

EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
EDUCATION PROGRAMS & RESOURCES COMMITTEE MEETING
May 22, 2024
Administration Center Board Room
and Via Zoom
5:30 P.M.
Minutes

- I. **The Chairperson**, Ann Catrillo called the Education Program & Resources Committee meeting in order at 5:30 p.m. and let those present in the Pledge of Allegiance. Dr. Tabitha Bradley called the roll.
- II. **Board Committee Members Present:** Ann Catrillo, Rebecca Bear, Jason Gullstrand, and Debbie Kulick via Zoom.
- III. **School Personnel Present:** Dr. Tabitha Bradley, Amy Poulmouter, Matt Triolo, Ben Brenneman, Carissa Johnson, Eric Forsyth, Marjory Gullstrand, Kate Schroth, Kristin Lord, Sandra Reilly, Kim Borden, Trenee Lurry, Jill Greenwood and Dr. Heather Piperato (via Zoom).
- IV. **Community Member Present:** Jacob Morris
- V. **APPROVAL OF AGENDA AND MINUTES**

RECOMMENDATION: Ann Catrillo asked for the motion to approve the agenda for May 22, 2024, with members of the Committee reserving the right to add to the agenda and take further action in the District's best interest. Jason Gullstrand and Rebecca Bear made a motion seconded the motion. The motion was carried unanimously.

RECOMMENDATION: A motion was made to approve the minutes from March 25, 2024, meeting.

VI. **ITEMS FOR DISCUSSION**

a. **BE ALLiance Update** - Trenee Lurry

Ms. Catrillo introduced Trenee Lurry to provide the Be ALLiance update for the committee members and the public. Ms. Lurry started by reviewing the dates for April since there was no meeting that month. April 2nd is Arab American Awareness Month, Autistic Acceptance Month, Diversity Month, National Death History Month and World Autistic Day. April 5th was Layla Al Qadir, which is an Islamic holiday, called the Night of Power. April 7th is World Health Day, April 9th is Ramadan Ends, and that eats AL Faith, which is a celebration of breaking the fast, April 13th is Vaisakhi, a Hindu holiday celebrating the harvest season. April 22nd through the 30th was Passover and April 20th was Administrative Professional Day. For May, it is Asian American Pacific Islander Heritage Month, Haitian Heritage Month, Indian Heritage Month, Jewish American Heritage Month, Mental Awareness Help, Military Appreciation Month, National Speech and Language Month, and Hearing Month. May 3rd is Orthodox for Good Friday, May 5th is Cinco de Mayo as well as the Orthodox Easter, and May 6th is Holocaust Remembrance Day, May 10th is Military Spouse Appreciation Day. May 12th is Mother's Day. May 17th is Yom Haatzmaut Israel Independence Day, International Day against Homophobia

Transphobia and Biphobia. May 21st is the first day of World for Cultural Diversity and May 27th is Memorial Day. On May 6th, the members of the Be Alliance attended the Night to Read a Documentary Screening. This is a powerful documentary that addresses the large number of students who are unable to read by third grade. That was done at the Pocono Cinema. The IU20 asked Ms. Lurry to participate in their panel discussion that was held after the screening to discuss the language model, and how this has now become a civil rights issue. On May 30th there will be a coffee chat to celebrate Asia, Pacific Islanders, and Haitian Heritage Month in a two-part chat.

