

EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
REGULAR MEETING - February 19, 2001
East Stroudsburg High School - South
7:30 P.M.

- I. President Forney called the meeting to order at 7:45 pm, Nicole Snyder a senior at the East Stroudsburg Area High School - South sang the national anthem and Mr. Forney led those present in the pledge of allegiance. The roll call was called by Secretary Robert Huffman.
- II. Members present were: Philip Brush, Horace Cole, Roland Featherman, Patrick Forney, Bet Hays, Robert Huffman, Arthur Moeller, Don Motts and William Zacharias.
- III. School personnel present: Kenneth G. Koberlein, Thomas Dirvonas - Solicitor, Michael Michaels, Douglas Arnold, Marie Guidry, James Shearouse, Patricia Baughman, Gail Kulick-Cummings, Linda Bonawitz, Debbie Eppley, Michael Catrillo, Steve Zall, Michelle Carhart, Joseph Yanek, Rick Carty, Rose Skidmore, Tricia Setar, Irene Duggins, Sharon Laverdure, Mark Brown, John Burrus, Michael Silvoy, Samantha Kearney, Teri McHenry and Linda Snyder
- IV. Media Guest present: Aaron Applegate - Pocono Record
- Community members present: Frank Wirth, Shelia White, Dick Wood, Glenna Willard, Janis Doyle, Nicole Snyder, Jennet Ballard, Greta Harriton and Diane Krupski
- V. **APPROVAL OF MINUTES AND AGENDA**

ACTION BY THE BOARD:

Motion was made by Roland Featherman to approve the minutes for the meeting of January 28, 2002, (pages 1-17), and this agenda for February 19, 2002, (pages 1-8), 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 William Zacharias and carried unanimously, 9-0.

- VI. An executive session was held this evening before the regular meeting for the purpose of discussing personnel issues.
- VII. **SUPERINTENDENT'S REPORT**
- Dr. Kenneth Koberlein announced that there will be a special meeting on March 7, 2002, at 5:30 p.m.
- Frank Wirth and Shelia White answered questions from the Board on the Monroe County Area Vocational-Technical School Budget.
- Janice Doyle and Dick Wood presented to the Board the Public Financial Management and Rhoads and Simon General Obligation Bonds, Series of 2002.
- A discussion for an Open Forum Access for the athletic stadium was held by the Board. The Board agreed not to take any action on the Open Forum at this time.
- Dr. Koberlein asked for volunteers to attend a meeting with J. J. Riley Inc. for an audit exit conference.
- Board Policies to be considered for approval at the March 18, 2002, Board Meeting are available for review in the Superintendent's Office on any District business day from 7:45 a.m. to 3:45 p.m.
- #248 - Harassment - Pupils
 - #448 - Harassment - Professional Employees
 - #548 - Harassment - Classified Employees
 - #5112 - Age Policy - Kindergarten and First Grade

PLANCon Part A approval for the Senior High School-South renovation has been received from Pennsylvania Department of Education and will be incorporated into the minutes of this agenda.

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

IX. **MONROE COUNTY AREA VOCATIONAL-TECHNICAL SCHOOL**

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

ACTION BY THE BOARD:

Motion was made by Philip Brush to approve the 2002-2003 Operating Budget for the Monroe County Area Vocational-Technical School for the amount \$4,902,329.00, with the District's share being \$ 1,239,036.00. Motion was seconded by William Zacharias and carried unanimously, 9-0.

X. **GENERAL OBLIGATION BONDS, SERIES OF 2002**

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

ACTION BY THE BOARD:

Motion was made by Roland Featherman to accept the formal resolution as presented by bond counsel with regard to the issuance of General Obligation Bonds, Series of 2002, in the aggregate amount of \$10,000,000.00. Motion was seconded by Arthur Moeller. A roll call vote was taken. *Voting in Favor:* Philip Brush, Roland Featherman, Patrick Forney, Bet Hays, Robert Huffman, Horace Cole, Don Motts, Arthur Moeller, and William Zacharias. TALLY: Yes 9 No 0. Motion was carried.

