

**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

DATE: April 3, 2024

SUBJECT: AGENDA - Board Meeting  
**WEDNESDAY, April 3, 2024**  
Western Wayne Administration Building, District Board Room,  
1970C Easton Turnpike, Lake Ariel, PA 18436

1. Call to Order Board President
2. Prayer
3. Pledge of Allegiance
4. Roll Call

\_\_\_ William Gershey, President  
\_\_\_ Joseph Gombita, Vice President  
\_\_\_ Dana DeSiato, Treasurer  
\_\_\_ Angela Booths  
\_\_\_ James Collins  
\_\_\_ Christina Hinz  
\_\_\_ Michael Ochlan  
\_\_\_ Kerin Weinberger  
\_\_\_ Ethan Wood

\_\_\_ Matthew Barrett, Ed.D., Superintendent  
\_\_\_ Cynthia LaRosa, Ph.D., Ass't Superintendent  
\_\_\_ Rose Emmett, Business Manager/Board Secretary  
\_\_\_ Paul Gregorski, High School Principal  
\_\_\_ Jennifer Bradley, Middle School Principal  
\_\_\_ Justin Pidgeon, EverGreen Principal  
\_\_\_ Maria Miller, Robert D. Wilson Principal  
\_\_\_ Elizabeth Watson, STEAM Principal  
\_\_\_ Matthew Barr, Assistant MS Principal  
\_\_\_ Kerrie Fitzsimmons, EverGreen Ass't Principal  
\_\_\_ Jennifer DeNike, Ed.D., Dir. of Special Education  
\_\_\_ Katie Shemanski, Psy.D., Supv. of Pupil Personnel  
\_\_\_ Elizabeth Gregory, Early Intervention Supervisor  
\_\_\_ Maria Liptak, Food Service Director  
\_\_\_ Brian Seaman, Technology Director  
\_\_\_ Robert Black, Assistant HS Principal  
\_\_\_ Tyler Jakes, Athletic Director

**SOLICITOR**

\_\_\_ Brendan Ellis

5. Approval of Minutes  
Board Work Session March 6, 2024  
Regular Board Meeting March 6, 2024
6. Treasurer's Reports  
General Account
7. Approval of Bills  
General Account  
Food Service Account

8. Recognition of Public - 15 minutes

9. Enrollment Report:

ENROLLMENT - DAY # 131 2023-2024 SCHOOL YEAR

GRADE	EG	RDW	MS	HS	TOTAL
EARLY INT.	20	8			
PRE-K	67	44			
KDG	70	41			
GR. 1	77	50			
GR. 2	81	50			
GR. 3	67	57			
GR. 4	96	42			
GR. 5	83	39			
GR. 6			121		
GR. 7			132		
GR. 8			138		
GR. 9				148	
GR. 10				152	
GR. 11				144	
GR. 12				133	
TOTAL	561	331	391	577	1,860

Totals: EverGreen- 561 ; RDW- 331 ; MS- 391; HS 577 ; **TOTAL: 1,860**  
Last Meeting- Total: 1,863

10. Policies

It is recommended that the Board of Education review and approve the revisions to the following policies:

**Section: 200 Pupils**

209 Health Examinations/Screenings

**Section: 800 Operations**

808 Food Service

824 Maintaining Professional Adult/Student Boundaries

It is recommended that the Board of Education review the following policies:

**Section: 200 Pupils**

209.1 Food Allergy management

**Section 800 Operations**

806 Child Abuse

823 Naloxone

11. School Calendar

It is recommended that the Board of Education approve the following changes to the 2023-2024 school calendar and to allow the Superintendent to change the dates if necessary.

- a. Wednesday, June 05, 2024 - No School for Students - Teachers In-Service Day
- b. Thursday, June 06, 2024 - Last Day of School for all students and Graduation

12. Real Estate Transfer Tax Collector

It is recommended that the Board of Education appoint the Wayne County Deputy Realty Tax collector to serve the District as Real Estate Transfer Tax Collector for the 2024-2025 school year.

13. Agreement/Data Processing Services

It is recommended that the Board of Education approve Western Wayne School District's participation in the following software services being offered by CSIU (Central Susquehanna Intermediate Unit) for the 2024-2025 school year.

