

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

**REGULAR MEETING – April 15, 2013**

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

**Simultaneous Broadcast – High School North – Library**

**7:00 p.m.**

**Minutes**

- I. President, William Searfoss called the meeting to order at 7:18 p.m. and led those present in the Pledge of Allegiance. Secretary, Patricia Rosado called the roll.
- II. **Members present were:** Ronald Bradley, Robert Cooke, Eileen Featherman, Douglas Freeman, Robert Gress, Roy Horton, Marjorie James, Michael Meachem and William Searfoss.
- III. **School personnel present at the Administration Center Board Room:** Michelle Arnold, Jeffrey Bader, David A. Baker, Brian Borosh, Ben Brenneman, John Burrus, Anthony Calderone, Ann Catrillo, Michael Catrillo, Marie Christiansen, Adam Coffman, Sue Czahor, Irene Duggins, Larry Dymond, Wanda Echevarria, Eric D. Forsyth, Vincent Gallo, Michael Healey, Kim Holcomb, Lynda Hopkins, Rita M. Kubrak, Gail Kulick, Sharon Laverdure, Philip Lazowski, Irene Livingston, Thomas McIntyre, Fred Mill, Debra Padavano, Carrie Panepinto, Kathy Parrish, Patricia Rosado, Jim Shearouse, Rose Skidmore, Maggie Vitale, Lisa Vitulli, Thomas J. Williams and Ann Zannella. Also present was: Christopher Brown, Solicitor.
- School personnel present at High School North:** Robert Dilliplane, Oliver Trojak and Steve Zall.
- IV. **Community members present at the Administration Center Board Room:** Joyce Billeck, C. Bowman, Jessica Bowman, David Czahor, Josephine Ferro, Matthew Haberle, Katherine Hicks, Robert C. Huffman, Yvette Keitt, Shaza Knewejei, Kenneth Koberlein, Debbie Kulick, Sharon Maly-Cramer, Donna Martinez, Rob McLaughlin, Aracely Mitchell, Heyward Mitchell, Michal Peterson, Lori Sczcsay, Ryan Stacis, Jennifer Stillmayer, Gary Summers, Judy Summers, Michele Vella, Beverly White and Ray White.
- Tim Herd - Stroud Region Open Space and Recreation Commission
- Community members present at High School North:** None
- V. **APPROVAL OF MINUTES**

**ACTION BY THE BOARD:**

Motion was made by Robert Cooke to approve the minutes for the meeting of March 20, 2013, (pages 1-19). Motion was seconded by Eileen Featherman and carried unanimously, 9-0.

VI. **APPROVAL OF AGENDA**

**ACTION BY THE BOARD:**

Motion was made by Robert Cooke to approve this agenda for April 15, 2013, (pages 1-15), as submitted, with the Board of Education reserving the right to add to the agenda, and take further action on any items raised in executive session where immediate action on such items is considered to be in the best interest of the District. Motion was seconded by Douglas Freeman and carried unanimously, 9-0.

- VII. **ANNOUNCEMENT OF EXECUTIVE SESSION** -- An executive session was held on March 28, 2013 at 5:00 pm. for the purpose of discussing negotiations. An executive session was held this evening at 6:00 p.m. before this meeting for the purpose of discussing personnel, litigation and negotiations.

## VIII. ANNOUNCEMENTS BY THE BOARD

- A. Mr. Mike Meachem thanked Mr. Catrillo and Ms. Yarnall for the invitation to the National Honor Society but he is unable to attend since he will be at a conference.

## IX. SUPERINTENDENT'S REPORT

- A. Mr. Horton said that at the Monroe Career & Technical Institute meeting all sending schools agreed on a funding formula to bring back to the Boards of 100% roll in with a two year phase-in beginning in the 2014/2015 school year. Mr. Meachem said; therefore, we still have another year on the current formula. Mrs. Laverdure said, "Yes", but all four districts did come to an agreement now and recommends that the Board support it, too. We would like it sooner but we need to move forward understanding that the wrong will become whole. Mr. Meachem said; meanwhile, we continue to pay the most. Mrs. Laverdure said we currently have better enrollment and are using more of our fair share.
- B. Ms. Eileen Featherman said she could not attend the previous Board meeting and the Colonial IU 20 meeting due to a family obligation. She understands that Dr. Brennan was here to explain the program and did a very good job. Mr. Meachem said that he heard that a technology award presentation took place at the CIU 20 and many individuals need to be acknowledged. Mrs. Laverdure said she can make her presentation at this time, if he wishes.

Mrs. Laverdure said that all Board members received a STAR (Superior Technology Achievement Recognition) Awards program, which is at their place. The following individuals were nominated and some of them were winners:

Geoffrey Gambill – Teacher at Smithfield Elementary - Best Use of Technology in the Elementary Classroom  
Maryann Calpin – Teacher at J.T. Lambert Intermediate - Best Use of Technology in the English Classroom  
Deborah Koch – Teacher at H.S. South - Best Use of Technology in the English Classroom – Winner  
Carrie Panepinto – Teacher at J. T. Lambert Intermediate-Best Use of Technology in the Math Classroom Winner  
Lisa Vitulli – Teacher at Lehman Intermediate-Best Use of Technology in the Social Studies Classroom – Winner  
Manvel Page – ITEC Department – Technology Support Person of the Year – Winner  
Michelle Arnold, Principal of J.M. Hill Elementary – Best Supporting Administrator  
Maureen Seidel – Instructional Technology Coach - Technology Integration Coach of the Year – Winner