b. Communications Update - Eric Forsyth

Ms. Catrillo introduced Eric Forsyth for our communication update which Carissa Johnson and Amy Polmounter will participate in. He started by giving an update on some information that had been communicated. He then addresses how we oversee various forms of records, how we store our public records, the permanent storage of our personnel office, and our student records. He shows the members and the public a transcript from someone from the 1920s showing how things were back then and how things have changed since then. He will continue presenting different scripts as things started to develop in the eighties and the nineties. He then proceeded to discuss how student records are abroad and how they are handled now in East Stroudsburg. The student records including the student's name, address, phone number, grades, attendance, classes attended, grade level completed, and year completed shall be maintained for at least 100 years beyond the date the student attains the age of 21. That's how we can go to our records here and pull some of those transcripts from back then. Now with our partnership with Sapphire for the past 7 years, a lot of the information is already electronically stored, so we can go back and access all the student information through our community portal. Then Mr. Forsyth introduced Amy Polmounter and Carissa Johnson to follow up with the presentation which they both worked on regarding the student's transcripts. Some changes were made which highlight the student's industry certificates that our students earn within our District. Amy Polmounter has been working with the administration from MCTI and NCTI with additional information on what certificates our students could earn including our CPR and First Aid classes, which they both earn from High School South and High School North. These are some of the State standards for Pennsylvania. Amy also pointed out that the student's transcript shows the student is taking Dual Credits and that their GPA is calculated. Carissa Johnson mentioned that updates are made quarterly as the students get their additional certifications. Also, they will be working on some guidelines for each building that standardizes District requirements. Amy also added the last year was the first year the District started the requirements for the graduation for ACT158. If the students pass all 3 Keystone tests they will get the Keystone Proficiency Pathway. If the students go to MCTI based on the technical pathway they still will meet the evidence-based pathway. Amy pulled the date for the ACT 158 graduation requirements and we are at 98% completion. She anticipates that a lot of our students from High School South and North will be on target 100% to meet last year's ACT 158. Carissa Johnson then mentioned that all of this information is available to parents and students in the community portal for them to view. Mr. Forsyth discussed how we identified the strong need as a community of how the District communicates with staff, students, and parents which is via email including Saturdays and Sundays. There are also tools to contact and connect with the parents if needed. Things to look ahead are as follows. Frontline applicant tracking, BoardDocs, Parchment, and lastly StopFinder. No questions were asked after the update.

c. Select HS math curriculum (Algebra 2, Pre-Calculus, Geometry, SAT Math, Computer Science)

Dr. Heather Piperato joined us via Zoom by bringing 5 courses from the Department Chair of Mathematics Karen Mochan and Wayne Carson that she would like to bring up for approval on the next month June EP&R meeting. These are one-credit courses or half-credit courses. She would like some feedback next month from anyone with any input to make things clear and legible for everyone to understand. No questions were asked after the discussion.

d. No Red Ink - Dr. Piperato discussed our Intermediate Level Pilots for this year. We have 2 teachers, one for each grade level, one at each school pilot our Intra Literature product which is a continuation of our Into Reading product grades 3 to 5. They have looked at 3 supplemental programs to fill in our new product that will fill some of the holes to be purchased mid-year this year. She only brought one to be discussed at this time because the other two are contingent on pricing with another subject and that pricing isn't finished yet. She will bring it up in next month's meeting along with a conversation about IXL. HMH had a product called "Writable" an AI tool that they gave us a trial for free but it wasn't enough but we received good feedback from teachers. We are trying to incorporate Into Literature, try to figure out and finish No Red Ink, and trying to see if ELA excels is a fit. We haven't had time for "Writable" but maybe it could be a pilot program for next year to see if there are any differences between "Writable" and "NoRedInk". So, what we have today is NoRedInk which is a digital tool that helps teachers in English and Reading and teach the grammar portion from 6th to 8th grade. It is also a writing component. Dr. Piperato requested to buy the textbook from NoRedInk for the duration of 5 to 6 years. Since we are comparing NoRedInk with Writable we don't want to commit to a 6-year contract instead of a one-year contract to extend what we already have. Dr. Piperato proposes to renew the NoRedInk digital tool for this year. Dr. Piperato will bring up the Writable pilot at the next EP&R meeting. The teacher recommends that teachers volunteer to do this Writable pilot for each grade level. Ann Catrillo asked if anyone had any questions regarding the Math Curriculum or the NoRedInk digital tool. No questions were asked at the time.

e. Library Presentation - Ann Catrillo called Marjory Gullstrand and Kate Schroth to the front to start their presentation. They began by thanking the Board committee, Dr. Bradley, and Dr. Barra for listening to them in the past few months, and also the building administrators for all the success and victories they have had thanks to all of them. They did understand the agenda for tonight was full but two of our librarians will go through the presentation and share some of the most informative topics they have been doing at their level. Kim Borden, our current librarian for JM Hill and Smithfield Elementary, started by recognizing some of her elementary colleagues, Bobby Normack, Stacey Picootti, Lindsay Alicia, and Nicole Strain. She then shares some of the techniques she incorporates to engage the students. She enhances the curriculum standards by engaging the students in hands-on multisensory activities. She also shares that all students use both print and digital resources. The students learn about the Science of Light, Aquatic Biology, and Pierre the Penguins. During Black History Month the students learned about The Life of Troy and Andrews or Trombone Shorty and Mr. Whitney provided a trombone for students to hold. Also, the students engage in the STEM program at JM Hill School thanks to a funded Grant. Lastly, kindergarteners read the story Matthew's Dream By Leo Leoni. Then they showcase some student's masterpiece artwork. There were obstacles along the way but in the end, magic happened. She also mentioned that between JM Hill, Smithfield, and Bushkill our libraries are closed for 180 days she feels there are