- a. The Student Information System (SIS) includes Attendance, Transportation, Health, Discipline, Scheduling, and Gradebook. Cost per student is \$16.42 for first 2000 students plus a flat fee of \$175.00.
- b. Payroll at a cost per student of \$5.22 for the first 2000 students plus a flat fee of \$500.00.
- c. Fund Accounting at a per student cost of \$4.51 for 1st 1500 \$2.26 for each additional student plus a flat fee of \$780.00.
- d. Human Resources at a student cost of \$2.40 per student for 1<sup>st</sup> 2500 plus a flat fee of \$500.00.
- e. Employee Portal is included in the Human Resources module.
- f. The Student Information System - GURUBoard - ZAPS Only at a cost per student of \$0.55.

(Approximate total cost of \$53,714.00)

14. Agreement-Harris Education Solutions

It is recommended that the Board of Education approve an agreement with Harris Education Solutions formerly OnHand Schools, Inc.) to continue to use their EdInsight data management system software.

15. Agreement-ESS

It is recommended that the Board of Education approve an agreement with ESS - substitute solutions, to contract out our substitute teachers and support staff starting in July 2024.

16. Agreement-Entech Engineering

It is recommended that the Board of Education approve an agreement with Entech Engineering for professional engineering services related to our wastewater treatment plant rehabilitation project. The agreement includes phase I - design; phase II - bidding assistance and phase III - funding assistance.

17. Agreement-Primeroeedge

It is recommended that the Board of Education approve an agreement with Primeroeedge for the software, POS, online payment system and training for our Food Service Department at a cost of \$3,180 per year and an initial \$1,995 for set-up and training. The current company we use will no longer be available for use as of the end of this school year.

18. Agreement-IdentiMetrics

It is recommended that the Board of Education approve the purchase of 11 Biometric ID packages from IdentiMetrics for use with the above purchase to run the food service lines at each building total cost \$12,515.00 for the equipment and set-up and a yearly fee of \$3,120.00 which does not begin until the 2025-2026 school year.

19. Purchase of Vehicle

It is recommended that the Board of Education approve the purchase of a 2024 Chevrolet Traverse at the State contract price of \$38,790 plus fees. This 8-passenger vehicle will replace our oldest van from 2011.

20. Transportation-Driver

It is recommended that the Board of Education approve the following driver for the 2023-2024 school year:

1. Contractor, Henwood-Driver, Christopher Curry.

21. Agreement - NEIU #19

It is recommended that the Board of Education approve an agreement between Western Wayne School District and NEIU Flight Team Commitment Agreement for supportive response to member school districts during times of tragedy or trauma for the 2024-2025 school year.

22. Dual Enrollment Agreement - Johnson College

It is recommended that the Board of Education approve the Dual Enrollment Agreement between Western Wayne School District and Johnson College from March 15, 2024 through April 14, 2025.

23. Agreement - St. Joseph's Center

It is recommended that the Board of Education approve an agreement with Saint Joseph's Center to provide services to Western Wayne children at the rate of pay per Access Rate. Services will be provided on an as needed basis as determined by the child's IEP team for the contract period July 1, 2024 through June 30, 2025.

24. Agreement-Human Resource Center Inc.

It is recommended that the Board of Education approve an agreement between the Western Wayne School District and the Human Resource Center Inc. for psychological evaluation, academic training, and transportation for students at a rate of \$27.36 per hour for Level 1 and \$20.92 per hour for level 2 students for the 2024-2025 school year.

25. Agreement-Pennoni

It is recommended that the Board of Education approve an agreement between the Western Wayne School District and Pennoni for Asbestos and Emergency Response Act (AHERA) consultation and training services from April 2024 through April 2026 at a rate of \$1,1000.0 per inspection (twice per year) and \$750.00 per session (one time per year).