- C. Mr. Robert Gress reported that they had a Property/Facilities Committee meeting on March 21<sup>st</sup>. They discussed the following:
- i. Capital Reserve Fund Balance – They will be making recommendations to the Budget Advisory Committee.
  - ii. East Stroudsburg North Little League had a presentation regarding their concession stand that was built at Middle Smithfield Elementary School. There's an item for consideration on tonight's agenda.
  - iii. The J. M. Hill project is moving forward.
  - iv. The J. T. Lambert's steps are completed.
  - v. Generator bids are on the agenda tonight for approval.
  - vi. Emergency call phones are being replaced on campus. As a result, there will be a savings of about \$9,000 a year starting next year after they are replaced. Initially it will be a \$700 savings.
  - vii. The Middle Smithfield Economic Development Council is asking the district to become partners to look at additional economic growth and LERTA (Local Economic Revitalization Tax Act). A motion will be placed on the May agenda to determine how to move forward with this as well as with other townships to expand tax base in the school district.
  - viii. Mr. Shearouse and Mr. Brenneman went to the Lehman Township Board of Supervisors' meeting where they discussed applying for money from the gaming fund for the renovations of the stadium and possibly the weight room. We need to get paperwork in on time because for some reason, we missed the deadline last year. Mr. Gress said we can use these funds for renovations of the field, track and, if possible, the weight room. The next Property & Facilities Committee meeting will be on Thursday, April 18<sup>th</sup>, at 5:30 p.m. in the Administration Conference Room.

- D. Mr. Michael Meachem said that at the Budget Advisory Committee meeting they are examining opportunities where they are keeping the projected budget at a zero tax increase. It's an engaging process but they are still working towards it. In May, the committee members will be making the preliminary budget recommendations to the Board. Some suggestions will come from the Business Office and some will come from the committee members. One of the greatest problems we face in this district is the lack of equitable funding. We are not funded at the level that we should be. At the last elections, the legislators promised that they would bring a lawsuit against the Governor in order to level it. Unfortunately, once they were elected, it didn't seem as they were as enthusiastic anymore. We as a committee are looking at judicial options that we can exercise. There are other State entities that recognized the lack of funding is a hurtful issue. We will recommend to the full Board that we take part of the fund balance in support of this lawsuit because the only way we are going to receive compensation in this district is in the courts. In lieu of taxation, for the entities that are not paying taxes, we are meeting with the Pocono Medical Center to find out whether or not they would be interested in funding different opportunities that will reduce some of our expense. We will bring our budget recommendations and results from our meeting at the next Board meeting. Mr. Meachem informed the public that they are doing all things possible to look for alternative funding. There will be instances where unpopular decisions would be made but the goal of this Board is that we keep taxes at a zero percent increase.
- E. Mr. Christopher Brown said that the final Porter Township Initiative hearing will be on Thursday, May 16 2013 beginning at 1:00 p.m. in the High School Library. The public and Board members are welcome. The public participation portion is scheduled for the end of the hearing which will probably be on Friday, May 17, 2013, afternoon.
- F. Mr. Michael Healey, H.S. South-Social Studies teacher, said that he won the PSEA Human Rights and Civil Rights Award for the work with his student group, Aspire, which is officially affiliated with the United Nations. They are a social justice and global citizenship student group. They believe that young people can make an enormous impact in their community locally and globally. He thanked the Board, Mrs. Laverdure, Mrs. Duggins, Mr. Catrillo, his students, his wife and the East Stroudsburg Community for their support.
- G. Mr. Tim Herd, Stroud Region Open Space and Recreation Commission (The Commission), thanked the Board for their support for the last ten years since The Commission is now ten years old. He handed out the 2012 Annual report and the Stroud Region Parks' directory and maps. He said they had over 400 public and private collaborations during the last year, which helped to provide essential community services through what they do toward economic stimulation, environmental preservation and protection as well as alleviating social ills. He invited the Board members to a quarterly joint meeting of their stakeholders. The next one is scheduled the 4<sup>th</sup> Tuesday in June. He said he sends out monthly reports. He does not have all of the Board members' email addresses and he requested getting it from the Board secretary. He said the Board will see in a couple of weeks a proposed amendment of their intergovernmental agreement, which does not concern the district but will need their approval. They are changing the schedule of the municipal allocation payments to The Commission from three times a year to four times a year. He hopes this will not be a problem since the district does not provide any money to The Commission. Mr. Gress thanked him for what The Commission is doing, especially for the new trail by East Stroudsburg Elementary. The only concern is the walkway near the light which he is sure will be addressed. He said that The Commission is a wonderful program. The other issue is that when he's been at the park by school property some people carry guns with permits but they cannot do it on school property. He wanted to make them aware of this concern. Mr. Searfoss said he is on the mailing list and will be contacting him about a park.
- H. Mrs. Laverdure said that at Monday's meeting at the Monroe Career & Technical Institute, they were given a list of award winners. Out of four 1<sup>st</sup> place winners, three of them are from the East Stroudsburg Area School District. They will be going to nationals. Thomas Detrick, a cosmetology H.S. South Senior came in 2<sup>nd</sup> place. Mehmet Yasdiman, a computer maintenance student of H.S. South, won 1<sup>st</sup> place. Christopher Frantz, H.S. South student won 1<sup>st</sup> place for internet working and Namansa Marah, a H.S. North Senior in Hotel Tourism won for extemporary speaking. There will be a fundraising night at Texas Road House on Thursday, April 18<sup>th</sup> to help fund the trip to Nationals.
- ❖ Board Policies to be considered for approval at the May 20, 2013, 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.
- #806 – Child/Student Abuse
  - #822 – Automated External Defibrillator (AED)/Cardiopulmonary Resuscitation (CPR)

(See pages A1-A7 & B1-B2)