XI. **COLONIAL INTERMEDIATE UNIT #20**

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

ACTION BY THE BOARD:

Motion was made by Roland Featherman to approve the 2002-2003 Operating Budget for the Colonial Intermediate Unit #20 for the total amount of \$2,128,570.00, with the District's share being \$41,401.00. Motion was seconded by Philip Brush and carried unanimously, 9-0.

XII. **PERSONNEL ITEMS**

A. **Support Staff**

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

ACTION BY THE BOARD:

Motion was made by William Zacharias to approve the resignations, reassignment, leaves of absence, extension of leaves of absence, termination, appointments and extension of appointment 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 Philip Brush and carried unanimously, 9-0.

1. **Resignations**

Name	Position Held
a. Fish, Helen	Custodian - North Campus (Third Shift) Effective Date: At the end of the workday on February 1, 2002
b. Lopez, Ruth	Instructional Aide - High School - South Effective Date: At the end of the workday on February 15, 2002
c. Peterson, LaVaughn	Instructional Aide - Lehman Intermediate School Effective Date: At the end of the workday on February 11, 2002
d. Velez, Mildred	Custodian - North Campus (Second Shift) Effective Date: At the end of the workday on February 15, 2002

(See pages 9-11)

2. **Reassignment**

Name	Appointment
a. Jezowski, Alicja	From part-time to full-time Cafeteria Worker - North Campus Effective Date: February 5, 2002 Alicja Jezowski replaces Vikki Karkut who was reassigned.

3. **Leaves of Absence -- in accordance with Board Policy 4242.1**

Name	Appointment
a. Fetherman, Jane	Cafeteria Aide - J. T. Lambert Intermediate Effective Date: February 6, 2002 Length of Leave: March 22, 2002
b. Smith, Robert	Bus Driver - Transportation Effective Date: January 23, 2002 Length of Leave: Until February 28, 2002
c. Wilhelm, Judith	Cafeteria Worker - J. T. Lambert Intermediate Effective Date: January 18, 2002 Length of Leave: February 8, 2002

(Applications for Leaves of Absence received)

4. **Extension of Leaves of Absence -- in accordance with Board Policy #4242.1**

Name	Position Held
a. Bader, Vicky	Bus Driver Effective Date: December 14, 2001 extended through on or about April 3, 2002
b. Loughran, Holly	Cafeteria Aide - J. T. Lambert Intermediate School Effective Date: October 1, 2001 extended through April 12, 2002

(Applications for Extension of Leave of Absence received)

5. **Termination of Employment**

Name	Explanation	Position Held
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- a. Koch, Pennie Abandonment Custodian (part-time) second shift - North Courtland Elementary
Effective Date: February 12, 2002

6. Appointments Regular - Subject to completion of all necessary pre-employment paperwork and obtaining all necessary positive clearances

- | Name | Appointment |
|------------------|---|
| a. Durant, Joyce | Study Hall Monitor - High School - North
Hourly Rate: \$6.30/hour
Effective Date: January 14, 2002
Joyce Durant replaces Sherry Knight who has resigned. |
| b. Lear, Debra | Student Helper (Access) - High School - North
Hourly Rate: \$7.55/hour
Effective Date: February 4, 2002
Debra Lear replaces Kathleen Durosky who has resigned. |

7. Substitute Appointments -- Subject to completion of all necessary pre-employment documents and obtaining all necessary positive clearances

- | Name | Area | Address |
|------------------------|--|---|
| a. Clare, Linda | Instructional Aide, Secretary, Cafeteria Aide | 76 Prospect Street
East Stroudsburg, PA 18301 |
| b. Gutierrez, Trindade | Bus Driver | 57 Monroe Lake Shores
East Stroudsburg, PA 18301 |
| c. Hennings, Gina | Instructional Aide, Student Helper | 148 East Broad Street
East Stroudsburg, PA 18301 |
| d. Presley, June | Study Hall Monitor, Instructional Aide, Student Helper | R. R. #5, Box 5117A Hickory Circle
Stroudsburg, PA 18360 |

8. Extension of Appointment

- | Name | Appointment |
|-------------------|---|
| a. Hezel, Deborah | Cafeteria Aide (LTS) - J. T. Lambert Intermediate School
Effective Date: November 27, 2001 extended through April 12, 2002
Deborah Hezel replaces Holly Loughran who is on a leave. |

B. Professional Staff

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

ACTION BY THE BOARD:

Motion was made by Roland Featherman to approve the leave of absence, rescission of leave of absence, change of effective date and appointments to the Professional Staff designated, in accordance with the approved applicable policies, procedures [subject to proper completion of all necessary documents, obtaining all necessary positive clearances and securing the proper instructional certificate(s)] and contractual agreement. Motion was seconded by Philip Brush and carried unanimously, 9-0.

