

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

REGULAR MEETING – December 16, 2013

Carl T. Secor Administration Center – Board Room

7:00 p.m.

Minutes

- I. President, William Searfoss called the meeting to order at 7:14 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, Robert Gress, Roy Horton, Marjorie James, William Searfoss, Ryan Stevens and Gary Summers.
- III. **School personnel present:** Jennifer Agolino, Michelle Arnold, Jeffrey Bader, Linda M. Balmoos, Brian Borosh, John Burrus, Anthony Calderone, Maria Casciotta, Ann Catrillo, Mike Catrillo, Robert Dilliplane, Irene Duggins, Larry Dymond, Joe Feal, Joseph Formica, Eric Forsyth, Jill Greenwood, Heather Gress, Kim Holcomb, Lynda Hopkins, Ann Marie Kizer, Sharon Laverdure, Phil Lazowski, Irene Livingston, Jennifer Marmo, Tom McIntyre, Fred P. Mill, Nannette Molloy, Kathy Parrish, Kim Riley, John Rosado, Patricia Rosado, Paul H. Schmid, Jim Shearouse, Michael Slesinski, Jennifer Spece, Kim Stevens, Oliver Trojak, Thomas J. Williams and Steve Zall. Also present was: Thomas Dirvonas, Solicitor.
- IV. **Community members present:** Corinne Baird, Pete Begley, Patty Lesniewski, Tom Lesniewski and Judy Summers.
- V. **APPROVAL OF MINUTES**

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to approve the minutes for the meeting of November 18, 2013, (pages 1-23). Motion was seconded by Robert Gress and passed 8-0-1 abstention. Gary Summers abstained.

VI. APPROVAL OF AGENDA

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve this agenda for December 16, 2013, (pages 1-15), 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 Robert Cooke and carried unanimously, 9-0.

- 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**

None
- IX. **SUPERINTENDENT'S REPORT**
 - A. Mr. Gary Summers said that the Monroe Career & Technical Institute meeting was canceled due to inclement weather and the next meeting will be in January.
 - B. Mrs. Eileen Featherman said that at the Colonial IU 20 meeting they discussed that they are still negotiating with Act 93 staff, support staff and bus drivers.

- C. Mr. Robert Cooke said that the Property/Facilities Committee meeting was canceled due to inclement weather. The meeting dates have been set and all meetings will be held in the Administration Center Board room at 5:30 p.m. They scheduled all meetings keeping in mind other group's meeting time and dates. The next Property/Facilities Committee meeting will be on Thursday, January 9th.
- D. Mr. Robert Gress said that at the Finance Committee meeting on December 9th, they discussed items like the budget timeline, which the Board should receive with their Board packets. They also discussed a tax resolution to not approve taxes over the index and are looking into a zero tax increase, which is on the agenda for consideration and approval tonight. Also on the agenda tonight are bids for the bus buyback program, supplies and joint consortium. They also discussed the 2013 Financial Report which reported that the district has excess in funds. They discussed putting the money away for PSERS and Capital Projects. Other agreements were discussed and are on the Board agenda tonight for consideration and approval. The next meeting will be on January 13th. They will schedule meetings not to conflict with the JOC meetings.
- E. Mrs. Marjorie James said that at the Policy Review Committee meeting, they discussed the dress code but no decisions have been made. They would like to get feedback from the Board, administrators and students. They meet the same days of the School Board meetings at 5 p.m. in the Administration Center Board room.
- F. Mrs. Laverdure thanked Mr. Keith Labar and the students for coming out and performing for the Board and community members. She wished everyone a happy and safe holiday.

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

- A. Mrs. Judy Summers had questions on some payment of bills. On page 88 there was a check in the amount of \$63,183 to Pearson Education for social studies for J. T. Lambert. How many books were bought and what kind. Will we be purchasing more for other schools? Mrs. Laverdure asked if this was just for J. T. Lambert. Mrs. Duggins said they were bought for J. T. Lambert and Lehman's Social Studies Department. Mrs. Duggins said she will send the information to Mrs. Summers when she gathers it. Mrs. Summers said there was also a check for \$2,500 payable to Jim Shearouse and asked what this was for. Mr. Shearouse said this was a reimbursement for hearing aids that he purchased and was reimbursed under the district's healthcare plan. Mrs. Laverdure said that since this is a health issue, this request could have been denied so she thanked Mr. Shearouse for sharing this information.

XI. **PERSONNEL ITEMS**

A. **Support Staff**

ACTION BY THE BOARD:

Motion was made by Robert Cooke to approve the resignations, retirements, leaves of absence, appointments and workday hour change 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 Roy Horton and carried unanimously, 9-0.