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

- A. Mr. Matthew Haberle, H.S. South Senior and member of Mike Silvoy's Technology Group, explained his concern with reference to the High School graduation. He asked that the Board consider having the graduation in the gym instead of outside. His reason was due to unpredictable weather conditions such as humidity, heat, wind, rain, etc. He said for the past five years, due to weather, graduation was moved from outside to inside in the last minute causing set up to become difficult. The band is not able to play, as well, due to space issues. If the Board makes the decision now, Mr. Silvoy and his group will concentrate on setting up in just one area. He also said that it would save money by not having to rent chairs for both areas. Lastly, students would not have to practice in both areas but just one. Mr. Meachem commended Matthew and encouraged him to speak up for what he believes and sees that he researched his facts on the issue. He asked Matthew if he spoke to Mr. Catrillo and the student government. Matthew said he did not talk to Mr. Catrillo but he spoke to some student government members and some agree with him. Mr. Meachem suggested that he speak to Mr. Catrillo. Mr. Catrillo said he and Matt discuss issues all the time. He recommended outside to the Board because they took a poll and the majority of the students want an outside graduation. He agrees with Matt since all of his years as Principal it has rained during graduation.
- B. Mrs. Verona Meachem said she noticed in the check registry contract drivers and parent transportation payments. She asked what is the difference between a contract driver and parent transportation driver. Mrs. Laverdure said that a contract driver is a person who drives their own car and not the parents of the student because it is more effective to transport the student that has many needs and cannot ride a bus. There are other students that have so many needs that the parents transport the child in their own car. Mrs. Holcomb said that parents are paid the current IRS rate of .565 per mile and the contract drivers are paid by a State Formula. Mrs. Meachem asked how does a parent decide or apply to transport their child. Mrs. Laverdure said this is a last resort but due to the needs of the student it sometimes happens. Mrs. Meachem asked what causes this to happen. Mrs. Laverdure said there are many issues that may contribute to this occurrence but it is mostly due to behavior.

Mrs. Meachem asked how are the Keystone Exams open-ended questions addressed in Study Island and in the boot camps. Mrs. Duggins said there are some open-ended responses through Study Island but if students have certain difficulty areas, the teacher will hold a separate boot camp to address those areas. Mrs. Meachem asked when will the boot camp occur for the constructive responses. Mrs. Duggins said the boot camps should be handling all of the situations but if a child is in need of an area the teacher would refer them to that section or give the student the help they need. Mrs. Meachem asked if a child should request this help specifically. Mrs. Duggins said if they feel they need help then, yes.

Mr. Bradley asked who sets the mileage rate. Mr. Meachem said the contract drivers are paid by the State formula and the parents get paid by the I.R.S. rate. The current I.R.S. mileage rate is .565 cents per mile.

- C. Ms. Yvette Keitt informed the Board incumbents and other individuals that are running for School Board Director that she is the liaison for Saw Creek and they will be hosting a meet and greet for the candidates that pass through the May 2013 elections. She does not have a date but would like to inform them through the Board secretary.

Her other concern was about the High School North roads. She noticed them at a basketball game and the roads are horrible. Mrs. Laverdure said that it depends on what time the storm hits, Mr. Williams arranges for the cleanup. Ms. Keitt said it's not about the weather but the grounds are broken up with potholes, etc. Mr. Gress said that they have the circle at H.S. North as part of one of the projects. Mr. Meachem said she is speaking about the area to the right of the school. Mr. Gress said they can look into that at the next Property & Facilities Committee meeting.

Ms. Keitt asked if she can contact the Board through the Board secretary. Mr. Gress said although his term is not up, he does not think the school district should be used for political information, since not all candidates work for the district. Mr. Meachem said that the school district is only responsible for maintaining district-related events and not all events but he would be glad to give her his information.

**XI. PERSONNEL ITEMS**

**A. Support Staff - Uncompensated Leaves of Absence**

**ACTION BY THE BOARD:**

Motion was made by Robert Cooke to approve the uncompensated leaves of absence to the support staff designated, in accordance with the approved applicable policies, procedures and contractual agreement. Motion was seconded by Douglas Freeman and carried unanimously, 9-0.

**1. Uncompensated Leaves of Absence – In Accordance with School Board Policy #539**

<b>Name</b>	<b>Position Held</b>
a. Berardi, Ann Marie	Instructional Aide - Middle Smithfield Elementary Effective Date: April 18, 2013 Length of Leave: April 30, 2013
b. Lapping, Sarah	Cafeteria Worker (full-time) - J. T. Lambert Intermediate Effective Date: March 14, 2013 Length of Leave: March 24, 2013
c. Nannery, William	Custodian (2 <sup>nd</sup> shift) - Middle Smithfield Elementary Effective Date: March 14, 2013 Length of Leave: April 22, 2013

(Requests Received)

**B. Support Staff**

**ACTION BY THE BOARD:**

Motion was made by Marjorie James to approve the resignations, retirement, reassignments, leaves of absence and appointments to the support staff designated, in accordance with the approved applicable policies, procedures [*subject to proper completion of all necessary documents and obtaining all necessary positive clearances*] and contractual agreement. Motion was seconded by Roy Horton and carried unanimously, 9-0.

**1. Resignations**

<b>Name</b>	<b>Position Held</b>
a. Dickerson, Michael	Custodian (3 <sup>rd</sup> shift) (LTS) – North Campus Effective Date: at the end of the workday on April 19, 2013.
b. LaFemina-Adams, Ann Marie	Cafeteria Aide - Bushkill Elementary Effective Date: at the end of the workday on April 5, 2013.

(See pages 16-17)

**2. Retirement**

<b>Name</b>	<b>Position Held</b>
a. Toczylowski, Dorothy	Instructional Aide - Middle Smithfield Elementary Effective Date: at the end of the last teacher workday of the 2012-2013 school year.

(See page 18)

### 3. Reassignments

<b>Name</b>	<b>Position Held</b>
a. Henry, Judy	From: Student Helper - East Stroudsburg Elementary To: Student Helper - Resica Elementary Effective Date: March 18, 2013 Due to student's reassignment.
b. Lasewicz, Kimberly	From: Student Helper - Smithfield Elementary To: Student Helper - Middle Smithfield Elementary Effective Date: April 10, 2013 Due to student needs.

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

<b>Name</b>	<b>Position Held</b>
a. Berardi, Ann Marie	Instructional Aide - Middle Smithfield Elementary Effective Date: January 10, 2013 Length of Leave now through: April 17, 2013
b. Lapping, Sarah	Cafeteria Worker (full-time) - J. T. Lambert Intermediate Effective Date: December 3, 2012 Length of Leave now through: March 13, 2013
c. Lazor, Teresa	Media I Technician - ITEC Effective Date: December 14, 2012 Length of Leave now through: June 30, 2013 This is an intermittent leave.

