

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

December 16, 2019 – 7:00 P.M.

Carl T. Secor Administration Building

Minutes

- I. **President** Richard Schlameuss called the meeting to order at 7:09 p.m. and led those present in the Pledge of Allegiance. **Board Secretary**, Patricia Rosado called the roll.
- II. **Board Members present:** George Andrews, Rebecca Bear, Damary Bonilla, Larry Dymond, Sharone Glasco, Debbie Kulick, Wayne Rohner (took his seat at 7:50 p.m. after being appointed and sworn-in), Richard Schlameuss and Lisa VanWhy.
- III. **School personnel present:** Eleni Angelopoulos, Brian Baddick, Jody Bohrman, Ben Brenneman, Dave Cooper, Robin Daning, Joe Formica, Scott C. Ihle, Alisa Keiper, Diane Kelly, Phil Lazowski, Kristin L. Lord, Tom McIntyre, Frederick Mill, Debra Padavano, Craig Reichl, William Riker, John Rosado, Patricia Rosado, Paul Schmid, Fabiola Souffrant, Renee Stevens, Bob Sutjak, and Bill Vitulli. Christopher Brown, Solicitor.
- Student School Board Representatives:** Matthew Ruiz. Alejandra De La Cruz was absent.
- IV. **Community members present:** Shawn Blycane, Vanessa Bompane, Barry Boyce, Jihan Colletta, Kimberly DeBlasio, Tomara Ellis, Dominick Frank, Audry Garrett, Bob Gress, Jason Gullstrand, Josh Hernandez, Maria Hopkins, Robert C. Huffman, Julia Jankowski, Robert Jankowski, Keith Karkut, Rosanne Leone, Irene Livingston, Ken Livingston, Heidy Munoz, Doug Olmstead, Jacob Pride, John Pride, Darryl Sabino and Tara Tanczos.
- V. **ANNOUNCEMENT OF EXECUTIVE SESSIONS**
- a. An Executive Session was held on November 21, 2019 for the purpose of discussing personnel.
 - b. An Executive Session was held on December 13, 2019 for the purpose of discussing personnel
 - c. An Executive Session was held this evening before this meeting at 5:30 p.m. for the purpose of discussing personnel, litigation and negotiations.

VI. **ADOPTION OF AGENDA**

ACTION BY THE BOARD:

Motion was made by Debbie Kulick to adopt this agenda for December 16, 2019, 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 Damary Bonilla and passed unanimously, 8-0 with addition of Addendum A & C.

VII. **APPROVAL OF MINUTES**

ACTION BY THE BOARD:

Motion was made by Debbie Kulick to approve the minutes of the November 18, 2019, Board meeting. Motion was seconded by George Andrews and carried unanimously, 8-0.

VIII. **PUBLIC PARTICIPATION**

Limited to the Contract for Professional Services with PSBA (3 min. ea.)

None

IX. CONTRACT FOR PROFESSIONAL SERVICES

RECOMMENDATION: Motion was made by George Andrews to approve the Contract for Professional Services with PSBA as presented. Motion was seconded by Larry Dymond. A roll call vote was taken and failed 4-4. George Andrews, Larry Dymond, Sharone Glasco, and Richard Schlameuss voted yes. Rebecca Bear, Damary Bonilla, Debbie Kulick and Lisa VanWhy voted no.

(See pages 28-32)

X. PUBLIC PARTICIPATION

Limited to Board Vacancy Item (3 min. ea.)

- A. Ms. Kimberly DeBlasio, Libertarian Candidate during the elections, said she attended many School Board meetings, which gave her some insight as to the time and energy needed to fill the School Board Vacancy Position and the items the district deals with. There is so much more to learn and she is also willing to listen. She comes from Nazareth and joined the army. She then settled in with her family in East Stroudsburg and has 4 children 3 of which are in the district. She has built a great rapport with students, families and district employees. She has also participated in sports, girl scouts, PTO etc. She is honest, trustworthy and has integrity. She believes she will be a great liaison because of the relationships she has developed within the community. She works but has flexible hours in order to serve on the Board. She is not related to any employee working in the district or anyone who is receiving retirement benefits nor does she have any business interest in the community. This will allow her to be objective in the decision-making process. She thanked the Board members for their consideration. It will be an honor to serve along the current Board members as well as serve the students, families and taxpayers of the East Stroudsburg Area School District.
- B. Mrs. Irene Livingston said that she is interested in becoming a School Board member. She has been a district resident for the past 19 years and is a qualified elector. She has 46 years of experience as a dedicated public school educator. She recently retired and served as an educational leader and building administrator. At a workshop, which she attended last summer, two words that resonated with her were "What" and "Why". What you want to do and why you want to do it. If you know your why, your what has more impact, then you know your purpose. What, is my desire to be a School Board Member. Why, because I am an advocate for the success of all students. All children must have the opportunity to maximize their full academic potential. Why, because I commend the School Board's support of professional staff and support staff endeavors. Why, because I appreciate the School Board efforts to be fiscally responsible, with a no tax increase budget. Why, because I applaud the School Board's transparency with the community by providing quarterly updates. Why, because it would be a privilege and an honor to be afforded the opportunity to continue my dedication to children and service to all parents and community members.
- C. Mr. Keith Karkut said he served on the Board from 2005-2009 and recently filled a two-year position. When he was on the School Board they accomplished a lot of things. He is committed to this community where he has lived for the past 34 years and was born and raised in Pennsylvania. He has four children, two graduated from ESASD and two are still in school. He also has a granddaughter. He has family, friends and community in this district. His love for the district goes beyond the School Board. He has donated his service to PTOs and participated in many activities. He is self-employed; therefore, his schedule is flexible. When he ran in the elections, he was the next candidate in line of those who were elected. The reason why he is here is because on the School Board he learned that they have to work together. The recent Board was working well together. Together they can improve and work to better the educational process. We are here for the kids. He's made himself present to schools. He would like to ask for your support and is willing to step in tonight if appointed. It will be a tough decision and no matter who is chosen, the person will fulfill the position to the best of their abilities.
- D. Mr. Wayne Rohner said that he would appreciate the opportunity to continue as a School Board member based upon the experience he obtained in the last four years. He is interested in school law and is a certified building code official, which will help with the current projects in the district. He will appreciate the Board member's support.
- E. Mr. Robert Huffman said he recently retired from the School Board. He began on the Board in 1989 and has been on and off for about 30 years. He's been involved with MCTI and at the IU 20. He served as a School

Board Secretary for 10 years, Secretary and President at MCTI and Board President for 1 year. He was appointed three other times to fill vacancies. He said he would like to be considered again.