1. **Resignations**

- | Name | Position Held |
|-------------------|--|
| a. Pope, Angela | Bus Driver – Transportation
Effective Date: at the end of the workday on November 15, 2013. |
| b. Sintes, Carmen | Instructional Aide - J. T. Lambert Intermediate
Effective Date: at the end of the workday on December 20, 2013. |

(See pages 16-17)

2. Retirements

- | Name | Position Held |
|---------------------------------------|--|
| a. Cron, Wanda | Bus Driver - Transportation
Effective Date: at the end of the workday on January 16, 2014. |
| b. Frantz, Linda
(See pages 18-19) | Secretary - East Stroudsburg Elementary
Effective Date: at the end of the workday on February 28, 2014. |

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

- | Name | Position Held |
|---------------------|---|
| a. Deuerlein, Alice | Instructional Aide – High School South
Effective Date: November 7, 2013
Length of Leave: November 27, 2013 |
| b. Lazor, Teresa | Media I Technician – ITEC
Effective Date: November 4, 2013
Length of Leave: June 30, 2014
This is an intermittent leave. |
| c. Totero, Stacy | Student Helper – High School South
Effective Date: November 13, 2013
Length of Leave: six weeks
This is an intermittent leave. |

(Applications for Leaves of Absence received)

4. Leaves of Absence (Date Change) - In accordance with School Board Policy #535

- | Name | Position Held |
|---------------------|---|
| a. Keesser, Bridget | Instructional Aide - High School South
Effective Date: September 15, 2013
Length of Leave now through: November 15, 2013
This is an intermittent leave |
| b. Liatto, Cheryl | Custodian (3 rd shift) – North Campus
Effective Date: August 20, 2013
Length of Leave now through: December 6, 2013 |

(Applications for Leaves of Absence received)

5. Appointment - Long Term Substitute

- | Name | Appointment |
|-----------------------|---|
| a. Gerberich, Jessica | Cafeteria Worker (part-time, 4 hour) (Step 1) - East Stroudsburg Elementary (LTS)
Hourly Rate: \$10.67
Effective Date: December 9, 2013
Through: the end of the workday on the last student day of the 2013-2014 school year only.
Jessica replaces Donna Hicks who was reassigned. |

6. Appointments - Regular

Name	Appointment
a. Carter, Bernadette	Bus Driver (6 hour) (Step 1) – Transportation Hourly Rate: \$13.74 Effective Date: November 18, 2013 Bernadette replaces Ralph Seeley who retired.
b. O’Keefe, Allan	Bus Driver (6 hour) (Step 1) – Transportation Hourly Rate: \$13.74 Effective Date: December 4, 2013 Allan replaces Angela Pope who resigned.

7. Appointment - Regular (Non-Bargaining Unit)

Name	Appointment
a. Careri, William	Security Guard (1 st shift) (Step 1) – High School North Hourly Rate: \$12.93 Effective Date: December 3, 2013 William replaces Jacquelyn Wells who resigned.

8. Temporary Workday Hour Change

Name	Position	From	To	Effective
a. Kresge, Judy	Bus Driver	6 hour	8 hour	10/1/13 through the last student day of the 2013-2014 school year only. At the conclusion of this temporary change, Judy will return to a 6 hour driver.

9. Substitute Appointments

Name	Position(s)
a. Anderson, Diane	Bus Driver
b. Baldicanas, David	School Police Officer
c. Carter, Bernadette	Bus Driver
d. DeVito, Maria	Instructional Aide, Security Guard, Student Helper
e. Fennell-Raby, Beverly	Bus Driver
f. Harris, Kangela	Cafeteria Aide, Cafeteria Worker, Instructional Aide, Secretary, Student Helper, Student Hall Monitor
g. Karlik, Monika	Instructional Aide, Secretary, Student Helper, Student Hall Monitor
h. Lesoine, Frederick	Custodian, Maintenance
i. Lopez, Daniel	Custodian
j. Newallo, Rachel	Cafeteria Aide, Cafeteria Worker, Custodian, Instructional Aide, Secretary, Student Helper, Student Hall Monitor, Study Hall Monitor
k. Sanford, Lillian	Cafeteria Aide, Cafeteria Worker, Instructional Aide, Secretary, Student Helper
l. Stys, Patricia	Instructional Aide, Secretary, Student Helper, Student Hall Monitor
m. Weis, Cindy	Study Hall Monitor

B. Professional Staff

ACTION BY THE BOARD:

Motion was made by Robert Cooke to approve the resignation, leaves of absence, appointments and salary changes 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 Gary Summers and carried unanimously, 9-0.

1. Resignation

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

- | | |
|-----------------------|---|
| a. Hendershot, Colien | Special Education teacher - High School North
Effective: at the end of the workday on December 19, 2013. |
|-----------------------|---|

(See page 20)

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

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

- | | |
|-------------------|---|
| a. Jacobsen, Eric | Math teacher – Lehman Intermediate
Effective date: August 28, 2013
Length of Leave now through: January 3, 2014 |
|-------------------|---|

(Request received)

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

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

- | | |
|------------------------|--|
| a. Coke, Lucianna | English teacher – High School South
Effective date: October 22, 2013
Length of Leave now through: January 16, 2014 |
| b. Cunningham, Rebecca | Special Education teacher – High School South
Effective date now: December 4, 2013
Length of Leave now through: fifty-eight work days. |

(Requests received)

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

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

- | | |
|-------------------|--|
| a. Greiner, Susan | Grade 1 teacher – Middle Smithfield Elementary
Effective date: December 3, 2013
Length of Leave: December 20, 2013 |
|-------------------|--|

(Request received)

5. **Appointment (Date change) – Long Term Substitute**

Name	Appointment
a. Ordnung, Maureen	Math teacher – Lehman Intermediate (LTS) Effective Date: September 13, 2013 Now Through: the end of the workday on January 3, 2014 only. Maureen replaces Eric Jacobsen who is on a leave.

6. **Appointment - Regular**

Name	Appointment
a. Lurry, Trene	Special Education teacher (Life Skills) – High School North (TPE) Salary: \$40,099.00, prorated (Step 1 Column 1) Effective Date: December 20, 2013 Trene replaces Colien Hendershot who was reassigned to an Act 93 position.