1. Rescission of previously approved Leave of Absence -- in accordance with Board Policy 4242.2

Name	Position Held
a. Hughes, Melissa	Science Teacher - High School South Effective Date: April 2, 2002 Length of Leave: Until May 22, 2002

2. Leave of Absence -- in accordance with Board Policy 4242.2

Name	Position Held
a. Hughes, Melissa	Science Teacher - High School South Effective Date: April 2, 2002 Length of Leave: Until May 3, 2002

(Application for Leave of Absence received)

3. Change of Effective Date for Leave of Absence -- in accordance with Board Policies #4242.1 and #4242.2

Name	Position Held
a. Wagner, Margaret	Special Education Teacher - J. M. Hill Elementary Effective Date: Changed to January 28, 2002 Length of Leave: The end of the 2001-2002 school year.

4. Substitute Appointments -- Subject to completion of all necessary pre-employment documents and obtaining all necessary positive clearances

Name	Certification	Address
a. Banks, Anne	Elementary	R. R. #2, Box 2272 East Stroudsburg, PA 18301
b. Holtz, Joseph	(em) All Areas	225 Washington Street East Stroudsburg, PA 18301
c. Mirza, Nighat	(em) All Areas	22 Club Court Stroudsburg, PA 18360
d. Presley, June	(em) All Areas	5117A Hickory Circle Stroudsburg, PA 18360
e. Sousa, Wayne	English	307 Schanck Avenue Pen Argyl, PA 18072
f. Spering, Laureen	(em) All Areas	51 Washington St. East Stroudsburg, PA 18301

5. Substitute Appointment -- Permanent \$75.00 Per Diem Substitute Teacher - Subject to completion of all necessary pre-employment documents and obtaining all necessary positive clearances

Name	Building
a. Holtz, Joseph	Lehman/High School - North
b. Marczak, Samantha	High School - North

c. Piedra, Gisela

Lehman Intermediate

6. Appointment -- Homebound Instructor

Name	Certification	Address
a. Mathiesen, Carla	German	491 Youngwood Drive East Stroudsburg, PA 18301

C. Extra Responsibility Positions

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

ACTION BY THE BOARD:

Motion was made by Philip Brush to approve the extra responsibility appointments according to the 2000-2005 contractual agreement between the East Stroudsburg Area School District and the East Stroudsburg Education Association. Motion was seconded by Roland Featherman and carried unanimously, 9-0.

1. Appointments for the 2001-2002 School Year

	Name	Position	Salary	
a.	Dean, Todd	Drama Musical Director - High School - North	\$1,200.00	
b.	DeLong, Daniel	Band Front Advisor - High School - South	\$2,400.00	
c.	Dunham, Dawes	Volunteer Coach for Boys' Track and Field - High School - South	N/A	
d.	Falzone, Robert	Volunteer Softball Coach - High School - North	N/A	
e.	Flatt, Sheryl	Mentor for Christine Terra - effective 2 nd semester	\$425.00	<i>prorated</i>
f.	Johnson, Frank	Mentor for Nathan Bostwick - effective 2 nd semester	\$425.00	<i>prorated</i>
g.	Kise, Jr., Alfred	Assistant Director of School Productions (spring) - High School - North	\$1,140.00	
h.	Kroll, Paul	Volunteer Coach for Softball - High School - South	N/A	
i.	Litts, Randall	Volunteer Coach for Softball - High School - South	N/A	
j.	Mitchell, Daniel	Junior Varsity Baseball Coach - High School - South	\$2,200.00	
k.	Myers, John	Intramural Weight Room Supervisor (winter season) - High School - North	\$16.00/hr.	<i>48 hours max.</i>

D. Administrative Staff

ACTION BY THE BOARD:

Motion was made by Arthur Moeller to approve the change of title for the following administrative staff effective July 1, 2002, for the term of four years. Motion was seconded by Philip Brush and carried unanimously, 9-0.