- F. Mr. Robert Gress said he previously served on the School Board for 12 years. His three children are ESASD graduates. While on the Board, they implemented all-day Kindergarten, they increased bus runs, etc. He would appreciate it if the Board will vote him in to fill the vacancy and appreciates their support.
- G. Mr. Jason Gullstrand said that he came to East Stroudsburg in 1991 to study in the university. He got married and stayed in East Stroudsburg where he raised his two children who are in 11th and 8th grade. His children are challenged by academic rigors of the district and have taken part in many of the activities and sports afforded to them. As an educator, he's taught 8th graders. He encourages them to experience change and make a difference in their community. He ran for the School Board to show his students that they can achieve like he has when he was elected on the Board. While he was on the Board, they started down many paths and he would like to continue them as well as make new journeys. No matter who you vote for, you will accept them with gracious hearts as you accepted me. If he is chosen, he will continue with the same motivation he had in the past.
- H. Mr. Jacob Pride said he is a 2019 ESASD graduate, who was elected as a Smithfield Township Supervisor. He would like to articulate his support for Bob Gress for the vacancy on the Board. When Mr. Gress served on the Board, he always advocated for the community, students and parents. He has the leadership skills to boost the moral that the district needs and to help with negotiations. He hopes you will consider favorably Mr. Gress for School Board Candidacy.

XI. BOARD VACANCY

1.

ACTION BY THE BOARD:

Motion was made by Debbie Kulick to declare a vacancy on the Board of Education as a result of Lisa VanWhy's election to two district seats on the Board at the November 5, 2019, municipal election. Motion was seconded by George Andrews and carried unanimously, 8-0.

2.

Nominations:

Debbie Kulick nominated Robert C. Huffman for the vacancy on the Board of Education. Lisa VanWhy seconded it. George Andrews nominated Wayne Rohner for the vacancy on the Board of Education. Larry Dymond seconded it. Lisa VanWhy nominated Kimberly DeBlasio for the vacancy on the Board of Education. George Andrews seconded it. Rebecca Bear nominated Keith Karkut for the vacancy on the Board of Education. George Andrews seconded it. Richard Schlameuss nominated Jason Gullstrand for the vacancy on the Board of Education. Rebecca Bear seconded it. Sharone Glasco nominated Irene Livingston for the vacancy on the Board of Education. Rebecca Bear seconded it. Richard Schlameuss nominated Bob Gress for the vacancy on the Board of Education. Debbie Kulick seconded it.

ACTION BY THE BOARD:

Motion was made by Debbie Kulick to appoint Robert C. Huffman to fill the vacancy on the Board of Education, for a term to expire on the date of December 2021 Reorganization Meeting. Motion was seconded by Lisa VanWhy. A roll call vote was taken and failed 3-5. Debbie Kulick, Richard Schlameuss and Lisa VanWhy voted yes. George Andrews, Rebecca Bear, Damary Bonilla, Larry Dymond, and Sharone Glasco voted no.

ACTION BY THE BOARD:

Motion was made by George Andrews to appoint Wayne Rohner to fill the vacancy on the Board of Education, for a term to expire on the date of December 2021 Reorganization Meeting. Motion was seconded by Larry Dymond. A roll call vote was taken and passed 7-1. George Andrews, Rebecca Bear, Damary Bonilla, Larry Dymond, Sharone Glasco, Richard Schlameuss and Lisa VanWhy voted yes. Debbie Kulick voted no.

XII. REPORTS

- a. Monroe Career & Technical Institute Update
Mrs. Lisa VanWhy said that at MCTI they had the Reorganization meeting where they appointed officers. The capital projects were discussed. The HVAC project is having some issues. They are working to resolve them. The generator project is complete. The 2020 summer roof project should be going out to bid in early

January. The DECA Competition and Leadership Conference will be held at Hershey in February. An Articulation Agreement was approved between MCTI and Johnson College for various programs. A Peterbilt truck was purchased for students, which was paid by a Competitive Equipment Grant. MCTI is requesting that the Capital funding be included in the budget in order to complete all projects. They discussed the Comprehensive School and it will sit on a shelf for a while because money is not there as they thought it would be. Maybe it will be talked about again in the future. Dr. Bonilla asked why there is no money. Mrs. VanWhy said they are looking to be an all-day Comprehensive School. We made a plan and the Governor promised money saying it was going to be fully funded but then they said they had a matching grant for two million dollars. The four Superintendents met with the legislators and were told there is no money. If we were to have the Comprehensive School, it would need to be fully funded by all four districts. Our district already pays out two million dollars for the MCTI students. It would not add students to the program and the majority of the students did not want to be at MCTI for a full day. Dr. Bonilla said she had shared on social media that they would be receiving the funds. Mrs. VanWhy said the four districts did not want to proceed if it was not going to be fully funded but the Governor does not have the funds for the Comprehensive School.

b. Colonial IU 20 Update

Dr. Damary Bonilla said she has been in communication with the IU 20 and received all meeting dates for this coming year. She also scheduled an orientation virtual meeting with Dr. Christopher Wolfel, Executive Director of the IU20.

