WESTERN WAYNE SCHOOL DISTRICT ADMINISTRATION OFFICE 1970C Easton Turnpike LAKE ARIEL, PA 18436

MEMORANDUM

TO: All School Board Members

FROM: Matthew Barrett, Ed.D., Superintendent

SUBJECT: AGENDA - Board Meeting MONDAY, MAY 06, 2019

District Board Room - Administration Building

1. Call to Order Bernice Fiorella, Board President

2. Prayer

3. Pledge of Allegiance

4. Roll Call

BOARD

ADMINISTRATION

Bernice Fiorella, President Rick Hoch, Vice President Jeffrey Gogolski, Treasurer Gary Enslin William Gershey Joseph Gombita Michael Ochlan Roger Shaffer Jr. Ethan Wood	Matthew Barrett, Ed.D., Superintendent Ellen Faliskie, Assistant Superintendent Rose Emmett, Business Manager/Board Secretary Paul Gregorski, High School Principal Kristen Donohue, Middle School Principal Justin Pidgeon, EverGreen Principal Maria Miller, Robert D. Wilson Principal Jennifer Bradley, Assistant HS Principal Elizabeth Watson, Assistant MS Principal Kerrie Fitzsimmons, EverGreen Ass't Principal Cynthia LaRosa, Director of Special Education
SOLICITORMatthew Meagher	Jennifer DeNike, Ass't Director of Special Educ Elizabeth Gregory, Early Intervention Supervisor Maria Liptak, Food Service Director Brian Seaman, Technology Director Joseph Dunda, Director of Building & Grounds Robert Black, Athletic Director

5. Approval of Minutes

Regular Board Meeting - April 01, 2019 Special Meeting for Narrative Budget 2019-2020 and General Purposes - April 23, 2019

- 6. Treasurer's Reports General Account Food Service Account Student Activities Account - January, February, March 2019
- 7. Approval of Bills
 General Account
 Food Service Account
- 8. Recognition of Public 15 minutes

9. Student Recognition

a. Presentation of Student Awards

b. Student Recognition

Bernice Fiorella, President

10. Enrollment Report:
ENROLLMENT - DAY #147

2018-2019 SCHOOL YEAR

GRADE	EVERGREEN	SN	Р	RDW	SN	Р	MS	SN	Р	HS	SN	Р	TOTAL
EARLY INT.		21			8								29
PRE K	58			33									91
KDG	57	16		36	6								115
GR. 1	74	13	1	27	7								122
GR. 2	63	19		28	9								119
GR. 3	60	27		34	7								128
GR. 4	59	21		30	11								121
GR. 5	59	19		39	17								134
GR. 6							111	25	5				141
TOTAL	430	136	1	227	65	0	111	25	5	0	0	0	1,000
GR. 7							92	34	3				129
GR. 8							107	22	3				132
GR. 9										127	29	6	162
GR. 10										105	33	5	143
GR. 11										132	27	6	165
GR. 12										143	22	3	168
TOTAL	430	136	1	227	65	0	310	81	11	507	111	20	1,899

Key: SN - Special Needs, P - Placement outside of District
Totals: EverGreen-567; RDW-292; MS-402; HS-638 TOTAL: 1,899

Last Month - April Total: 1,891

11. Approval of the 2019-2020 Graduate List

It is recommended that the Board of Education approve attached list for Graduation on June 13, 2019 as presented by High School Principal Mr. Paul Gregorski contingent upon each having satisfactorily completed all school and state requirements by Graduation. ${f ATTACHMENT}$ ${f I}$

12. Act 80 Day

It is recommended that the Board of Education approve a change in the 2018-2019

School calendar to reflect Tuesday, June 11, 2019 as a noon dismissal Act 80 Teacher In-Service day.

13. Legislative Representative/Liaison

It is recommended that the Board of Education appoint Bernice Fiorella as PSBA Legislative Representative/Liaison for the 2019-2020 school year.