26. Building Use Approval

It is recommended that the Board of Education approve the building use request:

1. Band Parents-April 12, 2024, 6:00 p.m.-9:00 p.m., April 13, 2024, 6:00 p.m.-9:00 p.m. and April 14, 2024, 12:00 p.m.-5:00 p.m. for snack sales.
2. Waymart Police Department-Robert D. Wilson Elementary, July 7, 2024, 10:00 a.m.-4:00 p.m. for the K-9 benefit.
3. Waymart Homer Dome Classic-Robert D. Wilson Elementary, June 19-20, 2024 5:30 p.m.-9:00 p.m. and June 21-23, 2024, 8:00 a.m.-9:00 p.m. for the Adult Softball Tournament-Fundraiser.

27. Waiver of Expulsion Hearing and Stipulation

It is recommended that the Board of Education adopt the proposed Waiver of Expulsion Hearing and Stipulation relating to the following student, thereby Excluding the student from the Western Wayne School District in accordance with the terms thereof.

- a. S#08-23-24

28. Personnel

a. Resignation

It is recommended that the Board of Education approve the following resignation:

1. Brian Toler-Custodian effective March 22, 2024.

b. Substitutes

It is recommended that the Board of Education approve the following personnel to be added to the District Substitute List for the 2022-2023 school year per Certification, Act 24/34/151/114/153/168 Guidelines, Employment Eligibility Verification-U.S. Department of Justice:

1. Amanda Wilbur-Substitute Nurse
2. Wendy Castanaro-Cafeteria
3. Hayley Fornes-Early Childhood PK-4

c. Appointment-Robert D. Wilson Elementary School Principal

It is recommended that the Board of Education approve the recommendations of the Superintendent and District Administrators as listed effective July 1, 2019 at the agreed upon salary in accordance with the Act 93 Agreement:

1. \_\_\_\_\_-Principal of Robert D. Wilson Elementary School

d. Appointment - Advisors and Department Chairs 2024-2025

It is recommended that the Board of Education appoint the following to the listed advisor and department chair positions for the 2024-2025 school year at the salary listed in the Professional Employees Contract:

ADVISORS

1. Accompanist-Marty Ort 11<sup>th</sup> year \$855.95
2. Assistant Director-Alexandra Solimine 2<sup>nd</sup> year \$1,379.00
3. Band Front Director-Jessica McLaughlin 12<sup>th</sup> year \$5,087.03
4. CATS Club-High School-Denise Johnson 12<sup>th</sup> year \$1,676.70
5. 9<sup>th</sup> Grade-Jaime Thomas 5<sup>th</sup> year \$704.82
6. 9<sup>th</sup> Grade-Rachel Palko 5<sup>th</sup> year \$704.82
7. 10<sup>th</sup> Grade-Carrie Wittenbrader 4<sup>th</sup> year \$704.82
8. 10<sup>th</sup> Grade-Helene Tscheschlog 6<sup>th</sup> year \$711.73
9. 11<sup>th</sup> Grade-Kasey Gribble 11<sup>th</sup> year \$1,467.63
10. 11<sup>th</sup> Grade-Maria Masankay 23<sup>rd</sup> year \$1,510.17
11. 12<sup>th</sup> Grade-Sara Orloski 15<sup>th</sup> year \$1,481.81
12. 12<sup>th</sup> Grade-Benjamin Gill 16<sup>th</sup> year \$1,481.81
13. Choreographer-Jessica McLaughlin 14<sup>th</sup> year \$855.95
14. Costumer-Noreen Ofner 13<sup>th</sup> year \$855.95
15. Custodian of Student Accounts-Carrie Williams 2<sup>nd</sup> year \$3,373.00
16. Director of Musical/Drama-Jessica McLaughlin 10<sup>th</sup> year \$7,132.19
17. Drama Advisor-Joyce Covalleski 5<sup>th</sup> year \$876.69\*
18. Drama Advisor-Jessica McLaughlin 8<sup>th</sup> year \$885.29\*
19. Envirothon Advisor-Andrew McCaffery 4<sup>th</sup> year \$791.01\*
20. Envirothon Advisor-Maria Masankay 17<sup>th</sup> year \$810.40\*
21. Hot Rod-Brian Landry 20<sup>th</sup> year \$1,723.17
22. Junior Academy of Science Middle School-Maria Masankay 11<sup>th</sup> year \$1,254.42\*
23. Junior Academy of Science High School-Maria Masankay 16<sup>th</sup> year \$1,266.54\*
24. Junior Academy of Science Middle School-Christine McClure 11<sup>th</sup> year \$1,254.42\*
25. Junior Academy of Science High School-Christine McClure 17<sup>th</sup> year \$1,266.54\*
26. Literary Magazine-Sandra Summers-5<sup>th</sup> year \$1,806.42
27. Local History Club-Justin Hayden 3<sup>rd</sup> year \$1,666.54
28. Marching Band Director-Elaine Ort 11<sup>th</sup> year \$7,534.80
29. National Art Honor Society-Justin Hayden 5<sup>th</sup> year \$1,031.22
30. National Honor Society-Rachael Palko 2<sup>nd</sup> year \$855.50\*
31. National Honor Society-Kasey Gribble 2<sup>nd</sup> year \$855.50\*
32. Pit Director-Elaine Ort 11<sup>th</sup> year \$2,281.14
33. Political Science Club-Ryan Onder 10<sup>th</sup> year \$1,046.39
34. Robotics-Brian Landry 14<sup>th</sup> year \$6,969.69
35. Scholastic Team-Ryan Onder 15<sup>th</sup> year \$1,056.50
36. Science Olympiad-Maria Masankay 7<sup>th</sup> year \$520.67\*
37. Science Olympiad-Andrew McCaffery 3<sup>rd</sup> year \$515.61\*
38. Spanish Club-Sara Orloski 5<sup>th</sup> year \$515.61\*
39. Spanish Club-Elizabeth Sandrowicz 5<sup>th</sup> year \$515.61\*
40. Student Government-High School-Sara Orloski 11<sup>th</sup> year \$1,754.84\*
41. Student Government-High School-Amanda Jenkins 1<sup>st</sup> year \$1,695.50\*