c. Property/Facilities Committee Update

Mrs. Lisa VanWhy said the Committee did not meet this month but they met today to go over the Capital Projects and discussed the Summer Projects. Hopefully, next month they will make recommendations for replacing flooring at Resica Elementary and J. T. Lambert Intermediate School. They would also like to work on the sewer treatment plant lagoon liners, H.S. South pool re-grout, drinking water at Resica and Middle Smithfield Elementary Schools, parking lot sealcoating at Smithfield Elementary School and other ongoing projects. The next meeting is scheduled for January 8, 2020.

d. Finance Committee Update

Ms. Rebecca Bear said the Finance Committee met on December 9, 2019. Mr. Paul Schmid requested to create a new position for a full-time secretary, while eliminating the part-time position. Mr. McIntyre presented an update on current projects. He also explained the first draft of the 2020-2021 budget and said that the Board needs to approve the Plan Con K GO Bonds Series of 2019 paperwork for reimbursement. Ms. Bear mentioned the fees were too expensive but the work was already done. Also needing Board approval are the IU Fuel Bids if the Board decides they would like to join the Purchasing Board. A presentation was made regarding the I-read Program, which will be paid by ACCESS. The program will help students struggling with reading. A new School Police position was requested by Chief Mill and a security position will be eliminated. Finally, Bundle B of the Berkone Proposal was discussed in order to comply with the law. Proposal has been approved in past years. The next meeting will be held on January 13th at H.S. North in the library.

e. Policy Review Committee Update

Ms. Sharone Glasco said the Policy Review Committee met tonight. They discussed the PNN Subscription that offers guidelines on policies regarding State, Federal and Local changes. The Committee plans to stay abreast of that quarterly subscription in order to remain compliant as a district. They are open to discuss with the public any policy issues. They will be discussing the Dress Code Policy and ear buds that students are wearing to ensure students can use them when not in class. They also discussed the bus driver shortage. No new policies were approved and none are on deck right now.

f. Student School Board Representative

Mr. Matthew Ruiz, High School South, said that this week at South is Mindfulness Week. Many different activities are planned, such as, Presentations, Speeches and Stress Ball making. Last Friday, they held a student/faculty basketball game to fundraise money to help provide gifts to low income family. Students and faculty tied the game but since the students raised the most money they came up on top. Tomorrow night will be the Choir Concert with a snow date on Wednesday. The DECA Competition took place on December 7th. Out of 63 students who attended, 55 placed and 22 of them won first place. The 55 students will be going to compete in Hershey on February 19th. There was an FBLA Regional Competition at ESU today where 8 students placed. The Musical chosen was, "The Music Man", where rehearsals are ongoing. In Sports, The Rifle Team and Boys' Basketball team are undefeated. The Boys' Swimming team is 2-1 and the Girls' Swimming team is 0-3. The Wrestling team is 0-1. At the Wrestling Tournament at Lancaster, PA on

December 7th, 3 students placed, Ajay Hiller, placed 7th, Jacob Cacko placed 8th, and Nick Alejandro placed 3rd. Nick also received the MVP Award. The Boys' Basketball Team kicked off the season with a Tip-off tournament in Berwick, PA and placed 1st.

g. 2020-2021-Budget Presentation

Mr. Tom McIntyre presented the 2020-2021 budget, which will need to be approved in June 2020. Mr. McIntyre said he will speak about the Role of the School Board with the Budget, School Finance 101, Important Timelines to Guide your Decisions, Revenue projections, Student Investment Projections and Key Takeaways.

Role of the School Board and the Budget

Adopting a budget is one of the most important functions of a School Board

A budget is not:

- A partisan political tool and it should represent the educational needs of the total community
- Self-serving to special-interest groups and should be able to represent the greater public good
- A forum for achieving personal advantage
- The sole basis for evaluating administrative performance
- A vehicle to censure previous actions

A Budget, if properly planned and presented, will provide benefits beyond legal compliance.

School Finance 101

Budgeting – Required by State Law

Finances – Expenditures by Function

Finances – Spending by Object

Cost Factor Examples – Controllable and Uncontrollable

Finances – Revenue Sources

The Balanced Budget – The total amount shall not exceed the amount of funds available for school purposes.

What is Fund Balance? – Non-spendable, Restricted, Committed, Assigned and Unassigned.

Fund Balance Limits – 8% (Unassigned)

Important Timelines to Guide your Decisions

Act 1 Budget Timeline – Act 1 of 2006 changed the landscape of local school districts being able to tax locally.

On December 16, 2019 the School Board has to make a decision whether to move forward with a preliminary budget or an opt-out resolution. The opt-out resolution is on the agenda tonight. If the Board decides not to approve it then a preliminary budget will be made available for public inspection on/before January 9, 2020. May 31, 2020 is the deadline to approve a Proposed Final budget and June 30, 2020 is the deadline to approve a final budget.

Act 1 of 2006 Taxpayer Relief act of 2006. At one time we were able to raise taxes with no limit but now we have an index. Exception to index rule is special education, pension and construction (Before Act 1). A voter approval will be needed in an election referendum in May of each year. We can only raise taxes with last year's Adjusted Index of 3.2%.

Revenue Projections

Where does the money come from?

- Local Revenue – Real Estate Taxes = 58% and Income Tax, Local Services and Delinquent Taxes = 8%
Estimated Millage after Monroe County Re-assessment dated 11/9/18
Old Millage 176.81
New Millage 29.7266
Millage Reduction 147.0734 / millage reduction as a % of New Mills 494.6%
Millage Rate for Monroe County 2019-20 = 177.86 and 2020-21 = 30.72
Millage Rate for Pike County 123.66 and 2020-21 = 123.66
- State Revenues Basic Education, Special Education, PSERS and Other State = 28.76% (State Budget/Basic Education Funding Formula)
- Federal Revenues = 3.24%
Grants = 2.7%
Financing/Sale of Fixed Assets = 1.44%
- Other Sources = 1%
- Total Revenues in 2019-20 = \$162,207,741 and in 2020/21 = \$162,198,299

Where does the money go?