(Requests received)

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

<b>Name</b>	<b>Position Held</b>
a. Branigan, Linda	Instructional Aide - High School North Effective Date: March 7, 2013 Length of Leave: March 13, 2013
b. Hayes, Denise	Bus Driver - Transportation Effective Date: March 12, 2013 Length of Leave: April 25, 2013
c. Keesser, Bridget	Instructional Aide - East Stroudsburg Elementary Effective Date: April 2, 2013 Length of Leave: June 30, 2013 This is an intermittent leave.
d. Kurtz, Ninette	Bus Driver - Transportation Effective Date: February 12, 2013 Length of Leave: February 22, 2013
e. Van Why, Rose	Cafeteria (Cook) Worker (full-time) - High School South Effective Date: March 11, 2013 Length of Leave: April 17, 2013

(Applications received)

**6. Appointment – Non-Bargaining Unit**

<b>Name</b>	<b>Appointment</b>
a. Iannazzo, Marc	School Police Officer (1 <sup>st</sup> shift, 10 month) - District Hourly: \$14.45 Effective Date: April 10, 2013 Marc replaces Joseph Czajkowski who retired on 7/1/12. (This position has been filled by substitutes).

**7. Substitute Appointments**

<b>Name</b>	<b>Position(s)</b>
a. Dailey, Cathy-Jo	Cafeteria Aide, Cafeteria Worker
b. Giles, Kimberly	Cafeteria Aide, Instructional Aide, Student Hall Monitor
c. LaFemina-Adams, Ann Marie	Secretary
d. Molesky, Pamela	Instructional Aide, Student Helper
e. Rouse, Pamela	Custodian, Instructional Aide, Student Helper
f. Seliger, Roslinda	Cafeteria Aide, Instructional Aide, Student Hall Monitor, Student Helper, Study Hall Monitor

**C. Professional Staff - Uncompensated Leave of Absence**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the uncompensated leave of absence to the professional staff designated, in accordance with the approved applicable policies, procedures and contractual agreement. Motion was seconded by Robert Cooke and carried unanimously, 9-0.

**1. Uncompensated Leave of Absence – In Accordance with School Board Policy #439**

<b>Name</b>	<b>Position Held</b>
a. Villa, Priscilla	Special Education teacher - East Stroudsburg Elementary Effective Date: April 4, 2013 Length of Leave: April 15, 2013

(Request received)

**D. Professional Staff**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the retirements, leaves 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 and obtaining all necessary positive clearances*] and contractual agreement. Motion was seconded by Marjorie James and carried unanimously, 9-0.

**1. Retirements**

<b>Name</b>	<b>Position Held</b>
a. Conklin, Donna	Grade 2 teacher – East Stroudsburg Elementary Effective Date: at the end of the last teacher workday of the 2012-2013 school year.

- b. Gallagher, Darlene                      Family & Consumer Science teacher – J. T. Lambert Intermediate  
Effective Date: at the end of the last teacher workday of the 2012-2013 school year.

(See pages 19-20)

**2. Leaves of Absence – In Accordance with School Board Policy #435**

- | <b>Name</b>           | <b>Position Held</b>  |
|-----------------------|---|
| a. Masker, Leisa      | Grade 3 teacher - Resica Elementary<br>Effective Date: April 16, 2013<br>Length of Leave: the end of the 2012-2013 school year.           |
| b. O'Donnell, Rebecca | Special Education teacher - Bushkill Elementary<br>Effective Date: May 16, 2013<br>Length of Leave: the end of the 2012-2013 school year. |
| c. Shimp, Gabrielle   | Library Science teacher - East Stroudsburg Elementary<br>Effective Date: September 3, 2013<br>Length of Leave: October 11, 2013           |

(Applications for Leaves of Absence received)

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

- | <b>Name</b>         | <b>Position Held</b>   |
|---------------------|--|
| a. Villa, Priscilla | Special Education teacher - East Stroudsburg Elementary<br>Effective Date: December 18, 2012<br>Length of Leave now through: April 3, 2013 |

(Request received)

**4. Appointments - Long Term Substitutes**

- | <b>Name</b>          | <b>Appointment</b>  |
|----------------------|---|
| a. McCracken, Sean   | Health & Physical Education teacher – High School North (LTS)<br>Salary: \$41,436.00, prorated (Step 1 Column 5)<br>Effective Date: March 25, 2013<br>Through: the last teacher workday of the 2012-2013 school year only.<br>Sean replaces John Waibel.                                |
| b. Svensson, Cynthia | Health & Physical Education teacher – J. T. Lambert Intermediate (LTS)<br>Salary: \$41,436.00, prorated (Step 1 Column 5)<br>Effective Date: April 2, 2013<br>Through: the last teacher workday of the 2012-2013 school year only.<br>Cynthia replaces Shannon Ludka who is on a leave. |

(See pages 21-22)



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

<b>Name</b>	<b>Appointment</b>
a. James, Marcel	Special Education teacher – East Stroudsburg Elementary (LTS) Salary: \$39,702.00, prorated (Step 1 Column 1) Effective Date: February 19, 2013 Now Through: the end of the workday on April 15, 2013 only. Marcel replaces Priscilla Villa who is on a leave.

**6. Substitute Appointments**

<b>Name</b>	<b>Certification</b>
a. Giles, Kimberly	Elementary
b. McInerney, Linda	School Nurse (em)

**7. Homebound Appointment**

<b>Name</b>	<b>Certification</b>
a. Sandy, Jasmine	Special Education

**E. Extra Responsibility Positions**

**ACTION BY THE BOARD:**  
Motion was made by Douglas Freeman to approve the resignations and appointments according to the 2010-2013 contractual agreement between the East Stroudsburg Area School District and the East Stroudsburg Education Association and Memorandum of Understanding Board approved on June 4, 2012 between the East Stroudsburg Area School District and the East Stroudsburg Education Association. Motion was seconded by Marjorie James and carried unanimously, 9-0.