(See page 21)

7. **Salary Changes**

	Name	From	To	Effective
a.	Olver, Ginger	\$45,380 (Step 3 Col. 9)	\$49,237 (Step 6 Col. 9)	8/28/13
b.	Senior, Caren	\$40,099 (Step 1 Col. 1)	\$42,289 (Step 1 Col. 6)	8/28/13

8. **Substitutes**

Name	Certification
a. Doppler, Richard	Emergency Permit
b. Famularo, Thomas	Social Studies
c. Fette, Arlene	Elementary
d. McPherson, Autumn	Early Childhood (PK-4)
e. Sowers, Mark	Emergency Permit
f. Tants, Ashleigh	Elementary
g. Walsh, Marianne	Emergency Permit

C. **ELL Learner Program**

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the approval of a summer professional development day on August 21, 2013, for the purposes of evaluating the English Language Learner Program and planning effective instruction for ELLS for the 2013-2014 school year in accordance with approved applicable policies and procedures (*subject to proper completion of all necessary documents and obtaining all necessary positive clearances*). This professional development day is fully funded through the Title III Grant. Motion was seconded by Eileen Featherman and carried unanimously, 9-0.

	Last Name	First Name	Position	Rate
a.	Barry	Lori	ESL Teacher	\$28.28/per hour (not to exceed 7.5 total hours)
b.	Gittens	Linda	ESL Teacher	\$28.28/per hour (not to exceed 7.5 total hours)
c.	Keiper	Alisa	ESL Teacher	\$28.28/per hour (not to exceed 7.5 total hours)
d.	Rasely-Philipps	Susanne	ESL Teacher	\$28.28/per hour (not to exceed 7.5 total hours)
e.	Rodriguez	Janice	ESL Teacher	\$28.28/per hour (not to exceed 7.5 total hours)

	Last Name	First Name	Position	Rate
f.	Weeks	Laura	ESL Teacher	\$28.28/per hour (not to exceed 7.5 total hours)
g.	Weseloh	Corinne	ESL Teacher	\$28.28/per hour (not to exceed 7.5 total hours)
h.	Zimmerman	Lindsey	ESL Teacher	\$28.28/per hour (not to exceed 7.5 total hours)
i.	Zipp	Christine	ESL Teacher	\$28.28/per hour (not to exceed 7.5 total hours)

D. Extra Responsibility Positions

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to approve the 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 Gary Summers and carried unanimously, 9-0.

1. Appointments for the 2013-2014 School Year

	Last Name	First Name	Position	Building	Rate
a.	Steakin	Susan	Intramural Substitute for All Grades Reading and/or Math Advisor (all year)	East Stroudsburg Elementary	\$23.46/hour
b.	Fodness	Peter	Intramural Fall Sports Advisor	Smithfield Elementary	\$23.46/hour (48 hour maximum)
c.	Fodness	Peter	Intramural Winter Sports Advisor	Smithfield Elementary	\$23.46/hour (48 hour maximum)
d.	Bomar	Terrence	Boys' Track and Field Varsity Assistant Coach	High School North	\$3,587.69
e.	Reith	Daryl	Boys' Track and Field Varsity Assistant Coach	High School North	\$3,587.69
f.	Marmo	Jennifer	Co-Mentor for Dana Wisotsky (2 nd semester)	High School North	\$612.06 (prorated)
g.	Zipp	Christine	Co-Mentor for Dana Wisotsky (2 nd semester)	High School North	\$612.06 (prorated)
h.	Clouse	Denise	Girls' Track & Field Varsity Assistant Coach	High School North	\$3,587.69 (plus \$250.00 longevity stipend)
i.	Corso	Christopher	Girls' Track & Field Varsity Assistant Coach	High School North	\$3,587.69
j.	Suarez	Matthew	Intramural Baseball Advisor	High School North	\$23.46/hour (24 hour maximum)
k.	Krupski	David	Intramural Boys Track & Field Advisor	High School North	\$23.46/hour (24 hour maximum)
l.	Bowen	Karleigh	Intramural Field Hockey Co-Advisor	High School North	\$23.46/hour (12 hour maximum)
m.	Krupski	David	Intramural Girls' Track & Field Advisor	High School North	\$23.46/hour (24 hour maximum)
n.	Gonda	George	Intramural Girls' Soccer Advisor	High School North	\$23.46/hour (24 hour maximum)
o.	Patascher	Daniel	Intramural Golf Advisor	High School North	\$23.46/hour (24 hour maximum)
p.	Metzgar	Richard	Intramural Rifle Advisor	High School North	\$23.46/hour (24 hour maximum)
q.	DeLong	Ryan	Intramural Softball Tri-Advisor	High School North	\$23.46/hour (8 hour maximum)
r.	Kean	Ashley	Intramural Softball Tri-Advisor	High School North	\$23.46/hour (8 hour maximum)
s.	Terwilliger	Jaclyn	Intramural Softball Tri-Advisor	High School North	\$23.46/hour (8 hour maximum)
t.	Dolph	Tyler	Intramural Swim Advisor	High School North	\$23.46/hour (24 hour maximum)
u.	Aponte	Betty	Intramural Tennis Advisor	High School North	\$23.46/hour (24 hour maximum)