- Salaries
- Benefits
- Contracted Services
- Purchased Services
- Debt
- Supplies
- Equipment

Student Investments Projections

Wages & Benefits represent the largest share of costs =71%

Debt Service – 11%

Fixed District Cost – 82%

Variable District Cost – 20%

- Supplies, books, contracted & professional services, utilities, purchased services, maintenance and equipment
- Some are not directly controllable by the district – special education, alternative education, charter school tuition, insurance, etc.

Salary & Benefit costs projected to increase \$3.4M

Non-Salary & Benefit costs projected to increase \$3.0M

Total Investments projected to increase - \$6.4M

Student Support = 30.91% of Budget

- Instructional Support, Operations, Student Support, Administration, Transportation, Central Support, Business, Pupil Health and Other Support.

Non-Instruction and Debt = 12.46%

- Debt, Student Activities and Community Services
- \$0.71 of every \$1.00 is spent directly or indirectly supporting student learning.
- \$0.13 of every \$1.00 is spent on Maintenance & Operations
- \$0.11 of every \$1.00 is spent on Debt Service.
- \$0.05 of every \$1.00 is spent on Administrative Activities.

Summary

Balancing the Budget

- Revenues – Local, State and Federal Taxes
- Expenditures – Programmatic and Operational

Board Decision Points

- Real Estate Taxes/Fund Balance/Budget Adjustments

Key Takeaways

- Projected Starting Deficit = \$5.9MM
- Act 1 Index 3.2% or \$1.5MM (adjusted)
- December Decision Preliminary Budget or “Opt Out” Resolution

Mrs. Lisa VanWhy asked what is the benefit of opting out or not opting out. Mr. McIntyre said if the Board chooses to opt out it locks the district into being able to raise taxes but not more than 3.2%. The district does not have to raise taxes but they can up to 3.2%. If we do not opt out, he will have to create a preliminary budget and submit it to the State. The State will then let us know how much in addition to the 3.2% the district can raise taxes, if any. Mrs. VanWhy asked what is a mill equal. Mr. McIntyre said that they do not have that information at this time. Mr. Schlameuss said further discussion can be held when it's time to vote on the opt-out motion. Mrs. VanWhy thanked Mr. McIntyre for putting the presentation together. Mr. McIntyre said he and his team worked on it. Mr. Schlameuss also thanked Mr. McIntyre and said many people may not know what goes into putting the budget together.

XIII. PUBLIC PARTICIPATION

Limited to comments on this agenda by residents and taxpayers of the school district (3 min. ea.)

None

XIV. UNFINISHED BUSINESS

XV. NEW BUSINESS

a. LOCAL BOARD PROCEDURES

i. 003 – Functions

1.

ACTION BY THE BOARD:

Motion was made by Debbie Kulick to adopt or repeal the Board Policies listed. Motion was seconded by Lisa VanWhy and carried unanimously, 9-0.

Adopt

1. Policy 709 Building Security
2. Policy 805 Emergency Preparedness & Response
3. Policy 805.1 Relations with Law Enforcement Agencies
4. Policy 805.2 School Security Personnel
(See pages 12-27)

Repeal

1. Policy 805.2 Emergency Plan – Repeal (changed to an AR)

ii. 004 – Membership

1. Conference Attendance

1.

ACTION BY THE BOARD:

Motion was made by George Andrews to approve the attendance of George Andrews, Larry Dymond and Lisa VanWhy at the NSBA 2020 Annual Conference in Chicago, IL from April 2, 2020 through April 7, 2020 in the approximate amount of \$3,000 each. Motion was seconded by Debbie Kulick and carried unanimously, 9-0.

iii. 005 – Organization

1.

ACTION BY THE BOARD:

Motion was made by Damary Bonilla to create a temporary “Education Programs and Resources Committee. Motion was seconded by George Andrews and carried unanimously, 9-0.

2.

ACTION BY THE BOARD:

Motion was made by Debbie Kulick to appoint Rebecca Bear, Damary Bonilla, George Andrews and Debbie Kulick as members of the temporary Education Programs and Resources Committee for a one-year term ending with the next reorganization meeting of the School Board in December 2020. Motion was seconded by Larry Dymond and carried unanimously, 9-0.

3.

ACTION BY THE BOARD:

Motion was made by Sharone Glasco to appoint Damary Bonilla as the Chairperson for the temporary Education Programs and Resources Committee for a one-year term ending with the next reorganization meeting of the School Board in December 2020. Motion was seconded by Rebecca Bear and carried unanimously, 9-0.

4.

ACTION BY THE BOARD:

Motion was made by Debbie Kulick to replace Damary Bonilla with Wayne Rohner on the Policy Review Committee, to add Wayne Rohner on the Property/Facilities Committee and to approve the addition of this motion on the agenda. Motion was seconded by Rebecca Bear and carried unanimously, 9-0.

b. PROGRAMS

i. 121 – Field Trips

ACTION BY THE BOARD:

Motion was made by Lisa VanWhy to authorize the field trip listed. Motion was seconded by Debbie Kulick and carried unanimously, 9-0.

	Name	Activity	Location	Dates
1.	LaBar, Keith (06759)	H.S. North and South Choirs to PMEA District 10 Choir.	Boyertown, PA	1/15/20

(See page 33-34)

c. PUPILS

i. 233 – Suspension and Expulsion

ACTION BY THE BOARD:

Motion was made by Debbie Kulick to approve the Recommendation to Modify Expulsion Requirement/Agreed Upon Expulsion, Waiver of School Board Hearing and Release Agreements for the cases listed in substantially the same form as presented at this meeting [contingent upon the receipt of any Manifestation Determinations indicating the infractions were not manifestations of a disability, where applicable], subject to final review by the school district’s administration and legal counsel. Motion was seconded by Lisa VanWhy and passed 7-2. Damary Bonilla and Sharone Glasco voted no.