180 days the students are missing out on the opportunity to provide them quality instructions and engage with the students to build a relationship. She talked about access and equity within our District we have students at East Stroudsburg Elementary, Resica Elementary, and Middle Smithfield Elementary with more access to literacy and library programs than JM Hill and Smithfield. The split library position also results in decreased opportunities to effectively and successfully collaborate with classroom teachers and it's creating inconsistencies with kindergarteners having 2 different librarians. Lastly, there have been historic staffing issues with filling the position she is in right now as a result of frustration with the faculty and the uncertainty of the relationship with the students. She then thanks her colleagues, administrators, and Board members for the opportunity and hopes that soon a librarian will be in every school building. Sandy Riley continued with the presentation to address the Intermediate Highlights. One thing she shared was that a lot of the positive things that are happening here in our East Stroudsburg Area School District are not happening in other districts. She took a few minutes to talk about what they have been doing at Lehman Library and some of the things they need support as well. Then she went over some slides that address some of the stuff they do at JT Lambert, Literature Appreciation, Teaching Digital Citizenship Lessons, and MarketSpace Learning Stations. At Lehman Literature Appreciation it's every Friday, Information Literacy Instruction and Pulse on Current Trends. Then Ms. Riley went ahead and showed some of the inconsistencies at Lehman without a library paraprofessional or official teaching schedule. Then she explained how the librarian split their time between buildings and how that affected the library's being open for the students. Lehman doesn't have a 6th-grade library class, but she set up a schedule with our reading teachers at the beginning of the school year to come every 3 weeks. The issue with that is that she only sees the students once every 3 weeks so there is no consistency. Also, the students are missing out on access and resources to the library because of the lack of library paraprofessionals. Ms. Riley is trying to create a lab for the students with the help of a library aid, which will allow her to do more instruction. Ms. Riley had also created videos and sent them to 8th grade English classes as a virtual librarian so they could show them in the classroom. Ms. Riley also handles Chromebook issues but if she's not available the students will not have their issues resolved and that's a barrier the students are confronting. She demonstrates how she keeps track of our stats every month. It has become very hard to meet the students' needs because she's spreading so thin. Ms. Riley said that if you do the math the students visit the library this year 8 to 9 times to receive some type of instruction. She will be able to do so much more with information literacy if she sees the students on a more consistent basis. She finished by saying that even though there were some inconsistencies she is happy to have made the move to the East Stroudsburg Area School District and for the support she received from the School Board and the Administration in the building and thanked everyone for their time. Then since everything that needed to be covered was already done, they just needed to emphasize what they needed for elementary librarians one librarian for each building. They feel that every student should receive a library curriculum no matter what building they are from. They feel blessed because by looking at the statistics across the state they go above and beyond with what they have but they will go further if they have the appropriate staff to be there for our students. Ms. Catrillo thanked them for the wonderful presentation and for sending a copy to the Board members so they could look over everything. Ms. Catrillo also addressed that she has worked over 30 years in the district and had worked with Marjorie as an English teacher. Ms. Catrillo understands the importance of what the librarians need and will support what they need. Ms. Catrillo needed clarification about the 2 library collections that are 20 years or more outdated. The 2 library collections are from Smithfield Elementary and JM Hill Elementary. The Bushkill Library is also closed