**1. Resignations**

<b>Name</b>	<b>Position Held</b>
a. Johnson, Beverly	Step and Dance Team Club Advisor – High School North Effective Date: March 13, 2013
b. Molin, Maurice	Boys' Track and Field Varsity Assistant Coach – High School South Effective Date: March 22, 2013

(See pages 23-24)

**2. Appointments for the 2012-2013 School Year**

	<b>Last Name</b>	<b>First Name</b>	<b>Position</b>	<b>Building</b>	<b>Rate</b>
a.	Caamano	Debra	Intramural Study Club Tri-Advisor (2nd semester - shared position)	High School North	\$23.23/hour (48 hour maximum split between advisors)
b.	Dobrowolski	Darrin	Intramural Study Club Tri-Advisor (2nd semester - shared position)	High School North	\$23.23/hour (48 hour maximum split between advisors)
c.	Fodness	Peter	Intramural Softball Co-Advisor	Smithfield Elementary	\$23.23/hour (48 hour maximum split between advisors)
d.	Kennedy	Kevin	Intramural Boys' Basketball Co-Advisor	High School North	\$23.23/hour (48 hour maximum split between advisors)
e.	McCombs	Tamara	Intramural Study Club Tri-Advisor	High School North	\$23.23/hour (48 hour maximum split between advisors)

	Last Name	First Name	Position	Building	Rate
			(2nd semester - shared position)		split between advisors)
f.	Moskovitz	Scott	Intramural Boys' Basketball Co-Advisor	High School North	\$23.23/hour (48 hour maximum split between advisors)
g.	Spering	Laureen	Volunteer Softball Coach	Lehman Intermediate	not applicable
h.	Wilson	Robert	Boys' Track and Field Varsity Assistant Coach (effective 3/25/13) (Replaces Maurice Molin)	High School South	\$3,552.17 (prorated)

**F. Administrative Staff – Employment Contract Extension Agreement - Irene N. Duggins**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to reappoint Irene Duggins as Assistant Superintendent for Curriculum and Instruction for the period September 18, 2013 through September 17, 2014 at an annual salary of \$118,489.70, with a 5% premium share, in accordance with the terms of the Employment Contract Extension Agreement as presented, and to authorize the appropriate officers of the Board to execute said agreement. Motion was seconded by Robert Gress and passed 8-1. Michael Meachem voted no.

(See pages 25-41)

**XII. CONTRACTS**

1.

**ACTION BY THE BOARD:**

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

	NAME	SERVICE	RATE	PAYMENT FROM	EFFECTIVE DATE
1.	4ever Young Photo Booths	Photo booth pictures for H. S. North 2013 Prom	\$1,099.00	H.S. North Class of 2013	5/11/13
2.	Bianchi, Vinny	Celebration of the Arts	\$500.00	Resica Elementary Student Account	5/10/13
3.	Deen, Todd	Performance and Competition accompanists for choirs.	\$600.00	Music Dept.	4/22/13-5/31/13
4.	Deen, Todd	Accompanist for Cavalier Voices and CV Cadets	\$600.00	Music Dept.	4/1/13-6/14/13
5.	D J Legit (Michael Marra)	DJ for H.S. South Prom	\$850.00	H.S. South Class of 2013	5/18/13
6.	Frank Martz Coach Company	Charter Buses to transport H.S. North students and chaperones to prom.	\$6,748.00	H.S. North Class of 2013	5/11/13
7.	Koilparampil, Regina	Assembly for PSSA's	\$500.00	J.M. Hill Elementary Student Account	4/2/13
8.	Northeast Pennsylvania Center for Independent Living	Sign Language Interpreter	\$58.00	Pupil Services	3/21/13
9.	Pittman, Brenda	Motivational/Inspirational speaker to address 9 <sup>th</sup> & 10 <sup>th</sup> grade students.	\$1,100	H.S. North Principal's Account	3/22/13
10.	Reed, Nancy & Spencer	Celebration of the Arts	\$300.00	Resica Elementary	5/10/13

11.	Skytop Lodge	H.S. North Class of 2013 Prom	\$750.00	H.S. North Class of 2013	5/11/13
		<b>TRANSPORTATION</b>	<b>CONTRACTS</b>		
1.	Bellinger, Tania	Contract Transportation	\$108.51/day	Transportation Dept.	3/11/13
2.	Bloise, Lisa	Contract Transportation	\$120.08/day	Transportation Dept.	2/22/13
3.	Caramella, George	Contract Transportation	\$249.07/day	Transportation Dept.	3/12/13
4.	Davis, Christine	Contract Transportation	\$146.05/day	Transportation Dept.	3/4/13
5.	Frascella, Maria	Contract Transportation	\$86.43/day	Transportation Dept.	2/15/13
6.	Frascella, Maria	Contract Transportation	\$91.39/day	Transportation Dept.	3/7/13
7.	Holmes, Katharine	Contract Transportation	\$151.25/day	Transportation Dept.	3/12/13
8.	LaBadie, Gina	Contract Transportation	\$197.64/day	Transportation Dept.	3/5/13
9.	LaBadie, Gina	Contract Transportation	\$152.56/day	Transportation Dept.	3/8/13
10.	Lastra, Steve	Contract Transportation	\$208.19/day	Transportation Dept.	2/19/13
11.	Muti, Peter	Contract Transportation	\$57.62/day	Transportation Dept.	3/7/13
12.	Siska, Douglas	Contract Transportation	\$466.03/day	Transportation Dept.	2/25/13
13.	Siska, Douglas	Contract Transportation	\$334.14/day	Transportation Dept.	3/1/13

(See pages 42-58)

2.

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the contracts listed for their specific services, rates and effective dates totaling over \$10,000, subject to the review and recommendations of the Solicitor and approval of the Administration regarding the terms and conditions of any final contract, other than price or cost. Motion was seconded by Eileen Featherman and passed 8-1. Michael Meachem voted no.