1. #173195
 2. #173523
 3. #173553
 4. #173736
 5. #174089
- (See pages 35-47)

d. PERSONNEL

ACTION BY THE BOARD:

Motion was made by Lisa VanWhy to approve the employment actions listed in accordance with the associated, applicable policies, procedures and contractual agreements. Motion was seconded by Debbie Kulick and carried unanimously, 9-0.

[Subject to proper completion and receipt of all necessary documents and clearances, where applicable.]

i. 309 – Assignments and Transfers

	Name	Change in Assignment/Transfer	Classification	Compensation	Effective Date(s)
1.	Bioh, Magdalene	From: Paraprofessional – Middle Smithfield Elementary To: Kindergarten teacher – Middle Smithfield Elementary Temporarily replaces Nancy Shaffer who is on a leave. At the conclusion of this temporary assignment, Magdalene will return to her paraprofessional position.	Professional/LTS	\$46,793.00 (prorated) Step 1 Column 7	December 3, 2019 through February 21, 2020.

2.	Tassinari, Lori	From: Paraprofessional – Resica Elementary To: Kindergarten teacher – East Stroudsburg Elementary (LTS) Replaces Julia Prusik who is on a leave. At the conclusion of this temporary assignment, Lori will return to her paraprofessional position.	Professional/LTS	\$45,789.00 (prorated) Step 1 Column 6	October 14, 2019 now through February 19, 2020.
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(See page 48)

ii. 335 – Family and Medical Leaves

	Name	Position	Classification	Location	Effective Date(s)
1.	Kerdzaliyev, Amanda	Special Education teacher	Professional	High School South	December 3, 2019 through March 9, 2020.
2.	Rodriguez, Lizzette	School Nurse	Professional	J. T. Lambert Intermediate	December 11, 2019 through January 20, 2020.
3.	Michaels, Kristine	Secretary	Support	Resica Elementary	December 3, 2019 through December 3, 2020. This is an intermittent leave.
4.	Presco, Debra	Bus Driver	Support	Transportation	December 5, 2019 through January 3, 2020.

iii. 335 – Family and Medical Leave and Child Rearing Leave

	Name	Position	Classification	Location	Effective Date(s)
1.	Prusik, Julia	Kindergarten teacher	Professional	East Stroudsburg Elementary	Now effective October 9, 2019 through February 19, 2020.

iv. Military Leave

	Name	Effective Date(s)
1.	Employee #10347	December 2, 2019 through December 10, 2019.

v. 339/439/539 – Uncompensated Leaves

	Name	Position	Classification	Location	Effective Date(s)
1.	Horn, Mary	Cafeteria Aide	Support	Resica Elementary	December 6, 2019 through January 20, 2020.
2.	Martinez, Dianne	Cafeteria Worker	Support	North Campus	June 4, 2019 now through December 9, 2019.

vi. 304/404/504 – Employment

a. Resignations

	Name	Position	Classification	Location	Effective Date(s)
1.	Nalbone, Abigail	School Psychologist	Professional	Middle Smithfield Elementary and J. T. Lambert Intermediate	<i>Date change:</i> December 13, 2019 (end of workday).
2.	Mertz, Susan	Front Desk Receptionist	Support	High School South	January 31, 2020 (end of workday).
3.	Peltz, Robin	Student Aide	Support	Resica Elementary	December 6, 2019 (end of workday).
4.	Williams, Ebony	Secretary	Support	Curriculum & Instruction & ITEC	December 6, 2019 (end of workday).
5.	Gearhart, Jenna	Health Room Nurse	Support	Itinerant	October 2, 2019
6.	Martinez, Dianne	Cafeteria Worker	Support	North Campus	December 10, 2019
7.	Stevens, Hillary	Cyber music teacher	Schedule B	Cyber Academy	December 20, 2019

(See pages 49-55)

b. Retirements

	Name	Position	Classification	Location	Effective Date(s)
1.	Pierce, Mary	Reading Specialist	Professional	Bushkill Elementary	January 31, 2020 (end of workday).
2.	Miller, Karen	Front Desk Receptionist	Support	Smithfield Elementary	December 12, 2019 (end of workday).

(See pages 56-57)

c. Termination

	Name	Position	Classification	Effective Date(s)
1.	Employee #2493	Custodian	Support	December 16, 2019

d. Tenure

	Last Name	First Name	Position	Location
1.	Campbell	Sarah	Elementary	Smithfield Elementary

e. Workday Hour Changes

	Name	Position	Classification	Location	From/To	Effective Date(s)
1.	Draskin, Peter	Bus Driver	Support	Transportation	From: 8 hour To: 6 hour	November 4, 2019
2.	Mahan, Eileen	Bus Driver	Support	Transportation	From: 8 hour To: 6 hour	August 12, 2019

f. Appointments

	Name	Position	Classification	Location	Compensation	Effective Date(s)
1.	Uy, Raymond	Vocal Music teacher (TPE) Replaces Jeremy Judd who was reassigned to an Act 93 position.	Professional	East Stroudsburg Elementary	\$72,263.00 (prorated) Step 10 Column 16	February 25, 2020
2.	Osmun, Laura	School Counselor (PE) Replaces Kerilyn Klamerus who resigned.	Professional	Middle Smithfield Elementary	\$53,182.00 (prorated) Step 5 Column 7	<u>Date Change:</u> December 19, 2019
3.	Whitney, Meghan	General Science teacher (LTS) Replaces Brian Boylan who is on a temporary TOSA assignment.	Professional/LTS	High School South	\$45,351.00 (prorated) Step 1 Column 5	December 18, 2019
4.	Mertz, Susan	Secretary Replaces Lynn Salmon who retired.	Support	High School South	\$14.76/hour	February 3, 2020
5.	Pawlicki, Daniel	Mechanic Replaces Troy Bartron who resigned.	Support	Transportation	\$19.28/hour	January 3, 2020
6.	Roberts, Michele	Bus Driver (6 hour) Replaces Steven Miller who retired.	Support	Transportation	\$16.69/hour	December 17, 2019
7.	Strube, Regina	Cafeteria Worker (4 hour, part-time) Replaces Mary Jane Colao who resigned.	Support	High School South	\$13.62/hour	January 2, 2020

(See pages 58-59)

g. Professional Staff 2019-2020 Salary Compensations effective December 26, 2019. All salaries are prorated.