14. Appointment

It is recommended that the Board of Education appoint Director(s) Bernice Fiorella and Rick Hoch as voting delegate(s) to the PSBA 2019 Delegate Assembly.

15. Election of Board Treasurer

- a. Solicit nominations for Board Treasurer
- b. Election of Board Treasurer in accordance with Section 404 of the Public School Code

16. Board Treasurer's Salary

It is recommended that the Board of Education approve the amount of \$3,000.00 for the Board Treasurer's salary for the 2019-2020 school year.

17. Board Treasurer's Bond

It is recommended that the Board of Education approve the Public Official's Treasurer's Bond at \$25,000.00 for the 2019-2020 school year at an estimated cost of \$250.00.

18. Donation of Board Treasurer's Salary

It is recommended that the Board of Education approve a donation of the Board Treasurer's salary in the amount of \$500.00 each to the Hamlin Fire and Rescue, Lake Ariel Fire Company, and Waymart Volunteer Fire Company. \$750.00 to the Western Wayne Co-Curricular's, and \$750.00 to the Boys and Girls Varsity Soccer Teams.

19. Exoneration of Municipal Tax Collectors

It is recommended that the Board of Education approve the exoneration of the Municipal Tax Collectors from the collection of the 2018 Duplicates.

20. Appointment of Tax Collectors

It is recommended that the Board of Education appoint the following elected Tax Collectors to serve the District for the 2019 duplicate:

a. Canaan Township

b. Clinton Township #1

c. Lake Township

d. Salem Township

e. South Canaan Township

f. Sterling Township

g. Waymart Borough

Linda Davis, 456 O'Connell Road, Waymart, PA 18472

Marianne Thorpe, 1095 Belmont Turnpike, Waymart, PA 18472

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Mary Bosshard, 39 Bandits Lane, Lake Ariel, PA 18436

Mary Bosshard, 39 Carbondale Road, Waymart, PA 18472

21. Printing of Tax Duplicates

It is recommended that the Board of Education approve a contract with Government Software Services, Honesdale, PA to print school tax duplicates and bills for Real Estate for the 2019 year as proposed at \$0.065 each, per name printed for the two copies of the Real Estate Duplicate, \$0.1695 for each tax statement prepared, and the sum of \$9.50 each per duplicate bound.

22. Adoption of the 2019-2020 Fiscal Year Tentative Budget

It is recommended that the Board of Education adopt the 2019-2020 Fiscal Year Tentative Budget showing estimated available resources of \$56,550,779.00 and estimated expenditures and ending fund balance in the amount of \$56,550,779.00 establishing real estate tax millage of 17.0804 with a 2% discount if the whole amount of the tax is paid within two months after the date of the tax notice; payment at face if the tax is paid within two months following the end of the discount period; penalty of 10% on all taxes not paid within four months after the date of the tax notice. (ATTACHMENT II)

23. Adoption of the 2019-2020 Tax Resolutions

It is recommended that the Board of Education adopt the attached 2019-2020 Tax Resolutions. (ATTACHMENT III)

24. Bid Authorization

It is recommended that the Board of Education authorize the Business Manager to award the Fuel Oil bid to the lowest responsible bidder for the 2019-2020 school year.

25. Transportation - Extra Curricular

It is recommended that the Board of Education award Dianne Jenkins the Extra Curricular Transportation Runs for the 2019-2020 school year with Caruth Bus Lines, Inc. as backup on an as needed basis at the following rates: Rate per mile \$3.45 with a minimum for mileage of \$92.11 and a waiting time at the hourly rate of \$12.24 per hour.