	Last Name	First Name	Position	Building	Rate
v.	Fuller	Joshua	Intramural Wrestling Co-Advisor	High School North	\$23.46/hour (12 hour maximum)
w.	Pawlowski	Walter	Baseball Junior Varsity Coach	High School South	\$3,100.08
x.	Bickart	Charles	Boys' Track and Field Varsity Assistant Coach	High School South	\$3,587.69 (plus \$250.00 longevity stipend)
y.	Molin	Maury	Boys' Track and Field Varsity Assistant Coach	High School South	\$3,587.69(plus \$250.00 longevity stipend)
z.	Martinez	Frances	Cheerleading Varsity Assistant Coach (winter)	High School South	\$1,259.82
aa.	Mason-Caiazzo	Laura	Girls' Track and Field Varsity Assistant Coach	High School South	\$3,587.69
bb.	Woolsey	Lawrence	Girls' Track and Field Varsity Assistant Coach	High School South	\$3,587.69 (plus \$250.00 longevity stipend)
cc.	Boylan	Brian	Intramural Baseball Co-Advisor	High School South	\$23.46/hour (12 hour maximum)
dd.	Furst	Kane	Intramural Baseball Co-Advisor	High School South	\$23.46/hour (12 hour maximum)
ee.	Munford	Shawn	Intramural Boys' Basketball Advisor	High School South	\$23.46/hour (24 hour maximum)
ff.	Fodness	Peter	Intramural Boys' Soccer Co-Advisor	High School South	\$23.46/hour (12 hour maximum)
gg.	McCormick	Cara	Intramural Field Hockey Co-Advisor	High School South	\$23.46/hour (12 hour maximum)
hh.	Cole	Adam	Intramural Girls' Basketball Advisor	High School South	\$23.46/hour (24 hour maximum)
ii.	Gallagher	Cori	Intramural Girls' Soccer Co-Advisor	High School South	\$23.46/hour (12 hour maximum)
jj.	Segond	Angelic	Intramural Girls' Soccer Co-Advisor	High School South	\$23.46/hour (12 hour maximum)
kk.	Kolcun	Brian	Intramural Golf Advisor	High School South	\$23.46/hour (24 hour maximum)
ll.	Armitage	Jay	Intramural Rifle Advisor	High School South	\$23.46/hour (24 hour maximum)
mm.	Bedell	Elaine	Intramural Softball Tri-Advisor	High School South	\$23.46/hour (8 hour maximum)
nn.	Frick	Samantha	Intramural Swim Advisor	High School South	\$23.46/hour (24 hour maximum)
oo.	McGee	Amanda	Intramural Volleyball Advisor	High School South	\$23.46/hour (24 hour maximum)
pp.	Boylan	Brian	Intramural Weight Room Co-Advisor (fall season)	High School South	\$23.46/hour (24 hour maximum)
qq.	Furst	Kane	Intramural Weight Room Co-Advisor (fall season)	High School South	\$23.46/hour (24 hour maximum)
rr.	Rose	Anthony	Intramural Weight Room Supervisor (winter season)	High School South	\$23.46/hour (48 hour maximum)
ss.	Ruschmeyer	Leif	Intramural Wrestling Advisor	High School South	\$23.46/hour (24 hour maximum)
tt.	Allison	Richard	Intramural Boys' Basketball Co-Advisor	J. T. Lambert Intermediate	\$23.46/hour (12 hour maximum)
uu.	Timpson	Daniel	Intramural Boys' Basketball Co-Advisor	J. T. Lambert Intermediate	\$23.46/hour (12 hour maximum)
vv.	Allison	Richard	Intramural Boys' Soccer Advisor	J. T. Lambert Intermediate	\$23.46/hour (24 hour maximum)
ww.	Peeke	Lachlan	Intramural Cross Country Advisor	J. T. Lambert Intermediate	\$23.46/hour (24 hour maximum)
xx.	Bedell	Elaine	Intramural Tennis Tri-Advisor	J. T. Lambert Intermediate	\$23.46/hour (8 hour maximum)
yy.	Dreibelbis	Susan	Intramural Tennis Tri-Advisor	J. T. Lambert Intermediate	\$23.46/hour (8 hour maximum)
zz.	Hargrave	Betsy	Intramural Tennis Tri-Advisor	J. T. Lambert Intermediate	\$23.46/hour (8 hour maximum)
aaa.	Timpson	Daniel	Intramural Volleyball Advisor	J. T. Lambert Intermediate	\$23.46/hour (24 hour maximum)
bbb.	Ruschmeyer	Leif	Intramural Wrestling Advisor	J. T. Lambert Intermediate	\$23.46/hour (24 hour maximum)

	Last Name	First Name	Position	Building	Rate
ccc.	Muniz	Kathleen	Intramural Field Hockey Co-Advisor	Lehman Intermediate	\$23.46/hour (12 hour maximum)
ddd.	Ziegler	Jillian	Intramural Field Hockey Co-Advisor	Lehman Intermediate	\$23.46/hour (12 hour maximum)
eee.	Gonda	George	Intramural Soccer Advisor	Lehman Intermediate	\$23.46/hour (24 hour maximum)
fff.	Watson	Mark	Intramural Volleyball Advisor	Lehman Intermediate	\$23.46/hour (24 hour maximum)

E. First Level Supervisor

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the retirement of the designated First Level Supervisor staff in accordance with the approved applicable policies, procedures and First Level Supervisor Compensation Plan. Motion was seconded by Robert Cooke and carried unanimously, 9-0.