	NAME	SERVICE	RATE	PAYMENT FROM	EFFECTIVE DATE
1.	IU 20	One to One Mental Health Worker	Not to Exceed \$10,800	District/ACCESS	3/1/13-6/30/13
2.	IU 20	One to One Paraprofessional	Revised – Not to Exceed \$10,419.75 (previously approved not to exceed \$34,102 for 8/27/12-6/30/13)	District	For remainder of 2012/2013 school year.

(See pages 59-60)

**XIII. STUDENT ITEMS**

**A. Placements**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the agreed upon alternative placements for the students listed for recommended schools and times indicated. Motion was seconded by Robert Gress and passed 7-2. Ronald Bradley and Michael Meachem voted 7-2.

	Student Number
a.	12021116
b.	12021117
c.	12021118
d.	12170919
e.	12170920
f.	12171121

(See pages 61-63)

## B. Overnight Field Trip

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

Motion was made by Douglas Freeman to approve the overnight field trip listed. The proposal and itinerary for the field trip meets the required Board Policy #121. Motion was seconded by Robert Cooke and carried unanimously, 9-0.

	<b>Name</b>	<b>Activity</b>	<b>Location</b>	<b>Dates</b>
1.	Ridner, Fred (#3234)	H.S. South Science Olympiad students to State College and Juniata College to compete.	State College, PA Huntington, PA	4/25/13-4/26/13

(See page 64)

## C. Field Trips – 75 Miles or More

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

Motion was made by Douglas Freeman to approve the 75 miles or more field trips listed. The proposal and itineraries for the field trips meet the required Board Policy #121. Motion was seconded by Eileen Featherman and carried unanimously, 9-0.

	<b>Name</b>	<b>Activity</b>	<b>Location</b>	<b>Dates</b>
1.	Clogg, Katye	H.S. South Band students to participate in All-State Honors Ensembles	Erie, PA	4/17/13
2.	Cramer, Patricia (#3188)	H.S. South Foreign Language Club Students to visit the zoo and restaurant.	Philadelphia, PA	5/8/13
3.	Cramer, Patricia (#3261)	H.S. South French Honors & AP students to the Metropolitan Museum Art of NYC.	New York, NY	5/29/13
4.	Fisher, Marijo/Peeke, Lachlan (#3239)	J.T. Lambert 7 <sup>th</sup> grade students to Knoebels Grove	Elysburg, PA	6/4/13
5.	LaBar, Keith (#3283)	Lehman Choir/Band Students to a competition at Music in the Parks & to Dorney Park	Fleetwood, PA Kutztown, PA Allentown, PA	5/24/13
6.	LaBar, Keith	H.S. North Choirs/Band students to a competition/performance at Music in the Park and Hershey Park.	Middletown, PA Hershey, PA	5/31/13
7.	Peeke, Lachlan (#3240)	J.T. Lambert 6 <sup>th</sup> grade students to Knoebels Grove	Elysburg, PA	6/3/13
8.	Rescigno, Barbara	Smithfield Elementary 4 <sup>th</sup> Grade students to American Museum of Natural History.	New York, NY	5/17/13
9.	Ridner, Cara (#3272)	ESE 2 <sup>nd</sup> Grade students to the Adventure Aquarium	Camden, NJ	5/16/13
10.	Toth, Donald (#3260)	J.T. Lambert students to State Middle School Computer Fair	Carlisle, PA	5/22/13

(See pages 65-74)

**D. High School North Graduation**

**ACTION BY THE BOARD:**

Motion was made by Roy Horton to approve the date of the East Stroudsburg Area Senior High School – North commencement as Thursday, June 13, 2013 at the Mountain Laurel Center at 5:00 p.m. Motion was seconded by Douglas Freeman and carried unanimously, 9-0.

**E. License Agreement**

**ACTION BY THE BOARD:**

Motion was made by Roy Horton to approve the License Agreement between the East Stroudsburg Area School District and Mountain Laurel Development Group, LP for the High School North Commencement Ceremony and Related Activities. Motion was seconded by Douglas Freeman and carried unanimously, 9-0.

(See pages 75-78)

**F. High School South Graduation**

**ACTION BY THE BOARD:**

Motion was made by Michael Meachem to approve the date of the East Stroudsburg Area Senior High School – South commencement as Friday, June 14, 2013 in the H.S. South Gymnasium at 6:00 p.m. Motion was seconded by Robert Gress and carried unanimously, 9-0.

**G. Final 2012/2013 School Calendar**

**ACTION BY THE BOARD:**

Motion was made by Michael Meachem to approve the revised 2012/2013 school calendar, as presented, to reflect changes due to inclement weather and to set the dates for commencement ceremonies of the district's high schools. Motion was seconded by Douglas Freeman and carried unanimously, 9-0.

(See page 79)

**H. Release and Settlement Agreement**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the Release and Settlement Agreement between the East Stroudsburg Area School District and the parents of student # 12040305. Motion was seconded by Eileen Featherman and passed 8-1. Michael Meachem voted no.

(See pages 80-89)

**XIV. OLD AND NEW BUSINESS**

None

**XV. REQUEST TO ESTABLISH A STUDENT ACTIVITY**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the request to establish a student activity fund for the North Athletic Awards Ceremony Committee. Motion was seconded by Robert Gress and carried unanimously, 9-0.

(See page 90)

## XVI. BOARD POLICY

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

Motion was made by Robert Cooke to approve the Board Policy #201 – Admission of Students for use in the East Stroudsburg Area School District. Motion was seconded by Michael Meachem and carried unanimously, 9-0.

(See pages 91-92)

## XVII. TEXTBOOKS

1.

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

Motion was made by Douglas Freeman to approve the previously budgeted purchase of the textbooks listed for use in the East Stroudsburg Area School District as approved at the December 17, 2012 Board meeting. Motion was seconded by Robert Cooke and carried unanimously, 9-0.