\*Co-advisor positions with salary split between two advisors equally.

DEPARTMENT CHAIRS

1. Art-Justin Hayden 14<sup>th</sup> year \$2,235.60
2. Business-Justin Collins 2<sup>nd</sup> year \$2,160.00
3. Family & Consumer Science: 6-12-Colleen Carmody 19<sup>th</sup> year \$2,257.20
4. Foreign Language:6-12-Elizabeth Sandrowicz 2<sup>nd</sup> year \$2,160.00
5. Health/PE/Safety:preK-12-Jaimie Thomas 15<sup>th</sup> year \$2,235.60
6. Math:pre-K-12-Theodore Macdonough 18<sup>th</sup> year \$2,257.20
7. Music PreK-12-Maria Arneil-6<sup>th</sup> year \$1,112.40\*
8. Music PreK-12-Joyce Covaleski-2<sup>nd</sup> year \$1,080.00\*
9. Nurse:preK-12 Denise Johnson 8<sup>th</sup> year \$2,224.80
10. Pupil Services (Guidance): preK-12 Erica Germani 4<sup>th</sup> year \$1,101.60\*
11. Pupil Services (Guidance): preK-12 Matthew Fitzsimmons 12<sup>th</sup> year \$1,117.80\*
12. Science:preK-12-Maria Masankay 18<sup>th</sup> year \$2,257.20
13. Social Studies-Gregory Butler 2<sup>nd</sup> year \$2,160.00
14. Special Education-Sara Brzycki 2<sup>nd</sup> year \$2,160.00
15. Technology Education-Brian Landry 23<sup>rd</sup> year \$2,300.40

\*Co-chair positions with salary split between two employees equally.

e. Appointments - SAP Team

It is recommended that the Board of Education approve the following appointments as SAP Team members for the 2024-2025 school year at the rate listed in the Professional Employees Contract of \$1,470.00:

1. High School-Denise Johnson 9<sup>th</sup> year \$1,514.10
2. High School-Tara Donleavy 6<sup>th</sup> year \$1,514.10
3. High School-Colleen Carmody 5<sup>th</sup> year \$1,499.40
4. Middle School-Joshua Rowe 9<sup>th</sup> year \$1,514.10
5. Middle School-Jessica Fullwood 3<sup>rd</sup> year \$1,499.10
6. Middle School-Joseph Totsky 9<sup>th</sup> year \$1,514.10
7. Middle School-Lisa Jacques 9<sup>th</sup> year \$1,514.10

f. Mentor

It is recommended that the Board of Education approve Alyssa Wesley as mentor for Christine Rossi retroactive to March 18, 2024 through March 18, 2025 at a total salary of \$1805.33.