	Name	From:	To:
1.	Altorfer, Priscilla	Step 6, Column 7 \$55,876	Step 6, Column 8 \$56,393
2.	Bakner, Paul	Step 16, Column 11 \$85,069	Step 16, Column 12 \$85,696
3.	Briggs-Reichert, Alexandria	Step 5, Column 6 \$52,176	Step 5, Column 7 \$53,182
4.	Caiazzo, Nancy	Step 1, Column 1 \$43,599	Step 1, Column 2 \$44,037
5.	Condelli, Stephanie	Step 6, Column 7 \$55,876	Step 6, Column 8 \$56,393
6.	Furst, Kane	Step 9, Column 8 \$64,478	Step 9, Column 9 \$65,023
7.	Greenwood, Jill	Step 13, Column 7 \$74,738	Step 13, Column 8 \$75,259
8.	Healey, Michael	Step 14, Column 7 \$77,432	Step 14, Column 8 \$77,954
9.	Iannazzo, Julia	Step 6, Column 1 \$52,868	Step 6, Column 2 \$53,111
10.	Ilch, Erin	Step 3, Column 3 \$45,506	Step 3, Column 4 \$45,944
11.	Keller, Mary	Step 3, Column 8 \$48,339	Step 3, Column 9 \$48,880
12.	Lantz, David	Step 16, Column 12 \$85,696	Step 16, Column 13 \$86,350
13.	Lashinski, Jennie	Step 4, Column 5 \$49,239	Step 4, Column 7 \$50,681
14.	Lewis, Tara	Step 10, Column 10 \$68,290	Step 10, Column 12 \$69,511
15.	Lurry, Trenee	Step 5, Column 4 \$51,298	Step 5, Column 5 \$51,737
16.	Mlodzienski, Lian	Step 1, Column 2 \$44,037	Step 1, Column 3 \$44,475
17.	Molina (DeRobertis), Michelle	Step 4, Column 2 \$47,925	Step 4, Column 3 \$48,363
18.	Munch, Laura	Step 6, Column 8 \$56,393	Step 6, Column 9 \$56,936
19.	Newman, Katrina	Step 5, Column 1 \$50,178	Step 5, Column 2 \$50,420
20.	Neyhart, MaryLouise	Step 12, Column 13 \$75,557	Step 12, Column 15 \$76,936
21.	Quire, Taylor	Step 3, Column 1 \$44,630	Step 3, Column 2 \$45,068
22.	Rhoadhouse, Andrea	Step 4, Column 1 \$47,487	Step 4, Column 2 \$47,925
23.	Rodriguez, Lizzette	Step 1, Column 2 \$44,037	Step 1, Column 3 \$44,475
24.	Steakin, Susan	Step 13, Column 13 \$78,255	Step 13, Column 14 \$78,932
25.	Walsh, Sarah	Step 2, Column 6 \$46,289	Step 2, Column 7 \$47,293

h. Substitute Appointments

	Name	Position(s)	Classification	Effective Date(s)
1.	Carrington, Noel	Substitute teacher	Professional	2019-2020 School Year
2.	Daniels-Chang, Renae	Substitute teacher	Professional	2019-2020 School Year
3.	Pryce, Maxieen	Substitute teacher	Professional	2019-2020 School Year
4.	Whitney, Meghan	Substitute teacher	Professional	2019-2020 School Year
5.	Cox, Veronica	Cafeteria Aide, Cafeteria Worker, Front Desk Receptionist, Paraprofessional, Student Aide	Support	2019-2020 Fiscal Year
6.	Flores, Priscilla	Custodian	Support	2019-2020 Fiscal Year
7.	Freeman, Ritchell	Cafeteria Aide, Cafeteria Worker, Front Desk Receptionist, Paraprofessional, Secretary	Support	2019-2020 Fiscal Year
8.	Hernandez, Jose	Paraprofessional	Support	2019-2020 Fiscal Year
9.	Kaminski, Izabella	Front Desk Receptionist, Paraprofessional, Secretary, Student Aide	Support	2019-2020 Fiscal Year
10.	Pryce, Maxieen	Secretary	Support	2019-2020 Fiscal Year
11.	Sanchez-Rivera, Erica	School Police Officer	Support	2019-2020 Fiscal Year
12.	Shaw, Eloise	Business Office	Support	2019-2020 Fiscal Year
13.	Williams, Ebony	Secretary	Support	2019-2020 Fiscal Year