1. Retirement

Name

Position Held

a. Oswald, Kirk

Head Working Custodian – J. T. Lambert Intermediate
Effective Date: at the end of the workday on July 25, 2014.

(See page 22)

F. Act 93 Staff

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the retirement and appointment of the Act 93 staff designated in accordance with the approved applicable policies, procedures and current Act 93 Compensation Plan. Motion was seconded by Eileen Featherman and carried unanimously, 9-0.

1. Retirement

Name

Appointment

a. Holcomb, Kimberly

Director of Transportation
Effective Date: December 31, 2013

(See page 23)

2. Appointment

Name

Appointment

a. Hendershot, Colien

Supervisor of Special Education - Grades K - 5
Salary: \$71,127.00, prorated
Effective Date: December 20, 2013
This is a new position.

(See page 24)

XII. PETITION

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the Solicitor and Superintendent of the District be authorized and directed to prepare and file a Petition with the local Court of Common Pleas for the purpose of having David Baldicanas sworn in as substitute school police officer for the District. Motion was seconded by Marjorie James and carried unanimously, 9-0.

XIII. ORGANIZATIONAL CHART

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the East Stroudsburg Area School District Organizational Chart (008-Attachment), pursuant to Board Policy 008-Administrative Organization, to reflect reorganization to facilitate attrition due to retirement, and the division of the Assistant Superintendency into two (2) positions for Elementary and Secondary Education respectively. Motion was seconded by Marjorie James and carried unanimously, 9-0.

(See page 25)

XIV. CONTRACTS

1.

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to approve the contracts listed for their specific services, rates and effective dates totaling under \$10,000, subject to the review and recommendations of the Solicitor and approval of the Administration regarding the terms and conditions of any final contract, other than price or cost. Motion was seconded by Robert Cooke and carried unanimously, 9-0.

	NAME	SERVICE	RATE	PAYMENT FROM	EFFECTIVE DATE
1.	Colonial IU 20	Training of Trainers in Therapeutic Aggression Control Techniques (TACT2)	\$750.00	District	9/30/13-10/3/13
2.	Glinska, Izabella	Polish Translator for a Conference.	\$28.28	J. T. Lambert	11/27/13
3.	Lee, Kate	Passive Restraint Training	\$225.00	Professional Development	11/25/13
4.	Pocono Family YMCA	Employee Wellness Discount for Membership	No Cost	N/A	1/1/14-12/31/14
5.	Whitney, Nicole	Marching Band Staff for 2013 H.S. South Band Camp	\$600.00	Music Dept.	07/2013-11/2013
		TRANSPORTATION	CONTRACTS		
1.	Bellinger, Tania	Contract Transportation	\$73.72/day	Transportation Dept.	10/21/13
2.	Davis, Christine	Contract Transportation	\$183.41/day	Transportation Dept.	10/25/13
3.	Davis, Christine	Contract Transportation	\$185.93/day	Transportation Dept.	11/7/13
4.	Fink, Carleen	Contract Transportation	\$266.66/day	Transportation Dept.	11/12/13
5.	Galunic, Jenny	Contract Transportation	\$103.00/day	Transportation Dept.	11/5/13
6.	Gerst, Lisa	Contract Transportation	\$302.50/day	Transportation Dept.	10/21/13
7.	Holmes, Deborah	Contract Transportation	\$151.70/day	Transportation Dept.	10/21/13
8.	Holmes, Katharine	Contract Transportation	\$116.73/day	Transportation Dept.	10/21/13
9.	Krupski, Diane	Contract Transportation	\$139.29/day	Transportation Dept.	10/25/13
10.	Krupski, Diane	Contract Transportation	\$74.23/day	Transportation Dept.	10/26/13
11.	LaBadie, Gina	Contract Transportation	\$145.71/day	Transportation Dept.	11/6/13
12.	LaBadie, Gina	Contract Transportation	\$62.42/day	Transportation Dept.	11/12/13
13.	LaBadie, Gina	Contract Transportation	\$145.71/day	Transportation Dept.	11/13/13
14.	LaBar, Karla	Contract Transportation	\$312.25/day	Transportation Dept.	10/21/13

15.	Lastra, Steve	Contract Transportation	\$229.38/day	Transportation Dept.	10/23/13
16.	O'Rourke, Victoria	Contract Transportation	\$279.19/day	Transportation Dept.	10/28/13
17.	Siska, Dustin	Contract Transportation	\$322.90/day	Transportation Dept.	10/21/13

(See pages 26-31)

2.

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the contract listed for its specific service, rate 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, 9-0.

	NAME	SERVICE	RATE	PAYMENT FROM	EFFECTIVE DATE
1.	Colonial IU 20	Autistic Support	\$36,099.00	District	2013-2014 School Year

(See page 32)

XV. STUDENT ITEMS

A. Placements

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to approve the agreed upon alternative placements for the students listed for recommended schools and times indicated. Motion was seconded by Roy Horton and passed 7-2. Ronald Bradley and Gary Summers voted no.

	Student Number
a.	13160608
b.	13160809
c.	13021110

(See pages 33-34)

B. Overnight Field Trips

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the overnight field trips listed. The proposal and itineraries for the field trips meet the required Board Policy #121. Motion was seconded by Ryan Stevens and carried unanimously, 9-0.