26. Transportation Drivers and Substitutes

It is recommended that the Board of Education approve the following list of Western Wayne School District Transportation Drivers and Substitutes for the listed contractors for the 2018-2019 school year as follows contingent upon receipt of necessary paperwork:

Contractor Kreutz Inc. - Driver DeeAnn Kromko Contractor Cavage Transit - Driver Patricia Salak Contractor Ryan Wilmarth - Driver Allison Wilmarth Contractor Scottie Swingle Jr - Terri Jo Hood Contractor Gerald Yedinak - Driver Susan Enslin

27. Transportation - Extension

It is recommended that the Board of Education approve the following Transportation

contract extension at State Formula for the 2018-2019 school year:

a. Contractor Lisa Swingle - Van #129 - Lake Ariel to Scranton School for the Deaf/Robert D. Wilson Elementary - effective April 5, 2019.

28. Transportation - New

It is recommended that the Board of Education approve the following New Transportation contract at State Formula for the 2018-2019 school year:

a. Contractor Scottie Swingle Jr. - Van #111 - Lake Ariel to Valley View effective April 30, 2019.

29. Appointment - Special Counsel

It is recommended that the Board of Education approve King, Spry, Herman, Freund & Faul, LLC as Special Counsel for Western Wayne School District at the rate of \$170.00 per hour for attorneys and \$95.00 for paraprofessionals on an as needed basis for the 2019-2020 school year.

30. Appointment - District Solicitor

It is recommended that the Board of Education appoint Matthew L. Meagher, Esquire, as District Solicitor at an annual retainer fee of \$750.00 and an hourly rate of \$150.00 for the 2019-2020 school year.

31. Americans with Disabilities Act (ADA) - Title IX Coordinator

It is recommended that the Board of Education approve the Assistant Superintendent as ADA Officer and Title IX Coordinator for the Western Wayne School District in compliance with the American Disabilities Act for the 2019-2020 school year.

32. Affirmative Action Compliance Officer

It is recommended that the Western Wayne District Board of Education appoint the Assistant Superintendent as the District's "Affirmative Action Compliance Officer" for the 2019-2020 school year.

33. Right-to-Know Officer

It is recommended that the Western Wayne District Board of Education appoint the Assistant Superintendent as the District's "Right-to-Know" Officer for the 2019-2020 school year.

34. LEA Policies and Procedures - IDEA

It is recommended that the Board of Education approve the LEA policies and procedures that adhere to the requirements under the Individual with Disabilities Education Act, Part B (IDEA-B).

35. Memorandum of Understanding

It is recommended that the Board of Education approve the Memorandum of Understanding between the Western Wayne School District, the Wayne County District Attorney's Office and the Pennsylvania State Police.

36. Second Reading - Adoption of Board Policies

It is recommended that the Board of Education adopt the following Policies - Second Reading:

a. Section: 100 Programs

123.2 Sudden Cardiac Arrest

b. Section: 200 Pupils

209.1 Food Allergy Management 209.2 Diabetes Management 250 Student Recruitment

c. Section: 800 Operations

824 Maintaining Professional Adult/Student Boundaries

37. Contract - Blackboard Connect Inc.

It is recommended that the Board of Education approve a contract between Western Wayne School District and Blackboard Connect Inc. at a cost of \$2.00 per user effective July 1, 2019 to June 30, 2020.

38. Contract - Carol Lienert

It is recommended that the Board of Education approve a contract between Western Wayne School District and Carol R. Lienert, C.R.N.P., to provide the required medical review of the IEP students who are eligible for the medical Access Program, confirming that services are needed, and further that they are being provided, at the rate of \$10.00 for each Access Medical Practitioner Authorization form effective July 1, 2019 for the 2019-2020 school year.

39. Agreement - Summer EI 2019

It is recommended that the Board of Education approve a service agreement for the Summer EI Program with Western Wayne School District and Mary Cardinal, Teacher of the Visually Impaired at the rate of \$125.00 per hour as needed per student's IEP & 504 Service Agreement effective July 01, 2019 to August 31, 2019 contingent upon receipt of necessary paperwork.

40. Settlement Agreement

It is recommended that the Board of Education adopt the proposed Confidential Settlement Agreement and Release relating to the following student, in accordance with the terms thereof.