i. Schedule B Position Appointments

	Last Name	First Name	Position	Building	Rate
1.	Ruhl	Jessica	Mentor for Pamela O'Brien (Effective 11/18/19 – 1/20/20)	J. T. Lambert Intermediate	\$619.00 (prorated)
2.	Prendergast	Frances	Intramural Ski Advisor	Bushkill Elementary	\$24.21/hour (24 hour maximum)
3.	Greiner	Katie	Intramural Yearbook Co-Advisor (all year)	East Stroudsburg Elementary	\$24.21/hour (48 hour maximum split between advisors)
4.	Carbajal	Louis	Girls' Soccer Head Coach	J. T. Lambert Intermediate	\$2,809.00
5.	Simcisko	Jessica	Volunteer Girls Soccer Advisor	J. T. Lambert Intermediate	not applicable
6.	Noble	Joshua	Boys' Basketball Head Coach	Lehman Intermediate	\$3,661.00
7.	Reveron	Evelyn	Intramural Bi-Lingual Advisor	Lehman Intermediate	\$24.21/hour (48 hour maximum)
8.	Hartman	Sandra	Intramural Digital Media Advisor	Lehman Intermediate	\$24.21/hour (48 hour maximum)
9.	Hartman	Sandra	Intramural Girls Who Game-Coding & Gaming Advisor	Lehman Intermediate	\$24.21/hour (48 hour maximum)
10.	Hartman	Sandra	Intramural Morning Announcements Advisor	Lehman Intermediate	\$24.21/hour (48 hour maximum)
11.	Millard	John	Chess Coach	High School North	\$2,134.00
12.	Schaller	Derek	Intramural Weight Room Supervisor (winter)	High School North	\$24.21/hour (120 hour maximum)
13.	VanWinkle	Catherine	Softball Head Coach	High School North	\$6,002.00
14.	Lehr	John	Volunteer Game Design Advisor	High School North	not applicable
15.	Leibig	Patricia	Volunteer Health & Fitness Co-Advisor	High School North	not applicable
16.	Rode	Kaley	Volunteer Health & Fitness Co-Advisor	High School North	not applicable
17.	Edelbaum	Jacqueline	Yearbook Assistant Editor Advisor	High School North	\$1,525.00
18.	Griffin	Larry	Intramural Homework Co-Advisor (Boys' Basketball)	High School South	\$24.21/hour (20 hour maximum)
19.	Watkins	Willie	Intramural Homework Co-Advisor (Boys' Basketball)	High School South	\$24.21/hour (20 hour maximum)
20.	Whitney	Meghan	Intramural Homework Co-Advisor (Girls' Basketball)	High School South	\$24.21/hour (49.5 hour maximum)
21.	Rogers	Thomas	Volunteer Baseball Advisor	High School South	not applicable

j. 501 – Creating A Position

1.

ACTION BY THE BOARD:

Motion was made by Debbie Kulick to approve the reclassification of one vacant security officer (10 month) position to a school police officer (10 month) position. Motion was seconded by Lisa VanWhy and carried unanimously, 9-0.

2.

ACTION BY THE BOARD:

Motion was made by Wayne Rohner to approve the reclassification of one current part-time (10 month, 3 hour) cafeteria secretary to one full-time (12 month, 7.5 hour) cafeteria secretary position. Motion was seconded by Damary Bonilla and carried unanimously, 9-0.

e. FINANCES

i. 601 – Fiscal Objectives

ACTION BY THE BOARD:

Motion was made by Lisa VanWhy to approve PlanCon K for GO Bonds, Series of 2019, in accordance with the recommendation of the Finance Committee. Motion was seconded by Debbie Kulick and carried unanimously, 9-0.

(See pages 60-111)

ii. 604 – Budget Adoption

ACTION BY THE BOARD:

Motion was made by Debbie Kulick to adopt the formal Resolution as presented 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 (3.2%) for the 2020-21 fiscal year. Motion was seconded by Damary Bonilla and carried unanimously, 9-0.

(See pages 112-113)

iii. 606 Tax Collection

ACTION BY THE BOARD:

Motion was made by Lisa VanWhy to accept Bundle B - Basic Services of the proposal from BerkOne for Act 80 Comparison Services in the amount of \$730.00 which is at no increase from prior year, in accordance with the recommendation of the Finance Committee. Motion was seconded by George Andrews and carried unanimously, 9-0.

(See pages 114-118)

iv. 610 – Purchases Subject to Bid

ACTION BY THE BOARD:

Motion was made by Debbie Kulick to approve the proposal from Houghton Mifflin Harcourt in the amount of \$86,984.95 for the subscription and materials for iRead and System 44 NG, in accordance with the recommendations of Finance Committee. Motion was seconded by Damary Bonilla and carried unanimously, 9-0.

(See pages 119-127)

v. **613 – Cooperative Purchasing**

ACTION BY THE BOARD:

Motion was made by Rebecca Bear to accept and approve the vendor(s) for the fuel oil for the 2020-21 school year as to be recommended by the Northampton/Monroe/Pike County Joint Purchasing Board and to be approved by the Colonial Intermediate Unit 20 Board of Directors at the December 2019 regularly scheduled meeting, effective July 1, 2020 for a period of one year per the fixed and fluctuating price bids received for the East Stroudsburg Area School District's requirements, in accordance with the recommendations of the Finance Committee. Motion was seconded by Damary Bonilla and carried unanimously, 9-0.

vi. **616 – Payment of Bills**

1.

ACTION BY THE BOARD:

Motion was made by Debbie Kulick to approve the Budget Transfers, Payment of Bills and Treasurer's Report listed in this agenda for 2019-2020 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 Lisa VanWhy and carried unanimously, 9-0.

1. Budget Transfers - (See pages 128-139)
2. Payment of Bills - (See pages 140-150)
3. Treasurer's Report - (See page 151-177)

2.

ACTION BY THE BOARD:

Motion was made by Lisa VanWhy to approve the following invoices for services rendered, in accordance with the recommendations of the Finance Committee. Motion was seconded by George Andrews and carried unanimously, 9-0.

- D'Huy Engineering - HS North Roof Investigation - Invoice #50281 - \$2,991.20
- D'Huy Engineering - Trane Controls Oversight - Invoice #50284 - \$1,312.75
- D'Huy Engineering - HS North Roof Replacement - Invoice #50280 - \$32,367.60
- D'Huy Engineering - Resica Roof Replacement - Invoice #50282 - \$2,337.00
- D'Huy Engineering – North Campus Camera Replacement- Invoice #50283 - \$479.83
- D'Huy Engineering – HS South Camera Replacement- Invoice #50139 - \$2,128.00
- D'Huy Engineering – HS South Camera Replacement- Invoice #50285 - \$2,128.00
- Center Stage Lighting & Rigging, Inc. – Stage Curtain replacement at JTL - \$10,591.89

(See pages 178-185)

vii. **618/618.1 – Student Activity Funds**

1.