	Name	From	To
1.	Arnold, Douglas	Director of Pupil Services	Assistant Superintendent for Pupil Services
2.	Michaels, Michael	Director of Human Resources	Assistant Superintendent for Personnel

E. Consultant

ACTION BY THE BOARD:

Motion was made by Roland Featherman to approve to contract for services with William L. McGill for up to 40 hours at \$60.00 per hour for consultative services. Motion was seconded by Philip Brush and carried unanimously, 9-0.

XIII. **CONTRACTS**

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

ACTION BY THE BOARD:

Motion was made by Philip Brush to approve the contracts listed for their specific services, rates and effective dates. Motion was seconded by Roland Featherman and carried unanimously, 9-0.

	NAME	SERVICE	RATE	PAYMENT FROM	EFFECTIVE DATE
1.	Drorbaugh, Richard	"Go the Extra Mile"	\$1,335.00	High School - North	2/20/02
2.	Educare	Education Programs	\$21,330.00 Max.	District	2/29/02
3.	Mayers, Deanna	Technology Consulting	\$7,150.00 Maximum (\$22.00/hr.) 325 hrs.	District	January-June 2002
4.	Meehan, Michael	Drug & Alcohol Awareness	\$300.00	High School - South	2/22/02

XIV. **TECHNOLOGY PLAN**

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

ACTION BY THE BOARD:

Motion was made by Philip Brush to approve the 2002-2005 East Stroudsburg Area School District Technology Plan as presented. Motion was seconded by William Zacharias and carried unanimously, 9-0.

XV. **STUDENT ITEMS**

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

A. Overnight Field Trip

ACTION BY THE BOARD:

Motion was made by William Zacharias to approve the overnight field trip(s) listed. The proposal and itineraries for the field trip meet the required Board Policy #5163. Motion was seconded by Don Motts and carried unanimously, 9-0.

	Name	Activity	Location	Dates
1.	Kyle Glaser	Performance at Azalea Festival	Norfolk, Virginia	April 25 thru 28, 2002

(See pages 12-16)

XVI. **NOVELS AND TEXTBOOKS**

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

ACTION BY THE BOARD:

Motion was made by Philip Brush to approve the novels/textbooks listed for use in the East Stroudsburg Area School District for the 2001 -2002 school year. Motion was seconded by Roland Featherman and carried unanimously, 9-0.

A. Middle Grades Math – Tools for Success, Course 2

B. Algebra Structure & Method I

C. Mathematics Applications an Connections

XVII. **BOARD POLICY**

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

ACTION BY THE BOARD:

Motion was made by Philip Brush to approve the board policy listed for use in the East Stroudsburg Area School District. Motion was seconded by Don Motts and carried unanimously, 9-0.

- a. #4550 -- Planning - The Keynote To Effective Instruction

(See pages 17-18)

XVIII. **PROPERTY**

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

ACTION BY THE BOARD:

Motion was made by Philip Brush to approve that the Board approve the right of entry resolution with regard to property owned by Michael R. Halperin and referenced as part of PIN No. 16-7312-00-32-1712 and Tax Code No. 16/7/2/28 in the form as presented by the Solicitor. Motion was seconded by Roland Featherman and carried 8-1. William Zacharias voted no.

XIX. **FISCAL ITEMS**

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

A. **Bond Payment**

ACTION BY THE BOARD:

Motion was made by Philip Brush to approve the current invoices for construction and related costs associated with the Bond Issue made by PNC Bank, acting as District Agent:

2001 Bond Issue: \$59,686.00

Motion was seconded by William Zacharias and carried unanimously, 9-0.

(See pages 19-20)

B. **Budget Transfers, Payment of Bills and Treasurer's Report**

ACTION BY THE BOARD:

Motion was made by Philip Brush to approve the Budget Transfers, Payment of Bills and Treasurer's Report listed in this agenda for the 2001-2002 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 Horace Cole and carried unanimously, 9-0.