for 180 days. Ms. Borden spends 4 of her 6-day cycle at JM Hill and 2 days at Smithfield; therefore, the Bushkill Library is closed for 1 day. Ms. Picatti travels from Bushkill to Smithfield to complete the instructions on that third day. In total, there are 180 days a library in our District is closed. That's why they addressed the Board and the Administrators with the need for equitable funding for our libraries. Ms. Catrillo asked what are the solutions for the time and the money. They showed one of the slides the breakdown of having a Full-time vs. Part-time librarian and how having a Part-time librarian cannot meet the collection. Ms. Catrillo suggested that since we do all kinds of workshops during the summer, we should pay the teachers for it. Is there a list that could be done so that when the money becomes available the allocation, at least in terms of what needs to be updated, a list is done. There is a report that could show us how long it's been since the materials have been circulated and could tell us the age of the materials. Ms. Catrillo said that if the Board gives the librarians time in the summer even if it's one time this summer to get a jump on something, is that feasible to be done? They responded it could be done but with the schedule that Miss Borden and Miss Piccadi having classes back to back, there is 0 time for library maintenance. Lindsay can have the library maintenance into her schedule since she does not need to travel to other buildings. Ms. Bear asked did Lehman have the library class before and it was removed? They responded "Yes" but it was removed. This all happened when the schedule was shifted to accommodate the decrease in students. Also, a combination of the entire team of Lehman teachers moved to JTL and the schedule was revamped. Ms. Bear also asked if the Math and Social Studies reading was longer. Where is it? Dr. Piperato the short answer is World Language. When Dr. Piperato got to JTL there was no 6th grade World Language but they had it for 7th and 8th grade. Dr. Dilla instituted it in 6th grade and after a dip in our enrollment, we had to give up a whole team. Some people retired and were never replaced. The World Language Department was left whole, so instead of finding another Tech Ed teacher and another Family Consumer Science teacher, we replaced it with World Language without a curriculum. The 7th grade was reduced and split to create a 6th grade World Language teacher. Ms. Catrillo wanted to confirm that we lost a Para when she retired and was never replaced. Dr. Piperato confirmed that was for the first 3 years. Ms. Catrillo asked if anybody had any questions or comments. Ms. Schroth wanted to make some comments about the slide. If you look at it, you will see the potential that if there were a full-time librarian there would be 2,000 more books checked out per year. Ms. Catrillo asked if that stat on the slide was in terms of enrollment at the school. The answer was "Yes". Another conversation is that by adding another librarian full time for our Smithfield Elementary, there will be so many things that our Elementary librarians and library could do that they cannot currently do. They discussed some community partnerships with pre-kindergarten. Ms. Catrillo appreciated what Kate was saying but what was essential to the Board, didn't matter and it's not necessarily her as a librarian or a teacher's concern that the building happens to have less students. Ms. Catrillo understands the need for a full librarian for each school but we need to look at the facts. Ms. Catrillo thanked the presenters for the comparison in their presentation in terms of numbers. The board will look at the slides when they receive them. Ms. Bear asked this question to Ms. Lurry one of the administrators at Lehman. Would you want to see foreign language as 6 grade or library? Where do you see the value as an educator? Ms. Lurry's response, I have to see that value in the library and she sees the work Ms. Riley does with the students and she sees the opportunity for World Language to have space and they can take and continue to high school if they choose. For 6th grade level, they take both. So, they are split and are not defined if they want to continue with language. Ms. Lurry feels that is necessary for the library skills to allow the students to read and connect. Ms. Catrillo also said there is much more than checking out a book. It is talking

about technology information and the opportunity for our students to have equity within our school district. Dr. Bradley thanked the librarian and teachers for their presentation and continued by sharing and giving some clarification to the community since she will be approving new materials for all 6 schools. Ms. Schroth went ahead and explained the numbers and how they got the materials on the slide. Mr. Gullstrand sees the importance of having a librarian through the technology portion since he has seen firsthand how many students will come to the library with issues with the Chromebook daily. He understands the need for a librarian to handle that and be able to teach. Ms. Catrillo doesn't have a solution at the time for the Chromebook issues. Mr. Morris said a few things to see if something could be done and suggested a donation policy to give to the parents like books and other reading materials. Ms. Catrillo said she didn't know if there was a policy regarding this matter but would bring it to the Board. In our high school libraries, we have seniors who run a Chromebook help desk. Ms. Catrillo thanked everyone again for their presentation.