ACTION BY THE BOARD:

Motion was made by Lisa VanWhy to approve the requests to renew the already established special activity funds listed. Motion was seconded by Debbie Kulick and carried unanimously, 9-0.

1. J. T. Lambert Intermediate Afterschool
2. J. T. Lambert Intermediate Special Activity

2.

ACTION BY THE BOARD:

Motion was made by Wayne Rohner to approve the requests to establish the special activity funds listed. Motion was seconded by Debbie Kulick and carried unanimously, 9-0.

- 1. H.S. North Timberwolf Pantry
- 2. H.S. South Transition/Core Cafe
- 3. Lehman Intermediate Audio Visual Club
- 4. Lehman Intermediate Digital Media Club – Computer Fair Competition

(See pages 186-189)

3.

ACTION BY THE BOARD:

Motion was made by Wayne Rohner to approve the request to establish the student activity fund listed. Motion was seconded by Lisa VanWhy and carried unanimously, 9-0.

- 1. Lehman Intermediate Girls Who Game – Coding and Gamers Club

(See page 190)

f. PROPERTY

i. 702 – Gifts, Scholarships and Donations

ACTION BY THE BOARD:

Motion was made by Damary Bonilla to accept a grant in the amount of \$12,000.00 from Pocono Mountains United Way for East Stroudsburg Area School District’s summer STEAM-R Program. Motion was seconded by Rebecca Bear and passed 7-0-2 abstentions. Debbie Kulick and Richard Schlameuss abstained.

(See pages 191-192)

g. OPERATIONS

i. 818 – Contracted Services

1.

ACTION BY THE BOARD:

Motion was made by Lisa VanWhy to approve the contracts listed for their specific services, rates and effective dates, 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 Debbie Kulick and carried unanimously, 9-0.

Contracts Totaling Under \$10,000

	NAME	SERVICE	RATE	PAYMENT FROM	EFFECTIVE DATE
1.	Box of Light (Rand Whipple)	Presentation for students, parents and teachers.	\$685.00	Title I Grant	3/19/20
2.	Caron Treatment Centers (Richard J. Caron Foundation)	K-12 SAP Training	\$5,900.00	PCCD School Safety & Security Grant	2/12/20, 2/13/20 and 2/18/20
3.	Curtsworks LLC (Eric Curts)	3 Professional Development Sessions for Spring into Technology Conference on Google Topics	\$2,100.00	Technology Services	3/28/20 (snow date 4/18/20)

4.	Forecast 5 Analytics	Comparable analytics between all School Districts in Pennsylvania.	\$4,635.00	Business Office	1/1/20
5.	Loughren, Deborah R.	To provide instruction for the High School North oboe students.	\$600.00	Instrumental Music	1/6/20
6.	McMahon, Amy	Sport Specific YOGA recovery training for Advanced Strength and Conditioning Course	\$50 per session	H.S. South Health/PE	1/6/20 2/21/20 3/20/20 4/17/20
7.	RP Productions (Robert Prothro)	DJ/Lighting for H.S. North Prom	\$1,800.00	Class of 2020	5/2/20
8.	Rostock, Paul	To provide instruction for the H. S. North string bass students.	\$600.00	Instrumental Music	1/6/20

(See pages 193-208)

Contracts Totaling \$10,000 or More

	NAME	SERVICE	RATE	PAYMENT FROM	EFFECTIVE DATE
1.	Colonial Intermediate Unit 20	Autistic Support – East Stroudsburg H.S. South	Not to Exceed \$30,593.64	Pupil Services & Special Education	11/11/19 through end of the 2019-2020 school year

(See pages 209)

2.

ACTION BY THE BOARD:

Motion was made by Debbie Kulick to approve the proposal to provide EMGS255 Emergency Medical Responder Training Course from CBI Healthcare Education in the amount of \$11,000.00 per section. Motion was seconded by Lisa VanWhy and carried unanimously, 9-0.

(See pages 210-213)

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING
December 16, 2019 - 7:00 P.M.
Carl T. Secor Administration Building**

ADDENDUM A

c. **PUPILS**

i. **233 – Suspension and Expulsion**

ACTION BY THE BOARD:

Motion was made by Lisa VanWhy to approve the adjudication for student with incident number #172777, as presented, with regard to the student expulsion hearing held on November 26, 2019. Motion was seconded by Debbie Kulick and passed 5-3-1 abstention. Rebecca Bear, Damary Bonilla and Sharone Glasco voted no. Wayne Rohner abstained.

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING
December 16, 2019 - 7:00 P.M.
Carl T. Secor Administration Building**

ADDENDUM C

d. **PERSONNEL**

ACTION BY THE BOARD:

Motion was made by Damary Bonilla to approve the employment action listed in accordance with the associated, applicable policies, procedures and contractual agreements. Motion was seconded by Sharone Glasco and carried unanimously, 9-0.

[Subject to proper completion and receipt of all necessary documents and clearances, where applicable.]

i. **309 - Assignments and Transfers**

	Name	Position	Classification	Location	Compensation	Effective Date(s)
3.	Lord, Kristen	From: Elementary Assistant Principal – East Stroudsburg Elementary To: Elementary Principal – Smithfield Elementary Replaces Irene Livingston who retired.	Act 93	Smithfield Elementary	\$91,762.00 (prorated)	January 21, 2020

ACTION BY THE BOARD:

Motion was made by Debbie Kulick to adjourn. Motion was seconded by Lisa VanWhy and carried unanimously, 9-0.

XVI. ADJOURNMENT: 9:01 P.M.

Respectfully Submitted,

Patricia L. Rosado,
Board Secretary