$1,425.00 per claimant: Motion was seconded by Michael Meachem and carried unanimously, 8-0.

(See pages 128-145)

#### H. Cisco Phone System

**ACTION BY THE BOARD:**

Motion was made by Ronald Bradley to accept the recommendation of the Budget Advisory Committee to approve the purchase of a Cisco Phone System from IntegraOne, in an amount not to exceed \$431,736.50. The pricing is as per PA COSTARS contract numbers 006-040 and 003-085 and the SMART IU#4 contract. Motion was seconded by Michael Meachem and carried unanimously, 8-0.

(See page 146-148)

#### I. Property Assessment Appeal

**ACTION BY THE BOARD:**

Motion was made by Eileen Featherman to approve the settlement of the property assessment appeal indexed to Monroe County Court of Common Pleas No. 9971 Civil 2012, in a form as approved by the Solicitor, which settlement will result in Tax Parcel Nos. 16/2/1/16 and 16/2/1/16-1 having a cumulative assessed value of \$311,370 for tax years 2013 and forward, based upon a fair market valuation of the properties of \$1,605,000. Motion was seconded by William Searfoss. A roll call vote was taken and passed 6-2. Ronald Bradley, Robert Cooke, Eileen Featherman, Douglas Freeman, Marjorie James and William Searfoss voted yes. Robert Gress and Michael Meachem voted no.

#### J. Pepsi Fund Account Transfer-Interpretive Trail

**ACTION BY THE BOARD:**

Motion was made by Robert Cooke to approve the transfer in the sum of \$1,215.00 from the East Stroudsburg Area School District Pepsi Fund to the East Stroudsburg Area School District Special Activity Interpretive Trail account. Motion was seconded by Douglas Freeman and carried unanimously, 8-0.

(See page 149)

#### K. Maintenance Service Agreement

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman that the Board approve the execution of a Maintenance Service Agreement with S & W Technologies, Inc. with respect to S & W Technologies Site-Wise System Software in the form as presented at this meeting for the period January 1, 2014 through December 31, 2014 at a fee of \$464.00. Motion was seconded by Eileen Featherman and carried unanimously, 8-0.

(See pages 150-153)

**L. Capital Reserve Fund Payment**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the current invoices for construction and related costs associated with the Capital Reserve Fund: \$194,788.00. Motion was seconded by Eileen Featherman and carried unanimously, 8-0.

(See page 154)

**M. 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 Robert Cooke and carried unanimously, 8-0.

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

<b>Board Agenda</b>	<b>BUILDING</b>	<b>DATE from</b>	<b>DATE to</b>	<b>ORGANIZATION</b>	<b>EVENT</b>	<b>Facility Fees Waived</b>
11/18/13	Bushkill	1/3/14 (Fridays)	4/25/14 (Fridays)	E.S. North Little League	Indoor Softball/Baseball Practices	Yes
11/18/13	Resica	1/6/14 (Mondays)	4/28/14 (Mondays)	FC Pocono	Soccer Practice	Yes
11/18/13	Smithfield	12/6 or 12/20/13 1/24 or 1/31/14 3/7 or 4/11/14	12/6 or 12/20/13 1/24 or 1/31/14 3/7 or 4/11/14	Cub Scout Pack 92	Awards Nights, Blue & Gold Ceremony & Pinewood Derby	Yes
11/18/13	Smithfield	12/4/13 (Mondays & Wednesdays)	1/22/14 (Mondays & Wednesdays)	FC Pocono	Indoor Developmental Soccer Class	Yes

(See pages 155-158)

2.

**ACTION BY THE BOARD:**

Motion was made by Robert Gress to approve the request for use of facilities as listed for Class 3 Non-School Related Use of Facilities. Rotary Club of the Stroudsburgs is requesting a WAIVER OF FACILITY FEES for their 39th Annual Spaghetti Dinner. Last year, this Rotary fundraiser raised over \$7,000 towards local non-profits and educational scholarships. The goal this year is to support the Monroe County Homeless Initiative. Motion was seconded by Douglas Freeman and carried unanimously, 8-0.

**CLASS 3 – NON-SCHOOL RELATED USE OF FACILITIES**

<b>Board Agenda</b>	<b>BUILDING</b>	<b>DATE from</b>	<b>DATE to</b>	<b>ORGANIZATION</b>	<b>EVENT</b>	<b>Facility Fees Waived</b>
11/18/13	HS South	4/25/14 Setup (Friday)	4/26/14 Prep/Setup/Dinner (Saturday)	Rotary Club of the Stroudsburgs	Annual Spaghetti Dinner	Yes

3.