	Name	Activity	Location	Dates
1.	Bove, Sheila (#4191)	J. T. Lambert-Science Olympiad Team and Engineering and Physics Club to a competition.	Huntingdon, PA	5/1/14-5/2/14
2.	Cole, Adam (#4197)	H.S. South - Varsity Girls' Basketball Team to Holiday Tournament.	Altoona, PA	12/27/13-12/28/13
3.	Delp, Judy	MCTI DECA students to State Leadership Conference and Competition.	Hershey, PA	2/26/14-2/28/14

4.	Kennedy, Kevin (#4202)	H.S. North - Varsity Boys' Basketball Team to Holiday Tournament.	Altoona, PA	12/26/13-12/27/13
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(See pages 35-38)

C. Field Trips – 75 Miles or More

ACTION BY THE BOARD:

Motion was made by Roy Horton 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, 9-0.

	Name	Activity	Location	Dates
1.	Bove, Sheila (#4188)	J. T. Lambert Science Olympiad Team/Engineering and Physics Club students to attend a competition.	West Chester, PA	1/25/14
2.	Dahl, Barb (#4190)	Middle Smithfield Elementary students to State Capital.	Harrisburg, PA	5/12/14
3.	Healey, Michael (#4193)	H.S. South UN Aspire students to CTA United Nations Conference	New York, NY	1/31/14
4.	Vitulli, Lisa	Lehman Intermediate 6 th grade students to attend a Science Exhibit.	Philadelphia, PA	4/4/14

(See pages 39-42)

D. 2013-2014 School Calendar - Revised

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to approve the 2013-2014 School Calendar as revised, to reflect one (1) early dismissal, two (2) inclement weather days, and to move the semester transition teacher in-service day for grades 9-12 from January 21, 2014 to January 27, 2014. Motion was seconded by Roy Horton and carried unanimously, 9-0.

(See page 43)

XVI. OLD AND NEW BUSINESS

None

XVII. CONFERENCE ATTENDANCE

A. Superintendent

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the attendance of Sharon Laverdure at the PASA Board of Governor's Meeting in Harrisburg, PA from January 23, 2014 (half day) – January 24, 2014 in the approximate amount of \$70 (mileage and half of the hotel expense will be paid by PASA). Motion was seconded by Marjorie James and carried unanimously, 9-0.

XVIII. FISCAL ITEMS

A. ACT 1 Index

ACTION BY THE BOARD:

Motion was made by Gary Summers to approve the recommendation of the Finance Committee to adopt the Resolution as presented to the Board at this meeting certifying that the District will not seek exceptions to the Act 1 Index and will not raise taxes in an amount that exceeds the Act 1 Index (2.8%) for the 2014-15 tax year. Adoption of this Resolution will permit the District to forego the preliminary budget requirements of Act 1 of Special Session 2006. Motion was seconded by Roy Horton and carried unanimously, 9-0.

(See pages 44-45)

B. Bids – Buses

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the recommendation of the Finance Committee to seek bids for thirty-two (32) - 72 passenger, twelve (12) - 28 to 30 passenger, and five (5) wheel chair buses through the District's bus buy-back program. Motion was seconded by Ryan Stevens and carried unanimously, 9-0.

C. Bids – Supplies

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the recommendation of the Finance Committee to seek bids for Athletic, Custodial, Family and Consumer Science, Medical/Dental, Science, and Tech Ed supplies for the 2014-15 fiscal year. Motion was seconded by Eileen Featherman and carried unanimously, 9-0.

D. Joint Purchasing Consortia

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the recommendation of the Finance Committee to authorize the District's participation in the following joint purchasing consortia: AEPA, Chester County Joint Purchasing Board, COSTARS, IU-20 Joint Purchasing Board, Keystone Purchasing Network, PEPPM, TCPN, and the US Communities Government Purchasing Alliance. Motion was seconded by Eileen Featherman and carried unanimously, 9-0.

E. Agreements

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the recommendation of the Finance Committee to approve the two agreements as presented at this meeting with Public Consulting Group (PCG) for the processing of direct service claims and administrative service claims under the School-Based Access Program (SBAP) for the 2013-14 fiscal year. Motion was seconded by Eileen Featherman and carried unanimously, 9-0.

(See pages 46-47)

F. Fund Balance Allocations

ACTION BY THE BOARD:

Motion was made by Gary Summers to approve the recommendation of the Finance Committee to approve the following fund balance allocations based upon the audit for 2012-13: \$10.0M to the Capital Reserve Fund for capital projects as approved by the Board and \$5.2M to the Committed Fund Balance for PSERS Rate Increases to assist the District in mitigating the budgetary consequences of the future increases in the PSERS retirement rate. Motion was seconded by Eileen Featherman and carried unanimously, 9-0.

G. Change Orders – J. M. Hill Elementary

1.

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to approve Change Order #4 for J. M. Hill Elementary School renovations and additions electrical construction at a cost of \$2,610.02. This cost includes contractor to replace existing CAT5E data cables in classrooms #211, #220, #229 and #224. Motion was seconded by Roy Horton and carried unanimously, 9-0.

(See page 48)

2.

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve Change Order #5 for J. M. Hill Elementary School renovations and additions electrical construction at a cost of \$2,330.00. This cost includes contractor to replace eleven (11) existing CAT5E Cables with CAT6 to power poles. Motion was seconded by Eileen Featherman and carried unanimously, 9-0.

(See page 49)

3.