Allons au-delà	Pearson	2012	11-12
Pearson Longman Keystone Level A	Pearson	2012	6-8
Pearson Longman Keystone Level B	Pearson	2012	6-8
Pearson Longman Keystone Level C	Pearson	2012	6-8
Prentice Hall Literature Common Core Edition	Pearson	2012	9
Prentice Hall Literature Common Core Edition	Pearson	2012	10
Prentice Hall Literature Common Core Edition	Pearson	2012	11
Prentice Hall Literature Common Core Edition	Pearson	2012	12

2.

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

Motion was made by Douglas Freeman to approve the textbooks listed for use in the East Stroudsburg Area School District. Motion was seconded by Ronald Bradley and carried unanimously, 9-0.

<b>Title of Book</b>	<b>Author/Publisher</b>	<b>Copyright Date</b>	<b>Grade Level</b>
Abriendo Paso Gramática	José M. Diaz/Maria F. Nadel	2014	10-12
Abriendo Paso Temas y Lecturas	José M. Diaz/Maria F. Nadel	2014	10-12
Building Citizenship Civics and Economics	Remy, Patrick, Saffell and Clayton	2013	10
The Developing Child	Holly Brisbane	2010	10-12
World History & Geography Modern Time Student Suite 7 Yr. Sub Package	Jackson J. Spielvogel	2013	9
Biology in Focus	Urry, Cain, Wasserman, Minorsky, Jackson, Reece	2014	11-12
Chemistry and Chemical Reactivity	Kotz, Treichel & Townsend	2012	11-12

## XVIII. FISCAL ITEMS

### A. IU Paper and Janitorial Supply Bid Awards

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

Motion was made by Michael Meachem to approve the award of bids for paper and janitorial supplies as per bids received through the Northampton/Monroe/Pike County Joint Purchasing Board in the total amount of \$145,880.88 (\$60,063 cost savings). Motion was seconded by Douglas Freeman and carried unanimously, 9-0.

(See pages 93-95)

### B. MCTI

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

Motion was made by Robert Gress to approve the Monroe County Career & Technical Institute Operating Budget for the 2013-2014 fiscal year in the total amount of \$8,647,374, as presented, with the District's share being \$1,911,734 and Capital (Debt Obligation) Budget in the total amount of \$950,407.50 with the District's share being \$241,302.29. (This is a zero increase over 2012-13). Motion was seconded by Michael Meachem and carried unanimously, 9-0.

### C. Colonial IU 20

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

Motion was made by Douglas Freeman to approve the Colonial IU #20 General Operating Budget for 2013-2014 school year in the amount of \$3,017,300, with the District's share being \$49,479.06 as presented and attached. Motion was seconded by Eileen Featherman and carried unanimously, 9-0.

(See page 96)

### D. PDE-Electronic Signatures

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

Motion was made by Douglas Freeman to approve the Resolution authorizing the Superintendent to sign contracts with the Pennsylvania Department of Education by means of electronic signatures. Motion was seconded by Eileen Featherman and carried unanimously, 9-0.

(See pages 97-98)

### E. Authorization to Seek Bids

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

Motion was made by Douglas Freeman to authorize the Business Manager to seek bids for Custodial Supplies, Family and Consumer Science supplies, and Medical supplies for the 2013-14 fiscal year. Motion was seconded by Eileen Featherman and carried unanimously, 9-0.

### F. Harris School Solutions Web-Based Training

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

Motion was made by Michael Meachem to approve the Budget Advisory Committee recommendation that the Board approve the proposal for services from Harris School Solutions to provide web-based training for the Business Manager and Assistant Business Manager on the Tenex Budgetary Accounting System at a cost of \$450.00 and to approve the proposal for services from Harris School Solutions to provide web-based training for the Business Office Staff on query training for the Tenex System at a cost of \$1,250.00. The cost of the trainings will be paid for by the Business Office budget. Motion was seconded by Roy Horton and carried unanimously, 9-0.

### G. Standby Power Generation Installation

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman that the Board approve the award of a contract to Wind Gap Electric, Inc. for the furnishing and installation of standby power generators at J.T. Lambert Intermediate School, Resica Elementary School and the North and South Bus Garages (Project # 115612) for the low base bid amount of \$216,000.00, all alternate bids being rejected. Motion was seconded by Michael Meachem and carried unanimously, 9-0.

(See page 99-100)

### H. Request for Proposals

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to authorize the Business Manager to advertise a request for proposals for the following services for the 2013-2014 school year. Motion was seconded by Eileen Featherman and passed 8-1. Robert Gress voted no.

- School physician
- North football team physician
- South football team physician

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

**ACTION BY THE BOARD:**

Motion was made by Robert Cooke to approve the transfer of the sum of \$405.00 from the East Stroudsburg Area School District Pepsi Fund to the East Stroudsburg Area School District Special Activity Interpretive Trail account. Motion was seconded by Douglas Freeman and carried unanimously, 9-0.

### J. John Gagliardo Scholarship Fund

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the closure of the John Gagliardo Scholarship Fund account and return its contents, currently \$520.13, to Mrs. Jane Gagliardo. Motion was seconded by Robert Gress and carried unanimously, 9-0.

### K. Bond Payments

1.

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the current invoices for construction and related costs associated with the Bond Issue 2008 (Needing Retroactive Approval): \$1,350.00. Motion was seconded by Ronald Bradley and passed 8-1. Michael Meachem voted no.

(See page 101)

2.

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the current invoices for construction and related costs associated with the Bond Issue 2012A: \$5,790.72. Motion was seconded by Robert Gress and passed 7-2. Ronald Bradley and Michael Meachem voted no.

(See page 102)



L. Use of Facilities

1.

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to approve the requests for use of facilities as listed for Class 1 mid-week school-related activities (no facility fees will be incurred as per Policy #707). Motion was seconded by Robert Gress and carried unanimously, 9-0.