**ACTION BY THE BOARD:**

Motion was made by Robert Gress to approve the request for use of facilities as listed for Class 3 Non-School Related Use of Facilities. Rotary Club of the Stroudsburgs is requesting a WAIVER OF PERSONNEL FEES for their 39th Annual Spaghetti Dinner. Last year, this Rotary fundraiser raised over \$7,000 towards local non-profits and educational scholarships. The goal this year is to support the Monroe County Homeless Initiative. Motion was seconded by Douglas Freeman and carried unanimously, 8-0.

**CLASS 3 – NON-SCHOOL RELATED USE OF FACILITIES**

<b>Board Agenda</b>	<b>BUILDING</b>	<b>DATE from</b>	<b>DATE to</b>	<b>ORGANIZATION</b>	<b>EVENT</b>	<b>Personnel Fees Waived</b>
11/18/13	HS South	4/25/14 Setup (Friday)	4/26/14 Prep/Setup/Dinner (Saturday)	Rotary Club of the Stroudsburgs	Annual Spaghetti Dinner	Yes

(See pages 159-160)

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

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the Budget Transfers, Payment of Bills and Treasurer’s Report listed in this agenda for the 2013-2014 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 unanimously, 8-0.

1. Budget Transfers - (See pages 161-171)
2. Payment of Bills - (See pages 172-204)
3. Treasurer’s Report - (See pages 205-234)

**EAST STROUDSBURG AREA SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR MEETING  
November 18, 2013**

**Carl T. Secor Administration Center - Board Room  
7:00 P.M.**

**ADDENDUM A**

**XVIII. FISCAL ITEMS**

**O. Mechanical & Electrical Upgrades - J.T. Lambert**

**ACTION BY THE BOARD:**

Motion was made by Robert Gress to accept the recommendation of the Property and Facilities Committee to accept the proposal from Strunk-Albert Engineering for the Design and Construction Management for the Mechanical and Electrical upgrades to the J.T. Lambert Intermediate School for a total fee of \$313,000.00 for Option #3, as submitted. Motion was seconded by Robert Cooke and passed 7-1. Ronald Bradley voted no.

(See pages 2-22)

P. **Settlement Agreement – Skyline Heights, L.P.**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the Settlement Agreement with Skyline Heights, L.P. with regard to Monroe County Court of Common Pleas Case No. 4574 CV 2010, substantially in the form as presented, subject to review and approval of the Solicitor, and to authorize the Solicitor to sign the Agreement on behalf of the school district. Motion was seconded by Eileen Featherman and passed 7-1. Robert Gress voted no.

(See pages 23-26)

**EAST STROUDSBURG AREA SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR MEETING  
November 18, 2013**

**Carl T. Secor Administration Center - Board Room  
7:00 P.M.**

**ADDENDUM B**

**XI. PERSONNEL ITEMS**

**O. Central Administrative Staff**

**ACTION BY THE BOARD:**

Motion was made by Michael Meachem to approve the appointment of the central administrative 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. A roll call vote was taken and passed 5-3. Ronald Bradley, Eileen Featherman, Marjorie James, Michael Meachem and William Searfoss voted yes. Robert Cooke, Douglas Freeman and Robert Gress voted no.

**1. Appointment**

<b>Name</b>	<b>Appointment</b>
a. Lesniewski, Thomas	Assistant Superintendent for Curriculum and Instruction (Grades 6 -12) Salary: \$118,000.00, prorated Effective Date: to be determined This is a new position.

(See page 2)

**EAST STROUDSBURG AREA SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR MEETING  
November 18, 2013**

**Carl T. Secor Administration Center - Board Room  
7:00 P.M.**

**ADDENDUM D**

**XVIII. FISCAL ITEMS**

**Q. Resica Elementary**

**ACTION BY THE BOARD:**

Motion was made by Robert Gress to accept the bid of Spotts Brothers, Inc. in the amount of \$38,860.00 for replacement of the heat pump at Resica Elementary School, to reject Alternate Bid Prices 1 and 2, and to authorize the officers of the Board to execute contract documents with Spotts Brothers, Inc. upon receipt of necessary contract documents as called for in the bid specifications and review of the insurance information by the school district's insurance agent. Motion was seconded by Douglas Freeman and carried unanimously, 8-0.

**XIX. ANNOUNCEMENTS/INFORMATION**

- A. Mr. Searfoss once again thanked Mr. Meachem and Mr. Freeman for all the work they did while serving on the Board.

**XX. ADJOURNMENT - 9:09 P.M.**

Respectfully Submitted,

Patricia L. Rosado,  
Board Secretary