f. 2024/2025 Dual Credit/Enrollment Plan - Amy Polmounter & Team. Ms. Polmounter started her presentation by saying this program has been around for years and that we currently have a partnership with East Stroudsburg University and Northampton Community College. Our students will benefit and advance from either of these universities. They can transfer their course so they can have a higher education system. Last summer, Dr. Vitulli wanted us to comply with the State PDE requirement. The State made the decision that our student's courses that they take with Dual Enrollment would count towards AP credit. That will not affect their GPA. The student who enrolls in any dual courses needs to be reported to the State, we keep track and document it through Sapphire all of the students who are taking the dual courses that way. Northampton Community College has a lot of courses they offer to our students, which is amazing. We also wanted to be sure that any courses our students take are transferable and that will help towards the student's future. With ESU, the difference is they don't have a lot of courses our students could take. Our students will only be eligible to take two dual credit courses in the academic school year, and only the students who filled out the dual enrollment contract with their counselors will be eligible for dual credit. Ms. Bear and Ms. Catrillo wanted a clarification regarding if the students take 2-course credits with the dual enrollment. If they want to take an extra credit course the following semester will the students need to pay for that course? Ms. Polmounter assured that the students would sign a contract stating the students would be in charge of paying for the extra course. Ms. Bear brought up a point that if the parents are paying for it, the university is communicating with the parents since they are minors. Ms. Catrillo suggested to the Board to be all-in or all-out regarding the dual credit enrollment or do we follow the State AP testing requirements. The students don't have to take the AP testing to take the dual enrollment credit they will have to pay the fee. The last option is for the Board to say "yes" for this year and to put a committee together for January on how we are going to move forward with that. Dr. Piperato jumped in and said there are 2 consideration proposals on the table. One is the registration and enrollment issue in Mr. Forsyth's Department if we don't pay 100% of the student course cost, we can't claim the students as enrolled in our classes 100%. The enrollment number will be down and we will miss out on State subsidy because we didn't pay 100% of the class. Ms. Polmounter said the important thing is the record-keeping of the students staying in our building, so they would still be on our clock. Dr. Piperato suggested getting back to the Board on the next meeting with Mr. Forsyth to explain some of the stuff involving the enrollment numbers.

Ms. Catrillo asked what it would be the consequences of waiting for another month which Ms. Poulmouter said the students who met with counselors and went through the process would not be able to take the courses because they would not be available. Then Ms. Catrillo, Dr. Piperato, and Ms. Polmouter discussed the current dual enrollment funding and the logistics of how it will be paid. After meeting with Dr. Riker and Mr. Forsyth the discussion was to have the student pay 20% but the child accounting said we would lose the subsidy for this year so the decision was made that for this school year to pay 100%. Dr. Piperato said this was a question for Mr. Forsyth. The grant paid 80% this year for the students who took some courses in the fall and the district paid 20%. The parents paid for the books which we are working on getting them reimbursed. Ms. Polmouter also said that she has spoken with Dr. Riker and Peter Bard regarding this program and there is a budget for future education. Ms. Catrillo then mentioned that at least for this school year, we will pay 100% to get the subsidy and then do an entire research for scheduling purposes on what needs to be done sooner rather than later. She also said that she would like Mr. Forsyth to explain in our June Board EPR meeting in detail about the comment from Ms. Bear about the students paying for the books. If we are paying for books an adjustment needs to be made and presented to add the payment of the student's books.