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

Board Agenda	BUILDING	DATE from	DATE to	ORGANIZATION	EVENT	Facility Fee Waived
4/15/13	HS South	4/16/13	7/15/13	E.S. Little League	Practice/Games	Yes
4/15/13	J.M. Hill	4/16/13	12/31/13	Girl Scouts of America	Meetings	Yes
4/15/13	JTL	4/16/13	7/15/13	E.S. Little League	Practice/Games	Yes
4/15/13	M. Smithfield	4/1/13	6/21/13	FC Pocono	Soccer Practice	Yes

(See pages 103-107)

2.

**ACTION BY THE BOARD:**

Motion was made by Robert Cooke to approve the request for use of facilities as listed for Class 2 Governmental Agency (no facility fees or personnel fees will be incurred). Motion was seconded by Douglas Freeman and carried unanimously, 9-0.

**CLASS 2 – GOVERNMENTAL AGENCY USE OF FACILITIES**

Board Agenda	BUILDING	DATE from	DATE to	ORGANIZATION	EVENT	Facility Fee Waived
4/15/13	HS South (stadium)	5/11/13	5/11/13	Stroud Area Regional Police Department	Police Officer Physical Fitness Test	Yes
4/15/13	HS South	5/11/13	5/11/13	Stroud Area Regional Police Department	Police Officer Written Test	Yes

(See pages 108-109)

3.

**ACTION BY THE BOARD:**

Motion was made by Roy Horton to approve the request for use of facilities as listed for Class 3 Non-School Related Use of Facilities. (No facility fees will be assessed for practice fields as per Policy #707). Motion was seconded by Marjorie James and carried unanimously, 9-0.

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

Board Agenda	BUILDING	DATE from	DATE to	ORGANIZATION	EVENT	Facility Fees Waived
4/15/13	HS South	6/4/13	8/22/13	Pocono Family YMCA	Adult (Women's) Softball League Practice & Games	Yes
4/15/13	JTL	6/4/13	8/22/13	Pocono Family YMCA	Adult (Women's) Softball League Practice & Games	Yes

(See pages 110-111)

4.

**ACTION BY THE BOARD:**

Motion was made by Michael Meachem to approve the request for use of facilities as listed for Class 3 Non-School Related Use of Facilities. American Red Cross instructor, Samantha Frick, is requesting a waiver of facility fees as well as personnel fees for this lifeguarding course offered to district students. Motion was seconded by Marjorie James and carried unanimously, 9-0.

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

<b>Board Agenda</b>	<b>BUILDING</b>	<b>DATE from</b>	<b>DATE to</b>	<b>ORGANIZATION</b>	<b>EVENT</b>	<b>Facility Fees Waived</b>
4/15/13	HS South	5/2/13	6/6/13	American Red Cross	Lifeguarding Course	Yes

(See pages 112-113)

5.

**ACTION BY THE BOARD:**

Motion was made by Ronald Bradley to approve the request for use of facilities as listed for Class 3 Non-School Related Use of Facilities. Passion for Christ Church, Inc. is requesting a waiver of facility fees as well as personnel fees for their Sunday worship service. The group will offer four (4) scholarships to HS North graduating seniors. Motion was seconded by Michael Meachem. Motion to table was made by Robert Cooke. Motion was seconded by Douglas Freeman and passed 7-2. Ronald Bradley and Michael Meachem voted no.

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

<b>Board Agenda</b>	<b>BUILDING</b>	<b>DATE from</b>	<b>DATE to</b>	<b>ORGANIZATION</b>	<b>EVENT</b>	<b>Facility Fees Waived</b>
4/15/13	M. Smithfield	TBA	TBA	Passion for Christ Church, Inc.	Sunday worship service	Yes

(See pages 114-115)

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

**ACTION BY THE BOARD:**

Motion was made by Robert Cooke to approve the Budget Transfers, Payment of Bills and Treasurer’s Report listed in this agenda for the 2012-2013 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 Douglas Freeman and carried unanimously, 9-0.

1. Budget Transfers - (See pages 116-121)
2. Payment of Bills - (See pages 122-146)
3. Treasurer’s Report - (See pages 147-175)

**EAST STROUDSBURG AREA SCHOOL DISTRICT  
BOARD OF EDUCATION  
REGULAR MEETING – April 15, 2013**

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

**Simultaneous Broadcast – High School North - Library**

**7:00 P.M.**

**ADDENDUM A**

**XVIII. FISCAL ITEMS**

**N. Concession Stand**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman to authorize the construction of a concession stand to be located at the Middle Smithfield Elementary baseball field. The construction shall be done by, and at the expense of, the North Little League Association and shall be subject to the plans being reviewed by the Administration, the Association paying for and acquiring all permits required by Middle Smithfield Township and providing copies of the permits to the District, and the Association having the District named as an additional insured on the Association's general liability insurance policy, all of which shall be done prior to the beginning of construction. Motion was seconded by Robert Gress and carried unanimously, 9-0.

(See page 2)

**O. Monroe County Judicial Sale**

**ACTION BY THE BOARD:**

Motion was made by Douglas Freeman that the Board not contest or file objections to the Petition for Rule to Sell Properties at Judicial Tax Sale Free and Clear of All Liens, Claims and Encumbrances and Rule to Show Cause indexed to No. 665 Civil 2012 in the Monroe County Court of Common Pleas which concerns properties remaining unsold from the September 12, 2012 upset tax sale. Motion was seconded by Eileen Featherman and carried unanimously, 9-0.

**XIX. BUS TRANSPORTATION ROUTES - REVISION**

**ACTION BY THE BOARD:**

Motion was made by Eileen Featherman, in accordance with 22 Pa. Code 23.4, that the Board approve the establishment of an additional bus loading zone as proposed by the Administration and presented at this meeting, which shall remain in effect until revised or amended by the Board. Motion was seconded by Michael Meachem and carried unanimously, 9-0.

New Bus Stop: Craig's Meadow & Taylor Drive for Smithfield Elementary

**XX. ANNOUNCEMENTS/INFORMATION**

None

**XXI. ADJOURNMENT 9:16 P.M.**

Respectfully Submitted,

Patricia L. Rosado  
Board Secretary