A. S#13-18-19

41. Agreement - NAPACIL

It is recommended that the Board of Education approve an Agreement between Western Wayne School District and Northeast Pennsylvania Center for Independent Living NEPACIL) at the rate of \$76.11 per half day and \$132.78 per full day per student for the 2019-2020 school year.

42. Agreement - Friendship House

It is recommended that the Board of Education approve an agreement between Western Wayne School District and Friendship House School Based Counseling Services at a rate of \$52.00 per hour/32 hours per week effective for the 2019-2020 school year.

43. Indoor Track and Field Recognition

It is recommended that the Board of Education recognize Indoor Track and Field as a PIAA sanctioned sport starting with the 2018-2019 school year.

44. Middle School & High School Science Textbook Approval

It is recommended that the Board of Education approve the recommendation of the Superintendent to approve the following Middle School & High School Science Textbook Series 2019:

Text Series - 2019	Text Company
Elevate Science Middle Grades	Pearson
Elevate Science Middle Grades	Pearson
Elevate Science Professional	Pearson
Campbell: Biology in Focus	Pearson
Chemistry	Houghton Mifflin Harcourt
Environmental Science	Pearson
Miller Biology	Pearson
Cengage - Chemistry AP & online access, teacher's edition	Cengage
Martini & Bartholomew's Anatomy & Physiology: Essentials of Anatomy and Physiology	Pearson

45. Personnel

a. Substitute List

It is recommended that the Board of Education approve the following personnel to be added to the District Substitute List for the 2018-2019 school year per Certification, Act 24/34/151/114/153/168 Guidelines, Employment Eligibility Verification-U.S. Department of Justice:

- 1. Heidi Evans Area: Guest Teacher
- 2. Joseph Sgarlata Jr. Area: Custodial (pending employment paperwork)

b. Resignation/Retirement

It is recommended that the Board of Education accept the resignation for Retirement purposes of Ellen Faliskie, Assistant Superintendent effective June 30, 2019.

c. Resignations

It is recommended that the Board of Education accept the following resignations:

- 1. Kim Amorine, Food Service worker effective April 2, 2019.
- 2. Natalie Winters, Softball Assistant Coach effective April 22, 2019.

d. Letters of Assurance

It is recommended that the Board of Education approve the authorization of Reasonable Assurance of Employment letters to be sent out by the Superintendent's

Office by May 24, 2019 to substitute teachers, custodial, secretaries - 10 month, cafeteria, teacher aides, library aides, and all approved substitutes as listed on the District Substitute List for 2018-2019 school year with a return required by June 28, 2019 to be included on the 2019-2020 District Substitute List.

e. Hourly/Per Diem Rates for the 2019-2020 school year

It is recommended that the Board of Education set the hourly/per diem rates for the 2019-2020 school year as follows:

- 1. Substitute Teachers \$120 per diem Guest Teachers \$120 per diem
- 2. Substitute Teacher Aide \$9.50 per hour
- 3. Substitute Secretary \$10.50 per hour
- 4. Homework Help \$120 per Diem
- 5. Security \$19.00 per hour (Minimum of \$40.00 per event)
- f. Appointments Summer ESY (Extended School Year) Program 2019

It is recommended that the Board of Education approve the following appointment for the Summer ESY Program 2019 contingent upon enrollment at the following rates:

- 1. Special Education Teachers \$34.06/hour Cheryl Shimkosky, Jessica Shelp, Amanda Mousley, Shannon Nolan.
- 2. Early Intervention Teachers \$34.06/hour Susan Larkin, Michelle Mistishin, and Amanda Mousley
- 3. Speech and Language Therapist(s) \$34.06/hour Julie Conklin, Alyssa Gatto, and Danielle Vokes
- 4. Nurse \$34.06/hour Christina Salak
- 5. School-Age Paraprofessionals Shiela DeGroat \$14.96/hr, Angela Berger \$14.47/hr, Brenda Jones \$9.50/hour, Dee Ann Kromko \$9.50/hr, and Sabrina Morgan \$9.50/hr.
- 6. Early Intervention Paraprofessionals Elizabeth Barbone \$14.10/hour,
 Nichole Barbone \$9.50/hour (pending updated clearances), Dee Ann Kromko \$9.50/hour, Sabrina Morgan \$9.50/hour, Nicholas Jennings (pending receipt of
 clearances)-\$9.50/hour
- 7. Occupational Therapy Sarah Queipo (Wallenpaupack employee)
- 8. Physical Therapist William Conklin (Wallenpaupack employee)
- g. Appointments Summer School 2019