g. Future Educator Cohort Proposal - Amy Polmouter & team

Ms. Polmouter turned over the microphone to Mr. Brenneman and Mr. Triolo to start the presentation by talking about the Future Educator Program that was just implemented and launched in both high schools this year and what the plans are for the next school year. Mr. Triolo started by saying that Dr. Riker reached out to Ms. Poulmouter and Mrs. Parrish because he had a vision to start an aspiring educator pathway. He mentioned that we never prepared our students to be teachers but for many other things. They had students come and ask if they could practice being a teacher and get the experience of being a teacher. So having our students show interest in a program that Dr. Riker wanted our students to participate in, was a great experience. Mr. Brenneman then showed us step by step what the students will need to do to get into this program with the parent's approval. After collecting students from High School North and South who are interested in participating, they brought some Educators from our District to kick off the program to get the students more interested in the program. There were workshops and round table discussions partly overseen by Mr. Triolo and Mr. Brenneman. The credit should be given to Ms. Poulmouter and Ms. Parrish for overseeing the program. They involved all of our schools at all levels from our district and it was well received by the principals. The students were able to experience a classroom and had the opportunity to engage, prepare, and teach a lesson. Our seniors were awarded this year for their participation in this program and received a certificate of completion at their graduation plus the ones that participated and will be graduating next year. Mr. Triolo mentioned that all of this was possible with the help of Ms. Polmouter and Ms. Parrish, teachers, and staff members. For this program to be sustainable, Mr. Triolo suggested having one coordinator in each building North and South to be paid as a Schedule B position to make this program succeed. Mr. Brenneman started by talking about the enrollment component and how we get our 11th grade students interested in the Dual Enrollment program by explaining how they could earn college credits and how the courses will count for graduation. They would like to integrate these courses and the introduction to Special Education for our next 24-2025 school year through a partnership with Northampton Community College. They will have staff members from Northampton come to North and South High School for 2 days a week to instruct. We will have one of our staff members assigned to collaborate with the students and staff to help our students determine if they want to take these courses. This

will allow the students to understand that they don't have to wait a semester or two to figure out if they want to do that in the future. Ms. Poulmouter added that they picked those two courses because of the two classes Northampton and ESU teach. The goal is to mold and work with students so in the future they can work for our district. Then Ms. Poulmouter shows the cost analysis for these courses by the student and by building. Northampton Community College will charge us \$95.00 a credit so it's \$285 per student. This is a program they would like to grow and it is something that is a sustainable pathway for our education for both our North and South High Schools. Ms. Catrillo had a question about the Schedule B position, what the teachers will do regarding coordinating with the buildings, and where the students will be going. Ms. Poulmouter mentioned that it was a group effort. Dr. Riker emailed the principals in each building to have some staff help coordinate the program. Ms. Polmouter discussed the essential functions of the Schedule B Coordinator position for North and South. Ms. Catrillo asked if the courses they are offering are going to be for Juniors and Seniors. Ms. Poulmouter responded that this year they will start with the Seniors. Ms. Polmouter presented a quote she was offered for NCC for North and South for two classes with a cost of \$ 13,680.00. Ms. Polmouter also mentioned that it has been phenomenal working with NCC and ESU for our student to come to these events. Mr. Gullstrand asked this question regarding the Schedule B position, Is it going to be an administrative position or an educational role? Ms. Polmouter explains that the teachers will decide the way they split the work because that is the way she sees this position. She also mentioned that Dr. Riker and Mr. Zall had conversations about the rate and they were going to use the same mock trial rate which is \$2,600.00. No questions were asked after the presentation.

VII. PUBLIC COMMENTS

(Reminder of new language in SBP 903 - "An opportunity for district residents, taxpayers, employees, and students to provide comment on matters of concern, official action or deliberation which are or may be before the Board, shall be provided as designated on the Board meeting agenda and in compliance with law, Board policy and district procedures.")

VIII. ADVISORY RECOMMENDATIONS FOR CONSIDERATION BY THE FINANCE COMMITTEE AND BY THE BOARD OF EDUCATION

- A. 4-Year Subscription Handwriting Materials for all elementary school buildings - \$91,388.65 - Zaner Bloser - Paid for by C&I 2023-2024 budget. (VII. A.)
- B. Revised quote for Pre-Calculus books - Cengage - \$37,132.70 - Paid for by C&I 2023-2024 budget. (VII.B.)
- C. Purchase of a digital tool for intermediate school grammar and writing instruction & remediation - No Red Ink - \$19,750.00 - Paid for by ESSER III. (VII.C.)
- D. Funding of two (2) Future Educator Program Coordinator Schedule B positions - have been included in the 24/25 General Fund budget. (VII.D.)
- E. Funding of 2024/2025 dual credit/enrollment courses for Future Educator Cohort - ESU and NCC - \$13,680.00 - funds have been included in the 24/25 General Fund budget.
- F. Funding of 2024/2025 dual credit/enrollment courses other than FEC - ESU and NCC - \$34,770 - funds have been included in the 24/25 General Fund budget.

IX. NEXT MEETING - June 24, 2024

RECOMMENDATION: Motion to adjourn.

X. ADJOURNMENT

Respectfully submitted,
Myrian Cole