ACTION BY THE BOARD:

Motion was made by Robert Gress to approve Change Order #6 for J. M. Hill Elementary School renovations and additions electrical construction at a cost of \$27,218.34. This cost includes contractor to: Motion was seconded by Robert Cooke and carried unanimously, 9-0.

(See page 50)

- Upgrade to sub-standard wiring in classroom ceilings in classrooms #103, #104, #106, #107, #108, #116, #118, #210, #211, #219, #220, #221 and #223.
- Disconnect & reconnect exit lights in basement after ceiling lowered to accommodate new piping.
- Reinstall fixtures for emergency lighting in basement corridor.
- Install 9 new light fixtures in offices.
- Demo old lighting in office for new suspended ceiling.
- Terminate existing CAT5E cables for wireless access into school supplied patch panel at MDF & IDF.
- Change 100A-250V 3 pole disconnect in elevator equipment room to modern disconnect to accommodate low voltage contacts for proper elevator operations.

4.

ACTION BY THE BOARD:

Motion was made by Ronald Bradley to approve Change Order #7 for J. M. Hill Elementary School renovations and additions electrical construction at no cost to the district. Change order is for the return and restocking of the hardware based NVR's and the additional licenses and technical services to add cameras to the Owner provided MaxPro server. Motion was seconded by Eileen Featherman and carried unanimously, 9-0.

(See page 51)

5.

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to approve Change Order #8 for J. M. Hill Elementary School renovations and additions electrical construction at \$1,631.00. Change order is to furnish and install a duct smoke detector. Motion was seconded by Roy Horton and carried unanimously, 9-0.

(See page 52)

H. Change Order – JTL/Resica/North & South Bus Garage

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve Change Order #1 for J. T. Lambert Intermediate School in the amount of \$1,592.13. Change order is for Standby Power Generator Installation at J. T. Lambert, Resica Elementary School, North Bus Garage and South Bus Garage. Motion was seconded by Eileen Featherman and carried unanimously, 9-0.

(See page 53)

I. Application for RtII Grant Funds

ACTION BY THE BOARD:

Motion was made by Robert Cooke to authorize the Superintendent to execute a Subrecipient Letter of Agreement with Lancaster-Lebanon Intermediate Unit 13 in the form as submitted at this meeting for the purpose of obtaining grant funds pursuant to the RtII Elementary Mathematics Team Series 2013-2014 program as authorized by the Pennsylvania Department of Education. Motion was seconded by Eileen Featherman and carried unanimously, 9-0.

(See pages 54-58)

J. Shawnee Valley Bus Transportation

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to approve the request of the Shawnee Valley Property Association to relocate the school bus loading and unloading zone for the Shawnee Valley Community from inside the community to its former location on Hollow Road effective as of January 2, 2014. Motion was seconded by Gary Summers. Motion was made by Gary Summers to table this motion. Motion was seconded by Ronald Bradley and carried unanimously, 9-0 to table.

K. Skyline Heights and Ivy Ridge Tax Assessment Appeal Settlements

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to approve a settlement agreement(s) on the tax assessment appeals indexed to Monroe County Court of Common Pleas Nos. 4574 CV 2010 and 9117 CV 2011 based upon the resulting assessed values as presented below in a form as approved by the Solicitor, and to authorize the Solicitor to sign the settlement agreement(s) on behalf of the School District. Motion was seconded by Roy Horton and passed 8-1. Robert Gress voted no.

Skyline Heights, L.P.

Tax Year	New Assessment
2011	\$347,600
2012	\$352,800
2013	\$380,000
2014	\$398,000

Ivy Ridge, L.P.

Tax Year	New Assessment
2012	\$336,000
2013	\$346,775
2014	\$350,000

L. Use of Facilities

1.

ACTION BY THE BOARD:

Motion was made by Roy Horton 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 Ryan Stevens and carried unanimously, 9-0.

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

Board Agenda	BUILDING	DATE from	DATE to	ORGANIZATION	EVENT	Facility Fees Waived
12/16/13	J.M. Hill	1/2/14	5/29/14	Girl Scouts	Daisy Meetings	Yes
12/16/13	Lehman	1/25/14	1/26/14	BYA*	Wrestling Tournament	Yes

*Personnel fees will be assessed.

(See pages 59-60)

2.

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the requests for use of facilities as listed for Class 1 school-related activities. (Facility fees and personnel fees will be paid by District XI). Motion was seconded by Robert Gress and carried unanimously, 9-0.

CLASS 3 – NON-SCHOOL RELATED USE OF FACILITIES

Board Agenda	BUILDING	DATE from	DATE to	ORGANIZATION	EVENT	Facility/ Personnel Fees Assessed
12/16/13	H.S. South	2/13/14	2/15/14	District XI	JV Wrestling Tournament	Yes
12/16/13	H.S. South	5/14/14	5/15/14	District XI	Track & Field Meet	Yes

(See pages 61-62)

M. 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 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, 9-0.

1. Budget Transfers - (See pages 63-68)
2. Payment of Bills - (See pages 69-92)
3. Treasurer’s Report - (See pages 93-108)

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING
December 16, 2013**

Carl T. Secor Administration Center – Board Room

7:00 P.M.

ADDENDUM A

XI. PERSONNEL ITEMS

A. Support Staff

ACTION BY THE BOARD:

Motion was made by Robert Cooke to approve the resignation 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 Roy Horton and carried unanimously, 9-0.