- 1. Budget Transfers - (See pages 21-25)
- 2. Payment of Bills - (See pages 26-64)
- 3. Treasurer's Report - (See pages 65-70)

XX. **ADJOURNMENT**

**EAST STROUDSBURG AREA SCHOOL DISTRICT
BOARD OF EDUCATION
February 19, 2002**

AGENDA - ADDENDUM

XII. PERSONNEL ITEMS

A. Support Staff

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

ACTION BY THE BOARD:

Motion was made by Roland Featherman to approve the resignations, appointment and leave of absence 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 Philip Brush and carried unanimously, 9-0.

1. Resignation

Name	Position Held
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- | | |
|---------------|---|
| e. Rose, Marc | Custodian (third shift) - North Campus
Effective Date: At the end of the workday on February 15, 2002. |
|---------------|---|

6. Appointment Regular - Subject to completion of all necessary pre-employment paperwork and obtaining all necessary positive clearances.

Name	Position Held
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- | | |
|--------------------|---|
| c. Hafler, Douglas | Maintenance II Worker - District
\$300 shift differential
Effective Date: June 28, 2001 |
|--------------------|---|

7. Substitute Appointments -- Subject to completion of all necessary pre-employment documents and obtaining all necessary positive clearances.

Name	Area	Address
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- | | | |
|-----------------------|-----------|--|
| e. Picciotti, Jessica | Secretary | 165 Grove Street
East Stroudsburg, PA 18301 |
|-----------------------|-----------|--|

9. Leave of Absence -- in accordance with Board Policy 4242.2

Name	Appointment
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- | | |
|-------------------|---|
| a. George, Thomas | Bus Driver
Effective Date: February 12, 2002
Length of Leave: Not to exceed 12 weeks. |
|-------------------|---|

(Application for Leave of Absence received)

B. Professional Staff

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

ACTION BY THE BOARD:

Motion was made by William Zacharias to approve the leave of absence and appointments to the Professional Staff designated, in accordance with the approved applicable policies, procedures *[subject to proper completion of all necessary documents, obtaining all necessary positive clearances and securing the proper instructional certificate(s)]* and contractual agreement. Motion was seconded by Roland Featherman and carried unanimously, 9-0.

2. Leave of Absence -- in accordance with Board policy 4242.2

Name	Position
b. Johnson, Frank	Health/Physical Education Teacher - J. T. Lambert Intermediate School Effective Date: May 10, 2002 Length of Leave: End of the 2001-2002 school year.

(Application for Leave of Absence received)

6. Appointment -- Homebound Instructor

Name	Certification	Address
b. Ferrara, Stephanie	Special Education/ Elementary Education	2375 Hemlock Farms Hawley, PA 18428

7. Appointment - Tenure - In accordance with Article XI, Section 1121 of the Pennsylvania School Code.

Name	Position
a. Buis, Karen	Dental Hygienist - District Wide

F. Substitute Pay Rate

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

ACTION BY THE BOARD:

Motion was made by Roland Featherman to approve the increase of the current per diem substitute teacher 30-day bonus from \$300.00 to \$450.00. The \$450.00 bonus will be in effect for every cumulative 30-days (does not have to be consecutive) of per diem substitute teaching. Per diem substitute teachers who satisfy the 30-day bonus period on or after March 1, 2002, will be entitled to the \$450.00 bonus. The daily rate of \$75.00 will remain in effect. Motion was seconded by Philip Brush and carried unanimously, 9-0.

XIII. **CONTRACTS**

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

ACTION BY THE BOARD:

Motion was made by Philip Brush to approve the contracts listed for their specific services, rates and effective dates. Motion was seconded by Roland Featherman and carried unanimously, 9-0.

	NAME	SERVICE	RATE	PAYMENT FROM	EFFECTIVE DATE
5.	Carson, Wayne	Netscape Composer 1	\$100.00	TLCF Grant	2/25/02
6.	Carson, Wayne	Netscape Composer 1	\$100.00	TLCF Grant	2/27/02
7.	Carson, Wayne	Netscape Composer 2	\$100.00	TLCF Grant	3/4/02
8.	Carson, Wayne	Netscape Composer 2	\$100.00	TLCF Grant	3/6/02
9.	Carson, Wayne	Netscape Composer 3	\$100.00	TLCF Grant	3/11/02
10.	Carson, Wayne	Netscape Composer 3	\$100.00	TLCF Grant	3/12/02