It is recommended that the Board of Education approve the following appointments as instructors of the Summer School Program 2019 contingent upon enrollment at the rate listed in the Professional Employees Contract of \$34.06 per hour:

- 1. Anthony Zoppi
- 2. Justin Collins
- 3. Andrew McCaffery
- 4. Starlah Robbins
- 5. Cheryl Shimkowsky split one position
- 6. Annette Fox split one position

46. Approval - Volunteers

It is recommended that the Board of Education approve the following to the list of volunteers for the 2018-2019 school year contingent upon receipt of clearances:

1. Amy Stout-Amendola - PA State Certified School Bus Instructor

- 2. Charles (CJ)Bayly Boys Volleyball Spring 2019 and Girls Volleyball Fall 2019 and Boys and Girls Soccer Fall 2019
- 3. Elizabeth Reifler EverGreen Elementary

47. Informational Items:

a. **IMPORTANT DATES:**

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MAY DATES
1. May 01, 2019 - National Honor Society Induction Ceremony - 7:00 PM to 9:00 PM
2. May 02, 2019 - 7^{\text{th}} & 8^{\text{th}} Grade Band to Philadelphia Orchestra
3. May 03, 2019 - Middle School Band Fest @ Tunkhannock
4. May 04, 2019 - EverGreen Elementary Green Day
5. May 6-16, 2019- AP Exams
6. May 07, 2019 - 7^{\text{th}} & 8^{\text{th}} Grade Band Concert - 7:00 PM - Auditorium
7. May 08, 2019 - NEIU Reading Competition
8. May 08, 2019 - Special Olympics @ Delaware Valley
9. May 09, 2019 - 7th & 8th Grade Chorus Concert - 7:00 PM - HS Auditorium
10. May 09, 2019 - EG & RDW 5th Grade Field Trip - PNC Field Stem Day
11. May 10, 2019 - EverGreen Kindergarten Parent Day - 11-11:30 AM
12. May 10, 2019 - Middle School Chorus Fest @ Wallenpaupack
13. May 11, 2019 - Prom - Carbondale Hotel - 4:00 PM to 9:00 PM
14. May 14-15, 2019 - EverGreen PTA Book Fair -14^{\rm th} form 6-8PM and 15^{\rm th} from 3-5PM
15. May 14, 2019 - 6th Grade Band & Chorus Concert - 7:00 PM
16. May 15, 2019 - EverGreen 1^{st} & 2^{nd} Grade Concert - 7:00 PM
17. May 16, 2019 - EverGreen 4th Grade Field Trip - Steamtown National Historic
                   Site
18. May 17, 2019 - Robert D. Wilson Discovery Day
19. May 17, 2019 - EverGreen 5^{th} Grade Parent Day - 1:30 PM
20. May 17, 2019 - EverGreen 2nd Grade Field Trip to Honesdale
21. May 18, 2019 - High School Art Show & Spring Concert - 1:00 PM to 3:00 PM
22. \overline{\text{May}} 21, 2019 - 8th Grade Keystone Testing
23. May 21, 2019 - EverGreen PTA Installation Dinner - 6:00 PM
24. May 21-23,2019 - National Honor Society Trip to Boston
25. May 23, 2019 - Robert D. Wilson PTA Meeting - 6:00 PM
26. May 23, 2019 - 8th Grade Leadership Camp at Pocono Valley Resort
27. May 23, 2019 - 6^{\rm th} Grade Trip to Lacawac
28. May 23, 2019 - EverGreen Kdg Field Trip to Lackawanna Environmental Center
29. May 23, 2019 - EverGreen Pre-Kindergarten Grandparent's Day
30. May 23, 2019 - RDW 3rd Grade Field Trip to Everhart Museum
31. May 24, 2019 - 6th Grade Band & Chorus Trip to Knoebels
32. May 28, 2019 - Varsity Club Banquet - Ladore - 6:00 PM
33. May 28, 2019 - 7th & 8th Grade Chorus Field Trip to Knoebels
34. May 27, 2019 - Schools Closed - Memorial Day Holiday
35. May 29, 2019 - Robert D. Wilson Field Day
36. May 30, 2019 - EverGreen Field Day (Rain date June 4^{th})
37. May 30, 2019 - RDW Kindergarten Field Trip to Claws-n-Paws Animal Park
38. May 30, 2019 - RDW 2nd Grade & Autistic Support Field Trip to Honesdale
                   Stourbrige Lion Train
39. May 31, 2019 - RDW 1st Grade Field Trip to Lackawanna College Environmental
                   Education Center
40. May 31, 2019 - EG & RDW 5th Grade Middle School Orientation
41. May 31, 2019 - EverGreen 4th Grade Parent Day
42. May 31, 2019 - Middle School 8th Grade Only Dance - 7:00 PM
43. May 31, 2019 - High School Fashion Catwalk Community Show - 7:00 PM
    JUNE DATES
44. June 4, 2019 - Middle School Field Day
45. June 5, 2019 - RDW Kindergarten Young Authors - 1:30 PM
46. June 5-6,2019 - Senior Final Exams
47. June 6, 2019 - EverGreen 5<sup>th</sup> Grade Moving Up Ceremony
48. June 6, 2019 - Senior Night - 7:00 PM
49. June 7, 2019 - Middle School Spirit Games
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50. **June 7-11, 2019** - Grades 9-11 Final Exams