1. Resignation

Name

Position Held

c. French, Diane

Temporary Instructional (Reading) Aide - Bushkill Elementary
Effective Date: at the end of the workday on December 19, 2013.

(See page 4)

B. Professional Staff

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the 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 Eileen Featherman and carried unanimously, 9-0.

9. Appointments - Long Term Substitutes

Name

Appointment

a. Chowdhury, Irene

Special Education (Learning Support) - High School South (LTS)
Salary: \$40,099.00 , prorated (Step 1 Column 1)
Effective Date: December 19, 2013 through the end of the workday on March 11, 2014 only.
Irene replaces Rebecca Cunningham who is on a leave.

b. French, Diane

Grade 2 teacher – Bushkill Elementary (LTS)
Salary: \$40,099.00, prorated (Step 1 Column 1)
Effective Date: December 20, 2013 through the end of the last teacher workday of the 2013-2014 school year only.
This is a new position.

(See pages 5-6)

G. Support Staff

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to approve the form and content of the Collective Bargaining Agreement between the Board of Education and East Stroudsburg Area Education Support Professional Association for the period of July 1, 2011 through June 30, 2015, as presented. The Agreement includes a \$.30/per hour increase for the 2011-2012 fiscal year, a \$.30/per hour increase for the 2012-2013 fiscal year, a \$.80/per hour increase for the 2013-2014 fiscal year, and a \$.35/per hour increase for the 2014-2015 fiscal year. The premium share for health insurance will increase from \$10/per pay to \$40/per pay effective January 1, 2014. Those individuals whose net pay (gross pay less premium share) is decreased from prior net pay as a result of the premium share increase will be additionally compensated to offset the loss. Motion was seconded by Robert Cooke and carried unanimously, 9-0.

(See pages 7-68)

H. Central Administrative Staff

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the form and content of the employment Agreement between the Board of Education and Dr. Thomas A. Lesniewski, Assistant Superintendent for Curriculum & Instruction Grades 6-12, as presented. Motion was seconded by Eileen Featherman and passed 8-1. Robert Gress voted no.

(See pages 69-87)

I. Act 93 Staff

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve payment of a stipend in the amount of \$5,000 (prorated) to Thomas Williams, currently Director of Custodial Services, effective January 16, 2014 through June 30, 2014. This stipend reflects an Act 93 position change eliminating the positions of Director of Maintenance and Director of Custodial Services and creating the position of Director of Facilities. Mr. Williams will be the Director of Facilities effective January 16, 2014. Motion was seconded by Robert Gress and carried unanimously, 9-0.

XVIII. FISCAL ITEMS

L. Use of Facilities

1.

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the request 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 Eileen Featherman and carried unanimously, 9-0.

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

Board Agenda	BUILDING	DATE from	DATE to	ORGANIZATION	EVENT	Facility Fees Waived
12/16/13	H.S. South	1/18/14	3/8/14	East Stroudsburg Little League	Softball Clinic	Yes

(See page 88)

N. Bond Payments

1.

ACTION BY THE BOARD:

Motion was made by Robert Cooke to approve the current invoices for construction and related costs associated with the QZAB (2011D) Issue: \$2,800.00. Motion was seconded by Roy Horton and carried unanimously, 9-0.

(See page 89)

2.

ACTION BY THE BOARD:

Motion was made by Eileen Featherman to approve the current invoices for construction and related costs associated with the Bond Issue 2012A: \$3,238.77. Motion was seconded by Roy Horton and carried unanimously, 9-0.

(See page 90)

O. PNC Construction Account Payment

ACTION BY THE BOARD:

Motion was made by Marjorie James to approve the current invoices for construction and related costs associated with the PNC Construction Account Balance: \$261.23. Motion was seconded by Roy Horton and carried unanimously, 9-0.

(See page 91)

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING
December 16, 2013**

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

ADDENDUM B

XI. PERSONNEL ITEMS

J. Professional Staff

ACTION BY THE BOARD:

Motion was made by Roy Horton to approve the Early Bird Collective Bargaining Agreement as presented between the Board of Education and East Stroudsburg Education Association for the start of the 2014-2015 school year through the end of the 2015-2016 school year. The Agreement includes column movement, a \$1,500 across the board increase (2.31%), and no step movement for the 2014-2015 school year; column movement, a \$1,000 across the board increase (1.51%), as well as step movement for the 2015-2016 school year. The employee premium share will remain at \$50 per pay for both the 2014-2015 and 2015-2016 school years. Extra-Responsibility Pay Schedules will be frozen at the 2013-2014 rates for the length of the Agreement. All other components of the current Collective Bargaining Agreement and Memorandum of Understanding Board approved on June 4, 2012 between the East Stroudsburg Area School District and the East Stroudsburg Education Association will remain the same. Motion was seconded by Eileen Featherman. A roll call vote was taken and passed unanimously, 9-0. Ronald Bradley, Robert Cooke, Eileen Featherman, Robert Gress, Roy Horton, Marjorie James, William Searfoss, Ryan Stevens and Gary Summers voted yes.

XIX. ANNOUNCEMENTS/INFORMATION

- A. Dr. Thomas Lesniewski said he is looking forward to being part of this community and getting started at the East Stroudsburg Area School District. He thanked the Board for their support.
- B. Mr. Searfoss wished everyone Merry Christmas and Happy New Year!

XX. ADJOURNMENT 7:58 P.M.

Respectfully Submitted,

Patricia L. Rosado
Board Secretary