g. Approval - Volunteers

It is recommended that the Board of Education approve the following to the list of volunteers for the 2023-2024 school year contingent upon receipt of clearances:

1. Owen Kotchessa for field trips, Special Olympics and The Cat Pack Games.
2. Lauren Coolbaugh chaperone for the 8<sup>th</sup> grade chorus trip.
3. Danielle Roberts chaperone for the 8<sup>th</sup> grade chorus trip.
4. Jennifer Matthews chaperone for the 8<sup>th</sup> grade chorus trip.
5. Elizabeth Reifler-Accompanist for elementary concerts.

29. Informational Items:

- a. Student Recognition (during Work Session)

b. Staff Recognition (during Work Session)

c. Dates to Remember:

- April 1, 2024-No School Easter Break
- April 2, 2024-School Resumes
- April 2, 2024-End of 3<sup>rd</sup> Quarter
- April 4, 2024-EverGreen Elementary School PTA Blood Drive
- April 8, 2024-Robert D. Wilson Elementary School-Roller Skating Pre-K, K, 1<sup>st</sup>, and 2<sup>nd</sup> after school until 4:30 p.m.
- April 8-10, 2024- High School FBLA State Leadership Conference-Hershey, PA
- April 10, 2024-Robert D. Wilson Elementary School-Roller Skating-Grades 3<sup>rd</sup>, 4<sup>th</sup>, and 5<sup>th</sup> after school until 4:30 p.m.
- April 10, 2024-Robert D. Wilson Elementary School PTA Meeting 6:30 p.m.
- April 10, 2024-EverGreen Elementary School PTA meeting 6:00 p.m.
- April 10, 2024-Anticipated report card distribution
- April 10, 2024-Middle School PBIS Dace, 3PM until the late bus
- April 12-14, 2024-The Addams Family Musical (High School and 8<sup>th</sup> grade participants) Friday at 7:00 p.m., Saturday 7:00 p.m. and Sunday 2:00 p.m.
- April 15, 2024-EverGreen Elementary Bubble Mania Grades K-5
- April 15, 2024-EverGreen Elementary CTC Presentation for 5<sup>th</sup> Grade
- April 15-19, 2024-Middle School PSSA Spirit Week
- April 16, 2024-High School Envirothon PPL Environmental Center, Lake Wallenpaupack
- April 17-20, 2024-High School PMEA All-State Conference
- April 18<sup>th</sup>, 19<sup>th</sup> and 22<sup>nd</sup>, 2024-High School CatWalk Competition
- April 19, 2024-Middle School Students vs. Staff Dodge Ball Game
- April 22-May 3, 2024-Middle School PSSA Testing Window
- April 22-May 10, 2024-EverGreen Elementary PSSA Testing
- April 25, 2024-High School NHS Induction Ceremony-7:00 p.m. Auditorium
- April 26-28, 2024-High School Band Trip-Baltimore, MD
- April 30, 2024-EverGreen Elementary PA Wildlife Presentation-Pre-K

d. The 2024-2027 Western Wayne Special Education Plan is available for public review as of April 2, 2024 at: <https://ww3.westernwayne.org/>

- 30. Correspondence
- 31. Superintendent's Report
- 32. Assistant Superintendent's Report
- 33. Principal's Report
- 34. Federal Programs Report
- 35. Other Business
- 36. Future Meetings:

Date to be determined-Presentation of the Narrative Budget, Administrative Building, 1970C Easton Turnpike, Lake Ariel, PA 18436.

Wednesday, May 1, 2024- 6:00 PM - Board Work Session followed by the Public Board Meeting, Administration Building, 1970C Easton Turnpike, Lake Ariel, PA 18436. In case of inclement weather, the meeting will be held on May 1, 2024, or the next school day.



37. Adjournment - Board Policy - 11:00 PM