- 51. **June 7-13, 2019** Graduation Practice
- 52. June 10, 2019 Middle School Moving Up Ceremony 9:00 AM
- 53. June 10, 2019 Senior Class Day to Hershey Park
- 54. **June 10, 2019** EverGreen 3rd Grade Field Trip
- 55. June 10, 2019 RDW 5^{th} Grade Awards Assembly 1:30 PM
- 56. June 11, 2019 Noon Dismissal Teacher Act 80 Day
- 57. June 12, 2019 No School Teacher In-Service
- 58. June 13, 2019 LAST DAY OF SCHOOL
- 59. June 13, 2019 GRADUATION CEREMONY @ 6:00 PM
- b. Student Teacher/Interns: <u>University of Scranton</u> Margaret Donnelly Intern High School Guidance Department - 1st Semester 2019-2020 school year - Matthew Fitzsimmons; <u>Marywood University</u> - Keely Seybold - intern - Elementary Social Worker - September 2019 to May 2020 - Susan Schlasta
- 48. Correspondence
- 49. Superintendent's Report
- 50. Assistant Superintendent's Report
- 51. Principal's Report
- 52. Federal Program's Report
- 53. Other Business
- 54. Future Meetings:
 - June 03, 2019 6:00 P.M. Board Committee Meeting, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel PA 18436
 - June 10, 2019 7:00 P.M. Public Board Meeting and Final Adoption of the General Fund Budget 2019-2020, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel PA 18436
 - Informational: Meetings held
 - April 23, 2019 5:30 PM Executive Session for Personnel 6:00 P.M., the Presentation of the Narrative Budget 2019-2020 and General Purposes, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436
 - April 29, 2019 5:00 P.M. Executive Session for Legal Matters, 6:00 P.M. Board Committee Meeting, Executive Session for Personnel Matter followed, District Board Room, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436
- 55. Adjournment Board Policy 11:00 P.M.